



**OVERVIEW SCRUTINY GROUP**

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To: Councillors Baines, Bradshaw, Brookes, Capleton (Chair), Gerrard, Paling and Ranson (Vice-Chair) (For attention)

All other members of the Council  
(For information)

You are requested to attend the meeting of the Overview Scrutiny Group to be held in Committee Room 2 - Council Offices on Monday, 11th March 2019 at 6.30 pm for the following business.

Chief Executive

Southfields  
Loughborough

1st March 2019

**AGENDA**

1. APOLOGIES
2. MINUTES OF THE PREVIOUS MEETING 4 - 8  
To approve the minutes of the meeting of the Group held on 11th February 2019.
3. DISCLOSURES OF PECUNIARY AND PERSONAL INTEREST
4. DECLARATIONS OF THE PARTY WHIP

5. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES  
11.16

No questions were submitted.

6. CABINET ITEMS FOR PRE-DECISION SCRUTINY

The following items were identified for pre-decision scrutiny from the Cabinet agenda for 14th March 2019:

(a) Budget Virements for Planning and Regeneration Service 9 - 13

A report of the Head of Planning and Regeneration to seek approval for the virement of budget in cost centres in the Planning and Regeneration Service, in order to meet expenditure on agency workers this financial year will be considered for pre-decision scrutiny. This is in order to make recommendations to the Cabinet as appropriate.

(b) Local Development Scheme 14 - 32

A report of the Head of Planning and Regeneration to approve a revised Local Development Scheme (LDS) will be considered by the Group for pre-decision scrutiny in order to make recommendations to the Cabinet as appropriate.

(c) Children and Young People's Strategy 2019 - 2024 33 - 82

A report of the Head of Neighbourhood Services to bring forward the Children and Young People's Strategy 2019 – 2024 for consideration and approval will be submitted to the Group for pre-decision scrutiny. This is to make recommendations to the Cabinet as appropriate.

7. OVERVIEW SCRUTINY GROUP PRE-DECISION SCRUTINY - 83 - 87  
CABINET RESPONSE

A report of the Cabinet setting out its responses to recommendations of the Group on pre-decision scrutiny items.

8. WORK PROGRAMME 88 - 98

A report of the Head of Strategic Support setting out the list of forthcoming Executive Key Decisions and the Group's Work Programme for consideration, in order to identify items for future scrutiny.

## SCRUTINY QUESTIONS

What topics to choose?

- What difference will scrutiny make?
- Is this an area of concern – public/performance/risk register?
- Is this a corporate priority?
- Could scrutiny lead to improvements?
- What are the alternatives to pre-decision scrutiny?

Pre-decision scrutiny

- What is Cabinet being asked to agree?
- Why?
- How does this relate to the overall objective? Which is ...?
- What risks have been identified and how are they being addressed?
- What are the financial implications?
- What other options have been considered?
- Who has been consulted and what were the results?
- Will the decision Cabinet is being asked to take affect other policies, practices etc.?

Basic Questions

- Why are you/we doing this?
- Why are you/we doing it in this way?
- How do you/we know you are making a difference?
- How are priorities and targets set?
- How do you/we compare?
- What examples of good practice exist elsewhere?

## OVERVIEW SCRUTINY GROUP 11TH FEBRUARY 2019

PRESENT: The Chair (Councillor Capleton)  
Councillors Baines, Bradshaw, Gerrard, Paling  
and Parsons

Councillors Barkley (Deputy Leader of the Council  
and Cabinet Lead Member for Finance and  
Property Services) and Mercer (Cabinet Lead  
Member for Housing)

Chief Executive  
Strategic Director of Corporate Services  
Head of Strategic and Private Sector Housing  
Democratic Services Officer (NA)

APOLOGIES: Councillor Brookes and Ranson

The Chair stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

### 51. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Group held on 14th January 2019 were confirmed as a correct record and signed.

### 52. DISCLOSURES OF PECUNIARY AND PERSONAL INTEREST

The following disclosures were made:

Councillor Gerrard declared a personal interest in item 06A.

### 53. DECLARATIONS OF THE PARTY WHIP

No declarations were made.

### 54. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions were submitted.

### 56. LIGHTBULB SERVICE IMPLEMENTATION UPDATE

A report of the Head of Strategic and Private Sector Housing was considered (item 06A on the agenda filed with these minutes).

The Lead Member for Housing and the Head of Strategic and Private Sector Housing attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The remit of the support workers was explained to the Group. A Housing “MOT” was carried out to assess what services were required and the Housing Support Coordinator would arrange for the provision of equipment, adaptations and signpost the individual to other services.
- (ii) The 11% increase in service costs was partially attributed to the National Pay Award, which had increased salaries for the staff involved. There had also been increased costs for the central hub management in Blaby which contributed to the 11% increase.
- (iii) It was envisaged that the scheme would produce overall savings to the public purse as more individuals were staying in their homes and not being dependent on social services care. There was also an emphasis on improving care for the individual and providing a more holistic approach.
- (iv) The targets for the scheme were set out to the Group. The Disabled Facilities Grant targets were being met but it was felt they could be improved. The initial target for the Housing Support Coordinators of seeing referred cases within 2 to 3 weeks was not being met although the hope was to decrease the waiting list for the service which would enable the team to meet the 2 to 3 week target.
- (v) The Group was advised that the Scheme would be reviewed again if there was an increase in charges and reassurance was given that this was not an open-ended commitment.
- (vi) The Group discussed how the performance of the Scheme would be scrutinised and was advised that the current scrutiny structure would be changing and the scrutiny for the scheme would come under the Directorate scrutiny committee, to be added to their work programme.
- (vii) Running the Scheme in partnership had increased efficiency of service delivery as the Housing Support Coordinators acted as the single point of contact and could refer the individual to other services. There was an increased focus on joint working between services and offering a better level of support to the individual to remain living independently.
- (viii) The Group was assured that the Council had rigorously evaluated the Business Case for the Scheme before it was agreed to ensure that it offered value for money to Charnwood residents.

**RESOLVED** that the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Strategic and Private Sector Housing.

#### Reason

Having considered the report and asked questions of the Lead Member for Housing and the Head of Strategic and Private Sector Housing on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

57. CAPITAL STRATEGY 2019/20

A report of the Head of Finance and Property Services to consider the Capital Strategy for approval was presented to the Group (item 06B on the agenda filed with these minutes).

The Lead Member for Finance and Property Services and the Strategic Director for Corporate Services attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was assured that the Council would not be “double borrowing” money. There were strict governance procedures in place to track any movement of funds and there were also strict guidelines in place to dictate where funds could be spent. The Council’s policy stated what the priorities for this year were and where money would be spent to reassure Members. The role of the Section 151 Monitoring Officer was also to safeguard against this practice.
- (ii) The need to keep residents’ money secure was echoed by the Lead Member who emphasised the paramount importance of protecting taxpayers’ money. The Council had and would continue to use outside advisors who had experience of commercial markets and property investments and who could advise the Council fully. There was also a plan to upskill officers so that they were better able to understand and advise on any investments made by the Council.
- (iii) The Council was aware of the changing nature of the investment market and was always looking at the measure in place to ensure the Council’s financial position was secure. The Council were risk aware rather than risk adverse as it was accepted that some level of risk was needed to be commercially active.
- (iv) The Group was advised that the Council would consider e-commerce (distribution warehouses) investments but any such investments would need to satisfy the Council’s requirement for security, return and risk. The Council was aware of the decline in the retail sector and would take advice on the type of investments which should be made. The Council had invested in property funds and engaged professional advice to advise on particular investments.

**RESOLVED** that the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Finance and Property Services, although the Group wished to note their concern over potential “double borrowing” by the Council and wanted the Cabinet to be mindful of making any investments and how they used Council funds.

Reason

Having considered the report and asked questions of the Lead Member for Finance and Property Services and the Strategic Director of Corporate Services on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

58. OVERVIEW SCRUTINY GROUP PRE-DECISION SCRUTINY - CABINET RESPONSE

A report of the Cabinet was considered setting out its responses to the recommendations of the Group on pre-decision scrutiny items (item 7 on the agenda filed with these minutes).

**RESOLVED** that the Cabinet's responses to the Group's recommendations be noted.

Reason

The Group was satisfied that it added value where appropriate and welcomed the Cabinet's consideration of the Group's views and recommendations as part of its decision making process.

59. WORK PROGRAMME

A report of the Head of Strategic Support was considered, to enable the Group to consider its work programme and forthcoming Key Decisions and decisions to be taken in private by the Cabinet in order to schedule items for pre-decision scrutiny and to provide an opportunity for members of the Group to raise suggestions on issues for scrutiny (in addition to pre-decision scrutiny) which fell within the Group's remit, for scheduling by Scrutiny Management Board (item 8 on the agenda filed with these minutes).

The Group considered the report (and further information on the forthcoming Key Decisions and decisions to be taken in private by the Cabinet provided by the Chief Executive at this meeting) and agreed to schedule items for pre-decision scrutiny prior to the next Cabinet meeting, but that the following pre-decision scrutiny items should be added to its work programme at this stage:

**RESOLVED** that the Group's current work programme be noted and updated following this meeting, in accordance with the decisions taken during consideration of this item and at this meeting and any items of pre-decision scrutiny that require changing due to their reprogramming by the Cabinet.

Reason

To ensure effective and timely scrutiny, either to provide Cabinet with advice prior to it taking a decision or to ensure that the Council and external public service providers and partners were operating effectively for the benefit of the Borough.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 25th March 2019 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of these minutes.

2. These minutes are subject to confirmation as a correct record at the next meeting of the Overview Scrutiny Group.



## CABINET - 14TH MARCH 2019

### Report of the Head of Planning & Regeneration Lead Member: Councillor Vardy

#### Part A

#### VIREMENT – PLANNING AND REGENERATION SERVICE

##### Purpose of Report

To seek approval for the virement of budget in cost centres in the Planning and Regeneration Service in order to meet expenditure on agency workers this financial year.

##### Recommendation

1. That a transfer of budget (virement) of £36,000 from Planning Growth Capacity Support Grant/ring fenced reserve (X157) be made to cover Planning agency costs (P330 A0153 Local Plans) up to 31<sup>st</sup> March 2019, leaving a balance of £79,000 in this reserve.
2. That a transfer of budget (virement) of £102,000 from Planning Delivery Grant Reserve/(not ring fenced) (X449) is made to (P499 A0153 Development control) to cover agency costs up to 31<sup>st</sup> March 2019, leaving a balance of £208,000 in this Reserve.
3. That a transfer of budget (virements) of £12,000 is made from P299 Conservation A0101 Salary underspend to P299 A0153 agency Costs to 31<sup>st</sup> March 2019.

##### Reason

- 1 - 3 To meet the current and forecast expenditure in cost centres P499 A0153, P299 A0153 and P330 A0153 to year end and to comply with the financial procedure rules 1.3, 1.7 and 1.8

##### Policy Justification and Previous Decisions

The provision of a fully staffed Planning Service is important if it is to maximise its contribution to the Corporate Plan aim 'to create a strong and lasting economy' and to ensure that growth in homes and infrastructure benefits residents through improved community facilities, affordable housing and superfast broadband.

The current structure of the Planning and Regeneration Service was approved by Cabinet in April 2018 (minute 93 17/18 refers) and the budget for establishment posts for 2017/18 was approved by Council in February 2018 (minute 80.1 17/18 refers).

The use of agency staff in the Planning and Regeneration Service has been the subject of scrutiny by the Performance Panel at its meetings on 15 December 2015 (minute 36.2 15/16 refers), 13 December 2016 (minute 38 16/17 refers) and 4 July 2017 (minute 6 17/18 refers).

Rules 1.3, 1.7 and 1.8 in Appendix 3 of the Council's Financial Procedure Rules set the rationale for virement and the limits on the delegation to officers in terms of the level of cumulative budget that can be vired by officers, between cost centres and between Service areas within the same Directorate. Under the Council's Financial Procedure Rules, S151 Officer and Cabinet approval is required for virements made in a single cost centre that are cumulatively above £100k in a given financial year and where these virements are between the controllable budgets of cost centres within the same directorate, but in different Head of Service areas.

#### Implementation Timetable including Future Decisions and Scrutiny

The report seeks approval for the virement of budget from cost centres within the Service to meet the expenditure on agency workers and their forecast costs to year end.

#### Report Implications

The following implications have been identified for this report.

##### *Financial Implications*

The virement requested is from the Planning Growth Capacity Support Grant reserve, the Planning Delivery Grant Reserve and a budget underspend in cost centre P299 to fund the projected overspend on agency costs, as detailed in Part B of this report. The virement will meet current and forecast expenditure on agency staff in cost centres to the end of the year. The financial implications are that reserves have been reduced by £138,000 to cover the overspend on agency staff for 2018/19.

##### *Risk Management*

No specific risks are identified with this decision

Key Decision:	No
Background Papers:	None
Officer to contact:	Richard Bennett Head of planning and Regeneration  (01509) 634763 <a href="mailto:richard.bennett@charnwood.gov.uk">richard.bennett@charnwood.gov.uk</a>

## **Part B**

### Background

1. Agency workers are used in the Planning and Regeneration Service to cover long term vacant posts or long term staff absences and service pressures to ensure business continuity. Generally speaking, the need for agency workers cannot be planned for with any certainty and therefore any predictions as part of the budget process will always be subject to uncontrollable variables.
2. The Service Review approved by Cabinet in April 2018 provided transitional arrangements to implement the revised structure including virements within budget to fund agency workers in certain posts for up to six months during the recruitment phase. Those virements totalled £158,000 of salary budget from a number of vacant posts in cost centres across the service. The posts identified in the transition plan were:
  - M201 Group Leader Development Management (1 FTE)
  - P110 Team Leader Strategic Development (1 FTE)
  - P122 Principal Planning Officer (Development Management Team) (2 FTE)
  - P364 Senior Design Officer (1 FTE)
  - M365 Planning Enforcement Assistant (1 FTE)
3. A proactive recruitment process managed by external consultants in June 2018 was unable to appoint any satisfactory candidates for posts M201 and P110. Two recruitment processes for Post P122 in June 2018 and August 2018 were also unsuccessful. As a consequence agency workers in some of these posts have had to be retained longer than originally planned.
4. In addition to the transition plan, the Service has been subject to staffing pressures in other posts as part of normal staff turnover and management of long term absence, which have had to be supported by agency workers to ensure business continuity. These include:
  - P112 Senior Planning Officer (0.6 FTE)
  - M362 Planning Assistant (0.6 FTE)
  - P114 Planning Enforcement Officer (1 FTE)

### Expenditure up to Period 9

5. Virements on agency workers to Period 9 2018/19 for cost centres P499, P330, P004, is £260k. This is £102k more than that approved by Cabinet in April 2018.

