



DATE: 25 November 2014
MY REF: MIS/BS
PLEASE ASK FOR: Mr. M. I. Seedat
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Dear Sir/Madam

I summon you to the MEETING of the LEICESTERSHIRE COUNTY COUNCIL to be held at COUNTY HALL, GLENFIELD on WEDNESDAY, 3 DECEMBER 2014 at 2.30 p.m. for the transaction of the business set out in the agenda below.

Yours faithfully



Chief Executive

AGENDA

1. Chairman's Announcements.
2. To confirm the minutes of the meeting of the Council held on 24 September 2014. (Pages 5 - 30)
3. To receive declarations by members of interests in respect of items on this agenda.
4. To answer questions asked under Standing Order 7(1)(2) and (5).

To dispose of business from the last meeting.

5. Report of the Constitution Committee.
 - (a) Review of Standing Orders (Meeting Procedure Rules). (Pages 31 - 34)
6. To receive position statements under Standing Order 8.

To consider reports of the Cabinet, Scrutiny Commission, Scrutiny Committees and other bodies:



7. Reports of the Cabinet.
 - (a) Leicestershire County Council Annual Performance Report (Pages 35 - 2014. 100)
 - (b) Leicestershire County Council Planning Obligations Policy. (Pages 101 - 160)
8. Report of the Corporate Governance Committee.
 - (a) Proposed Changes to the Contract Procedure Rules. (Pages 161 - 166)
9. To consider the following notice/s of motion:
 - (a) Working Together to Manage Budget Reductions – Mr Max Hunt CC
 - “1. That this Council severely regrets that:-
 - (a) Since the Coalition Government came into power local services have been disproportionately penalised with a real terms cut in local government funding of 37% with the recent National Audit Office report on local government funding reserving its severest criticism for central government;
 - (b) after four years of Coalition Government, local government social care services have been forced to take a bigger hit than any other government services and as social care funding constitutes a large proportion of local authority funding, the funding situation for the County Council will become untenable within the next two years;
 - (c) the approach taken by the present administration has failed to understand the significant contribution that the voluntary sector could make to supporting local communities, groups and carers in dealing with cuts being made in services;
 - (d) the failure of the Administration to engage in any meaningful way with other political groups on the challenges facing the Council and how these might be tackled.
 2. That this Council also notes that many of those in low paid jobs, include a large number of people working in the care sector with which the Council contracts, deserve better pay and conditions.
 3. That this Council therefore calls upon the Administration to:
 - (a) work with Councillors of all parties and other County Councils to restore a respectable level of funding to social care services supporting young, disabled and elderly vulnerable people;

- (b) challenge local MPs and Parliamentary Candidates to oppose further cuts to social care in the next Government and support an integrated health and care service;
 - (c) review its current approach to working with the voluntary and community sector and engage constructively with them to help deliver the Council's preventative agenda.
 - (d) show its support for the lowest paid social care workers by giving a commitment to introduce the living wage within the Council and making it a requirement for organisations with whom the Council contracts.”
- (b) Imposition of Bus and Cycle Lanes - Leicester North West Major Transport Scheme – Mr L Yates CC

“That this Council rejects the Coalition Government’s and Leicester City Mayor’s obsessive agenda in imposing cycle and bus lanes which will only create more congestion and that the Leicester North West Major Transport project be roundly rejected.”

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**MINUTES OF THE MEETING OF THE LEICESTERSHIRE COUNTY COUNCIL
HELD AT COUNTY HALL, GLENFIELD ON WEDNESDAY, 24 SEPTEMBER
2014**

PRESENT

Mr. G. A. Boulter CC (in the Chair)

Mr. I. E. G. Bentley CC, Mr. D. C. Bill MBE CC, Mr. R. Blunt CC, Mr. S. L. Bray CC, Mrs. R. Camamile CC, Mr. M. H. Charlesworth CC, Mr. J. G. Coxon CC, Mrs. J. A. Dickinson CC, Dr. T. Eynon CC, Dr. R. K. A. Feltham CC, Mrs. J. Fox CC, Mr. S. J. Galton CC, Mr. D. A. Gamble CC, Mr. S. J. Hampson CC, Mr. G. A. Hart CC, Dr. S. Hill CC, Mr. Dave Houseman MBE, CC, Mr. Max Hunt CC, Mr. D. Jennings CC, Mr. J. Kaufman CC, Mr. A. M. Kershaw CC, Ms. K. J. Knaggs CC, Mr. P. G. Lewis CC, Mr. W. Liquorish JP CC, Mrs. H. E. Loydall CC, Mr. K. W. P. Lynch CC, Mr. M. T. Mullaney CC, Ms. Betty Newton CC, Mr. J. P. O'Shea CC, Mr. J. T. Orson JP CC, Mr. P. C. Osborne CC, Mr. I. D. Ould CC, Mrs. R. Page CC, Mr. B. L. Pain CC, Mr. A. E. Pearson CC, Mr. T. J. Pendleton CC, Mrs. P. Posnett CC, Mr. J. B. Rhodes CC, Mrs. J. Richards CC, Mr. N. J. Rushton CC, Mr. R. Sharp CC, Mr. S. D. Sheahan CC, Mr. R. J. Shepherd CC, Mr. E. D. Snartt CC, Mr. L. Spence CC, Mr. D. A. Sprason CC, Mr. G. Welsh CC, Mr. E. F. White CC, Miss. H. Worman CC, Mr. M. B. Wyatt CC and Mr. L. E. Yates CC

19. CHAIRMAN'S ANNOUNCEMENTS.

The Chairman drew Members' attention to the tremendous community response to the one hundredth anniversary of the start of the First World War. Most towns and villages had done something to mark the occasion by tree plantings, exhibitions, publications, concerts, services, parades, war memorial restoration and much more.

The commemoration had first been marked with a service at Leicester Cathedral on 3rd August, and followed by the 'Lights Out across Europe Initiative'. The Chairman reported that he had hosted a balloon launch at Stand Easy and that many people had taken the opportunity to leave personal messages at the memorial. From 10.00 p.m. County Hall's lights had been extinguished and just a solitary light had burned in the Members Lounge whilst Stand Easy had been illuminated, with striking effect.

Responses had been heart-warming and humbling, and demonstrated the depth of respect which existed for the past generation who had lost their lives in the war that had been supposed to end all wars.

The Chairman also report that the County Council was working with a range of partners to ensure that this anniversary was marked now and throughout the coming four years.

Visitors

The Chairman welcomed to the meeting all visitors and guests of members and anyone who was viewing the meeting via the webcast.

20. MINUTES.

It was moved by the Chairman, seconded by Mr Smartt and carried:-

“That the minutes of the meeting of the Council held on 2nd July 2014, copies of which have been circulated to members, be taken as read, confirmed and signed.”

21. DECLARATIONS OF INTEREST.

The Chairman invited members who wished to do so to make declarations of interest in respect of items on the agenda for the meeting.

No such declarations were made.

22. QUESTIONS ASKED UNDER STANDING ORDER 7(1)(2) AND (5).

(A) Dr Eynon asked the following question of the Leader or his nominee:-

“Could the Leader please advise me:-

- (a) How many requests received during the last 5 years for adaptations to the homes of frail, elderly, disabled and other medically unwell people were agreed by the County Council’s occupational therapists and forwarded to North West Leicestershire District Council for action?
- (b) How long did the service users and carers concerned have to wait for the recommended work to be done?”

Mr Houseman replied as follows:-

“(a) The number of service users living in North West Leicestershire with a major adaptation start date recorded by adult social care in each year is as follows:-

2009/10	122
2010/11	118
2011/12	134
2012/13	180
2013/14 *	168

(b) Information from North West Leicestershire District Council shows that the average time (in weeks) taken from referral from adult social care for all Disabled Facilities Grants to completion by the local authority in each year is as follows:-

2010	62.7
2011	54.5
2012	26.7
2013	28.2

2014*

Due to the introduction of a new computer system figures in the answer to question (a) are up to February 2014 only: time for answer (b) not yet finalised.”

(B) Mr Hunt asked the following question of the Leader or his nominee:-

“The Council agreed last February to spend £1,045,000 this financial year on upgrading the Leicester and Leicestershire Integrated Traffic Modelling System (LLITM) and another £306,000 is programmed from next April.

Would the Leader please advise:-

- (a) Whether this project is expected to meet its budget and when the work was begun?
- (b) What data and assumptions have been updated since December 2012?
- (c) What further data, assumptions or systems are planned to be updated over the period of the capital project?”

Mr Osborne replied as follows:-

“(a) The project is in progress, within budget and expected to be delivered within its allocated budget during Spring 2016.

The project was started in Autumn 2013, and is already providing the County with a more robust tool to support the appraisal of the transportation impacts of new development and to support the strategic appraisal of future travel demands and traffic growth pressures.

(b) The updated data since 2012 includes:-

- 167,000 driver origin-destination records;
- 10,000,000 bus travel records from Electronic Ticket Machine (ETM) from bus operators in the County supplied free;
- 12,000 bus passenger interview records from bus stop origin-destination surveys;
- 50,000,000 UK-wide rail passenger records from around 2,500 stations in the UK;
- Traffic counts from 700 sites within the County;
- Extension of LLITM network beyond County boundary to include Toton and substantial parts of the Strategic Road Network;

- Signal data updates;
- Expansion of zones from 930 to 1320;
- Planning data.

The assumptions that have been updated since 2012 include:-

- New economic parameters, for example, values of time, vehicle operating costs, fuel prices, fares, GDP, etc to accord with current national values and guidance;
- New national assumption constraints in terms of population, household growth, employment and other constraints to be taken into account for context whilst allowing LLITM the flexibility for local forecast;
- LLITM 2014 is being built to a new and more exacting Department for Transport standard specified in WebTAG2 published in January 2014.

(c) The further data, assumptions or systems that are planned for update over the period of the capital project include:

- Future networks to be defined, checked and signed off;
- 5,500 junction coding, geometric layouts and data to be reviewed; 4,500 already reviewed out of a total of 10,000 as part of the short term maintenance;
- New planning data that is being collated from planning authorities;
- Journey time data from 600-650kms of road to be collected from Global Positioning System (TrafficMaster) and Highways Authority sources for the Strategic Road Network;
- Enhanced freight modelling facility;
- All component software will be upgraded to their latest versions;
- All physical servers which run LLITM have been upgraded to a newer version of Windows; the number of processors and clock speed will also be upgraded.”

Mr Hunt asked the following supplementary question:-

“How does this affect Core Strategies that are currently going through the District Councils?”

Mr Osborne replied as follows:-

“It supports Core Strategies and the ability of those to be passed. As you

know there are three councils who are going to re-present theirs in various timescales and I look forward to those being passed.”

(C) Dr Eynon asked the following question of the Leader or his nominee:-

“Could the Leader explain how the decision to destroy all copies of the Museum Development East Midlands grant-funded report on alternative models for Museum delivery prepared by Winckworth Sherwood:-

- (a) Complies with Statutory Instrument no. 2095 of the "Openness and Transparency in Local Government Regulations 2014" which makes it an offence for an officer of the Council to intentionally obstruct any person from inspecting those written records and background papers that they have a right to see.
- (b) Complies with the Records Management Society Local Government Retention Guidelines (2003) and with the Council's own Retention Policy and Retention Schedule?"

Mr Blunt replied as follows:-

“(a) The Openness of Local Government Bodies Regulations 2014 which came into force on 6th August 2014 provide that a written record must be made of specified decisions taken by officers under delegated authority (either by a specific delegation or under a general delegation) where the effect of the decision is to:-

- grant a permission or licence;
- affect the rights of an individual;
- award a contract or incur expenditure which in either case materially affects the Council’s financial position.

In such cases, a record must be produced containing prescribed information and the record and background papers must be made available for inspection by members of the public. A person who has custody of such a record commits an offence if without reasonable excuse he or she intentionally obstructs a person from inspecting the record or refuses a request to provide a copy.

The report referred to in the question is not a document protected by the Regulations because it is not a written record of an officer decision taken under delegated authority.

- (b) The Retention Guidelines for Local Authorities issued by the Information and Records Management Society are currently under review by the Society. The 2003 Guidelines provide advice on the disposal of ‘common functional and housekeeping records’ as described in the Guidelines. The report referred to is not with the description of classes of documents identified in the Guidelines.

The purpose of the Council’s Retention Policy is to help the Council

meet its statutory obligations to ensure information is retained for the correct period of time and then disposed of appropriately. It requires information to be assessed and retained according to the following principles:

- *Statutory requirements: information will be retained for only as long as is required by statute.*
- *Ongoing business need: information will be retained for only as long as it is required to run the organisation effectively. Storing information costs money, therefore storing information for longer than is necessary incurs unnecessary costs.*
- *Best practice: information will be retained if best practice indicates this would be of benefit, best practice can be drawn from respected external sources.’ [para 2.1 LCC Retention Policy]*

Managers assess retention requirements against these principles and the retention schedule and reach decisions on retention on a case by case basis.”

(D) Mr Sprason asked the following question of the Leader or his nominee:-

“The information coming from the Rotherham child abuse and grooming scandal identified the use of taxis as a major risk. Will the Leader inform this Council on:-

- 1) What measures have been taken by Leicestershire County Council to prevent vulnerable young girls from being transported in taxis alone?
- 2) While it is recognised that CRB checks are required of all taxi drivers employed to transport children this alone does not protect vulnerable girls from exploitation and abuse so what additional procedures and safeguards have been considered or put in place?, and
- 3) Will the Leicestershire and Rutland Local Safeguarding Children Board (LSCB) be reviewing its practices following the Rotherham findings?”

Mr Ould replied as follows:-

- “1) Female drivers and escorts are provided by the Council where vulnerability is identified through the risk assessment which is undertaken whenever transport is provided for children and young people. There is recognition that children in care can be more vulnerable and extra training is given to those contractors and their staff who are employed on such work.

The question is specific to vulnerable young girls but I would wish to make clear that the Council also has procedures which apply to vulnerable young men.

- 2) Preventing and protecting children from sexual exploitation is a local LSCB priority and in October 2013 the LSCB Sub Group initiated a

Child Sexual Exploitation awareness raising campaign “spot the signs.” The first phase focused on raising awareness amongst children and parents, and the second phase of the campaign is focusing on businesses including taxi drivers. A package of leaflets and training materials to support this current phase of the campaign has been produced which members of the Licensing Forum and Leicestershire Police have agreed to disseminate. Amongst other things the package contains a leaflet which draws attention to:-

- The responsibilities of premises owners and taxi drivers with regard to ‘protecting children from harm’;
- The signs of child sexual exploitation;
- Six ‘protection steps’ which should be incorporated into a licensed business and used for staff training with the aim of protecting young people and a business;
- Contact details - emergency/support/for more information.

The County Council’s Sustainable Travel Group which deals with transport arrangements for children and young people is diligent at referring any matters where there is a concern about the suitability of a taxi driver or escort to the Local Authority Designated Officer (LADO) in accordance with LSCB procedures.

Additionally, the Sustainable Transport Group has asked the taxi licencing district councils to add to their forum agenda an item to consider the findings of the Rotherham enquiry in respect of taxi operation, and that the LSCB will share the outcomes of the LSCB audit exercise and subsequent action plan.

There is also a national campaign “Say something if you see something” being developed by the National Working Group (NWG) Network which has produced a number of resources for officers to brief hoteliers and taxi companies.

3) Yes.”

Mr Sprason asked the following supplementary question:-

“Can I thank the Lead Member for his comprehensive answer. I am just asking under the last paragraph, under 2, the report and the audit exercise, can all members be circulated with that report please?”

Mr Ould replied as follows:-

“I am happy to say ‘yes’ subject to officer advice.”

(E) Ms Knaggs asked the following question of the Leader or his nominee:-

“Potholes and defects on the roads and footpaths are a major hazard to users. I have been advised that the County Council inspects every carriageway and footpath at least once a year and that it also welcomes

reports of any defects from members of the public. All potholes/defects identified are recorded and included in a schedule of repairs to be undertaken.

Would the Leader please advise me:-

- (a) Of the time between a pothole or defect being identified and repairs being undertaken?
- (b) Given the significant reductions in the budget for such repairs how does the County Council prioritise repair works and how does it manage the risk of being sued should someone get injured as a result of a failure or delay in undertaking repairs?"

Mr Osborne replied as follows:-

"(a) The County Council has set out in its Highway Maintenance Policy and Strategy a prioritised basis for the repair of all defects in the highway, centred round the severity of the defect. If the defect is considered to be an emergency, it is treated within two hours. If it is urgent, it is classified as a Category 1 defect and repaired within 3 days. All other defects that require a reactive repair are to be treated within 90 days. The recently completed Customer Service Centre/Highways Review identified that the County Council's performance is actually within these timescales, with consideration being given to reducing the 90 day target.

More detail can be found on the County Council website on the webpage related to the Highway Maintenance Policy and Strategy.

(b) The process for prioritising repairs will not change, irrespective of any overall budget reductions. Furthermore, the Council must continue to meet its statutory obligation to keep the highway safe so the funding for defect repairs will always need to be found. The current prioritisation process and a robust approach taken by the Insurance Team ensures that the total value paid out for highway claims against the County Council is one of the lowest in the country."

Ms Knaggs asked the following supplementary question:-

"Thank you Mr Osborne, I won't say for a comprehensive response. My supplementary question is in regard to part (b) of your response which is "the Council must continue to meet its statutory obligation to keep the highways safe so that funding for defect repairs will always need to be found", so my question is where will the funding for the defect repairs be found and could Mr Osborne please state where he thinks that the money will come from?"

Mr Osborne replied as follows:-

"It comes out of the budget and it is a matter of prioritising allocations and if we have to take money from one part of the budget to supplement another where it is required then we will do so and report to Council when it comes to the budget of how that distribution has been done."

(F) Mr Mullaney asked the following question of the Leader or his nominee:-

- “(a) There is much concern about possible library closures in the County including many in Hinckley and Bosworth. Libraries may be in danger of closure if no volunteers are found to run them. Does the Leader have a contingency plan if volunteers can't be found to keep the libraries open?”
- (b) Leicestershire County Council received a £781,402 grant from the Big Lottery Fund towards the opening costs of the Newbold Verdon Library. Can the Leader reveal how much it will liable to have to pay back the Big Lottery Fund if the County Council closes the Library and the effect this will have on the net savings?”

Mr Blunt replied as follows:-

- “(a) I am disappointed in the rather negative tone of the question. I would like to suggest that a more positive use of Mr Mullaney's time would be to encourage people in his electoral division to consider the opportunities now open to community groups with support from the County Council. I note also that the question makes no recognition of the financial situation. It is important that all concerned recognise that since, whilst we would all like to see an outcome which keeps all libraries open, that may not be possible. It is instructive to look across the border to Warwickshire where several communities have embraced the opportunity to run their libraries, but not every library has been kept open. However, it is evident that people are prepared to travel further distances to use a library, which in itself must be a good thing.

As I am sure Mr Mullaney is aware, Cabinet last week approved further work being done on the various suggestions raised during the consultation on the future of libraries and a report will be considered in November.

- (b) Any repayment of grant, whether in full or part, will be subject to discussions with the Big Lottery Fund. No detailed discussions have yet taken place as, of course, no decision has yet been made on the future of the library.”

Mr Mullaney asked the following supplementary question:-

“If the amount of money the County Council has to pay back to the Big Lottery Fund is greater than the savings that would be made from closing Newbold Verdon Library, do you agree that it makes sense that we should guarantee to keep open the excellent community facility that is Newbold Verdon Library?”

Mr Blunt replied as follows:-

“The Conservative Group are pledged towards saving the libraries that are out there now. We will deal with that. You have seen the consultation last

week, you have seen the efforts that we are making and the efforts of Scrutiny in the process and we are looking all the time to improve and refine our offer so each and every community gets a chance to run their library in the future, and we will not deal with any of these other matters until we have given every member of the community the chance to run their own library.”

(G) Mr Mullaney asked the following question of the Leader or his nominee:-

“Can the Leader provide me with the Council procedures that cover circumstances when a carer is unable to attend a scheduled visit? What measures does the Council take to ensure that people are not charged if no visit is made?”

Mr Houseman replied as follows:-

“Service providers submit information electronically using their own or the Council’s system for times of actual care delivered. Absence notifications are submitted electronically on a weekly basis as required by the Council. This assists with prompt payment and enables the Department to monitor where services have not been delivered, and ensure that appropriate action is taken.

Once in receipt of the information that care has not been provided, the Adults and Communities Department will make adjustment to the charges paid by the service user accordingly.”

