

Phil Norrey
Chief Executive

To: The Chair and Members of the
Cabinet

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 3 April 2018
Please ask for : Karen Strahan, 01392 382264

Email: karen.strahan@devon.gov.uk
:

CABINET

Wednesday, 11th April, 2018

A meeting of the Cabinet is to be held on the above date at 10.30 am in the Committee Suite - County Hall to consider the following matters.

P NORREY
Chief Executive

AGENDA

PART I - OPEN COMMITTEE

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 14 March 2018, (previously circulated).

3 Items Requiring Urgent Attention

Items which in the opinion of the Chair should be considered at the meeting as matters of urgency.

4 Announcements

5 Petitions

6 Question(s) from Members of the Council

FRAMEWORK DECISION

NIL

KEY DECISIONS

7 Transport Capital Programme 2018/19: Proposed Allocation (Pages 1 - 12)

Report of the Head of Planning, Transportation and Environment (PTE/18/17) on the proposed allocations for the Transport Capital Programme for 2018/19, attached.

Electoral Divisions(s): All Divisions

8 Department for Transport Consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain (Community Transport) (Pages 13 - 18)

Report of the Head of Planning, Transportation and Environment (PTE/18/18) outlining a proposed response to the Department for Transport Consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain, attached.

Electoral Divisions(s): All Divisions

9 County Road Highway Maintenance Capital Budget: Progress on 2017/2018 Schemes and Proposals for the 2018/2019 Schemes (Pages 19 - 48)

Report of the Chief Officer for Highways, Infrastructure Development and Waste (HIW/18/20) on the County Road Highway Maintenance Capital Budget, outlining progress on the 2017/2018 Schemes and the proposals for 2018/2019, attached.

Electoral Divisions(s): All Divisions

10 County Road Highway Maintenance Revenue Budget and On Street Parking Account 2018/2019 (Pages 49 - 58)

Report of the Chief Officer for Highways, Infrastructure Development and Waste (HIW/18/21) on the County Road Highway Maintenance Revenue Budget and On Street Parking Account for 2018/2019, attached.

Electoral Divisions(s): All Divisions

11 Implementation of a Regional Adoption Agency (Pages 59 - 94)

Report of the Chief Officer for Children's Services (CS/18/19) seeking approval for the Implementation of a Regional Adoption Agency, attached.

Electoral Divisions(s): All Divisions

12 Technology Enabled Care and Support (TECS) Strategy (Pages 95 - 112)

Joint Report of the Head of Adult Commissioning and Health and the Head of Children's Social Care (ACS/18/85) asking for approval of the Technology Enabled Care and Support (TECS) Strategy (Joint Commissioning Strategy 2017—2022), attached.

Electoral Divisions(s): All Divisions

MATTERS REFERRED

13 Health and Adult Care Scrutiny - Call in of Cabinet Decision Minute *148 Health and Care Integration in Devon

In accordance with the Scrutiny Procedure Rules, the requisite number of members (Councillors Connett, Brazil, Dewhurst, Greenslade and Way had invoked the call-in procedure in relation to the above decision of the Cabinet, to enable the Health and Adult Care Scrutiny Committee to consider this matter on the grounds of Governance in that the governance for the new proposals was a weakness. In addition, there has been a lack of consultation with the public regarding the proposals. Also, the reference in the report concerning some implementation from April 2018 is an inadequate time for scrutiny through the normal committee timetable.

The Cabinet is advised that the Health and Adult Care Scrutiny Committee considered the 'call-in' at its meeting on 22 March 2017 (Minute *52) and **RESOLVED** to

- (a) record the Committee's concerns over the emerging Devon Integrated Care System being a single Integrated Strategic Commissioner, a number of Local Care Partnerships, Mental Health Care Partnership and shared NHS corporate services;*
- (b) defer the implementation of the Integrated Care System process until assurances are provided on governance, funding, the future of social care from a democratic perspective;*
- (c) recommend Councillor Ackland's paper and proposals on the reformation of the Health and Wellbeing Board as a sound democratic way forward to provide the necessary governance on a new integrated system;*
- (d) give assurance that the proposals will not lead to deeper cuts in any part of Devon as a result of the 'equalisation of funding'; and*
- (e) provide a copy of the business plan being developed and a summary of views from staff consultations.*

The Cabinet is required to reconsider the matter in the light of the Scrutiny Committee's views and may either amend or adopt the original decision, which shall be implemented with immediate effect.

Electoral Divisions(s): All Divisions

STANDING ITEMS

14 Question(s) from Members of the Public

15 Minutes (Pages 113 - 122)

Minutes of the bodies shown below are circulated herewith for information or endorsement as indicated therein:

Devon Audit Partnership - 7 March 2018
Devon Education Forum – 21 March 2018
Farms Interviewing Committee - 4 April 2018 (will be published [here](#) shortly)

[NB: Minutes of [County Council Committees](#) are published on the Council's Website:
Minutes of the [Devon Education \(Schools\) Forum](#):
Minutes of the [South West Waste Partnership](#)
Minutes of the [Devon & Cornwall Police & Crime Panel](#)

16 Delegated Action/Urgent Matters (Pages 123 - 124)

The Registers of Decisions taken by Members under the urgency provisions or delegated powers will be available for inspection at the meeting in line with the Council's Constitution and Regulation 13 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. A summary of such decisions taken since the last meeting is attached.

Electoral Divisions(s): All Divisions

17 Forward Plan (Pages 125 - 132)

In accordance with the Council's Constitution, the Cabinet is requested to review the list of forthcoming business (attached) and to determine which items are to be defined as key and/or framework decisions and included in the Plan from the date of this meeting.

[NB: The Forward Plan is available on the Council's website at: <http://democracy.devon.gov.uk/mgListPlans.aspx?RPId=133&RD=0&bcr=1>]

Electoral Divisions(s): All Divisions

PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC

NIL

Notice of all items listed above have been included in the Council's Forward Plan for the required period, unless otherwise indicated. The [Forward Plan](#) is published on the County Council's website.

Notice of the decisions taken by the Cabinet will be sent by email to all Members of the Council within 2 working days of their being made and will, in the case of key decisions, come into force 5 working days after that date unless 'called-in' or referred back in line with the provisions of the Council's Constitution. The Minutes of this meeting will be published on the Council's website, as indicated below, as soon as possible.

Members are reminded that Part II Reports contain confidential information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s).

Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.

Membership

Councillors J Hart (Chair), S Barker, J Clatworthy, R Croad, A Davis, S Hughes, A Leadbetter, J McInnes and B Parsons

Cabinet Member Remits

Councillors Hart (Policy & Corporate), Barker (Economy & Skills), Clatworthy (Resources & Asset Management), Croad (Community, Public Health, Transportation & Environmental Services), Davis (Infrastructure Development & Waste), S Hughes (Highway Management), Leadbetter (Adult Social Care & Health Services), McInnes (Children's Services & Schools) and Parsons (Organisational Development & Digital Transformation)

Declaration of Interests

Members are reminded that they must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.

Access to Information

Any person wishing to inspect the Council's / Cabinet Forward Plan or any Reports or Background Papers relating to any item on this agenda should contact Karen Strahan, 01392 382264. The Forward Plan and the Agenda and Minutes of the Committee are published on the Council's Website and can also be accessed via the Modern.Gov app, available from the usual stores.

Webcasting, Recording or Reporting of Meetings and Proceedings

The proceedings of this meeting may be recorded for broadcasting live on the internet via the 'Democracy Centre' on the County Council's website. The whole of the meeting may be broadcast apart from any confidential items which may need to be considered in the absence of the press and public. For more information go to: <http://www.devoncc.public-i.tv/core/>

In addition, anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chair. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chair or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.

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Questions to the Cabinet / Public Participation

A Member of the Council may ask the Leader of the Council or the appropriate Cabinet Member a question about any subject for which the Leader or Cabinet Member has responsibility.

Any member of the public resident in the administrative area of the county of Devon may also ask the Leader a question upon a matter which, in every case, relates to the functions of the Council. Questions must be delivered to the Office of the Chief Executive Directorate by 12 noon on the fourth working day before the date of the meeting. For further information please contact Karen Strahan on 01392 382264 or look at our website at: <http://new.devon.gov.uk/democracy/guide/public-participation-at-committee-meetings/>

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If you need a copy of this Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Information Centre on 01392 380101 or email to: centre@devon.gov.uk or write to the Democratic and Scrutiny Secretariat at County Hall, Exeter, EX2 4QD.



Induction loop system available

NOTES FOR VISITORS

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SatNav – Postcode EX2 4QD

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Access to County Hall and Public Transport Links

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The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (approximately a 10 minutes walk from County Hall, through Gras Lawn on Barrack Road).

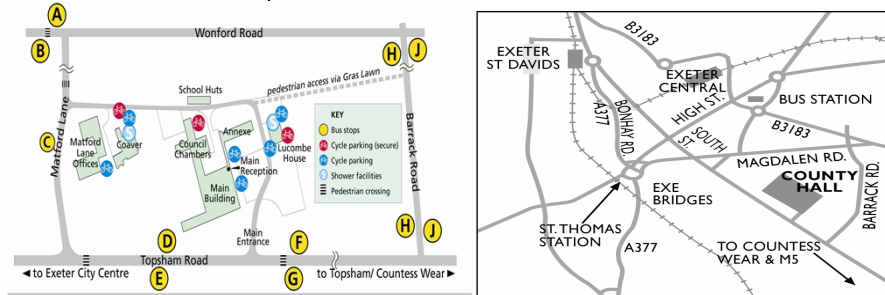
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Car Parking and Security

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NB   Denotes bus stops

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First Aid

Contact Main Reception (extension 2504) for a trained first aider.

PTE/18/17

Cabinet
11 April 2018

Transport Capital Programme 2018/19: Proposed Allocation

Report of Head of Planning, Transportation and Environment

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

Recommendations:

- (a) that budgets are allocated to the Local Transport Plan (LTP) schemes set out in Appendix I and other major transport schemes and funding sources are noted;
- (b) that amendments to the Integrated Block allocations are delegated to the Head of Planning, Transportation and Environment, in consultation with the relevant Cabinet Member.

1. Summary

This report seeks approval to a revised transport capital programme for 2018/19 (excluding maintenance).

2. Background

The Integrated Transport Block settlement from Government is set at an annual level of around £3.6m. This level of funding is significantly reduced when compared to over £10 million in 2009/10. One of the main uses of LTP as seedcorn funding is to secure other external sources of grant funding to help deliver the transport infrastructure priorities identified across the County. Funding available from both the Integrated Transport Block and from developer contributions remains under pressure to both develop schemes and provide match funding for bids.

The County Council continues to demonstrate a strong track record of working with partners to secure significant levels of external funding from a range of grant opportunities:

As part of the Autumn Statement in 2016 the government announced the creation of a National Productivity Investment Fund (NPIF). This fund is intended to support investment in the types of infrastructure which are important for boosting productivity such as tackling congestion on transport networks.

In 2017/18 the County Council secured £7.169 million from the NPIF. Of this sum, £4 million was allocated to schemes under the Transport Capital Programme and was used to accelerate the design and development of these transport schemes across the County, including commencing construction for the first phase of a major new junction on the A361 North Devon Link Road serving the Tiverton Eastern Urban Extension and the first phase of the E4 Strategic Cycle Corridor in Exeter. Both these schemes will continue construction into the early part of 2018/19.

In 2017/18 five major new schemes were completed with significant external funding support from the Heart of the South West Local Enterprise Partnership (LEP) and Growth Deal from government. This included;

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- Approximately £2.5 million of external funding supported two highway schemes at Barnstaple. An improvement scheme to enlarge Portmore Roundabout on the A361 to the east of the town was completed to increase its future capacity as a key junction on the North Devon Link Road corridor. In addition, a new cycle pedestrian bridge crossing over the A39 at Roundswell was constructed to connect existing and planned employment sites to the west of Barnstaple and help to improve future road safety and reduce delays on the A39\A361 corridor.
- For Exeter two schemes were completed with external LEP funding support of over £6 million. These were the major A379 Bridge Road improvement scheme, which widened this corridor to four lanes to help reduce congestion and enhance the Exe Estuary cycle route. Also, a new signalised junction on the A379 at Sandy Park was completed to enable new residential and employment development at Newcourt.
- With approximately £2 million of external funding support through the LEP, the first stage of highway infrastructure improvements identified to enable the development of a new community at Sherford was completed with the opening of A38 Deep Lane Junction improvement scheme, which was rewarded as best Transportation Project of the Year at the CIHT South West Awards.
- £1.5 million of external Growth Deal grant funding was also identified through the LEP to support delivery of the first phase of the Tiverton Eastern Urban Extension junction onto the A361 North Devon Link Road.

With external funding support of £4.5 million through the Growth & Housing Fund the final phase of the Tithebarn Link Road and a new cycle bridge crossing over the M5 were substantially completed in 2017/18. As part of a wider package of infrastructure to support development to the east of Exeter, these schemes release housing and employment sites and reduce traffic growth on the A30 link to the M5 junction 29. This has been a successful project, with Barratt Homes, served off the link road, under construction while works are reaching their conclusion.

For the 2018/19 programme included in Appendix I, the County Council has been successful in securing external funding totalling £9.16 million through the next round of competitive bids for the NPIF covering the two-year period 2018/19 to 2019/20. This comprises a total of £4.16 million awarded towards a bid for the Exeter Eastern Growth Package and £5.0 million towards construction of Main Street at Sherford;

- The bid totalling £7.2 million for the Exeter Eastern Growth Package will deliver capacity upgrades for the A30 Moor Lane Roundabout, continued delivery of the E4 & E3 strategic Exeter cycle routes, a Park and Change site at the eastern edge of Exeter Science Park and significant expansion of the city's electric bicycle network.
- The funding bid for Sherford totalling just over £8 million will deliver the Main Street through the Sherford new community, completing the link between the A379 and A38, and supporting the development of around 4200 homes.

At this stage of the year there are other potential sources of external funding that are not yet confirmed or included under the 2018/19 programme in Appendix I. It is anticipated that additional external grant funding may be incorporated into the transport capital programme later in 2018/19 when the outcome of bids is known. This may include:

- **The Safer Roads Fund.** Last year the Government announced an allocation of £175m over four years from NPIF for a new Safer Roads Fund. A bid totalling £4m for safety improvements for the A3121 (South Hams) and A3123 (North Devon) is currently being considered by the DfT and a decision is anticipated later in 2018.

- **The Housing Infrastructure Fund.** The £2.3 billion Housing Infrastructure Fund (HIF) offers funding to local authorities on a competitive basis for infrastructure to support delivery of up to 100,000 new homes. The fund is divided in 2 parts. A Marginal Viability HIF to provide the final or missing pieces of infrastructure needed to get additional development sites allocated or existing allocated sites unblocked quickly. A Forward Fund for a smaller number of larger strategic and high-impact infrastructure projects. Within the County Council area, Marginal Viability HIF bids were successfully awarded to five District authorities totalling nearly £45 million. Some of these Marginal Viability HIF projects are likely to require partnership working with Devon County Council to deliver new highway infrastructure. This is likely to include funding via the Districts for the final Phase 2 of the Tiverton EUE junction on the A361, a new roundabout junction on the A361 North Devon Link Road at Landkey and a link road opening up development in Dawlish. Two other projects are subject to further discussions with the Districts on how they progress namely, Axminster Relief Road and M5 Junction 28. The County Council has also been notified that an Expression of Interest bid to the Forward Fund Housing Infrastructure Fund for South West Exeter has been successful. This means that the County Council will move forward to the next stage and work up a business case, which will then be assessed to inform the final funding decision. The successful Expression of Interest was for up to £45 million of external HIF funding to deliver a package of infrastructure work supporting and unlocking approximately 2500 homes at the South West of Exeter.
- **The Large Local Majors Fund.** A decision on an Outline Business Case (OBC) submitted to the large Local Majors Fund for approximately £78 million of external funding towards a total package of £88 million is anticipated later in 2018/19. The OBC is for a package of major improvements to the A361\A39 North Devon Link Road corridor between South Molton and Barnstaple and eight major junction improvements between South Molton and Bideford.
- **Growth Deal.** A business case for Growth Deal funding to deliver the Newton Abbot Houghton Barton package is planned to be submitted to the LEP for approval later in September 2018. External Growth Deal funding of approximately £3 million would be used to support the delivery of key highway infrastructure for Houghton Barton, including the A382-A383 link road and final stage of the Newton Abbot East-West Cycle Route.
- **Growth & Housing Fund.** In addition to the £7.2 million secured through the NPIF in 2018/19 – 2019/20 towards delivery of the Exeter Eastern Growth Package, funding is also being considered through the Highway England Growth & Housing Fund for a potential further £0.6 million of external funding towards the delivery of improvements to the Moor Lane Roundabout junction at Exeter.
- **Industry Risk Fund (Network Rail).** In 2017 an external funding bid to the New Stations Fund to support the delivery of a new Railway Station at Marsh Barton in Exeter was unsuccessful. In order to progress this scheme we are totally reliant on Network Rail. There continues to be quite a large funding gap and we are in discussions with Network Rail on a claim that has been submitted to the Industry Risk Fund. In addition, we are seeking Network Rail's technical approval of an alternative, less expensive design.

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3. Proposal

The focus of the 2018/19 programme is primarily to support economic growth alongside Local Plans. A significant proportion of the programme is helping to deliver major schemes, many of which are now in the advanced design stages. Appendix I details the 2018/19 programmes.

Countywide & Major

Work is continuing in 2018/19 to support the design and development of major highway infrastructure schemes across the County.

Construction of the first Phase of the new A361 junction to access the Tiverton Eastern Urban Extension will be completed in July 2018 and it is anticipated that detailed design and procurement for the second and final Phase 2 of the junction will commence early in 2018 with external funding from Mid Devon District Council and contributions from the Marginal Viability HIF. Construction of Phase 2 is now planned to commence in Autumn 2020.

Detailed design work to develop major road improvements for the North Devon Link Road corridor will continue throughout 2018\19 with a planning application due in late 2018. A funding decision from the DfT for the Large Local Majors Fund is anticipated in the Summer.

Construction will begin in early 2018 on the next stage of the Newton Abbot East West Cycle Route 2B. Detailed design and development work will continue to progress the Growth Deal 2 funded A382 Widening Scheme and the Growth Deal 3 Houghton Barton Package at Newton Abbot.

Under the NPIF funding awarded for 2018/19 - 2019/20, the detailed design work will commence to deliver the Main Street highway to serve the Sherford new community.

Funding for public transport improvements are identified in the programme to support new and improved bus waiting facilities on scheduled routes across the County, with an emphasis on prioritising facilities that will support increased bus travel to employment and schools. Match funding support has been included in the programme for introducing new smart ticketing equipment on rural bus services. The programme to launch Real Time Information will continue in 2018/19, increasing access to reliable journey time information for passengers.

Improvements to passenger information is also identified for rail travel by supporting the expansion of WiFi at smaller more remote stations on the Devon Metro Rail network. New bus waiting facilities have been identified for rail station interchanges at Exmouth and Axminster stations.

Funding will continue in 2018/19 to secure land for the Bere Alston to Tavistock Railway Line. A proportion of the Investing in Devon Fund is allocated for a new rail station at Okehampton and this will support design work in parallel with on-going discussions with partners to reintroduce regular future services.

The 2018/19 programme includes a limited amount of funding to support the development and completion of priority routes identified in the Cycling and Multi Use Trails Strategy. Funding mainly for land purchase and design work will continue to ensure that there is a pipeline of schemes at a suitable stage to bid for external funding opportunities as they arise.

Exeter & East Devon Growth Point

A key focus for 2018/19 is enabling development growth to the east and to the south west of Exeter.

Design work will continue to develop infrastructure for an urban extension to the South West of Exeter. Including design work for improvements to Chudleigh Road and design work for a new cycle bridge crossing over the A379 to access the new school. This package of work may be expanded later in the year depending on the outcome of the Housing Infrastructure Fund process. Work will also continue on the new station project for Marsh Barton that also supports development to the south west of Exeter and the wider Devon Metro rail network.

The National Productivity Investment Fund (NPIF) funding awarded to the County Council over the next two-year period will progress the design and delivery of the Eastern Exeter Growth Area package including, improvements to the A30 Moor Lane Roundabout, continued delivery of the Exeter strategic cycle routes, a new Park and Change site at Exeter Science Park and expansion of the electric bicycle network. This package will be supporting the development of 2,000 new houses at Tithebarn Green/Mosshayne as well as the continued development growth at Cranbrook and Skypark.

Market and Coastal Towns and Rural Devon

Promoting walking and cycling remains an important objective of the Local Transport Plan and for the public health agenda. Under the proposed 2018/19 programme, new pedestrian crossing facilities are identified at Exmouth, Colyford, Yealmpton and Horrabridge. Funding to support the design and delivery of walking and cycling route improvements in a number of Market Towns is identified under the programme.

The programme will continue support for providing new and improved cycle parking facilities in market towns, rural communities and for schools and employers. 2018/19 is also the second year of a three year £1.5m Access Fund. This revenue funded programme is aimed at promoting and encouraging further growth in the levels of walking and cycling across the county.

Many of the programme elements identified under the Countywide & Majors programme will also benefit the Market and Coastal Town areas, including improvements to public transport facilities and passenger information on the bus and rail transport networks, expansion of car clubs, urban cycle routes like the Newton Abbot East-West Cycle Route and also the longer-term benefits for health, leisure and tourism that are linked with development of the Cycling and Multi-use Trail Network.

4. Consultations/Representations

The 2018/19 programme reflects the priorities identified in the 2011 – 2026 Devon and Torbay Local Transport Plan which was the subject of extensive consultation with stakeholders and the public during its development. Many of the schemes in the programme have been identified as part of the infrastructure requirements to support development in Local Plans as part of wider spatial planning for each district. Each Local Plan is the subject of extensive local consultation.

5. Financial Considerations

The package of schemes for 2018/19 in this report totals £19.800 million. This includes significant funding from external sources and developer contributions either due or received from developers. This funding has already been incorporated into the capital programme or is anticipated to be brought forward from 2017/18 as a result of slippage.

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It is anticipated that additional external funding may need to be incorporated into the programme later in the financial year.

6. Environmental Impact Considerations

An Environmental Impact Assessment was carried out for the overall strategy contained in the Devon and Torbay Local Transport plan 2011-2026. The environmental impacts of individual schemes are detailed in Cabinet or Highways and Traffic Orders Committee (HATOC) reports where relevant.

7. Equality Considerations

Where relevant to the decision, the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

Taking account of age, disability, race/ethnicity (includes Gypsies and Travellers), gender and gender identity, religion and belief, sexual orientation, pregnant women/new and breastfeeding mothers, marriage/civil partnership status in coming to a decision, a decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.

This may be achieved, for example, through completing a full Equality Impact Needs Assessment/Impact Assessment or other form of options/project management appraisal that achieves the same objective.

An Impact Assessment was completed for the Transport Capital Programme in 2014. Detailed individual Impact Assessments are carried out on larger schemes where required and included with Cabinet and HATOC reports.

8. Legal Considerations

There are no specific legal considerations. Where relevant these are considered in reports on individual schemes.

9. Risk Management Considerations

This programme has been assessed and all necessary safeguards or actions have been taken to safeguard the Council's position. The overall programme includes a degree of over programming to allow for slippage. Contingency allowances are built into scheme cost estimates and bid proposals to minimise the risk of scheme costs increasing over the available budget. These are increased for complex projects. Contingency levels are constantly being reviewed in the light of experience gained locally and nationally.

10. Public Health Impact

The considerable investment in walking, cycling and public transport identified within the programme will continue to support sustainable travel and an increase in the levels of physical activity. This is particularly focussed on encouraging regular trips such as journeys to school and employment. In January 2017 the County Council was awarded £1.5m to the

revenue element of the Access Fund over a three-year period. This funding is being used to support and promote sustainable transport initiatives across the County and will continue into 2018/19 and 2019/20.

Many of the schemes in the programme contribute to Air Quality Management Plans developed in partnership with District Councils. Specific public health impacts associated with individual schemes are considered in relevant HATOC and Cabinet reports.

11. Options/Alternatives

The 2018/19 programme has been designed taking into account committed schemes, the availability of funding sources, the 2011-2026 Devon and Torbay Local Transport Plan, the Transportation Infrastructure Plan updated in March 2017, and the Cycling and Multi-Use Trail Network Strategy. Detailed timings of schemes are linked to the cost, availability of match funding and deliverability as well as the growth strategies in Local Plans.

12. Reason for Recommendation/Conclusion

The capital programme in this report meets the Council's priorities in the Strategic Plan 2014-2020 by focussing on economic growth and physical health and supporting a prosperous healthy and safe community. The programme takes advantage of match funding from external sources wherever possible to make effective use of the limited direct funding available to the County Council.

Dave Black
Head of Planning, Transportation and Environment

Electoral Divisions: All

Cabinet Member for Infrastructure, Development and Waste: Councillor Andrea Davis

Cabinet Member for Highway Management: Councillor Stuart Hughes

*Chief Officer for Communities, Public Health, Environment and Prosperity:
Dr Virginia Pearson*

Local Government Act 1972: List of Background Papers

Contact for enquiries: James Anstee

Room No. Lucombe House, County Hall, Exeter. EX2 4QD

Tel No: (01392) 383000

Background Paper	Date	File Reference
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Nil

ja220318cab Transport Capital Programme 201819 Proposed Allocation
hk 06 270318

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Appendix I
To PTE/18/17

Revised Local Transport Plan Programmes 2018/19

Countywide & Major	2018/19
Schemes	£,000
Bus Real Time Information	15
Bus Smart Ticketer Fleet Upgrades	90
Bus Waiting Infrastructure Improvements	80
Devon Metro Newton Abbot Rail Station Bridge Access	25
Devon Metro Exmouth Public Transport Interchange	19
Devon Metro Axminster Station Bus Waiting Facilities	25
Devon Metro WIFI at rail stations	50
Devon Metro Bere Alston to Tavistock Railway	125
Car Clubs	75
South Devon Highway	5,700
Drumbridges and Battle Road Junction	100
A303 Economic Impact Study Update	20
A361 NDLR Stage 3 Detailed Design	1,035
A382 Widening Forches Cross to Jetty Marsh Stage 2 (southern phase 1)	1,200
A382 Widening Trago Roundabout to Forches Cross (northern phase 2)	100
Newton Abbot East/West Cycle Route Phase 2B	965
Newton Abbot East/West Cycle Route Phase 3 (Houghton Barton)	30
A382 - A383 Link Road Design (Houghton Barton)	135
Strategic Cycle Network Exe Estuary Trail	416
Strategic Cycle Network Wray Valley Trail	60
Strategic Cycle Network Tarka Trail	155
Strategic Cycle Network Pegasus Way	140
Strategic Cycle Network Multi Use Trails	356

Countywide & Major	2018/19
Schemes	£,000
Exmouth Dinan Way Extension Link Road	50
Tiverton EUE Junction Phase 1	1,428
Tiverton EUE Junction Phase 2	25
Deep Lane Junction Phase 1 (Northern)	226
Deep Lane Junction Phase 2 (Southern)	36
NPIF Main Street Sherford	861
Post scheme costs including Road Safety Audit	34
Budget Holding Code	196
Totals	13,772

Exeter & East Devon Growth Point	2018/19
Schemes	£,000
Newcourt Railway Crossing Design	15
Cycle Parking Facilities Exeter	45
Clyst Honiton Experimental Traffic Regulation Order	80
Bridge Road Widening	549
Science Park Anning Drive Improvements	500
Newcourt Way, Exeter Bus Shelters	27
Marsh Barton Station	500
South West Exeter Package A379 Cycle Bridge	52
South West Exeter Package Chudleigh Realignment	141
Post scheme costs including Road Safety Audit	39
NPIF Exeter Eastern Growth Area	2,973
Totals	4,921

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Market and Coastal Town and Rural Devon	2018/19
Schemes	£,000
Cullompton Eastern Relief Road design	3
Okehampton Railway Station and Car Park	75
Cycle Parking Facilities in Market & Coastal Towns	96
Bideford to Northam Urban Cycle Route	40
Newton Abbot Urban Central Cycle Route	12
Highweek Experimental TRO	10
A386 Horrabridge Pedestrian Refuge	29
Peters Marland School Passing Place	29
Yealmpton Zebra Pedestrian Crossing	39
Barnstaple North Walk Traffic Management Improvements	22
A379 Exmouth Exeter Rd Toucan Crossing	50
A3052 Colyford Pedestrian Crossing Facility	40
Tiverton Parkway Station Footpath Link	299
Barnstaple, Long Bridge\Seven Brethren Highway Improvements	185
Kingsmill Cullompton Access Improvements Junction 28	42
Starcross Access package	80
St George's Road, Barnstaple traffic calming scheme	36
Post scheme costs including Road Safety Audit	20
Totals	1,107

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Programme Summary	2018/19
Category	£,000
Countywide & Major	13,772
Exeter & East Devon Growth Point	4,921
Market and Coastal Town and Rural Devon	1,107
Totals	19,800

Funded by	2018/19
Category	£,000
Integrated Block (2018/19 allocation £3,601k plus estimated b/f from 2017/18)	4,102
Developer contributions (actual and forward funded)	2,977
Grant (National Productivity Investment Fund, Regional Growth Fund and New Stations Fund Newcourt)	5,780
External Contributions	2,853
DCC Resources (Unsupported Borrowing and capital receipts)	4,088
Totals	19,800

PTE/18/18

Cabinet
11 April 2018

Department for Transport consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain (Community Transport)

Report of the Head of Planning, Transportation and Environment

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

Recommendations:

- (a) that Cabinet welcomes publication of the Department for Transport's consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain, which asks for comments on proposed changes to law and guidance about who can operate public service vehicles (PSVs) without a PSV licence. The outcome is expected to bring clarification of the definitions affecting community transport permit schemes. However, it raises concerns about the current proposals and the negative impact they will have on Community Transport providers;**
- (b) that Delegated powers are given to the Head of Planning, Transportation and Environment, in consultation with the Cabinet Member for Community, Public Health, Transportation and Environmental Services, to submit a formal response to the consultation to meet the deadline of 4 May.**

1. Summary

Due to a series of concerns raised nationally and in Europe the Department of Transport are undertaking a consultation on the Community Transport (CT) Permit system. This specifically affects CT providers that undertake paid services, even if they are small scale linked to the local community. This will increase the regulatory process, meaning Community Transport providers will need to convert their operations to an Operators' licence and their drivers obtain Passenger Carrying Vehicles (PCV) licences. This will significantly increase costs. Also enhanced regulations are likely to reduce the number of volunteers willing to drive minibuses, especially older drivers whom the sector is most reliant upon.

2. Background/Introduction

The 1985 Transport Act established a permit system to enable community transport groups operating on a not-for-profit basis to carry passengers in a bus or minibus without the requirement for a Public Service Vehicle (PSV) operator's licence.

Many permit holders operate small contract services for local authorities and other bodies – including school transport contracts and registered bus services. But in some cases, they take on bigger contracts and actively compete with the commercial PSV bus and coach sector. A number of local authorities have actively encouraged CT provision to replace subsidised local bus services which have been cut due to budget constraints.

Nationally, a group of commercial bus and coach operators have raised this as a concern with the European Commission, citing unfair competition as the CT permit system offers a lower cost regulatory system compared to the PSV regime.

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DfT have acknowledged in correspondence (31 July 2017) to issuers of CT permits, including DCC, that “there has historically been guidance that may have provided an inaccurate indication of the conditions and criteria for operating services under (community) permits” which now needs to be addressed to comply with legal requirements, particularly EU regulations.

A public consultation on the use of CT permits was published on 8 February 2018 (<https://www.gov.uk/government/consultations/section-19-and-22-permits-how-to-apply-eu-regulation-10712009>) and responses are sought from permit-holders and issuers, stakeholders who rely on the services of permit-holders, (local authorities, NHS trusts, charitable organisations etc), holders of PSV licences and respective representative organisations by 4 May 2018.