### Forecast expenditure to year end

6. A forecast of expenditure on agency costs has been undertaken to find the estimated agency costs to maintain service continuity to year end. It shows a further requirement for virements of £149k.

## Proposals

7. Agency workers are expected to provide a continuing resource in both the Local Plans Group and Development Management Group of the Service for the remainder of the current financial year. It is proposed to meet these costs by virement from planning reserves listed below and detailed in the appendix.

<b>Virement</b>	<b>Cost centre</b>	<b>Description</b>
£36k	X157	MHCLG Growth Fund Reserve
£102k	X449	Planning Delivery Grant Reserve

**Total £138k**

8. Accordingly, under the Financial Procedure Rules, there is a requirement to seek S151 Officer support and cabinet approval for these virements, as cumulatively they exceed the £100k threshold for delegated authority to officers set by the constitution. The S151 Officer has given his approval to the proposal.

Appendix

Virements/funding Agency Costs	Agency Virements	Funding X157	Funding X449	Total funding
Period 1-Period 9 virements to cover Agency Costs	259,927.45	P330 A0153	P499 A0153	
Period 1-Period 9 net salary/agency costs P330/P499/ funded by Reserves X157/X449	81,171.63	18,895.37	62,276.26	81,171.63
Period 10-Period 12 P299 A0153 Agency costs funded from P299 Salary underpsend	11,975.46	0.00	0.00	0.00
Period 10-Period 12 P330/P499 to cover estimated net salary/agency costs	57,000.00	18,000.00	39,000.00	78,000.00
<b>Total Virements/Funding</b>	410,074.54	36,895.37	101,276.26	138,171.63

## CABINET - 14TH MARCH 2019

### Report of the Head of Planning and Regeneration Lead Member: Councillor Eric Vardy

#### Part A

#### CHARNWOOD LOCAL DEVELOPMENT SCHEME 2019

##### Purpose of Report

To approve a revised Local Development Scheme (LDS) so that the programme for the preparation of planning documents for Charnwood is agreed.

##### Recommendations

1. That the revised programme for the preparation of local development documents as set out in the Local Development Scheme attached to this report be approved;
2. That the Local Development Scheme comes into effect and is published on 1st April 2019;
3. That authority is delegated to the Head of Planning and Regeneration in consultation with the Lead Cabinet Member for Planning, Inward Investment and Tourism to make any minor typographical/graphical amendments to the Local Development Scheme prior to its publication.

##### Reasons

1. To ensure that the Local Development Scheme provides a realistic programme for the preparation of development plan documents.
2. To meet the requirements of Section 15 of the Planning and Compulsory Purchase Act (2004), as amended by the Localism Act 2011 and the Town and Country Planning (Local Development) (England) Regulations 2004 (as amended by the Town and Country Planning (Local Development) (England) (amendment) Regulations 2008, 2009 and 2012.
3. To enable the timely publication of the revised Local Development Scheme.

##### Policy Justification and Previous Decisions

The Local Development Scheme (LDS) is a statutory document that sets out the programme for the production of the Charnwood Local Plan. The last LDS was adopted following Cabinet approval in March 2018 (minute 107 18/19 refers).

The Local Plan will be an important tool in helping to deliver key aspects of the Corporate Plan, particularly for 'Creating a Strong and Lasting Economy' and 'Every Resident Matters'.

An up to date local plan is the primary means to encourage new jobs and businesses, ensure growth in homes and infrastructure benefits residents and to protect the environment for future generations. An up to date local plan will also support the Council's work to increase tourism and support initiatives to help our towns and villages to thrive and provide sports facilities and green spaces.

The legislative provisions for the Local Plan are set out in the Planning and Compulsory Purchase Act 2004 and the Localism Act 2011. Further regulation is provided by the Town and Country Planning (Local Development) (England) Regulations 2004. Amendments to the 2004 Act and Regulations in 2008, 2009 and 2012 provide further specificity around the requirements for LDS and Local Plan production. The Localism Act 2011 requires the LDS to be made available to the community and other interested parties so they understand what policy work will be done and when it is programmed to take place. This then helps them to time their own activities around engagement and promote their objectives at the appropriate time.

The form and content of local plans are shaped by the National Planning Policy Framework (NPPF) and National Planning Policy Guidance (NPPG) as appropriate.

#### Implementation Timetable including Future Decisions and Scrutiny

A revised version of the LDS is attached in the Appendix and covers the three year period to 31st March 2022 and would come into effect on 1st April 2019. The programme responds to the strategic planning matters for Leicester and Leicestershire and allows for local development need and supply factors to be considered over an appropriate timescale. The programme is necessary to set out the next stages in the preparation of local planning policy for Charnwood.

Development Plan Documents must be based on credible and robust evidence if they are to be found 'sound' by the Planning Inspectorate. The revised LDS includes a programme that focuses on the preparation of a Local Plan for Charnwood in this context. The LDS also signals the intention to prepare Supplementary Planning Documents to help guide the Council's policies on design and developer contributions.

#### Report Implications

The following implications have been identified for this report.

##### *Financial Implications*

Provision of £197k has been made in the budget for 2019/20 for consultancy work required for the evidence base to enable work identified by the Local Development Scheme to progress in 2019/20. Potential costs of the detailed programme of activity under years two and three will be identified ahead of the appropriate budget setting periods, taking into account the relevant Local Development Scheme review and prevailing circumstances. These will be identified as one-off budget pressures in the relevant budget rounds in line with normal working practice.

The total costs of producing a Local Plan consist of the consultancy costs and establishment staff costs over the period of plan preparation and the costs of the planning inspectorate. Members should be aware that the LDF draws on staff resources from across the council and that staff in the Planning and Regeneration Service are engaged in other tasks and it is difficult to establish exact costs. However, a response has previously been given to Council (Item 6: 6.3 on 29 June 2015) in respect of the last local plan process dating back to 2007 of around £1.5m in staff costs (or an average of about £190k a year over the eight year period) (minute 16.3 15/16 refers). The consultancy costs amounted to c£1m over the same period although it should be noted that these costs were high due to changes in circumstances as the plan progressed. The costs of the Planning Inspectorate are set by Regulation. The examination of the Core Strategy, which ended in November 2015, cost £111k.

### *Risk Management*

The risks associated with the decision Cabinet is asked to make and proposed actions to mitigate those risks are set out in the table below.

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Failure to publish a Local Development Scheme prejudices the effective programming of planning documents and the timely preparation of a sound Local Plan.	Unlikely (2)	Significant (2)	Moderate (4)	Maintain effect project management through the LDF Project Board

Key Decision:

Yes

Background Papers:

Planning and Compulsory Purchase Act 2004  
Town and Country Planning (Local Planning) (England) Regulations 2011  
National Planning Policy Framework (2018)

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## **Part B**

### **Background**

1. Local planning authorities are required to prepare a Local Development Scheme (LDS) setting out a 3 year programme for the preparation of local development documents and to keep it under review.
2. The Council adopted its first LDS in October 2005 and revisions have been made a number of times since. The LDS is now reviewed on an annual basis and presented to Cabinet. Commentary on the progress made on the milestones of the previous Local Development Schemes can be obtained from the Council's Annual Monitoring Reports. These are available to view online from the following link: [www.charnwood.gov.uk/pages/monitoringandresearch](http://www.charnwood.gov.uk/pages/monitoringandresearch).
3. The review of the LDS sets out the programme for preparing a Local Plan and signals the intention announced in the Core Strategy to prepare supplementary planning documents. It is essential that work on the local plan continues to be given high priority to maintain a positive planning framework for growth and to engage positively in strategic planning matters for Leicester and Leicestershire.

### **Progress made on the Local Plan**

4. Following the adoption of the Core Strategy in November 2015, The LDS 2016 signalled the commencement of a single local plan to cover the period to 2036 to respond to the Leicester and Leicestershire Strategic Growth Plan and the government's priority to significantly boost housing delivery.
5. The draft long term programme for the preparation of the new Local Plan is:
  - Draft Local Plan Consultation – July 2019
  - Pre-submission Consultation – February 2020
  - Submission – June 2020
  - Inspector's report published – November 2020
  - Adoption of Local Plan – November 2020
6. This programme has been amended since the publication of the LDS 2018 to take account of competing priorities in the form of the Strategic Growth Plan and Neighbourhood Plan support but also long term staff absence. The result is a programme that is some nine months behind that envisaged last year.
7. The programme for the Local Development Scheme will be monitored through the Annual Monitoring Report. Managing performance against this programme is important given community and stakeholder expectations and anticipated changes to the powers available to the Secretary of State to intervene in poor performing authorities.

### **Supplementary Planning Documents (SPD)**

8. The LDS proposes two Supplementary Planning Documents that will be worked on in the three year period:

- Design: to provide guidance on the interpretation and use of Core Strategy Policies CS2: Design, CS15 Open Spaces, Sport and Recreation and CS16: Sustainable Construction and Energy; and
  - Planning Obligations: to provide guidance on the interpretation and use of Core Strategy Policy CS24: Infrastructure and Delivery.
9. The Council expects to complete the Design SPD and significantly advance the Planning Obligations SPD within the three year programme of this Local Development Scheme. The individual programmes for the SPD will be prepared and managed to allow the timely preparation of the Charnwood Local Plan.

#### Appendices

Appendix: Charnwood Local Development Framework Local Development Scheme – April 2019 to March 2022

CHARNWOOD LOCAL PLAN  
LOCAL DEVELOPMENT SCHEME

APRIL 2019 TO MARCH 2022

APRIL 2019

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## **1. Introduction**

- 1.1. The Charnwood Local Development Scheme sets out the Council's programme for preparing the Charnwood Local Plan.
- 1.2. Local plans are the key to delivering sustainable development that reflects the vision and aspirations of local communities. They set the development strategy and policies for delivering the vision of the area. Having an up to date local plan is important because applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. In this respect, local plans provide clarity for development proposals and a degree of predictability for the community.
- 1.3. Charnwood Borough Council is committed to maintaining an up to date local plan in accordance with National Planning Policy Framework. The programme set out in this Local Development Scheme covers the period 2019 to 2022. It identifies the stages the local plan will go through and the timetable for key activity.

## **2. Local Plans**

- 2.1. The adopted Charnwood Local Plan is made up of the Core Strategy (2015) and the detailed 'saved' policies from the Borough of Charnwood Local Plan (2004). The Core Strategy sets the strategic planning framework for Charnwood for the period 2011-2028.
- 2.2. Whilst the proposals in the Core Strategy provide for the period up to 2028, and a number of the strategic growth sites contained within it will continue beyond 2028, the Council has a duty to maintain an up to date local plan. As a consequence, the Council is preparing a single Charnwood Local Plan document to extend the Core Strategy to 2036 and to replace the remaining 'saved' policies from the Borough of Charnwood Local Plan.
- 2.3. The Core Strategy also signals our intent to prepare Supplementary Planning Documents to provide guidance on how policies should be interpreted and a number of these are included in this programme.
- 2.4. Progress made on the Charnwood Local Plan is published each year in the Council's Annual Monitoring Report. The Annual Monitoring Report for 2019 will provide details on the Council's work towards the programme set out in this Local Development Scheme.
- 2.5. The planning system uses a raft of technical names for different documents and the status they enjoy. Although every attempt has been made to avoid technical terminology there are occasions where names which have a legislative meaning are used. Where this is the case a glossary of terms is provided at Appendix C to assist the reader. The relationship between different documents is shown in Appendix A.

### **3. Programme of work for 2019-2022**

#### **Local Plan**

- 3.1 The Council's priority within the three year period is to prepare and submit a new Local Plan and see it examined by the Secretary of State.
- 3.2 The Local Plan will build on the strategy contained within the Core Strategy, setting out the strategic and detailed policies to deliver the Council's vision for Charnwood up to 2036. It will take account of the commitments for housing, employment and other developments across Charnwood, including the existing strategic allocations for Sustainable Urban Extensions and the Loughborough Science and Enterprise Park. It will identify and allocate further sites in the borough needed to meet the needs of the community, including specific sites for development, and designations that reflect special character or that require protection. It will also set out specific policies and criteria against which planning applications for the development and use of land and buildings will be considered. The Local Plan will include a proposals map for the whole Borough.
- 3.3 Full details of the Local Plan and its milestones are set out at Appendix B. The Local Plan will be prepared to respond to the Leicester and Leicestershire Strategic Growth Plan which has been approved by all ten partner organisations. The Growth Plan was approved by this Council at the Council meeting on 5<sup>th</sup> November 2018. The Council has already consulted on the scope of the Local Plan (in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 and has started to collect evidence and discuss development options ahead of preparing a draft local plan. The long term programme for the preparation of the Local Plan is:
- Draft Local Plan Consultation – July 2019
  - Pre-submission Consultation – February 2020
  - Submission – June 2020
  - Inspector's report published – October 2020
  - Adoption of Local Plan – November 2020

#### **Leicester and Leicestershire Strategic Growth Plan**

- 3.4 Charnwood is part of the wider housing market for Leicester and Leicestershire and all of the Councils in this area work together to understand the need for homes and jobs and how to plan for them through their local plans in a coordinated way. A Strategic Growth Plan has been prepared which sets out the amount of homes and jobs needed and the agreement on their distribution across Leicester and Leicestershire between 2011 and 2050. A Strategic Growth Statement was published in Summer 2016 and a draft plan was the subject of consultation in Spring 2018. Following consultations with residents, businesses, organisations and other key stakeholders the plan was approved by all Councils at a series of meetings held during November and December 2018.
- 3.5 The relationship between the Charnwood Local Plan and the Strategic Growth Plan is an important one, as the local plan takes its lead from the Growth Plan's broader

strategy and the numbers of homes and jobs required in Charnwood. The development strategy for Charnwood is a key component of the local plan and can only be identified and tested now the Strategic Growth Plan has been approved. The Council will continue to be heavily engaged in this strategic work during the period covered by this Local Development Scheme, including a Statement of Common Ground, which is currently being prepared with the other authorities in the HMA and the programme for the Charnwood Local Plan reflects this. The relationship between the Charnwood Local Plan and the Strategic Growth Plan is recognised in the risk assessment in Section 5.

### Supplementary Planning Documents

- 3.6 Supplementary Planning Documents provide guidance on how existing planning policy should be used and interpreted when developing proposals and taking decisions on planning applications. The Core Strategy identified a need for three Supplementary Planning Documents and the first of these, a Housing SPD was adopted in May 2017. The remaining two SPDs are:
- **Design:** to provide guidance on the interpretation and use of Core Strategy Policies CS2: Design, CS15: Open Spaces, Sport and Recreation and CS16: Sustainable Construction and Energy; and
  - **Planning Obligations:** to provide guidance on the interpretation and use of Core Strategy Policy CS24: Infrastructure and Delivery.
- 3.7 The Council expects to complete the Design SPD and significantly advance the Planning Obligations SPD within the three year programme of this Local Development Scheme.