(H) Mr Sheahan asked the following question of the Leader or his nominee:-

“Could the Leader inform the Council of all Section 38 agreements which were signed prior to 2011, but where roads have not yet been adopted, listed by the year the agreement was signed, address and County Division and whether or not there is a certificate of provisional completion in respect of each?”

Mr Osborne replied as follows:-

“The information requested is held in various electronic filing systems (not databases) which will take some time to interrogate and provide in the requested format. To extract a comprehensive list of this information for the whole county is a significant task. However, specific queries or issues on a specific development site, or specific road, could be extracted manually, relatively quickly.

Details of Section 38 agreements signed prior to 2011 are as follows:

Year Signed	Active Agreements	Under Provisional
1994	1	
1999	1	
2001	1	1
2002	1	
2003	2	2
2004	2	2
2005	2	1
2006	9	6
2007	7	2
2008	7	2
2009	7	
2010	15	7

The approval and adoption of developer works to construct roads and infrastructure that are intended to become public maintainable highway is predominantly a developer led process. Those roads and footpaths that remain under agreement to adopt are still considered public highway but are maintained at the expense of the developer. The Highway Authority holds a bond against each site under a Section 38 agreement equal to the figure likely to be required to bring the works up to a suitable standard for full adoption by the authority in the event the developer ceases - for whatever reason - to maintain the highway. If it becomes evident (either through inspection or from resident complaints) that the developer is not managing and maintaining the roads to a suitable standard, the Highway Authority will seek to progress full adoption either in co-operation with the developer or, failing this, by calling on the bond to complete the works on the developer's behalf.

Whilst the preference would be to ensure that Section 38 agreements do not remain un-adopted for several years, current service priorities of the authority (including the need to support economic growth) suggest that the focus of our current resources should be on the appraisal and approval of new Section 38 schemes."

Mr Sheahan asked the following supplementary question:-

"Mr Osborne, it is a bit of a pity we couldn't have had the details of where all these roads that have not been adopted actually are so that members of the respected divisions could look into that. My supplementary question is do you not think a more proactive approach, either in the past given that some of these go back twenty years, or even now, would resolve these and stop them dragging for so long and I think the same goes for other developer led agreements such as Section 238 agreements. Could we not do more to chase these up and get things sorted out?"

Mr Osborne replied as follows:-

"If there were better ways we would be doing them. I am quite satisfied the manner in which we conduct it is exemplary."

23. POSITION STATEMENTS UNDER STANDING ORDER 8.

The Leader presented a position statement on the following matters:-

- Leicester City Football Club;
- The UK Constitution Boundary Review;
- East Leicestershire LEADER Bid;
- Re-interment of King Richard III;
- Green Plaque Awards;
- Environment and Transport Customer Service Centre;
- Lead Member for Children and Family Services.

The Lead Member for Children and Family Services presented a position statement on the following matters:-

- Safeguarding;
- Examination Results;
- School Funding;
- Achievements of the Children and Families Service.

The Cabinet Lead Member for Health presented a position statement on the new NHS review of Congenital Heart Services.

A copy of the position statements is filed with these minutes.

24. REPORT OF THE CABINET:-

(a) Medium Term Financial Strategy Update.

It was moved by Mr Rhodes, seconded by Mr Rushton:-

- “(a) That the significant financial challenge faced by the County Council and the impact on services, which is unfolding and becomes acute in 2016/17 and thereafter, be noted;
- (b) That the approach outlined in the report to updating the Medium Term Financial Strategy be agreed;
- (c) That local MPs be informed of the Council’s financial position and asked for their views given the impact on their constituents;
- (d) That the response to the technical consultation on the 2015/16 Local Government Finance Settlement, as set out in Appendix C (pages 34-36 of the Council booklet), be approved;
- (e) That the position on the Business Rate Pool, as set out in paragraph 28 in Appendix 1 to the report, be noted.”

An amendment was moved by Mr Sharp and seconded by Mr Hunt:-

“That the motion be amended to read as follows:-

‘That this Council:-

- (a) Notes the significant financial challenge faced by the County Council and the impact on services which is unfolding and becomes acute in 2016/17 and thereafter;
- (b) Deplores the approach adopted by the Conservative Administration which has failed to effectively engage opposition parties, the public or key stakeholders in decision making, such that many proposed cuts are viewed as politically motivated and simply ignore the social consequences;
- (c) Calls upon the Administration to enter into early and meaningful discussions with the main Opposition Groups and the third sector in particular to ensure that the challenges now facing the Council can be addressed in a considered way and have proper regard to the consequences of decisions taken;
- (d) Informs local MPs of the Council’s financial position and asks for their views given the impact on their constituents;
- (e) Calls upon the Administration to commence a comprehensive public awareness campaign, on the financial challenge facing this authority using existing media channels;
- (f) Approves the response to the technical consultation on the 2015/16 Local Government Finance Settlement as set out in Appendix C to this report;
- (g) Notes the position on the Business Rate Pool as set out in paragraph 28.”

The amendment was put and not carried, 22 members voting for the amendment and 29 against.

The original motion was put and carried, 30 members voting for the motion and 21 against.

25. REPORT OF THE CONSTITUTION COMMITTEE:

(a) Review and Revision of the Constitution.

It was moved by Mr Rushton, seconded by Mr Rhodes, and carried:-

Motion 1

- “(a) That the proposed changes to the Constitution, as set out in Appendices A and B to this report, other than those which relate to Standing Orders (the Meeting Procedure Rules), be approved;
- (b) That the list of meetings determined for the purposes of Standing Order

34(2) be amended to read as follows:-

*“Adoption Panel;
Appointment Committee (Chief Officer);
Approval of Premises Panel (Civil Marriages);
Children’s Social Care Panel;
Children in Care Panel;
Child Protection Panel;
Complaints Panel (School Curriculum and Religious Education);
Disputes Panel;
Fostering Panel;
Guardianship Panel;
Member Conduct Panel;
Member Reference Panel on Quality and Safeguarding in Registered Care;
Representations Panel (Independent providers of adult social care);
Secure Accommodation Review Panel.”*

Motion 2 – Procedural Motion in accordance with Standing Order 37

“That the changes to Standing Orders (the Meeting Procedure Rules), as set out in Appendix A to the report of the Constitution Committee, be approved.”

(NOTE Standing Order 37 requires that this procedural motion, having been moved and seconded, stands adjourned until the next ordinary meeting of the Council.)

26. NOTICES OF MOTION.

(a) School Place Planning and School Improvement - Mr. S. J. Galton

Mr Galton, with the consent of the seconder of the motion, sought and obtained the consent of the Council to move the following altered motion:-

It was moved by Mr Galton, seconded by Mr Ould, and carried:-

“That this Council:-

- (a) Congratulates Nicky Morgan MP for her appointment as Secretary of State for Education and looks forward to working together in partnership to ensure that Leicestershire children receive the highest standards in education;
- (b) Believes that Local Authorities can contribute further to this partnership, particularly in areas such as School Place Planning and School Improvement, were their powers extended in the relevant areas.
- (c) Therefore calls on all parties drawing up manifestos for the May General Election to give the following points consideration:-

- (i) Give Local Authorities oversight of Age Range and Catchment Area changes, enabling them to ensure such changes to local schools are made in consideration of impacts to the wider area including home to school transport;
- (ii) Reduce restrictions on Local Authorities when establishing new schools in their area, providing them with the freedom to make decisions that are right for their area;
- (iii) Allow Local Authorities to challenge the establishment of free schools in areas where there are good schools with surplus places, so that resources can be focused in areas of need;
- (iv) Abolish the unelected regional school commissioners and hand all middle tier responsibilities to Local Authorities that are democratically accountable to their residents.”

(b) Committee System - Mr. L. Yates

It was moved by Mr Yates, and seconded by Mr Sprason:-

“(a) That this Council notes that:

- i) the Localism Act 2011 permits councils to change from one form of governance to another, including a return to a non-cabinet committee system;
- ii) committees are the most democratic form of decision making and enable all councillors to be involved; and
- iii) other councils have reverted to a committee system which has ensured both democracy and accountability for all councillors and therefore all electors.

(b) This Council believes that:

- i) due to the leader/cabinet system too many elected members of all parties have been insufficiently involved in the decision making process; and
- ii) due to the current cabinet system ordinary councillors of all parties have been denied the right to a public vote on many important decisions, and that this is fundamentally undemocratic.

(c) This Council therefore urges the Council to change to a committee system at the earliest opportunity and requests the Chief Executive and Monitoring Officer to submit a report to the Constitution Committee explaining, in detail, how the committee system could be re-introduced at Leicestershire County Council with a view to a recommendation being made to Full Council by the Constitution Committee at the earliest opportunity.”

The motion was not carried, 2 members voting for the motion and 44 members against.

2.30 pm – 5.50 pm
24 September 2014

CHAIRMAN

COUNTY COUNCIL MEETING – 24TH SEPTEMBER 2014**POSITION STATEMENT BY THE LEADER OF THE COUNCIL****Leicester City FC**

I would like to start by congratulating Leicester City for beating Manchester United. It is not often a sporting event, an achievement, lifts the spirits of everyone as much as Sunday's result did, but the manner of the performance of the players was magnificent. They deserve all the accolades which have come their way.

The UK Constitution

It was apparent on Friday morning and has become increasingly apparent since then that something must be done to remove large elements of unfairness in our constitution. I have never seen why, for example, English taxpayers should subsidise the Scots. Another striking example of unfairness is shown in the report on today's agenda on the Council's financial position.

Something has to be done and I support all meaningful attempts to do so. Cross-party accord must be a good thing, but a solution or solutions must not be allowed to drag on.

I also want to see the political and public debate focus as much if not more on devolution within England as devolution to England. I certainly do not support an English Parliament. The last thing we need is more politicians, more parliaments, more assemblies and more cost. The public won't put up with that. What they do want is English votes for English people. I think the best way to achieve that is the wholesale devolution of powers to the Counties and Cities with perhaps a federal structure for the UK parliament.

Some of the points made by the LGA and the CCN since last Friday have been good, but rather than just press for the devolution of powers and resources, we must be careful that the terms of devolution are acceptable and seize the opportunities the Scottish referendum has given us. It is vital therefore, that there is a fundamental review of the current local government funding system- including the reform of the Barnett Formula- and not one which is signed off only by the Government. I shall be pressing these points home when we again meet with Leicestershire's MPs in the near future.

Boundary Review

In June, following a discussion with the other Group Leaders, we wrote to the Local Government Boundary Commission asking for a review to be carried out in Leicestershire because of the increasing imbalance of County Council electoral divisions.

The Commission has now written to advise that a review will commence in April 2015, to be completed in March 2016. The intention is to lay an order before Parliament leading to electoral changes in time for the County Council elections in 2017.

A report on the timetable and key stages of the review will be made to the Group Leaders' next meeting and I will ensure members are kept informed of the process and how they might contribute. There will be ample opportunity for all members and political groups to submit views and evidence to the Commission.

East Leicestershire LEADER bid

I am delighted that the County Council is playing a pivotal role in championing a Rural Development LEADER bid for East Leicestershire. 30% of the County's population and 40% of our businesses are based in rural areas so it is essential that we support the rural economy and the provision of jobs for local people.

If successful, the bid will secure £1.75m of European Funds to create and safeguard 150 jobs in the most rural areas of our County, including the whole of Melton and Harborough districts and adjoining areas in Charnwood and Blaby. The bid has been overseen by the Leicestershire Rural Partnership which is chaired by the Lead Member, Pam Posnett CC.

Over the six year programme the LEADER funds will:

- support local farms to invest in innovation and new technologies to increase their productivity;
- provide confidence for small and micro businesses to expand, diversify and ultimately create jobs; and
- establish a strong tourism short-stay destination maximising the renowned food and drink and heritage offer of the east of the county

Through the Local Action Group, LEADER will give local partners, businesses and communities the opportunity to help direct how these funds will be invested; ensuring that development is sustainable, whilst maximising the benefits to the local economy, local businesses and local people.

Re-interment of King Richard III

Plans to reinter King Richard III at Leicester Cathedral are ongoing. Reinterment will be on Thursday, 26th March next year and the seven day programme of events will include on the first day, Sunday 22nd March, an event at Bosworth Battlefield. The King's remains will have been taken there from the University of Leicester earlier in the day and an appropriate service will be held before the remains are taken in procession to Leicester and the Cathedral with the dignity and honour which was not the case when he was killed in battle.

Details of the seven day programme will be available in due course for members and, of course, the wider public. I am pleased to say that in connection with the event at the Battlefield, local communities are being consulted and advised.

Green Plaque Awards

The Green Plaque Awards Scheme for Leicestershire was launched in December 2013 and the public were invited to nominate people and places they felt were worthy of commemoration by the County Council. The Scheme attracted over 50 nominations.

When the public vote closed, a total of 4,289 votes had been cast. Plaques have now been or will be erected for:

- The John Taylor Bellfoundry, Loughborough;
- Brigadier-General James Lochhead Jack, awarded the Distinguished Service Order, Kibworth;
- Flight Lieutenant Geoffrey Rice DFC RAF VR, Dambuster pilot, Burbage;
- Charles Booth, social reformer and philanthropist, Thringstone;
- Alice Young, missionary and teacher, Enderby;
- Graham Chapman, comedian and writer, Melton.

I was delighted to be present at the unveiling of the plaques for Charles Booth and Flight Lieutenant Geoffrey Rice. The plaque commemorating Alice Young will be unveiled on 15th October and that for Graham Chapman on 10th December. Subject to the necessary planning permissions the plaques for The John Taylor Bellfoundry and Brigadier-General James Lochhead Jack will be unveiled in the new year.

The people and organisations that were unsuccessful with their nominations in this round have been encouraged to nominate again in the next round with a maximum of three entries for the same person/place permitted over the course of the Scheme.

The aim of the Scheme has always been to encourage community involvement and the residents of Leicestershire appear to have taken the Scheme to heart by nominating and voting for those people and places they feel deserve recognition for their contribution to our County. I hope that members will continue to support the project, which helps bring people together to recognise and celebrate the achievements of others.

Environment and Transport Customer Service Centre

As reported to the Environment and Transport Scrutiny Committee on 4th September, the Highways Customer Service Centre has improved its performance in relation to the reporting and resolution of highway related enquiries. Actions taken have led to a significant reduction in the time taken to respond to, and resolve, highway defects

(reduced by a minimum of 50% and by a maximum of 73%). Service reliability has also improved, with response times being more consistent than before.

I would like to thank the Member Reference Group (Byron Rhodes, Peter Osborne, Simon Galton and Max Hunt) for their work on this project and thank officers for this positive first step which demonstrates that we can improve services in a time of reducing resources.

Whilst this is a welcome improvement and we would recognise there is still more to do, we can also note this is a positive first step in one of the 24 projects within the Council's Transformation Programme.

Ivan Ould, Lead Member for Children and Families Service

I am sure the Council will want to extend its congratulations to Ivan, who was recently elected chair of the F40 Group, the Campaign for Fairer Funding in Education. Ivan has been heavily involved in F40 for a long time and has been instrumental in its successful, cross-party lobbying of Ministers. When he speaks later, he will tell us of the latest success.

I would also like to congratulate Blake Pain on his appointment to the LGA Culture, Tourism and Sport Board. Ivan is a member of the Children and Young People Board and Leicestershire is increasingly, and rightly, represented on these national bodies and exerting influencing.

COUNTY COUNCIL MEETING – 24th SEPTEMBER 2014**POSITION STATEMENT BY THE LEAD MEMBER****CHILDREN AND FAMILY SERVICES**

Since my last statement to the Council in May 2014 I am pleased to be able to report that Children and Family Services have continued to provide prompt and effective support to children of all ages and their families. I receive a weekly briefing from the Director regarding the work of the department and a specific report as necessary every two weeks about children who go missing.

In the past few months the national concerns around the way in which local authorities respond to child sexual exploitation have received high profile. I have sought specific assurance regarding the experiences of our children in care and the safeguarding of the wider children's population. I am continuing talk to our children in care about the quality of their experiences and I also talk to staff to understand their working environment and the pressures they face.

In response to the report by Professor Alexis Jay commissioned by Rotherham council in relation to Child Sexual Exploitation, Ofsted has announced that it will carry out a short programme of thematic inspections of 8 local authorities in order to develop an understanding of the factors which facilitate or hinder good quality practice and effective protection. The thematic inspections will commence in mid-September and be completed by the end of October 2014. A report will be published in late autumn.

The strong working relationship between partners on the Local Safeguarding Children's Board has meant that we are prepared for the increasing focus on safeguarding children from sexual exploitation and the Board is undertaking a review of its own practice in light of the recommendations contained in the Jay Report. Additionally, a new unit is now in place with staff from the Police and Children and Family Services working together in one team, sharing information, expertise and resources to protect and support children and young people from child sexual exploitation.

We can never be complacent about the steps we take to protect children from harm and so, even though I am confident about the quality of our services, I will continue to challenge and seek re-assurance from the department about its work.

At this time of year it is customary for me to tell you about examination and test results so:

- starting with our youngest children when they enter school I am very pleased to be able to tell you that the early years key measure of children achieving a good level of development has increased by 12 percentage points which is 4 percentage points above the national increase.
- At Key Stage 2 this year there is an increase in the number of children reaching the required level in every subject compared to 2013. Reading has increased from 86% to 89%, Writing from 82% to 85% and Maths from 84% to 86%. This increase reflects the hard work put in by young people and their teachers and I'd like to congratulate them on their achievements. We want all young people to reach their potential and the progress made suggests that the strong partnerships we have with schools are benefiting pupils' learning.
- The GCSE and A level results are yet to be properly validated, but I can tell you that GCSE outcomes are likely to reflect the national picture, that A level the performance is looking positive, and that NEET figures are the lowest they have ever been at 2.8%.

Over the last academic year 64 schools were inspected and more improved than declined with a final position of 83% of schools being judged good or outstanding.

The decision by the government to respond positively to the F40 campaign to make school funding more equitable across all local authorities has resulted in Leicestershire being one of 69 local authorities that will receive a share of £390m in 2015/16. It is estimated that the Leicestershire Dedicated Schools Grant will increase by £20.48m which is great news for our schools and children alike.

I would also like to share with the Council some of the other achievements that the department has secured over the past few months:

- You will already be aware of the approval by the DCLG for Leicestershire to be an early adopter of Phase 2 of the Troubled Families programme.
- I can also tell you that the demanding requirements of the Children and Families Act legislation regarding children and young people with special educational needs and disabilities that needed to be met by 1st September have been achieved and that the visit from the Department for Education was complimentary regarding our approach.
- Last week I was involved in the launch of a new Housing Protocol for 16 and 17 year olds that seals an agreement between ourselves, the district councils, and other bodies that will make significant improvements in the way that homeless young people are supported.
- In July our anti-bullying team received a Stonewall Award for its work in combating homophobic bullying in schools.

- Our children in care choir, Beacon Voices, has been invited to sing at the Southbank in London on 7th October as part of the National Achievement Conference. This is a tremendous accolade for our young people and contributes so much to their opportunities to build confidence and self-esteem.
- And finally, the Leicestershire Schools Symphony Orchestra has been invited to play at the Royal Albert Hall on 14 November as part of the Schools Prom. I am really delighted for the young people involved and this will be a great platform for Leicestershire too!

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COUNTY COUNCIL – 24 SEPTEMBER 2014**POSITION STATEMENT FROM THE
CABINET LEAD MEMBER FOR HEALTH****New Congenital Heart Disease Review**

Members will recall that, following a successful referral from the Leicester, Leicestershire and Rutland Health Overview and Scrutiny Committee, the decision to close the children's congenital heart unit at the Glenfield Hospital was overturned and a new review process was started.

I am pleased to be able to inform members that a new public consultation has just been launched on the standards that each hospital will have to reach to enable it to continue to deliver this vital service. These standards have been designed to improve patient outcomes and experience and to ensure consistency of care across the country. What I particularly welcome about the approach taken by NHS England to this review is that we are not starting from a position of closing units.

The consultation will run to 8th December. At its meeting on 12th November, the Health Overview and Scrutiny Committee will be making a formal response to the consultation. Any member can also respond individually to the consultation via

<https://www.engage.england.nhs.uk/consultation/congenital-heart-disease-standards>

I think it is important that, as local politicians, we work with the University Hospitals of Leicester NHS Trust to ensure that it now rises to the challenge of meeting these standards and retains this important service in the county. I will keep members informed on progress in this area and will certainly be doing all I can to support our local hospitals.