3. Proposal

Responding to the Consultation

The issues are complex, covering competitively tendered contracts, salaried drivers, derogations within EU regulations and the definition of operating services for ‘non-commercial purposes’

The Consultation questions are designed to obtain comments about the clarification of domestic law and guidance and complying with EU regulations rather than inviting other ideas or options. DfT have made it clear within the consultation documentation that there is no flexibility in the law for the UK Government to introduce further exemptions.

DfT envisage that the majority of CT operators will not be affected by this clarification on EU rules. However, this is unlikely to be the case in Devon where the majority of our CT operators have contracts with the County Council and employ paid drivers for some services. We therefore think the impact on the sector has been underestimated. The Consultation does offer the opportunity to comment, which we wish to take advantage of, on the impact for specific groups in society.

Current Community Transport Provision in Devon

DCC supports a mature CT sector in Devon, having encouraged the development of services including Ring & Ride, voluntary car schemes and community buses over a period exceeding thirty years (*Appendix I: Community Transport Schemes in Devon which operate s19 and s22 permit services*).

DCC enjoys a good working relationship with both our commercial and CT sectors. The CT services complement the local bus network, filling gaps in provision where the market has failed or is unable to provide appropriate services, particularly for vulnerable groups of people including elderly, disabled and rurally isolated passengers.

Anticipated Effects of the Consultation Proposals

Clarification of the definitions affecting CT permit schemes and any exemptions is welcomed as long overdue, but recognition of the following consequences should be taken into account.

The school, social care and local bus transport contracts which CT groups operate, and get paid for, help the groups to afford to run non-viable routes and additional services such as voluntary car schemes. This work and any opportunities for operating contracts will be lost

to the CT groups unless they either convert their operations to an Operators' licence and their drivers obtain Passenger Carrying Vehicles (PCV) licences or they meet one or more of the exemptions to the EU regulations.

CT groups report that they cannot afford the costs associated with an enhanced regulatory process. The Community Transport Association UK estimates the costs for CT groups to become compliant to be at least £11,650 for a one-vehicle, one-driver operation. Additional vehicles and drivers increase these costs significantly. The volunteer trustees of several local CT schemes have reported that they are not willing to continue to operate their services if they are compelled down this route, leaving potential gaps in the network, particularly for services such as Ring & Ride.

If DCC wishes to continue to support essential core CT services, this may have to be through a competitive tender process at potentially additional cost for the authority. Other 'social' or recreational journeys could be lost altogether.

Enhanced regulations are likely to reduce the number of volunteers willing to drive minibuses, especially older drivers whom the sector is most reliant upon. Moreover, there is a local shortage of PCV drivers for commercial bus operators, so funding and retaining volunteers could intensify. There will be increased pressure on CT services, including voluntary car schemes, if minibus-based CT services are reduced.

Locally, the commercial sector co-exists with the CT sector. There have been few instances of tensions between the two. However, in other parts of the UK, large CT organisations with substantial fleets of vehicles and £1m+ annual turnover have understandably caused concern within the commercial sector.

Action to date

DCC has:

- made local CT operators aware of DfT correspondence and sector response
- held meetings with Devon's CT operators (19 October and 8 February) to discuss the issues and the potential effects on their organisations, services and passengers
- arranged to host a DfT workshop in Exeter on 5 April for South West CT operators
- submitted a response to the Commons Select Committee inquiry (November 2017) into the licensing arrangements for CT minibuses. Many local CT operators also submitted responses on behalf of their own organisations
- Provided briefing notes to Devon MPs to raise the matter in Parliament.

4. Financial Considerations

Our support for the CT sector is non-statutory but it fulfils several aims and policy objectives of DCC and may relieve financial pressure on statutory services. DCC support particularly for Ring & Ride services also encourages additional support from District, Town and Parish Councils. A reduction in CT services will be detrimental to community cohesion and has the potential for an increase in public spending to maintain essential transport services for vulnerable people.

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5. Environmental Impact Considerations

If people are displaced from minibus services, they may become more dependent on car-based solutions such as taxis or voluntary cars causing an increase in emissions and contributing to traffic congestion.

A reduction in CT services could see more vulnerable people become isolated in their homes, unable to maintain their independence, unable to shop locally or to reach health appointments and creating an impact on other services including social care and health.

6. Equality Considerations

The CT sector focusses many of its services on vulnerable people who do not have access to conventional public transport services. A reduction in these CT services could see a disproportionate increase in social isolation for vulnerable passengers and a reduction in access to essential shopping and other services.

DfT undertook an impact assessment of the proposals which accompanies their consultation papers. There will be a final stage impact assessment once the policy details have been finalised following the completion of the consultation process.

7. Legal Considerations

The Government are introducing changes to secondary legislation to make it compatible with EU law in order to clarify the legal position on CT permits.

Support for CT services is non-statutory. All transport providers commissioned by DCC must meet the appropriate legislative and legal requirements.

8. Risk Management Considerations

This policy/proposal has been assessed and all necessary safeguards or action have been taken/included to safeguard the Council's position.

No risks have been identified.

9. Public Health Impact

Loss of access has a detrimental impact on an individual's mental and physical well-being.

10. Discussion

A link to the DfT Consultation papers is included in this report. It is proposed that a draft response to the consultation will be circulated to Cabinet Members following the DfT workshop in Exeter on 5 April.

11. Options/Alternatives

Our Transport Co-ordination Service will work with all transport providers to achieve the best possible outcome regarding future transport provision.

12. Reason for Recommendation/Conclusion

DCC has an interest in a constructive outcome to the consultation. However, the proposals as they stand are likely to have a negative impact on Community Transport providers. Any reduction in Community Transport services will be detrimental to community cohesion and has the potential for an increase in public spending to maintain essential transport services for vulnerable people.

Dave Black
Head of Planning, Transportation and Environment

Electoral Divisions: All

Cabinet Member for Community, Public Health, Transportation and Environmental Services:
Councillor Roger Croad

*Chief Officer for Communities, Public Health, Environment and Prosperity,
Dr Virginia Pearson*

Local Government Act 1972: List of Background Papers

Contact for enquiries: Karen Rose

Room No. County Hall, Exeter. EX2 4QD

Tel No: (01392) 383000

Background Paper	Date	File Reference
DfT Consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain	February 2018	https://www.gov.uk/government/consultations/section-19-and-22-permits-how-to-apply-eu-regulation-10712009

k150318cab Dft Consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain
(Community Transport)
hk 05 270318

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Appendix I
To PTE/18/18

Community Transport Schemes in Devon which operate minibus permit services

The community transport sector in Devon accounts for approximately 239,000 passenger trips a year (2016 figures). There are currently about 75 paid permit drivers and 150 volunteers driving minibuses in Devon (*survey results for CT schemes in Devon Aug. 2017*). Although widespread throughout the County, CT schemes in Devon are small in scale, typically operating one or two minibuses and none operate more than 10 vehicles.

Exeter

Exeter Community Transport Association
Exeter Disability Transport (Freedom Wheels)

East Devon

Axe Valley Ring & Ride
Exmouth & District Community Transport Group
TRIP Community Transport Association (Honiton)

Mid Devon

Exe Valley Market Bus
Tiverton & Crediton Community Transport Association

North Devon

Go North Devon Ltd
Ilfracombe & District Community Transport Association (incl. Torrridge Ring & Ride)

South Hams

Coleridge Community Bus
Ivybridge & District Community Transport Association (incl. West Dart Community Bus)
Totnes Community Bus (Bob the Bus)
Totnes & Dartmouth Ring & Ride (operated by Newton Abbot Community Transport)

Teignbridge

East Teignbridge (Dawlish) Community Transport Association
Newton Abbot Community Transport Association (incl. Totnes/Dartmouth Ring & Ride)

Torrige

Holsworthy Rural Community Transport Association
Torrige Ring & Ride (operated by Ilfracombe Community Transport Association)

West Devon

Okehampton & District Community Transport Group
Tavistock & District Local Transport Partnership (Ring & Ride)
Tavistock Community Bus

HIW/18/20

Cabinet
11 April 2018

County Road Highway Maintenance Capital Budget: Progress on 2017/18 Schemes and Proposals for the 2018/19 Programmes

Report of the Chief Officer for Highways, Infrastructure Development and Waste

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

Recommendations: That

- (a) Progress on 2017/18 capital funded highway maintenance schemes detailed in Appendices I and II to this report be noted;**
- (b) The capital funded highway maintenance programmes for 2018/19 as set out in Appendices III and IV be approved;**
- (c) Detailed allocation of the available budget be determined by the Chief Officer for Highways, Infrastructure Development and Waste on the basis of the Highways Infrastructure Asset Management Plan, and within the limits of the approved budget;**
- (d) The 2018/19 Highways, Infrastructure, Development and Waste capital programme is increased by £2,237,308, funded by external grants. This is additional Pothole Action Fund grant that was awarded by the Department for Transport in February 2018.**

1. Summary

This report presents information on the programmes and schemes of highway capital maintenance work delivered in 2017/18.

It presents the latest network condition information and key performance indicator data, which measures performance against the levels of service agreed in Devon's Highway Infrastructure Asset Management Plan (HIAMP). Road Condition Trend Data demonstrates the effective use of the available funding and the benefits of using the Devon Highway Infrastructure Asset Management Plan in investment decision making.

Government has decided its formulae for the allocation of highway capital maintenance funds, which includes a Needs Allocation, an Incentive Fund, a Challenge Fund, a Pothole Action Fund and the allocations to Devon are conveyed in this report.

This report details proposals for capital funding of highway maintenance programmes and schemes in 2018/19. These include for capital maintenance of carriageways, footways, cycleways, drainage systems, road restraint systems, street lighting, bridges and other highway structures.

The report seeks approval of the schemes and programmes in accordance with the requirements of the Financial Regulations.

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2. Background

The highway network is the most valuable infrastructure asset that the County Council manages and maintains. It is key to enabling safe and resilient links for people to connect with their communities, to lead to healthy, prosperous lives; to get to work, to get to education, to get to health services, to participate in exercise and leisure activities, to bring people to Devon to enjoy our beautiful county, to bring goods in and connect Devon's people and produce to the rest of the world.

As the Local Highway Authority, Devon County Council has the duty to maintain a road network of 7,710 miles comprising:

- 582 miles (934 km) of principal (A) roads,
- 396 miles (637 km) of non-principal (B) roads,
- 2,706 miles (4,355 km) of non-principal (C) roads,
- 4,026 miles (6,479 km) of unclassified roads,
- over 2,400 miles (3862 km) of footways,
- over 3,500 bridges,
- 1,579 retaining walls with a total length of 73 miles (117km),
- highway embankments,
- road restraint systems,
- traffic signal installations,
- cycleways,
- over 80,000 street lights and illuminated signs and bollards.

There are basically three types of maintenance works undertaken:

- (a) Reactive repairs such as pot-hole filling, vehicular damage to highway bridges, dealing with flooding, replacing road signs and markings, clearing vegetation which, if neglected, would pose a potential danger to road users. During the winter period precautionary salting and snow clearance operations are carried out as needed.
- (b) Routine or cyclic maintenance such as gully emptying, grass cutting, cleaning and clearing of drainage pipes, ducts and channels and the like, mostly carried out to a defined frequency.
- (c) Planned, programmed or structural maintenance, for example carriageway resurfacing, reconstruction and surface treatments, bridge and retaining wall strengthening, major examinations of bridges and structures, road restraint system renewal, drainage renewal, street lighting and traffic signals replacement.

This report deals with capital funding of planned, programmed or structural maintenance ((c) above), to restore or replace highway components which are dilapidated due to traffic loading, weather impacts or aging of assets. The investment is to arrest or slow deterioration and to add value to highway asset. Capital investment in the highway network will keep assets structurally sound and therefore reduce the risks of defect formation, which require repairs funded from Revenue. When investment is made at the right time, long term maintenance costs will be reduced.

Cabinet endorsed the HIAMP at its meeting in November 2016 and the schemes and programmes for 2018/19 proposed in this report flow from the application of the HIAMP principles.

3. Highway Infrastructure Asset Management

Devon's Highway Infrastructure Asset Management Policy, Strategy and Plan was adopted by the County Council at its meeting on 9 November 2016.

It provides the framework and approach to deciding on capital investment in highway asset and has been used in recommending programmes and schemes contained in this report.

The Highway Asset Management approach uses lifecycle planning to inform the optimal timing and treatment at each stage of an asset's life.

Where there are insufficient Capital Funds to meet all of the needs of the network, the HIAMP enables decisions to be made on schemes and programmes to reduce as far as possible whole life costs.

For example, the large surface dressing programme provides a cost-effective way of preventing or slowing deterioration of significant lengths of minor road carriageways compared to reconstruction or resurfacing of worn out carriageways.

The HIAMP prioritises capital investment on the A and B road network as these are the busy roads that are most important for the economy and wellbeing of Devon. It also provides for adequate structural maintenance of key links into all significant communities.

4. Financial Considerations and Sources of Funding

In November 2014, following consultation, the Department for Transport (DfT) announced a new formula for allocating Local Highway Maintenance funding allocations until 2021. The new funding model includes a needs formula, an incentive formula and a Challenge Fund.

Devon has been awarded £34.042 million in 2018/19 for the needs based formula which is calculated on the quantity of all highway features and provides funding for structural maintenance of all highway assets, not just carriageways. This is included in the approval; 2018/19 capital programme. Other capital funding previously awarded or anticipated by Government are detailed below:

- Additional Devon's Pothole Action Fund awarded in 2017/18, £2.237 million.
- £2.992 million carry forward from 2017/18 for Challenge Fund 2A awarded for the A361 junction improvement works east of Tiverton.
- £1.878 million carried forward from 2017/18 to complete Challenge Fund 1, replacement LED street lighting programme.
- Devon's Incentive Funding (Band 3) is anticipated at £7.09 million and has been included in the approved 2018/19 capital programme

A further allocation from the Pothole Action Fund is also anticipated for the 2018/19 year but the value of this is not yet known. The 'needs formula' allocations are shown in Table 1 below. Allocations from 2019/20 onwards are indicative only.

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Following Devon's submission of a self-assessment questionnaire regarding the Incentive formula to the Department for Transport (DfT) claiming Band 3 level for the authority, an additional £7.09 million of funding for 2018/19 (see Table 1) is anticipated.

The criteria for evaluation of the Incentive formula include efficiency in service delivery, good compliance with asset management principles, collaboration with other highway authorities and good supply chain management.

Table 1 Department for Transport Needs Based and Incentive Formula allocations.

Devon County Council		Indicative incentive element by "band" of self-assessment ranking (£)		
	Total needs / formula allocation (£) announced in December 2014	Band 3 highest band	Band 2 medium band	Band 1 lowest band
2015/16	42,306,229	No incentive funding		
2016/17	38,784,623	2,347,737	2,347,737	2,112,964
2017/18	37,610,754	3,521,606	3,169,446	2,112,964
2018/19	34,042,193	7,090,167	4,963,117	2,127,050
2019/20	34,042,193	7,090,167	3,545,084	709,017
2020/21	34,042,193	7,090,167	2,127,050	0

The Pothole Action Fund announced in 2015 is designed to assist in dealing with the backlog of potholes through repair or action to prevent them forming in the first place. The funding is allocated by formula shared by local highway authorities in England, between 2016/17 and 2021. Spend will be targeted to priority sites across the network through discussion between Councillors and local Neighbourhood teams to ensure the funds are used as efficiently as possible and that will have the biggest impact over the network.

During 2015 Devon was successful in securing an additional Challenge Fund of £10.2 million to provide replacement LED street lighting on all main roads, taking advantage of modern innovation in lighting design and thereby improving the asset condition, reducing maintenance and energy costs and the associated carbon emissions. It is anticipated that completion of the programme will be within the first quarter of 2018/19 and £1.87 million has been carried over to fund this.

In summary, the funding sources for 2018/19 are:

LTP and PAF 2017/18 projected variance	£2,090,000
LTP needs formula allocation 2018/19	£34,042,193
Pothole Action Fund (PAF) additional 2017/18 allocation	£2,237,308
Incentive Fund (Band 3)	£7,090,167
A361 East of Tiverton (Challenge Fund Tranche 2A) projected 2017/18 variance	£2,992,500
Street Lighting (Challenge Fund 1 2017/18 projected variance)	£1,878,000
Total	£50,330,168

5. Trends in Road Condition

A Road Assessment Vehicle (SCANNER) is used to collect data on road surface condition. The data provides information on condition and trends for A roads, B roads, C roads and Unclassified roads.

Figures 1, 2, 3 and 4 to this report provide summary road condition indicator data in a graphical form using a traffic light approach to reflect road condition. The relative condition of the carriageway Road lengths that have only minor deterioration are shown in green, lengths that should be considered for maintenance works immediately are shown in red and lengths that are at stages of deterioration in between are in amber.

In figures 1, 2 it is evident from the survey data that Devon's A, B road network has over the past 10 years remained in a relatively good and stable condition. This reflects the effectiveness of the HIAMP in focusing of investment on priority routes.

Unclassified roads combined with C roads make up 87% of Devon's total road network. Analysis of the C road network (Fig 3) indicates a trend over the past 4 years in the gradual deterioration of this part of the network, currently showing 17% in red condition requiring immediate action.

Analysis of the unclassified road network shows a higher proportion (23%) of this network is in the red condition and in need of immediate maintenance including a significant proportion (43%) that is at various stages of deterioration.

The continued gradual deterioration in the minor road network reflects the fact that there is insufficient funding provided by Government to meet all the needs of the county road network.

Work on the A and B road network and key links into communities has been made a high priority. This network matches the primary winter salting network, which is designed to keep communities and businesses on the move when winter weather affects the county.

The condition data shows that the general condition of a large part of the urban and rural minor road network is vulnerable to the formation of potholes and will remain so unless sufficient money is invested to carry out structural carriageway repairs to add resilience so that future works can then keep pace with normal wear and tear and deterioration.

6. Analysis

The current cost of the asset has been valued at £12.26 billion (Gross Replacement Cost) under CIPFA guidance (excluding land costs) and includes all highway assets such as carriageways, footways, bridges and street lighting. Carriageways which include the road surfaces and the underlying construction layers form by far the greatest portion by value of Devon's highway assets. The gross replacement cost of carriageways alone is £10.2 billion.

Central to the Devon asset management approach is the development of a performance framework to monitor progress against defined levels of service. Current performance is shown in Appendix VI. This analysis shows that in general, levels of service are currently being achieved and supports the decisions regarding funding allocation of available budget against each asset group elements in the 2017/18 programme and also supports broadly continuing with this approach for 2018/19.

The indicators identify that more funding should be allocated to C class road repairs at the expense of other unclassified road funding.

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The skidding resistance performance indicator is showing an area of concern and this has been investigated further. In the period 2014/15 to 2016/17, 27% of the LA motorway and 'A' road network in England required further investigation to check whether the level of skidding resistance was acceptable. This was an increase of 4 percentage points from the previous three-year period, 2011/12 to 2013/14. So, compared to the national picture the current results for Devon are better than average and this would suggest the approach is appropriate and that the indicator bandings should be reviewed.

The performance indicator for streetlighting shows that further work is required to renew older lighting columns. This is already in hand with the additional challenge fund project.

Highways

Using inventory data, network condition data and by selecting appropriate maintenance treatments, it has been calculated that it would cost £167m to improve all roads currently rated as red (those needing planned maintenance soon). It would also require an investment of approximately £38m per year just to maintain all of Devon's carriageways in a steady state.

The impact of insufficient funding is particularly noticeable on our minor roads in urban and rural areas. It is therefore essential that the available funding is effectively targeted to deliver the most cost-effective maintenance of each asset in the longer-term.

To ensure that all communities, including small rural communities have access to a road infrastructure that is resilient, well connected and safe capital investment will continue to be made on roads prioritised by maintenance category and or included in the primary salting network but which are outside of the A and B network.

Bridges and Highway Structures

Devon's overall bridge stock remains classed as "Good" as reported last year and the overall condition places Devon's bridge stock in the top 3 in the UK. This 'good' rating is interpreted as representing a low risk to public safety. The large size of Devon's bridge stock is such that despite this average 'good' score, there remain over 800 bridges classed as "fair" or "poor" with the latter category indicating there is a significant risk to public safety. These "poor" structures are managed and the level of risk is mitigated by weight restriction signs, physical measures, monitoring or strengthening.

The average condition of the retaining wall stock is improving due to the larger proportion of the capital budget being allocated to this asset type. Also, additional inspectors have been recruited to ensure the large stock of structures is inspected in accordance with the return period of 2 years as set out in the national Code of Practise.

7. Capital Highway Maintenance Programmes: 2017/18

Appendix I shows progress with the 2017/18 Highways programme.

Appendix II shows progress with the 2017/18 Bridges and Highway Structures programme.

8. Capital Highway Maintenance Programmes: 2018/19

The available funding for 2018/19 is £50,330,168.

It is proposed to allocate this as follows:

Highway Structural Maintenance	£37,759,668
Challenge Fund (Low Energy Street Lighting)	£1,878,000
Challenge Fund (A361 East of Tiverton Junction)	£2,992,500
Bridge and Structures Programme	£7,700,000
Total	£50,330,168

April 2017 saw the start of a new Term Maintenance Contract (TMC) with a new provider Skanska UK Ltd. The contract aligns itself with the Highway Maintenance Efficiency Programme (HMEP) Form of Contract which targets the way Local Highway Authorities conduct their business. It invites the sector to adopt new ways of working to deliver efficiency savings through the development of working alliances by collaboration and change with other authorities and providers. It provides tools to improve standardisation and improved procurement processes whilst advocating the use of life cycle planning in its approach to Asset Management. It encourages the collecting, sharing and the comparing of performance on customer/quality and cost to deliver value-for-money and driving targeted efficiencies.

The contract reflects HMEP principles through the target costing on the majority of the services delivered, this approach encourages contractor performance that enables increased performance in service delivery.

There is a requirement within the contract for an annual fixed overhead charge, this charge is apportioned between capital (£1.122 million) and revenue works. The capital element is charged as a percentage to each capital highway scheme delivered through the contract.

Delivery of surface dressing and micro-asphalt treatments for 2018/19 and 2019/20 programme is via external contracts outside of the TMC. Preparation of roads in advance of the 2019/20 treatment works will be delivered through the TMC and is shown under Pre-patching and Preventative Programme in Appendix III, for both Principal roads (£1.1 million,) and Non-Principal roads (£3.25 million) totalling £4.35 million. It is proposed to allocate this funding for highways, bridges and highway structures as outlined in Appendix III and Appendix IV.

Key elements include:

- (i) Highway Structural Maintenance (HSM): Principal Roads (A class roads)
 - £5.0 million to named larger schemes with a high pothole count and structural defects and or to rectify carriageways with potential skidding defects.
 - £0.168 million on surface dressing and micro-asphalt treatments including preparatory patching works in the 2018/19 preventative treatment programme.
 - £0.15 million for a pre-patching preventative programme for the 2018/19 and 2019/20 carriageway preventative treatment programme.

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- £1.4 million for a similar pre-patching preventative programme on other roads in the 2020/21 programme.

All will target "red" and "amber" SCANNER data to maintain the proportion of A roads in a red condition at less than 4%.

(ii) Skid Resistance Treatment

Skidding resistance is an essential attribute for road safety however it is considered neither affordable nor practicable for all roads on the highway network to be surveyed for skid resistance, consequently, Devon limits routine annual surveys to the principal road network only. Any sites identified through the annual collision review as being skid collision sites will also be included in the programme of assessment.

It is not possible to treat all parts of the principal road network that are currently below the current standard therefore the work is prioritised and limited to potentially high-risk sites with a history of collisions. This includes sites with a reported skidding resistance deficiency and a history of collisions on wet surfaces, others with a high deficiency (greater than or equal to 0.15) and collisions on dry surfaces. £1.3 million has been allocated for this work

(iii) HSM Non-Principal Roads

Key elements include:

- £5.97 million has been allocated to make further progress on non-Principal roads and to undertake preparatory patching and surfacing on local roads. This will support the strategic pledge for 'B' roads and to help prioritise repairs to the more minor network.
- £5.03 million has been allocated for preventative treatments, surface dressing (£3.73 million) and micro asphalt (£1.3 million) including preparatory patching works in the 2018/19 preventative treatment programme.
- £1.85 million for a pre-patching preventative programme for the 2018/19 and 2019/20 carriageway preventative treatment programme.
- £1.5 million for a similar pre-patching preventative programme on other roads in the 2019/21 programme.

Roads can often be economically restored to nearly new condition and its life extended by intervening at the right point in the roads life cycle. Using a whole life costing approach focuses maintenance to minimise the total maintenance costs over the lifetime of the asset. Surface dressing as a cost effective preventative treatment provides that intervention treatment extending the period where more costly reconstruction maintenance will be necessary in the future.

(iv) Pothole Action Fund (PAF)

The Highway Infrastructure Asset Management Strategy outlines the insufficiency in funding to address all the demands for maintenance on the network consequently this has resulted in a backlog of planned work particularly on the minor road network. To address part of this backlog the PAF has been targeted towards areas in poor condition on the minor road

network and Neighbourhood teams have worked with Councillors to identify a programme of schemes across the county for 2018/19.

This is a large programme of work, over £3.5 million more than the PAF budget in 2017/18, which is proposed to be delivered over the summer months in 2018. Resources are currently being sought to provide an assurance as to the delivery of the work. In addition to this programme a further 80 sites valued at £800,000 will be deferred from 2017/18 which are proposed for delivery in the early part of the new financial year.

(v) Footways

£1.91 million will be used to keep footways in a condition that is reasonably safe and commensurate with established usage. Slurry sealing is recognised as a cost-effective intervention treatment for efficiently restoring the performance of worn and tired footway surfaces. £392,000 will be allocated for the 2018/19 footway slurry sealing programme.

£150,000 will be used to prepare the footways ahead of the planned slurry sealing programme in 2019/20.

It is proposed to target £484,000 of footway budget to replacing and upgrading slab footways in urban areas. Such footways generate a significant level of customer feedback relating to defective or uneven slabs. To improve maintenance longevity consideration will also be given to replacing such footways with alternative lower maintenance surfaces noting that any such change will only occur following agreement through consultation with local communities.

(vi) Drainage

A £1.1 million programme of drainage repair and upgrading is planned and will prioritise on drainage issues on the winter salting network and other major roads.

(vii) Road Restraint Systems

£0.94 million has been allocated to continue with the upgrading and replacement of road restraint systems. The majority of high risk sites, and principal roads containing timber post systems have now been inspected and upgraded where required, 2018/19 will focus on lower category roads and sites protecting structures and at overbridge locations adjacent to other major routes. The strategy has been reviewed and now includes other sites on the unclassified road network which may have barrier protecting structures and other major routes.

£0.12 million has been allocated to make further improvements to the A380 south bound carriageway road restraint system at Preston Down roundabout in Marldon.

(viii) Road Weather Stations

The Road Weather Stations used to determine when gritters are mobilised to undertake winter service, are between 10 and 20 years old, and becoming obsolete. There is a need to start a replacement programme at £0.1 million p.a. over a 4 years period to ensure we have adequate reporting systems to satisfy our resilience requirements.

(ix) Bridges and Structures

The condition of Devon's bridge stock is currently ranked 3rd in the UK out of nearly 200 Local Authorities, however a recent RAC Foundation reported showed Devon has the largest

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number of substandard bridges in the UK at 249. This is not a cause for concern for three reasons:

1. Devon has the largest stock of Local Authority bridges in the UK by a significant amount and the 249 substandard represents only 6% of the total stock.
2. A significant portion of the 249 are ancient 'clapper' bridges on Dartmoor which cannot be proved to carry the full load capacity but are doing so without any signs of distress and will not be strengthened or have weight limits applied.
3. There are many bridges in Devon with weight limits that are appropriate for the location and they do not cause transportation difficulties or limit access and there are no plans to remove the weight limits.

In 2017/18 a total of 120 bridges and structures projects were included in the annual programme with the following six schemes accounting for 38% of the budget;

Retaining Wall - B3193 Teign Valley	£252,277
Retaining Wall - A39 Shirwell Hairpin Bends	£255,000
Retaining Wall - Bow Road Harbertonford	£361,000
Major Refurbishment - Bideford Long Bridge	£403,133
Landcross Viaduct - Major Refurbishment	£485,000
Thorverton Bridge - Major Maintenance	£570,000

As well as strengthening and major refurbishment projects there continues to be a large programme of major examination work that is necessary to ensure structural assets remain fit for purpose and safe to use:

Principal Inspections - Bridges (DCC)	£110,000
Bridge Assessments - Post Tensioned Bridge Inspections	£114,915
Stage 1 Scour Assessments Non-Main Rivers	£115,000
Principal Inspections - Bridges (Jacobs)	£156,000
Principal Inspections - Retaining Walls (Jacobs)	£167,000

The programme for 2018/19 will continue with further strengthening projects to improve the resilience of the network. Major refurbishments will take place on several historic structures including Iron Bridge in Exeter and the ongoing programme of inspections and major examinations will continue to ensure the risk of failure of an asset is kept to an acceptable and manageable level.

(ix) Storm Damage

In line with DfT requirements for highway authorities to make provision within their funding allocation, a storm contingency reserve of £2 million has been incorporated within the programme for possible repairs should storm damage be experienced during the year. This is in addition to the £2.5m awarded by the Government to enable a speedy repair of the A379 at Slapton. The capital programme will be enhanced, following design and an approved scheme and financial profile identified.

9. Options/Alternatives

The programme for 2018/19 optimises the use of the available funding and follows the approved HIAMP to reduce whole life maintenance costs. Any reduction in the programme would therefore further compromise Devon's ability to the agreed levels of service and reduce the resilience of the local authority highway network to the dis-benefit of businesses

and all road users.

An alternative to the Highway Infrastructure Asset Management Plan's preventative regime would be to repair roads on a 'worst first' basis and focusing maintenance on the sections of road in the poorest condition. This is a high cost approach adding more than 30% in maintenance costs over time to maintain road condition resulting in fewer roads being treated in the longer term.

In going against sound asset management principles, it could also adversely affect future financial settlements from the Department for Transport who have said that they will take this into account in future submissions for funding.

10. Consultations

The results of the 2017 National Highways and Transport (NHT) Public Satisfaction Survey reflect public perception of performance, importance and desire for various activities to be funded. Analysis shows that the condition of the highway network and the speed and quality of repairs are important to the public.

The complete survey can be seen at <http://nhtsurvey.econtrack.com>

A summary of the individual NHT highway maintenance benchmarking indicator results illustrating public satisfaction levels for highway maintenance and road condition since 2009 is shown at Appendix VI. The 2017 survey summary shows that the level satisfaction with the condition of the highway and the delivery of the highway maintenance service in Devon is at 37% and 52% respectively and in line with the national average giving an overall average satisfaction of 51%. Although this is an improvement on the 2016 results the trend has been one of reduced level of public satisfaction although there has been a general upward trend of improved public satisfaction appearing over the last 3 years. We have seen a similar trend in the results for neighbouring authorities in the South West Region.

11. Sustainability Considerations

The ability to efficiently transport people and goods around the County underpins Devon's economy and has a direct impact on the quality of our environment.

When maintenance work is undertaken it is managed to ensure that the effect on the surrounding environment is kept to a minimum. On carriageways, surface treatment and reconstruction work is tightly controlled to achieve long term durability. Recycled materials and secondary aggregates are used whenever possible. When carriageway surfacing incorporating primary materials is required, a durable low noise material such as stone mastic asphalt is considered.

Construction contracts include for recycling plans to ensure that the use of natural resources is reduced where recycled alternatives exist.

12. Carbon Impact Considerations

The carbon impact of this highway maintenance programme through the manufacture and planning of the materials is likely to be offset by reduced emissions from highway users utilising a better maintained network, and using suitable alternatives such as walking and cycling. The completion of the countywide part night lighting scheme and the introduction of LED on main roads will contribute to reducing the county council's carbon footprint.