### Community Infrastructure Levy (CIL)

- 3.8 The Council has previously explored the potential for introducing a Community Infrastructure Levy charging schedule and infrastructure list. The Community Infrastructure Levy is a charge that local authorities can levy on most types of new development in their areas based on the size, type and location of the development proposed. The funding secured can be used towards delivery of infrastructure set out on the infrastructure list. However, the Council's major growth proposals set out in the existing Core Strategy are supported by individual Section106 legal agreements to secure the infrastructure necessary to mitigate their impacts. As a result, the benefits of a CIL Charging Schedule are much reduced. The Council will consider whether CIL is necessary to deliver the proposals set out in the new Local Plan but substantive work is not programmed within the three year programme set out in this Local Development Scheme.

### Statement of Community Involvement

- 3.9 A Statement of Community Involvement (SCI) sets out how a Council intends to consult and involve the community in the preparation and review of local development documents and in development management decisions. The Charnwood Statement of Community Involvement was published in January 2014.

The Council will consider whether to review the SCI within the three year programme set out in this Local Development Scheme.

### **Neighbourhood Development Plans**

- 3.9 The Localism Act makes provisions for Neighbourhood Development Plans to be prepared. More commonly referred to simply as Neighbourhood Plans, they are a community-led document initiated through a Parish/Town Council or Neighbourhood Forum and ultimately adopted by the Council as part of the development plan.
- 3.10 A number of parishes have or are in the process of producing Neighbourhood Plans. The Council provides support to Neighbourhood Forums to help them prepare these plans and will work with Town and Parish Councils and other designated groups to accommodate this work within the existing and emerging policy framework. This Local Development Scheme does not prescribe a timetable for those documents as they are led by the appropriate Neighbourhood Forum and not Charnwood Borough Council. However, within the three year period covered by this Local Development Scheme significant work is anticipated for at least three Neighbourhood Plans for Rearsby, Sileby and The Wolds Villages. These plans have the potential to join the Neighbourhood Plans for Thurcaston and Cropston, Barrow upon Soar, and, Thrussington as being ‘made’ by the Council and forming part of the development plan for the relevant parish area.

## **4. Project Management and Resources**

- 4.1. The Local Plan is managed day to day by the Group Leader of the Plans, Policy and Place Making Group under the direction of the Head of Planning and Regeneration. The Local Development Framework Project Board (LDF Board) provides oversight and is made up of the Chief Executive, the Strategic Director for Housing, Planning & Regeneration and Regulatory Services, the Lead Cabinet Member for Planning, Inward Investment and Tourism and the Leader of the Council.
- 4.2. The Planning Policy Team provides the bulk of the Council’s resource to progress the Local Plan but specialist expertise is drawn from across the Plans, Policies and Place-making Group and elsewhere across the Service when required. The close relationship between the Local Plan and the Council’s corporate priorities allows additional support to be drawn from across the Council on specific corporate activities.
- 4.3. Budgetary provision is sought on an annual basis based on the Service Delivery Plan and Local Development Scheme programme. Specific costs relating to the submission of documents and the Examination process are identified in the Council’s Medium Term Financial Plan.
- 4.4. The challenge of delivering growth is recognised. The Council is delivering the Local Development Scheme in a project managed environment, supported by appropriate resources.



## 5. Risk Assessment

- 5.1. An assessment has been carried out of the factors that could affect the ability of the council to deliver the Local Plan in accordance with the indicated programme. Actions to manage these risks have been identified.

Risk Identified	Likelihood/Impact	Management Action
Programme slippage	<b>Medium/Medium</b> The Council is expected to meet the milestones in the Local Development Scheme. Failure to deliver against the key milestones will be damaging to the reputation of the local planning authority and the absence of up to date planning policies will hamper the realisation of the Council's vision and lead to unplanned developments in the Borough. The deadlines for preparing the Local Plan are very challenging given the emphasis on community engagement and the potential for development industry interest.	The Local Development Framework Project Board will carefully monitor progress and give priority to achieving the key milestones set out in the Local Development Scheme.
Staff resources	<b>Low/High</b> The Planning Policy Team currently has a stable and experienced staff resource. However, staff changes will impact on the production of the local plan.	Ensure that sufficient staff resources with the necessary experience and expertise are available for the production of the local plan, supplementary planning documents and manage competing work priorities utilising agency resources as required
Financial resources	<b>Low/High</b> Sufficient financial resources are required to prepare the local plan and supplementary planning documents including for consultancy support, consultation and the examination process.	Ensure the Local Development Scheme informs the council's Medium Term Financial plan.
Competing work priorities	<b>High/Medium</b> The Planning and Regeneration Service is involved in a wide range of spatial policy work. Work to implement the Core Strategy, engage and support the Strategic Growth Plan, Neighbourhood Plans and any major unplanned	The high priority of the Local Plan is recognised and at certain times other work will have to take a much lower priority. Where this is not possible consideration is given to outsourcing work to other

Risk Identified	Likelihood/Impact	Management Action
	developments will weigh heavily on staff resources especially with respect to appeals.	local planning authorities or consultants.
Level of public interest cause delays	<b>Medium/High</b> Public interest in the Local Plan has been high during previous consultations	Resources are drawn from across the Planning and Regeneration Service at appropriate times to ensure representations are dealt with.
Lack of capacity of statutory agencies to respond and/or engage	<b>Low/High</b> Decisions taken nationally to change the resources of statutory agencies, and their capacity to manage local plan consultations and other work, may cause delays to the programme	The Local Development Scheme provides forward notice of the council's Local Plan programme. Maintain contact with key agencies to minimise prospect of slippage
Change in national policy/legislation	<b>Medium/High</b> Changes to the statutory process or new substantive policy which affects the content and direction of local policy preparation and decisions may cause delays to the programme.	The Council will carefully monitor new policy and legislation and give priority to managing any impacts on the key milestones set out in the Local Development Scheme
Slippage in strategic evidence/planning or Duty to Cooperate Matters	<b>Medium/High</b> Strategic evidence for homes, jobs and transport will help define the relationship between Charnwood and the wider housing market area and the role of the Charnwood Local Plan. Any delays to this strategic work may cause Duty to Cooperate issues and cause delays to the programme.	The Council will be represented in this strategic work and will carefully monitor and give priority to managing any impacts on the key milestones set out in the Local Development Scheme. A Statement of Common Ground is currently being prepared with the other authorities in the HMA.

## 6. Programme Chart

	2019												2020												2021												
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Charnwood Local Development Documents																																					
Approval of New Local Development Scheme			★																																		
New Local Plan							○																														

KEY:  
 Draft Local Plan ○  
 Pre-Submission ●  
 Submission ▲  
 Inspector's Report Published ●  
 Adoption ★

## Appendix A: Charnwood Local Plan and Supporting Documents



## Appendix B: Local Plan Profile

Overview	
Title	Charnwood Local Plan
Role and content	<p>Sets out the strategic policies to deliver the Council's vision for Charnwood up to 2036 within the strategic framework set by the Strategic Growth Plan 2011 - 2050</p> <p>Addresses the spatial implications of strategies prepared by other key bodies including the Strategic Growth Plan for Leicester and Leicestershire to be prepared jointly by the local authorities for the area.</p> <p>Identifies land use sites needed to meet development needs to 2036.</p> <p>Sets out specific criteria against which planning applications will be considered.</p> <p>Provides land use designations for the protection and management of natural resources.</p> <p>Includes a proposals map on ordnance survey base to identify specific policies and proposals for development or use of land.</p>
Coverage	Borough wide
Status	Development Plan Document
Chain of Conformity	In accordance with legislation, case law and national planning policies.

Timetable	
Start	April 2016
Scoping and Issues (Regulation 18)	July/August 2016
Draft plan consultation	July 2019
Publication (Regulation 27)	February 2020
Submission (Regulation 30)	June 2020
Examination hearings	August 2020
Adoption and publication of the DPD	November 2020

Management arrangements	
Organisational Lead	Head of Planning and Regeneration Services
Lead officer	Group Leader Plans, Policies and Place-making
Management	LDF Project Board; Cabinet and Full Council; Growth Advisory

Arrangements	Group
Resources required	Charnwood Senior & Core Management Team; Planning and Regeneration Service; Housing Service; Neighbourhood Services; Open Space and Waste Service; Leisure and Culture Service; Finance and Property Services; Strategic Support Service; Leicestershire County Council including Highway Authority and Education Authority; Leicester City Council including Highway Authority and Education Authority.
Community and Stakeholder involvement	Parish and Town Councils, partner organisations, and others as identified in the Regulations and the Statement of Community Involvement.
Monitoring and review	Annual Monitoring Report

## Appendix C: Glossary of Terms

Annual Monitoring Report (AMR)	An annual document that reports the progress made on plan preparation compared to the Local Development Scheme and the delivery of local plan policies including housing and employment delivery.
Core Strategy	A statutory planning document setting out the spatial vision and strategy for the Borough including key policies, proposals and strategic allocations to deliver the vision.
Development Plan Document (DPD)	Statutory documents prepared by the local planning authority with rigorous community involvement and consultation. They are subject to an examination in public by an independent Planning Inspector appointed by the Secretary of State.
Development Plan	Any adopted Development Plan Documents make up the Development Plan. Under the Planning Acts the Development Plan is the primary consideration in deciding planning applications.
Local Development Framework (LDF)	A binder of documents that provide the planning policies for the area.
Local Development Scheme (LDS)	A document that outlines the Council's three year programme for preparing the Local Development Framework.
Local Plan	The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. Current core strategies or other planning policies, which under the regulations would be considered to be development plan documents, form part of the local plan. The term includes old policies which have been saved under the 2004 Act.
Neighbourhood Development Plan	The Regulatory title for a planning document which may be initiated and prepared by Parish and Town Councils or Neighbourhood Forums. Following robust consultation, independent examination and a local referendum they

	become 'made' (essentially adopted) by the Council as part of the statutory development plan. They are generally referred to as Neighbourhood Plans and must be prepared in general conformity with the Local Plan.
Spatial planning	A more comprehensive approach to town planning than simple 'land-use' planning, it coordinates the development and use of land with other policies and programmes to benefit places and how they function.
Statement of Community Involvement (SCI)	A document outlining the approach of the authority to involving the community in preparing planning policy and considering significant planning applications.
Strategic Growth Plan	A non-statutory planning document that sets out the spatial planning framework for Leicester and Leicestershire.
Supplementary Planning Documents (SPD)	Documents that provide guidance on how to use and interpret planning policies when developing proposals or taking decisions.
Sustainability Appraisal (SA)	An appraisal of the social, economic and environmental implications of a strategy, policies and proposals. Will ensure that proposals contribute to the achievement of sustainable development.
Sustainable development	Meeting our own needs without prejudicing the ability of future generations to meet their needs.



## **CABINET – 14TH MARCH 2019**

### **Report of the Head of Neighbourhood Services Cabinet Lead Member : Councillor Taylor**

#### CHILDREN AND YOUNG PEOPLE'S STRATEGY 2019 - 2024

##### Purpose of Report

To bring forward the Children and Young People's Strategy 2019 – 2024 for consideration and approval.

##### Recommendation

That the Children and Young People's Strategy 2019 – 2024 at Appendix A and the 2019/20 Action Plan at Appendix B, be approved.

##### Reason

To enable the Children and Young People's Strategy 2019 – 2024 and associated 2019/20 Action Plan to be approved.

##### Policy Justification and Previous Decisions

The Council's Corporate Plan makes a commitment to make sure that Charnwood is a great place to live for families by creating a safe, secure and caring environment. It makes a commitment to nurture our young people, keep our residents safe through investing in safeguarding, provide opportunities to participate in social, leisure and cultural activities and in community life and listen to and communicate with our residents and act on their concerns.

The Children Act 2004 places two core duties on Charnwood Borough Council. Under Section 10 we have a duty to co-operate with our partners and appropriately share information between professionals to protect children. Section 11 sets out our corporate responsibility to both safeguard and promote the welfare of children. The Working Together to Safeguard Children 2018 Statutory Guidance names District Council's in general and Sport and Leisure, Housing and Homelessness departments and Environmental Health in particular as specific organisations that need to be named as part of the arrangements and who have key duties in relation to safeguarding.

Cabinet at its meeting on 12<sup>th</sup> February 2015 approved the current Children and Young People's Strategy 2015-18 and associated Action Plan (min 85).

Performance Scrutiny Panel reviewed the progress of the delivery of the Strategy and Action Plan at its meetings on 7<sup>th</sup> July 2015 (minute 6), 16<sup>th</sup> February 2016 (minute 45) and 14<sup>th</sup> February 2017 (minute 45). On each occasion the Panel were satisfied with the information provided.

#### Implementation Timetable including Future Decisions and Scrutiny

A range of consultation has been undertaken with internal and external stakeholders. In addition, the draft Strategy was available to the public on the Council's website where feedback was invited.

Feedback from the consultation has been used to develop both the Strategy and the action plan.

Policy Scrutiny Group considered the draft Children and Young People's Strategy 2019 – 2024 at their meeting on the 13<sup>th</sup> November 2018 and made the following comments :

- that the report be noted;
- that it be noted that officers would look at the length and format of the strategy document and including information about the consultation process and responses to it, including details of the meetings at which the strategy had been discussed with partners and the partners with which the Council worked, when preparing the final version of the strategy and report for submission to the Cabinet.

The above comments have been taken into consideration, the Strategy has been shortened and information about the consultation process and responses to it have been included.

Subject to Cabinet approval the strategy will be implemented with effect from April 2019 in accordance with the Action plan attached at Appendix B.

#### Report Implications

The following implications have been identified for this report.

##### *Financial Implications*

There are no financial implications arising from the Strategy. All associated activities will be covered from within existing budgets.

### *Risk Management*

The risks associated with the decision Cabinet is asked to make and proposed actions to mitigate those risks are set out in the table below.

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Failure to fulfil our duties in relation to safeguarding could result in the Council facing legal challenge and result in damage to its reputation	Unlikely (2)	Serious (3)	Moderate (6)	Ensuring that the safeguarding policies are up to date, an appropriate programme of safeguarding training is delivered to staff and elected members and a team of Designated Safeguarding Officers are in place

### *Equality and Diversity*

An Equality Impact Assessment has been completed for the Strategy and is attached at Appendix 4.

Key Decision: Yes

Background Papers: None

Officer(s) to contact:

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## Part B

### Background

1. The Children and Young People's Strategy 2019 – 2024 sets out the Council's objectives and approach to promoting the welfare of children, young people and families and ensuring that we include their views in service design and decision making.
2. The Children and Young People's Strategy 2019 - 2024 has been developed in order to ensure that the Council meets its statutory responsibilities in relation to safeguarding outlined in the Children Act 2004 and Working Together to Safeguard Children Statutory Guidance 2018.
3. It also ensures that we action the commitments that the Council has made to residents, including children, young people and their families, within our Corporate Plan.
4. The 2015-18 Children and Young People's Strategy made a number of key recommendations. Considerable progress has been made since that time and by working together with a whole range of statutory and voluntary partners we have achieved many successes. The table below outlines the three Strategic Objectives contained within the Strategy and the progress made against them.