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REPORT OF THE CONSTITUTION COMMITTEE

A. REVIEW OF STANDING ORDERS (MEETING PROCEDURE RULES)

Introduction

1. This report concerns proposed changes to the Council's Standing Orders (Meeting Procedure Rules), a procedural motion on the proposals having been moved and seconded at the last meeting of the Council to meet the requirements of Standing Order 37.

Background

2. At the last meeting of the Council approval was given to recommendations set out in a report of the Constitution Committees on various changes to the Council's Constitution. The report included proposed changes to Standing Orders (Meeting Procedure Rules).
3. Any motion to add, vary or revoke Standing Orders must, having been proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council. Accordingly, at the last meeting of the Council such a motion was duly moved and seconded.
4. Appendix 1 to this report sets out the proposed changes to Standing Orders being recommended by the Constitution Committee, accompanied by an explanation as to why each change is considered to be necessary.

(A motion to the following effect, moved by Mr Rushton and seconded by Mr Rhodes, stands adjourned from last meeting:

That the changes to Standing Orders (the Meeting Procedure Rules), as set out in Appendix A to the report of the Constitution Committee, be approved.)

24 September 2014

N J Rushton
Chairman

Background Paper

Report of the Chief Executive to the Constitution Committee on 9 September 2014 on Review and Revision of the Constitution.

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**PROPOSED AMENDMENTS TO THE CONSTITUTION
OF LEICESTERSHIRE COUNTY COUNCIL
SEPTEMBER 2014**

<u>ITEM</u>	<u>PROPOSED AMENDMENT</u>	<u>EXPLANATION</u>
<p><u>PART 4A – MEETING PROCEDURE RULES (STANDING ORDERS)</u></p> <p>Standing Order 28: Voting</p>	<p>Insert the following paragraph after paragraph 3:-</p> <p>“(4) A vote on any proposition at a budget meeting which relates to the calculation of or the issuing of the precept shall be recorded in the minutes of the meeting so as to show whether each member present gave his or her vote for or against the proposition or abstained from voting.”</p> <p>Re-number remaining paragraphs accordingly</p>	<p>To comply with Government Regulations which require local authorities to amend their Standing Orders so as to include provisions requiring recorded votes at budget meetings.</p> <p>This amendment will stand adjourned until the December meeting of the County Council.</p>
<p>Standing Order 30: Interests in contracts and other matters.</p>	<p>Amend as follows:-</p> <p>“If any member of the Council has any interest under the County Council’s Code of Conduct in any contract, proposed contract, or other matter, that member shall declare that interest and withdraw from the meeting while the contract, proposed contract, or other matter, is under consideration by the Council unless the disability to discuss that matter imposed upon him or her by the Code has been removed by the Corporate Governance Committee.”</p>	<p>Reference to pecuniary interest no longer applicable.</p> <p>This amendment will stand adjourned until the December meeting of the County Council.</p>

<u>ITEM</u>	<u>PROPOSED AMENDMENT</u>	<u>EXPLANATION</u>
Note after Meeting Procedure Rules	<p>Add the following to the list of meetings determined for the purposes of Standing Order 34(2):</p> <p>“Children’s Social Care Panel Children in Care Panel Child Protection Panel</p> <p>Delete reference to Children’s Community Homes and Service Teams Monitoring Panel.</p>	Redistribution of functions.

REPORT OF THE CABINET

A LEICESTERSHIRE COUNTY COUNCIL ANNUAL PERFORMANCE REPORT 2014

Introduction

1. This report presents the Annual Performance Report for the County Council for 2014.

Background

2. The County Council's Annual Performance Report is referred to in the Constitution as being part of the Council's policy framework and, as such, requires the approval of the full Council.
3. A copy of the Annual Performance Report is set out in Appendix 1 to this report. It covers the performance of the County Council over the last 12 months and draws largely on 2013/14 comparative data.
4. The Report is in two parts – the first part is narrative describing progress on delivery of plans and strategies over the last 12 months. It largely focuses on performance against the priorities in the County Council's Strategic Plan and other main service strategies.
5. The second part contains hard comparative performance data showing current service and theme performance. Comparative data is sourced from a range of acknowledged data sources including the Local Government Association (*LG Inform*) national data system, Public Health and Adult Social Care Outcomes Frameworks, OfSTED and Department for Education data sets and the Chartered Institute of Public Finance and Accountancy (CIPFA). There is some comparative data still to be published - notably children's social care data.
6. The final Annual Report will be properly formatted and published online via the County Council (<http://www.leics.gov.uk>) website.
7. Overall analysis of the narrative shows strong examples of delivery across the theme areas. There are good plans and governance in place supporting delivery and improvement. Overall provisional analysis of the available comparative performance data shows that Leicestershire is the top performing county in the East Midlands and continues to be amongst the highest performing counties nationally - with provisional data suggesting that Leicestershire is the second best performing county overall taking into account both performance and expenditure across the wide range of service areas. There has been improvement on a significant number of performance indicators (around 90) and a good number are in the top quartile for performance.

8. Leicestershire has a range of areas of top quartile performance including Council efficiency, the approach to equality and diversity, highway maintenance and condition, minimal numbers of young people not in education employment or training (NEETs), feelings of safety among users of its adult social care services, many aspects of public health, many aspects of children and young people's health, timeliness and number of adoptions, and early support for vulnerable families with complex needs. Other areas of strong relative performance include waste management and recycling, sport and physical activity, aspects of educational attainment, youth justice, and community cohesion.
9. Particular areas of improved performance over the past year include the following:-
- **Leadership and Transformation:** resident perceptions regarding the value for money provided by the County Council, the Council's Stonewall Workplace Equality Index ranking, and the number of volunteer enquiries and conversions.
 - **Enabling Economic Growth:** the unemployment rate, which fell from 2% to 1.2% over the year to June 2014 and other economy indicators, skill levels, tourist visitor numbers and the contribution to the local economy, new housing delivery, and the proportion of the population with access to high speed broadband.
 - **Better Care - Health and Social Care Integration:** many aspects of public health are top quartile and/or improved including health inequalities, mortality rates for cardio-vascular disease, cancer and respiratory disease, non-opiate drug treatment, and sports participation. The number of care home providers exceeding the "standard quality" of service outlined in the Quality Assessment Framework also increased.
 - **Supporting Children and Families:** delivery of 100% of the target to turn around 810 troubled families, children's participation in sport and physical activity, children in care waiting less than 20 months for adoption, aspects of educational attainment including early years attainment and progress between Key Stages 1 and 2, teenage pregnancy and Children's Centres OFSTED inspection ratings.
 - **Safer Communities and a Better Environment/Place:** the number of first time entrants to the youth justice system almost halved compared to the previous year, all indicators linked to minimising antisocial behaviour have shown improvements, and the numbers killed and seriously injured on Leicestershire's roads continue to fall. Good progress has also been made on improving the Authority's environmental performance.

10. A small number of areas require a continued delivery focus, though these are already covered within existing organisational improvement plans:-
- **Leadership and Transformation:** the number of working days lost to sickness absence following previous good performance has slipped back to the English local authority average. Analysis is underway to identify trends, patterns of absence and possible causes, while sickness absence management processes are being reinforced. Continuing the pace of change in relation to organisational transformation, digital delivery, and website enhancements is also a priority.
 - **Better Care - Health and Social Care Integration:** continuing the pace of work to secure outcome improvements from greater health and social care integration and the Better Care Fund, including mitigating pressures on the acute sector and preventative adult social care services. Continuing efforts to minimise negative public health trends such as those relating to obesity and child tooth decay, and ensure mental health services are high performing.
 - **Supporting Children and Families:** bringing through the improved educational attainment of children in care at Key Stage 2 to Key Stage 4 and continuing improvements in educational performance in collaboration with the Leicestershire Educational Excellence Partnership.
 - **Safer Communities and a Better Environment/Place:** total crime, domestic burglary and vehicle crime increased slightly from last year, albeit from a low base following a number of years of falling crime levels.

Consideration by Cabinet and Scrutiny

11. The Annual Performance Report was considered by the Scrutiny Commission on 5 November. The Commission commended the report to the Cabinet, subject to consideration of the comments set out below:-
- the need for the Employment Committee to ensure that the reasons behind increased staff sickness absence are understood and actions are being taken to support staff under particular service pressures or stress;
 - the need for clearer understanding of the strategy being pursued by the Leicestershire Educational Excellence Partnership and supporting work that will be carried out to ensure further improvement in educational attainment, in light of the previous 'Good to Great' Strategy;

- noting the importance of work on Health and Social Care Integration to improve the performance of the overall health and social care system and tackle pressures in both adult social care and the acute sector;
- the need to include in future Annual Reports a greater explanation of the details that lay behind the percentages in the performance data dashboards. It was noted that, where numbers were low, slight variations could lead to large percentage changes and significant changes in the comparative performance position; and
- requesting the Lead Member for Safer Communities to raise the issue of increased crime, domestic burglary and vehicle crime with the Police and Crime Commissioner through the Police and Crime Panel to ensure that appropriate responses are in place.

12. The Cabinet considered this matter at its meeting on 19 November, 2014 when the draft Annual Performance Report was approved for submission to the County Council subject to the Chief Executive was authorised to make any necessary amendments.

(Motion to be moved:-

That the Leicestershire County Council Annual Performance Report 2014, as referred to in Section A of the report of the Cabinet, be approved.)

Leading Leicestershire: Transforming Public Services

Leicestershire County Council
Annual Performance Report 2014



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PART B - Performance Data Dashboards

Introduction and Overall Performance Summary

Local government is facing major challenges. We have been given the most difficult funding position since World War II, with significant reductions now needed in our spending, due to government plans for national budget deficit reduction. Our revenue support grant from government fell by 20% over 2012/13 and 2013/14 with a further 11% fall in 2014/15. Over the next four years we expect a further significant reduction in funding of around 35%. There is also increasing demand on a range of services, including from our ageing population.

In Spring 2014, following widespread public consultation, the County Council agreed three major strategies in response to these challenges: a new Strategic Plan to 2018 setting out our priorities and targets for service delivery and improvement; a revised three year Medium Term Financial Strategy to support delivery of the Strategic Plan and achieve the savings required; and a major new Transformation Plan setting out the programmes and projects that will be necessary to reshape the Council and services.

The Strategic Plan sets out 69 priority areas with supporting performance measures and targets across 5 key themes – leadership and transformation, enabling economic growth, better care through health and social care integration, supporting children and families, and safer communities – a better environment and place.

Whilst implementation of the Strategic Plan and supporting Transformation Plan are still in their relatively early stages this Annual Report sets out our progress to date in mobilising delivery together with other improvements to services over the last 12 months.

Performance Summary

Overall analysis of the narrative shows strong examples of delivery across the theme areas. There are good plans and governance in place supporting delivery and improvement. Overall provisional analysis of the available comparative performance data shows that Leicestershire is the top performing county in the East Midlands and continues to be amongst the highest performing counties nationally - with provisional data suggesting that Leicestershire is the second best performing county overall taking into account both performance and expenditure across the wide range of service areas. There has been improvement on a significant number of priority indicators and a good number are in the top quartile for performance.

Leicestershire has a range of areas of top quartile performance including Council efficiency; our approach to equality and diversity; highway maintenance and condition; minimal numbers of young people not in education employment or training (NEETs); feelings of safety among users of our adult social care services; many aspects of public health, many aspects of children and young people's health; timeliness and number of adoptions; and support for vulnerable families with complex needs. Other areas of strong relative performance include waste management and recycling; sport

and physical activity; aspects of educational attainment; youth justice; and community cohesion.

Particular areas of improved performance over the past year include - **Leadership and Transformation:** resident perceptions regarding the value for money provided by the County Council; the Council's Stonewall Workplace Equality Index ranking; and the number of volunteer enquiries and conversions. In relation to **Enabling Economic Growth:** the unemployment rate, which fell from 2% to 1.2% over the year to June 2014 and other economy indicators; skill levels; tourist visitor numbers and contribution to the local economy; new housing delivery; and the proportion of the population with access to high speed broadband.

Better Care - Health and Social Care Integration: many aspects of public health are top quartile and/or improved including health inequalities, mortality rates for Cardiovascular Disease, cancer and respiratory disease, non-opiate drug treatment, and sports participation; the number of care home providers exceeding the "standard quality" of service outlined in the Quality Assessment Framework also increased. For **Supporting Children and Families:** turning around 100% of the 810 troubled families through the Supporting Leicestershire Families Programme; children's participation in sport and physical activity; children in care waiting less than 20 months for adoption; aspects of educational attainment including early years attainment and progress between key stages 1 and 2; teenage pregnancy and Children's Centres OFSTED inspection ratings.

Safer Communities and a Better Environment/Place: the number of first time entrants to the youth justice system almost halved compared to the previous year; all indicators linked to minimising antisocial behaviour have shown improvements; and numbers killed and seriously injured on Leicestershire's roads continue to fall. Good progress has also been on improving the authorities' environmental performance.

A small number of areas require a continued delivery focus, though these are already covered within existing organisational improvement plans. For **Leadership and Transformation:** working days lost to sickness absence following previous good performance has slipped back to the English local authority average. Sickness absence management processes are being reinforced. **Better Care - Health and Social Care Integration:** continuing the pace of work around securing outcome improvements from greater health and social care integration and the Better Care Fund including mitigating pressures on the acute sector and preventative adult social care services. Continuing efforts to minimise public health trends such as relating to obesity and child tooth decay, and ensuring mental health services are high performing.

For **Supporting Children and Families:** bringing through the improved educational attainment of children in care at Key Stage 2 to Key Stage 4 and continuing the improvements in educational performance in collaboration with the Leicestershire Educational Excellence Partnership. **Safer Communities and a Better Environment/Place:** total crime, domestic burglary and vehicle crime increased slightly from last year, albeit from a low base following a number of years of reducing crime levels.

Leadership and Transformation

Our new Vision for Transformation and Transformation Plan were agreed in May 2014 and set out how we are transforming public services to meet the funding gap and improve outcomes for residents. The vision includes five broad transformation objectives – to work the Leicestershire pound to reduce the cost of services and maximise funding; to manage demand through prevention to reduce pressures on front line services; to integrate with partners to provide a better experience for people through joined-up services and pooled budgets; to recognise communities and individuals and to support active communities; and to work effectively through a culture that focuses on priorities, people and outcomes.

The **Transformation Plan**, led by our Transformation Board and being implemented by a new Transformation Unit, is comprised of 24 major service projects and 6 corporate enabler projects to support the transformation and wider changes in the Council. The 6 corporate enablers are now progressing with improvements in relation to Customers and Communities, Effective Commissioning, People and Organisational Development, Data and Business Intelligence, Information and Technology, and Property and Asset Management. The Transformation Programme is progressing different delivery models, looking at how customers access our services and how effectively we commission services, and in some cases considering if we need to stop delivering certain services and do different things instead. The involvement of the community and service users is key and we are ensuring that there is appropriate consultation and engagement in relation to possible changes. Further details are set out in the sections below.

Communities Strategy - in order to ensure that service delivery is embedded in partnership work with communities we have set out a fresh approach to support this in our new Communities Strategy. The Strategy sets out how we will help people and communities to support themselves and vulnerable people; work with communities to design and deliver services in a way which increases the ability of community groups to get involved in delivery; and develop the voluntary and community sector as an effective provider of services. As part of the approach we have launched a new £420k Community Grants Programme. The new programme comprises two grant schemes – the £260k SHIRE Community Solutions Grant scheme for grants up to £10,000 focusing on early intervention and prevention for the young, vulnerable and elderly – and the £160k Your SHIRE Community Grant scheme for grants up to £2,500 to smaller groups and charities to help them develop their activities and start new community services. Our Social Enterprise Grant Fund also provides support for social enterprise development across the county. The scheme supports existing and emerging social enterprises with small grants, with a focus on vulnerable groups such as people with disabilities, older people, and worklessness. Twenty one projects were funded during 2013/14.

The new Grants Programme replaces the previous Community Forum Budgets and Big Society Grants and more clearly targets funding to support local priorities. In 2013/14, 174 community projects were awarded grants from the Community Forum Budgets scheme, with 1,500 people involved in deciding how the funds were allocated at the 25 decision nights. In addition Big Society Grant Fund allocations were awarded to 77 projects. The projects have improved a number of areas

including supporting the development of youth, sports and community facilities as well as neighbourhood plan development across the County.

Support for volunteering saw over 5,000 volunteer enquiries dealt with by Voluntary Action Leicestershire in 2013/14 via our infrastructure support contract, with 46% of those going on to volunteer. 77 groups were supported with training on volunteer recruitment and management and 692 groups were also supported with a range of activities including on winning tenders for service delivery and obtaining funding. Voluntary groups secured over £1m in grants during the year. We also continue to pilot innovative schemes to encourage volunteering such as the time-banking schemes in Coalville and Lutterworth which encourage residents to exchange services using units of time to help get things done in individual homes and communities.

Customer Services - our Customer Services were re-accredited in March 2014 with the Customer Service Excellence Standard. As part of the approach an independent telephone survey of customers of our Customer Service Centre (CSC) was undertaken and found that 81% of respondents were satisfied with the overall service. The survey recommendations are being used to further improve the service. A new set of Customer Service Standards have been implemented and a new customer insight system (Cmetrix) installed to provide robust customer perception data linked to the Standards. During 2013/14, complaints recording and reporting were further improved with 271 corporate complaints reported and assessed, up from 234 the previous year. Complaint response times were maintained, with 82% receiving a response within 10 days. Commendations continued to rise with 128 recorded (excluding Social Care) compared to 103 in 2013. Flooding and drainage-related complaints featured prominently during 2013 with 29 complaints. Following a number of improvements the volume of complaints dropped to 7 during 2013/14 and 3 commendations were received about the service. Keeping customers updated remains an area for improvement and is now a commitment within our Customer Service Standards. Better customer service is underpinned by effective customer information. During 2013/14 we were chosen to host a pioneering new national Centre of Excellence to help share information. The Centre will help councils, government departments, police, health agencies and others to work together to share appropriate information in a safe, seamless way.

Digital Delivery – our Systems and Technology enabler project is providing the information and technology infrastructure, solutions and services needed to support Council and service transformation. It is putting in place the foundations for the information and technology solutions that we will need over the next 3 – 5 years to deliver effective, value for money, flexible and scalable IT services. As part of our IT support approach our ICT Service Desk has been awarded the coveted four star accreditation for the second year running by the Service Desk Institute (SDI). Digital delivery is a key part of our strategy. Our website is currently rated 2 stars out of 4 and we have therefore commenced a major project to redevelop and re-launch the site to improve usability and widen the range of online services. Using low-cost, digital and social media has continued to be a focus during the year. The number of people we are reaching via our main social media channel, Twitter, has increased by 81% year-on-year and our combined reach via social media is now approximately 21,000 people. Since 2009, the proportion of people who feel well informed about

local public services has increased by 33% to 73.5%. Enhanced digital delivery requires new innovative ideas and hi-tech creative ideas to help vulnerable people have therefore been developed in our partnership with De Montfort University. The 48-hour hackathon brought programmers together to generate new ideas to improve the lives of older and vulnerable people in the county – including ‘apps’ to help people with dementia, help care workers to monitor service users and support transport applications for voluntary groups.

Strategic Commissioning and Procurement - a new Commissioning and Procurement Strategy is in preparation through our Effective Commissioning enabler project. It will set out how our commissioning and procurement approaches are being improved to support the wider transformation of services and the Council, improve outcomes and deliver better value for taxpayers. To support better commissioning we are implementing new commissioning structures and enhanced commissioning support services; our aims being to better understand needs and demand and enhance our commissioning evidence base, challenge existing service delivery, and improve our commercial approach, contract performance management and delivery. During 2013/14, £7.4m procurement savings were achieved and approximately 52% of our procurement expenditure was with small and medium size enterprises.

Asset Rationalisation and Utilisation - we have agreed a new Asset Management Plan to make the most of our property portfolio including selling surplus properties. We are aiming to raise £13m over the next three years from land and building disposals. We have already saved £700k a year by having fewer but better offices and sharing buildings. In February adult and children’s social care services moved into The Symington Building in Market Harborough, which also includes a museum, library, and register office within the District Council’s refurbished office base. We also share buildings with Melton and Hinckley and Bosworth Borough Councils. Just under £15m was generated from the sale of surplus properties during 2013/14. The cost of energy including environmental levies and water represents 40% of the running costs of our estate. We have therefore agreed a new Property Energy Strategy paving the way for new investment in energy efficiency. The Strategy aims to save £400k per year by reducing the circa £2.3m we pay for energy and carbon levy by 24% by 2017. This will be achieved by investing over £4m to introduce energy efficiency measures and renewable energy technologies including solar power and biomass heating, manage heating and cooling systems to deliver appropriate temperatures, and appointment of dedicated energy staff. The work will also include improvements to windows, lighting and the way buildings are occupied.