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13. Equality Considerations

Where relevant to the decision, the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

Taking account of age, disability, race/ethnicity (includes Gypsies and Travellers), gender and gender identity, religion and belief, sexual orientation, pregnant women/new and breastfeeding mothers, marriage/civil partnership status in coming to a decision, a decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.

This may be achieved, for example, through completing a full Equality Impact Needs Assessment/Impact Assessment or other form of options/project management appraisal that achieves the same objective.

A copy of an updated overview of the Budget 2017-18 Equality Impact Assessment for all service areas has been circulated separately and is available to all Members of the Council at: <https://new.devon.gov.uk/impact/published/budget-impact-assessment-201819/>

14. Legal Considerations

The lawful consequences of the recommendations have been considered in the preparation of this report.

With the condition of parts of the network there is likely to be an increase in user dissatisfaction and complaints which could lead to challenges to the Authority under Section 56 of the Highways Act.

A reduction in routine maintenance could also result in more safety defects that will lead almost inevitably to an increase in third party claims and potentially litigation.

15. Risk Management Considerations

The proposals contained in this report have been assessed and all reasonable actions are taken to safeguard the Council's position.

Inability to undertake enough planned and general preventative maintenance work will result in an increased depreciation to the highways asset. This will lead to increased deterioration and defects and consequently, increased repair costs with potential for claims, which will put pressure on revenue and staffing budgets.

Where risks have been identified such as those associated with cost inflation or inclement weather, which could disrupt the capital programme by causing higher than anticipated costs or delays respectively, the implications have been accounted for in preparing this report. This includes developing long term programmes and the provision for reasonable contingencies in the estimates for capital highway and bridge maintenance schemes.

16. Public Health Impact

The cumulative reduction in budgets could have an impact on public health with reduced maintenance effecting sustainable travel alternatives, and potentially more injuries resulting from crashes, trips and falls, however the recommended approach limits this risk, by targeting investment.

17. Reasons for Recommendations/Conclusion

It is important to report to Cabinet on the performance of the highway network compared to the levels of service agreed as part of the HIAMP.

The DfT capital settlement for 2018/19 provides funding for capital maintenance of highway assets and this report sets out proposed programmes to optimise their availability and safe use for the travelling public. Approval of schemes and programmes of highway maintenance will enable the delivery of the 2018/19 plan to commence.

The report alerts Members to the fact that Government provides insufficient capital funding to meet all network maintenance needs. However, the proposed programme is designed to make best use of the available financial resources using the Cabinet endorsed Asset Management approach.

Meg Booth
Chief Officer for Highways, Infrastructure Development and Waste

Electoral Divisions: All

Cabinet Member for Highway Management: Councillor Stuart Hughes

[Local Government Act 1972: List of Background Papers](#)

Contact for enquiries: Paul Davis

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Background Paper	Date	File Reference
Impact Assessment	January 2018	https://new.devon.gov.uk/impact/published/budget-impact-assessment-201819/

pd220318cab County Road Highway Maintenance Capital Budget
hk 07 280318

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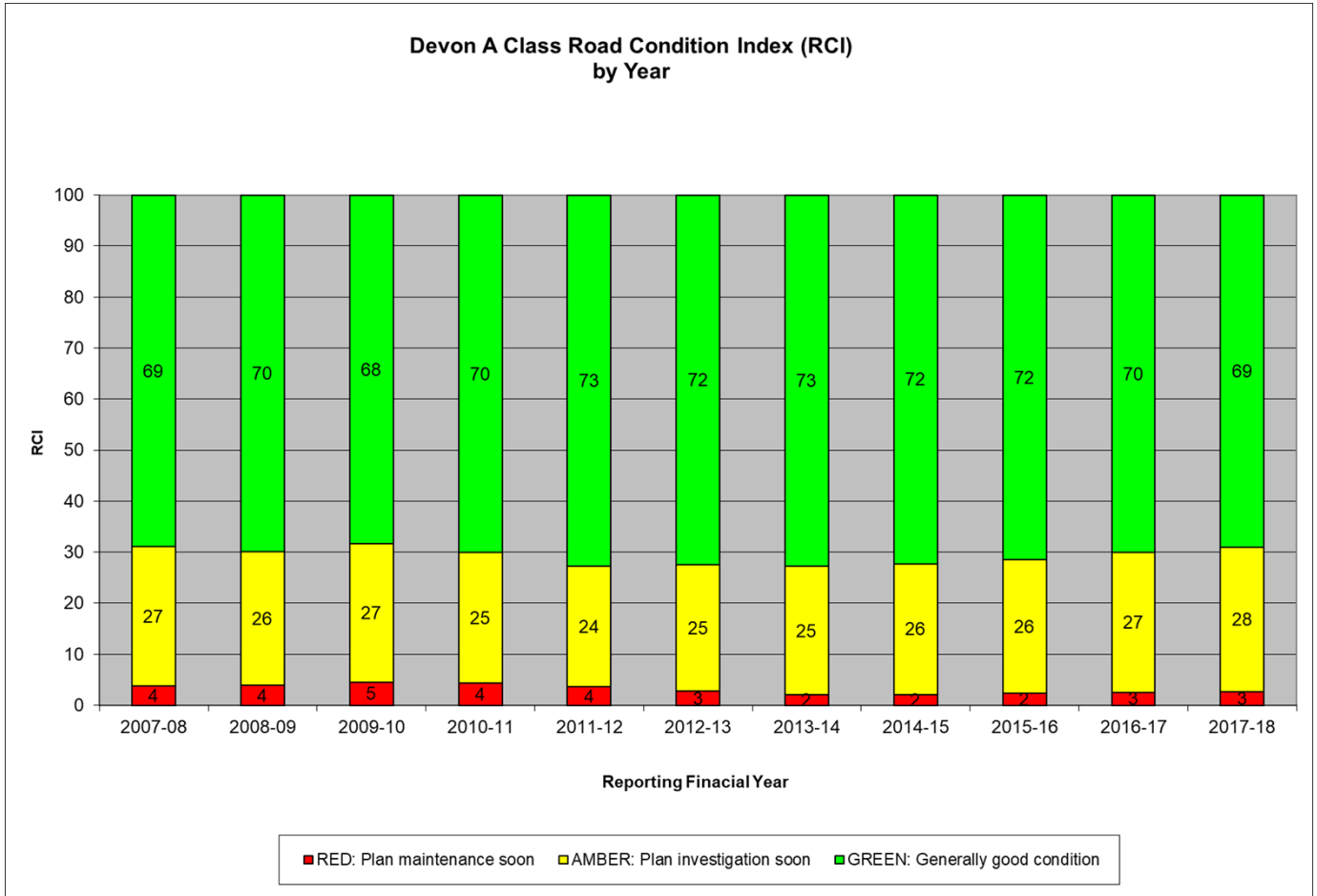


Figure 1

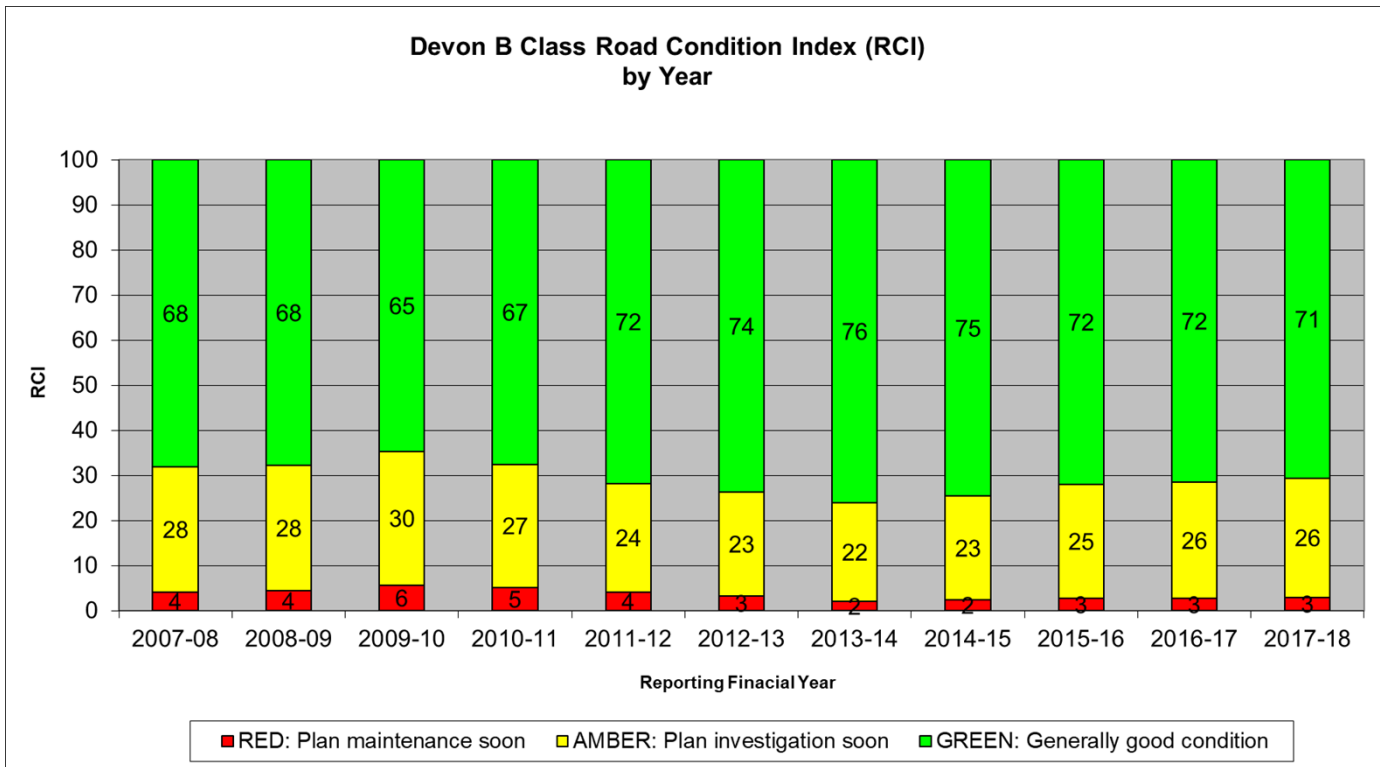


Figure 2

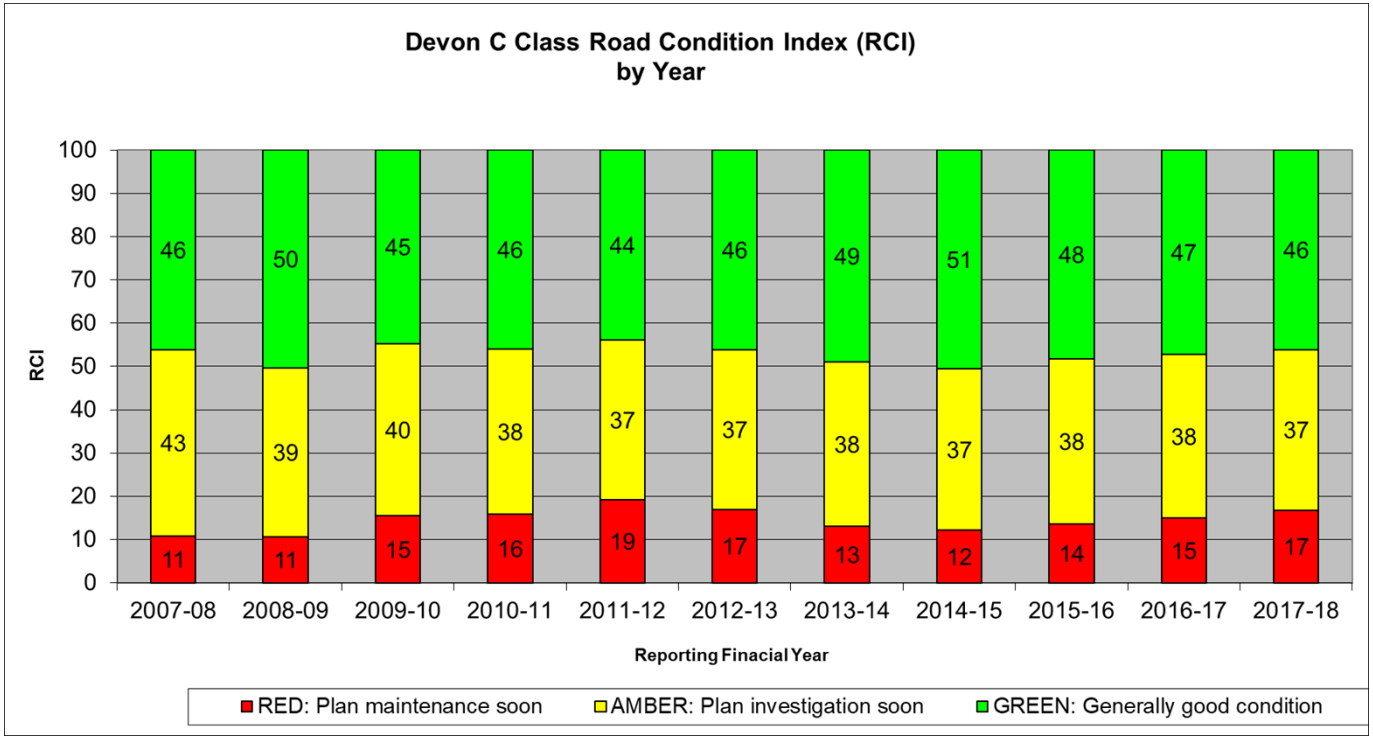


Figure 3

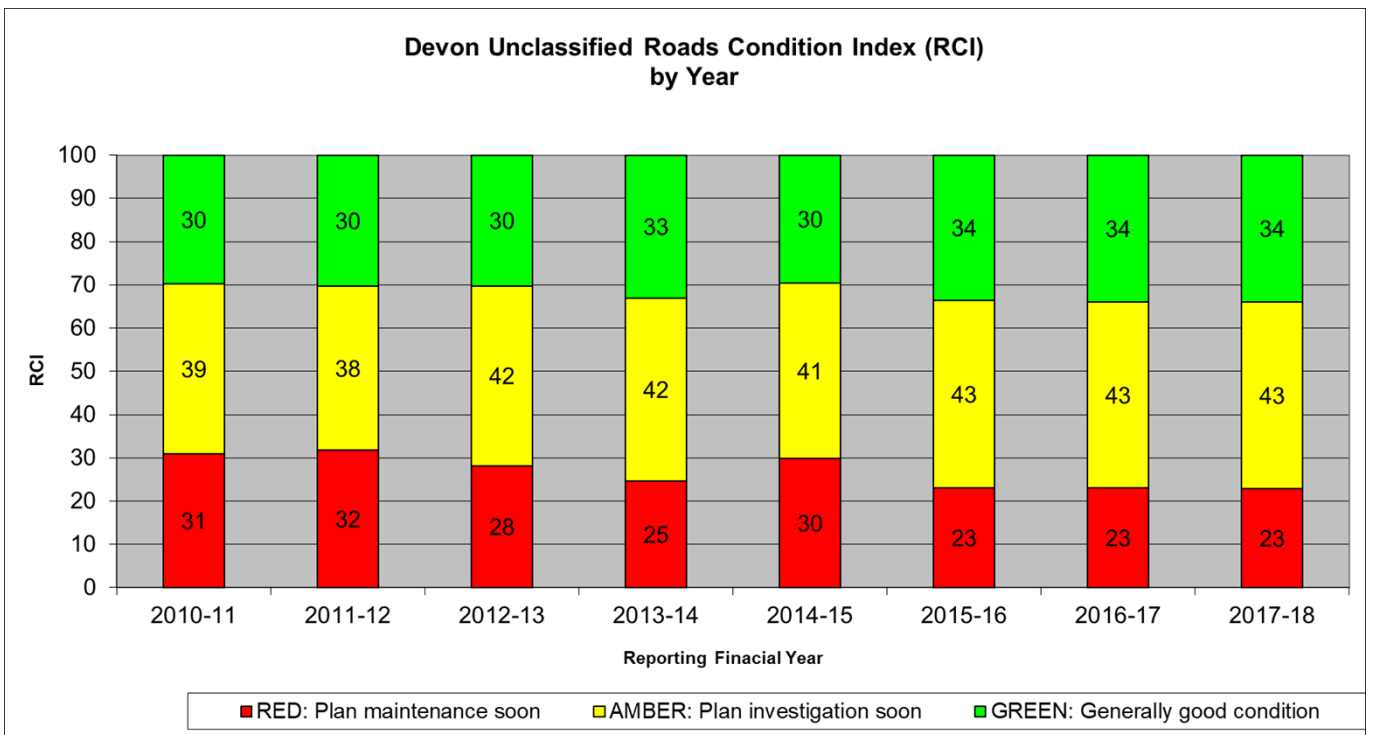


Figure 4

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Appendix I To HIW/18/20

Highway Structural Maintenance Programme 2017/18

Road	Scheme Name	Value £'000
A38	A38 Poachers Pocket Hotel to Red Ball, Burlescombe	261
A39	A39 Bucks Cross	344
A39	A39 Fairy Cross to Knotty Corner Alwington	14
A39	Shirwell Hairpin Bends	143
A361	A361 Little Mullacott and Score Chapel St Brannoeks Road Ilfracombe	266
A377	A377 Old Exeter Road Bishops Tawton	154
A377	A377 South Molton Road Elston Cross Kings Nympton	3
A377	A377 Weirmarsh Farm High Bickington	165
A377	A377 Woodforde UMBERLEIGH	10
A379	A379 Brixton Road Yealmpton	198
A379	A379 Exeter Road Dawlish	322
A379	A379 March Cottages Chillington	136
A379	A379 Teignmouth Hill Dawlish	37
A379	A379 The Strand Starcross	36
A379	A379 White Court, Dawlish	7
A381	A381 Bickleigh Copse to Totnes Cross Halwell Totnes	378
A381	A381 Cuttery House East Allington	33
A381	A381 Higher Fallapit Farm East Allington	139
A381	A381 Teignmouth Road Bishopsteignton	32
A381	A381 West Alwington Hill Kingsbridge	103
A381	A381 Western By Pass to Gerston Cross Totnes	111
A381	A381 Wolborough St Newton Abbot	250
A382	A382 Blenheim Terrace Monks Way Bovey Tracey	11
A384	A384 The Parsonage Ashburton Road Dartington	51
A386	A386 Broadmead Merton	156
A386	A386 Myrtle Street Appledore	2
A386	A386 Pixon Lane roundabout to Drake statue Tavistock	120
A388	A388 Chapel Street Holsworthy	32
A388	A388 Saltrens Bideford	132
A388	A388 Stibb Cross to Holsworthy (West Wonford to Woodford Bridge)	38
A3015	A3015 Honiton Road Exeter	64
A3052	A3052 Church Street Sidford	61
A3052	A3052 High Street Sidford	89
A3072	A3072 Ashleigh Farm Exeter Hill Shobrooke	42
A3072	A3072 Dart Bridge Bickleigh	33
A3072	A3072 Rydon Farm Holsworthy	162
A3079	A3079 Morecombe Cross to Cookworthy Halwill	88
A3122	A3122 Church Street Halwell	15
A3122	A3122 Church Street Halwell Cross Halwell	24
A3124	A3124 Cocktree Sampford Courtenay	127
A3124	A3124 Triggers Hill Old Parsonage - Beaford	110
A3126	A3126 Bolham Road Petroc roundabout Tiverton	114
	Design / Supervision	86
	National Productivity Investment Fund (including A379 Sandygate Roundabout, A380 Ware Barton and part Torridge Bridge)	3,169
	Bridge Road Contribution (A379)	659
	<u>Principal Roads</u>	
	Challenge Fund Tranche 2A (LTP match funding)	92
	Routine and Reactive schemes	671
	SCRIM Remedial Works	2,489
	Preventative Program	470
	Pre Patching for 2018/19 Surface Dressing (deferred from 16/17)	7
	Pre Patching for 2018/19 Surface Dressing (summer 2017/18)	17
	<u>Non-Principal Roads</u>	
	Non-Principal Road Recovery Programme	5,284
	Preventative Programme	3,751
	Pre Patching for 2018/19 Surface Dressing (deferred from 16/17)	139
	Pre Patching 2018/19 Preventative Programme (summer 2017/18)	4,247
	Pre Patching 2018/19 Preventative Programme (winter 2017/18)	107

Appendix I
To HIW/18/20
(continued)

Highway Structural Maintenance Programme 2017/18

Scheme Name	Value £'000
<u>All Roads</u>	
Pothole Action Fund	2,198
Spray Injection Patching	620
Joint Sealing	7
Pre Surface Dressing Cleaning / Design	966
High Skid Resistance Surfacing Programme	1,220
Carriageway Condition Surveys	325
Fixed Contract Overhead Charge	1,122
Material Testing	200
Scheme Delivery	650
Footways	1,714
Cycleway, PROW & Unsurfaced Roads	478
Road restraint systems - strategy priority 1c (rd/rail High Risk)	1
Road restraint systems - strategy priority 1d (timber post over trunk rds)	519
Road restraint systems - strategy priority 2 (A rd/rail rd overbridge)	113
Road restraint systems - strategy priority 3 (All remaining rd/rail overbridge)	10
Road restraint system - damage permanent replacements	199
Drainage works	1,201
Cattle Grid structural repairs	46
DfT challenge bid street lighting LTP match funding	945
Street Lighting	366
Road Weather Station Renewal Programme	102
Traffic Signal Replacements	602
HIGHWAY STRUCTURAL MAINTENANCE PROGRAMME	39,405
Allocation 2017/18	41,055
Estimated carry forward to 2018/19	1,650

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Appendix II To HIW/18/20

Bridge Assessment and Strengthening Programme 2017/18

BAS 2017/18	Project Description	Value £000s
Bridge Strengthening		
Clyst St Mary bridges	Investigation work prior to strengthening	50
Pattard (3186)	Strengthened bridge - new layout investigation	26
Exeter Hill	Flood defence scheme preliminary work	29
Longham (00023)	Permanent loads only, saddle	35
Alma Footbridge	Potential start 17/18, complete 18/19	86
Shaldon	Completion of previous year's work	5
Broomer River Bridge	Investigation for future strengthening	2
Meavey Cross	strengthened deck	15
Wilder Brook	investigation prior to strengthening 18/19	10
Retaining Wall Strengthening		
Combe Martin	Retaining wall/Embankment strengthening	109
Chudleigh Road, East The Water	Retaining wall/Embankment strengthening	26
Hillside, Ilfracombe	Retaining wall/Embankment strengthening	93
Shirwell Hairpins	Retaining wall/Embankment strengthening	255
Shillingford Road, Huckely	Retaining wall/Embankment strengthening	134
Tucking Mill Wood	Retaining wall/Embankment strengthening	82
Teign Valley (500m south of Golf Club)	Retaining wall/Embankment strengthening	269
Cloonavon Wall	Complete 16/17 scheme	40
Clovelly High Street	Retaining wall/Embankment strengthening	71
Langdon Barton	Retaining wall/Embankment strengthening	68
Landcross	Complete 16/17 scheme	61
Ashley recycling centre	Retaining wall/Embankment strengthening	33
Bow Road	Retaining wall/Embankment strengthening	358
Chapel Downs	Retaining wall/Embankment strengthening	85
Eggesford East of Station	Retaining wall/Embankment strengthening	35
Francis Plantation	Retaining wall/Embankment strengthening	101
Muddiford Plaistow Mills	Retaining wall/Embankment strengthening	135
Russell Court	Retaining wall/Embankment strengthening	35
Seven Ash	Retaining wall/Embankment strengthening	32
Teign Valley Spira	Retaining wall/Embankment strengthening	180
Tarka Sea Wall, Instow	Retaining wall/Embankment strengthening	37
Various other	Retaining wall/Embankment strengthening	254
Scour Protection		
BD97/12 Stage 1 Scour Assessments	Non Main Rivers	115
Denham Bridge		2
Newbridge Chudleigh Knighton	New invert	11
Sub Standard Parapets		
Exe Bridge South	Refurbishment of railings	180
Sowton Mill	Investigate new parapets	13
Principal Inspections (Bridges)		
Principal Inspections	Sites to be identified (SH)	266
Principal Inspections (Retaining Walls)		
Principal Inspections by Jacobs	Consultant - Jacobs	167
Post Tensioned Special Inspections		
Bridge Assessments - PTSI Inspections	Hillsford, Cherry, Landkey, Ducks Marsh	115
Bridge Assessments		
Bridge Assessments - Jacobs	Assessment of Sub Standard Bridges	58
Bridge Assessments - EDG	assess Bascule Bridge and Trews weir	25
Traffic and Signing		
'Low Headroom' bridges	Replace non standard signs to reduce collision risk	20
Alphington Road surfacing reprofiling	To reduce risk of railway bridge collision impact	41
Component Replacement, Major Route Bridges		
A361 - River Torridge joints (remainder with Highways NPIF programme)	Replace both joints	403
Major Refurbishments		
Bideford Long Bridge	Mainly repointing	418
Fremington Viaduct	Retention from previous year project	8
Iron Bridge, Exeter	Cast Iron/steelwork repairs	33
Landcross Viaduct	Corrosion protection	485
River Yeo cycle and footbridge	advance works prior to strengthening	23
Skinnners footbridge replacement	advance works prior to replacement structure	5
Thorveton	Concrete repairs	570
Minor Refurbishment		
Bridge Inspector allocations	As identified in General Inspections	224
BD 79 - Management of Sub Standard Structures		
BD 79 - Management of Sub Standard Structure	Monitoring sub-standard structures	5
Forward Design - Bridges		
Bovey Bridge Cantilever	Service diversion work and f/d new structure	223
Baulk Bridge	Replacement bridge design	40
New Bridge Chudleigh Knighton	Highway realignment	35
Bickleigh Bridge	Highway realignment	15
Various		41
Prevention of Suicides at Major Bridges		
NHT Minor Works	Works at two major North Devon Bridges	50
Contribution Millbrook Axminster	For minor wall schemes identified in year	66
	Flood scheme	41
	Total Projected 2017/18	6,449
	Allocation 2017/18 including brought forward	6,889
	Projected variance 2017/18	440

Appendix III To HIW/18/20

Highway Structural Maintenance Programme 2018/19

Road	Scheme Name 2018/19 Appendix III	Treatment Type	Estimate £'000
A3015	Honiton Road, Exeter	Resurfacing	130
A3052	Colyford, Colyton	Resurfacing	8
A3052	Four Elms Hill, Newton Poppleford and Harpford	Resurfacing	120
A3072	Crosspark Cross, Holsworthy Hamlets	Resurfacing	100
A3072	Rydon Road, Holsworthy	Resurfacing	26
A3079	Fowley Cross, Sourton	Resurfacing	90
A3124	Redpost Cross to Culm Cross, Sampford Courtenay	Resurfacing	68
A358	Musbury Road, Axminster	Resurfacing	60
A361	Bish Mill Roundabout, Bishops Nympton	Resurfacing	72
A361	Chaloners Road, Braunton	Patching	29
A361	Foxhunters Inn, West Down	Resurfacing	51
A361	St Brannocks Road, Ilfracombe	Resurfacing	50
A361	Gornhay Cross to M5	Improvement	300
A375	Chapel Street, Sidmouth	Resurfacing	160
A375	Two Bridges Road, Sidmouth	Resurfacing	120
A376	Belle Vue Road/Exeter Road, Exmouth	Resurfacing	10
A376	Rivermead Avenue to Halsdon Lane, Exmouth	Resurfacing	70
A377	Fishleigh, Atherington	Resurfacing	11
A377	Alphington Junction Roundabout, Exeter	Resurfacing	80
A377	Copplestone (One Way) Copplestone	Resurfacing	66
A377	Exe Bridge (South) Exeter	Resurfacing	40
A377	Exe Bridges, Exeter	Resurfacing	200
A377	Half Moon to Newbridge Hill, Newton St Cyres	Resurfacing	50
A377	Sand Down Lane to Pump Street, Newton St Cyres	Resurfacing	103
A377	South Molton Road to Elston Cross, Kings Nympton	Patching	109
A377	Woodforde, Umberleigh	Patching	110
A379	Bitton Park Road, Teignmouth	Resurfacing	136
A379	Brixton Road, Yealmpton	Resurfacing	25
A379	Exeter Road, Kenton	Resurfacing	91
A379	Main Road, Brixton	Resurfacing	15
A380	Harcombe Plantation, Southbound	Reconstruction	400
A380	Kingsteignton, Northbound	Reconstruction	471
A381	Bow Bridge, Ipplepen	Resurfacing	80
A381	Courtlands Road, Newton Abbot	Resurfacing	12
A381	East Street, Newton Abbot	Resurfacing	17
A381	Newton Road, Totnes	Resurfacing	8
A381	The Mounts, East Allington	Resurfacing	50
A381	Torquay Road, Newton Abbot	Resurfacing	40
A381	Wrigwell Cross, Ipplepen	Resurfacing	20
A382	Ford Street to Station Road, Moretonhampstead	Resurfacing	12
A385	Ashburton Road, Dartington	Patching	30
A385	Ashburton Road, Dartington	Patching	30
A385	Station Road & Ashburton Road, Totnes	Resurfacing	100
A385	True Street, Berry Pomeroy	Patching	6
A386	Folly Gate, Inwardleigh	Resurfacing	450
A386	Hatherleigh Roundabout, Hatherleigh	Resurfacing	3
A386	Myrtle Street, Appledore	Resurfacing	20
A386	Plymouth Road, Horrabridge	Resurfacing	22
A386	Sourton Down, Sourton	Resurfacing	25
A386	Tavistock Road, Bickleigh	Resurfacing	100
A386	Tavistock Road, Buckland Monachorum	Resurfacing	48
A39	Bideford Bypass, Bideford	Resurfacing	400
A39	Fairy Cross to Knotty Corner, Alwington	Resurfacing	274
A39	Higher Wayton to Horns Cross, Parkham	Resurfacing	40
A396	Black Cat	Resurfacing	25
A399	Newtown, North Molton	Patching	60
A399	Slade Lane Cross, Kentisbury	Resurfacing	82
A399	Wistlandpound, Challacombe	Resurfacing	15
		Total	5,340
Principal Roads			
	SCRIM Remedial Works		1,300
	Preventative Programme	face Dressing/Microasphalt	168
	Pre Patching for 2018/19 Preventative Programme (deferred schemes)		50
	Pre Patching for 2019/20 Preventative Programme (summer 2018/19)	Patching – SD/Micro	50
	Pre Patching 2019/20 Preventative Programme (winter 2018/19)	st Winter Patching SD/Micro	50
	Pre Patching for 2020/2021 Preventative Programme		1,429
Non-Principal Roads			
	Non-Principal Road Recovery Programme		5,975
	Preventative Treatment Surface Dressing or Microasphalt Programme	Surface Dressing/Micro	5,028
	Pre Patching for 2018/19 Preventative Programme (deferred schemes)		100
	Pre Patching 2019/20 Preventative Programme (summer 2018/19)	Surface Dressing/Micro	1,500
	Pre Patching 2019/20 Preventative Programme (winter 2018/19)	st Winter Patching SD/Micro	250
	Pre Patching 2020/2021 Preventative Programme		1,500

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Appendix III To HIW/18/20 continued