<b>2015 Strategic Objective</b>	<b>Progress</b>
Keeping Children and young people safe – we are committed to undertake high quality and effective action in relation to our safeguarding duties	Safeguarding Policies reviewed annually  Trained Designated Safeguarding Officer Team in place ensuring 100% of reported concerns meeting safeguarding threshold record action taken  Over 700 safeguarding training (e-learning and face to face) and competency workshop (face to face) contacts with individual staff  Annual Member safeguarding training session delivered  100% of Early Help Locality Hub meetings between April 2015 and June 2017 (when Hubs ceased) provided with information and attended by officers
Integrated working and early intervention –	13 Think Family Partnership meetings co-ordinated by the Council to ensure that partners are informed and working together towards improving the

<p>working together with our statutory and voluntary partners to identify risks early and take preventative action, ensuring that children, young people and families receive help as soon as they need it</p>	<p>wellbeing of children and young people</p> <p>An annual needs/ gap analysis event has taken place during each year of the Strategy</p> <p>Over 27,000 attendances by children and young people at Council led sport and active recreation activities. Delivery of these programmes have been co-ordinated with other agencies and informed by young people's views</p> <p>19 multi agency targeted youth/ family interventions within priority neighbourhoods or with identified targeted groups</p> <p>18 initiatives have been provided to assist voluntary and community sector partners to increase resilience and adapt to a changing funding landscape</p> <p>Co-ordination to agencies working with young people Not in Education, Employment or Training has contributed to Charnwood achieving the target of a level of NEET below 4% every year</p> <p>Co-ordination to agencies working with young parents has contributed to a year on year decrease in the number and rate of young parents. The rate of conceptions per 1,000 women aged under 18 in Charnwood was 40.1 in 1998, 23.4 in 2012 and 13.9 in 2016 (latest figures)</p>
<p>Children and family voice – delivery and development of services should start by listening to the people who use our services and then consider what is achievable within the available resources</p>	<p>11 opportunities for children and young people to be involved in the design of Council services have been provided across a range of services</p> <p>7 initiatives to celebrate and recognise the contribution of people to the community have included young people specifically including Sports Awards, Don't Muck Around, Pride of Charnwood Awards and Bloom</p> <p>11 initiatives or events provided by Supporting Leicestershire Families to deliver family focused consultation and voice work</p>

5. Since 2015, a number of national policies and new statutory guidance have been introduced. Locally, this has involved the continued redesign of many children's services. For Leicestershire County Council, this remains a current and ongoing process.
6. Charnwood Borough Council has made significant progress in expanding our partnerships and influence in local matters relating to children and young people. The Borough, particularly the Neighbourhood Services Team, are now seen as leaders alongside Leicestershire County Council in co-ordinating provision and services for 0-19 year olds. The service has led a number of locality networks and delivery plans that draw on the voice of young people and front line practitioners. Thus the views and experience of a wide range of people have informed the development of this Strategy.
7. Leicestershire County Council's Children and Families Directorate are once again in a period of significant change due to the County Council's need to make significant financial reductions. The Strategic Director for Neighbourhoods and Community Wellbeing, the Head of Neighbourhood Services and the Children, Families and Partnerships Manager have all contributed to the consultation associated with this redesign. The ethos and priorities which the County have included within the Leicestershire Children and Families Partnership Plan 2018-21 (see below for more detailed information on this), have also contributed to this local Strategy.

#### Connectivity of the strategy to other strategies and policies

8. The draft Children and Young People's Strategy 2018 - 2024 and Action Plan are informed by national legislation and statutory guidance including the United Nations Convention on the Rights of the Child, Children Act 1998 and 2004, Academies Act 2010, Education Act 2011, Children and Families Act 2014 and Working Together (to safeguard children) statutory guidance 2018.
9. Locally, the Leicestershire Children and Families Partnership is a sub group of Leicestershire's Health and Wellbeing Board and is made up of the key organisations that work with children, young people and families across the county including the Borough Council. The Leicestershire Children and Families Partnership Plan 2018-21 is a shared vision based on five priorities:
  - Ensure the best start in life
  - Keep children safe and free from harm
  - Support children and families to be self-sufficient and resilient
  - Ensure vulnerable families receive personalised, integrated care and support
  - Enable children to have good physical and mental health

10. The Partnership Plan includes the cross cutting themes of communication strategy and workforce development. The priorities for which the Borough Council have a degree of responsibility and/or work in partnership to support alongside other agencies are included in the Children and Young People's Strategy Action Plan.
11. The Leicestershire Children and Families Partnership can be found on the Leicestershire County Council website:  
<https://www.leicestershire.gov.uk/education-and-children/social-care-and-supporting-families/leicestershire-children-and-families-partnership>
12. At a Borough level, the Children and Young People's Strategy is linked with the Sport and Physical Activity Commissioning Plan and in turn with the Leicestershire Obesity Strategy, the Charnwood Equalities Strategy and the Charnwood Community Safety Partnership Plan. Through the Think Family Partnership local governance arrangements, the Council has also had input into and oversight of the Charnwood 0-5 Delivery Plan which is currently led through the Children's Centre Programme. The Council lead the counterpart, Charnwood's 5-19 Delivery Plan. Each of these Plans are reported on through the Think Family Partnership to Charnwood Together. Links with the current Supporting Leicestershire Families Team (to become part of the Children and Families Wellbeing Service as part of the Leicestershire County Council restructure), are well established.
13. As a named partner in the Leicestershire Children and Families Partnership Plan, we have adopted the shared vision for children and families:  
  
"Children and young people in Charnwood are safe and living in families where they can achieve their full potential"
14. Consultation with internal and external stakeholders has supported our approach of retaining the three strategic objectives that we developed for the 2015 – 2018 Strategy. These are:
  - Objective 1: Keeping children and young people safe and free from harm
  - Objective 2: Integrated working and early intervention
  - Objective 3: Children and family voice

#### Consultation Approach

15. In preparing the Strategy a range of stakeholders have been consulted including :

- the Charnwood 5-19 Network Group,
  - the NEET (Not in Education, Employment and Training) Advisory Group,
  - colleagues in Leicestershire County Council's Early Help Service (to be renamed the Children, Families and Wellbeing Service)
  - the Council's Equalities Working Group.
  - the internal Charnwood Designated Safeguarding Officer (DSO) Group and external counterparts at the Leicestershire County DSO Group.
  - The public via the Council's website
16. The Family Voice Worker within Leicestershire County Council has been particularly useful in supporting providing children and young people's views to influence the priorities included within the Strategy. Colleagues within statutory and voluntary sector agencies that work directly with some of Charnwood's most vulnerable and disengaged young people have also provided key feedback about the concerns and emerging needs for the families they work with.
17. Further information in relation to the consultation and associated responses can be found at Appendix C.
18. The consultation and local needs analysis work with both professionals and young people identified the following comments in relation to the Strategy and areas requiring support towards achieving better outcomes for children and young people:
- Positive that the Council continues to demonstrate its commitment to Children and Young People
  - Reassuring that the Strategy demonstrates its linkages to other local plans, strategies and policies
  - That the existing objectives are still relevant and should be continued.
  - Action Plan clearly shows those areas of work that the Council are responsible for but also allows input of those areas where the Council is involved in partnership delivery
  - Intervention within the first 4 years of children's lives, promoting good outcomes for 0-4 year olds and school readiness is important
  - Need for provision of targeted support to those children and young people with the highest levels of need, including intensive support to our most vulnerable families and those affected by knife crime, drugs and exploitation



- Need to continue to reduce the number of NEET (not in education, employment or training) young people and promotion of high quality EET options
- Need for provision of and co-ordination of an offer of positive activities to young people across the Borough
- Need for programmes that promote improved health and well-being for children and young people and their families
- Need for delivery of appropriate training and development to Charnwood's children and young people's focused workforce including shared messages around real life and online safety and provision of policies and guidance relating to our safeguarding duties

#### Action Plan and Review

19. The Action Plan, attached at Appendix B, will be updated annually and be monitored by the Think Family Partnership. The Action Plan provides a mechanism to set out and review on an annual basis the specific actions that the Council will take to comply with its responsibilities and support areas of work for which it is not responsible but can contribute towards as part of a multi-agency response.

#### Appendices

- Appendix A Children and Young People's Strategy 2019 – 2024
- Appendix B 2019/20 Action Plan
- Appendix C Consultation Information
- Appendix D Equality Impact Assessment



# Children and Young People's Strategy

2019-2024



# Foreword

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Our Children and Young People's Strategy and supporting Action Plan is a living document that sets out what we want to achieve for children, young people and families in Charnwood. Informed by our Corporate Plan, our partners and children and young people themselves, it pulls together our key responsibilities as well as wider actions that we can contribute towards to meet the needs of families in our communities.

It also demonstrates our commitment to instil a culture of involving and listening to the views of children, young people and professionals and volunteers that work with families, taking these into consideration when making key decisions and designing services.

The 2019-2024 Strategy builds on the considerable success of the previous Strategy, notably between 2015-2018:

- We reviewed and publicised our safeguarding policies to annually
- 700+ safeguarding training activities undertaken with staff and elected members
- Annual needs/gap analysis event has taken place, 13 Think Family Partnership meetings held to ensure partners are informed and working together
- Over 27,000 attendances by children and young people at Charnwood Borough Council led sport and active recreation activities
- 19 multi-agency targeted youth/ family interventions within priority neighbourhoods or with identified targeted groups have been supported and co-ordinated by CBC
- Co-ordinated work with young people Not in Education, Employment or Training has led to Charnwood achieving the target of a level of NEET below 4% every year
- Co-ordinated work with young parents has contributed to year on year decrease in the number and rate of young parents. Rate of conceptions per 1,000 women aged under 18 in Charnwood was 40.1 in 1998 and 13.9 in 2016 (latest figures)
- 11 opportunities for children and young people to be involved in the design and delivery of Charnwood Borough Council services have been provided

Charnwood Borough Council is determined to continue to provide high quality services for children, young people and families and to provide co-ordination around identified needs for our statutory and voluntary sector partners throughout the Borough.

As Lead Member, it is important for me to ensure this strategy is up to date and fit for purpose to safeguard the children of this Borough. This strategy enables us to keep our children and young people safe and provide them with the opportunity to flourish and reach their full potential.

**Councillor Deborah Taylor**

**Cabinet Lead Member for Communities, Safety and Wellbeing**



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**Charnwood Borough Council's Children and Young People's Strategy 2019 - 2024 is the result of ongoing consultation and discussion with children, young people and their families, practitioners, and voluntary and statutory partners. Children and young people are defined as 0 – 19 year olds inclusive or up to 25 where a young person has a physical or learning disability (except for some legal duties which may, for example, end on a young person's 18<sup>th</sup> birthday).**

The length of the Strategy is intended to cover both the current and upcoming Corporate Plan, however should there be any significant change in the vision laid out in the upcoming Corporate Plan or with our statutory duties towards children and young people the Children and Young People's Strategy will be refreshed accordingly.

The Strategy builds on the significant progress made through our previous Children and Young People's Strategies. It sets out the vision and objectives for the next five years and the key pieces of work and actions that will need to be undertaken to deliver these objectives. The diagram in Appendix 1, shows how the strategic objectives of this strategy align with the local governance arrangements. The Strategy will be supported by an annually updated Action Plan and which sets out in detail how we are going to accomplish our objectives and supports wider multi-agency work and plans.

Ensuring a coordinated, integrated and cohesive approach to the way we work is fundamental to the delivery of this Strategy and the achievement of our vision. It is integrated with the Leicestershire Children and Families Partnership Plan 2018-21. The Partnership is a sub group of Leicestershire's Health and Wellbeing Board and is made up of the key organisations that work with children, young people and families across Leicestershire including Charnwood Borough Council.

The Charnwood Borough Council Children and Young People's Strategy is owned by Charnwood Borough Council and as such reflects the limited areas for which we have a legal responsibility. It is supported by our internal Children and Young People and Adult Safeguarding Policies. In addition, it incorporates those areas which the Borough Council has included within our Corporate Plan. Our legal responsibilities and Corporate Plan commitments are outlined in Section 3 of this Strategy.

A needs analysis, along with internal and external consultation, have informed this Strategy. These are the areas within which we believe the Borough Council can make the biggest difference to children and young people.



## National and local context

### **The following national legislation is key to Charnwood's local Strategy for working with children and young people:**

The UK Government's ratification of the United Nations Convention on the Rights of the Child (CRC) in 1991 recognised children's rights to express their views and to receive information on all matters that affect them, in accordance with their age and maturity.

The Children Act 2004 (later built on by the Children and Families Act 2014) focuses on moving towards early identification and intervention of services to help support not only the child but also their wider family and living environment. The Children and Social Work Act 2017 amended the Children Act 2004, placing new duties on the Police, Clinical Commissioning Groups and the Local Authority (Leicestershire County Council) to make arrangements to work together and with other partners locally to safeguard and promote the welfare of all children in their area.

The Academies Act 2010 and Education Act 2011 has altered several areas of education policy, including introducing the possibility for all publicly funded schools to become academies, increasing free early years provision and the raising of the participation age to 18.

The Working Together to Safeguard Children 2018 statutory guidance states that everyone who comes into contact with children and families has a role to play in identifying concerns, sharing information and taking prompt action. The Guidance names District Council's in general and Sport and Leisure, Housing and Homelessness departments and Environmental Health in particular as specific organisations that need to be named as part of the inter-agency safeguarding arrangements and who have key duties in relation to safeguarding children.

The Children Act 2004 and the associated statutory guidance places two core duties on Charnwood Borough Council.