People and Organisational Development - our People Strategy sets out our vision for our workforce and the key actions we are taking to meet our human resources and wider objectives. The Strategy focuses on supporting the Council's Strategic Plan and Transformation Programme. Key activities include developing our leadership capability and capacity; managing and sustaining high staff performance; targeted learning and development; employee engagement and recognition with a clear employment deal; employee health and wellbeing; and equality of opportunity for all. Our People and Organisation Development enabler project is working to ensure that the Council has the right staff, with the right skills, working in the right way. Three key themes of facilitating individual, team and organisational development; developing our culture and behaviours to enable transformation; and

developing flexible, adaptive ways of working form the enabler workstreams and will support the Council in achieving transformation.

During the period of transformation the People Strategy is addressing the challenges arising from major change such as improving absence management, which was top quartile performance but has recently slipped back to average, supporting the health and wellbeing of employees, workforce planning, innovation and performance improvement and supporting the organisational redesign and restructure projects taking place. This work will build upon achievements to date, including the implementation of Mental Health First Aid and its positive impact on managers and staff; Leading for High Performance and the focus upon leadership during significant transformation and change; proactively undertaking Health and Safety audits across the Council; and our award for the Management of Health and Safety.

Equalities and Diversity - we are working hard to embed good human rights practice and to link this with equalities considerations. We continue to assess the impact of changes in policy and service on the diverse population of the County through Equality and Human Rights Impact Assessments. These have resulted in improvements across a range of services. For example robust equalities monitoring has been used to identify six groups for further work to ensure they represent the diverse people of Leicestershire and support reducing inequalities in health and social care. We launched our commitment to the British Sign Language Charter in November 2013 to promote better access to public services for deaf communities. We also continue to work with the British Deaf Association and other deaf organisations to achieve better outcomes for deaf people and their communities. We continue to host quarterly meetings of the Interfaith Forum, tackling subjects such as 'Faith and Education'. The forum continues to create opportunities to foster good relations between different groups and builds on the areas reputation for good race relations practice.

We continue to work towards achieving a workforce that is representative of the communities of Leicestershire. Initiatives include our Spring Forward programme provided as a form of positive action to support female members of staff. In 2014 the % of our senior female staff increased to 53.6%. We were also placed 11th in Stonewall's list of the best employers for lesbian, gay and bisexual staff. The Council has climbed the ranking for the fifth consecutive year, moving from 166th in 2009. Our workers' group for lesbian, gay, bisexual and transgender staff has also been named workers' group of the year. The two accolades recognise the value we place on diversity and in delivering services which meet the needs of all residents.

Scrutinising Local Services - in order to ensure better outcomes and value for local people, our Scrutiny Commission and Committees have been actively involved in a number of major reviews in 2013/14 including:

Supporting Children and Families – influencing home to school transport policy to include a new measure of free transport provision to the “nearest suitable Leicestershire school” addressing concerns from parents and stakeholders. Assessing how the Council is supporting a new approach to ensuring high standards in schools through the Leicestershire Education Excellence Partnership. Reviewing

bodies monitoring child protection, child welfare and wellbeing and ensuring new arrangements to improve governance and oversight of children's social care.

Better Health and Care – welcoming plans to move services out of University Hospitals of Leicester (UHL) hospitals and into community hospitals and other community settings, recognising the difficulty UHL has had in seeing people attending A&E within four hours and supporting UHL in its efforts to improve facilities. Undertaking follow up visits to the Leicestershire Partnership Trust mental ill health Bradgate Unit to assess the improvements made to patient care. Supporting the Council's work to develop extra care housing, but highlighting where progress in extending schemes could be improved. Focusing on how home care services can be improved by better commissioning of contracts with care providers to provide more cost effective solutions.

Environment and Transport – examining the Loughborough Town Centre Bus Trials to ensure a pedestrianised zone; influencing changes to Bus Policy to deliver savings whilst ensuring continuation of services for some bus users; and influencing proposals on opening times at recycling and household waste sites.

Value for Money and Efficiency - the County Council is low funded, receiving £56 (23%) per head less than the average County Council and our budget per head of population is the lowest of all counties. On average other comparable county councils spend £81 (15%) more per head of population. We are also facing increases in expenditure because of the need to provide care to the increasing number of older and vulnerable people and for disposing of waste in more environmentally friendly ways. For 2014/15 we were able to find an extra £21m to meet demand pressures in adult social care and £2.7m to meet cost pressures in waste disposal.

In February 2014 as a result of our efforts to achieve efficiency savings and with the help of a £2.4m grant from the government we were able to freeze Council Tax levels for the 4th consecutive year. Our efforts mean that increasing numbers of residents are recognising the value for money that the Council provides. The percentage of residents who feel the Council offers value for money has increased by 30% to 61.2% over recent years, higher than the national average.

Following our pressure over a number of years for the Government to deliver fairer funding for Leicestershire schools the Department for Education announced in March that Leicestershire will benefit from an additional £20m in school funding in 2015/16. This is welcomed by both the County Council and schools alike. However we continue to campaign for fairer funding to be built into the new national funding formula. We will also continue to campaign for Leicestershire to receive a fairer overall funding settlement across our services.

Enabling Economic Growth

Ensuring that we have a thriving economy underpinned by good infrastructure that creates jobs and prosperity is one of our top priorities. A strong economy enables local businesses to grow and local people to improve their standards of living. Economic growth also provides opportunities for those furthest from the labour market to secure employment and can reduce demand for state benefits and public services. The Leicester and Leicestershire Enterprise Partnership's (LLEP) Strategic Economic Plan 2014-20 (SEP), outlines the framework for our Growth Deal and City Deal, agreed earlier this year with the government and the European Structural and Investment Funds Strategy 2014-20 (ESIF).

The Growth Deal provides access to £28m in 2015/16 and a further indicative £52m between 2016 and 2020. Programmes will unlock key development sites, improve transport connectivity, improve broadband access, and invest in further education and skills training provision. The City Deal allows the County and City to access £16m of funding. Key projects include a new Advanced Technology Innovation Centre and associated infrastructure at Loughborough University Science and Enterprise Parks, employment schemes for under 25s and those furthest from the labour market and a range of innovative business support programmes. The European Structural and Investment Funds (ESIF) are expected to provide £111m of funding in the years to 2020, including £3m through the European Agricultural Fund for Rural Development. Programmes will focus on employment schemes and skills development, and support for businesses to improve start-up and survival rates.

Building the Infrastructure for Growth

We are preparing a new Enabling Growth Plan which will set out our proposed activity and investment to support the local economy. It will support delivery of the economic priorities in the Council's Strategic Plan and the SEP. The Plan will be structured around the three key themes of Place, People and Business and set out activity and investment to support economic growth and employment.

Employment Land/Development Sites – five Growth Areas identified in the SEP are the focus of large scale infrastructure provision and new development. These are the Leicester Urban Area, the East Midlands Enterprise Gateway area, Loughborough, the Coalville Growth Corridor and South West Leicestershire. Within these are transformational projects which will achieve significant wider economic impact. These are Loughborough University Science and Enterprise Parks (LUSEP), the MIRA Technology Park Enterprise Zone and the East Midlands Gateway Strategic Rail Freight Interchange. Within these projects a range of activity is being supported including access improvements, land acquisition and site assembly, and loans, grants and gap funding to stimulate private sector investment to unlock the economic opportunities these sites offer.

We have committed £1.5m to support expansion of LUSEP, of which £450K has been provided as part of the City Deal to deliver an Advanced Technology Innovation Centre. Completion of this scheme is anticipated in July 2015 and consideration is being given to the further expansion of LUSEP. MIRA Technology Park Enterprise Zone will create over 2,000 direct high value jobs and support over 3,000 indirect jobs. It is recognised as one of the most successful Enterprise Zones in the country and has already created over 250 jobs and attracted significant foreign direct investment. The East Midlands Gateway Strategic Rail Freight Interchange has the potential to create 6,000 jobs.

Broadband Connectivity - the £18.6m Superfast Leicestershire programme will increase the number of premises with superfast broadband access from 75% to 94.8%, equating to around 62,000 additional premises. 3,400 additional premises have been provided with super-fast broadband access to date, with the full rollout due for completion within 2 years. We are exploring a range of solutions to secure 100% superfast coverage across the County and a significant part of this will be roll out of a Superfast Extension Programme. The Council has committed a further £2m to support the Extension Programme and also secured and underwritten Government funding for the scheme. The first community to benefit from the Superfast Leicestershire Programme rollout was Cossington, where, in July 2014, school children organised a link up with America to celebrate the availability of the new service.

Housing Growth - 2,369 additional homes were completed across Leicestershire during 2013/14, which was a significant increase on the 1,888 completed the previous year. Helping people to buy their first home is crucial in achieving and maintaining a sustainable housing market. With this in mind, our £8.4m scheme to help homebuyers in conjunction with Lloyds Bank has supported 360 first-time buyers' to purchase properties, with a total value of £42m. The scheme enabled low cost loans to first-time buyers with a deposit of just 5%. We will get our investment back, with interest, in five years' time.

Affordable Housing - 539 affordable homes were delivered during 2013/14, which was significantly higher than the 386 delivered the previous year. In collaboration through the Leicestershire Rural Housing Group we have procured a Rural Affordable Housing Partner to plan housing needs and develop a pipeline of projects and funds for future development of affordable homes. Since 2010 we have delivered 117 homes in 15 villages with 2 more schemes currently on site. In October 2013, 4 affordable homes were completed in Elmesthorpe and in November we agreed a contribution to 13 affordable bungalows in Blaby and 4 affordable houses in Blackfordby.

Business Growth and Business Support

Business Advice and Finance - through the City Deal and Regional Growth Fund investment the LLEP has secured funding for a new Business Growth Hub to provide business development advice and support, and grant funding for local businesses, including small and medium size enterprises. We are

working with the LLEP to ensure the Hub meets the needs of county businesses, including those in rural areas. The Better Business for All Partnership between businesses and regulators has continued to cut red tape for businesses and improve business growth. Businesses are finding less call on their time by regulators because of the success of a pilot project allowing regulators to better share information. In December our Leicestershire Local Enterprise Fund was launched with Funding Circle, a leading online marketplace for business loans, to help firms develop and grow. By August 2014, 21 Leicestershire businesses had received over £1.1m of loans to help expansion and job creation, of which the Council has lent £220,000.

Business Premises and Workspaces - our County Farms Estate continues to support new start farmers and provided an economic return of £393K during 2013/14, an improvement on the previous year. In addition the portfolio contributed £10m in capital receipts through estate restructuring and the release of development sites. Our industrial units produced a net surplus of £415,000 during 2013/14, also an improvement on the previous year. New investment is planned through our Corporate Asset Investment Fund to ensure the portfolio continues to meet the needs of new start businesses and generates economic growth and returns.

Tourism - over 29 million people visited the County and City in 2013 and the number of jobs supported by tourism increased from 19,604 to 20,485. The economic impact of tourism in Leicester and Leicestershire increased by double the national growth rate, partly due to the national and international interest regarding the discovery of King Richard III. We continue to support tourism through our contract with Leicester Shire Promotions which delivers a range of initiatives to increase leisure and business tourism to the county. See also the Better Place section of this report setting out related activity to improve the local tourism offer.

Rural Economy - we lead the Leicestershire Rural Partnership which plays a key role in supporting the LLEP's and our priorities to support the rural economy. £170,000 of funding was allocated to 17 projects during 2013/14 through our Rural Capital Grant Scheme, creating up to 60 new jobs and safeguarding 70 others. The Village Shop Support programme also approved £13,657 to enhance and sustain 7 village shops. The scheme offers grants of up to £3,000 to village shops and post offices to improve the range, quality and accessibility of services. We secured £19,200 from the Department for Environment, Food and Rural Affairs to prepare a Rural Development Programme bid for East Leicestershire. If successful, £1.74m will be secured for a six year programme to support job creation and rural growth.

Impact on Business Growth - in summer 2014 Leicestershire was named alongside four other areas as among the fastest growing economies outside London by the Royal Bank of Scotland Regional Growth Tracker. At the same time, the national Enterprise Research Centre highlighted that Leicester and Leicestershire was the only LEP outside London and the South East with an above average proportion of fast-growing firms.

Employment and Skills Support

Supporting People into Employment - we are awaiting finalisation of the European Structural and Investment Fund Strategy that will provide up to £111m funding for development programmes across Leicester and Leicestershire, such as a planned new Employment and Skills Hub. We are working closely with the LLEP and other key partners to ensure the Hub and programmes deliver services which meet the needs of those furthest from the labour market in the county.

Work Clubs and Enterprise Hubs run in 6 of our main libraries. From November 2013 to August 2014, 950 people have been engaged through the Work Clubs. In addition, 7 job fairs were delivered during 2013/14 aimed at county residents who are currently unemployed. The events brought together potential employers, training providers, Job Centre Plus, district councils and further education colleges and attracted around 2,300 attendees. Feedback from companies that participated was positive and a number of attendees found jobs as a result of their attendance. Our Wheels 2 Work project loans out scooters for up to 6 months to people travelling to employment or education, targeted at specific geographical areas and people furthest from the labour market. The age eligibility criteria have been extended and the scheme has supported 234 clients in accessing work or training. The County Job Seekers Allowance (JSA) claimant rate is now on a steady downward trend from a recession peak of 2.9% in mid-2009, and was 1.2% for the latest quarter. This is close to the historic low of 1.1% in June 2008. The County employment rate has recovered from a low of 71.4% in 2010 to 73.2% for the latest quarter.

Higher Level Skills Development and Retention - to prosper and grow businesses need people with the right skills, experience and qualifications. A total of 14,127 students were engaged in post-16 education during 2013/14. Of these students, 75.8% were studying for Level 3 ('A' Level equivalent) qualifications, an increase on the previous 2 years. Whilst the national trend for 'A' Level results indicates that the overall pass rate has fallen, in Leicestershire provisional results indicate that standards have been maintained compared to last year and a record number of 18 year olds were accepted into their first choice university. The proportion of people with degree level qualifications also increased from 30.4% in 2012 to 33% in 2013.

Increasing Employment Skills - in collaboration with the LLEP Employment and Skills Board and major partners such as the Leicestershire Education Business Company (LEBC) and Leicestershire Cares, the link between education and business has strengthened. There were 10,248 enrolments for our Adult Learning Programmes during the 2013/14 academic year. 36% of participants enrolled in programmes with vocational outcomes or English and Math's provision. A new facility was launched in Market Harborough combining the library and museum with community space for the provision of adult learning. A range of library and museum facilities have also been upgraded to provide adult learning spaces in deprived areas of the County, which has contributed to an increase in adult learning enrolment. The

proportion of people achieving a level 2 qualification by the age of 19 was 85% during 2013. In addition, the further education success rates and apprenticeship completion rates for the county were above the national average and reached their highest level ever. The ambition of the sector is to reach the top quartile nationally within the next two years.

Minimising Young People Not in Education, Employment or Training (NEETs) - the Prince's Trust 'Get Started' and 'Get Into' programmes for vulnerable young people who are furthest from the labour market commenced in spring 2014. The aims are to help participants re-engage with learning and boost employability by giving NEET young people work skills and experience by partnering with employers and training organisations. Since the start of the programme, 19 participants have moved into employment, 2 into apprenticeships, 17 into further education or training and 6 into volunteering. The 5-year Princes Trust Talent Match Programme is providing bespoke, intensive employment support for 18-24 year olds who have been unemployed for over 12 months in Greenhill Ward, Coalville. To date the project has worked with 22 young people. Prospects, the education, employment and training company, continues to deliver careers information, advice and guidance on behalf of the Council to young people aged 16-19. The number of 16-18 year old NEETs in Leicestershire reached a record low of 2.8% in June – one of the best results in the country.

Apprenticeships – in May, the County Council signed a new charter to demonstrate our commitment to recruiting apprentices. We currently have 53 apprentices in roles such as administration, finance and customer services. Our Adult Learning Service has a further 41 apprentices enrolled on apprenticeship programmes currently working for other public and private sector companies in Leicestershire. A total of 379 apprenticeships were started across Leicestershire during 2014, of which 62.5% apprentices completed their learning aims, an improvement compared to 60.1% during 2013.

Strategic Transport Infrastructure

An effective and safe transport network is an enabler of growth and vital to the local economy. We continue to progress delivery of our Local Transport Plan priorities and Implementation Plan to 2017, to support economic growth, reduce congestion, improve access to jobs and training, increase road safety and support more sustainable ways of travel such as walking, cycling and public transport.

Major Schemes Supporting Economic Growth - in March 2014 Loughborough's Inner Relief road was completed ahead of schedule as part of phase one of an ambitious £19m transport scheme to reduce traffic in the town, make Loughborough more attractive and safer and attract further investment, development and regeneration activity. Phase two includes making the town more pedestrian friendly and controlled crossings and carriageway facilities for cyclists, and is scheduled to be completed at the end of 2014. Throughout 2013/14 we have worked jointly with Leicester City

Council to develop proposals for a £19m North West Leicester Major Transport Project. This will see measures delivered in and around the A50, Anstey Lane and A6 corridors, which will improve travel conditions, tackle congestion and support growth. Work has also continued to prepare for a new bridge across the M1 to access the planned 4,250 home 'New Lubbethorpe' development to the west of Leicester. This will help minimise the impact of traffic on Beggars Lane and the A47 and provide important links between the new housing, employment facilities and other amenities.

In addition to these major schemes we have secured over £10m additional funding from our Growth Deal. More than £4.6m has been attracted to fund transport improvements in Hinckley including £1m for sustainable transport schemes. This will help to deliver our ambitious Hinckley Area Project, which includes a range of measures to support people to access jobs and training; to provide better access to shopping areas; and to tackle congestion including enabling people to cycle, walk and use public transport. The scheme also includes improvements in Earl Shilton and Burbage including new traffic calming, bus stops, Zebra crossings and cycle parking facilities. The Growth Deal funding also enables us to support growth by improving a number of other key junctions in the county, including M1 Junction 22 and A42 Junction 13.

£13.6m has been allocated to the LLEP through the Growing Places Fund to support road infrastructure that helps unlock stalled development sites. Projects to be supported in the County include junction and road improvements at Bardon Grange near Coalville to support a 3,500 unit housing development including 700 affordable homes and 20+ hectares of employment land, junction improvements to the Flagstaff roundabout on the A42 to support growth in North West Leicestershire and road improvements at Optimus Point Business Park in Glenfield, providing 111,000 sq. m of employment space, creating around 2,000 jobs, a district community centre and 250 homes.

Reducing Congestion - a £3.5m scheme to improve safety and ease congestion at the major Fosse Park/Asda roundabout was completed in Spring 2014, complementing a Highways Agency scheme to ease congestion at Junction 21 of the M1. Together these works provide improved journey time reliability for businesses in the area. A £2.4m scheme to reduce congestion and improve safety at the A46/A50 roundabout near Glenfield was also finished in 2013/14, helping to improve traffic flow and access to a major employment and housing development in Glenfield.

Sustainable Transport

Our work to encourage more people to walk, cycle and use public transport as part of their daily journeys has seen major improvements to bus infrastructure and the walking and cycling network, as well as ongoing interest in our key sustainable travel initiatives. To support this we launched a new website and app that unlocks prizes and shopping deals the more people travel sustainably. During 2013 we also launched new guidance for developers that

will see the development of travel plans to ensure that new developments encourage the use of sustainable transport modes to access local services. We also launched a new countywide web-based car share scheme in April 2013, which is being used by an increasing number of employers, with 19 businesses using it by the end of March 2014.

Walking and Cycling - we are part way through our three year programme of improvements to tackle congestion and encourage more walking, cycling and public transport use in two of our busiest towns, Loughborough and Coalville. During the last two years we have delivered a £2m investment to improve the Coalville walking and cycling network, including a £116,000 scheme linking Stephenson Way in the town to Hall Lane in Whitwick. We have delivered a number of travel awareness events to promote cycling and walking in Loughborough and Coalville, including the Big Family Bike Ride, with over 1200 people attending these events. We have recruited 59 schools to our 'Choose How You Move' schools programme, aiming to promote healthier lifestyles to pupils and reduce congestion and pollution outside the school gate. In 2013-14 schools within the scheme saw a 5% reduction in arrivals by car. We have also developed our Personalised Travel Planning efforts. Since 2011 these have seen, on average, a 4% reduction in car use for work journeys and a 20% reduction in car use for shopping journeys amongst participants. Our Choose How You Move personal travel planning project won the Skanska Sustainability Award 2014.