Highway Structural Maintenance Programme 2018/19

All Roads

A380 Preston Down RAB Marldon Southbound	Barrier Collision Scheme	120
Pothole Action Fund		3,236
Spray Injection Patching	Specialist Patching	750
Joint Sealing		250
Pre Surface Dressing Cleaning / Design		650
Wet/Dry Collision Sites		50
High Skid Resistance Surfacing Programme	HFS	600
Carriageway Condition Surveys		325
Fixed Contract Overhead Charge		1,122
Material Testing		200
Scheme Delivery		650
Footways		1,910
Cycleway, PROW & Unsurfaced Roads		479
Road restraint systems - strategy priority 1c (rd/rail High Risk)		1
Road restraint systems - strategy priority 1d (timber post over trunk rds)		329
Road restraint systems - strategy priority 2 (A rd/rail rd overbridge)		255
Road restraint systems - strategy priority 3 (All remaining rd/rail overbridge)		50
Road restraint system - damage permanent replacements		300
Drainage works		1,100
Cattle Grid structural repairs		100
Extreme Weather Resilience Contingency		2,000
DfT challenge fund tranche 2A LTP match		158
DfT challenge fund tranche 1 Street Lighting LTP match		530
Street Lighting		1,074
Road Weather Station Renewal Programme		100
Traffic Signal Replacements		500
Challenge Fund Schemes		4,870
OVERPROGRAMMING		-1,819
HIGHWAY STRUCTURAL MAINTENANCE PROGRAMME		42,630
HSM LTP AND PAF 2018/19 ALLOCATION		40,980
PROJECTED LTP AND PAF BROUGHT FORWARD FROM 2017/18	ies £440k bridges variance c/f	1,650
TOTAL		42,630

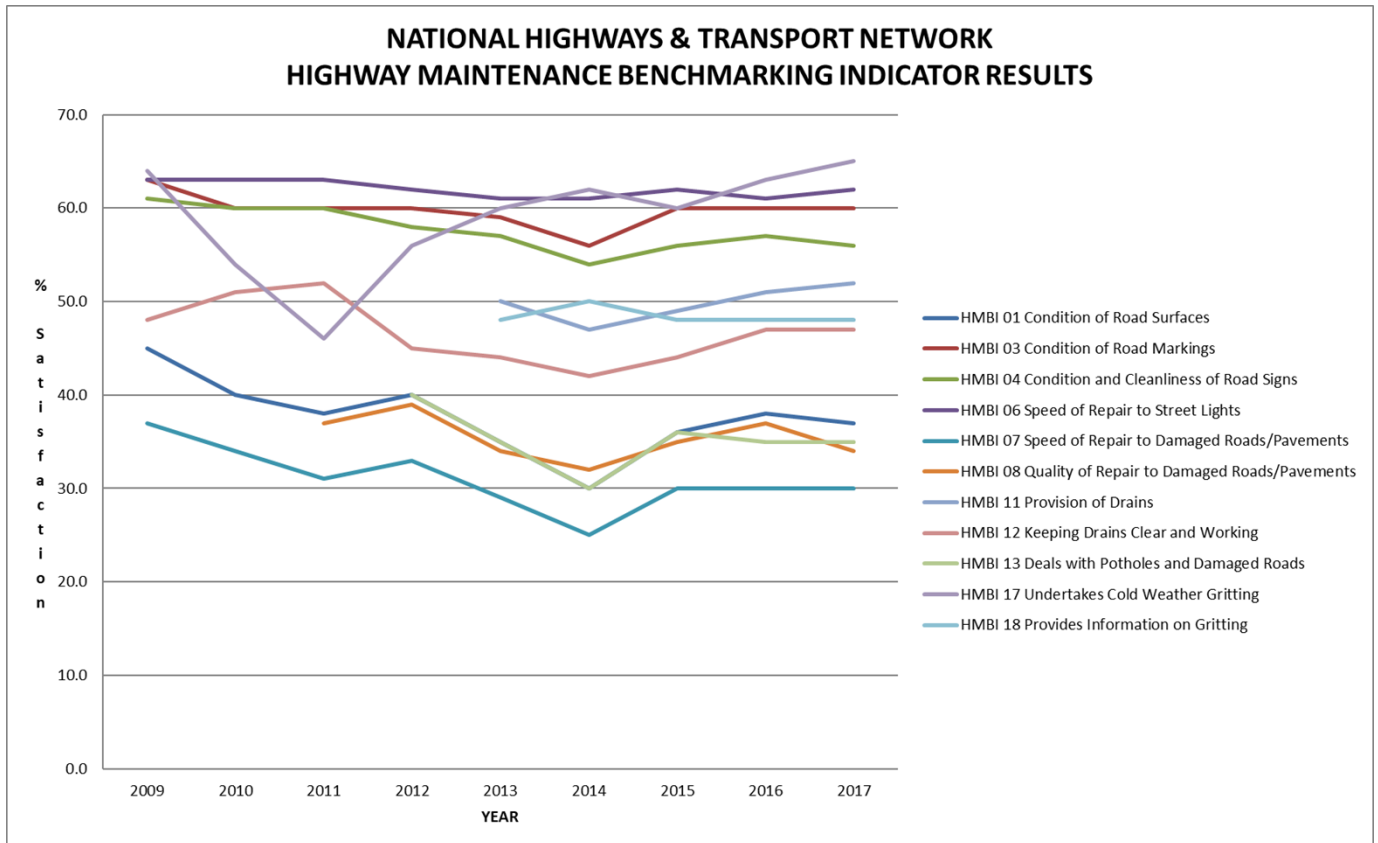
Bridge and Structures (BAS) Capital Maintenance Programme 2018/19

Project	Project Description	Estimate
Bridge Strengthening Holding Budget		
	Reserve for unplanned in-year works	£ 250,000
Alma Footbridge, Sidmouth	Final design and start on site late financial year	£ 50,000
Clyst St Mary Bridges	Strengthening	£ 200,000
County Garage Culvert, Teignmouth	Strengthening	£ 100,000
Exeter Hill, Cullompton	Replace culverts -part of flood defence scheme	£ 150,000
Longham Bridge, Hatherleigh	Strengthen with concrete saddle	£ 100,000
Meavy Cross Bridge, Meavy	Strengthen with replacement structure	£ 110,000
Pattard Bridge, Hartland	Strengthen & include minor widening	£ 100,000
Skinners Footbridge, Sidmouth	Replace footbridge	£ 100,000
Thongleigh Farm Culvert, Cruwys Morchard	Strengthen or replace culvert	£ 100,000
Wilder Brook Culvert, Ilfracombe	Strengthen section near Osborne Hotel	£ 175,000
Retaining Wall Strengthening Holding Budget		
	Reserve for unplanned in-year works	£ 250,000
A399 Brayford Quarry + 950m, Brayford	Existing wall strengthening/replacement	£ 150,000
Ashley Recycling Centre, Tiverton	Failing embankment strengthening	£ 150,000
Chudleigh Road, East-The Water, Bideford	Bank Stabilisation - private bank	£ 90,000
Joseph's Garden, Thurlestone		£ 35,000
North Walk, Ilfracombe	Failing embankment strengthening	£ 20,000
Darkham Wood Nr Rosemoor Gardens, Great Torrington	Failing embankment strengthening	£ 50,000
B3260 New Rd, Okehampton	Failing embankment strengthening	£ 160,000
Station Hill, Lynton	Failing embankment strengthening	£ 100,000
Blakewell Fisheries, Marwood	Failing embankment strengthening	£ 85,000
Eggesford Station, Chawleigh	Failing embankment strengthening	£ 80,000
B3193 Spara Extension, Ashton	Failing embankment strengthening	£ 75,000
Clapperbrook Lane, Exeter	Failing embankment strengthening	£ 250,000

Agenda Item 9

Project	Project Description	Estimate
Forward Design		
Holding Budget		
Broom Bridge, Chardstock	Reserve for unplanned in-year works	£ 100,000
	Newly identified structure - replacement bridge	£ 100,000
Bovey Bridge Cantilever, Bovey Tracey	Ongoing scheme development	£ 50,000
Baulk Bridge, Bradninch	New bridge	£ 200,000
Major Refurbishment		
Holding Budget		
Iron Bridge, Exeter	Reserve for unplanned in-year works	£ 100,000
Yeo Cycle Bridge, Barnstaple		£ 100,000
Newbridge, Chudleigh Knighton	Traffic management - possibly traffic lights	£ 75,000
A361 Resurfacing and waterproofing	Part of highway scheme	£ 100,000
Newbridge, Chudleigh Knighton		£ 900,000
Exe Bridges waterproofing	Scour protection	£ 20,000
	Joint scheme with highway design	£ 250,000
Minor Refurbishment		
Hornshayes Bridge, Stockland	Crack Injection	£ 15,000
Teign Causeway TM	Traffic management - white lining	£ 10,000
Bridge Inspectors Program	Annual programme	£ 250,000
Neighbourhood Team minor works	Minor structures identified in-year	£ 50,000
Newton Abbot R/Way Usk girder	Remove structure	£ 70,000
Bridge Component Replacement		
Holding Budget		
	Reserve for failed components in-year	£ 50,000
Torrige Bridge Joint (East)	Replace Mageba joint	£ 690,000
Brayford Bridge Joint	Replace Mageba joint	£ 500,000
Sub-Standard Parapets		
Exe Bridges		£ 50,000
Bridge Assessments		
Jacobs		£ 50,000
DCC		£ 50,000
Principal Inspections		
Jacobs	Retaining walls	£ 150,000
DCC	Bridges	£ 200,000
Scour Assessments		
Stage 1 & 2 assessments		£ 100,000
Post Tensioned Special Inspections		
PTSI		£ 100,000
Brought Forward		£ 440,000
	Total	£7,700,000

Appendix V To HIW/18/20



**Appendix VI
To HIW/18/20**

Levels of Service Key Performance Indicators

(Performance indicators have not been developed against each level of services as the selected indicators represent a strategic set of performance measures)

	Level of service	Strategic Indicator	Means of Measurement	Indicator reported	Target	Performance Level			
						Excellent	Good	Fair	Poor
Overarching	Use an asset management 'whole life' approach to scheme prioritisation to ensure effective and efficient management of the asset.	The backlog value of the highway asset reported to Government is being maintained or decreasing	The accumulated depreciation as a percentage of Gross Replacement cost	Annual		<14% ✓	14-16%	16-20%	>20%
	Continue the development of community schemes such as the Community Road Warden Scheme (CRWS), Parish Paths Partnerships (P3), snow wardens, grass cutting, wild flower verge planting and similar community schemes to support sustainable communities.	Number of parishes, town councils or community groups taking up the schemes	As reported by Neighbourhood teams	Annual	In Development				

Carriageways	Inspect highways at set frequencies and prioritise repairs to safety defects in accordance with the Highway Safety Inspection Policy.	Completion of Safety Inspections on time	% of safety inspections completed on time	Monthly	100%	100% ✓	90-99%	80 - 89%	< 80%
	Continue the development of the Community Road Warden Scheme (CRWS) by providing training, equipment and materials to local volunteers to assist with repairing non-safety defects and carrying out minor amenity maintenance activities.	In Development							
	Respond within 2 hours to any occurrence or incident that poses a threat to life or renders the highway unusable or unsafe.	Response to emergency call outs within policy timescales	% of callouts responded to within timescales	Monthly	In Development	90-100%	90-80%	80-75% ✓	>75%

Carriageways Cont.

Using road condition data develop and deliver an annual programme of carriageway structural maintenance repairs including resurfacing, patching and surface dressing to maintain roads within available budgets.	The condition of the road network is nationally recognised as good	National Road Condition Index Percentage of network requiring planned maintenance	Annual	Minimise decline to stay in top quartile performance nationally	A >4% ✓	5-6%	6-10%	<10%
					B >4% ✓	5-6%	6-10%	<10%
					C >13%	13-15%	15-20% ✓	<20%
					U/C >25% ✓	25-32%	32-40%	<40%
Survey skidding resistance on A roads and investigate, monitor and repair deficiencies and/or put up slippery road warning signs.	Skid resistance surveys indicate high levels of skid resistance	Percentage of A roads in satisfactory condition	Annual		>90%	90-85%	85-80%	<80% ✓
Operate a winter service of precautionary salting and snow clearance on strategic roads and when possible on secondary routes as laid out in our Winter Service and Emergency Plan.	Precautionary gritting	% of routes started within the agreed start time (+/- 15 mins)	Monthly during winter	>95%	95-100% ✓	95-90%	90-85%	>85%
Support communities in their efforts to salt local roads and footways by providing support and training to snow wardens as well as equipment and bagged salt where applicable.	In Development							

Footways & cycleways	Inspect footways and cycleways at set frequencies and prioritise repairs to safety defects in accordance with the Highway Safety Inspection Policy.	The condition of the Primary footway network is nationally recognised as good	Footway Network Survey. The percentage of footways in structurally unsound condition	Annual		< 4%	5-6%	6-10%	>10%
	Develop and deliver an annual programme of footway and cycleways maintenance repairs.					✓	✓		
Structures	Carry out structures inspections in accordance with the national code of practice.	The condition of bridges is nationally recognised as good	Report on Bridge stock using the County Surveyors Society Bridge Condition Indicator	Annual	Maintain condition index score within the 'good' range	100 – 95	94 – 90	89 - 80	<79
	Monitor those structures considered to be below standard.	In Development							
	Using condition data develop and deliver an annual programme of bridge and retaining wall maintenance and structural repairs to maintain structures within available budgets.	In Development							
	Target structures which are in the Poor/Very Poor condition band where this has a potential impact on safety.	In Development							

Drainage	Investigate reports of highway flooding and damaged or blocked highway drains and take appropriate measures to get water off the highway, alleviate or mitigate flooding as appropriate.	In Development							
	Cleanse gullies on the salting network and in rural areas on an annual basis; and all others on a three year rolling programme or at required enhanced frequency.	Percentage of annual/triannual cleans completed on time.	Contractors cyclical maintenance returns reporting number of gullies cleansed and percentage of programme completed	Quarterly	100% of programme completed on time	100 – 95	94 - 90	89 – 80 ✓	<79
	Jet drainage systems on a reactive basis as they are reported or found through inspection.	In Development							
	Carry out an annual programme of grip cleaning and cutting.	In Development							
Safety Fencing	Assess safety fences when they are knocked down or damaged and repair or replace as required.	In Development							

Highway Lighting	Respond within 2 hours to reported traffic accidents involving lighting columns or other lighting emergencies.	In Development							
	Develop and deliver a programme of column repair and replacement in order to maintain the street lighting asset and reduce the risk of column failure.	Highway street lighting is in good condition	The percentage of columns older than their recommended design life	Annual	14.5% of columns are older than their recommended 40 year design life	<5%	5-8%	8-12%	>12% ✓
Public Rights of Way	Carry out regular ease of use inspections on footpaths.	The public rights of way network is easy for people to use	Former best value indicator 178. The percentage of PROW which are easy to use.	Annual	90% of PROW are easy to use	>92% ✓	92-90%	90-80%	<80%
	Continue the development of the Parish Paths Partnerships (P3) by providing support, training, equipment, materials and funding to enable volunteer maintenance of footpaths.	In Development							
Traffic management systems	Respond within 4 hours to signal failures.	Response to emergency call outs within contract timescales	% of callouts responded to within timescales	Monthly		90-100% ✓	90-80%	80-75%	>75%
	Operate an annual inspection, electrical testing and repair regime for all traffic signals and pedestrian crossings.	In Development							

Street Furniture	Repair or replace any safety signs knocked down or damaged by routine traffic accidents.	In Development
Land	Carry out annual programme of grass cutting to maintain safe visibility at junctions and visibility splays.	In Development
	Inspect highways trees and prioritise repairs to safety defects in accordance with the Tree Inspection Policy.	In Development

HIW/18/21

Cabinet
11 April 2018

County Road Highway Maintenance Revenue Budget and On-street Parking Account 2018/19

Report of the Chief Officer for Highways, Infrastructure Development and Waste

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

Recommendations: That

- (a) the budget allocations for highway maintenance for 2018/19 be approved as detailed in Appendix I;**
- (b) authority to amend the allocations between different work types to maintain the budget within the total allocation and to maximise the impact of the maintenance programme be delegated to the Chief Officer for Highways, Infrastructure Development and Waste;**
- (c) the programme funded from the On-street Parking Account for 2018/19 as set out in Appendix II be approved.**

1. Background

This report recommends the allocation of revenue highway maintenance funding for 2018/19 by maintenance function. In addition, it also recommends for approval a programme of work identified in accordance with the provisions of Traffic Management Act 2004, to be funded from the On-street Parking Account.

Revenue funding for highway maintenance provides for the funding of reactive repairs and routine/cyclic maintenance.

The demand for reactive revenue funded highway maintenance is affected by the amount of capital investment in the highway asset. The need for structural repair of the network has been assessed using an asset management, data led approach. This shows that the level of Capital Funding currently available is not enough to prevent parts of the network, particularly lower category rural roads and estate roads, from continuing to deteriorate. The result of this is that expenditure on reactive and safety related maintenance can be volatile, especially during and after severe weather events, such as those experienced this winter.

Highways revenue budgets have been through a rigorous review in recent years in order to drive the required efficiencies from budgets that had previously been allocated on a historical basis. Where possible budgets are now based on need with the overall strategy focused on maintaining a prescribed level of service over the long term.

Devon County Council has been recognised by the DfT for developing new ways of working to help tackle the challenges we face including our innovative approach to encouraging localism and inspiring communities to get involved in helping to maintain their local highway assets.

Agenda Item 10

The revised Code of Practice Well Managed Highway Infrastructure was published in October 2016. The guidance is moving highway authorities towards a more risk based approach to its maintenance, encouraging authorities to review their maintenance policies to take account of the likelihood and impact when considering investment in maintenance activity. This risk based approach is now used in Devon on highway safety inspections where a defect will be assessed for its level of risk based upon its likelihood to cause harm and the impact if such harm occurred.

2. Introduction

As the local highway authority, Devon has the duty to maintain a road network of 7,710 miles comprising:

- 582 miles (934 km) of principal (A) roads,
- 396 miles (637 km) of non-principal (B) roads,
- 2,706 miles (4,355 km) of non-principal (C) roads,
- 4,026 miles (6,479 km) of unclassified roads,

There are basically three types of maintenance works undertaken:

- (a) Reactive repairs such as pot-hole filling, dealing with flooding, replacing road signs and markings, clearing overhanging vegetation and the like, which, if neglected, would pose a potential danger to road users. Additionally, during the winter period precautionary salting and snow clearance are carried out as needed.
- (b) Routine or cyclic maintenance such as gully emptying, grass cutting, cleaning and clearing of drainage pipes, ducts and channels and the like, mostly carried out to a defined frequency.
- (c) Planned, programmed or structural maintenance such as resurfacing, reconstruction, surface treatments, which is aimed at keeping roads structurally sound and reducing long term maintenance costs. This work is largely funded from the Capital budget.

This report deals with the funding of reactive repairs and routine and cyclic maintenance. Approval of the Highway Maintenance Capital budget is detailed in report HIW/18/20 also being considered at this meeting.

Within the County Council revenue budget for 2018/19 the highway maintenance base budget has been set at £23,061,000, comprising £20,761,000 in the Highways service budget and £2,300,000 funded from the On-street Parking account.

An additional £6,500,000 has been agreed through the Budget Council meeting on 15 February, bringing the total budget to £29,561,000. This additional funding is provided to consider the balance of approach taken on preventative highways maintenance acknowledging the impact this has on the repair of defects in lower category rural and urban estate roads and also to prioritise preventative work on drainage to include gully emptying and cleaning; as well as ditching.

The budget is made up as follows:

Highway Maintenance	£12,384,051
Bridges and Structures	£483,719
Safety Reaction	£7,058,970
Winter Maintenance, Emergencies & Depots	£3,727,221
PROW	£608,350
Street Lighting	£3,972,000
TMC Fixed Overhead Charge	£1,326,689
Total Revenue Budget	£29,561,000

Table 1

The service is under extreme pressure to deal with the impacts of historic Capital underfunding of highway structural maintenance and the effects of severe winter weather such as snow events, prolonged cold periods and flooding events. Progress towards providing resilience across the whole of the network is proving to be very challenging, as evidenced by high numbers of potholes and recurring flooding related issues. Although the winter of 2017/18 began as a typical winter it ended with a period of extreme low temperatures and extensive snow accumulations demanding considerable resource issues both during the clear-up and in dealing with the increase in road deterioration because of the cold and wet situation. With changes in climate and the potential for more extreme and wetter conditions these events are likely to be more common and will remain a significant issue for the service in the foreseeable future.

3. Strategy and Analysis

The strategy uses a framework to manage the highway network as described in the Highway Infrastructure Asset Management Policy (HIAMP). With a total asset under CIPFA guidance valued at £12.26 billion (Gross Replacement Cost) of which carriageways alone are valued at £10.2 billion, the highway network maintained and managed by Devon County Council is our County's most valuable and important public asset.

The management of such a valuable and vital asset needs to be undertaken in a systematic manner, through the HIAMP. The Framework aligns with the 2015-21 business plan model and focuses on the way we work together, with the aim of delivering the best we can with the resources we have. Our business plan has a strong and consistent message on how we approach delivery of sustainable and resilient services in support of *Better Together, Devon's Strategic Plan*.

The approach to highway infrastructure asset management is aligned to our three clear business plan objectives to;

- Drive efficient delivery of the service
- Mobilise community support
- Manage demand for highway services

Our thinking will challenge the current ways of working and influence how we design and adapt our systems and processes to deliver our service whilst ensuring we take account of Devon's objectives and vision and the needs and aspirations of highway users. We will need to balance the risk of failure of the asset due to lack of investment, the effects of climate change and the future financial resources available to invest in the highway asset.

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The above strategy is developed further in the HIAMP Strategy in deciding highway revenue budget allocations in 2018/19.

An analysis of individual functions delivered through the new Term Maintenance Contract (TMC) has been re-assessed for 2018/19 to take account of changes in rates that are adjusted on the anniversary of contract in line with national indices.

4. Detailed Allocations

Detailed allocations by work function are given at Appendix I. These are based on Devon's asset management principles and experience of maintaining the network.

After taking into account the impact of savings targets, inflationary increases and the removal of the additional £2.5M funding allocated for 2017/18 only, the net reduction proposed in the Highways Maintenance budgets for 2018/19, when compared to 2017/18, is £4.143M million. However, this has been offset by the additional £6.5m funding giving an overall increase in revenue compared to the 2017/18 budget of £2,357,000.

There are no reductions to service delivery. The following adjustments are being made to the way budgets are allocated:

- Maintaining the revenue budget for routine patching repairs for a further year.
- Increasing the revenue budget for increased maintenance on cyclical drainage features and cleaning works.
- Additional revenue funding for verge cutting to aid the identification and assessment of drainage features.
- Increasing the revenue budget to focus on removing water off the network through increased cleaning to highway ditches.
- Increasing the revenue budget to improve efficiency in the identification and the repair of safety defects.
- Increasing the money in hedge and tree maintenance allocated for Ash die-back (on the basis that the disease has over the past 12 months now spread as anticipated when the Medium Term Financial Strategy was planned).
- Reducing but not entirely cutting the emergencies budget (this heightens the risk for the Authority if a large number of emergencies happen in year).
- Charging for more works which are eligible to the On-street Parking Account.
- Doubling the allocation for the highway Maintenance community enhancement fund to £100,000.

5. On-street Parking Account

The expenditure of on-street parking income is restricted by the Road Traffic Regulation Act 1984. The costs of operating the on-street parking service is the first call on the income held in the On-street Parking Account. Any remaining funds/surplus must then be used in accordance with the eligibility criteria set out in the legislation.

The 2018/19 budget includes £2.3m for highways cyclic maintenance and lining works. Full details of the proposed On-street Parking Account expenditure for 2018/19 are shown in Appendix II.

6. Review of residents Parking in Exeter

The Exeter HATOC resolved to review residents parking in key locations in Exeter, and requested that sufficient funds are provided from the On-street Parking account to ensure the delivery of the Residents' Parking proposals for the City.

It is proposed that informal consultation is carried out in agreed locations during 2018/19 to establish the need for residents parking. It is proposed that this consultation exercise will be funded from the existing "Traffic Management Plans" line.

If any scheme is identified for progression additional budget will be sought for 2019/20.

7. Options/Alternatives

The revenue funded programme for 2018/19 optimises the use of the available funding to provide for reactive and clear-up activities, winter maintenance, safety defect repairs and routine and cyclic maintenance activity.

The distribution of funding is based on experience of managing the network, data on asset management, collaboration with the Term Contractor and consultation feedback. It strikes a balance between the competing needs of the network and the needs of the travelling public.

There is a need for in-year flexibility in the funding of work functions to enable the service to respond to unforeseen and extreme events.

8. Consultations

The results of the 2017 National Highways and Transport (NHT) Public Satisfaction Survey reflect public perception of performance, importance and desire for various activities to be funded. Analysis shows that the condition of the highway network and the speed and quality of repairs are important to the public.

The complete survey can be seen at <http://nhtsurvey.econtrack.com>

A summary of the individual NHT highway maintenance benchmarking indicator results illustrating public satisfaction levels for highway maintenance and road condition since 2009 is shown at Appendix III. The 2017 survey summary shows that the level satisfaction with the condition of the highway and the delivery of the highway maintenance service in Devon is at 37% and 52% respectively and in line with the national average giving an overall average satisfaction of 51%. Although this is an improvement on the 2016 results the trend has been one of reduced level of public satisfaction although there has been a general upward trend of improved public satisfaction appearing over the last 3 years. We have seen a similar trend in the results for neighbouring authorities in the South West Region.

9. Financial Considerations

The cost of this work will be met from the County Council's Revenue Budget and the On-street Parking account.

10. Sustainability Considerations

The ability to efficiently transport people and goods around the County underpins Devon's economy and has a direct impact on the quality of the environment.

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When maintenance work is undertaken it is managed to ensure that the effect on the surrounding environment is kept to a minimum. On carriageways, surface treatment and reconstruction work is tightly controlled to achieve long term durability. Recycled materials and secondary aggregates are used whenever possible. When cleaning and other cyclic work is undertaken soil and other material is returned to roadside verges if appropriate.

11. Carbon Impact Considerations

The carbon impact of this highway maintenance programme through the manufacture and laying of materials is likely to be offset by reduced emissions from highway users utilising a better maintained network, and using suitable alternatives such as walking and cycling.

The continued implementation of part-night street lighting and LED replacement programmes contributes to reducing carbon emissions.

12. Equality Considerations

Where relevant to the decision, the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- Advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- Foster good relations between people by tackling prejudice and promoting understanding.

Taking account of age, disability, race/ethnicity (includes Gypsies and Travellers), gender and gender identity, religion and belief, sexual orientation, pregnant women/new and breastfeeding mothers, marriage/civil partnership status in coming to a decision, a decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.

This may be achieved, for example, through completing a full Equality Impact Needs Assessment/Impact Assessment or other form of options/project management appraisal that achieves the same objective.

A copy of an updated overview of the Budget 2018-19 Equality Impact Assessment for all service areas has been circulated previously and is available to all Members of the Council at: <https://new.devon.gov.uk/impact/published/budget-impact-assessment-201819/>

13. Legal Considerations

The lawful consequences of the recommendations have been considered in the preparation of this report. The reduction in the revenue allocation in previous years has put more pressure on the amount and type of work that will be completed in the capital budget. This will lead to an overall reduction in maintenance standard, and potentially result in road closures, particularly on the minor part of the network. This may be legally challenged by local residents and road users.

There is also potential for an increase in user dissatisfaction and complaints which could lead to challenges to the Authority under Section 56 of the Highways Act.

Following an extreme event, the service may not be able to adequately react to it nor keep pace with safety defect repair policy timescales. However, the additional £6.5m funding will help to mitigate this risk.

14. Risk Management Considerations

The proposals contained in this report have been assessed and all reasonable actions are taken to safeguard the Council's position.

Where risks have been identified such as the public liability risk associated with compliance with Section 41 of the Highways Act 1980 (the duty to maintain the highway and the duty to ensure, so far as is reasonably practicable that safe passage along a highway is not endangered by snow and ice) the implications have been taken into account in preparing this report.

15. Public Health Impact

The current level of service could also have an impact on public health with reduced maintenance influencing sustainable travel alternatives and potentially more injuries resulting from crashes, trips and falls.

16. Reason for Recommendation/Conclusion

Highway and Traffic services ensure the availability and preservation of a safe and functional highway network which support the economy of the County and region. A key strategic element for the Service, in the current financial climate, is to slow down the rate at which the asset will deteriorate by focusing on the review of service levels, specifications, system and processes. Nevertheless, insufficient budgets, either capital or revenue, will impinge on the standards of maintenance across the network and are almost certain to increase the rate of deterioration.

Meg Booth
Chief Officer for Highways, Infrastructure Development and Waste

Electoral Divisions: All

Cabinet Member for Highway Management: Councillor Stuart Hughes

Local Government Act 1972: List of Background Papers

Contact for enquiries: Paul Davis

Room No. Lucombe House, County Hall, Exeter. EX2 4QD

Tel No: (01392) 383000

Background Paper	Date	File Reference
Impact Assessment	January 2018	https://new.devon.gov.uk/impact/published/budget-impact-assessment-201

pd220318cab County Road Highway Maintenance Revenue Budget and On-street Parking Account 2018 19
hk 03 270318

Agenda Item 10

Appendix I
To HIW/18/21

County Roads Highway Maintenance Budget Allocation 2018-19

Function Narrative	2018/19 Budget Allocation £
Routine Maintenance*	6,102,471
Cyclic Maintenance**	6,281,580
Retaining Walls & Bridges	483,719
Safety Reaction	7,058,970
Winter and Emergencies	3,727,221
Public Rights of Way	608,350
Street Lighting	3,972,000
TMC Fixed Contract Charge	1,326,689
Total	29,561,000

* Routine maintenance includes:-

- patching
- cycle routes
- drainage
- fencing
- traffic signs
- roadmarkings
- traffic signals.