Under Section 10 we have a duty to co-operate with our partners and appropriately share information between professionals to protect children. In response to this, Charnwood Borough Council has worked closely with Leicestershire County Council to establish the Charnwood Think Family Partnership. This Partnership Board is chaired by Charnwood's Director for Neighbourhoods and Community Well-being and consists of multi-agency statutory and voluntary sector partner representatives who jointly plan, co-ordinate and ensure the delivery of services to children, young people and families in our Borough (see Appendix 1)

Section 11 sets out our corporate responsibility to both safeguard and promote the welfare of children. Key features of Charnwood Borough Council's arrangements are:



- Senior management commitment to the importance of safeguarding and promoting children's welfare led by the Director for Neighbourhoods and Community Well-being
- Development and regular review of safeguarding policies and procedures for both children and adults in need of safeguarding, co-ordinated and consistent with the other Leicestershire District and Borough Councils
- A clear line of accountability within the organisation for work on safeguarding, promoting the welfare of children and reporting safeguarding concerns
- A multi departmental team of trained Designated Safeguarding Officers (DSOs) supported by a Leicestershire wide District and Borough DSO Group
- Staff training (Bronze, Silver, Gold and multi-agency levels) on safeguarding both children and adults for all staff and available to all elected members
- Safer recruitment procedures in place including checks on strategic partners and organisations that we grant fund
- Effective inter-agency working to safeguard and promote the welfare of children and young people
- Effective and lawful information sharing protocols in place
- Working with contractors to ensure that safeguarding is appropriately embedded into their service delivery

This Strategy has been designed to align with other key strategies and plans. Locally, the Leicestershire Children and Families Partnership is made up of the key organisations that work with children, young people and families across the county including Charnwood Borough Council. The Leicestershire Children and Families Partnership Plan 2018-21 has been developed and is a shared vision based on five priorities:

- Ensure the best start in life
- Keep children safe and free from harm
- Support children and families to be self-sufficient and resilient
- Ensure vulnerable families receive personalised, integrated care and support
- Enable children to have good physical and mental health

The Partnership Plan includes the cross cutting themes of communication strategy, workforce development. The priorities for which the Borough Council have a direct responsibility and/or work in partnership to support alongside other agencies will be reflected in the Action Plan that accompanies this Strategy and contribute to the more detailed delivery plans that are allocated to themed work.



The Leicestershire Children and Families Partnership can be found on the Leicestershire County Council website:

<https://www.leicestershire.gov.uk/education-and-children/social-care-and-supporting-families/leicestershire-children-and-families-partnership>





# What we know about Children and Young People in the Borough

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## Key Facts and Figures

- It is estimated that in 2017, 9,439 0-4 year olds, 10,081 5-9 year olds, 9,160 10-14 year olds and just under 13,000 15-19 year olds were living in Charnwood
- In relation to teenage pregnancy, in 2016 (latest figures), the rate of conceptions per 1,000 women aged under 18 in Charnwood was 13.9, a year on year decrease since the rate was measured at 40.1 in 1998
- The 2017/18 figures from the National Child Management Programme (NCMP) show that Charnwood is now better than the national averages for excess weight in 4-5 (reception) and 10-11 (Year 6) year olds. 20.4% of children in Charnwood are currently overweight or obese in reception compared with 22.6% nationally
- The same figures show that for children in Year 6, 33.2% are overweight or obese compared with 34.2% nationally. Though both these figures are an improvement compared with 2014/15, excess weight is a problem across the country and therefore must remain a focus of our work
- June 2018 figures show Charnwood remains the Leicestershire district with the highest level of NEET (16-19 year olds Not in Education, Employment and Training) in terms of number and percentage of the cohort – 85 young people from a cohort of 3079 resulting in a percentage of 2.8% NEET. This is below the national target of 4% NEET and compares well with previous years
- In June 2015 3.3% of Charnwood's 16-19 year olds were NEET with 5 out of the top 10 NEET wards in Leicestershire being within Charnwood. In June 2018 this dropped to 3 of the top 10 wards being within Charnwood which is an encouraging improvement. One ward has a consistently high level of NEET due to the location of countywide emergency accommodation in the area

## Needs Analysis

From local needs analysis with both professionals and young people the following areas have been identified as requiring support towards achieving better outcomes for children and young people:

- Intervention within the first 4 years of children's lives, promoting good outcomes for 0-4 year olds and school readiness
- Provision of targeted support to those children and young people with the highest levels of need, including intensive support to our most vulnerable families and those affected by knife crime, drugs and exploitation



- Reducing the number of NEET (not in education, employment or training) young people and promotion of high quality EET options
- Co-ordination of an offer of positive activities to young people across the Borough
- Support in delivering programmes that promote improved health and well-being for children and young people and their families
- Delivery of appropriate training and development to Charnwood's children and young people's focused workforce including shared messages around real life and online safety and provision of policies and guidance relating to our safeguarding duties



### Improving outcomes for children and young people

The Charnwood Children and Young People's Strategy 2019-2024 builds on the successes of our previous Strategies and sets out the steps that we are committed to making in the coming years.

These steps include actions that are our statutory requirements under Section 10 and 11 of the Children Act 2004. Charnwood Borough Council already provide high quality services to children and young people. The purpose of this Strategy is twofold:

- To re-emphasise our commitment to safeguarding and refresh the associated policies
- To set out the manner in which we intend to work with children, young people and our partners in order to make a real difference to their lives within the areas that we hold responsibility for

### Vision and Key Priorities Charnwood's Vision

As a named partner in the Leicestershire Children and Families Partnership Plan 2018-21 we have adopted the shared vision for children and families within our Borough:

**"Children and young people in Charnwood are safe and living in families where they can achieve their full potential"**

### Strategic Objectives

The 3 Strategic Objectives remain the same as those identified in our 2015-18 Strategy as they are the areas where we know we can and should concentrate our efforts and where we can make the most difference by working together with our partners:

**Objective 1: Keeping children and young people safe and free from harm** – we are committed to undertake high quality and effective action in relation to our safeguarding duties.

**Objective 2: Integrated working and early intervention** – working together with our statutory and voluntary sector partners to identify risks early and take preventative action, ensuring that children, young people and families receive help as soon as they need it

**Objective 3: Children and family voice** – delivery and development of services should start by listening to the people who use our services and then consider what is achievable within the available resources

### How we achieve our strategic objectives

**Objective 1: Keeping children and young people safe and free from harm**



What are Charnwood Borough Council's responsibilities?

- To maintain a clear line of accountability for safeguarding (All Children Act 2004 and Working Together Statutory Guidance)
- To keep our residents safe (Corporate Plan)
- To operate a fit for purpose safeguarding policy and procedures document
- To ensure that staff are adequately trained in safeguarding in line with the Local Safeguarding Children's Board (or replacement body) Competency Framework
- To effectively report safeguarding concerns in line with Leicestershire's multi-agency procedures
- To ensure that safer recruitment procedures are in place

To comply with our responsibilities our priorities we will:

- Ensure that a list of multi-departmental Designated Safeguarding Officers is available to staff and that this is reinforced within the written policy, procedures and training
- Work with the Leicestershire wide group for District and Borough Council safeguarding issues (District Designated Safeguarding Officers Group) to collaborate on policy, procedure and performance management around safeguarding concerns and undertake regular reviews
- Comply with and contribute to Leicestershire County Council and Leicestershire and Rutland Safeguarding Children's Board (or replacement body) standards and procedures
- Provide role appropriate safeguarding training to our entire staff team including elected members using a variety of delivery methods. Staff who have specific responsibility for delivering services to children and families will be encouraged to access LSCB (or replacement body) multi-agency training and we will comply with the Leicestershire Safeguarding Competencies Framework
- Facilitate and promote an inter-departmental team of trained Designated Safeguarding Officers who are responsible for assisting staff with safeguarding concerns and ensuring consistent reporting and recording of concerns
- Strategic HR will ensure that safer recruitment practices are embedded and reviewed as appropriate, Charnwood Grants procedures will ensure that partner organisations also have appropriate safeguarding policies and practice in place

Furthermore we will work with our multi-agency colleagues to:

- Support the appropriate actions arising from Priority 2: Keep children safe and free from harm, within the Leicestershire Children and Families Partnership Pl

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- Provide cross directorate assistance and appropriate information sharing to the Charnwood Children and Families Wellbeing Service (Leicestershire County Council), in order to contribute towards promoting the welfare of children
- Support a multi-agency approach to domestic violence and anti-social behaviour cases through the Joint Action Group (JAG)
- Support the functioning of the multi-agency Child Sexual Exploitation Team

## **Objective 2: Integrated working and early intervention**

What are Charnwood Borough Council's responsibilities?

- To co-operate to improve the well-being of children and young people (Section 10 Children Act 2004)
- Provide opportunities to participate in social, leisure and cultural activities and in community life (Corporate Plan)
- Encourage healthy lifestyles for all our residents through physical activity programmes and the provision of sports facilities and green spaces (Corporate Plan)

What will we do to comply with our responsibilities?

- Co-ordinate and develop, in consultation with young people, an offer of positive activities to young people across the Borough
- Assist partners, particularly the voluntary and community sector, to adapt to a changing funding landscape and to ensure continued delivery of a range of provision to children and young people
- Lead the Think Family Partnership to ensure co-ordination of partners and services and to ensure the best outcomes for children, young people and their families in the locality
- Work closely with the Charnwood Children and Families Wellbeing Service Team to ensure the best result for children and young people and their families
- Where families are identified as having additional needs, services will refer to Children and Families Wellbeing Service using the Request for Service arrangements to ensure that appropriate support is put in place

Furthermore we will work with our multi-agency colleagues (including the voluntary sector) to:

- Further develop the Charnwood Think Family Partnership to ensure that issues and gaps in relation to children and young people are identified and addressed
- Lead the 5-19 Action and Network Groups and to take responsibility for developing the 5-19 Action Plan alongside statutory and voluntary sector partners

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- Lead the Charnwood NEET (not in education, employment or training) Aversion Group
- Assist in the governance and delivery of the Charnwood Children and Family Wellbeing Service to promote good outcomes for 0-4 year olds

### **Objective 3: Children and Family Voice**

What are Charnwood Borough Council's responsibilities?

- Providing opportunity for children and young people to participate in shaping and influencing matters that affect them (United Nations Convention on the Rights of the Child)
- Listen to and communicate with our residents and act on their concerns (Corporate Plan)

What will we do to comply with our responsibilities?

- Provide an opportunity for children and young people to have a voice and be involved in service design
- Deliver initiatives such as awards ceremonies and celebratory events to ensure that children and young people's contribution to our local community is recognised

Furthermore we will work with our multi-agency colleagues to:

- Support the voice work done by other agencies including the Children's Centre Programme and the Make Your Mark programme and proactively implement feedback
- Review need and the focus of children and young people's services across Charnwood on an ongoing basis with our multi-agency partners.



# Delivering the Strategy

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## Arrangements for reviewing progress against the strategy

An Action Plan will be developed to run alongside this Strategy. The Action Plan will be updated annually and any areas of underperformance or slippage will be reported as appropriate.

We will continue to consult and engage children, young people and their families in partnership with our multi-agency colleagues. Maintaining an ongoing dialogue with service users, parents, carers, professionals and advocates will be vital in driving improvement, ensuring challenge and accountability and ensuring that our priorities remain relevant.







# Charnwood Borough Council Children and Young People Strategy 2019/20 Action Plan

**Progress key:**

	off target
	on target
	completed

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
<b>SO 1. To keep children and young people in Charnwood safe</b>						
<b>Outcomes:</b> <ul style="list-style-type: none"> <li>- Children and young people in Charnwood are safe</li> <li>- Charnwood Borough Council is fully compliant with our legal and corporate responsibilities to safeguard children, in line with requirements of Leicestershire Safeguarding Children's Board</li> </ul>						
<b>Charnwood Borough Council responsible for:</b>						
PI 1.1	Ensure that our safeguarding policies are reviewed regularly, kept up to date and promoted to staff by  a) Reviewing policies annually  b) Undertaking promotional activities	a) Annual review completed   b) 2 annual promotions to staff	Head of Neighbourhood Services  Children, Families and Partnerships Manager  Charnwood DSO's (Countywide DSO Group)	a) Children's Policy March 2020 - Q4 2019/20 Adult's Policy March 2020 - Q4 2019/20  b) by end 2019/20		
PI 1.2	To ensure that our Designated Safeguarding Officer's assist the Leicestershire safeguarding processes by taking action in 100% of cases where concerns	An action recorded in 100% of cases in which safeguarding threshold is met	Strategic Director Neighbourhoods and Community Wellbeing	Ongoing Measured 6 monthly		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
	meet safeguarding threshold		Head of Neighbourhood Services  Children, Families and Partnerships Manager			
PI 1.3	To provide role appropriate safeguarding training to staff team and elected members using a variety of delivery methods. To provide role appropriate opportunities for staff to show that they can demonstrate competency in safeguarding in line with the Local Safeguarding Children's Board Competency Framework.	a) To monitor quarterly that staff undertake their 3 year refresher training  b) Delivery of 10 face to face safeguarding sessions and silver safeguarding e-learning to 65 staff  c) 3 DSO training/ shared learning events per year	Children, Families and Partnerships Manager  Improvement and Organisational Development Team	a – g) all by end 2019/20		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
		d) 5 new DSOs trained across the organisation  e) 1 member training session per year  f) 40 staff engage with competency workshop/ other training activity  g) Procedure applied for contractors who work directly with children				
<b>Charnwood Borough Council contributes towards:</b>						
PI 1.4	Promote the First Response and Request for Service referral process to multi-agency partners, promoting the	100% of cases identified as appropriate for referral to First Response through Joint Action Group	Community Safety Manager	Ongoing Measured 6 monthly		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
	early identification of risks and enabling appropriate referrals to support the welfare of families	processes are referred				
PI 1.5	Make children and young people safe by promoting pathways for sharing of intelligence and raising awareness of Leicestershire wide universal safety messages, along with associated training and resources	10 promotional campaigns	Head of Neighbourhood Services  Children, Families and Partnerships Manager  Community Safety Manager			

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
<b>SO 2. To promote and support integrated working and early intervention</b>						
<b>Outcome:</b> <b>- Partners are working together to support services to improve the wellbeing of children and young people</b>						
<b>Charnwood Borough Council responsible for:</b>						
PI 2.1	To lead and co-ordinate the Think Family Partnership to ensure that partners are informed and working together towards improving the wellbeing of children and young people	a) 3 Think Family Partnership meetings annually  b) 1 needs/ gap analysis event annually	Strategic Director Neighbourhoods and Community Wellbeing  Children, Families and Partnerships Manager	a and b) By end of 2019/20		
PI 2.2	Co-ordination and delivery, in consultation with young people, of an offer of positive activities to young people across the Borough	a) Deliver an annual summer and Easter holiday activity programme for 5-19 year olds	Head of Neighbourhood Services  Children, Families and Partnerships Manager	a and b) By end of 2019/20		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
		b) Deliver 5 targeted youth/ family interventions programmes within priority neighbourhoods or with identified target groups	Sports and Active Recreation Manager Community Safety Manager			
PI 2.3	Support provided to assist voluntary sector partners to increase resilience and adapt to a changing landscape	5 initiatives / training opportunities annually	Children, Families and Partnerships Manager  Communities and Partnerships Manager	By end of 2019/20		
<b>Charnwood Borough Council contributes towards:</b>						
P1 2.4	Support the implementation of the new Children and Families Wellbeing Service arrangements to contribute to the well-	Ensure new locality model embedded in locality governance structures	Strategic Director Neighbourhoods and Community Wellbeing  Head of Neighbourhood Services	Ongoing		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
	being of children and families in Charnwood		Children, Families and Partnerships Manager			
PI 2.5	To support and develop the 5-19 Action Group and co-ordinate the 5-19 Delivery Plan to promote good outcomes for 5-19 year olds	<p>a) To achieve a level of NEET young people in Charnwood of below 3% between November and January (yr. 12-14) (LCC set target)</p> <p>b) To achieve a level of obesity at year 6 of below 32.7% (National Child Measurement Programme 2017/18 figure)</p>	<p>Strategic Director Neighbourhoods and Community Wellbeing</p> <p>Head of Neighbourhood Services</p> <p>Children, Families and Partnerships Manager</p> <p>Sports and Active Recreation Manager</p> <p>Careers Advice Service</p>	Ongoing Measured annually (b statistics include time lag)		