We have delivered 53 free adult cycle courses to 667 people and supported 440 people to attend work or training interviews through 'access to work' grants. We have also increased the number of people cycling to Loughborough Railway Station. The installation of bike maintenance facilities, sustainable travel information stands and bike/motorbike stands have contributed to the Station winning 2013 Best Medium Railway Station in the East Midlands.

Bus Services – our ambitious scheme to reduce bus journey times and increase public transport usage on a key route into Leicester was completed during winter 2013/14. The £5m A426 bus corridor project aims to improve bus reliability and ease congestion. The project includes a number of measures to encourage greater bus use such as improved information provision and personalised travel planning. Arriva has launched its refurbished 'Breeze' buses along the route and preliminary results show an encouraging increase in bus passengers. We are also developing a prioritised programme of bus corridor improvement schemes to deliver in the coming years. Working with Arriva and Kinchbus we have also promoted a range of offers and incentives to encourage more bus use, including savings on a variety of tickets. Park and Ride usage continues to grow on our park and ride services with revised routes and a link provided directly between Enderby and the Leicester Royal Infirmary from September 2014. As part of Real Time Passenger Information delivery in Leicester and Leicestershire, a new journey Planner and Travel Portal has been developed as part of our 'choose how you move' scheme. This will allow comparison of walking, cycling, bus, train and

car options for different journeys and, with improvements to roadside bus information, should also support improved confidence in and satisfaction with passenger transport.

Highways Maintenance - the condition of Leicestershire's roads continues to be very good, and amongst the best in the country. Public satisfaction with the condition of our roads is the highest for any county highways authority for the seventh consecutive year. This reflects the Council's highway asset management strategy, the robustness of which plays an important role in ensuring that the condition of our highway infrastructure assets is particularly good. The percentage of our footway network with defects remains low and we have also made progress in reducing the percentage of our street lighting columns that need replacement. The percentage of our traffic signal installations requiring renewal remains very low and the condition of our bridges and rights of way network has remained stable. A successful application to the Department for Transport resulted in over £2.6m being allocated for highway repairs in the county, including addressing potholes.

Floods and Winter Maintenance – winter 2013/14 was the wettest for 248 years and generally milder than average. Nevertheless our fleet of gritters undertook 54 runs using 6280 tonnes of salt and keeping the main routes open to traffic. In March 2014, we were successful in obtaining £1.5m for repairs to flood and severe weather damaged roads.

More Customer Focussed Highways Services - we are reviewing and improving the way we respond to the public and customers concerns about our highways and the service we provide. Following a review of our Customer Service Centre and highways working in June 2013, a number of procedural changes have been made. This has helped to address a backlog of work and streamline the way in which customer enquiries are tackled. The net effect has seen the average time taken to address reactive repairs reduce by at least 50%, including an 89% improvement in the time taken to clear a blocked gully.

Street Light Dimming – in August we began to roll out our street light dimming scheme to Loughborough. The scheme will save £900,000 per year in energy and reduce our carbon footprint. By the end of 2014 three quarters of our 68,000 street lights will have been altered. Evidence from police data shows no increase in crime in areas with dimmed street lights and in some cases crime has fallen in these areas.

Better Care - Health and Social Care Integration

Health and care integration is a local and national priority with local areas being asked to set out plans to achieve a new vision for health and care integration by 2018/19. Developing more effective ways to coordinate care and integrate services around the person, and to predict and prevent avoidable admissions to hospital are key to improving outcomes and ensuring high quality and sustainable services in the future.

Better Care Together - across Leicester, Leicestershire and Rutland, through the Better Care Together Programme, all partners are working together to change our health and care system over the next 5 years to reduce demand and reliance on acute services in favour of more integrated, high quality care in community settings. To support delivery a social care fund was made available to develop early opportunities for health and care integration in each area. In Leicestershire this led to a joint fund of £13m with delivery across a number of priorities such as First Contact, Carer Support, Dementia Services, and integrating reablement across health and social care.

Better Care Fund - each Health and Wellbeing Board has been asked to extend the above approach by operating a larger pooled budget called the Better Care Fund (BCF), shared between health and local government, to support further integration. The total value of our fund in 2015/16 will be £38.3m. A jointly agreed plan on integration in Leicestershire was submitted to NHS England in April 2014. Following changes to arrangements nationally over the summer, a revised Better Care Fund plan was submitted in September 2014. The Leicestershire BCF plan is structured around 4 themes covering unified prevention, integrated care for those with long term conditions, integrated urgent response and hospital discharge and reablement. The Plan will result in improvement to health and care services including more services outside hospital operating 24/7, better co-ordination and access to prevention, information and advice, a joined up response in two hours for those needing urgent assistance in the community, more timely and effective support to help people leaving hospital and more help for people with long term conditions. The plan also aims to provide more support closer to home, help people maintain independence in the community for as long as possible, minimise avoidable admissions to hospital, and reduce the time spent in hospital. Progress to date relating to each of the key themes is provided below.

Unified Prevention – we have progressed an Early Intervention and Prevention Review aimed at focusing resources on those most likely to need health and social care support in the future. The review is part of developing a co-ordinated preventative approach across the County with key partners. In 2013/14 our Assistive Technology Team supported 1,600 people with monitored technologies in their home, such as community alarms linked to falls detection; environmental sensors and property sensors. In addition 1,400 people were supported with stand-alone technologies ranging from memory and communication aids to environmental controls. We have also been working with health partners to increase community based support for people

with health needs through initiatives such as virtual wards, reablement and proactive care. Virtual wards use the systems and staffing of a hospital ward, but without the physical building, providing preventative care for people in their own homes. Our approach to prevention also involves an integrated offer of housing support targeted to improve health and wellbeing. Our First Contact scheme and Local Area Coordination will be signposting people to practical housing advice and interventions using one referral form.

Older people are also supported through our 4Ways2Warmth campaign. Warm home officers, based in district councils, offer independent and tailored advice on keeping homes warm, provide support such as emergency heaters and check energy tariffs and eligibility for heating and insulation grant. A new information and advice service has also been commissioned that focuses on Adult Social Care. Employees from the 7 main libraries across the County have received training about the assisted information in libraries offer. The training enables libraries staff to signpost service users to appropriate resources.

Long Term Conditions - effective models of care have been developed to support people with long term conditions to maintain independence through proactive care and integrated care teams. Care plans step up care when required and step it down again when the person stabilises. Developments implemented in 2014 include the introduction of case management for the over 75s, extension of care plans to more people with long term conditions in each GP practice, adopting the NHS number across care planning records, and 7 day service pilots in GP practices targeting patients with long term conditions and complex care needs.

Integrated Urgent Response – an Integrated Crisis Response Service (ICRS) pilot began in September 2013 involving our adult care services supporting residents who are experiencing a health or social care crisis within their own home and without which they may be admitted to hospital or a care home. During the first year of the pilot, ICRS helped 500 service users avoid a hospital admission and 218 service users avoid a residential admission. The Better Care Fund has been used to integrate health components of the service and an overnight nursing assessment launched on 1st September 2014. In addition, the older person's unit was launched on 1st October 2014. The unit provides GP's and other health care professionals with an alternative method of obtaining a comprehensive geriatric assessment as opposed to being admitted to the acute sector.

Improved Hospital Discharge and Reablement - the Council's Home Care Assessment and Reablement Team (HART) provides intensive support for up to six weeks to help service users maintain independence in the community. Evidence shows that this type of service can reduce or delay the need for longer term, more costly services. In addition support has been given to a reablement service for patients who leave hospital with no family support. Volunteers work with patients on a range of tasks to rebuild confidence and prevent social isolation, including preparing the home for return from hospital and supporting access to community activity and befriending.

Better Adult Social Care

To support Better Care we aim to have high quality local social care services for older people, vulnerable adults, carers and people with disabilities. The Care Act 2014 aims to make access to care and support clearer and fairer. There will be a cap on the care costs people incur over their lifetime and a national eligibility threshold to ensure equitable access to social care. The Care Act also aims to ensure continuity of care when people move between areas. In order to ensure Care Act readiness we have established a Care Act Programme, programme plan and series of work streams to take the work forward.

Carers – our Carers Strategy action plan confirms our commitment to identify carers early on and support them to maintain a balance between their caring responsibilities and have a life outside their caring role. Work to date includes the development and launch of The Carers Charter, including seven promises on how we will work with and support local carers. The Carers' Champion Network has also been developed to raise the profile of carers. The Care Act introduces significant new duties for carers and for the first time will put carers on a par with those for whom they care. This means we will see an increase in the number of carers requiring assessment and will need to ensure carers are effectively supported through the provision of carers' personal budgets. We are well prepared for the change and as part of the overall prevention offer a new offer for carers will be in place for 2015. The new offer builds on already successful carer support services, offering universal and targeted support to carers including the Pilot Carers Health and Wellbeing service which works directly with local GP practices to promote the identification of carers; ensuring carers have access to appropriate advice information and support early on in their caring role.

Personalisation - the number of users and carers receiving support as self-directed support (personal budgets as a managed budget) has increased in Leicestershire since 2012-13. Whilst the overall number has increased the percentage of users and carers receiving support via cash payments has reduced in 2013-14. Work is underway to address barriers associated with the uptake of cash payments including the offer of advice and support services. This approach recognises that using cash payments can be complicated and individuals need varying levels and types of support to successfully achieve the best outcomes possible from them.

Extra Care Housing – in July we agreed to invest £1.56m towards the £9.5m cost to build an extra care housing scheme providing around 60 apartments for older and frail people in Loughborough. The scheme will offer a range of on-site facilities as well as flexible care and support. The scheme comes on top of the £1.3m funding we committed to support a new extra care scheme in Blaby, which will provide 50 additional flats and 13 bungalows in the area in 2015. Further developments in Harborough are also planned, including through £100,000 we have provided to the Brooklands Gardens scheme, which will deliver additional extra care services from 2015 onwards. We also

continue to work with key partners to explore other potential extra care opportunities across the County.

Dementia Support - the Memory Support Coordination Service, in place from October 2014, supports people affected by dementia or memory loss to plan for the future, receive emotional support, and assist them to identify and access opportunities in their communities. The service includes a range of memory cafes and carer and peer groups which help people to maintain their independence and support carers in their caring role.

Support for People with Learning Disabilities is a priority. We are implementing a supporting action plan and range of activity to improve provision with a focus on prevention, early intervention and integrated care, supported by a pooled budget. We also continue to implement the action plan from the Winterbourne View case. Short breaks for carers have been identified as a key issue to sustaining care and we have therefore produced a revised short breaks strategy and implementation plan to ensure outcomes are achieved. Our Shared Lives programme has seen an increase in new placements, primarily for those with learning disabilities. Service users are benefitting from increased choice in service provision due to success in recruiting new shared lives carers and consequent placements. We are also working with housing partners to support people with learning disabilities or mental health needs to secure their own home as part of the Pathway to Housing Project. The project received 154 referrals and supported 50 individuals to move into settled accommodation in 2013-14 and continues to grow as awareness of the project increases.

Care Home Quality – in 2013/14 15,949 people received services from the Council, a slight increase from the previous year. In contrast the national picture shows a 5% reduction in people accessing services. In Leicestershire the majority of people (81%) received community based services, 16% residential care services and 3% nursing care. There was a 4% reduction in placements in residential care in line with efforts to help people to continue to live at home. 45 care providers in Leicestershire were recognised for their commitment to quality and best practice at events in November and August, a number receiving our Dignity in Care Awards, while others gained a Quality Assessment award at Gold, Silver or Bronze level. Dignity in care recipients met 10 challenges including zero tolerance to abuse, treating each person as an individual, maintaining independence and engaging with family members. A residential home for people with learning disabilities in Melton Mowbray also made the final five of the national dignity in care awards. Our Quality Improvement Team continues to work with health service and other partners to improve the standard of care in residential and nursing homes.

Complaints and Commendations - a total of 260 commendations were recorded during 2013/14, an increase on last year's figure of 137. Of particular note was the HART team, which received 149 commendations.

Adult Safeguarding – we recognise that keeping vulnerable adults safe is one of our most important priorities and have strong partnership

arrangements through the Safeguarding Adults Board. The Board works closely with the local Safeguarding Children's Board to ensure better outcomes for children, young people and adult service users. A Sector Led Peer Review found that there is a clear vision and strategy for adult safeguarding across all agencies in Leicestershire. Partners commented on the effectiveness of the Adults Safeguarding Board with good representation across a range of agencies and that safeguarding is seen as "everybody's business".

Our Adult Social Care Survey found that in 2013/14 the proportion of people who felt that the services they used made them feel safe was 90.4%, an increase on previous years and above the national average. Our Safeguarding Team continues to investigate allegations and safeguarding referrals from people living in residential care, nursing homes and private hospitals. The team work closely with agencies such as the Police, NHS and Care Quality Commission. Audits indicate improved performance against safeguarding standards. Performance was particularly strong in the adult service audit with eight organisations fully compliant. The Safeguarding Board also delivered domestic homicide reviews on behalf of community safety partnerships. Two reviews were carried out in 2013/14 and learning disseminated through the Serious Case Review Subgroup. In addition the Safeguarding Adults training network meets on a bi-monthly basis to ensure learning is effectively disseminated.

Better Public Health

Public health functions transferred to the Council in April 2013. They play a key role in contributing to our aim of a healthy population with increased life expectancy and reduced health inequalities. A number of public health issues have been prioritised in our local Health and Wellbeing Strategy including reducing cancer mortality, reducing obesity and smoking, improved sexual health and reducing the harm caused by substance misuse. We have also prioritised the importance of getting health right from childhood through the Healthy Child Programme.

Life Expectancy and Health Inequalities - everyone in Leicestershire deserves a long and healthy life. On the whole, people in the County enjoy good overall levels of health and wellbeing. However there are people who experience worse health or die younger than others. To reduce health inequalities we are tackling the wider determinants of health. We deliver a series of programmes to address important health determinants such as the housing offer to health, debt advice, and our Fit For Work and Healthy Workplaces programmes. We are also delivering targeted programmes to reduce lifestyle risk factors for premature mortality - smoking, excess alcohol, poor diet, and obesity. These adverse lifestyle factors are more common in socially disadvantaged and excluded groups. We have also commissioned a number of services aimed specifically at improving the health and wellbeing of socially excluded groups such as the travellers' ambassador service and our probation health trainer service.

Health Checks - from April 2013 commissioning of NHS health checks became the responsibility of our public health team. The health check programme aims to help prevent heart disease, stroke, diabetes, and kidney disease - the biggest cause of preventable deaths. Everyone between the ages of 40 and 74 not already diagnosed with one of these conditions will be invited every five years to have a check. Participants will also be given advice to help them reduce health risks. In Leicestershire the programme is delivered by GPs. During the year, dementia awareness and alcohol screening were added to the service. At the end of 2013/14 a total of 50,310 people had been invited to undergo a health check and 25,009 people had taken up the offer (49.7%). This equates to 12.2% of the population that are eligible. In 2014/15 we will be re-procuring health check services and will encourage pharmacies and GPs to work together to improve take-up and ensure hard to reach groups are better catered for.

Cancer Mortality - cancer is the most common cause of people dying prematurely in Leicestershire. To help tackle this we are helping people to adopt healthier lifestyles and become more aware of cancer risk factors. About half of all cancers can be prevented by lifestyle changes including avoiding smoking and excess alcohol, maintaining an active lifestyle including a healthy diet and weight and by avoiding excessive sun exposure. Many cancers can also be cured if they are detected and treated early. We are working with NHS colleagues to increase awareness of early symptoms of cancer and to improve early access and referral. In doing so we are enhancing access to cancer diagnostic and treatment services and cancer screening for socially excluded groups.

Healthy Weight Adults – locally two-thirds of adults are overweight or obese, in line with regional averages, but a major cause of illness and early death. 2013/14 saw a significant increase in public health funding for obesity related programmes in Leicestershire. As a result a number of new initiatives have been commissioned targeting adults to help address the broad issues and behaviours contributing to the growth of obesity. We have commissioned the Master Gardeners programme from Garden Organic to develop a network of volunteers to support the growing of fruit and vegetables in local communities, with a focus on maximising healthy eating, increased activity and improved mental health. Work also continues to expand the targeted basic cookery skills programme run by our adult learning service and to maximise benefits from links with our Love Food Hate Waste programme which teaches people to make money saving and nutritious meals. A significant expansion of healthy weight services has taken place since 2013/14. The Leicestershire Nutrition and Dietetic Service (LNDS) adult weight management programme has doubled the number of courses to 48. A new “Weightwatchers” service was launched in April 2014 to provide 500 free courses to targeted patients and we have also funded a new telephone triage service to improve the weight management referral process.

Reducing the Harm of Substance Misuse - our focus covers the whole pathway of substance misuse. In recent times the use of Novel Psychoactive Substances, often called 'legal highs', has become an issue. In response the 'Legal Highs Lethal Lows' campaign was launched by our Substance Misuse Partnership to highlight the risks and prevent the harm these substances can cause. The social norms alcohol prevention project challenges the misconception that drinking alcohol at a young age is 'the norm' and engages pupils in innovative ways to develop their own communication messages, such as posters and drama performances. The project is showing evidence of reducing the number of pupils who drink alcohol. We have commissioned a project to deliver substance misuse awareness and interventions training to frontline staff. So far 82 training sessions have taken place. We also continue to develop the role of GP practices in identifying patients with alcohol-related problems and providing brief advice on health risks and safe levels of drinking. In 2013/14, over 37,000 individuals were screened, resulting in more than 2,000 brief interventions and a further 118 referrals to specialist treatment services. Throughout 2013/14 there has been a steady increase in the numbers treated for substance misuse and a rebalancing of the numbers of alcohol users compared to drug users in treatment, reflecting increasing access to treatment. The numbers successfully completing treatment has also continued to rise. There is a need to ensure that people can sustain their recovery and we have supported the establishment of the Leicestershire and Rutland Recovery Forum and two SMART Recovery groups to help this.

Tobacco Control and Smoking Cessation - smoking remains a leading cause of premature death and health inequalities in Leicestershire. Our local tobacco control alliance continues to coordinate a comprehensive tobacco control program with emphasis on prevention, cessation and enforcement. Our expanding tobacco free young person programme – *The Tobacco Trap* – aims to change the opinions of young people and reduce smoking initiation through peer mentoring and dissemination of messages to reinforce the realities of smoking. We promoted the Stoptober campaign which in October saw 2,600 Leicestershire smokers give up cigarettes. 2013/14 also saw our Stop smoking service help over 4,500 smokers to quit. In 2014 we will be re-procuring a provider for stop smoking services under a new contract. Our Trading Standards Service continues to work to reduce the underage and illegal sale of tobacco products and hosts an East Midlands regional post coordinating alcohol and tobacco enforcement. 2013/14 saw the launch of a successful campaign to reduce illegal sale of tobacco products.

Improved Sexual Health - our new integrated sexual health service started in January 2014 providing both contraception and sexually transmitted infection treatment within a single service. Extended opening hours are now available from the two hub sites and there are more 'spokes' available at various times across the County, improving access. The Chlamydia Screening Programme offers screening for all sexually active 15-24 year olds. In Leicestershire a total of 22,904 tests were taken in 2013 with 1,444 testing positive. The rate of chlamydia diagnosis was 1,702, lower than the England average of 2,016 but an increase from 2012. Screening coverage in Leicestershire at 27% remains higher than the England average (25%) but increasing coverage across areas

will be important to detect and treat chlamydia and reduce its prevalence. Since 1998 under-18 conceptions have reduced by 43% in Leicestershire. The 2012 conception rate was 21.7 conceptions per 1,000 girls aged 15-17 - equating to 254 teenage pregnancies, significantly lower than the national average. Figures saw a 16% drop since last year. Work to support young parents and enable easy access to education, employment and training continues to be a key part of our teenage pregnancy strategy.

Workplace Health – the Leicestershire and Rutland Workplace Health Group has reviewed existing workplace health programmes and developed a new integrated pathway to join up the programmes. The group has also encouraged adoption of workplace charter standards and better coordination of activity across specialist provider services. The Leicestershire Fit for Work service is part funded by the Council and local Clinical Commissioning Groups providing expertise and services support people at risk of becoming unemployed due to ill health. Clients receive one to one support from a dedicated case manager with the aim of making access to work and support services readily available.