** Cyclic maintenance includes:-

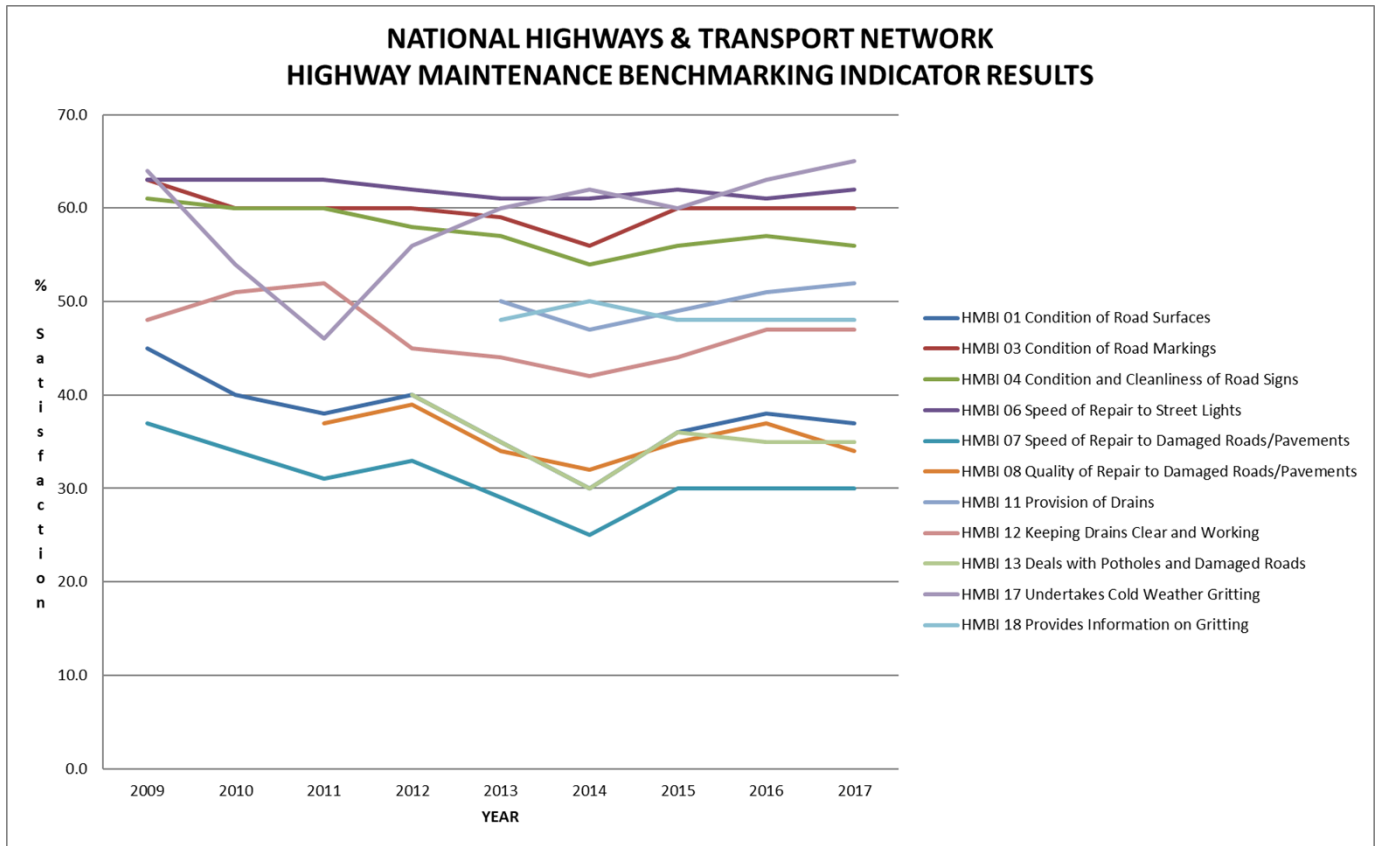
- grass cutting
- weed treatment
- siding & watertabling
- hedge & tree maintenance
- gully emptying

Appendix II To HIW/18/21

On-street Parking Account 2018/19

<u>Other Expenditure</u>	2018/19 Budget Allocation £ 000's
TCS: Bus, Rail, and Community Transport Support	2,411
CPE road signs & road markings	225
Traffic Management Plans	100
Disabled Parking Bays	100
Cyclical Maintenance for the purposes of Environmental Improvement	2,200
Route Reviews & improvements to road signs / lines	100
HATOC Waiting Restriction Project	100
Road Safety and Speed Management	100
Traffic and Parking IT Systems	10
Safety Camera Partnership	10
Real Time passenger information	78
Variable Message Signs	10
CPE P&D Machine maintenance	40
Road Safety Improvements - Reactive	50
Park & Ride business rates / minor site maintenance	110
Country Parks	219
Total Other Expenditure	5,863

TCS - Transport Co-Ordination Service
 CPE - Civil Parking Enforcement
 P&D - Pay and Display



CS/18/19
Cabinet
11 April 2018

IMPLEMENTATION OF A REGIONAL ADOPTION AGENCY (RAA)

Report of the Chief Officer (Children's Services)

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect

Recommendations

It is recommended that the Cabinet;

1. Approves the recommendation for establishing a Regional Adoption Agency (Adopt South West Regional Adoption Agency), hosted by Devon County Council
2. Approves the acceptance of the statutory and legal functions relating to adoption services as set out in [paragraph 7] of this Report, delegated by Somerset County Council, Plymouth City Council, and Torbay Council to Devon County Council as the host local authority.
3. Authorises the Chief Officer (Children's Services), the County Treasurer, and County Solicitor to finalise and agree the proposed Inter Authority Agreement and any other appropriate legal and financial agreements with Somerset County Council, Plymouth City Council, and Torbay Council in order for the proposed services set out within this report to be provided by the Regional Adoption Agency.
4. Agrees to the transfer of staff under TUPE regulations to Devon County Council and authorises the Chief Officer (Children's Services) and the head of HR to complete all necessary actions that are required to support the delivery of the adoption services by the Regional Adoption Agency.
5. Notes that an annual report on the performance of the Regional Adoption Agency will be provided to the Cabinet Member for Children, Schools and Skills and the Children's Scrutiny Committee.

1. Introduction

- 1.1 This report requests approval to enable the transition from four separate local authority adoption services to a single Regional Adoption Agency (RAA) hosted by Devon County Council with effect from October 2018.
- 1.2 Devon County Council, Somerset County Council, Plymouth City Council and Torbay Council are proposing to address the Government's requirement for adoption agencies to be consolidated into a single Regional Adoption Agency by forming the Adopt South West Regional Adoption Agency.
- 1.3 This activity is driven by new legislation – the *Education and Adoption Act 2016* which advised authorities to join together to form Regional Adoption Agencies. The Act gives the Secretary of State powers to direct authorities to do so in the future.

Agenda Item 11

2. The National Context

- 2.1 In June 2015, the Department for Education (DfE) published '[Regionalising Adoption](#)' and asked all adoption agencies in England to consider how to work much more closely together on a regional basis. [The Adoption and Children Act 2002 makes provision for authorities and voluntary adoption agencies to join together to form Regional Adoption Agencies \(RAA\)](#).
- 2.2 The Section 15 of the [Education and Adoption Act 2016](#) gives the Secretary of State a new power to direct one or more named local authorities to make arrangements for any or all of their adoption functions to be carried out on their behalf by one of the local authorities named, or by another agency.
- 2.3 The Government's view is that structural change will improve the process for children and adopters. The DfE expects the Regional Adoption Agency programme to deliver consistently good and innovative adoption practice that ensures improved life chances for children.
- 2.4 Alongside the Regional Adoption Agency agenda, the national challenges facing the sector outlined through analysis by the National Adoption Leadership board are:
 - Since September 2013, the number of decisions for adoption has almost halved because of the impact of recent court cases.
 - The number of Placement Orders granted has also declined nationally.
 - Workforce development and close work between the Regional Adoption Agencies, the children's social care teams, and Local Family Justice Boards will be key to addressing this issue, and to the success of Regional Adoption Agencies.

3. The Regional context

- 3.1 The [Adopt South West](#) co-operative regional adoption partnership was launched in April 2015. The adoption agencies in the Adopt South West partnership were Devon County Council, Plymouth City Council, Torbay Council, Somerset County Council, Barnardo's and Families for Children. The scope of the Adopt South West partnership has been the co-operation and co-delivery in marketing and recruitment of adopters and the running of information days and training events for adopters to develop the support available for adopters and improve the matching of children. All other adoption services remained within the discrete organisations.

4. Performance

- 4.1 Across the Adopt South West region, between 2012 and 2017, there has been a 43% increase in the number of looked after children to 2,692 and a 31% increase in the number of adoptions; however, in line with national trends the number of adoptions over the past 3 years are declining, this is evidenced in Table 1 below that depicts the number of Children approved for placement and the number of Adopters approved over the past 3 years.

Table 1:

Data for the Region	2013/14	2014/15	2015/16	2016/17
Children needing placements	165	139	150	140
Adopters approved	126	127	104	74

- 4.2 Over the past 3 years the number of Looked after Children has continued to increase whilst the number of Looked after Children adopted has reduced by 4.13% returning to levels seen in 2013/14 from a peak in 2014/15. This is in line with government expectations that no more than 10% of Looked After Children be adopted, with the majority supported to remain in the birth family environment.

Table 2: Looked After Children adopted

	2015	2016	2017	% LAC adopted 3yr Variance
Plymouth	10.13%	5.98%	7.30%	-2.83%
Devon	8.57%	3.72%	4.85%	-3.72%
Somerset	11.22%	6.99%	4.67%	-6.55%
Torbay	6.56%	7.50%	3.58%	-2.98%
Total	9.26%	5.59%	5.13%	-4.13%

- 4.3 Statistically the region overall is performing better than 3 years ago and this trend will look to be continued.
- 4.4 Similar trends in statistical performance are being seen across the partners in the Adopt South West Region, however one of the key issues for the development of a RAA is the current differential in adoption performance across the Local Authorities with varying grades in Ofsted Inspection; Torbay, and Plymouth 'Require Improvement' whilst Somerset and Devon are 'Good'. The Voluntary Adoption Agencies in the region perform well and will remain an important partner of the RAA.
- 4.5 It is clear there is a need to secure best practice and outcomes and share this across the region, whilst guarding against any deterioration in performance for individual agencies. This is a key outcome for the RAA.

5. Options considered

- 5.1 Adopt South West is one of 19 such groups funded to achieve a Regional Adoption Agency, and one of the early decisions required was which delivery model to select. The DfE proscribed four possible options for a delivery model for a Regional Adoption Agency and provided a national scoring system as a tool to aid discussions, the purpose of which was to examine the desirability, feasibility and viability of each option.

DfE Prescribed Options:

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1. A Local Authority single host, on behalf of several Local Authorities e.g. Aspire, Dorset hosts services for three Local Authorities.
2. Joint Venture between Local Authorities; a new public sector owned Local Authority Trading Co. e.g. Achieving for Children, Kingston and Richmond's Children's Services
3. A new Voluntary Adoption Agency; possibly a Joint Venture with flexibility for public & third sector ownership, e.g. Entrust Schools Service in Staffordshire.
4. Existing Voluntary Adoption Agency; Local Authorities involved commission an existing Voluntary Adoption Agency to deliver the RAA, e.g. Coram.

6. Recommended option

- 6.1 The six partners in the Adopt South West adoption agency partnership scored the benefits of each option against an agreed set of assessment criteria. This was completed by the Regional Adoption Agency project governance group, consisting of the Local Authorities Director/ Heads of Service, Executives of Families for Children and Barnardo's Voluntary Adoption Agencies and Chaired by the Director of Children's Services from Somerset.
- 6.2 Following consideration of each possible model, the preference was for Option 1: A Local Authority single host on behalf of several Local Authorities. Section five of this report and appendix one of the full business case (attached as **Appendix 1** to this report) detail the options analysis.
- 6.3 There has been consideration of this arrangement as an interim step to considering Option 2 further, however this has been further reflected upon drawing on others' experience and DfE learning from the broader National RAA Programme in the autumn of 2017 and is not recommended to be progressed.
- 6.4 The clear benefit of the Local Authority Hosted model identified would be to achieve the integration of the four Local Authority adoption services into one service, providing a best practice model that maintains and develops the current relationship with Voluntary agencies established in the delivery of the Adopt South West partnership.
- 6.5 Further to this, it was proposed that Devon County Council host the Regional Agency Adoption as Devon;
 - Operates an adoption service rated Good;
 - Has successfully innovated in many areas (e.g. foster to adopt, young people's engagement);
 - Has the capacity to deliver given the size of the agency and the Local Authority;
 - Has the experience of developing other services that Devon hosts for the region;
 - Is centrally placed geographically.
- 6.6 The development of the RAA will not absolve each Local Authority of its statutory responsibilities but will allow for certain functions to be delegated to Devon as the host authority. Devon will then become responsible for the performance of those functions, on behalf of the partner Local Authorities, subject to the governance arrangements set out later in this document.
- 6.7 By becoming the 'host' Devon allows for all relevant functions and resources of each Local Authority to be transferred to it as host in 2018 and is responsible

for ensuring effective arrangement for, and the transfer of, services to the RAA within the expected timescales as set out to the Department for Education.

7. **Delegated functions**

- 7.1 In summary after the required agreements are in place, the host becomes responsible for;
- Providing leadership for all adoption services across the RAA
 - Recruitment, assessment and training of adopters
 - Post Adoption support for all children within the designated boundaries.
 - Oversight of Adoption Support Fund applications
 - Family finding and matching child with adopter
 - Agency Decision Maker for the adopters
 - Adoption support for any child that moves out the RAA area, for a period of 3 years.
 - Quality assurance framework for adoption
 - Accountability for the adoption service aspect of a Local Authority Ofsted inspection framework.
- 7.2 The details of the functions being delegated to Devon by the other three authorities will be recorded in the Inter Authority Agreement.
- 7.3 For the full list of responsibilities transferring, please refer to **Appendix 3**.

8. **Vision for the Devon County Council hosted Regional Adoption Agency**

- 8.1 The stated vision agreed by the partner authorities for the RAA to achieve improved outcomes for children and families is to:
- Create a system where children are matched with the most suitable adopter as quickly as possible.
 - Achieve sufficient scale of Adopter recruitment to provide a pool of adopters, well prepared and well matched to the needs of children waiting.
 - Offer sufficient, high quality adoption support services; effective short-term interventions, sign posting and enabling access to appropriate support
- 8.2 This will be achieved with a value for money service, that:
- encourages innovation in practice;
 - actively listens to and learns from children, adopters and staff to develop and improve the services provided;
 - draws on the best practice across the region and make this the standard; and
 - delivers consistently across the region.
- 8.3 The RAA will create a system where recruitment takes place at a sufficient scale to provide a pool of 'adoption ready' adopters that are well matched to the needs of children waiting; that is large enough so that children are matched with the most suitable adopter as quickly as possible and that offers an adoption support service that is of a high quality.

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9. Outcomes

9.1 The key outcomes set for the RAA reflect DfE intentions for the Regional Adoption Agencies programme, national performance standards as well by what a successful adoption service looks like as told by partners, children and adopters-

- Improved life chances for children
- Developing services with Adopters to achieve better outcomes for Children
- Reduced delays for children and adopters throughout the Adoption journey
- Taking what we do best and making it consistent across the region;
- Taking opportunities for innovative practice across the spectrum
- A cost-effective service for all Local Authorities
- Improved practice and support, regardless of the permanence option
- Improved support for Adopters, Birth Parents and their families
- Place children with families more effectively and with minimal disruption
- The RAA will work together with Voluntary Adoption Agencies, Adopters and Parents to improve practice

9.2 The achievement of these outcomes for children and adults affected by adoption will see benefits for each Local Authority. There will be benefits reflected in LAC performance and budgets and there will be a clear link to the Early Permanence agenda and strategies.

9.3 Ofsted will not inspect the RAA as an entity but as the provider of services to the Local Authority being inspected.

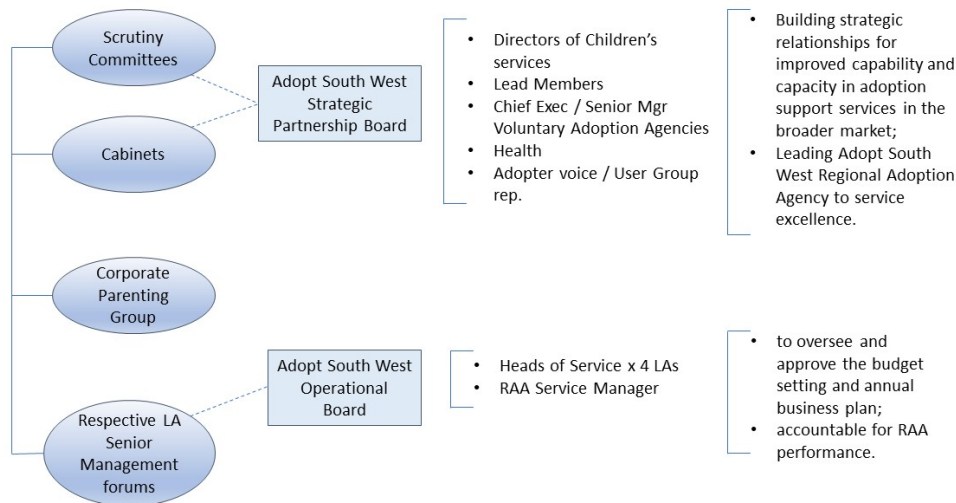
10. Success measures

10.1 The RAA will target improved performance in areas that will reflect the vision and outcomes described for the RAA at national and local level. The planned process of building RAA data from the ground up will ensure robustness of data provided for national reporting purposes. Key performance indicators have been agreed. These will be reported nationally.

10.2 Each service area has a clear target set for Year 1 and a method of measurement identified and agreed. A further target is to improve the collection of key data to improve reporting across the service supporting managers in early identification of success or of areas for rapid improvement focus.

11. RAA governance

11.1 The Governance of the RAA will be arranged to ensure strategic roles for the Voluntary agencies, Local Authority Lead Members, Health and other partners and User Group representation, whilst also reflecting the operational oversight required by the host and partner authorities, through a Board structure. A summary is provided below.



12. Financial considerations

12.1 Pages 12 to 15 of the full business case (see **Appendix 2**) set out the planned budget, which is built on a principle of 'no additional adoption revenue budget cost to any Local Authority or the Host'. Set up costs and corporate overheads falling to Devon as the host have been factored in. Risk sharing mechanisms have been agreed and will be included in the Inter-Authority Agreement.

Table 3 below sets out the headline figures.

Table 3: Funding model

Authority	Revised budget based on a weighted formula approach	Proportion of New Budget
Devon	£1,695,361	36.33%
Plymouth	£1,027,168	22.01%
Somerset	£1,138,707	24.40%
Torbay	£805,030	17.26%
	£4,666,266	

12.2 The proposed funding has been produced by reflecting the budgets for 18/19 as 50% of the formula, the remaining 50% consists of weighting 4 key activity criteria [3 years historic trend information]. Inter Agency Fees are included as a weighted criterion to better reflect Authority budget pressures

Criteria

- LAC 9 and under [a nationally published statistic]
- ADM decisions [a nationally published statistic]
- Adoption Support instances [locally recorded statistic]
- Inter Agency Fees [locally recorded statistic]

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Weighted Criteria - The breakdown of the criteria weightings is outlined below (table 4):

Table 4: Funding apportionment under the agreed formula

Total Budget	Budget Weighting 50%		Activity Weighting 50%				Revised budget based on a weighted formula approach
	18/19 Budget (Exc Overheads)	18/19 Budget	Children in care 9 & under in year	Number of ADM decisions in year	Adoption Support - open cases	Inter Agency "Other" Exp 3 Year Avg	
4,666,263	2,333,132	699,938	699,941	349,969	583,283		
	100%	30%	30%	15%	25%		
Devon	1,746,450	853,757	234,952	261,498	139,010	206,144	1,695,361
Plymouth	1,073,190	524,632	154,450	168,966	62,869	116,251	1,027,168
Somerset	1,113,604	544,389	185,661	189,054	121,546	98,057	1,138,707
Torbay	839,421	410,353	124,875	80,423	26,545	162,830	805,026
	4,772,664	2,333,131	699,938	699,941	349,970	583,282	4,666,262

13. Environmental Impact Conditions

13.1 There are no specific environmental related issues arising from the report, key findings and proposed actions for the coming year.

14. Equality Considerations

14.1 An Equality Impact Assessment has been completed and attached as **Appendix 4**.

15. Risk Management Considerations

15.1 Potential risks have been considered and appropriate mitigations put in place (**Appendix 5**)

Jo Olsson, Chief Officer (Children's Services)

Electoral Divisions: All

Cabinet Member for Children's Services: Councillor James McInnes
LOCAL GOVERNMENT ACT 1972: LIST OF BACKGROUND PAPERS

Contact for Enquiries:

Darryl Freeman, Head of Children's Social Care (Deputy Chief Officer)
Tel No: 01392 382300 Room 132, County Hall

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Appendix 1

Option Appraisal 2016 - Summary of Regional Adoption Agency Model

Assessment Criteria Options were assessed against whether the option for the delivery vehicle for the RAA can -					
	1. Hosted by a single Local Authority on behalf of a number of Local Authorities	2. Joint Venture between Local Authorities – a new public sector owned entity	3. Creation of a new Voluntary Adoption Agency	4 Outsourcing to an existing Voluntary Adoption Agency	5 No action
	Score	Score	Score	Score	Score
Improve outcomes for children in all areas of Adopt South West region whether rural, urban, more affluent or deprived	420	420	310	250	80
Maximise opportunities for practice improvement across the area so that Adopt South West becomes a centre of excellence and Ofsted scores improve across the region	380	390	340	260	60
Improves adopter support	400	370	290	300	120
Creates an RAA that can deliver placements for harder to place priority children i.e. aged over 4, bme, siblings, disabled children	140	135	100	100	30
Facilitates an adequate level of partnership and control for the local authorities to manage risk to Local Authorities	105	70	55	45	45
Facilitates Voluntary Adoption Agency involvement	70	50	115	135	20
Facilitates recruitment and retention of skilled staff	130	120	85	85	45
Minimises service disruption in the transition period	140	65	55	55	55
Minimise risks (e.g. challenge, additional VAT costs for example)	140	95	55	55	40
Delivers value for money	135	105	85	90	30
Is an organisation willing to deliver this option or is there a market already?	95	70	40	80	45
Facilitates data and record sharing, with the potential to deliver IT compatibility	125	95	75	70	10
Has affordable set up costs	145	85	75	95	50
Financially sustainable in the longer term	520	330	160	190	130
Facilitates access to sources of funding such as grants, social finance or other fundraising possibilities, and income from matching with children from beyond the area	80	120	95	95	35
Potential to realise economies of scale and deliver cost effectiveness	130	125	70	120	25
Develops an RAA that can adapt to change	100	100	85	70	10
TOTAL	3255	2745	2090	2095	830

RAA Budget (*Extract from Business Case*)

8.1 2018/19 position

The current position regarding budgets for Adoption Services across the Local Authorities is provided to illustrate the scale of costs involved in the Adopt South West Regional Adoption Agency proposal.

Table 7: Combined budgets 2018/19

Budget heading	2018/19 LA Budgets £
Staffing costs	£3,407,767
Other staffing related costs	£347,650
Other Non Staffing Related Costs	£429,047
Inter-Agency Fees (net)	£588,200
	£4,772,664

Note: There are current budget pressures that have also been reflected appropriately in the preparation of the Regional Adoption Agency budget, see table 11.

8.2 Budget for Adopt South West RAA from 2018

The Adopt South West Regional Adoption Agency budget is produced based on a principle of 'no additional Adoption revenue budget cost to any Local Authority or the Host', for example with inflation and staff pay awards addressed through delivery of efficiencies.

The proposed budget for the RAA operation has been defined reflecting the planned operating model and staffing structure, also recognising corporate overheads not normally applied in the Adoption budgets but now exposed and attributed to Devon as the RAA Host that include but are not constrained to-

- HR support services for staff; local authorities will transfer budget to the host e.g. additional Payroll activity, Pensions overheads, related to the staff transfer
- Training and professional development of staff
- IT, the requirement of Devon equipment for all transferred staff; set up and training and ongoing costs associated to furnishing laptops/Desktop/ Phones and for staff to be able to access Devon's network from other Local Authority premises.
- Estates, any addition/ change to infrastructure e.g. work stations, for Adopt South West Regional Adoption Agency staff to operate effectively from other Local Authority premises.
- Finance support for Adopt South West Regional Adoption Agency operation
- Legal support for Adopt South West Regional Adoption Agency operation, assumed minimal as this largely fall on the local authorities as it does now
- Insurance for Adopt South West Regional Adoption Agency operation; assumes Devon will not incur any additional costs for insurance and can absorb the costs within current arrangements
- Pension liabilities, future pension cost liabilities transfer to Devon as the Host of Adopt South West Regional Adoption Agency as staff are TUPE'd over, any past deficit liabilities will remain with the Local Authorities

There are also one off set up costs, primarily IT and Estates related. The budget plus set up costs are subject to the agreed funding formula.

The costs of running a Devon hosted Regional Adoption Agency includes budget for the 2018/2019 financial year, and a projection for 2019/2020 using estimated inflation indicators, based on the standard approach taken by all four Local Authorities in setting their budgets. As with any service area the Medium Term Financial Plan will be provided with a 5-year horizon.

There are also clearly stated intentions of the Regional Adoption Agency reflected in the budget:

- Staffing adjustments to reflect efficiencies of a single service and the service strategies and intentions; estimated 2% pay award included in 2018/19 and 2019/20.
- Acknowledging that overheads previously “below” the line become exposed in a hosted model and corresponding efficiencies within each authority may not be easily realised
- Inter agency fees and a target reduction [6 cases] to reflect improved working between the constituent Authorities
- Support post adoption orders will be short term interventions, sign posting and supporting access to services.
- Contracts- estimated; some efficiencies may be achieved by going out as 4 authorities in the RAA, but this has not been assumed as market rates for 18/19 are not known and may negate efficiencies.
- Improvement to Adoption Panel operations supporting more timely adoptions

Table 8: Adopt South West Regional Adoption Agency budget

Regional Adoption Agency Budget heading	DRAFT BUDGET		
	2018/19 LA Budgets (excl overheads) £	2018/19 Draft RAA Budget (incl overheads) £	Change £
Staffing costs	£3,561,467	£3,145,900	(£415,567)
Other staffing related costs	£264,003	£217,063	(£46,940)
Other Non Staffing Related Costs	£358,994	£358,994	£0
Inter-Agency Fees (net)	£588,200	£601,815	£13,615
Additional Adoption Panel Costs	£0	£89,338	£89,338
New Overheads	£0	£253,154	£253,154
	£4,772,664	£4,666,263	(£106,401)

This excludes:

- Set up costs impacting 2018/19 only; relating primarily to IT devices, a Case Management system accessed from any partner office, reporting requirements and basic transition costs such as removals - estimated £90,000-£120,000.

Project costs to October 2018 are separately funded by the Department for Education grant

8.3 Funding model

The learning from other Regional Adoption Agencies has been collated by the DfE and identifies that a simple approach is best, to agree and allocate a % contribution per Authority model.

The proposed funding has been produced by reflecting the budgets for 18/19 as 50% of the formula, the remaining 50% consists of weighting 4 key activity criteria [3 years historic trend information]. Inter Agency Fees are included as a weighted criterion to better reflect Authority budget pressures

Criteria

- LAC 9 and under [a nationally published statistic]
- ADM decisions [a nationally published statistic]
- Adoption Support instances [locally recorded statistic]

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- Inter Agency Fees [locally recorded statistic]

Weighted Criteria - The breakdown of the criteria weightings is outlined below:

Table 9: Funding apportionment under the agreed formula

Total Budget	4,666,263	Budget Weighting 50%	Activity Weighting 50%				100%	30%	30%	15%	25%	
		2,333,132	699,938	699,941	349,969	583,283						
			Children in care 9 & under in year	Number of ADM decisions in year	Adoption Support - open cases	Inter Agency "Other" Exp 3 Year Avg						Revised budget based on a weighted formula approach
Devon	1,746,450	853,757	234,952	261,498	139,010	206,144						1,695,361
Plymouth	1,073,190	524,632	154,450	168,966	62,869	116,251						1,027,168
Somerset	1,113,604	544,389	185,661	189,054	121,546	98,057						1,138,707
Torbay	839,421	410,353	124,875	80,423	26,545	162,830						805,026
	4,772,664	2,333,131	699,938	699,941	349,970	583,282						4,666,262

Resulting model- The formula applied to the RAA 2018/19 budget results in the following apportionment of full year funding to each of the Authorities [rounding issue]

Table 10: Funding model

Authority	Revised budget based on a weighted formula approach	Proportion of New Budget
Devon	£1,695,361	36.33%
Plymouth	£1,027,168	22.01%
Somerset	£1,138,707	24.40%
Torbay	£805,030	17.26%
	£4,666,266	

The challenge of estimating demand sees the need for regular reporting of the budget position and of budget arrangements as outlined in the Inter Authority Agreement.

8.4 Risk sharing

The challenge of estimating demand also means risk sharing mechanisms are required, with clear triggers to action, to address the potential for surplus, or shortfall, in the budget.

The funding model proposed includes mechanisms to address the following instances:

- budget overspend or underspend
- significant variation in activity/ demand/ funding because of Local Authority initiatives/ strategies or Government policy/ direction
- any initial redundancy cost; future redundancy costs

The risk sharing will be applied using the core budget funding model outlined in 8.3 above. This arrangement will be recorded in the Inter Authority Agreement to be approved before the RAA goes live.

As part of the business planning process for the Regional Adoption Agency the funding arrangement is proposed to be regularly reviewed and the mechanisms for changes to funding will be built into the Inter Authority Agreement partnership within the funding model.

8.5 Summary of Financial arrangements

Comparison to 18/19 planned budget

The aim was to provide the RAA at 'no additional spend to each authority including to Devon as the Host'. This is challenging with overheads normally 'below the line' being exposed and the cost of equipping staff to operate as one service, achieve required access to children's records across the LA's and to operate effectively out of each other's offices.

There is also the pay award and incremental 'point' increases in staff pay to address. The staffing aspect has been addressed through assumed efficiencies.

The position for each individual Authority budget in 2018/19 and the overall RAA outcome is illustrated below:

Table 11:

	budget based on a weighted formula	£ value change to 18/19 Budget	%age change to 18/19 Budget	Pressure	change to 18/19 Budget plus	%age change to budget plus pressure	Proportion of New Budget
Devon	1,695,361	(51,089)	-2.93%	0	(51,089)	-2.93%	36.33%
Plymouth	1,027,168	(46,022)	-4.29%	0	(46,022)	-4.29%	22.01%
Somerset	1,138,707	25,103	2.25%	61,080	(35,977)	-3.23%	24.40%
Torbay	805,026	(34,395)	-4.10%	0	(34,395)	-4.10%	17.26%
	4,666,262	(106,402)		61,080	(167,482)		

The proposed RAA budget including overheads in the first full year of operation sees an overall reduction on 2018/19 planned budget, excluding overheads, of £ 167,482 this illustrates that in a full year the set-up costs estimated at £90,000 - 120,000 can be met.

However, with the RAA live date falling on the half year, yet set up costs required in full, there is the potential of a short fall of £6,000 to a maximum of £36,000, a minimal % of the overall budget involved. The risk is deemed low as it can be mitigated either by one, or more likely a mix of, the following:

- in year under spend April – October 2018- all LAs are carrying vacancies in Adoption
- deferring some IT capital cost to 2019/20 under agreement by Devon
- there is also opportunity in commissioning [new contracts not let until April 2019]
- a worst case RAA staff budget has been set, using an assumed maximum salary point in each role, by October the actual staff cost will be known following the TUPE process
- vacancies, likely to emerge following the TUPE process.

The final re-refresh of the financial picture approaching Octobers live date, used to inform the Inter Authority Agreement approval, will finalise these arrangements.