	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
PI 2.6	To actively support and promote the Children's Centre Programme to promote good outcomes for 0-4 year olds	<p>a) More than 75% of eligible families taking up 2 year Free Early Education Entitlement (FEEE)(baseline 69.6% Nov 2018)</p> <p>b) To achieve a level of obesity at Reception of below 24% (NCMP 2017/18)</p>	<p>Strategic Director Neighbourhoods and Community Wellbeing</p> <p>Children, Families and Partnerships Manager</p> <p>Sport and Active Recreation Manager</p>	Ongoing Measured annually		
PI 2.7	To work with partners to ensure that reporting of domestic abuse is encouraged and a robust response available to victims	<p>a) LWA to support a minimum of 119 adults/families within Charnwood</p> <p>b) LWA to run 2 group work programmes within Charnwood</p>	<p>Children, Families and Partnerships Manager</p> <p>Communities and Partnerships Manager</p> <p>Community Safety Manager</p>	Ongoing Measured annually		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
		c) Reduction in the number of incidents of repeat victimisation / return to abusive relationship of 80% whilst working with LWA				

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
<b>SO 3. To include children, young people and family voice in service design and delivery</b>						
<b>Outcome:</b> <b>- Charnwood Borough Council delivers services that meet the needs of children, young people and families</b>						
<b>Charnwood Borough Council responsible for:</b>						
PI 3.1	Opportunities provided for young people to be involved in service design and delivery within Charnwood	3 opportunities annually	Children, Families and Partnerships Manager	Ongoing Measured annually		
PI 3.2	Deliver initiatives to celebrate and recognise the contribution of young people to the community	2 initiatives/ events annually	Children, Families and Partnerships Manager	Ongoing Measured annually		

	Performance indicator/ Action required	Performance measure	Responsible	Target Date	Update	Status
<b>Charnwood Borough Council contributes towards:</b>						
PI 3.3	Support partners to deliver family focused initiatives or events based on family voice	3 initiatives/ events annually	Head of Neighbourhood Services  Children, Families and Partnerships Manager	Ongoing Measured annually		
PI 3.4	To support young people to progress towards work	5 initiatives to promote volunteering, work experience and apprenticeship opportunities	Head of Neighbourhood Services  Children, Families and Partnerships Manager  Improvement and Organisational Development Team	Ongoing Measured annually		

## Children & Young People's Strategy 2019 – 24 Consultation Feedback Summary

Source	Feedback
<p><b>5-19 Network</b></p> <p>Fun and Families, CBC, Leicestershire Fire and Rescue Service, The Hut, Twenty Twenty, Adullum Housing, Open Heaven, The Bridge, Living Without Abuse, Supporting Leicestershire Families, Go Getta, Falcon Support Services, Police, Loughborough College, Leicestershire County Council Social Care, Young People</p>	<ul style="list-style-type: none"> <li>• Strategic objectives still seem relevant and action plan clear on what is the council's responsibilities but also allows for inclusion of partnership work</li> <li>• Support for all services to co-ordinate delivery of universal risk and safety messages to children and young people and parents</li> <li>• Need for targeted interventions for young people in reduction to knife crime / knife carrying</li> <li>• Need for information sharing about County Lines and new substances / trends</li> <li>• Need for work with boys re attitudes to relationships and sexualised behaviour</li> <li>• Child on parent abuse is an issue</li> <li>• Availability of safeguarding training for VCS is an issue</li> <li>• Lack of available support for children and young people's mental health issues – need to raise awareness of online tools</li> <li>• Need for youth diversionary activities</li> <li>• Need to work together to identify the gaps and identify potential options</li> <li>• Need to ensure that children and young people continue to have involvement and a voice</li> </ul>
<p><b>NEET Advisory Group</b></p> <p>Supporting Leicestershire Families, CBC, Yes Project, Loughborough College, DWP, Inclusion Partnership, Twenty Twenty, The Bridge, Careers Advice Service, Citizens Advice Bureau, Great Project, Leicestershire Cares, BACA, Libraries, Peter Le Marchant Trust, Nottingham Community Housing Association, Rathbone Apprenticeship Training, Adullam Housing, Leicestershire County Council, Education Worker, Adults and Communities</p>	<ul style="list-style-type: none"> <li>• Strategic objectives still seem relevant and action plan clear on what is the council's responsibilities but also allows for inclusion of partnership work</li> <li>• Need for more volunteer, work experience / placement and apprenticeship opportunities for young people</li> <li>• Need for diversionary positive activities for young people</li> <li>• Support sharing of universal risk and safety messages to children and young people</li> <li>• Need for more work with local businesses</li> <li>• Voluntary and Community Sector provide a wide range of support activities in the area, need for assistance with funding</li> <li>• Need to ensure that children and young people continue to have involvement and a voice</li> <li>• Need to encourage young people to be involved in democratic process</li> <li>• Marginalised young people need to have their voice heard</li> </ul>

<p><b>Think Family Partnership</b></p> <p>CBC, Supporting Leicestershire Families, Children's Centre Co-ordinator, Libraries, Adults and Communities, NHS Health Trust, Behaviour and Inclusion Partnerships, Home Start Horizons, Leicestershire County Council, NHS Midwifery, Early Learning, Family Outreach Worker, Schools, Voluntary and Community Sector</p>	<ul style="list-style-type: none"> <li>• Strategic objectives still seem relevant and action plan clear on what is the council's responsibilities but also allows for inclusion of partnership work</li> <li>• Support for all services to co-ordinate delivery of universal risk and safety messages to children and young people and parents</li> <li>• Support for all services to co-ordinate delivery of universal health messages</li> <li>• Need for co-ordinated push for take up of free early years education entitlement</li> <li>• Recognition that intervention within the first 4 years of children's lives is important</li> <li>• Support for delivering programmes that promote improved health and well-being for children and young people and their families</li> <li>• Need to look at co-ordinating services to address obesity levels in children, along with maternal obesity</li> <li>• Need to ensure appropriate information sharing continues to ensure best outcomes for children and young people</li> <li>• Voluntary and Community Sector provide a wide range of support activities in the area, need for assistance with funding</li> <li>• Need to continue co-ordination of partners and services to ensure most effective use of resources and prevent duplication</li> </ul>
<p><b>County Designated Safeguarding Officers</b></p> <p>Rep from each Local Authority</p>	<ul style="list-style-type: none"> <li>• Strategic objectives still seem relevant and action plan clear on what is the council's responsibilities but also allows for inclusion of partnership work</li> <li>• Demonstrates clear links with other local Strategies, policies and plans</li> <li>• Support for all services to co-ordinate delivery of universal risk and safety messages to children and young people and parents</li> <li>• Need to make it shorter</li> <li>• Need to look at producing a children and young people friendly version</li> <li>• Need to share safeguarding training opportunities</li> <li>• Need to look at options for promotion of safeguarding training for voluntary and community sector</li> </ul>

<p><b>CBC Designated Safeguarding Officers Group</b></p>	<ul style="list-style-type: none"> <li>• Strategic objectives still seem relevant and action plan clear on what is the council's responsibilities but also allows for inclusion of partnership work</li> <li>• Demonstrates clear links with other local Strategies, policies and plans</li> <li>• Need for continued sharing learning opportunities</li> <li>• Need to continue to offer specialist subject training for DSO's e.g. capacity training, signs of safety, coercive control</li> <li>• Need to identify gaps for further DSO's</li> <li>• Need to promote that safeguarding is everyone's responsibility</li> <li>• Need to continue to embed safeguarding in new contracts</li> </ul>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>• Strategic objectives still seem relevant and action plan clear on what is the council's responsibilities but also allows for inclusion of partnership work</li> <li>• Demonstrates clear links with other local Strategies, policies and plans including LCC's Children and Families Partnership Plan</li> <li>• Need ensure shared priorities and work are embedded across all areas</li> <li>• May need to update the numbers following the 2021 census</li> </ul>

## Charnwood Borough Council

### Equality Impact Assessment 'Knowing the needs of your customers and employees'

#### ■ Background

An Equality Impact Assessment is an improvement tool. It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identifying and recording gaps and actions.

#### ■ Legislation- Equality Duty

As a local authority that provides services to the public, Charnwood Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- ✓ Eliminate discrimination, harassment and victimisation
- ✓ Advance Equality of Opportunity
- ✓ Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex (Gender)
9. Sexual orientation

What is prohibited?

1. Direct Discrimination
2. Indirect Discrimination
3. Harassment
4. Victimisation
5. Discrimination by association
6. Discrimination by perception
7. Pregnancy and maternity discrimination
8. Discrimination arising from disability
9. Failing to make reasonable adjustments

**Note: Complete the action plan as you go through the questions**



■ **Step 1 – Introductory information**

Title of the policy	Children and Young People's Strategy 2019-2024
Name of lead officer and others undertaking this assessment	Sarah Wheatley
Date EIA started	October 2018
Date EIA completed	

■ **Step 2 – Overview of policy/function being assessed:**

Outline: What is the purpose of this policy? (Specify aims and objectives)
<p>As a named partner in the Leicestershire Children and Families Partnership Plan, the Charnwood Children and Young People's Strategy 2019-2024 details the steps that are needed to contribute towards the shared vision of "Children and young people in Leicestershire (Charnwood for the purposes of our work) are safe and living in families where they can achieve their full potential" for all children and young people within the borough. It is aiming to do this through the following strategic objectives:</p> <p>Objective 1: Keeping children and young people safe and free from harm- we are committed to undertake high quality and effective action in relation to our safeguarding duties.</p> <p>Objective 2: Integrated working and early intervention- working together with our statutory and voluntary sector partners to identify risks early and take preventative action, ensuring that children, young people and families receive help as soon as they need it.</p> <p>Objective 3: Children and family voice- delivery and development of services should start by listening to the people who use our services and then consider what is achievable within the available resources.</p>
What specific group/s is the policy designed to affect/impact and what is the intended change or outcome for them?
<p>The Strategy is designed to positively impact on all children and young people within Charnwood borough, irrespective of individual characteristics. Children and young people are defined as any individual aged 0-19 years old or up to 25 where a young person has a physical or learning disability (except for some legal duties which may, for example, end on a young person's 18<sup>th</sup> birthday). The Strategy is intended to maximise safety, improve wellbeing through the support of relevant services at an appropriate time and to represent the voice of young people within the borough. The Strategy sets out to do this in a manner that is sensitive to protected characteristics of individuals, and creates equal opportunities and life changes for all children and young people within Charnwood borough.</p>
Which groups have been consulted as part of the creation or review of the policy?
<p>A number of groups have been consulted in the development of the Strategy:</p> <ul style="list-style-type: none"> <li>• Family Voice Worker, Early Help Support Services, Leicestershire County Council: This worker co-ordinates Voice Work across the County and links with young people's groups including CYCLe, the County Youth Council for Leicestershire.</li> <li>• Statutory and voluntary partners: These are partners who provide children's services in Charnwood and work directly with children and young people and their families. This includes the Think Family Partnership the NEET (Not in Education, Employment and Training) Advisory Group and the 5-19 Service Providers Network.</li> <li>• Internal staff at Charnwood Borough Council: Charnwood Borough Council Officers that provide services for children and families or have an interest in equalities issues throughout the Council</li> <li>• Leicestershire County Council Children and Families Directorate.</li> </ul>

### ■ Step 3 – What we already know and where there are gaps

List any existing information/data do you have/monitor about different diverse groups in relation to this policy? Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc.

Data/information such as:

- Consultation
- Previous Equality Impact Assessments
- Demographic information
- Anecdotal and other evidence

The following information has been consulted in the development of this Strategy. Data sources include:

- Charnwood Community Profiles developed by the Children, Families and Partnerships Team
- National Child Measurement Programme and Child Obesity Profile
- Indices of Multiple Deprivation
- Teenage Pregnancy Data
- Sure Start Children's Centre information
- Leicestershire Public Health Outcomes Framework
- Prospects Performance Reports (Not in Education, Employment and Training)
- Outcomes from consultation with children and young people; including The Face2Facebook Consultation, Big Monsters Ball and Hit the Street
- Statutory and voluntary partners who could present the children and young people's voice. This includes the Think Family Partnership and the 5-19 Service Providers Network.

What does this information / data tell you about diverse group? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (Please list)

This is an inclusive Strategy and, as such, the data used has been able to give information regarding children and young people with Charnwood, rather than a particular specific group or cohort. The above sources of data have been able to provide information regarding the following:

- Demographic information (e.g. population size, age and sex statistics, etc.)
- Indices of deprivation
- The voice of the child (e.g. what they believe their needs are)
- The voice of the professional (e.g. what provision they are offering and direct feedback from service users)

From data and needs analysis the following areas have been identified as requiring support towards achieving better outcomes for children and young people:

- Intervention within the first 4 years of children's lives, promoting good outcomes for 0-4 year olds and school readiness
- Provision of targeted support to those children and young people with the highest levels of need, including intensive support to our most vulnerable families and those affected by knife crime, drugs and exploitation
- Reducing the number of NEET (not in education, employment or training) young people and promotion of high quality EET options
- Co-ordination of an offer of positive activities to young people across the Borough
- Support in delivering programmes that promote improved health and well-being for children and young people and their families
- Delivery of appropriate training and development to Charnwood's children and young people's focused workforce including shared messages around real life and online safety and provision of policies and guidance relating to our safeguarding duties

#### ■ Step 4 – Do we need to seek the views of others? If so, who?

In light of the answers you have given in Step 2, do you need to consult with specific groups to identify needs / issues? If not please explain why.

The Strategy sets out our ongoing commitment to the aforementioned strategic objectives of embedding integrated working with our partners and the promotion of children and young people's voice. As such, seeking the views of others is integral to the Strategy and associated Action Plan. This is done through consultation with other professionals and service providers who work directly with children and young people in Charnwood. This is carried out through the following mechanisms, which occur on a regular basis:

- Think Family Partnership and the Needs Analysis Event
- 0-5 Action Group (may be reviewed as part of LCC's current restructure)
- 5-19 Action Group
- 5-19 Service Providers Networking Event
- Teenagers and Babies Access Group
- NEET Advisory Group
- Annual Make Your Mark campaign for 11-18 year olds
- Children's Centre Team Meetings (may be reviewed as part of LCC's current restructure)
- Family Network Group (may be reviewed as part of LCC's current restructure)
- Community Safety Partnership Strategic Group

#### ■ Step 5 – Assessing the impact

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the individuals or community groups (including what barriers these individuals or groups may face) who identify with any 'protected characteristics' and provide an explanation for your decision (please refer to the general duties on the front page).