Better Mental Health

Good mental health is the foundation for individual wellbeing with a clear link between good mental health, wellbeing and emotional and physical resilience. Mental health and wellbeing are key priorities in Leicestershire. We are focusing on promoting positive mental health and wellbeing for all and on the early detection and treatment of those who have mental health problems through a joint mental health and mental health promotion strategy. Mental health first aid training has been commissioned for non-medical frontline staff to help them identify early signs of mental illness, promote good mental health and facilitate onward referral.

We are delivering targeted mental health promotion programmes across Leicestershire including 'Reading Aloud', 'Five Ways to Wellbeing', and suicide awareness and prevention programmes. We are helping deliver improved mental health in working aged adults through our 'Healthy Workplaces' and 'Fit For Work' services. A strategic review of preventative mental health services has been conducted and we have commissioned social drop-in provision to support people aged 18 and over who are recovering from or living with mental health problems, to maintain their independence.

Better Physical Health, Sport and Physical Activity

We place high priority on the wide ranging physical and mental health benefits of sport and physical activity for both adults and children. In collaboration with the Leicester-Shire and Rutland Sports (LRS) partnership we aim to increase participation in sport and physical activity, reduce the costs attributed to inactivity and make sport more inclusive.

Active Young People – £30,000 was invested via the Leicestershire Legacy Fund to train 111 early years settings in physical play for 0-5 year olds. In addition we invested £50,000 in an apprenticeship scheme to support young people to become coaches. The scheme, in conjunction with Loughborough College, has seen schools receive support for 20 trainee coaches to boost take up of sport and physical activity. £200,000 was invested to maintain and develop the Leicestershire School Sport and Physical Activity Networks (SSPAN) and £164,000 to deliver 172 Sportivate projects resulting in 4,875 11-25 year olds participating. Disabled roadshows took place in all 10 SSPAN areas offering enhanced support for more young disabled people to participate. 119 Go Gold Athletes were awarded funding and 25,000+ young people participated in the School Games Programme including 893 disabled young athletes. Leicester-Shire and Rutland School Games was awarded first place nationally by Sport England and the Youth Sport Trust for a high quality and outstanding School Games Programme.

Active Adults - 2014 has also seen £3m invested through our Local Sport Alliances and over 100,000 people benefitting from £750,000 invested in Sport and Physical Activity Commissioning plans, generating 1.8m attendances. £1.2m of funding has also been secured for local clubs resulting from Funding Officer Support. 14000+ people have been engaged in 73 elite athlete visits as part of Olympic Legacy Roadshows and £343,000 invested into local clubs and organisations from the Leicestershire Legacy Fund. LRS has also overseen delivery of the Sport England Inclusive Sport Project to develop a wider disability community offer - achievements include 8 school clubs developed in special schools, 5 Community Roadshows and 198 people trying out Paralympic Sports. Investment in 28 Community Games Events engaged 46,000 people.

In addition 186 workplaces participated in workplace challenge activity logs and 155 clubs were supported with post-Olympic and Paralympic legacy challenges. A Sky Ride local cycling programme was funded through our Choose How You Move project with 20 guided rides led by locally trained leaders. Over 30 active running clubs are now in place led by 60 qualified run leaders attracting an extra 1,000 runners. The project has been recognised as the Project of the Year at the Run England Regional Awards. Our Physical Activity Health Programmes 'Exercise referral' and 'Heartsmart' both saw growth in the number of participants. We have significantly increased the number of qualified instructors to deliver the programmes, introduced an improved monitoring and evaluation system and increased the range of activities offered. 51 inactive adults were referred onto the Get Healthy, Get into Sport project – targeting inactive people in two priority neighbourhoods.

Supporting Children and Families

Our aim is that children and young people in Leicestershire are safe, achieve their potential and have their health, wellbeing and life chances improved. We place a particular focus on vulnerable children and families such as children in care, children with special educational needs and families with particular problems.

Supporting Families

We provide high quality targeted early help and prevention for families at the earliest point possible to ensure that children and young people are safe, healthy and better prepared to achieve their potential. Our focus on the most vulnerable children and families is through targeted Early Help and Supporting Leicestershire Families Services.

Supporting Leicestershire Families - during 2014 the service supported 338 families. Families receiving support achieved notable results in reducing incidents of domestic violence (66%), reducing anti-social behaviour (47%) and reducing the number of families at risk of homelessness (18%). The rates of engagement with families has been very high, with 93.5% of those referred engaging with the Family Support Workers. Alongside this Leicestershire has been successful in delivering on the national Payment by Results programme, being one of just 6 authorities to succeed in 'turning around' the lives of 100% of the identified 810 families. We have managed to achieve the national target 6 months early. Turnaround means getting children back into school; cutting youth crime and anti-social behaviour across the whole family and getting adults into work. The Government has praised the Leicestershire scheme and partners for running one of the most effective services in the country. Due to this success Leicestershire is one of the Local Authorities that has been invited to become an early starter for phase two of the Troubled Families Payments by Results programme, which will work with a further 2700 families across Leicestershire over the next 5 years.

Some examples of the work of the Family Support workers with individual families include providing support in the home around debts and benefits, children's behaviour, access to medical advice and support with job interviews. Feedback from some of the families includes that support workers have helped to build family and individual self-esteem and confidence back up, particularly for some families who have found themselves in a difficult place. Also that workers have helped find the right support for both parents and children. Partner agencies also report greater collaboration in supporting the whole family with issues that have an impact on the community in which they live.

Targeted Early Help - targeted 'early help' describes the type of support given to families by a range of agencies to stop problems happening and to tackle them as soon as possible. During 2014 work to strengthen the integration of early help services continued, supporting improved joining up between services and agencies working with children and families. The new

arrangements have supported a 60% increase in early help assessments during the year and a 10% reduction in families needing to be assessed by social care. During the year Children's Centres, Family STEPs, Youth Services and Supporting Leicestershire Families supported an average of 5,246 individuals every 3 months. In February groups were given the opportunity to bid for grants from a £400k fund to help organisations that work with young people to prevent problems growing and to boost their skills. The Early Help grants were available for groups who work with young people aged 11 to 19 or young people with learning disabilities aged to 24.

Children's Centres – children's centres in the County continue to improve. During the year Ofsted ranked five out of six Children's Centre areas as 'good', the second best rating. The centres provide support and information for families with children up to five years old. Activities include healthy eating advice, parenting advice, speech and language training and training support.

Ensuring Children and Young People Are Safe

Safeguarding - in the last year our Children and Families Services have been contacted over 15,000 times about concerns regarding the safeguarding of children. Of these, 5,895 (39%) went on to be full referrals to children's social care - 438 referrals per 10,000 children. The national average is 521 and the regional average 586. Once referrals are made they are assessed to consider the type of support that a child may need and the actions that must be taken. As a result of national changes a new form of assessment was introduced in 2014, called the Single Assessment Framework, to improve the speed and quality of the response to children's needs. The national target in which assessments must be made is 45 days; but we have set a local aim of 40 days.

Following assessment 629 children needed child protection plans - 33 per 10,000 children. The national average is 37.9 and statistical neighbour average is 32.8. At the end of September 2013 the number of children with child protection plans had fallen from 393 to 373 as a result of improvements made from contact through to referral and the provision of early help. However the figure rose to 427 by December 2013 reflecting the increased national profile of the need to protect children as highlighted by cases in the West Midlands and Yorkshire. The number of cases has not changed significantly but the proportion relating to sexual abuse has risen - possibly as a result of heightened public awareness and confidence in reporting. In March we showcased our approach to keeping children safe to experts from around the world. Our 'signs of safety' approach puts children at the centre of all the work, strengthens families and ensures a consistent and balanced approach to assessments. The approach is generating positive feedback from families. Audits last year also indicate sustained or improved performance against safeguarding standards in agencies.

Child Sexual Exploitation - there has been joint work during the year on child sexual exploitation, child trafficking and missing children including training and workforce development. There was also a major communications

exercise to raise awareness of child sexual exploitation with children and families, which reached 8,000 children in 39 schools. Another campaign raised awareness among key service providers such as taxi drivers, hotel and leisure providers to the incidence of child sexual exploitation and how to report cases. These resulted in an increase in referrals and disclosures. A new co-located unit is now being established with staff from the police and children's services working in one team to share information, expertise and resources. Progress has also been made with Leicestershire police in responding to children who go missing from home and from care. The work has brought together staff and delivered bespoke training, resulting in a 63% reduction in children who go missing from care.

Effective Child Care Placements - we recognise that children are best brought up in their own family. Where this is not possible we will seek to ensure alternative, high quality care arrangements. In December 2013 we adopted a new policy regarding placements to ensure that, whenever possible, children are with families and within Leicestershire.

Fostering - on 31st March 2014 there were 456 children in Leicestershire's care. Our Fostering Service recruits foster carers, and also finds ways to place children with their extended families, where possible, through an arrangement called connected carers. Last year there were 183 mainstream and connected carers. On 31st March 2014 there were 293 children placed with mainstream carers and 63 with connected carers. Independent Fostering Agencies (IFAs) provide places for children and at 31st March, 107 children had been placed by IFAs. Local Authority Fostering Service Benchmarking shows that local authorities make use of 69% of their foster carers at any one time. In Leicestershire the average is 91% and we are looking to find an extra 100 foster carers in 2014/15. 38 of the children in care were disabled and/or had challenging behaviours and were provided with specialist support and a specific placement.

Adoption – the number of adopters and adoptions in Leicestershire continues to increase with the Council finding new homes for 51 youngsters last year. Following changes in legislation we have halved the length of the recruitment process so that people can now be assessed within six to eight months. The Adoption Service has also been reformed during the year. A new full-time recruitment officer now works across Fostering and Adoption Services and the number of new adopters has increased by 40% as a result. At 31st March 2014 there were 67 approved adopters in Leicestershire, but many more are still needed. A new campaign was launched, intending to break down the myths about adoptive families, and an adoption bus is now visiting events all over the county to provide information and encourage Leicestershire residents to consider fostering and adoption.

Looked After Children – our health partners have a dedicated looked after children team, with a specialist nurse for each child. This supports tracking of health assessments over time and ensuring health plans are in place, which is seeing improvements in the health of children. Educational outcomes for Looked After Children are being given greater priority in schools through the

work of the virtual school headteacher network, supported by the education of children in care service.

Care Leavers - when young people in care are 16 they are referred to as Care Leavers. This does not mean they immediately leave our care – we have a responsibility to support them until they are 25 if they wish – but it does mean that we start to prepare them for independence and adulthood. The Children in Care Service works closely with Prospects to identify the young people most in need of support and this arrangement is being strengthened in 2014/15. We have also signed up to a new charter spelling out how care leavers will be treated and what support they will receive. The document, written by young people in care, sets out commitments to provide lifelong advice and support to find a home. We have also signed up to the national care leavers' charter. In January we hosted an event highlighting the wealth of achievements of our children in care and over 200 care leavers.

Supporting Children to Achieve Their Potential

High Quality School Places – inspection outcomes across schools remain positive. Over the last year 64 schools were inspected and more improved than declined with 83% schools now judged good or outstanding, above the national average. We have supported maintained schools and pre-school providers which required improvement or were judged to be inadequate. Local authority support was judged to have had a positive impact on school effectiveness. 90% of youngsters secured places at their first-choice primary school in 2014, with 96% being offered a place at one of their top three choices. In December 2013 we were successful in obtaining £55m of government money following submission of our three-year school place plan, which recognises a rising birth rate, housing growth and demographic change. We are now consulting on a new school place strategy setting out how we plan to invest the money in ensuring a continued supply of high quality school places in the right locations. Creating an extra 500 primary school places is the immediate priority, but we are also committed to developing provision for pupils with special educational needs and working with schools to ensure the right amount of secondary places.

Good Early Learning and Child Care Provision - overall 75% of all child care providers received a good or better Ofsted judgement, an increase of 1.2%. 86% of providers received a good or better Ofsted judgement after receiving support from local authority officers. 83% of nursery and playgroup providers have a good or better Ofsted judgement, 75% out of school providers and 71% of child-minders, all increases on last year. This year the Foundation Stage, age 5, good level of development rating has shown significant improvement, from 46.4% to 58.2%. The gap between the lowest performing children and the rest has also reduced from 5.7% to 2.3%. We have rolled out the 2-year-old Free Early Education Entitlement to the 20% most deprived families and 76% of families have taken up their child's place - comparing favourably with the national average of 67%.

High Standards in Primary - standards overall have risen in primary schools in 2013/14. The strong performance at Key Stage 1 in 2013 has been maintained in 2014, with Leicestershire performing above the national average in areas of the curriculum assessed. At Key Stage 2 there has been an increase in the number of children reaching the required level in every subject compared to 2013. Reading has increased from 86% to 89%, writing from 82% to 85% and maths from 84% to 86% and the majority are now better than the national average. Pupil progress from Key stage 1 to Key stage 2 has also improved whilst the gap between “pupil premium” performance and all pupils has narrowed. The strong partnerships we have established with schools having a positive impact on pupils learning.

High Standards in Secondary - at Key Stage 4 the percentage achieving the benchmark 5A*-C with English and Maths remained well-above the national floor standard – but is likely to show a dip from previous years when validated results are available, as a result of national changes to the way in which vocational qualifications are counted. Pupils making the expected progress in English and Maths over Key Stages 2 to 4 remains an area of focus. The average A Level point score for Leicestershire increased for each category and A Level points per entry increased overall by 0.5 to 208.8. Vocational points per pupil entry increased by 4.1 and are above the national average. The Leicestershire Secondary Head Teachers’ Group is working through the Leicestershire Educational Excellence Partnership (LEEP) to raise standards of progress and attainment in Maths in 2014/15. LEEP, governed by school leaders, the local authority and dioceses continues to help schools strengthen school-to-school partnerships in order to drive improvement.

Support for Vulnerable Children

Special Educational Needs - we are one of just 10 authorities chosen to help develop a pioneering new scheme called SEN Direct. Under the scheme parents and young people eligible for a personal budget will be able to create their own tailored package of support. As part of the scheme we are working with the SEND Consortium to devise a one stop online directory bringing together information on the variety of support available. Helping children and young people with SEN or disabilities and their families to receive the right services at the right time. We are also progressing a project to introduce a new single system from birth to 25 years of age for all children with SEN. The project will deliver better integrated assessment and joint commissioning of services in single education, health and social care plans. January saw the official opening of the brand new state of the art Ashmount Special School building in Loughborough. The £9.35m building offers places for 125 children and young people - an increase on the previous 87 places. The school has an outstanding Ofsted rating and recently won the SEN School of the Year in the Times Educational Supplement national awards.

Transitions into Adulthood - there have been a series of events with families, professionals and young people to inform our Transitions Strategy and action plan. Strong links have been developed with special school student councils and the parent partnership forum to support delivery. Disabled children entitled to leaving care services are identified at an early stage and transition plans are prepared in advance to identify any potential needs for adult services.

Excluded Pupils – pupils excluded from secondary school now benefit from new personalised education packages tailored to their skills and interests. The approach sees the Oakfield Pupil Referral Unit focusing on primary aged children, with responsibility for older children passed to ‘behaviour partnerships’. Over the past five years the partnerships have reduced permanent exclusions by over 80%.

Bullying and Cyber Safety – a new approach to reducing bullying is being rolled out to classrooms across the county. The restorative approach involves bringing perpetrators and victims together to resolve disputes and the impact of bullying behaviour. The approach has seen significant reductions in exclusions, detentions and improved satisfaction. Awards were also presented to an additional 18 schools to mark their commitment to tackling bullying – over 70 schools across the County have now received the award. We have also run a competition for schools to create an anti-bullying ‘app’, in conjunction with Loughborough University. In July Leicestershire was named as one of the best local authorities for tackling homophobic bullying. Stonewall ranked the council 10th in the ‘education index’. In November we supported anti-bullying week, and as part of the week a new cyber safety ‘app’ was launched to help pupils stay safe online. The ‘app’ provides a one stop online directory for children to find advice and help.

Improving Children’s Health and Wellbeing

Nutrition and Healthy Weight Children – 2013/14 saw a significant increase in public health funding for obesity related programmes in Leicestershire. As a result a number of new initiatives have been commissioned targeting children and adults to help address the complex issues contributing to the growth of obesity. The flagship Food For Life Partnership programme was launched in December 2013 and addresses all aspects of food culture in schools through improving school meals take-up, cooking classes, food growing and farm visits in all participating schools. To date 67 schools have been recruited and the programme will be available to every primary school in the county over the next 3 years. Our School Food Support Service was presented with the Food for Life Silver Award recognising the even higher quality menu of locally sourced organic produce. We have also worked to introduce the free school meals for infants’ scheme from September 2014.

Children’s weight management services have seen similar growth, but are at an earlier stage of development. The Family Lifestyle Club (FLiC) will see an increase in group courses from 13 to 21 in 2014-15 and specialist 1-1 sessions will increase to 80 per year, with courses in every district. 93.5% of

FLiC Patients achieved a stable or decreased body mass score. New programmes have also been commissioned to increase awareness and referrals to children's weight management services, including Food Routes and Big Cook, Little Cook. Two new commissions have focused on children's physical development. The first, focused on active play in early year's settings, has run 30 training sessions for 100 early year's settings and the second aims to assess and improve the fundamental movement skills of primary school children.

Help to Children with Long-Term Health Conditions – our Public Health Team commission the Healthy Child Programme for school age children and young people through the School Nursing Service. The School Nursing Service specification includes supporting children, young people and their parents/carers and schools to manage health needs associated with long term conditions and disabilities. School nursing input in Special Schools is jointly funded by public health and the Special Schools themselves.

Breastfeeding prevalence at 6-8 weeks after birth is lower than the England average with only 44% of babies' breastfed at this stage. Peer support schemes have been targeted in North West Leicestershire and Hinckley and Bosworth providing a coordinator to aim to increase rates.

Child Oral Health – we are responsible for ensuring that regular oral health surveys are undertaken. A survey of the oral health of five year olds was conducted in 2012 and published in autumn 2013. This identifies the prevalence and severity of dental decay by measuring the number of decayed, missing and filled teeth. Data from the survey shows that the prevalence and severity of tooth decay in some districts of Leicestershire is higher than the England average. The data is being used to develop an oral health promotion plan, including training frontline staff to deliver basic oral health promotion advice and developing a range of information materials to offer families for different stages in their child's oral development. In addition it will include training for staff in pre-school settings to undertake supervised tooth brushing with children in their care. A major factor in tooth decay is the frequent intake of refined sugar, which also contributes to other health problems such as obesity. Work underway to improve the diet of families with young children will therefore also contribute to the improvement of oral health more widely.

Early Detection and Treatment of Mental Health Problems in Children – Leicestershire Healthy Schools provides guidance and support services to schools on the emotional, mental health and wellbeing of children and young people. Training has been delivered to school staff to help identify mental health issues and support children and their families. During 2013 approximately 180 staff from Leicestershire benefitted from free training. Specialist training on using Cognitive Behavioural Therapy for children has also been provided. The Leicestershire Psychology Service (LPS) provides 'Think-Wise' group work for children in year 5 who are at risk of low mood. A staff advice service also provides telephone support for front-line staff

concerned about the emotional or mental health of a child or young person. In 2013/14 the service took almost 1,000 calls.

The Leicestershire Psychology Service also contributes to the Systemic Family Therapy Project to provide additional support for children and young people missing school for mental health reasons. The LPS Emotional Literacy Support Assistant Programme is also training Learning Support Assistants to work with children experiencing relationship and behaviour difficulties in school. In about a quarter of cases the child was referred for assessment by the specialist Child and Adult Mental Health Service (CAMHS). Other cases were offered support, guidance or signposting to community based services. 1,660 children received an assessment or support from CAMHS throughout the year for a range of mental health difficulties such as depression, anxiety, self-harm, eating disorders and developmental conditions such as autism and Attention Deficit Hyperactivity Disorder.

Safer Communities – A Better Environment/Place

We place high priority on keeping Leicestershire communities as some of the safest in the country by minimising crime and antisocial behaviour, reducing youth offending, supporting the victims of crime, ensuring the safety of our roads, and consumer protection services.

Crime Minimisation - many factors affect crime and disorder and it can have a significant impact on people's health, well-being and quality of life. So all our services, working alongside communities themselves, have an important role to play in keeping individuals and communities safe. We consider crime and disorder across the breadth of our services and work closely with the Police and Crime Commissioner and partners such as the police and District Councils, as part of Community Safety Partnerships, to ensure that effective action is taken to prevent and minimise crime and to provide support to the victims of crime. Our Police and Crime Panel holds the Police and Crime Commissioner to account and during the year has raised a number of issues including the response to crime trends, the need for improved partnership working and the impact of Police Change Plans on local communities.