FUNCTIONS/ RESPONSIBILITY MATRIX

THE CHILD

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SERVICE AREA	RETAINED FUNCTIONS/ RESPONSIBILITIES OF THE LOCAL AUTHORITY	DELEGATED FUNCTIONS/ RESPONSIBILITIES TO DCC (acting as host of the interim RAA)
Case Responsibility	<p>The local authority will retain case management responsibility for the child until the making of the Adoption Order</p> <p>The local authority will be responsible for all statutory functions including but not limited to:</p> <ul style="list-style-type: none"> • Statutory Visits and Reviews • Management and supervision of contact between child and family members. • Administration and finance of foster placements and communication with foster carers who care for children under Fostering for Adoption arrangements. 	<p>The RAA will provide specialist advice and support to assist LA staff to fully understand the adoption process, influencing and promoting best practice</p> <p>The RAA will provide the supervision to foster carer's caring for a child under Fostering for Adoption arrangements.</p>
Early identification of children requiring adoption	<p>The local authority is responsible for identifying, at the earliest possible stage, the children who may require adoption and making them and their needs known to the RAA, providing relevant and timely information.</p> <p>Birth parents to be referred to the Birth Parent support service at an early stage.</p> <p>Future potential contact arrangements to be considered at an early stage</p>	<p>The RAA will designate a Family Finder to each child identified as possibly requiring adoption to liaise with children's social workers</p> <p>The RAA aims to develop working practises with each LA to ensure involvement in care planning to assist with the earliest identification.</p> <p>Making sure siblings placed with other adopters are considered by the LA.</p> <p>Staff from the RAA will be involved in identifying children for early permanence placement.</p>
Communication during the family finding process	<p>It will be the responsibility of the LA to keep the Child Permanence Report updated and to inform the family finder of any changes in the child's development or circumstances (e.g. change of placement).</p>	<p>The RAA will keep the LA regularly updated about progress on family finding.</p>
Early Placement	<p>The LA will arrange the Administration and finance of fostering for adoption placements and communication with foster carers who care for children under Fostering for Adoption arrangements as necessary.</p>	<p>Where appropriate, and in agreement with the local authority, the RAA will make available an Early Permanence Placement (EPP) e.g. a Fostering for Adoption Service for children who may benefit from the possibility of early placement with potential adopters.</p>

SERVICE AREA	RETAINED FUNCTIONS/ RESPONSIBILITIES OF THE LOCAL AUTHORITY	DELEGATED FUNCTIONS/ RESPONSIBILITIES TO DCC (acting as host of the interim RAA)
	<p>The LA Social Worker will understand the statutory responsibilities i.e. visits / reviews to the child whilst the child is in Early Permanence Placement</p> <p>The LA will be responsible for financial allowances for Early Permanence Placement carers.</p>	<p>If there are no RAA Fostering for Adoption placements available, the RAA has a responsibility to search for a placement outside of the RAA.</p> <p>The RAA will support these carers whilst caring for these children in an Early Permanence Placement</p>
Multitracking of children requiring adoption	<p>The local authority will track the progress of children in care proceedings or looked after under section 20 (Children Act 1989) to maintain an up-to-date knowledge of their potential need for an adoption placement</p>	<p>The RAA will also actively track all children for whom initial information indicates that adoption may be a likely plan</p>
Pre-placement Reports	<p>The LA will be responsible for the completion and cost of all reports prior to an adoption placement being made including:</p> <ul style="list-style-type: none"> • Child Placement Reports • QA reports • Sibling Assessments • Support Plans <p>LA responsible for completing the profiles of the child once an ADM decision is made</p> <p>The LA will liaise with the RAA before the final Care plan is completed and the Adoption Support plan to agree the plan specifically around birth family and sibling contact and ongoing support for the child/ren and Adopters.</p> <p>Final Care plans are to be completed by the LA but the RAA to be consulted on any support needs / contact arrangements post order.</p>	<p>The RAA can advise on and support the completion of the Child Placement Report and early profile of the child. The RAA will provide support and challenge to help ensure that the CPR's are of a consistent high quality across the partnership.</p> <p>The RAA will provide additional information and advice on the placement needs of the child and the likely need for post adoption support services, including financial support</p> <p>RAA to endorse Support plans and final care plans specifically around future contact and support needs to the LA on final care plans</p>
	<p>The local authority will be responsible for assessing the child's needs in respect of a future placement and in ensuring that any required financial support for a future adoptive placement is available prior to the Adoption Order</p>	<p>It will be necessary for the RAA and LA to work closely and collaboratively to ensure that the needs of the child can be met and that training support is sustainable. The training will be provided by the Panel Advisor to child Care Social workers to continuously improve practice.</p>
Medical Information	<p>The Local Authority will be responsible for obtaining all required medical information in respect of children who are being considered for adoption and will meet with prospective adopters to ensure they are fully aware of the child's future medical needs as appropriate.</p>	<p>The RAA adoption co-ordinator / social workers will support the Prospective Adopters to attend appointments to fully understand the Childs needs.</p>

SERVICE AREA	RETAINED FUNCTIONS/ RESPONSIBILITIES OF THE LOCAL AUTHORITY	DELEGATED FUNCTIONS/ RESPONSIBILITIES TO DCC (acting as host of the interim RAA)
	<p>The LA will be responsible for organising for the prospective adopters to have a consultation by phone / face to face prior to Adoption Panel to discuss the Child's current and future needs.</p>	
<p>Decision that adoption should be the child's plan</p>	<p>The Agency Decision Maker in each LA will be responsible for the 'Should be placed for adoption' decision.</p> <p>The LA will undertake a regular review of this decision and associated plans and keep the family finder in the RAA informed of any changes.</p> <p>LA to refer children with a possible plan of being relinquished to the RAA at the earliest opportunity.</p> <p>The LA with advice from the RAA will refer birth family members to independent birth family support at the earliest opportunity.</p>	<p>The RAA will support the decision-making process as requested, particularly in the provision of Professional Advice to the LA's ADM.</p> <p>The RAA will provide an adoption panel for relinquished children's plans to be heard.</p> <p>Panel Advisor to provide panel minutes to the LA ADM.</p> <p>Independent birth family support is the responsibility of the RAA.</p>
<p>'Hard to Place'/Priority Children</p>	<p>The LA is responsible for identifying at the earliest opportunity where a child is:</p> <ul style="list-style-type: none"> • Aged four or over • From a BME heritage • Part of a sibling group of two or more • Has uncertainty about their development • Has a disability or medical condition • Sibling matches for new-born <p>The LA will gather the relevant information, assess and forward to the RAA as soon as possible.</p> <p>LA to contribute to the learning to explore how children can be placed in permanent placements.</p>	<p>RAA to track all children and all possible options explored, documented and shared with the LA.</p> <p>The RAA will either provide a service for Priority children which may involve some or all of the following:</p> <ul style="list-style-type: none"> • Increased publicity – DVD, Photos etc. • Profile the child at specific events • Press and digital media advertising • Attempt to recruit Adopters specifically for the child • Provide additional training and preparation for potential Adopters • Advise on or assist with additional preparation work with the child. <p>RAA to contribute to the learning to explore how children can be placed in permanent placements.</p>
<p>Preparation of the child</p>	<p>The LA will be responsible for preparing the child for an adoptive placement.</p> <p>The LA will be responsible for the preparation of the child's Life story Book/ work. This often needs to start early in the child's looked after career and will contain information to which the LA has immediate access.</p>	<p>The RAA will provide advice and guidance & potentially training to the LA in the preparation of the child, particularly in respect of the future placement.</p> <p>The RAA will provide advice regarding completing a life story work/ later life letter.</p>

SERVICE AREA	RETAINED FUNCTIONS/ RESPONSIBILITIES OF THE LOCAL AUTHORITY	DELEGATED FUNCTIONS/ RESPONSIBILITIES TO DCC (acting as host of the interim RAA)
	The LA will be responsible for producing the Later life letter	The RAA will provide advice and written guidance
Linking and Matching	The LA, by agreement, will meet the costs of introductions between children and Adopters.	The RAA will take lead responsibility for all aspects of the linking and matching process, but will always involve the LA in the decision-making process. The RAA will chair linking/ matching meetings as part of the process.
	The LA is responsible for updating of the Child Permanence Report, Delegation of Parental Responsibility report and the Adoption Placement Report, the section on the Child.	The RAA will be responsible for completing the Adoption Placement Report, apart from the section on the child. The RAA will organise the Matching Panel
		The RAA will chair and organise life appreciation days for children over 3 years old.
MATCHING DECISIONS	The Agency Decision Maker in each LA will be responsible for the Matching decision for the child.	The RAA will support the process with information as required, including Panel Minutes and administrative support including letters regarding the decision.
PLACEMENT	The Local Authority is responsible for Placing the child/ren with prospective adopters. The LA will commission the Letterbox function from the RAA.	The RAA will offer support and advice to the LA The RAA will support the LA when a child is placed. The RAA to work closely with the LA pre-order and can offer independent support to birth family. The RAA will set up the Letterbox pre-adoption order and will be responsible for managing this day to day post order.
Adoption Support Fund	LA to work closely with the RAA to provide the information to complete the ASF application for families/children who don't meet the criteria for CAMHS services. .	RAA to submit the ASF application for families/children who don't meet the criteria for CAMHS services on behalf of the LA. RAA will provide the administration and contracting support to implement the operation of ASF funding.
ADOPTION ALLOWANCES	Allowances / One off payments will be paid by the LA - e.g. vehicles for larger sibling groups, Adoption / Child Arrangement Orders	The RAA will complete assessments and will review these every 2 years and forward the assessments to the LA to consider.

SERVICE AREA	RETAINED FUNCTIONS/ RESPONSIBILITIES OF THE LOCAL AUTHORITY	DELEGATED FUNCTIONS/ RESPONSIBILITIES TO DCC (acting as host of the interim RAA)
Applications to the DfE Interagency Fund (for hard to place children)	LA to work closely with the RAA to provide the information to complete the ASF application for families/children who don't meet the criteria for CAMHS services.	The RAA will make the application to the fund where relevant

ADOPTER RECRUITMENT

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
RECRUITMENT OF ADOPTERS	<p>The LA will signpost any enquiries from potential adopters to the RAA.</p> <p>The LA will ensure that information relevant to potential adopters is included in its own marketing materials and on its website, clearly signposting potential adopters to the website of the RAA.</p>	<p>The RAA will signpost fostering enquiries to the LA.</p> <p>The RAA will be responsible for recruiting adopters appropriate to the needs of children waiting in each LA.</p> <p>Marketing information will reflect the fact that the RAA is delivering the service on behalf of partnering LAs. This information will be provided on the website or prospective applicants can email or telephone and speak with a worker for further information.</p>
Enquiries		<p>The RAA will provide a centralised enquiry process for the region to meet all statutory requirements. Adopters can enquire via telephone / email / or by completing a Registration of Interest form.</p> <p>The RAA will provide written information to potential adopters and will hold information events.</p> <p>The RAA may at times signpost potential adopters to other agencies/ return to Fostering in LA's if they are unlikely to be able to meet the needs of the children needing placement.</p>
Stage One	The LAs will provide all information required for statutory checks of potential adopters resident in the LA.	The RAA will undertake all Stage one functions
Stage Two		The RAA will undertake all Stage Two functions
		The RAA will complete the Prospective Adopters Report (PAR)
Approvals		<p>The RAA will manage the Adoption Panel.</p> <p>The RAA Agency Decision Maker will be responsible for all approvals</p>

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
POST APPROVAL SUPPORT AND TRAINING		The RAA will provide post approval support and training to approved adopters

POST ADOPTION SUPPORT SERVICES

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
ADOPTION SUPPORT ASSESSMENTS/ PLANS & SERVICES	<p>The LA will consider funding requests for adoption support services which are not included in the core offer e.g. Therapeutic support.</p> <p>Match Funding – Pre 3 years of adoption order – LA responsible for match funding.</p> <p>Respite / Short term breaks – if this service is required the case will need to be open and family supported by the LA.</p>	<p>The RAA will undertake assessments of adoption support needs.</p> <p>The RAA’s core offer will provide general adoption support services: newsletter, social events for children and young people; social/training events for adoptive parents; advice and signposting for adoptive families; independent support and advice to birth relatives; post box services etc</p> <p>The RAA will undertake applications to the Adoption Support Fund for children and commission services agreed by ASF for families/children who don’t meet the criteria for CAMHS services.</p> <p>.</p> <p>Match funding – post 3 years of adoption order – RAA responsible for Match funding.</p>
	<p>The LA will signpost requests from adoptive families for adoption order support to the RAA. Alongside needs directly related to adoption, a family may have needs best met by services within the LA e.g. CIN services. The LA will be responsible for providing these services</p> <p>Where a safeguarding referral is made to the LA the LA will conduct any appropriate section 47 enquiry and will allocate an LA social worker where thresholds are met, but will notify the RAA of any referral involving an adopted child.</p> <p>If adopted child/young person accommodated, LA will be responsible for social work support to child/family.</p>	<p>The RAA will undertake the assessment of adoption support needs of the child and family and produce an adoption support plan. The RAA will liaise with LA to agree which services will be provided by RAA and which by LA for families whose needs are complex.</p> <p>Where appropriate, the RAA will offer support to the adoptive family during any section 47 enquiry if the case is open to the RAA.</p> <p>RAA will complete any specific work needed e.g. Life Story work or application to ASF for therapeutic support for families/children who don’t meet the criteria for CAMHS services.</p>

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
Out-of-hours services	All adopters will have access to the LA's Emergency Duty Team out of core hours.	
Indirect/ Letterbox contact		The RAA / commissioned service will post/Letterbox contact between adopted children and birth families. This commissioned service will carry out ongoing assessments to consider whether contact is in the best interest of the child.
Supervised & Sibling Direct Contact	Cost of arrangements agreed in the pre- adoption support plan e.g. travel & accommodation expenses will remain with the LA.	Responsibility for arranging / supervising Direct Contact requirements will transfer to the RAA / commissioned service
ADOPTION ALLOWANCES	Adoption allowances will be paid for by the LA	RAA to undertake appropriate assessment
ADOPTION SUPPORT FUND		The RAA will be responsible for undertaking all funding applications to the Adoption Support Fund and all contracting arrangements Existing contracting resources to transfer to the RAA
ACCESS TO CHILDREN'S ADOPTION CASE RECORDS	LA to store historic children's adoption case records. For RAA adoptions the LA will have access to records if the case becomes open to them as a CIN / LAC / Safeguarding.	RAA to store and hold new files Existing record keeping resources to transfer to RAA
BIRTH RECORDS COUNSELLING	Existing budget to transfer to the RAA	RAA will be responsible for delivery of counselling.
INDEPENDENT SUPPORT TO BIRTH PARENTS	Existing budget to transfer to the RAA	RAA will be responsible for delivery of support.
ACCESS TO ADOPTERS RECORDS	LA to signpost Adoptees to the RAA where appropriate	RAA to store and hold new files
STEP PARENT ADOPTION ASSESSMENT	LA to sign post adopters to the RAA	RAA to be responsible for assessments

SERVICE USER ENGAGEMENT

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
Adopters		The RAA / commissioned agency will engage with adopters, individually and in groups, with the aim of improving the services available
Adoptees		The RAA / commissioned agency will engage with adoptees, individually and in groups, with the aim of improving the services available

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
Birth parents		THE RAA / commissioned service will engage with and birth parents individually and in groups with the aim of improving the services available
Special Guardians	Initial assessment, placement, the support plan and payments and allowances are the responsibility of the LA including contact arrangements and the cost of any supervised contact.	The RAA has no responsibilities in support of Special Guardians

PERFORMANCE MANAGEMENT & INSPECTION -

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
Data provision	Each LA will need to provide specified key data to the RAA on performance. Each LA is responsible for the ALB Child return	RAA is responsible for production of ALB Adopter return
Data analysis		The RAA will produce a 3-monthly report to each LA on performance against an agreed set of indicators
OFSTED	The future role of OFSTED in adoption is currently under review and future requirements are currently unclear.	
Freedom of Information applications	The LA / RAA will cooperate within the timescales to enable information to be made available to the applicant	The LA / RAA will cooperate within the timescales to enable information to be made available to the applicant

MISCELLANEOUS SERVICES

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
STATEMENT OF PURPOSE		The RAA will provide take responsibility for updating this for the functions that have been delegated to the RAA. The RAA will take responsibility for completing each LA statement of purpose regarding the functions left with the LA, in consultation with the LA.
REGISTERED MANAGER		The RAA will provide a registered manager for their adoption functions.
ADOPTION SUPPORT SERVICE ADVISOR		The RAA will undertake the role of Adoption Services Advisor for each LA.

	RESPONSIBILITIES OF THE LOCAL AUTHORITY	RESPONSIBILITIES OF THE REGIONAL ADOPTION AGENCY
CHILDREN'S GUIDE FOR ADOPTION	Each LA has a responsibility for this	The RAA could provide advice and guidance
ANNUAL SERVICE REPORT		RAA to complete an annual public facing service report
CHILDREN'S GUIDE FOR ADOPTION SUPPORT		The RAA will update the Children's guide for adoption support
STEP PARENTS/RELATIVES WHO WISH TO ADOPT (NON-AGENCY ADOPTIONS)		RAA to be responsible for providing this service – this service will be commissioned out.
INTER-COUNTRY ADOPTION		RAA will provide this service; it will commission advice and information on inter-country adoption from a specialist agency. Service users will have to meet cost of assessment and approval process in the commissioned agency
ADOPTION PANELS	The three larger LA's to provide a social work representative to sit on panel twice a month and the smaller LA once a month.	The RAA will provide adoption panels across the region and will appoint Independent panel chairs and retain a central list and will provide training and support for panel members. The adoption panel will provide a quality assurance report for the partnership on a 6-monthly basis
TRAINING FOR LA staff		The RAA can provide training for social workers regarding the adoption process/ writing of CPR's/APR'S/Support plans and preparing for Adoption Panel
ADOPTEE COUNSELLING		The RAA will signpost applicants to independent services and will not provide an intermediary service.
DISRUPTIONS	LA to contribute to the disruption process	RAA to undertake the disruption process. Panel Chairs and other professionals will be invited to contribute to this process.
ALLEGATIONS	LA is responsible for initiating this process prior to the Adoption order being granted. The RAA will contribute to this process.	RAA is responsible for initiating this process post the Adoption order being granted. The LA will contribute to this process if necessary.

Impact Assessment

Version 2016

Assessment of:	Adopt South West Regional Adoption Agency
Service:	Children's Services
Head of Service:	Jo Olsson
Date of sign off by Head Of Service/version:	V1
Assessment carried out by (incl. job title):	Darryl Freeman, Head of Children's Social Care

Section 1 - Background

Description:	<p>Adopt South West Regional Adoption Agency is a development of adoption agencies in response to the Education and Adoption Act 2016 which advised authorities and voluntary adoption agencies to join together to form Regional Adoption Agencies (RAA). Devon County Council, as part of the Adopt South West partnership, is one of 19 groupings of local authorities and voluntary sector adoption agencies working on the regionalisation agenda nationally. The regional grouping also includes Plymouth, Torbay and Somerset.</p>
Reason for change/review and options appraisal:	<p>In June 2015, the Department for Education (DfE) published 'Regionalising Adoption' and asked all adoption agencies in England to consider how to work much more closely together on a regional basis. This was enacted as the Education and Adoption Act 2016. The Act gives the Secretary of State a new power to direct one or more named local authorities to make arrangements for any or all of their adoption functions to be carried out on their behalf by one of the local authorities named, or by another agency.</p> <p>The Government's view is that structural change will improve the process for children and adopters leading to</p> <ul style="list-style-type: none"> • improved numbers of children being adopted • an improved experience for adopters and improved timeliness overall • to deliver consistently good and innovative adoption practice that ensures improved life chances for children. <p>The Department for Education describes 4 models for delivery of a Regional Adoption Agency.</p>

	<ol style="list-style-type: none"> 1. A Local Authority single host, on behalf of a number of Local Authorities; e.g. Aspire, a Dorset hosted service for three Local Authorities. 2. Joint Venture between Local Authorities; a new public sector owned Local Authority Trading Company. e.g. Achieving for Children, Kingston and Richmond’s Children’s Services 3. A new Voluntary Adoption Agency; possibly a Joint Venture with flexibility for public & third sector ownership e.g. Entrust Schools Service in Staffordshire. 4. Existing Voluntary Adoption Agency; where Local Authorities commission an existing Voluntary Adoption Agency to deliver the Regional Adoption Agency e.g. Coram. <p>Nationally, all agencies used a scoring system as a tool to aid discussions, the purpose of which was to examine the desirability, feasibility and viability of each option. Following consideration of each possible model by the Local Authorities Directors/ Heads of Service and Executives from Families for Children and Barnardo’s the preferred option was identified as a ‘Single Local Authority Hosting the Regional Adoption Agency on behalf of a number of Local Authorities’.</p> <p>The clear benefit identified is to achieve the integration of the four Local Authority adoption services into one best practice model, whilst maintaining the current partnership with Voluntary agencies which had been established in the delivery of the previous Adopt South West partnership.</p> <p>Further to this, it was proposed that Devon host the Regional Adoption Agency. It was recognised that Devon County Council -</p> <ul style="list-style-type: none"> • Operates the highest graded Local Authority adoption service (Good); • Has successfully innovated in a number of areas (e.g. fostering for adoption, young people’s engagement); • Has the capacity to deliver given the size of the agency and the Local Authority; • Has the experience of developing other services that Devon hosts for the region; • Is centrally placed geographically.
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Section 2 - Key impacts and recommendations

Social/equality impacts:	<p>The Adopt South West Regional Adoption Agency will deliver improved outcomes for children and families -</p> <ul style="list-style-type: none"> • Creating a system where children are matched with the most suitable adopter as quickly as possible. • Improve the scale of Adopter recruitment to provide a broader pool of adopters, well prepared and well matched to the needs of children waiting and; • Offers sufficient, high quality adoption support services
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	This will be achieved by employing best practice, improving processes and practice quality and by encouraging innovation. Better shared resources across the region will also improve cost effectiveness with the potential to invest further in service developments.
Environmental impacts:	There are no negative environmental impacts envisaged, staff will continue to travel to meet with children and potential adopters in the course of their work, they will operate out of offices across the 4 Local Authorities as they do now. The workforce will continue to work with technology that minimises the need to travel where possible.
Economic impacts:	Better shared resources across the region will improve cost effectiveness with the potential to invest further in development of services. There is a wish to increase the volume and type of services available to better support families post adoption, these may be secured from the market and this would see a need for growth and development of new capabilities by the service providers and may offer opportunities for jobs in the area.
Other impacts (partner agencies, services, DCC policies, possible 'unintended consequences'):	<p>The introduction of the Adopt South West Regional Adoption Agency involves Plymouth City Council, Torbay Council, Somerset County Council and Voluntary Adoption agencies and other adoption service providers across the area.</p> <p>There will be changes to improve and standardised practice across the region with themed participation groups across the region with Adopters and Parents to improve practice of the Regional Adoption Agency.</p> <p>The system will be reviewed to ensure children can be placed with families more effectively and with minimal disruption. Support to adopters and their families will be improved, for example there will also be changes to the paperwork required for court decisions, to help people applying to one, or at times more, courts for decisions, as currently the paperwork has to be changed to meet each Local Authority and Court's requirements. This will also make it easier for the staff supporting the adopters.</p> <p>There will be "joint adoption panels" across the area to bring more consistency to the preparation required of staff and Adopters for decisions and align the terms such as payment for those acting on adoption panels across the area.</p> <p>There will be no Adopt South West specific impact on existing Devon County Council Policies, this does not preclude changes that may be required to meet National Policy relating to Regional Adoption Agencies.</p>
How will impacts and actions be monitored?	A set of objectives has been agreed and the mechanism to collect the required information to regularly report on performance will be put in place. These will support the existing national statutory reporting required from all Adoption Services in England. Ofsted currently inspects Adoption Services and a new framework is being developed for inspection of Regional Adoption Agencies.

Section 3 - Profile and views of stakeholders and people directly affected

<p>People affected:</p>	<p>Birth families of a child/ children who have been adopted. Children with an adoption placement order in Devon, Somerset, Torbay and Plymouth and those people wishing to adopt a child from the area. Local Authority Members and Chief Officers responsible for Children’s Services and accountable to the Ofsted inspection regime and national achievement required by the Department for Education. Staff in Adoption Services in the 4 Local Authorities, Adoption Panel Chairs and Members.</p>
<p>Diversity profile and needs assessment of affected people:</p>	<p>Adopters are considered regardless of age, gender, disabilities, race, culture, ethnicity, sexual orientation or religion/belief</p> <p>Children considered for adoption are aged up to maximum age of 18 when the adoption order is made.</p>
<p>Other stakeholders:</p>	<p>Families of those people who have adopted a child/ children. Providers of support to adopters and Birth families. Partner agencies e.g. Health, Education</p>
<p>Consultation process:</p>	<p>There were dedicated adopter engagement sessions early in the journey and the adopters’ first priority is to ensure adequate support is available throughout the whole adoption process and beyond. They also prioritise improving support on offer and awareness of adoption in schools and CAMHS services and would like to be recognised as experts on the needs of their children. Adopters also mentioned getting rid of the postcode lottery across the region because of funding variations, and ensuring the RAA adds value, rather than an additional layer of bureaucracy.</p> <p>Similarly, staff have and continue to be engaged with many events held. They have welcomed the opportunity to be involved in the plans for the development of an RAA. Staff from the Local Authorities and the two Voluntary Adoption Agencies are working together to design the service improvements and for example this has seen the approval for Joint Panels introduced during Q4 2017 ahead of the formal launch of the Regional Adoption Agency.</p> <p>The staff priorities are to have respect for the child and their adopter at forefront of the redesign of process and consideration of new/ different support services. The key benefit is the ease of looking for best match for children and adopters across the region together and keeping more solutions local. Early permanence and joint working with child care social workers across the region will bring improved outcomes for the child and families and they are keen to work on breaking down any barriers to this whilst designing the Regional Adoption Agency way of working and protocols.</p> <p>The Adoption Panel chairs hope that the shift to a Regional Adoption Agency will lead to better outcomes for children and higher quality services, they welcome the opportunity to work together and focus on what works well.</p>

	Local Authority Members have also been engaged across the authorities
Research and information used:	<p>Adopt South West is following the single Local Authority Hosting model for a Regional Adoption Agency. The required Inter Authority Agreement is informed by legal, financial, practice and commissioning representatives from each Local Authority. The Regional Adoption Agency Service has been specified based on the expertise and experience of all the Local Authority partners and informed by the key involvement the Voluntary Adoption Agencies, Families for Children and Barnardo's. The best practice available from across the area is to be adopted, and adapted through further innovations, to deliver a consistent high quality adoption support service.</p> <p>As a national programme there has been support provided by the Department for Education and their nominated advisors, Deloitte. There are shared learning forums in place for all 19 Regional Adoption Agency development teams to share and learn from one another.</p> <p>Each Local Authority responds to the Children and Social Work act and this is carried through into the ethos, practice and approach to improvement in development of the Regional Adoption Agency. A further reference employed is the Children and Family Bill 2013 – this sets out regulations around Fostering for Adoption and the principle of every child should be considered for fostering for adoption if Adoption is a permanence option is central to the Regional Adoption Agency practice. The family finders role is key in working in partnership with the Local Authority Child Care Social work staff for identification of these children at the earliest point possible and to provide guidance to the Local Authority around the potential of Foster for Adoption placements.</p> <p>All practice reviews are guided by the adoption minimum standards and the adoption regulations 2005 ensuring the Regional Adoption Agency will continue to meet statutory guidelines.</p>

Background Analysis

This section describes how relevant questions and issues have been explored

Section 4a - Social Impacts

Characteristics	<p>In what way are you eliminating or reducing the potential for direct or indirect discrimination, harassment or disadvantage? Are there any reasonable and proportionate, unavoidable negative consequences?</p> <p>In what way are you advancing equality (meeting needs, encouraging participation, making adjustments for disabled people, 'closing gaps').</p> <p>In what way are you fostering good relations between groups (tackling prejudice and promoting understanding), if relevant?</p>
<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption</p> <p>Children Act 1989 Sets out many of the duties, powers and responsibilities local authorities hold in respect of their looked after children and care leavers. In 2015 new regulations relating to the Children Act came in to force. Among other things, these regulations set out arrangements for local authorities considering ceasing to look after a child. View the Children Act 1989</p> <p>Children (Leaving Care) 2000 Sets out duties local authorities have to support young people leaving care from 16 to 21 years of age. View the Children (Leaving Care) Act 2000</p> <p>Adoption and Children Act 2002 Updated the legal framework for domestic and inter-country adoption, and places a duty on local authorities to maintain an adoption service and provide adoption support services. View the Adoption and Children Act 2002</p> <p>Children and Adoption Act 2006 Gives courts more flexible powers to facilitate child contact and enforce contact orders when separated parents are in dispute. View the Children and Adoption Act 2006</p> <p>Children and Young Persons Act 2008 Legislates for the recommendations in the Department for Education and Skill's 2007 Care Matters white paper to provide high quality care and services for children in care. View the Children and Young Persons Act 2008 Download the Care Matters white paper (PDF)</p>	

Children and Families Act 2014

Encourages 'fostering for adoption' which allows approved adopters to foster children while they wait for court approval to adopt. Introduces a 26 week time limit for the courts to decide whether or not a child should be taken into care. In some cases, this limit may be extended by eight weeks. Introduces 'staying put' arrangements which allow children in care to stay with their foster families until the age of 21 years. This is provided that both the young person and the foster family are happy to do so.

[View the Children and Families Act 2014](#)

All residents (include generic equality provisions):

The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption

An Adopter does not have to be a British citizen to adopt a child, but:

- An Adopter must have a fixed and permanent home in the UK, Channel Islands or the Isle of Man
- An Adopter must have lived in the UK for at least 1 year before you begin the application process

An Adopter will not be allowed to adopt if you, or an adult member of your family, have a criminal caution or conviction for offences against children or certain sexual offences against adults but, with the exception of these specified offences, a criminal record will not necessarily rule you out.

Smoking will not necessarily rule you out from adopting. Consideration will be given to this and to all health- and lifestyle-related issues, and the agency will want to know of any specific health risks to you or to the children who may be placed in your care.

There is no single national policy on smoking, but all agencies will apply some restrictions. According to national medical advice children under five and those with particular medical conditions should not be placed in smoking households. You will usually need to be smoke-free for at least six months before adoption from these groups can be considered.

To adopt a step child an Adopter must tell your local council at least 3 months before applying to a court for an adoption order. Also the child must also have lived with both of you for at least 6 months.

If you disagree with an adoption agency's decision, you can either:

- challenge their decision by writing to them
- apply to the [Independent Review Mechanism](#), which will look into your case

Staffing of the RAA will be achieved through TUPE transfer of Somerset County, Plymouth City & Torbay Councils staff to Devon County Council which along with existing DCC staff will complete the workforce. Although the majority of the workforce is largely mobile all require an office base, there will be staff that may be required to use different offices as their work base, this will

	<p>be determined through the TUPE consultation process and this impact will be managed through existing HR policies in each Local Authority.</p>
<p>Age:</p>	<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption.</p> <p>An Adopter may be able to adopt a child if you're aged 21 or over (there's no upper age limit)</p> <p>An Adopter's own family- having children of your own (of any age) will certainly not exclude you from adopting, whether they are living at home with you or have grown up. Consideration will, however, be given to the age gap between your own children and the age of the child(ren) you wish to adopt and the position of each child within the family in accordance with the child(ren)s' needs.</p> <p>Staffing- there will be no change to existing HR workforce policy</p>
<p>Disability (incl. sensory, mobility, mental health, learning disability, ill health) and carers of disabled people:</p>	<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption</p> <p>Being disabled should not automatically exclude anyone from becoming an adopter and it is widely recognised that disabled people can often provide a very loving home for a child.</p> <p>Disability is only one of the many issues that will be considered by an adoption agency so adopters should not rule themselves out before they have had a conversation with their agency of choice. Even if an adopter believes that they might need some additional assistance to adopt a young person, social services may be able to provide this support.</p> <p>It is recognised that the life experiences of disabled people can give them a unique insight into the lives of children in care, who often have a sense of themselves as 'different' or who may also have a disability. Living alongside disability in the context of positive relationships can teach children the importance of inclusivity and how to value difference.</p> <p>The Medical Adviser will assess the information provided through a medical on a disabled applicant and an assessing social worker will also explore with you any potential impact this may have on parenting and how these would be managed. Similarly, if you have had treatment for a serious illness, the agency will seek full information from your GP and will want to establish the impact of the illness and future prognosis and their Medical Adviser may want to contact your hospital consultant for further details before being able to make a recommendation. If there is a significant risk that you may not be able to care for a child throughout their dependent years, the Medical Adviser will seek further information and advise the Adoption Agency accordingly.</p> <p>As well as existing health conditions, an agency will want to discuss lifestyle issues such as weight, smoking and alcohol consumption. These issues are not barriers to adoption but they could present health risks in the future. If you have resolved any</p>

	<p>problems with such issues in the past, the agency may consider that you have shown strength and motivation to deal with problems which would enhance your application.</p> <p>Staffing- there will be no change to existing HR workforce policy</p>
Culture and ethnicity: nationality/national origin, skin colour, religion and belief:	<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption.</p> <p>You can be matched with a child with whom you do not share the same ethnicity, provided you can meet the most important of the child's identified needs. All families should be able to get support to help their adopted child to understand and appreciate the important cultural, religious or linguistic values of their birth community.</p> <p>Staffing- there will be no change to existing HR workforce policy</p>
Sex, gender and gender identity (including men, women, non-binary and transgender people), and pregnancy and maternity (including women's right to breastfeed).	<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption.</p> <p>The Adoption and Children Act 2002 gave unmarried couples, including same sex couples, the right to adopt, and this became law in December 2005. If you are a same sex couple you don't need to be in a Civil Partnership or married to adopt, you will need to show that you are living together in an enduring relationship.</p> <p>Single adopters are also welcome whatever their sexual orientation.</p> <p>An adopter should not experience discrimination on grounds of sexual orientation. All agencies are committed to equal treatment of all potential adopters and in fact may positively welcome applications from LGBT adopters.</p> <p>Staffing- there will be no change to existing HR workforce policy</p>
Sexual orientation and marriage/civil partnership:	<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption.</p> <p>An adopter may be able to adopt if</p> <ul style="list-style-type: none"> • single • married • in a civil partnership • an unmarried couple (same sex and opposite sex) • the partner of the child's parent <p>Staffing- there will be no change to existing HR workforce policy</p>
Other socio-economic factors such as families, carers, single people/couples, low income,	<p>The Regional Adoption Agency will operate within clear standards laid down in law regarding Adoption.</p> <p>An adopter may be able to adopt whether you are a homeowner or living in rented accommodation.</p>

<p>vulnerability, education, reading/writing skills, 'digital exclusion' and rural isolation.</p>	<p>An adopter's financial circumstances and employment status will always be considered as part of an adoption assessment, but low income, being unemployed or employed do not automatically rule them out. An adopter can be an adoptive parent while on benefits. The agency will want to discuss how the responsibility of caring for a child would be managed. Some agencies want a child to have their own bedroom but this is not a requirement and in some circumstances sharing can be considered. The adopter's local authority may provide support, especially for adopters of sibling groups or of children with a disability or special need of some kind. An adopter would also be encouraged to look into what benefits they may be entitled to. A number of other allowances are available for children with disabilities.</p> <p>Adoption Agencies need to be sure that any pets that you own do not pose a threat to children's health or safety. Also, some children may suffer from allergies which would prevent placement with some pets. A report from a vet may be requested.</p> <p>Staffing- there will be no change to existing HR workforce policy.</p>
Human rights considerations:	None

Section 4b - Environmental impacts

	Describe any actual or potential negative consequences. (Consider how to mitigate against these).	Describe any actual or potential neutral or positive outcomes.(Consider how to improve as far as possible).
Reduce waste, and send less waste to landfill:	n/a	n/a
Conserve and enhance biodiversity (the variety of living species):	n/a	n/a
Safeguard the distinctive characteristics, features and special qualities of Devon's landscape:	n/a	n/a
Conserve and enhance the quality and character of our built environment and public spaces:	n/a	n/a
Conserve and enhance Devon's cultural and historic heritage:	n/a	n/a

Minimise greenhouse gas emissions:	n/a	n/a
Minimise pollution (including air, land, water, light and noise):	n/a	n/a
Contribute to reducing water consumption:	n/a	n/a
Ensure resilience to the future effects of climate change (warmer, wetter winters; drier, hotter summers; more intense storms; and rising sea level):	n/a	n/a
Other (please state below):	n/a	n/a

Section 4c - Economic impacts

	Describe any actual or potential negative consequences. (Consider how to mitigate against these).	Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).
Impact on knowledge and skills:	Although bringing together 4 Local Authority Services to operate as a DCC hosted single Service the location of demand and distribution of staff will still be across the existing local authority boundaries. It is therefore unlikely there will be either a positive or negative impact on knowledge and skills within Devon.	
Impact on employment levels:	Although bringing together 4 Local Authority Services to operate as a DCC hosted single Service the location of demand and distribution of staff will still be across the existing local authority boundaries. It is therefore unlikely there will be either a positive or negative impact on employment levels within Devon.	
Impact on local business:	Although bringing together 4 Local Authority Services to operate as a DCC hosted single Service the location of demand and distribution of staff will still be across the existing local authority boundaries. It is therefore unlikely there will be either a positive or negative impact on local business within Devon.	