	Comments
<b>Age</b>	<p>The Children and Young People's Strategy is aimed at positively impacting on and supporting children and young people within Charnwood, regardless of their age. This is aimed to be done through the three objectives:</p> <ul style="list-style-type: none"> <li>• Objective 1: Keeping children and young people safe and free from harm- we are committed to undertake high quality and effective action in relation to our safeguarding duties.</li> <li>• Objective 2: Integrated working and early intervention- working together with our statutory and voluntary sector partners to identify risks early and take preventative action, ensuring that children, young people and families receive help as soon as they need it.</li> <li>• Objective 3: Children and family voice- delivery and development of services should start by listening to the people who use our services and then consider what is achievable within the available resources.</li> </ul> <p>For age specifically, this is done in particular through close partnership working with children's services providers and through the collection and implementation of the child's voice.</p>
<b>Disability</b> (Physical, visual, hearing, learning disabilities, mental health)	<p>This Strategy intends to positively impact upon the lives of children and young people with disabilities (including physical, mental, cognitive, sensory, developmental, etc. disabilities</p>

	<p>and impairments, learning difficulties, etc.). It aims to do this through the following objectives:</p> <p><b>Objective 2:</b> Through integrated working with services who offer specific provision to children and young people with disabilities. These include:</p> <ul style="list-style-type: none"> <li>• SEND's (Special Educational Needs and Disabilities) Local Offer for Leicestershire</li> <li>• Disability specific Youth Services provision (e.g. Loughborough LEGGO)</li> <li>• Local service providers (e.g. Glebe House, etc.)</li> <li>• Provision of funding through Charnwood Grants to support local projects that provide services specifically to children and young people with identified needs (e.g. Glebe House, Loughborough LEGGO etc.)</li> </ul> <p><b>Objective 3:</b> Obtaining the opinion of disabled children and young people through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>• SEND's (Special Educational Needs and Disabilities) Local Offer events</li> <li>• 5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> <li>• One-off project specific consultations that may be held throughout the year</li> </ul>
<b>Gender Reassignment (Transgender)</b>	<p>This Strategy is able to positively impact upon the lives of children and young people who wish to identify as an alternative gender. It aims to do this through the following objectives:</p> <p><b>Objective 2:</b> Through integrated working with services who offer specific provision to transgender children and young people. These include:</p> <ul style="list-style-type: none"> <li>• Group work provided by Leicestershire County Council's Early Help Service when need is identified</li> </ul> <p><b>Objective 3:</b> Obtaining the opinion of transgender children and young people through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>• 5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> <li>• One-off project specific consultations that may be held throughout the year</li> </ul>
<b>Race</b>	<p>This Strategy intends to positively impact upon the lives of children and young people regardless of their race. However, certain groups have been established to support specific races where data and feedback has indicated there is a particular need or concern. It aims to do this through the following objectives:</p>

	<p><b>Objective 2:</b> Through integrated working with services who offer specific provision to children and young people where there has been an identified need with relation to race. These include:</p> <ul style="list-style-type: none"> <li>• Local service providers (e.g. Baca, Shree Ram Krishna Community Project, Equality Action Charnwood, etc.)</li> <li>• Provision of funding through Charnwood Grants to support local projects that provide services specifically to children and young people with identified racial needs (e.g. Shree Ram Krishna Community Project, Baca)</li> </ul> <p><b>Objective 3:</b> Obtaining the opinion of children and young people from a representative range of races through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>• 5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> <li>• One-off project specific consultations that may be held throughout the year</li> </ul>
<p><b>Religion or Belief</b> (Includes no belief)</p>	<p>This Strategy intends to positively impact upon the lives of children and young people regardless of their religion or beliefs. However, certain groups have been established to support specific religions or beliefs where data and feedback has indicated there is a particular need or concern. It aims to do this through the following objectives:</p> <p><b>Objective 2:</b> Through integrated working with services who offer specific provision to children and young people where there has been an identified need with relation to religion of belief. These include:</p> <ul style="list-style-type: none"> <li>• Youth Services provision that also incorporates religion/belief elements (e.g. South Charnwood and Melton Behaviour Partnership)</li> <li>• Local service providers (e.g. Baca, Shree Ram Krishna Community Project, Equality Action Charnwood, etc.)</li> <li>• Provision of funding through Charnwood Grants to support local projects that provide services specifically to children and young people with various identified faiths (e.g. Shree Ram Krishna Community Project, Baca)</li> </ul> <p><b>Objective 3:</b> Obtaining the opinion of children and young people from a representative range of religions and beliefs through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>• 5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> </ul>

	<ul style="list-style-type: none"> <li>One-off project specific consultations that may be held throughout the year</li> </ul>
<b>Sex (Gender)</b>	<p>The Children and Young People's Strategy is aimed at positively impacting on and supporting children and young people within Charnwood, regardless of their sex. This is aimed to be done through the three objectives:</p> <ul style="list-style-type: none"> <li>Objective 1: Keeping children and young people safe and free from harm- we are committed to undertake high quality and effective action in relation to our safeguarding duties.</li> <li>Objective 2: Integrated working and early intervention- working together with our statutory and voluntary sector partners to identify risks early and take preventative action, ensuring that children, young people and families receive help as soon as they need it.</li> <li>Objective 3: Children and family voice- delivery and development of services should start by listening to the people who use our services and then consider what is achievable within the available resources.</li> </ul> <p>For sex specifically, this is done in particular through close partnership working with children's services providers and through the collection and implementation of the child's voice.</p> <p>At the 2018 Needs Analysis discussion was invited into take up of different services and some different needs being identified for male and female young people. There is some ongoing work to do around provision of some work aimed at females only (Love4Life) and whether this should be expanded to be available (separately) for males given that other opportunities are disproportionately accessed by males.</p>
<b>Sexual Orientation</b>	<p>This Strategy intends to positively impact upon the lives of children and young people regardless of sexual orientation. However, certain groups have been established to support specific sexual orientations where data and feedback has indicated there is a particular need or concern. It aims to do this through the following objectives:</p> <p><b>Objective 2:</b> Through integrated working with services who offer specific provision to children and young people where there has been an identified need with relation to sexual orientation. These include:</p> <ul style="list-style-type: none"> <li>Group work provided by Leicestershire County Council's Early Help Service when need is identified</li> </ul> <p><b>Objective 3:</b> Obtaining the opinion of lesbian, gay and bisexual children and young people through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> </ul>

	<ul style="list-style-type: none"> <li>One-off project specific consultations that may be held throughout the year</li> </ul> <p>Professionals are also able to apply to for the Support for Individuals grants on behalf of a child or young person. In the past, this has allowed a young person to access transport in order to attend a support group specific to sexual orientation support.</p>
<b>Other protected groups (Pregnancy &amp; maternity, marriage &amp; civil partnership)</b>	<p>This Strategy intends to positively impact upon the lives of all children and young people, however from previous research, need has also been identified specifically for teenage parents. This provision caters both for young mothers and fathers. The Strategy aims to provide positive impact through the following objectives:</p> <p><b>Objective 2:</b> Through integrated working with services who offer specific provision to children and young people who are teenage parents. These include:</p> <ul style="list-style-type: none"> <li>Local services (e.g. Children Centre Provision, Adult Learning Service, the Teenagers with Babies Access Groups case meetings, Care2Learn etc.)</li> </ul> <p><b>Objective 3:</b> Obtaining the opinion of teenage parents children and young people who are teenage parents through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>Teenagers with Babies Access Group: A regular case meeting where professionals can raise parents views and identify gaps in and request particular service provision</li> <li>5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> <li>One-off project specific consultations that may be held throughout the year</li> </ul>
<b>Other socially excluded groups (carers, low literacy, priority neighbourhoods, health inequalities, rural isolation, asylum seeker and refugee communities etc.)</b>	<p>This Strategy intends to positively impact upon the lives of all children and young people, however from research, need has also been identified specifically for certain socially excluded groups. These have been identified as those young people not in education, employment or training (NEET), young carers, those at risk of homelessness, with parents in the Armed Forces and those with risk factors that make them more vulnerable. The Strategy aims to provide positive impact through the following objectives:</p> <p><b>Objective 2:</b> Through integrated working with services who offer specific provision to children and young people who are teenage parents. These include:</p> <ul style="list-style-type: none"> <li>Universal Youth Services provision (e.g. Desire Youth Club, Shelthorpe Youth Club, etc.) and targeted Youth Services provision (e.g. Inclusion Programme, Time Out Young Carers, Go-Getta Engagement</li> <li>Universal local service providers (e.g. youth cafes/clubs and community groups, sports groups,</li> </ul>

	<p>etc.) and targeted local service providers (e.g. The Bridge, Youth Shelter, TwentyTwenty, Armed Forces Covenant, etc.)</p> <ul style="list-style-type: none"> <li>• Supporting Leicestershire Families team: A team who support vulnerable children, young people their extended families including engaging them to relevant services dependent on their needs.</li> <li>• Provision of funding through Charnwood Grants to support universal and targeted local projects who provide services specifically to children and young people (e.g. Charnwood Arts, Loughborough LEGGO, TwentyTwenty, etc.)</li> </ul> <p>Objective 3: Obtaining the opinion of all children and young people through consultation events, with a view to implementing this into service provision. These events include:</p> <ul style="list-style-type: none"> <li>• NEET Advisory Group: A forum whereby the views and needs of this specific group of young people can be aired</li> <li>• Charnwood Grants Panel: evidence of young people's views often included in applications</li> <li>• Community Safety Partnership delivery groups: evidence of young people's views and experiences often included in discussions</li> <li>• 5-19 Service Providers Networking Event: Service providers are able to represent the voice of the service users they work with</li> <li>• One-off project specific consultations that may be held throughout the year</li> </ul>
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Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.

Please note:

- a) If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately.
- b) Additionally, if you have identified adverse impact that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.

Due to the integrated working promoted through the Strategy, it is expected that there will be no negative impact on children and young people.

In order to maximise the potential for positive impact, the Children and Young People's Participation Toolkit has been designed. This is a guide for use by Charnwood Borough Council employees and local service provider colleagues to support them in consulting with young people in order to record their voice. This Toolkit will encourage colleagues to consider children and young people when developing services and resources aimed at them, thereby supporting Objectives 2 and 3 identified in the Strategy.

Summarise your findings and give an overview as to whether the policy will meet Charnwood Borough Council's responsibilities in relation to equality and diversity (please refer to the general duties on the front page).



By the implementation of the three objectives identified in the Strategy, it is felt that this document will support the Council's responsibilities in relation to equality and diversity and also their responsibilities in safeguarding and promoting the children and young people within the Borough.

### ■ Step 6- Monitoring, evaluation and review

Are there processes in place to review the findings of this Assessment and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?

The findings of this assessment will be monitored through a variety of mechanisms, designed to uphold the Strategy and promote the needs of children and young people. These mechanisms include:

- Performance indicators identified in the Strategy's Action Plan: a number of specific actions related to the Strategy's 3 main objectives, together with the actual performance measure, named responsible individuals and a target date for each indicator
- The Think Family Partnership: Internal and external colleagues involved in the development, monitoring and provision of children and young people's services will be involved in carrying out the Strategy's objective, including whether they are being met and will address any issues as they arise.
- Charnwood Borough Council Senior Management Team: will receive a report should there be any areas of under-performance or slippage
- Performance Panel Scrutiny Group: outcomes of the Children and Young People's Strategy and Action Plan will be regularly reported to this Panel.

How will the recommendations of this assessment be built into wider planning and review processes? e.g. policy reviews, annual plans and use of performance management systems.

The recommendations of this assessment will be included in the follow:

- The annual review of the Children and Young People's Strategy Action Plan
- Reviews of the Strategy by the Policy Scrutiny Group and Cabinet
- Regular performance monitoring by the Performance Scrutiny Panel

### ■ Step 7- Action Plan

Please include any identified concerns/actions/issues in this action plan:

**The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan**

Reference Number	Action	Responsible Officer	Target Date

■ **Step 8- Who needs to know about the outcomes of this assessment and how will they be informed?**

	<b>Who needs to know</b> (Please tick)	<b>How they will be informed</b> (we have a legal duty to publish EIA's)
<b>Employees</b>	✓	Through their involvement with the Children, Families and Partnerships Team (and their related meetings), through the publishing of the Equality Impact Statement.
<b>Service users</b>	✓	Through the publishing of the draft Strategy online in our Consultations
<b>Partners and stakeholders</b>	✓	Leicestershire County Council, Supporting Leicestershire Families Team and children's services providers will be informed through the publishing of the Equality Impact Statement.
<b>Others</b>	✓	Cabinet members will be informed through the publishing of the Equality Impact Statement.
<b>To ensure ease of access, what other communication needs/concerns are there?</b>		

■ **Step 9- Conclusion (to be completed and signed by the [Service Head](#))**

<b>Please delete as appropriate</b>
I agree with this assessment / action plan
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:
Signed (Service Head):  Julie Robinson
Date: 11 February 2019

[Please send completed & signed assessment to Suzanne Kinder for publishing.](#)

## OVERVIEW SCRUTINY GROUP – 11TH MARCH 2019

### Report of the Cabinet

#### OVERVIEW SCRUTINY GROUP PRE-DECISION SCRUTINY – CABINET RESPONSE

##### Purpose of Report

To set out the Cabinet's responses to the recommendations of the Group on pre-decision scrutiny items.

##### Action Requested

To note the Cabinet's responses to the recommendations submitted by the Group on items considered for pre-decision scrutiny.

##### Policy Context

One of the principles of effective scrutiny, identified by the Centre for Public Scrutiny, is "provide a constructive critical friend challenge to the Executive".

##### Pre-decision Scrutiny

Since the May meeting of the Group, the Cabinet has considered the following items on which the Group undertook pre-decision scrutiny:

##### A. LIGHTBULB SERVICE IMPLEMENTATION UPDATE

##### B. CAPITAL STRATEGY 2019/20

Details of the Group's consideration of the items as reported to the Cabinet on the 14th February 2019 are set out in the appendix to this report.

The Chair of the Group, Councillor Capleton, attended the Cabinet's meeting on the 14th February 2019 to present the Group's reports to the Cabinet.

##### Cabinet Response

The Cabinet considered the Group's reports and acknowledged the work undertaken and the views of the Group. In particular, the Cabinet responded as follows to the reports:

##### *Lightbulb Service Implementation Update*

The Cabinet adopted the officer recommendations, which the Group had supported.

##### *Capital Strategy 2019/20*

The Cabinet adopted the officer recommendations, which the Group had supported.

## Report Implications

The following implications have been identified for this report:

### *Financial Implications*

None.