Youth Justice – we continue to implement our Youth Justice Plan to reduce youth offending, reoffending and minimise custodial sentences for young people. Our Youth Offending Service continues to achieve success in reducing first time entrants to the criminal justice system. 2014 saw the lowest recorded number of young people entering the system for the first time since monitoring began in 2005 and Leicestershire also continues to perform well on the level of young people re-offending, with rates lower than both regional and national averages. A 'pop up' prison cell is being used in a new project to teach young people about the reality of receiving a jail sentence. The Crime and Time initiative has been developed by our Youth Offending Service in conjunction with the Probation Trust and Soft Touch Arts and sees the cell taken to schools, youth groups and those at risk of offending.

Anti-Social Behaviour (ASB) - we have continued to develop our approach to supporting vulnerable people affected by anti-social behaviour, through revamping and extending our Keep Safe Places initiative and rolling out training to ensure all front-line officers recognise and respond to mental health issues appropriately. Our Keep Safe Places scheme supports people who feel vulnerable, upset, scared or distressed. Set up in libraries, shops, including Age UK shops, and businesses, staff can offer immediate reassurance to anyone that needs it. The initiative has been developed by the Council in partnership with the police, district councils, community partnerships and Age UK. There are now 54 Keep Safe Places across Leicester and Leicestershire where people can go when feeling vulnerable.

Our partnership Trick or Treat campaign in 2013/14 and our overarching Respect/Tolerate campaign to address ASB have both had national recognition as good practice and we have worked to ensure we are able to make the most of new legislation to address ASB with a consistent response across the County. A smaller proportion of people now feel they have been affected by anti-social behaviour and more people feel the police and councils

are successfully dealing with ASB and crime in their local area. A new youth café opened in Thurmaston in February, set up by our IMPACT Project following consultation with residents and teenagers about provision in the area. The youth café hosts activities focusing on music, arts and sports and aims to help reduce anti-social behaviour in the village.

Domestic Abuse - we continue to fund services to support those affected by domestic abuse, as well as developing our approach to identify, respond to and prevent it. We have led a single risk assessment approach across all key partners, and have helped to implement the 'Clare's Law' Domestic Abuse Disclosure Scheme locally, supporting people to be informed of a significant abusive history of partners. We supported the introduction of the county domestic abuse helpline in 2013, providing advice and information for anyone affected by domestic abuse. The line has received 640 calls since it was launched in April. Specialist support services have supported over 1,000 people in Leicestershire to improve their safety and support their recovery from the significant impact of abuse.

Community Cohesion – we continue work to strengthen community cohesion, supporting communication across community groups such as through the Interfaith Forum and significant events for cohesion, such as the Srebrenica memorial in July. At present 93.8% feel that people from different backgrounds get on well in the local area. In December six young looked after children were supported in a trip to Auschwitz to learn about the holocaust. A documentary of the trip was recorded for use in schools to promote how damaging stereotypes and prejudice can be. Women across the world and the ages were celebrated as part of International Women's Day in March.

Preventing Violent Extremism – our learning and development team are supporting delivery of the Prevent Strategy within the Council and more widely in Leicestershire, through close partnership working with other organisations and building preventing violent extremism messages into regular training. We have supported delivery of training to over 350 front-line workers to ensure staff identify risks of extremism and respond appropriately.

Hate Incidents – we are working with the police and district councils to encourage people to respect difference and reduce hate incidents through our annual Stop and Tell campaign. Our Hate Incident Monitoring Project continues to raise awareness of how Hate Incidents can be reported and responded to through work with schools, community centres and groups such as through the Respect Difference: Say No to Hate campaign launched in March 2014. A range of awareness raising events including displays at libraries, reporting centres, staff training days, road shows and school assemblies also took place during 2014.

Road Safety - the number of people killed or seriously injured on the roads in Leicestershire further reduced in 2013 to 186 from our record low of 196 the previous year. Whilst the number of casualties on our roads increased very slightly in 2013 there were fewer than previous years and 28% (almost 750) fewer than in 2006. Last year's local safety scheme programme included the

introduction of traffic signals on a busy roundabout in Wigston. 26 people had been injured at the spot over the last five years and the improvement work, costing in the region of £260,000 makes cycling through the junction safer. In August we launched consultation on a new scheme to improve road safety in Syston. Almost 400 young people took advantage of our pre-driver days at Mallory Park and Bruntingthorpe in 2013. The day focuses on driver responsibility, impairment and the costs of motoring. Our Road Safety Tutors delivered three nationally approved levels of cyclist training to over 5,500 primary school children. Driver education is an increasingly important part of speed management and, in 2013, some 14,800 drivers across the police area opted to attend Speed Awareness courses. Through the Leicester, Leicestershire and Rutland Road Safety Partnership a series of publicity campaigns have also been reminding drivers to drive responsibly.

Safer Consumer Goods and Trading - our Trading Standards Service continues to ensure safe and fair trading, principally through advice and guidance to businesses, but also in bringing cases before the courts. The service provided advice and guidance to 1,313 local and national businesses trading within the County, to help them comply with their legal responsibilities. During the year, fifteen cases were brought before the Courts and all resulted in convictions. Seven defendants received a community punishment order, suspended sentence or imprisonment and fines and costs awarded totalled more than £30,000. Almost £50,000 was taken from the defendants by the courts. In twelve other cases we obtained statutory cautions and/or 'undertakings' from the businesses concerned. Overall approximately £887,000 worth of counterfeit goods was seized including significant quantities of illicit tobacco. Officers also campaigned to crack down on cut-price harmful cigarettes by demonstrating the lethal ingredients used. Almost a fifth of Leicestershire retailers sold age restricted products to children during trading standards test purchasing operations last year. Officers carried out tests using volunteer children covering products such as alcohol, cigarettes, knives and gas.

A Better Environment

Protecting the environment and rural character of the county is an important issue and we are implementing a range of plans to do this including our Environment Strategy, Carbon Reduction Strategy, Climate Ready Plan and Waste Management Strategy.

Reducing our Environmental Impact - as part of our environment strategy we continue to mitigate environmental risks across the authority and implement schemes to reduce our environmental impact. We have made good progress on reducing our environmental impact overall. Our total waste produced from our operations continues to fall, whilst our recycling rate continues to increase - improving to 63%. From April 2014 a new contract for internal waste is supporting further recycling improvements. We have taken on a new waste partner which will further reduce waste to landfill. We have also begun to collect high value materials, such as office paper, to sell to the

industry, which is expected to further improve our performance and reduce costs. During 2013/14 we introduced a new green driver training course aimed at improving staff safety and Council fuel economy. 30 courses have run so far resulting in an average 7%+ improvement in miles per gallon.

Reducing Carbon Emissions – we are playing an important role in leading action to reduce carbon emissions and address climate change. We have developed a new Carbon Reduction Strategy and implementation plan outlining how we will work with partners and residents to reduce Leicestershire’s carbon emissions to 4.4m tonnes per year by 2020. Leicestershire currently emits the equivalent of 7.3 tonnes of carbon dioxide per person. Our programme of street lighting switch-off, dimming and part-night-lighting continued during 2014 and has reduced carbon emissions by 9% compared to 2008/9, saving over 1,400 tonnes of carbon per year. The Council has been rated in the top 10% of authorities for carbon emissions saved, with savings by the council’s dry recycling, garden, and food waste services at 92kg per person in 2013. We have agreed a new plan for reducing energy consumption and utilising more renewable energy in our buildings, including making improvements to windows, lighting and installation of 600 solar panels. The work should save more than 400 tonnes of carbon emissions per year. Our work so far has resulted in a reduction in the cost of our carbon emissions through the Carbon Reduction Commitment Payments from £642,336 in 2012/13 to £570,540 in 2013/14. We have also put a number of initiatives in place to reduce the emissions from our council fleet vehicles including improved journey planning, fuel management and transport monitoring processes, alongside fleet rationalisation and acquisition of more efficient vehicles.

Resilience to and Mitigating the Impact of Climate Change – flooding causes damage and disruption and increased heavy rainfall over the past two years suggest the risk is growing. As the Lead Local Flood Authority we have a duty to assess flood risk and have therefore completed a Preliminary Flood Risk Assessment and a Surface Water Management Plan for Loughborough. We are also working to develop a Severe Weather Impact Monitoring System to better understand the impact of climate change on our county and our resilience to climate change. In January homeowners in Charnwood were invited to a flood fair to find out about the local flood risk and hear practical advice on protecting their property including a personal flood plan, flood protection products and a free flood warning service.

Sustainable Waste Management – local landfill tax costs taxpayers over £6m per annum. We have reduced waste to landfill from 50% to 31.4% and aim to reduce this further. To do this we will continue to seek opportunities to prevent waste and increase reuse, recycling and composting. Our work on, reuse, recycling, composting and waste treatment last year supported a diversion of approximately 236,000 tonnes of waste from landfill.

Waste Prevention and Reuse – whilst the total amount of waste rose in 2013/14, linked to the improving economy, we continue our education and campaign work to support prevention and reuse of household waste as well

as recycling and composting. Our programme of work last year included the delivery of 55 classes focussing on waste prevention and re-use and 30 presentations and activities with schools and community groups. We continue to operate our Freeuse website where Leicestershire residents can upload items they no longer want and others can claim them for free. The website has enabled more than 170 tonnes of waste to be diverted from landfill since it was set up. In January 2014 a swap and fix event was held in Coalville with experts on hand to carry out home repairs on clothing, furniture and bikes. A family from Loughborough who cut their food waste by nearly 90% achieved first place in our Leicestershire Food Waste Challenge. The scheme shows that by making a few small changes people can save an average of £645 per year on food bills and do their bit for the environment.

Recycling and Composting - changes to Environment Agency guidelines in 2013, recycling market pressures and rising waste have contributed to a drop in recycling performance this year. To mark Compost Awareness Week our waste partnership offered a number of home compost bins at reduced rate bargain prices. We also delivered a programme of training opportunities for the Master Composters and Waste Action Volunteers and sold over 1,300 home compost bins.

Household Waste Sites - we continue to improve our Recycling and Household Waste sites to support effective recycling, waste recovery and disposal. A £3.4m scheme to improve Leicestershire's busiest site at Whetstone, which receives 20,000 tonnes of waste per annum, was completed in January. The site includes improved layout, access and parking and a new waste disposal area with easy access skips. The development also includes an improved waste transfer facility. We also constructed a new Waste Transfer Station at Loughborough. A survey of site users, carried out to support ongoing improvement, showed an overall customer satisfaction level of 97.5%.

Better Place - Enhancing and Protecting Our Natural and Historic Environment - we continue to exploit opportunities to make Leicestershire a better and more attractive place and seek sources of funding to ensure we have a good tourist, natural environment, historic and cultural offer.

Green Spaces - we continue to support high quality green spaces and an enhanced natural environment that contributes to the wellbeing of Leicestershire communities. We have worked to ensure green spaces and the natural environment are key considerations within landscaping of major projects, including Loughborough and other town centre transformations. We have also supported development of the natural and historic environment through assisting Parish and Town Councils with a range of local improvement projects including gateway features and WW1 memorials. The County Council's three major Country Parks: Watermead, Market Bosworth and Beacon Hill all retained their green flag status for the high standard of these spaces. Improvements this year include the installation of new play areas in Market Bosworth and Beacon Hill Country parks, along with a new array of wooden sculptures. Our parks are also being used as venues to train volunteers to get to grips with countryside skills such as willow-weaving. In

August our new map showing the entire Charnwood Forest Regional Park won the Ordnance Survey Open Data Award at the Cartographic Society annual awards. The map is encouraging new visitors to discover what Charnwood Forest has to offer.

Stepping Stones - to celebrate 21 years of our Stepping Stones Partnership we planted 2.1km of new hedgerow across the Stepping Stones project area, in partnership with the Woodland Trust. The Stepping Stones project itself supported 14 green infrastructure projects through its suite of grant schemes aimed at assisting community groups, schools, parish councils and farmers to improve their local area. Alongside this our Plugs for Bugs grant scheme has proved popular and supported the planting of 18 new wildflower areas. We have also trained over 75 people in rural skills and as Tree Warden volunteers to support the ongoing effective management of the natural environment in Leicestershire.

Waterways - we have played an important role in securing funding and supporting action as part of partnerships to develop our waterways, such as the Ashby Canal and River Soar. In May we supported the Moira Canal festival in conjunction with the Ashby Canal Trust. The trust is one of a number of partners working with us on a multi-million pound project to restore an eight-mile stretch of the canal with a recent cash sum helping extend the canal from Snarestone towards Measham. We have also designed and overseen the implementation of works at 5 farmland sites with initial data indicating positive water management benefits.

Better Place - in June we launched a set of new galleries at Bosworth Battlefield Heritage Centre, the first significant changes to the displays since the discovery of King Richard III's remains. The new galleries revitalise the story at Bosworth including the search for the lost battle location, realised in 2009. The launch of the galleries preceded the unveiling of a new work of art entitled Towards Stillness - commissioned by the Council at Leicester's Cathedral Gardens. This forms part of our £250,000 contribution towards the redevelopment of the gardens. Funding has also been secured through the Local Growth Fund for progressing the Bridging the Gap Great Central Railway project, which when complete will further add to the tourism offer of the County.

Museums - in April the doors opened at a new look museum and library in Market Harborough. The work, undertaken as part of the £5.75m transformation of the Symington Building, involved the re-installation of the museum's collections including the Hallaton Treasure. More than twice as many objects are now on display. The integration with the library has created an innovative new cultural space for Harborough with positive impacts on visits and book loans. A range of new resources have also been made available at Melton Carnegie Museum forging stronger links with the Defence Animal Centre in the town, following a grant from the Ministry of Defence. The 'Wellbeing Hi-5' programme which highlighted the health benefits of taking part in cultural activities completed a second successful year. We also carried out a major consultation on proposals to turn Snibston into a mining museum, improve the country park and engage with volunteers and the

community, to preserve its colliery heritage as well as to contribute required savings as part of our Medium Term Financial Strategy.

Online Heritage - in October we launched a new website with approaching 7,000 images of Leicestershire's past from our heritage collections. Image Leicestershire showcases a selection of the cultural and historical life of the County. The site also includes World War One images to tie in with the centenary commemorations. The Arts Council also approved the Click Connect Curate Create project to explore digitisation and emerging technologies to provide access to museum collections. In December a new iPhone and Android mobile phone app was launched providing visitors with an enhanced experience of the Melton Mowbray heritage trail – making it easier for visitors to follow the trail and find out about the local area.

Green Plaques – in April we announced the first 6 winners chosen to be honoured with the new Green Plaque award. The award recognises and celebrates the people and places that have made an important and enduring contribution to the County. June saw the installation of the first plaque in Thringstone, in honour of the philanthropist and social reformer Charles Booth.

Library Service - at the end of June we launched the Summer Reading Challenge for 4-12 year olds. The event is the UK's biggest reading event, with 12,000 youngsters taking part across Leicestershire and volunteer opportunities for 50 young people. A major consultation on proposals for possible changes to the operation of the library service was completed, seeking views about proposals to continue to operate the 16 most used libraries and supporting communities to run the other 36 local libraries. The options, which aim to contribute to required savings, recognise the growth in e-book and internet usage and further encourages the use of libraries as community hubs. The Words on the Street programme continued to attract major authors to Leicestershire to talk about their work. In partnership with the Adult Learning Service, redevelopments in Wigston, Shepshed, Birstall and Lutterworth libraries have enabled additional learning activity to take place through the creation of additional classroom space.

Century of Stories and War Memorials - with help from a Heritage Lottery Fund grant we are supporting a four year Century of Stories programme of activities focusing on the contribution Leicestershire people made to World War I and how the conflict affected the county. We also pledged backing and £5,000 for the Royal Leicestershire Regiment memorial at the National Memorial Arboretum. The Regiment – 'the Tigers' - are an important part of the county's rich history. A memorial commemorating County officers who lost their lives in the Second World War was also re-dedicated at the Armistice Day service.

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ANNUAL PERFORMANCE REPORT 2014

Part B

Performance Data Dashboards

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Introduction

In order to measure our progress against our priority outcomes, we are tracking a number of key performance measures for each of the outcomes. These are summarised in a set of theme dashboards with ratings that show how our performance compares with other areas where known, whether we have seen any improvement in performance since the previous year and whether we have achieved any target set for that outcome.

As well as this annual report we also publish theme dashboards on our website on a quarterly basis so that our overall performance progress is transparent.

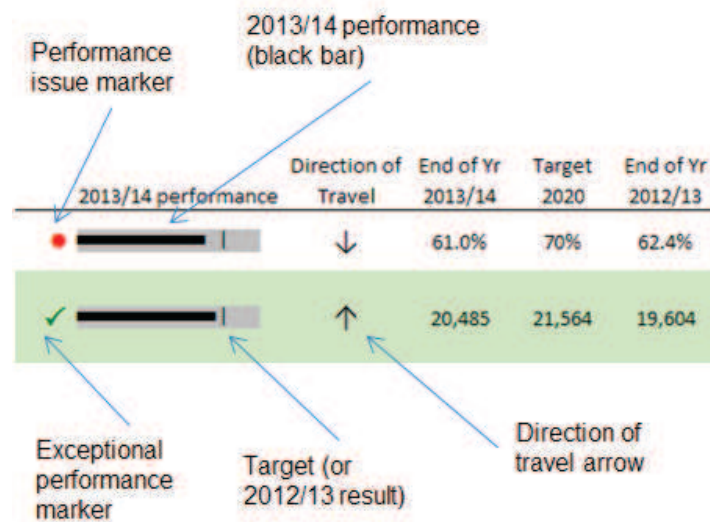
Overall the report shows continued good progress by the County Council and partners in delivering on local outcome priorities.

Comparative analysis shows that Leicestershire continues to be one of the top performing areas in the Country with a number of top performing services. More information on service performance and progress is set out in the individual theme sections of the report.

Explanation of Performance Indicator Dashboards

The performance dashboards set out year end results for a number of the performance indicators (PIs) that are used to help us monitor whether we are achieving our priority outcomes. These outcomes have been identified within our Strategic Plan. Many indicators relate to more than one theme, but in this report, each indicator has been assigned to just one theme. Where relevant, the performance sections show 2013/14 year end outturn against performance targets or indicators (where applicable), together with comparative performance information where available and commentary on performance. Where it is available, the dashboards indicate which quartile Leicestershire's performance falls into. The 1st quartile is defined as performance that falls within the top 25% of relevant comparators. The 4th quartile is defined as performance that falls within the bottom 25% of relevant comparators. Each dashboard uses different comparator groups and these are explained at the bottom of each dashboard. The polarity column indicates whether a high or low figure represents good performance.

The report uses performance dashboards for each theme to display performance data so that important information and risks can be identified more readily. A dashboard is a visual display of the most important information so that it can be monitored at a glance. The report uses 'bullet charts' to display performance against targets as shown below.



- The vertical black line shows our target for 2013/14 (or the 2012/13 result where no target has been set).
- The black bar shows our end of year figure for 2013/14. Where the black bar extends beyond the vertical line, the target has been met.
- A red circle indicates a performance issue.
- A green tick indicates exceptional performance.
- The direction of travel arrows indicate an improvement or deterioration in performance compared to the previous result.