Section 4d - Combined Impacts

Linkages or conflicts between social, environmental and economic impacts:	n/a
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Section 5 - 'Social Value' of planned commissioned/procured services:

How will the economic, social and environmental well-being of the relevant area be improved through	Presently each Local Authority has contracts for services with the Adoption support services provider market but not necessarily for the same services. These contracts will be aligned so that all 4 Authorities procure the
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what is being proposed? And how, in conducting the process of procurement, might that improvement be secured?

same services, this sees an opportunity for existing providers to review the scope and scale of their service offer and may see these businesses grow. There may also be new businesses created through interest in the opportunities these contracts afford.

Appendix 5

Risks and mitigation

The key risks to Devon as host, to Plymouth, Somerset and Torbay as those delegating adoption functions, together with the mitigation activity are outlined below:

Ref	Risk description	Mitigation
1	<p>PACE OF CHANGE AND INNOVATION: The Local Authority Hosted model may not offer the same opportunities for pace of innovation and change if the adoption agencies are still subject to Local Authority control, because of the complexity of sign off processes in large organisations</p>	<ul style="list-style-type: none"> • Devon as the Host Local Authority will have appropriate functions and decisions delegated by the Local Authorities under the Inter Authority Agreement. • As work is progressed to standardise best practice a focus on opportunity for innovation is paramount; similarly, when considering best delivery mechanism for services innovation is a key consideration • Appropriate and effective Governance arrangements
2	<p>EXTERNAL FUNDING: The Local Authority Hosted model may not offer the same opportunities to attract additional external funding that setting up an independent sector social enterprise would offer</p>	<ul style="list-style-type: none"> • Risk share agreement to include a mechanism for addressing any reduction in funding streams; • Through Commissioning of services from Voluntary Adoption Agencies that do access external funding the RAA can benefit from innovation and improvement of services in the wider market
3	<p>PERFORMANCE: Opting for a Local Authority hosted model may detract from better performers, rather than improving the poorer performers. This may impact the Host seeing a decline and the partner Local Authorities not seeing required improvement.</p>	<ul style="list-style-type: none"> • Appropriate Staff employment arrangements; • Comprehensive change management will be undertaken to ensure all staff are engaged fully and committed to improving practice and outcomes for families and children.
4	<p>RESPONSIBILITIES: Devon will become accountable for statutory duties post adoption order. This may impact on reputation, or potentially attract a financial cost, for example if there are legal costs related to a complaint</p>	<ul style="list-style-type: none"> • Clear Governance and effective Inter Authority Agreement e.g. delegation and financial arrangements. • Ultimate responsibility for performance and inspection remains with the Childs Local Authority in the same way an authority retains responsibility for commissioned services.
5	<p>VOLUNTARY ADOPTION AGENCY INVOLVEMENT: The Local Authority hosted model may reduce the benefit of the Voluntary Adoption Agencies involvement in service design and practice improvement. Voluntary Adoption Agency involvement in Regional Adoption Agencies such as Adopt South West is a requirement by DfE</p>	<ul style="list-style-type: none"> • The governance arrangement ensures continued strategic partnership between the Local Authorities and Voluntary Adoption Agencies; • Voluntary Adoption Agencies continue to be fully included in the development of design & practice;

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Ref	Risk description	Mitigation
6	COST: Devon as the Host of the RAA will attract additional costs e.g. corporate service functions such as IT and HR	<ul style="list-style-type: none"> • Funding Model has appropriate mechanisms so the Host does not wholly bear additional cost and • appropriate mechanisms to manage financial risks agreed by all authorities
7	COST: Local Authorities may see increase in cost of service	
8	COST: The cost of a second development to the final model	<ul style="list-style-type: none"> • Provide capacity in the structure and governance to lead the work; • Budget holders within governance to enable direction for resources required without further cost. • Agreement at outset that any surplus achieved will be pooled for future development
9	STAFFING: Devon as Host Local Authority may see vacancies arise as staff employment arrangements are completed.	<ul style="list-style-type: none"> • Leadership and commitment demonstrated in each Local Authority to the “single service” concept and strategy to staff to reduce likelihood of resignations • Early quantification of risk through robust HR processes; scope actual staffing requirement for the Regional Adoption agency; address any gap with intensive recruitment campaign
10	STAFFING: Local Authorities may see staff leaving their adoption services in anticipation of changes to their work bases and practice;	<ul style="list-style-type: none"> • Early decision on Staff employment arrangements so staff are aware of the position; • Communication of the benefit of a “single” service for children and families and what this means for staff; • Transparent and timely consultation to inform working arrangement e.g. teams, locations, work base;
11	OFSTED; Local Authorities may see the change as untimely if Ofsted inspections are due	<ul style="list-style-type: none"> • Robust leadership and change management to establish a clear time table, raise staff awareness of what will change and when and the expectation of them in the interim • The DfE Regional Adoption Agency group and Ofsted are in discussion on the new reporting regime requirements and are using early Regional Adoption Agencies as a learning opportunity; both are aware of the risk any change programme poses to staff and authority performance

Technology Enabled Care and Support (TECS) Strategy

Report of the Head of Adult Commissioning and Health and the Head of Children’s Social Care

Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council’s Constitution) before taking effect.

Recommendation: that the Cabinet approve the Technology Enabled Care and Support (TECS) Strategy

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#### 1.0 Introduction

- 1.1 People are increasingly using technology to support them in everyday life. In a recent LGA survey over three quarters of respondents said they would be happy to trial it, and 88% said they would welcome its use to give them more independence.
- 1.2 Technology Enabled Care and Support (TECS) can enable people of all ages and needs to maximise their independence.
- 1.3 TECS refers to **“the technologies that help people to manage and control their health and well-being and sustain independence”** and can include:

|                                       |                                                                                                                                                                                                    |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Telehealth</b>                     | Devices that can remotely monitor conditions (e.g. blood pressure) in people’s homes to anticipate problems early and build self-care competencies.                                                |
| <b>Telecare</b>                       | Technologies in people’s home and communities to minimise risk and provide urgent notification of difficulties e.g. an alert when someone falls.                                                   |
| <b>Telemedicine/teleconsultations</b> | Remote peer-to-peer support between professionals and/or consultations between people and professionals                                                                                            |
| <b>Telecoaching</b>                   | Technology to coach and support people by building knowledge, skills and confidence to change or manage behaviours e.g. advice to someone with Autism in a social situation.                       |
| <b>Self-care apps</b>                 | Apps that raise awareness and help people self-manage e.g. reminders of medical appointments, as well as those which help them remain independent in their home environment and when out and about |

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- 1.4 We have developed a multi-agency TECS strategy, alongside NEW Devon and South Devon and Torbay CCGs, Devon Partnership Trust, Torbay Council and NHS providers, to set out how we will achieve our shared vision: that TECS will enable people to use their strengths, assets and networks to maximise their independence, staying safe and well in their own homes, as well as remaining connected within their communities.

1.5 Case Study

Example of TECS in action from **South and West Devon Community Enabling Team**. (*Details have been changed to protect identities*).

Sonia is a woman in her 80's, with early onset dementia. Sonia was in denial regarding her memory issues and insisted that she could still go out alone to take her dog Billy walking across the fields near her home.

Sonia's family were concerned about her safety should she become disorientated, as Sonia was unable to understand how to use a normal mobile phone to call for help. Jo from the Community Enabling Team introduced Sonia to a simple to use mobile phone. (Have a look at one by clicking [here](#)).

Jo explains: "*The phone is so easy to use because instead of numbers there are pictures of your contacts. The company will set this up for an individual. There are varying levels of contracts available to suit individuals*".

Even with her dementia, Sonia managed to use the phone. This gave her family peace of mind and Sonia could continue to take her dog out on her own, knowing that she could call her family if she needed to.

- 1.6 The TECS Strategy is an enabler for the **Promoting Independence Policy** – (Impact Assessment published<sup>1</sup>)
- 1.7 We already have a contract to provide TECS as part of our integrated equipment service; the Devon Independent Living Integrated Service (DILIS) which launched in June 2017. (Impact Assessment published<sup>2</sup>)

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1

<https://devoncc.sharepoint.com/sites/PublicDocs/Corporate/Impact/Published%20Impact%20Assessments%202017%20to%202018/Adult%20Social%20Care%20Promoting%20Independence%20Policies%20-%20Impact%20Assessment.pdf?slrid=01044b9e-30d8-5000-1fe9-47b3cd776e8a>

<sup>2</sup> <https://drive.google.com/file/d/0B5uL2sCifa47ejFQY0tmaEISdFZvMm13Sm5TWIFiYtJwaEU4/edit>

## **2. Proposal: A TECS strategy**

- 2.1 We have developed a TECS strategy for Devon, with the primary delivery vehicle being the DILIS (Devon Independent Living Integrated Service) contract, covering adults and children's health and social care.
- 2.2 The TECS strategy supports the Promoting Independence Policy and associated programmes of work.
- 2.3 Promoting independence and prevention are duties for local authorities in legislation relating to adult social care, children's services and public health functions including in the Care Act 2014. Local authorities and their partners, including NHS bodies, are required to co-operate in fulfilling these duties.
- 2.4 We know that losing independence is one of people's greatest fears: a survey of attitudes to ageing in the UK found that the two greatest concerns were ill health and losing independence and/or becoming dependent on others. Our engagement with people in Devon has confirmed that most wish to remain as independent as possible for as long as possible.
- 2.5 We also know that when solutions to care and health needs are readily available for individuals to purchase without statutory support, and people are confident in them, they are the preferred solutions.
- 2.6 DCC currently provides fewer TECS packages than other comparable local authorities.
- 2.7 Our needs assessment identified scope for increasing the use of TECS to promote independence and help address pressures on the health and care system.
- 2.8 We have a community equipment contract in place ("DILIS") which includes the provision of TECS.
- 2.9 A copy of the strategy is included in the supporting papers and a video giving an overview of TECS and the aims of the strategy is available at <https://youtu.be/Mvfi647hFbl>.

## **3.0 Options / Alternatives**

- 3.1 The principles under which TECS should be considered are the same as those for any equipment or service, and are covered by principles within the Care Act and the Promoting Independence policy. A separate TECS policy is therefore not required.
- 3.2 Examples of how the TECS Strategy can support the four key aspects of the Promoting Independence policy are outlined below:

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|                                                     |                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>1. Personal strengths and preferences</b></p> | <p>We will focus on people's strengths and the things that matter to them, encouraging them to draw on their own resources to build resilience and achieve their desired outcomes.</p> | <p>TECS can enable people maximise independence through prompting, remote monitoring and coaching, all of which build on the person's strengths. For example, kit that reminds someone how to make a cup of tea or a sensor which raises an alert if someone hasn't got out of bed.</p>                                                                                                           |
| <p><b>2. Relationships</b></p>                      | <p>We will support people to maintain and develop rewarding social and family relationships.</p>                                                                                       | <p>TECS that enable a person to remain safely at home and accessing their community allows for them to keep and build on relationships that are important to them. There are also TECS which can connect people to family and friends and apps which enable family and friends to keep in touch over the support of a cared for person; for example, the Jointly app offered to Devon carers.</p> |
| <p><b>3. Community links</b></p>                    | <p>We will enable people to make connections with other people, groups and universal services in their communities.</p>                                                                | <p>TECS can enable people to safely access their communities and universal services. For example, a GPS tracker which enables a person with dementia to access their local community with the security that an alarm will be raised if they wander further or an app that supports someone with autism to use public transport.</p>                                                               |
| <p><b>4. Supportive communities</b></p>             | <p>We will work with partners to develop communities and community groups, and encourage them to make the most of their ability to support people.</p>                                 | <p>The TECS strategy acknowledges that both our current Providers and the voluntary and community sector have an important role to play in promoting and using TECS to promote people's independence.</p>                                                                                                                                                                                         |

3.3 The development of the TECS strategy included a review of national guidance and benchmarking, reviews of local pilots, previous technology reviews and audits.

3.4 The TECS strategy was considered necessary for the following reasons:

- Previous attempts at increasing the use of TECS have not been as successful as planned, with no strategy to support the work
- Staff feedback was that more information, advice and support was needed



- Review of national guidance and benchmarking data suggests a clear strategic direction and an implementation that supports a cultural change is needed.

## **4.0 Technical Data**

- 4.1 A needs assessment was completed in March 2017 which looked at current TECS activity:
- 4.1.1 DCC spends more on long term services and less on short term interventions than comparable Local Authorities, and fewer people benefit from them than elsewhere<sup>3</sup>.
- 4.1.2 17% of all service users have TECS<sup>4</sup> as part of their support. (By comparison, East Sussex report that 27% of adult social care packages include a TECS component and they aim to increase this to 35%).
- 4.1.3 37% of TECS service users are recorded as having dementia<sup>5</sup>. We know that in Devon people with dementia stay in care homes longer than in other LAs: it is likely that we could be supporting them at home for longer with the right care and support.
- 4.1.4 8% of service users with LD have TECS, which represents just under 10% of all TECS users.
- 4.1.5 The majority of those with TECS are over 65.
- 4.1.6 80% of service users with night sitting do not have TECS

## **5.0 Consultation and Engagement**

- 5.1 Consultation on the DILIS contract, including planned changes to TECS, are outlined in the DILIS Impact Assessment.
- 5.2 The strategy has been developed by the multi-agency TECS Strategy delivery group, with representation and engagement from all partners.

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<sup>3</sup> Provisional 2016-17 performance shows that short term services to maximise independence are effective (86.8%), but coverage is weak (1.8%) against the 2015-16 England comparator (82.7% and 2.9%). 94.9% of people who received a short term service in 2016-17 had no or lower on-going support.

<sup>4</sup> This is based on 2016/17 SALT return for long term support (LTS001b) Adults only

<sup>5</sup> The current PSR doesn't specify dementia but other areas do – we have therefore looked to see if a client has any one of the following 3 markers to identify them: Main Health Condition = Mental Health: Dementia; Primary Client Group = Dementia; My Assessment Q9.1.1 “Other Health Conditions Please indicate other health conditions impacting on social care needs : Mental Health: Dementia” = Y

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- 5.3 Consultation on the TECS strategy includes staff engagement and surveys, process review workshops and a “Smart House” event which demonstrated the use of TECS to promote independence. Members were invited to the event, and the strategy has been developed with ongoing engagement with the Digital Delivery Board.
- 5.4 Independent providers have been engaged through the Provider Engagement Network
- 5.5 Engagement with service users includes a dedicated session at the smart house event; the Living Options engagement contract and feedback from TECS pilots.

## **6.0 Financial Considerations**

- 6.1 Funding for TECS is through the DILIS contract, funded by the Better Care Fund. It includes DCC Adult and Children’s services, and the NHS partners that fall within its footprint.
- 6.2 We see TECS as an enabler for other work streams, but we are developing a system to record outcomes and savings to demonstrate how TECS can improve quality of life through maximising independence, reducing the cost of packages of care and delaying the need for more long-term care.
- 6.3 An example of how TECS can provide financial savings:

**Liam** lives in supported housing with a small number of other residents and has been diagnosed with epilepsy. He is in his early twenties and enjoys activities during the day and interacting with staff and residents alike. Liam is able to communicate well, however his seizures were starting to increase during the night when he was not able to call for help. He was therefore unable to alert staff that he had had a seizure and access any help he needed.

An epilepsy sensor was installed that picks up the distinct body movements which indicate a seizure. If a seizure is detected, an alert is raised on a pager and vibrating pillow pad for sleeping night staff, and also to the Monitoring Centre in the unlikely event of carers being unable to respond. Liam was also provided with a discreet fall detector so if he should have a seizure during the day and fall to the floor, the alarm would be similarly raised.

Having the equipment in place made Liam feel confident in “getting the help needed” in response to an emergency situation and Liam can continue to live independently as normal. The sensor also enabled Liam to be monitored by sleeping rather than waking staff at night, saving £60.30 each night, which equates to a saving of £21,949.20 per year across the people sharing that night time support

<https://www.adass.org.uk/section-c-programme-examples/#Learning>

## **7.0 Sustainability Considerations**

- 7.1 Providers will be asked to deliver more TECS to maximise people's independence – this may represent a change to previous operating models with a period of enablement, supported by TECS, rather than a long-term period for delivering care. This change is already in practice in some services, for example the Supporting Independence<sup>6</sup> contract.

## **8.0 Carbon Impact Considerations**

- 8.1 The increased use of TECS may reduce the travel time of staff providing care as conditions and checks will be able to be monitored remotely. Some telehealth and tele-coaching TECS can connect service users and professionals remotely with no need for travel.
- 8.2 The TECS strategy is likely to increase the use of equipment used to support people's care and support needs. Where this equipment is directly commissioned by Devon County Council through the DILIS contract there is a policy for collecting and recycling equipment where appropriate.

## **9.0 Equality Considerations**

- 9.1 We are not changing the principles under which TECS should be considered for all people: these are already covered by principles within the Care Act and the DCC Promoting Independence policy.
- 9.2 Devon County Council will continue to carry out our duties in ensuring everyone receives the adult social care support they are eligible for in line with the requirements of the Care Act. This includes offering financial assessments so that people with assets below the nationally prescribed threshold do not need to pay for their care.
- 9.3 We will continue to provide these services to all people in Devon and to monitor their impact on people with different characteristics of race, gender, identity, age and culture through performance frameworks, service monitoring and engagement processes.
- 8.4 The overall equality impact of the change outlined within this programme will be positive as it is an improvement programme aimed at maximising independence and promoting progression for all.
- 8.5 In cases where TECS is the most effective and person-centred way of meeting eligible needs, where a person may previously have had their needs met via a face to face service, potential issues around social isolation need to be acknowledged and addressed. To mitigate these impacts, we will:

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<sup>6</sup>[https://devoncc.sharepoint.com/sites/PublicDocs/Corporate/Impact/Published%20Impact%20Assessments%202017%20to%202018/Supporting%20Independence%20\(Unregulated%20Support\)%20phase%202%20impact%20assessment.pdf?slid=2e474e9e-7091-5000-10fe-2fd5aa4b06c2](https://devoncc.sharepoint.com/sites/PublicDocs/Corporate/Impact/Published%20Impact%20Assessments%202017%20to%202018/Supporting%20Independence%20(Unregulated%20Support)%20phase%202%20impact%20assessment.pdf?slid=2e474e9e-7091-5000-10fe-2fd5aa4b06c2)

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- ensure that service users, families and carers and staff have all the necessary information to make informed decisions about the type of TECS available, supported by our DILIS Provider if it is a commissioned service, and via a public website (supported by case study videos) and a self-assessment tool.
- review our current pathways for prescribing TECS to ensure we have systems in place for robust assurance and evaluation where TECS are put in place.
- All workers are expected to carry out a holistic assessment which would account for the risks they have assessed when prescribing TECS.

## **9.0 Legal Considerations**

9.1 There are no specific legal considerations.

## **10.0 Risk Management Considerations**

10.1 This strategy is being assessed via an impact assessment and all necessary safeguards or action will be taken to safeguard the Council's position.

10.2 Governance to support the development of the strategy, and the ongoing contract management of the DILIS contract, includes representatives from adults and childrens care and health commissioning and provision. This includes a decision-making board and sub-groups including a strategy delivery group.

10.3 The primary aim of the strategy delivery group is to manage the work plan, including monitoring progress against the strategy implementation. Aspects of the work programme activity will also be monitored by the PFA Board, the SEND board, the Disabilities Board and the Short-Term Services project, as the TECS strategy is an enabler for all these work programmes.

10.4 In addition to the areas listed above we will monitor the impact on people with different characteristics of race, gender, identity, age and culture through DCCs adult social care performance framework, service monitoring and engagement processes.

## **11.0 Public Health Impact**

11.1 TECS, particularly telehealth and self-care apps, can play an important role in helping people manage health conditions and access support when needed.

## 12.0 Summary

- 12.1 TECS is an enabler for people to recover or maintain their independence - in support of the wider Promoting Independence policy and development of our short- term services offer.
- 12.2 Technology alone can't deliver a transformation in care, but when embedded in a wider package of care, and new ways of working, the combined innovation can have a powerful impact.<sup>7</sup>
- 12.3 Evidence demonstrates that for us to be able to increase the use of TECS to maximise people's independence in a way that is clinically and financially sustainable, we need clear strategic direction with the endorsement of all partners.

**Tim Golby**  
**Head of Adult Commissioning and Health**

**Darryl Freeman**  
**Head of Children's Social Care**

**Electoral Divisions:** All

Cabinet Member for Adult Social Care and Health Services: Councillor Andrew Leadbetter  
Cabinet Member for Children's Services and Schools: Councillor James McInnes

Chief Officer for Adult Care and Health: Jennie Stephens  
Chief for Children's Services: Jo Olsson

### LOCAL GOVERNMENT ACT 1972: LIST OF BACKGROUND PAPERS

Contact for Enquiries: Solveig Sansom  
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| <u>BACKGROUND PAPER</u> | <u>DATE</u> | <u>FILE REFERENCE</u> |
|-------------------------|-------------|-----------------------|
|-------------------------|-------------|-----------------------|

### **Technology Enabled Care and Support Strategy**

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<sup>7</sup> TECS Resource for Commissioners 2015



# Technology Enabled Care and Support

## A Joint Commissioning Strategy 2017—2022

### Our Vision:

*That Technology Enabled Care and Support will enable people to use their strengths, assets and networks to maximise their independence, staying safe and well in their own homes, as well as remaining connected within their communities.*



*This is a five year, all age strategy which covers all user groups, with a personalised implementation process.*

# What is Technology enabled care and support?

TECS support the individuals, families, carers and health and care professional to assist in monitoring health and wellbeing, promoting self-care and independence and can be grouped into 5 types of services:

*TECS refers to “the technologies that help people to manage and control their health and well-being and sustain independence”*

|                                            |                                                                                                                                                                                                                                                                       |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Telehealth</b>                          | Enables individuals to monitor their health and well-being in their own homes to anticipate any problems early and build self-care competencies; for example measuring and reporting on your blood pressure or blood sugar levels.                                    |
| <b>Telecare</b>                            | Are technologies in the individuals home and communities to minimise risk and provide urgent notification of events such as a device to raise an alert when someone falls or moves to an unsafe place.                                                                |
| <b>Telemedicine/<br/>teleconsultations</b> | Enables remote peer-to-peer support between professionals and consultations between individuals and professionals reducing the need for people to travel to appointments or receive therapy remotely.                                                                 |
| <b>Telecoaching</b>                        | Are technologies which enable advice from a coach to support people by building knowledge and skills and confidence to change or manage behaviours for example supporting a new mother with breast feeding or coaching on a social situation for someone with autism. |
| <b>Self-care apps</b>                      | Are applications that raise awareness and help individuals self-manage for example by giving prompts of appointments or instructions on using everyday equipment.                                                                                                     |



# Why use Technology enabled care and support?

**TECS have the potential to achieve benefits for service users, carers, providers and commissioners by:** The use of technology as an aid to care is increasingly being adopted by individuals to support them in everyday life. In a recent LGA survey over three quarters of respondents said they would be happy to trial it and the vast majority of respondents, 88%, said they would welcome its use to give more independence.

<https://www.localgov.co.uk/Critical-insights-on-adult-social-care/43490>

Improved ability to self-care, support behavioural changes and reduce anxiety

Early intervention which maximises independence

Better informed out of hours service

Reduced travel time

Better medicine management

Information to inform care planning and future commissioning

Care at or closer to home

Immediate notification of potentially risky situations

Carer respite and support

Options for peer support

Our Needs assessment has identified that there is scope for increasing the use of TECS (See Appendix A)



# What do we want the TECS strategy to achieve?

✓ Increase the number of TECS users to enable individuals to use TECS to maximise their independence staying in their own homes and accessing their communities.

✓ Promote the use of TECS as an alternative to traditional care services to provide more cost-effective solutions for supporting people.

✓ Support Carers and prevent Carer breakdown.

✓ To use TECS to achieve person-centred outcomes, that draw on individual strengths and assets, promoting self-care and support the STP and Digital Roadmap priorities of

Prevention

Early intervention

Self-care

✓ Support the SEND strategy priorities of:

Preparation for Adulthood

Choice and Control

Health and Wellbeing

# How will we achieve this?

To achieve our vision and the aims for the strategy it is key that TECS are **considered early**, or as part of **universal offer** supported by the voluntary and community sector.

It is also vital that TECS are considered at every point of assessment and review, recognising the potential that it could be the most efficient, effective and person-centred way of meeting eligible needs, and TECS may be used in conjunction with traditional equipment and services where such a combination is the best way of meeting eligible needs, but an existing package of care or equipment should not duplicate a TECS solution.

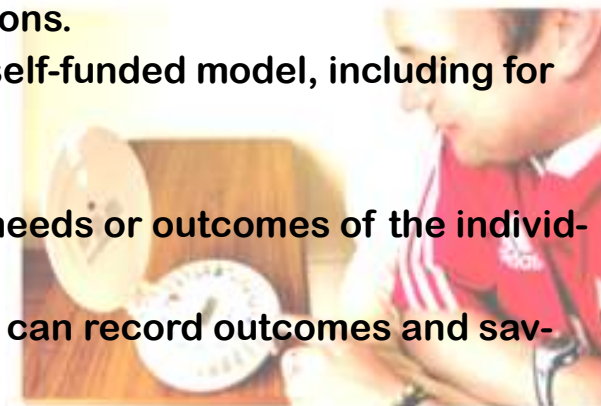
Implementation of the TEC Strategy is intrinsically linked to the outcomes identified in the Devon County Council 5 year operating plan, the Sustainability Transformation Plan and the NHS digital road map.

The strategy will be delivered through the TECS Strategy Board, in conjunction with the Digital Delivery Board.

The funding for TECS is part of the Devon Better Care Fund (BCF), which includes Devon County Council Adult and Children's services, and the NHS partners that fall within its footprint.

**The primary delivery mechanism for the implementation of the TECS Strategy will be the Devon Independent Living Integrated Service (DILIS) contract which will deliver minor adaptations, equipment and TECS. We will work with the DILIS Provider to....**

- Take a leadership role within the development of new and innovative solutions.
- Focus on supporting those who are moving towards self assessment and self-funded model, including for those wishing to directly purchase TECS.
- Increase referrals for TECS, before longer term services are considered.
- Provide assessments (in terms of the correct TECS to meet the identified needs or outcomes of the individual which promote their independence).
- Review the way in which staff use the referral system to order TECS which can record outcomes and savings (as a result of using TECS instead of, not as well as, other support).



# How will we achieve this?

The implementation of the TECS strategy will be supported by a TECS Strategy delivery group sitting under the TECS Board, some initial ideas for implementation include...

## Training and tools for staff to promote and prescribe TECS

- Reviewing pathways to clearly direct staff to consider TECS as early as possible and at every contact

Training to consider the use of TECS to monitor health and wellbeing & promote independence instead of other support as part of a strength based approach.

**Provide information and support to carers on how TECS can improve their health and wellbeing and ability to care for longer in a more stress-free way, linking with the digital carers offer.**

**Use our needs assessment to identify areas we can review and target the use of TECS to replace existing care and support which maximises independence**



HOW?

**Work with current providers to promote the use of TECS as part of an enablement approach that Maximises independence.**

**Provide a website and resources for information and advice on TECS to be used by staff, the public and other agencies**

**Engage with partner provider organisations to promote the use of TECS within their own service improvement frameworks and accountable boards & Promote that future contracts require providers to articulate within their strategic plans how they will they will extend and deliver TECS within their overall care delivery arrangements to promote independence and achieve service users outcomes.**

## National Context:

In England, overall NHS policy is led by the NHS Mandate NHS England is implementing a Five Year Forward View (local plan link below). For digital technology, NHS England has published Personalised Health and Care 2020 and Technology Enabled Care Services (TECS) Resource for Commissioners Much of the work is organised through the National Information Board(33 Programmes, 10 domains), 15 AHSNs 50 vanguard sites and 7 testbeds There is an NHS England website for digital technology. By June 2016, 83 regions across the country had developed Local Digital Roadmaps (local road map link below).