### *Risk Management*

No risks have been identified in connection with this report.

Background Papers:       None

Officer to contact:       Nadia Ansari  
Democratic Services Officer  
01509 634502  
[nadia.ansari@charnwood.gov.uk](mailto:nadia.ansari@charnwood.gov.uk)

## LIGHTBULB SERVICE IMPLEMENTATION UPDATE

### Recommendation of the Overview Scrutiny Group

That the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Strategic and Private Sector Housing.

### Reason

Having considered the report and asked questions of the Lead Member for Housing and the Head of Strategic and Private Sector Housing on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

### Meeting Discussion

The Lead Member for Housing and the Head of Strategic and Private Sector Housing attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The remit of the support workers was explained to the Group. A Housing “MOT” was carried out to assess what services were required and the Housing Support Coordinator would arrange for the provision of equipment, adaptations and signpost the individual to other services.
- (ii) The 11% increase in service costs was partially attributed to the National Pay Award, which had increased salaries for the staff involved. There had also been increased costs for the central hub management in Blaby which contributed to the 11% increase.
- (iii) It was envisaged that the scheme would produce overall savings to the public purse as more individuals were staying in their homes and not being dependent on social services care. There was also an emphasis on improving care for the individual and providing a more holistic approach.
- (iv) The targets for the scheme were set out to the Group. The Disabled Facilities Grant targets were being met but it was felt they could be improved. The initial target for the Housing Support Coordinators of seeing referred cases within 2 to 3 weeks was not being met although the hope was to decrease the waiting list for the service which would enable the team to meet the 2 to 3 week target.
- (v) The Group was advised that the Scheme would be reviewed again if there was an increase in charges and reassurance was given that this was not an open-ended commitment.
- (vi) The Group discussed how the performance of the Scheme would be scrutinised and was advised that the current scrutiny structure would be changing and the scrutiny for the scheme would come under the Directorate scrutiny committee, to be added to their work programme.
- (vii) Running the Scheme in partnership had increased efficiency of service delivery as the Housing Support Coordinators acted as the single point of contact and could refer the individual to other services. There was an increased focus on joint working between services and offering a better level of support to the individual to remain living independently.
- (viii) The Group was assured that the Council had rigorously evaluated the Business Case for the Scheme before it was agreed to ensure that it offered value for money to Charnwood residents.

## CAPITAL STRATEGY 2019/20

### Recommendations of the Overview Scrutiny Group

That the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Finance and Property Services.

### Reason

Having considered the report and asked questions of the Lead Member for Finance and Property Services and the Strategic Director for Corporate Services on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

### Meeting Discussion

The Lead Member for Finance and Property Services and the Strategic Director for Corporate Services attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was assured that the Council would not be “double borrowing” money. There were strict governance procedures in place to track any movement of funds and there were also strict guidelines in place to dictate where funds could be spent. The Council’s policy stated what the priorities for this year were and where money would be spent to reassure Members. The role of the Section 151 Monitoring Officer was also to safeguard against this practice.
- (ii) The need to keep residents’ money secure was echoed by the Lead Member who emphasised the paramount importance of protecting taxpayers’ money. The Council had and would continue to use outside advisors who had experience of commercial markets and property investments and who could advise the Council fully. There was also a plan to upskill officers so that they were better able to understand and advise on any investments made by the Council.
- (iii) The Council was aware of the changing nature of the investment market and was always looking at the measure in place to ensure the Council’s financial position was secure. The Council were risk aware rather than risk adverse as it was accepted that some level of risk was needed to be commercially active.
- (iv) The Group was advised that the Council would consider e-commerce (distribution warehouses) investments but any such investments would need to satisfy the Council’s requirement for security, return and risk. The Council was aware of the decline in the retail sector and would take advice on the type of investments which should be made. The Council had invested in property funds and engaged professional advice to advise on particular investments.



## OVERVIEW SCRUTINY GROUP – 11TH MARCH 2019

### Report of the Head of Strategic Support

#### WORK PROGRAMME

##### Purpose of Report

1. To consider the list of forthcoming Executive Key Decisions and the Group's Work Programme in order to schedule items to be considered for pre-decision scrutiny.
2. To provide an opportunity for members of the Group to raise suggestions on issues for scrutiny, in addition to pre-decision scrutiny, which fall within the Group's remit, for scheduling by the Scrutiny Management Board.

##### Work Programme

The Group's current Work Programme is attached at Appendix 1.

In addition to Cabinet pre-decision scrutiny, the Group is also able to consider for inclusion on the Work Programme (subject to the agreement of Scrutiny Management Board):

- (i) Scrutiny of external public service providers and partners;
- (ii) Scrutiny of outside bodies, especially those which the Council gives grants to and/or has service level agreements with;
- (iii) Scrutiny of services which are shared with other local authorities including joint scrutiny of those services.

##### Key Decisions

To enable the Group to be aware of the Key Decisions to be taken by the Cabinet over the coming months and to determine which, if any, of these items should be programmed for pre-decision scrutiny, details of forthcoming Exempt and Key Decisions to be taken by the Cabinet are attached as Appendix 2.

Items dated prior to or for this meeting have been removed to avoid confusion on Appendix 2.

Background Papers:	None
Officer to contact:	Nadia Ansari Democratic Services Officer (01509) 634502



Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Overview Scrutiny Group	8 <sup>th</sup> April 2019 (standing item)	OSG Pre-decision scrutiny – Cabinet Response	A report of Cabinet, setting out the response of Cabinet to recommendations by the Overview Scrutiny Group on pre-decision scrutiny items.		N. Ansari (report) Lead Officer (meeting)	
Overview Scrutiny Group	8 <sup>th</sup> April 2019 (standing item)	Work Programme	To agree and schedule items to be considered at future meetings.	To allow the Group to identify items, including the scrutiny of forthcoming Key Decisions, pre-decision scrutiny and the scrutiny of external public service providers and partners.	N. Ansari (report) Lead Officer (meeting)	
Overview Scrutiny Group	8 <sup>th</sup> April 2019 (standing item)	Cabinet items for pre-decision scrutiny			To be confirmed	Items may be determined by the Chair and Vice-chair in consultation with the Democratic Services Manager.  Further items may also be added following publication of the Cabinet agenda.
Overview Scrutiny Group	8 <sup>th</sup> April 2019 (if applicable, standing item)	Pre-decision scrutiny of any specific financial matters to be considered by Cabinet.		Pre-decision scrutiny of any out-turn reports, virements and in-year service pressures, particularly when they are related to additional costs arising from decisions by other agencies to reduce services.	To be confirmed	Agreed by SMB 23 January 2019 (see minute 31.2) (supports recommendation of Budget Scrutiny Panel Jan 2019).

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Overview Scrutiny Group	June 2019	Capital Plan Outturn 2018/19		Cabinet item for pre-decision scrutiny.	T. Stankley	Added by SMB 08 August 2018 (see min 14.3).
Overview Scrutiny Group	June 2019	General Fund and HRA Revenue Outturn 2018/19 and Carry Forward of Budgets		Cabinet item for pre-decision scrutiny.	T. Stankley	Added by SMB 08 August 2018 (see min 14.3).
Overview Scrutiny Group	As required	Capital Plan Amendment Reports		Cabinet Report for Pre-decision Scrutiny.	T. Stankley	Agreed by OSG at its meeting on 13th November 2017, with the item to be included when the Chair and Vice-chair identify that there are particular issues that require scrutiny in that quarter's report.



**FORTHCOMING KEY  
DECISIONS AND DECISIONS  
TO BE TAKEN IN PRIVATE  
BY CHARNWOOD BOROUGH  
COUNCIL'S EXECUTIVE**

**Published  
13th February 2019**

### **What is a Key Decision?**

A key decision is one which:

- commits the Council to expenditure, savings or increases or reductions in income of £100,000 or more in any financial year;
- makes proposals in relation to the budget or the policy framework under Budget and Policy Framework Procedure 14.2(a); or
- will result in the closure of any facility from which Borough Council services are provided or a reduction by more than 10% in the level of a discrete service provided.

In other cases the impact of the decision will be considered in terms of the strategic nature of the decision, the effect on the amenity of the community or quality of service provided by the Council to a significant number of people living or working in the locality affected, the size of the area affected and the likely public interest in the decision.

### **What is a Private Meeting?**

Meetings of the Council's Cabinet are open to the public to attend. All or part of a meeting may be held in private, where the item of business to be considered may result in confidential or exempt information being disclosed. Definitions of confidential and exempt information are set out in the Access to Information Procedures in the Council's Constitution.

### **Representations**

Members of the public are able to make representations about forthcoming key decisions to be taken by the Council's Executive, these should be made in writing (including via e-mail) to the responsible officer (details are listed for each proposed key decision). Members of the public are also able to make representations concerning proposals to hold a meeting in private, these should be made in writing (including via e-mail) to Democratic Services (contact details below). In both cases, representations should be submitted by midday on the working day preceding the date on which the decision is due to be taken.

### **Other information**

This document supersedes all previous Forward Plans.

If you have any general queries, please contact:

Karen Widdowson  
Democratic Services Manager  
Charnwood Borough Council,  
Southfield Road, Loughborough, Leicestershire, LE11 2TX  
Tel: 01509 634785  
Email: [democracy@charnwood.gov.uk](mailto:democracy@charnwood.gov.uk)

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Business Plan 2019/20	To set out the Council's principal activities in delivering the Corporate Plan for the Council Year 2019/20.	Cabinet	14th March 2019	Report	Yes	Adrian Ward Head of Strategic Support Tel: 01509 634573 <a href="mailto:adrian.ward@charnwood.gov.uk">adrian.ward@charnwood.gov.uk</a>
Review of Contract with Fortem Solutions Ltd for Planned Works, Voids and Associated Works	To review the first year of the contract with Fortem and to advise members of the current position, and delivery going forward to 2019/20.	Cabinet	14th March 2019	Report	No	Peter Oliver Head of Landlord Services Tel: 01509 634952 <a href="mailto:peter.oliver@charnwood.gov.uk">peter.oliver@charnwood.gov.uk</a>
Revenues and Benefits – Future Service Delivery Options	To review the future service delivery options for the Revenues and Benefits Service and approve a final option to be implemented.	Cabinet	11th April 2019	Report	No	Karey Barnshaw Head of Customer Experience Tel: 01509 634923 <a href="mailto:karey.barnshaw@charnwood.gov.uk">karey.barnshaw@charnwood.gov.uk</a>
Building Control Alternative Service Delivery Project	To request approval of the preferred delivery model for the provision of future building control services.	Cabinet	11th April 2019	Report	No	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 <a href="mailto:richard.bennett@charnwood.gov.uk">richard.bennett@charnwood.gov.uk</a>
Charnwood Grants	To consider applications for revenue funding received in round one of the Community Facilities Capital Grants and Community Development Grant Schemes for 2019/20.	Cabinet	6th June 2019	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>
Capital Plan Outturn 2018/19	To report the Council's capital expenditure results for 2018/19 subject to audit.	Cabinet	6th June 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
General Fund and HRA Revenue Outturn Report (2018/19) and Carry Forward of Budgets	To report the Council's revenue expenditure results for 2018/19 subject to audit.	Cabinet	6th June 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet  Council	4th July 2019  2nd September 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	4th July 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Charnwood Dog Control Public Spaces Protection Order 2019	To approve the formal Notice of Intention to renew the Borough-wide Public Spaces Protection Order for Dog Control (dog fouling, dogs on leads and dogs under control) under Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014.	Cabinet	4th July 2019	Report	Yes	Alan Twells Head of Regulatory Services Tel: 01509 634650 <a href="mailto:alan.twells@charnwood.gov.uk">alan.twells@charnwood.gov.uk</a>
Charnwood Grants	To consider applications for revenue funding received in round two of the Community Facilities Capital Grants and Community Development Grants Schemes for 2019/20.	Cabinet	19th September 2019	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	19th September 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet  Council	19th September 2019  4th November 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Medium Term Financial Strategy 2020-2023	To present a revised MTFS to Cabinet and Council for approval.	Cabinet  Council	14th November 2019  January 2020	Report  Report	Yes  Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Draft Capital Plan 2020/21 – 2022/23	To consider the draft Capital Plan for consultation.	Cabinet	12th December 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Charnwood Grants	To enable Cabinet to consider applications for funding received in round three of the Community Facilities Capital Grants and Community Development Grants Schemes for 2019/20.	Cabinet	12th December 2019	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>
Draft General Fund and HRA 2020-21 Budgets	To seek approval to the Draft Revenue Budget for 2020-21 as a basis for consultation.	Cabinet	12th December 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet  Council	12th December 2019  January 2020	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>

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Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	12th December 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 <a href="mailto:tina.stankley@charnwood.gov.uk">tina.stankley@charnwood.gov.uk</a>
Charnwood Grants – Strategic Partners (2020/21 – 2021/22)	To consider recommendations regarding the proposed levels of Strategic Partner Grant funding for the next two years.	Cabinet	January 2020	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>

## **EXECUTIVE MEETINGS TO BE HELD IN PRIVATE**

The following items are due to be considered by the Council's Cabinet and the public could potentially be excluded since exempt or confidential information could be considered.

<b>Decision Item</b>	<b>What is the nature of decision to be taken?</b>	<b>Who will take the decision?</b>	<b>When is the earliest a decision will be taken?</b>	<b>Documents to be considered?</b>	<b>Will the report be considered in public?</b>	<b>Who can give me more information?</b>
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Revenues and Benefits – Future Service Delivery Options	To review the future service delivery options for the Revenues and Benefits Service and approve a final option to be implemented.	Cabinet	11th April 2019	Report	No	Karey Barnshaw Head of Customer Experience Tel: 01509 634923 <a href="mailto:karey.barnshaw@charnwood.gov.uk">karey.barnshaw@charnwood.gov.uk</a>
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When items are considered in exempt or confidential session, the reasons for exemption would fall into one or more of the following categories:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.



6. Information which reveals that the authority proposes—
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **CABINET MEMBERS**

Members of the Council's Cabinet are as follows:

<b>Name (Group)</b>	<b>Lead Member Responsibilities</b>
Councillor Morgan (Conservative)	<b>Leader of the Council</b> Whole Council, Strategic Partnerships and Communications
Councillor Barkley (Conservative)	<b>Deputy Leader of the Council</b> Finance and Property
Councillor Bokor (Conservative)	Loughborough
Councillor Harper-Davies (Conservative)	Performance of Major Contracts
Councillor Mercer (Conservative)	Housing
Councillor Poland (Conservative)	Equalities, Member and Strategic Services
Councillor Rollings (Conservative)	Deputy Lead Member for Customer Services
Councillor Smidowicz (Conservative)	Regulatory Services, Enforcement and Licensing
Councillor Taylor (Conservative)	Communities, Safety and Wellbeing
Councillor Vardy (Conservative)	Planning, Inward Investment and Tourism Strategy