## Linked Strategies

The National Information Board Framework for Action 'Personalised Health and Care 2020' proposals for TECS

Local Government Association's (LGA) 2016 report 'Transforming social care through the use of information and technology'

This Strategy is also aligned with the Wider Devon Sustainability and Transformation Plan (STP) and the Digital Roadmap

<https://www.gov.uk/government/publications/nhs-mandate-2016-to-2017>

<https://www.gov.uk/government/publications/personalised-health-and-care-2020>

<https://www.england.nhs.uk/ourwork/qual-clin-lead/tecs/>

<https://www.gov.uk/government/organisations/national-information-board>

<https://www.england.nhs.uk/ourwork/part-rel/ahsn/>

<https://www.england.nhs.uk/2017/02/new-care-models/>

<https://www.england.nhs.uk/ourwork/innovation/test-beds/>

<https://www.england.nhs.uk/digitaltechnology/>

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/384650/NIB\\_Report.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/384650/NIB_Report.pdf)

<http://www.local.gov.uk/documents/10180/7673874/CHIP+-+informatics+-+Transforming+social+care+through+the+use+of+information+and+technology/948029c1-f8d0-4487-859c-62f8407ccd61>

<http://www.devonstp.org.uk/>

<http://www.newdevonccg.nhs.uk/about-us/sustainability-and-transformation-plan-stp/digital-roadmap/102154>

# Appendix A Why use Technology enabled care and support?

With our needs analysis, and to support wider strategic plans, we have identified that there is scope for increasing the use of TECS to:

- Reduce the amount of night sitting/Night sleeping support currently provided by replacing with TECS
- Reduce or delay non-complex residential care admissions allowing people to safely remain independent in their own home.  
Reduce the number of low value personal care packages provided  
Reduce dependency on care away from home for Children with disabilities
- Reduce the need for face to face appointments (for example for review therapy services)
- Increase the amount of remote monitoring of Children's health conditions
- Increase the number of younger people using TECS through the DILIS contract
- Reduce the reliance on paid support for people with disabilities supporting their progression towards independence

Current TECS uses by age range:

| 65+        | 18-64 | Under 18 | Not known |
|------------|-------|----------|-----------|
| 1402       | 495   | 12       | 1         |
| Total 1910 |       |          |           |

705 of the 1910 TECS service users are recorded as having dementia

189, of the 2,246 Learning Disability service users, are current TECS users = 8.4%.

Only 20% of people currently receiving night sitting or night sleeping currently have TECS.

We only have 12 under 18's recorded as using TECS which we believe is not representative of the number of young people (1500) with support plans or a SW which may, or could, use TECS .

There are 3867 service users receiving personal care. Of the 3867, 425 service uses are recorded as having TECS – 11%.

92.4% of service users with less than 5 hours personal care do not have TECS and the 87.5% with less than 3 visits a week do not have TECS.

## DEVON AUDIT PARTNERSHIP COMMITTEE

7 March 2018

### Present

#### Devon County Council

Councillors J Mathews and C Slade

#### Other Council Representatives

Councillor Dr John Mahony, Plymouth City Council  
Councillor Philip Hackett, Torridge District Council  
Councillor Alan Tyerman, Torbay Council  
Councillor James O'Dwyer, Torbay Council

#### Also in Attendance

Councillor B Evans, Mid Devon District Council  
Councillor R Radford, Mid Devon District Council

#### Apologies

Councillors B Boundy (Torridge District Council) and S Leaves (Plymouth City Council)

\* 17

### **Minutes**

**RESOLVED** that the Minutes of the meeting held on 15 November 2017 be signed as a correct record.

\* 18

### **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

\* 19

### **Devon Audit Partnership Update**

The Committee considered the report of the Head of the Devon Audit Partnership (CT/18/15) on the status of the Partnership, current issues and performance of Devon Audit Partnership during the period November 2017 to February 2018 and some of the key achievements during this period.

Members noted:

- While due consideration had been given to a proposed change in the name of the Partnership from April 2018 to reflect the wider role of the function, the Head of the Devon Audit Partnership advised maintaining the established DAP name and working to develop further the brand.
- The additional expertise and capacity that the Counter Fraud Team from Plymouth would bring to the Partnership.
- The work undertaken with Audit Together which has been recognised nationally, where the Partnership are finalists in the Public Finance innovation awards in the sector of Internal Audit. The Committee thanked and congratulated staff for this accolade.

# Agenda Item 15

It was **MOVED** by Councillor Mathews, **SECONDED** by Councillor Hackett and

## **RESOLVED**

- (a) that the Committee notes the current status of the Partnership and current issues.
- (b) that the Committee note the transfer of the Counter Fraud Team from Plymouth to the Partnership.
- (c) that members note the continued high level of customer satisfaction achieved by the Partnership.

\* **20**      **Budget Monitoring 2017/18 - Month 9**

The Committee received the Report of the County Treasurer (CT/18/16) monitoring the Budget of the Partnership at month 9, indicating a potential for a slight underspend at the year end.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor Slade and

## **RESOLVED**

that the Committee note the projected outturn, variances and reason.

\* **21**      **Devon Audit Partnership Budget 2018 /19**

The Committee considered the Report of the Head of Partnership (CT/18/17) on setting the budget for 2018/19. The Head of the Partnership advised that Torbay Council had further reduced their contribution by £20k over 2017/18 contributions, which would result in a subsequent reduction in internal audit days that the Partnership will be able to provide to Torbay and a potential risk to that authority.

Members noted:

- The County Council's purchase of a risk management service from the Partnership.
- Expected higher levels of work to the Partnership through EU grant audit work.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor Slade and

## **RESOLVED**

that the Committee agrees the proposed budget for 2018/19 and the areas of uncertainty within the budgeted income figure.

\* **22**      **Quality Assurance & Improvement Programme**

The Committee considered the Report of the Head of Partnership (CT/18/18) on the Quality Improvement Action Plan for Devon Audit Partnership which sets out the areas for advancement in the next 12 months.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor O'Dwyer and

## **RESOLVED**

That the Committee notes the current Quality Improvement Action Plan, the challenges for the future and the action being taken by management to react to these challenges.

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**



# Agenda Item 15

The Meeting started at 10.30 am and finished at 11.21 am

# Agenda Item 15

## DEVON EDUCATION FORUM

21 March 2018

Present:-

Schools Members

Primary School Head teachers

|             |                              |
|-------------|------------------------------|
| Mr A Dobson | Marwood Primary              |
| Mr J Stone  | Denbury Primary              |
| Mr M Boxall | Exeter Children's Federation |

Primary School Governors

|               |                                 |
|---------------|---------------------------------|
| Mrs A Blewett | Kings Nympton Primary           |
| Mr M Dobbins  | Exmouth Marpool Primary         |
| Ms M Wallis   | Whimple School ( <b>Chair</b> ) |

Secondary School Head teachers

|               |                                                                   |
|---------------|-------------------------------------------------------------------|
| Ms M Marder   | The Ted Wragg Multi Academy Trust ( <i>Academy Member</i> )       |
| Ms A Mitchell | The Ted Wragg Multi Ac Trust ( <i>Academy Substitute Member</i> ) |
| Mrs J Phelan  | Culllompton CC                                                    |
| Mr M Shanks   | Education South West ( <i>Academy Member</i> )                    |

Secondary School Governors

|                |                                                    |
|----------------|----------------------------------------------------|
| Ms J Elson     | Exmouth CC ( <i>Academy Member</i> )               |
| Mrs J Larcombe | Uffculme Academy Trust ( <i>Academy Member</i> )   |
| Mr T Newman    | Chulmleigh Academy Trust ( <i>Academy Member</i> ) |

Nursery School

|             |         |
|-------------|---------|
| Mrs S Baker | Westexe |
|-------------|---------|

Special School HeadTeacher

|               |                          |
|---------------|--------------------------|
| Ms B Caschere | Exeter Southbrook School |
|---------------|--------------------------|

Special School Governor

|              |                |
|--------------|----------------|
| Mrs F Butler | Marland School |
|--------------|----------------|

Alternative Provision

–

Non-Schools Members

|               |                                              |
|---------------|----------------------------------------------|
| Ms B Alderson | Teachers Consultative Committee              |
| Mrs S Barnett | Early Years Private, Voluntary & Independent |
| Mr B Blythe   | 16-19 West England School & College          |

Observer

|                      |                                                 |
|----------------------|-------------------------------------------------|
| Councillor J McInnes | Cabinet Member – Children's Services and Skills |
|----------------------|-------------------------------------------------|

Apologies

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| Mr J Bishop      | Cornerstone Academy Trust ( <i>Academy Member</i> )         |
| Mr P Walker      | First Federation Trust ( <i>Academy Substitute Member</i> ) |
| Mr A Walmsley    | First Federation ( <i>Academy Member</i> )                  |
| Mr R Haring      | Ivybridge CC ( <i>Academy Member</i> )                      |
| Mrs T Sturtivant | Tiverton High                                               |
| Mr J Searson     | Exeter Diocesan Board of Education                          |

**Minutes**

**DECISION:**

That the minutes of the meeting held on 15 January 2018 be signed as a correct record.

67

**Minutes**

**DECISION:**

That the minutes of the meeting held on 15 January 2018 be signed as a correct record.

68

**Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet**

**DISCUSSION:**

Matters discussed within the Head of Education & Learning's Update minute.

69

**Membership**

**DISCUSSION:**

The following membership changes were noted:-

Mr Arnet Donkin had resigned as 16-19 substitute member, with elections in hand for his replacement.

**ACTION:**

County Solicitor (Fiona Rutley)

70

**Head of Education & Learning Update**

**DISCUSSION:**

The Head of Education & Learning reported on progress with:-

Public Health Nursing and Portage was to be in-sourced into Children's Services and Education & Learning respectively wef April 2019, with benefits from these services being joined up;

Safer Devon Partnership funding was to be available to support personal, social, health and economic education (PSHE), with 100k over the two phases (education/core) to support staff to deliver the curriculum;

Devon County Council had met its target to transfer all Special Educational Need statements to new Education Health and Care Plans by 31 March 2018. However there was continued concern at the length of time taken to progress new assessments. The Council had approved an additional 10 staff to increase turn around and the quality of EHCP work, together with an additional 2 staff for the independent advice service and increases in the educational psychologist's team wef 1 April 2018;

Strategy Improvement Fund bids for mathematics, middle leadership mathematics and training and support for governors and other bids from teaching schools

Alternative Provision government review, where Devon Inclusion Project had already identified themes and the Regional Schools Commissioner was working with SchoolsCompany Trust and other providers to secure the provision.

The following documents (links below) were also drawn to members' attention:-

-CS/18/10 2017-18 Strategic Review of SEND Provision (to Cabinet, 14 March 2018), with funding schools could bid for, for small changes eg break out space.  
<http://democracy.devon.gov.uk/documents/s15084/Review%20of%20SEN%20Provision%202017%20CS1810.pdf>

-SEN Annual Report (to Children's Scrutiny Committee, 20 March 2018), showing that Devon was 9 out of 52 LAs nationally for its performance for children with SEN and EHCP at key stage 2. The Phonics dip was due to the cohort of children with particularly complex needs. Exclusions of SEN pupils remained an issue which was being picked up by the Devon Inclusion Project.  
<http://democracy.devon.gov.uk/documents/s15214/CS1813%20-%20Q3%20EAL%20Performance%20Report.pdf>

The associations congratulated the Head of Education & Learning on the positive action and progress above.

**DECISION:** that Devon's success in bids, SEN performance, EHCP target and SEN additional staffing resources for EHCP plans as above be welcomed.

**ACTION:**

Head of Education & Learning (information to DEF members awaited on universal cohort data as per page 3 of the CiC Annual Report)

71

**Finance Update**

**DISCUSSION:**

(Ms Marder declared an interest in the Growth Fund proposals for Cranbrook by virtue of being the Chief Executive Officer of the Ted Wragg Multi Academy Trust, of which Cranbrook Education Campus was a member - (c)(ii) below and refrained from voting on this matter only).

(Miss Mitchell declared an interest in the Growth Fund proposals for Cranbrook by virtue of being a Headteacher within the Ted Wragg Multi Academy Trust, of which Cranbrook Education Campus was a member - (c)(ii) below and refrained from voting on this matter only).

The Forum received the report of the Chief Officer for Children's Services and County Treasurer (DEF/18/03).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 7 March 2018 and issues highlighted by SFG including:-

Growth Policy, Cranbrook (SFG note 2a);  
SEND/High Needs (SFG note 4) – discussed at minute 73 below;  
Carry Forwards (SFG note 5).

The report (DEF/18/03) covered:-

Budget Monitoring Report Month 10 (2017/18) - Dedicated Schools Grant (DSG);  
2017/18 Advanced Notice of Planned Carry Forward;  
Growth Fund.

Budget monitoring month 10 summarised the forecast position and major variations and High Needs budgets and forecast position, where continued management action was starting to come through.

In response to the growth fund discussion the County Treasurer advised that the growth fund financial plan proposals included an additional allocation of £1m for 2019/20 to be top-sliced from the Schools Block with a review taking place in following years. This would effect the amount of funding on the lump sum for primaries and free school meal factors for secondary schools. The Department for Education were currently reviewing the treatment of Growth Funding as part of the National Funding Formula which may change future decisions on whether there would be a continued need to deal with the Growth Fund locally.

The headteacher associations expressed their appreciation to officers for the ongoing collaborative working to improve outcomes.

**DECISION:**

(a) that month 10 DSG monitoring position as set out in section 1 of report (DEF/18/03) be noted;

(b) that in respect of the allocation of the deficit and surplus carry forward recommendations from 2017/18 as set out in section 2 of report (DEF/18/03):-

(i) tables 3 and 4 be approved/noted as indicated:-

**Table 3: Deficit budgets to be carried forward**

| Budget Line                     | Amount<br>£'000 | Notes                                                                                                               | Decision                                      |
|---------------------------------|-----------------|---------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| Growth Fund                     | 217             | Deficit Balance – agreed to be carried forward by DEF (Note: Additional £175k highlighted not included at month 10) | 2.1 Noted<br>(Approved in principle 23.11.17) |
| High Needs Block                | 2,517           | Deficit Balance – agreed to be carried forward by DEF                                                               | 2.1 Noted<br>(Approved in principle 23.11.17) |
| <b>Total Central Provisions</b> | <b>2,734</b>    |                                                                                                                     |                                               |

**Table 4: Surplus budget carry forward requests**

| Budget Line                             | Amount<br>£'000 | Notes                                                                                       | Decision     |
|-----------------------------------------|-----------------|---------------------------------------------------------------------------------------------|--------------|
| Maternity                               | 187             | Rolled forward 2017/18 underspend to fund ongoing maternity cover                           | 2.2 Noted    |
| Schools and DSG Contingency             | 610             | Rolled forward to fund contingency agreements in 2018/19 onwards                            | 2.3 Noted    |
| <b>Total De-delegated budgets</b>       | <b>778</b>      |                                                                                             |              |
| Phase Associations                      |                 |                                                                                             |              |
| DAPH                                    | 82              | Re-instated 2016/17 balances used against HNB                                               | 2.4 Approved |
| DASH                                    | 43              | Re-instated 2016/17 balances used against HNB                                               |              |
| <b>Total Central Provisions budgets</b> | <b>125</b>      |                                                                                             |              |
| Hospital Education                      | 46              | New responsibilities for Medical AP students will put pressure on existing funds in 2018/19 | 2.5 Noted    |
| Mainstream SEN                          | 19              | Post 16 SEN – ESFA Funding that relates to summer term                                      | 2.6 Noted    |
| <b>Total High Needs</b>                 | <b>65</b>       |                                                                                             |              |
| Early Years Pupil Premium               | 137             | PVI Pupil premium                                                                           | 2.7 Approved |

|                                  |              |                                                                     |              |
|----------------------------------|--------------|---------------------------------------------------------------------|--------------|
| Early Years Growth Fund          | 10           | Slippage on Trinity start-up costs, funds are committed for 2018/19 | 2.8 Approved |
| <b>Total Early Years</b>         | <b>147</b>   |                                                                     |              |
| <b>Total C/forward requested</b> | <b>1,115</b> |                                                                     |              |

**\*(Vote: all phases maintained and academy, PVI)**

(ii) table 5 option (b) be approved (as supported by the Schools Finance Group), to carry forward the £151,000 and be included as DSG Contingency, as this funding remained available to maintained schools:-

**Table 5: Surplus budget no carry forward identified**

| Budget Line               | Amount<br>£'000 | Notes                                               |
|---------------------------|-----------------|-----------------------------------------------------|
| Licence and subscriptions | 22              | Accumulated savings no recognised demand in 2018/19 |
| Trade Unions              | 129             | Accumulated savings no recognised demand in 2018/19 |
| <b>Budget Underspends</b> | <b>151</b>      |                                                     |

**\*(Vote: all phases maintained and academy, PVI)**

(c) that in respect of the Growth Fund, section 3 of report (DEF/18/03 and Growth Policy, Cranbrook (Schools Finance Group note 2a)):-

(i) the revised Growth Fund criteria (Appendix B of the report and paragraphs 10. 11 and 12) be approved and implemented from April 2018;

(ii) a new paragraph 33 be added to the Growth Fund criteria, ie that: For a secondary school opening Key Stage 4 classes for the first time, an additional £45,000 be paid as a lump sum at the start of year 10 and then as the pupils progress, a second lump sum be paid at the start of year 11 (ie a total of £90,000 over two years), to cover the incidental costs of the additional class;

(iii) that the financial plan to include an additional allocation of £1m per annum from 2019/20 from the Schools Block be approved;

**\*(Vote: all phases maintained and academy, PVI)**

**ACTION:**

County Treasurer (Adrian Fox)

**72 Implementation of Headteacher Associations (DASH & DAPH) Forming a Community Interest Company**

**DISCUSSION:**

The Forum received the report from Headteacher Associations (Devon Association of Secondary Heads and Devon Association of Primary Heads) (DEF/18/04) outlining proposals to create a new "not for profit" CIC (named Schools Leadership Services), independent of the Local Authority, to provide a secure, sustainable future for association work on behalf of Devon's primary and secondary schools and their leaders, with a strong desire to keep schools across all phases, DA, SHAD and the LA working collaboratively together. A detailed commissioning specification was being worked up for the County Council to consider, with a view to agreement in principle end May 2018, in readiness for the November LA budget planning for 2019/20. Subject to testing the CIC would commence trading wef 1 September 2018 shadowing DASH and DAPH until 31 March 2019 with the Associations wound up once the CIC was fully established.

**DECISION:**

That the implementation of DASH and DAPH forming a Community Interest Company to represent school leaders and to work in a partnership agreement with Devon County Council be noted.

**73 Standing (and other) Groups**

The Forum received the following minutes of its standing groups:-

(a) Schools' Finance Group (SFG)

Minutes of the meeting held on 7 March 2018 (considered under Finance Update minute 71 above)

**DISCUSSION:**

In respect of SEND/High Needs (SFG note 4) regarding the split of social care and educational costs for children in residential settings. Officers had identified and were looking into individual cases with some priority, but there was a general acknowledgement that if there was a care cost, that part would be paid for by the County Council.

(b) School Organisation, Capital and Admissions (SOCA)

Minutes of the meeting held on 27 February 2018.

**DISCUSSION:**

The Forum noted for information that primary and secondary schools would provide improved admissions information to the LA's Admissions team, to assist offers of school places for children moving into an area during the main school summer holidays and enable children to start at a new school sooner.

**74 Dates of Future Meetings**

At 10am at County Hall, Exeter:-

Wed 20 June 2018  
Wed 17 October 2018  
Wed 23 January 2019  
Wed 20 March 2019.

The Meeting started at 10.00 am and finished at 10.55 am

The Schools Forum web is [www.devon.gov.uk/schoolsforum](http://www.devon.gov.uk/schoolsforum)



| <b>SCHEDULE OF CABINET MEMBER DECISIONS TAKEN SINCE PREVIOUS MEETING</b> |                                                                                                   |                       |
|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------|
| <b>Cabinet Remit/Officer</b>                                             | <b>Matter for Decision</b>                                                                        | <b>Effective Date</b> |
| Resources & Asset Management                                             | Fin 550 – Approval for variations in the approved Capital Programme 2017/18 and 2018/19           | 19 March 2018         |
|                                                                          |                                                                                                   |                       |
| Community, Public Health Transportation & Environment                    | Approval of the award of a local bus service contract MD/697 to Redwoods Coaches.                 | 19 March 2018         |
| Infrastructure, Development and Waste                                    | Approval of the Devon County Council Response to DfT Consultation on Great Western Rail Franchise | 4 April 2018          |

The Registers of Decisions will be available for inspection at meetings of the Cabinet or, at any other time, in the Democratic Services & Scrutiny Secretariat, during normal office hours. Contact details shown above.

In line with the Openness of Local Government Bodies Regulations 2014, details of Decisions taken by Officers under any express authorisation of the Cabinet or other Committee or under any general authorisation within the Council's Scheme of Delegation set out in Part 3 of the Council's Constitution may be viewed at <https://new.devon.gov.uk/democracy/officer-decisions/>



# DEVON COUNTY COUNCIL

## COUNCIL/CABINET FORWARD PLAN

In line with the public's general rights of access to information and the promotion of transparency in the way which decisions are taken by or on behalf of the Council, Devon County Council produces a Forward Plan of any Key Decisions to be taken by the Cabinet and any Framework Decisions to be made by the County Council. The Plan normally covers a period of a minimum of four months from the date of publication and is updated every month.

The County Council has defined key decisions as those which by reason of their strategic, political or financial significance or which will have a significant effect on communities in more than one division are to be made by the Cabinet or a Committee of the Cabinet. Framework Decisions are those decisions, which, in line with Article 4 of the Council's Constitution must be made by the County Council.

The Cabinet will, at every meeting, review its forthcoming business and determine which items are to be defined as key decisions and the date of the meeting at which every such decision is to be made, indicating what documents will be considered and where, in line with legislation, any item may exceptionally be considered in the absence of the press and public. The revised Plan will be published immediately after each meeting. *Where possible the County Council will attempt to keep to the dates shown in the Plan. It is possible that on occasion may need to be rescheduled.* Please ensure therefore that you refer to the most up to date Plan.

An up to date version of the Plan will available for inspection at the Democratic Services & Scrutiny Secretariat in the Office of the County Solicitor at County Hall, Topsham Road, Exeter (Telephone: 01392 382264) between the hours of 9.30am and 4.30am on Mondays to Thursdays and 9.30am and 3.30pm on Fridays, free of charge, or on the County Council's web site, 'Information Devon', (<http://www.devon.gov.uk/dcc/committee/>) at any time.

Copies of Agenda and Reports of the Cabinet or other Committees of the County Council referred to in this Plan area also on the Council's Website at (<http://www.devon.gov.uk/dcc/committee/mingifs.html>)

# FORWARD PLAN

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated for the reasons shown

Any person who wishes to make representations to the Council/Cabinet about (a) any of the matters proposed for consideration in respect of which a decision is to be made or (b) whether or not they are to be discussed in public or private, as outlined below, may do so in writing, before the designated Date for Decision shown, to The Democratic Services & Scrutiny Secretariat, County Hall, Exeter, EX2 4QD or by email to: [members.services@devon.gov.uk](mailto:members.services@devon.gov.uk)

## PART A - KEY DECISIONS

(To Be made by the Cabinet)

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| Date of Decision | Matter for Decision                                                                                                                                                                                         | Consultees                          | Means of Consultation**                       | Documents to be considered in making decision                                                                                                                                                                    | County Council Electoral Division(s) affected by matter |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
|                  | <i>Regular / Annual Matters for Consideration</i>                                                                                                                                                           |                                     |                                               |                                                                                                                                                                                                                  |                                                         |
| April 2018       | County Road Highway Maintenance Revenue Budget and On Street Parking Account<br>Allocation of highway maintenance funding allocated by the Council in the budget for the current/forthcoming financial year | N/A                                 | N/A                                           | Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions                                           |
| 11 April 2018    | County Road Highway Maintenance Capital Budget<br>Update on current years programmes and approval of schemes and proposed programmes for forthcoming financial year                                         | N/A                                 | N/A                                           | Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions                                           |
| 8 February 2019  | Admission Arrangements and Education Travel Review: Approval to admission arrangements for subsequent academic year                                                                                         | Schools, GBs and Phase Associations | Formal consultation and Devon Education Forum | Report of the Chief Officer for Childrens Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                             | All Divisions                                           |

|                                           |                                                                                                                                                                                                                 |                                                                             |                                                                                         |                                                                                                                                                                                                                  |               |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 8 February 2019                           | Target Budget: Target Budget: Impact of the Provisional Local Government Settlement for forthcoming year on the preparation of that year's budget and affirmation/re-affirmation of service expenditure targets | N/A                                                                         | N/A                                                                                     | Report of the outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                  | All Divisions |
| <i>Specific Matters for Consideration</i> |                                                                                                                                                                                                                 |                                                                             |                                                                                         |                                                                                                                                                                                                                  |               |
| 11 April 2018                             | Transport Capital Programme 2018/19 For approval                                                                                                                                                                | Public, HoSW LEP\LTB, District Councils, Stakeholders and Delivery Partners | LTP 2011-2026 consultation, meetings, planning applications and local plan consultation | Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                 | All Divisions |
| Page 127<br>2018 April                    | Regional Adoption Agency: Approval to Options Appraisal and Business Case for the interim Devon Single LA Hosted RAA (Minute *181/12 April 2017 refers)                                                         | Partner Authorities                                                         | Meetings and correspondence                                                             | Report of the Head of Children's Social Care (Deputy Chief Officer) outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.            | All Divisions |
| 2018 April                                | Technology Enabled Care and Support (TECS) Strategy                                                                                                                                                             |                                                                             |                                                                                         | Report of the Head of Adult Commissioning and Health outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                           | All Divisions |
| 11 April 2018                             | Department for Transport Consultation on the use of section 19 and section 22 permits for road passenger transport in Great Britain (Community Transport) Devon County Council Response                         | DCC is a consultee                                                          | N/A                                                                                     | Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                 | All Divisions |
| 16 May 2018                               | Sponsorship of Highway Assets                                                                                                                                                                                   | N/A - Consultations post Cabinet decision                                   | N/A                                                                                     | Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 16 May 2018                               | Realignment of the A379 at Slapton Line                                                                                                                                                                         | Land owner/occupier, Natural England, Slapton Line Partnership              | Meetings and correspondence                                                             | Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | Kingsbridge   |

|              |                                                                                      |                                     |                        |                                                                                                                                                                                                                                                                                                                                                 |               |
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| 16 May 2018  | Future Direction of Network Management                                               | n/a                                 | n/a                    | Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                | All Divisions |
| 16 May 2018  | Ash Die Back Disease: Policy Update and Management                                   | Devon Ash Die Back Resilience Forum | Meetings and Workshops | Report of the Head of Digital Transformation and Business Support, Chief Officer for Communities, Public Health, Environment and Prosperity, Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 16 May 2018  | Promoting independence in Devon: Our Vision, 5 year Plan and Annual Report for 2017" |                                     |                        | Report of the Head of Adult Commissioning and Health outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                          | All Divisions |
| 16 May 2018  | Accommodation Strategy                                                               |                                     |                        | Report of the Head of Adult Commissioning and Health outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                          | All Divisions |
| 16 May 2018  | Adult Services Market Sufficiency                                                    |                                     |                        | Report of the Head of Adult Commissioning and Health outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                          | All Divisions |
| 16 May 2018  | Disabilities Delivery Plan                                                           |                                     |                        | Report of the Head of Adult Commissioning and Health outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                          | All Divisions |
| 13 June 2018 | Children in Care - Placement Sufficiency                                             | TBC                                 | TBC                    | Report of the Chief Officer for Childrens Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                            | All Divisions |
| 13 June 2018 | Single-Use Plastics Strategy and Action Plan                                         | Devon Norse and Coaver Club         | Meetings               | Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                | All Divisions |

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| 11 July 2018      | Sherford Main Street: Approval to appointment of contractor and construction               | Community and Stakeholders as part of planning process and Highways England, Plymouth City Council, and South Hams District Council as part of design process. | Community and Stakeholder consultation as part of planning process. | Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | Bickleigh & Wembury; Ivybridge; South Brent & Yealmpton |
| 12 September 2018 | Budget Monitoring: Month 4                                                                 |                                                                                                                                                                |                                                                     | Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                 | All Divisions                                           |
| February 2019     | Children and Young People Plan Approval to Children & Young People's Plan for 2018 onwards |                                                                                                                                                                |                                                                     | Report of the Chief Officer for Childrens Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.             | All Divisions                                           |

| <b>PART B -FRAMEWORK DECISIONS</b><br>(Requiring approval of the County Council) |                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                |                                                                                         |                                                                                                                                                                  |                                                                |
|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| <b>Date of Decision</b>                                                          | <b>Matter for Decision</b>                                                                                                                                                                                                                                                                                                                                                                    | <b>Consultees</b>                                                              | <b>Means of Consultation**</b>                                                          | <b>Documents to be considered in making decision</b>                                                                                                             | <b>County Council Electoral Division(s) affected by matter</b> |
| 15 January 2019<br><br>14 February 2019                                          | Pay Policy Statement<br>Recommendation to County Council in February of each year to approve, in accordance with the provisions of the Localism Act 2011 of the Councils Annual Pay Policy Statement setting out its policy for each financial year relating to remuneration of Chief Officers and other employees and the relationship between the pay of chief officers and other employees | Appointments & Remuneration Committee                                          | Public Meeting                                                                          | Report of the outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                  | All Divisions                                                  |
| 14 February 2019                                                                 | Revenue Budget, Medium Term Financial Strategy & Capital Programme for next subsequent financial year and beyond                                                                                                                                                                                                                                                                              | Public, Stakeholders, Trades Unions, Business and Voluntary Sectors and public | Statutory consultations, meetings, fora and public meetings, correspondence and website | Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions                                                  |



## PART C - OTHER MATTERS

(i.e. Neither Key Nor Framework Decisions)

| Date of Decision                                                             | Matter for Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Consultees                                                                                                       | Means of Consultation** | Documents to be considered in making decision                                                                                                                                                                            | County Council Electoral Division(s) affected by matter |
|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
|                                                                              | <i>Regular / Annual Matters for Consideration</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                  |                         |                                                                                                                                                                                                                          |                                                         |
| Between 11 April 2018 and 31 December 2019                                   | Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | As necessary                                                                                                     |                         | Report of the outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                          | All Divisions                                           |
| Between 01 April 2018 and 1 May 2021<br>Between 11 April 2018 and 1 May 2021 | Standing items on the future management, occupation, use and improvement of individual holdings and the estate, monitoring the delivery of the Budget & the Estate Useable Capital Receipts Reserve in line with the approved policy and budget framework<br><i>[NB: Items relating to the letting or occupancy of individual holdings may contain information about, or which is likely to reveal the identity of, an applicant for a holding and about the financial and business affairs of the Council and any prospective or existing tenant that may need to be discussed in the absence of the press and public]</i> | To be considered at the Farms Estates Committee, including any advice of the Council's Agents NPS South West Ltd |                         | Report of the Head of Digital Transformation and Business Support, County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.    | All Divisions                                           |
| 16 May 2018                                                                  | Public Health Annual Report<br>Receipt of statutory annual report on the health of people in Devon by the Director of Public Health.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | N/A                                                                                                              | JSNA                    | Report of the Chief Officer for Communities, Public Health, Environment and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions                                           |
| Between 16 May 2018 and 14 June 2018                                         | Approval to Revenue & Capital Outturn, for the preceding financial year                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | N/A                                                                                                              | N/A                     | Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                         | All Divisions                                           |

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| 11 July 2018                              | Annual Childcare Sufficiency Report: Endorsement of Annual report outlining how the Council is meeting its statutory duty to secure sufficient early years and childcare places and identifying challenges and actions for the coming year in relation | Interested parties and partners and schools and parents |     | Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.           | All Divisions |
| 11 July 2018                              | Treasury Management Stewardship Outturn Report                                                                                                                                                                                                         | Corporate Services Scrutiny Committee                   | n/a | Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                         | All Divisions |
| 14 November 2018                          | Devon Safeguarding Adults Board Annual Report 2017<br>To receive the Annual Report of the Devon Safeguarding Adults Board                                                                                                                              | N/A                                                     | N/A | Report of the Democratic Services and Scrutiny Manager outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 22 December 2018                          | Treasury Management Stewardship - Mid Year Position                                                                                                                                                                                                    | N/A                                                     | N/A | Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                         | All Divisions |
| 32 March 2019                             | Strategic Review of Special Educational Needs Provision                                                                                                                                                                                                | TBC                                                     | TBC | Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.           | All Divisions |
| <i>Specific Matters for Consideration</i> |                                                                                                                                                                                                                                                        |                                                         |     |                                                                                                                                                                                          |               |