Leadership & Transformation

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Customer Services & Digital Delivery								
% think Leicestershire County Council doing a good job		↑	52.1%	51.5%		Results show an improving trend over the past 3 years.		High
Media Rating - number of points	✓	↑	8353	6000	7868	Result exceeded target. Campaigns continue to support Council priorities such as environment & waste, community safety and adult social care information.		High
% satisfied with the overall service from the Customer Service Centre (Cmetrix ratings)		-	77%	80%		Results from new tool to better measure customer satisfaction - findings are being used to further improve the service. Results reflect summer 2014.		High
County Council website star rating (SOCITM)		→	2	3+	2	A major project is underway to redevelop the website and widen the range of online services. 188 of 409 local authority websites are rated 3 or 4 stars.	3rd	High
Number of unique website visits to the LCC website		-	1.35m			Work is underway to exploit web analytics to better target services and the digital offer.		
Number of complaints reported		↑	271		234	The aim is to maximise the reporting of complaints in order to learn from customer issues and improve services. Evidence suggests reduced complaints in areas targeted for improvement.		High
Communities								
Number of volunteer enquiries (VAL)	✓	↑	5,019		3,509	Significant increase in volunteer enquiries. New Communities Strategy will target volunteering support more towards vulnerable groups.		High
% of volunteers that take up volunteering opportunities (VAL)		↑	46%		44%	Numbers of volunteers taking up opportunities increased.		High
Finance, Procurement & Commissioning								
% agree County Council provides value for money	✓	↑	61.20%		48.30%	Results have improved significantly over the past 3 years and are significantly better than the Eng. Ave. of 48%. May reflect increased focus on efficiency savings and 4 year Council Tax freeze.	1st/2nd	High
Net expenditure per head of population	✓	-	£538		£526	Leicestershire remains an efficient, low spending authority compared to others. Leicestershire is among the 4 most efficient counties for spending on education, highways, children's and adult's social care.	1st	Low

Leadership & Transformation


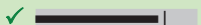







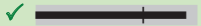
Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Efficiencies and other savings achieved		-	£22.2m		£25.91m	The Council's Transformation Programme continues to progress delivery of efficiencies and savings.		
County Council procurement spend with SMEs	✓	↑	52%	45%	50%	The Council is a member of the LLEP Procurement Taskforce, which aims to make successful procurement achievable for SME businesses based within the LLEP area.		High
County Council procurement savings	✓	↑	£7.41m		£2.19m	Figure excludes savings projects which may have a procurement element but which are not exclusively the results of procurement activity.		High
Equalities and People Strategy								
% staff satisfaction with County Council as an employer		→	76%	85%	76%	No update to previous survey result - variety of mechanisms such as 'Speak-up' and CMT Roadshows capture employee views which are used to inform People Strategy improvements.		High
Working days lost to sickness	●	↓	9.47	7.5	9.22	Performance has slipped back to the Eng. Ave. of 9.4 days. Analysis underway to identify trends, patterns of absence and possible causes. Sickness absence management processes to be reinforced.	2nd/3rd	Low
Equality framework for local government	✓	→	Excellent	Excellent	Excellent	The authority continues to be recognised for its good equality and human rights practices. Work continues to further improve.	1st	High
% of whole workforce from a BME background		↑	8.84%	10%	8.64%	Targets are designed to achieve the same level of representation of those from BME backgrounds as within the local population, based upon the 2011 census.		High
% of whole workforce that is Disabled		→	4.57%	5%	4.61%	Targets are designed to achieve the same level of representation of those with disabilities as within the local population, based upon the 2011 census.		High
% of employees graded 13 and above that are women		↑	53.62%	55%	52.83%	Eng. Ave. 53%. Work continues to support female staff development through the spring forward positive action programme.	2nd	High
% of the workforce that feels that LCC is committed to equality & diversity		→	91%	90%	91%	No update to previous survey result. Feedback from workers groups is used to continue to improve.		High
Stonewall Workplace Equality Index Ranking	✓	↑	11		20	The county council has climbed the ranking for the fifth consecutive year.	1st	Low

Notes: Comparators are other county councils. * Comparators are all entrants in the Stonewall Workplace Equality Index

Enabling Economic Growth

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2020	End of Yr 2012/13	Commentary	Quartile position	Polarity
Infrastructure for Growth								
Productivity and competitiveness (total GVA) (Leics, Leicester & Rutland)		→	£18.6bn	£23bn	£18.7bn	Data shown is for 2012 and 2011. More recent data suggests good local economic growth.		High
Productivity and competitiveness (GVA per head) (Leics & Rutland)		↓	£17,950	£23,500	£18,410	As above.	2nd	High
% of population with access to high speed broadband		↑	73%	93.80%	67.9%	These are indicative figures from national sources. £18.6m Rural Broadband Programme underway and starting to deliver improvements.		High
Strategic Transport Infrastructure								
Average vehicle speeds during the weekday morning peak (7am-10am) on locally managed 'A' roads in Leicestershire (mph)		↓	30.7	29.4	31.3	Latest data is for period 2012/13, previous data is for period 2011/12. We continue to target congestion hotspots through various schemes and initiatives	2nd	High
Total CO2 emissions in the local authority area originating from road transport (DECC) (kilotonnes).		↑	1,807	<1894	1,824	Latest data is for period 2012, previous data is for period 2011.		Low
Sustainable Transport & Road Maintenance								
% of the classified road network (A, B and C class roads) where structural maintenance should be considered (SCANNER)	✓	↑	4%	5-6%	5%	The condition of Leicestershire highways remains at a good level and amongst the best in the country.	1st	Low
% of network gritted	✓	→	45%	45%	45%	We expect to grit all of our priority routes 1 and 2 (which cover 45% of the network).		High
Overall satisfaction with the condition of highways (NHT satisfaction survey)		↓	34.0%	top quartile	38.2%	We have the highest overall customer satisfaction rating compared to all other County Councils taking part in the survey.	1st	High
Satisfaction with cycle routes/lanes & facilities		↑	44.4%	-	39.3%	We continue to invest in improved routes and facilities, particularly in our priority areas.	2nd	High
Number of bus journeys		↑	13.64m	13.6m	13.5m	Work to improve bus infrastructure continues, particularly in our priority areas. Satisfaction with bus services is 2nd quartile.	4th	High
Business Growth & Support								
Number of new enterprises per 10,000 population		↑	64.9		64.2	Data shown is for 2012 and 2011. A range of business growth and business support initiatives are planned or underway to encourage new enterprise.	3rd	High

Enabling Economic Growth

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2020	End of Yr 2012/13	Commentary	Quartile position	Polarity
3 year business survival rates		↓	61.0%	70%	62.4%	Data shown is for 2012 and 2011. A range of business growth and business support initiatives are planned or underway to support business survival.	4th	High
Number of jobs supported by tourism activity (Leicester & Leics)		↑	20,485	21,564	19,604	Data shown is for 2013 and 2012. Sustained growth across a five-year period, and out-performing regional average. Contract and activity with Leicestershire Promotions continues to promote tourism.		
Economic impact value of tourism (Leicester & Leics)		↑	£1.481bn	£1.533bn	£1.395bn	As above		High
Employment & Skills Support								
% Achieving a level 2 qualification by the age of 19		↑	85.0%	88%	83.7%	Data shown is for March 2013	3rd	High
% of working age population with at least NVQ2 level qualifications		↑	74.1%		72.7%	Equivalent to 5 GCSEs at A* to C - considered labour market entry qualification.	3rd	High
% of working age population with at least NVQ4 level qualifications		↑	33.0%	35%	30.4%	Latest data shows an improvement.	3rd	High
Unemployment rate (JSA claimant count)		↑	1.2%	1.1%	2.0%	This is the lowest rate since August 2008 (Data shown is for June 2014)	2nd	Low
Employment rate		↓	73.2%	75.6%	74.4%	Of the 92,200 economically inactive we know that 75% do not want a job. Reasons include 26% are students; 23% are looking after home/family; 17% are long term sick and 20% are retired.	4th	High
16 to 18 year olds who are not in education employment or training (NEET)		↑	3.4%	<4%	3.5%	The NEET rate continues to be among the lowest in the country. (Data shown is the average for November, December & January)	1st	Low
Participation in education employment or training (EET) at age 17		↑	94.8%	97%	87.8%			High
Housing, Infrastructure & Planning								
5 Year Supply of Deliverable Sites - housing units			18,452			Good supply of housing development being supported in Leicestershire.		High
Net additional homes provided		↑	2,369		1,888	Significant rise compared to previous year.		High
Number of affordable homes delivered		↑	539		386	Significant rise compared to previous year. Data excludes Oadby & Wigston Borough		High

Notes

Comparators are other county councils

Health & Social Care Integration

Note: 'ASCOF' refers to the Department of Health Adult Social Care Outcomes Framework

Description	2013/14 performance	Direction of Travel	End of Yr. 2013/14	Target 2017/18	End of Yr. 2012/13	Commentary	Quartile position	Polarity
Unified Prevention Information & Urgent Response								
Permanent admissions of older people to residential and nursing care homes per 100,000 pop (ASCOF 2A Pt II) (BCF)		↑	756.2	670.39	798.1	During 2013/14 there were 920 people aged 65 or older admitted to permanent care in either a residential or nursing setting. This is slightly lower (10 admissions or 1%) than the previous year. The national average in 2013/14 was 673.0 per 100,000 pop and the bottom quartile >772.7 per 100,000 pop	3rd	Low
Permanent admissions to residential or nursing care of service users aged 18-64 per 100,000 pop (ASCOF 2A Pt I)		↓	12.0	13.5	11.0	During 2013/14 there were 50 people aged 18-64 admitted to permanent care in either a residential or nursing setting. This is slightly more than the previous year although performance remains better than the national average of 13.5 per 100,000 pop. and in the second quartile. The top quartile was <9.5 per 100,000 pop	2nd	Low
Non-elective admissions to hospital per 100,000 pop per month (BCF)			672.31	644.57		Target is for December 2015 - actions progressing through new BCF plan implementation		Low
Injuries due to falls per 100,000 pop per month (BCF)			151.42	140.47		Target is for March 2016 - actions progressing through new BCF plan implementation	1st	Low
% of people who use services and carers who find it easy to find information about support (ASCOF 3D)		↓	68.0%	N/A	70.3%	Previous result of this survey question related to service users and carers; 13/14 relates to service users only. The national average was 74.4% and bottom quartile <72.0%. Website and BCF work underway to improve.	4th	High
Long Term Conditions								
Patients satisfied with support to manage long term health conditions (BCF)			64.2%	66.8%		Target is for March 2016 - actions progressing through new BCF plan implementation		High
Improved Discharge & Reablement								
Delayed transfers of care from hospital per 100,000 pop per month (BCF)		↓	361.98	350.48		This indicator measures the number of bed-days taken up due to a delay in hospital discharge. It is presented as a rate per 100,000 of the population aged 18+. Figures represent actual and target for the final quarter of 2013/14 and 2015/16 respectively. Target is for March 2016.	3rd	Low
Delayed transfers of care - adults only		↓	1.1	N/A	0.7	The average number of delayed transfers of care attributable to adult social care only increased from 0.7 per 100,000 population in 2012/13 to 1.1 per 100,000 population in 2013/14	1st/2nd	Low
% of people aged 65+ still at home 91 days after discharge from hospital into reablement / rehabilitation services (ASCOF 2B Pt I) (BCF)		→	78.6%	82.01%	78.6%	Despite an identical figure between 2013/14 and the previous year, performance fell to the bottom quartile due to a small improvement nationally. The average was 85.2% whilst the top quartile was >89.4%. Target is for March 2016 - actions progressing through new BCF plan implementation	4th	High

Health & Social Care Integration

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Description	2013/14 performance	Direction of Travel	End of Yr. 2013/14	Target 2017/18	End of Yr. 2012/13	Commentary	Quartile position	Polarity
% of older people discharged from hospital to reablement services (ASCOF 2B Pt II)		↑	3.0%	N/A	2.9%	This indicator relates to the proportion of hospital discharges going through reablement. The national average was 3.1% whilst the bottom quartile was <2.1%. Reablement activity 9% higher than previous year with over half having no further eligible needs.	3rd	High
Personalisation								
% of people who use services who have control over their daily life (ASCOF 1B)		↑	75.0%	N/A	74.4%	The proportion of service users stating that they have control over their daily life increased for the second year running to 75.0%.	3rd	High
% of people receiving home care, community life choices or mobile meals via a personal budget	✓	↑	91.8%	N/A	82.4%	Looking specifically at people in receipt of home care, community life choices or mobile meals, the proportion doing so via a personal budget increased from 82% in 2012/13 to 92% in 2013/14.		High
% of people using social care who receive self-directed support (national, ASCOF 1C Pt I)		↑	51.3%	70%	50.5%	There was a small increase in the proportion of service users receiving support via a personal budget during 2013-14, up to 51.3%. National average of 66.1%.	4th	High
% of users and carers receiving support via cash payments (ASCOF 1C Pt II)		↓	14.8%	N/A	15.3%	Numbers receiving cash payments increased from 1800 to 2100 though the proportion of people receiving services via a cash payment decreased from 15.3% in 2012/13 to 14.8% in 2013/14 due to an overall increase in service users. Work underway to address barriers associated with take up of cash payments.	3rd	High
Dementia								
Dementia diagnosis rate		↑	50.72%*	67%	45.95%*	*Data includes Rutland. Target is for 2015/16.	2nd	High
Learning Disabilities								
% of adults with a learning disability who live in their own home or with their family (ASCOF 1G)		→	61.1%	N/A	61.6%	There was very little change in the proportion of people aged 18-64 with a learning disability who were in settled accommodation during 2013/14. Pathway to Housing Projects working to support people to secure their own homes.	4th	High
Care Quality								
% of people who use services and their carers who had as much social contact as they would like (ASCOF 1I)		-	44.6%	N/A	New in 13/14	This is a new measure introduced in 2013/14 with data sourced from the annual adult social care survey. 44.6% of service users responding to the survey stated that they had as much social contact as they would like; a performance that is above the national average of 43.9%. The top quartile is >46.3%	3rd	High
Overall satisfaction of people who use services with their care and support (ASCOF 3A)	●	↓	60.1%	N/A	67.9%	The proportion of service users stating that they are satisfied with their care and support fell to 60% in 2013/14; a similar level to that of 2011/12. This significant swing across the three years has occurred amongst numerous other authorities also and in some areas at an even larger scale.	4th	High

Health & Social Care Integration

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Description	2013/14 performance	Direction of Travel	End of Yr. 2013/14	Target 2017/18	End of Yr. 2012/13	Commentary	Quartile position	Polarity
Number of Care Home QAF providers	✓	↑	51	N/A	35	There are a total of 51 providers that exceeded the "standard quality" of service as outlined in the Quality Assessment Framework during 2013/14.		High
Social care related quality of life (ASCOF 1A)	✓	↑	19	N/A	18.9	This measure is drawn from a number of questions in the annual survey of service users including such topics as control over daily life, how time is spent, and social contact. Performance remains positive and is above the national average for the second year running.	2nd	High
Safeguarding Adults								
% of people who use services who feel safe (ASCOF 4A)	✓	↑	67.3%	N/A	60.3%	The proportion of people saying that they felt safe increased to 67.3%, slightly above the national average. Top quartile is >70.0%	2nd	High
% of people who use services who say that those services have made them feel safe and secure (ASCOF 4B)	✓	↑	90.4%	N/A	89.3%	There was a small improvement in the proportion of service users who responded to the survey saying that services helped them feel safe. As such, performance remains in the top quartile (>85.6%)	1st	High
Better Public Health								
Life Expectancy – Males (Leics)	✓	↑	80.1	80.3	79.8	Latest data is for the period 2010-12. Males in Leicestershire can expect to live 0.9 years longer than the average for England. To reduce health inequalities we are tackling the wider determinants of health through a range of projects/activity.	1st (Eng.)	High
Life Expectancy – Females (Leics)		↓	84	84.6	84.1	Latest data is for the period 2010-12. Females in Leicestershire can expect to live 1 year longer than the average for England.	1st (Eng.)	High
Slope Index of Inequalities – Males (Leics)	✓	↑	6.1	top quartile	6.4	The gap in life expectancy between the best-off and worst-off males in Leicestershire for 2010-12 is 6.1 years. The average for England is 9.2 years.	1st (Eng.)	Low
Slope Index of Inequalities – Females (Leics)		↑	5.2	top quartile	5.4	The gap in life expectancy between the best-off and worst-off females in Leicestershire for 2010-12 is 5.2 years. The average for England is 6.8 years.	2nd (Eng.)	Low
CVD Mortality (per 100,000 population)	✓	↑	71.2	65.5	72.6	Latest data is for the period 2010-12	1st (Eng.)	Low
Cancer Mortality (per 100,000 population)		↑	135.8	133.1	137	Latest data is for the period 2010-12. Various actions to help people to adopt healthier lifestyles and become more aware of cancer risk factors.	2nd (Eng.)	Low
Respiratory Disease Mortality (per 100,000 population)	✓	↑	25.6	23.6	27.9	Latest data is for the period 2010-12	1st (Eng.)	Low
% of eligible women screened - breast cancer (Leics)		↓	83.4%	top quartile	84.3%	Latest data is for the period 2013. The average for England is 76.3%.	1st (Eng.)	High

Health & Social Care Integration

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Description	2013/14 performance	Direction of Travel	End of Yr. 2013/14	Target 2017/18	End of Yr. 2012/13	Commentary	Quartile position	Polarity
% of eligible women screened - cervical cancer (Leics)		↓	78.5%	top quartile	80.0%	Latest data is for the period 2013. The average for England is 73.9%.	1st (Eng.)	High
Prevalence of smoking among persons aged 18 years and over		↓	18.8%	16.3%	16.5%	Latest data is for the period 2012. Data sourced from the Integrated Household Survey. Since 2010 Leicestershire smoking prevalence has been lower than the England average and remains so, current England average is 19.5%. While the county figure has increased since 2012/13, some of the districts have decreased.	2nd (Eng.)	Low
Number of self reported 4 week smoking quitters		↓	4057	5238	4761	2019/20 target. Leicestershire did not meet their challenging 4 week smoking quitter targets for 2013/14, much of the decline has been attributed to the increased use and popularity of electronic cigarettes. New schemes are under development.	2nd (Eng.)	High
Rate of hospital admissions for alcohol related causes (per 100,000 population - Leics)		↓	573	548	556	Latest data is for period 2012/13. Changes to the definition of alcohol related hospital admissions and changes to the European Standard Population have resulted in changes to published baseline data and target. New target will take us to top quartile.	2nd (Eng.)	Low
% who successfully completed drug treatment (non-opiate)		↑	43.8%	48%	35.2%	Data shows completions between Oct 12- Sep 13 with non representations up to March 14. Successful completions and non representations of non-opiates have increased by 8.6%.		High
% who successfully completed drug treatment (opiate)		↓	8.9%	15%	9.2%	Data shows completions between Oct 12- Sep 13 with non representations up to March 14. Successful completions and non representations of opiates have fallen slightly.		High
Percentage of people offered a health check annually that have received a health check (uptake)		↓	49.7%	61.0%	51%	Health check services will be re-procured along with efforts to encourage pharmacies and GPs to work together to improve health check uptake.	2nd (Eng.)	High
% of adults classified as overweight or obese (Leics)		-	65.4%	top quartile	-	Latest data is for period 2012/13. New indicator, data sourced from Active People Survey.	3rd (Eng.)	Low
% people presenting with HIV at a late stage of infection		↑	50%	50%	51.5%	Latest data is for period 2010-12. The average for England is 48.3%	3rd (Eng.)	Low

Health & Social Care Integration

Note: 'ASCOF' refers to the Department of Health Adult Social Care Outcomes Framework

Description	2013/14 performance	Direction of Travel	End of Yr. 2013/14	Target 2017/18	End of Yr. 2012/13	Commentary	Quartile position	Polarity
Better Mental Health								
% of people with a low satisfaction score		→	4.7%	top quartile	4.6%	Latest data is for period 2012/13	1st (Eng.)	Low
% of people with a low happiness score		↓	8.9%	top quartile	8.3%	Latest data is for period 2012/13	1st (Eng.)	Low
% of people with a high anxiety score	✓	↑	21.0%	top quartile	24.3%	Latest data is for period 2012/13	2nd (Eng.)	Low
Excess under 75 mortality rate in adults with serious mental illness		↑	362.6	decrease	419.8	Latest data is for period 2011/12. The average for England is 337.4	3rd (Eng.)	Low
Suicide rate (per 100,000)		↓	7.4	top quartile	7.2	Latest data is for period 2010-12. This is an increase of 6 recorded suicides since the period 2009-11.	2nd (Eng.)	Low
Delayed transfers of care (mental health service users)		↓	6.2%	<=7.5%	3.7%	Data relates to LPT performance rather than social care related delays. Overall performance stays within the Monitor 7.5% target.		Low
Average waiting time for routine referrals to Child & Adolescent Mental Health Services (CAMHS) - weeks		-	9.1	decrease		New indicator		Low
% of adults in contact with secondary mental health services living in settled accommodation (ASCOF 1H)	●	↓	42.2%	increase	45.0%	There was a small reduction in the proportion of people aged 18-64 with mental ill health who were in settled accommodation during 2013/14.	4th (Eng.)	High
Average length of stay - mental health	●	↓	79.7	decrease	51.8	Data as at March 2014, relates to LPT performance		Low
Better Physical Health, Sport and Physical Activity								
Percentage of Leicestershire population (16+) participating in one or more sports a week for 30 minutes or more.		↑	36.6%	increase	36.5%	Data relates to the 2013/14 Active People Survey Apr 13- Apr 14. Performance is better than the England average of 35.5%	2nd	High
% of physically active children - participation in more than 3hrs a week of community sport only	✓	↑	48.7%	increase	35.3%	Data sourced from Me & My surveys package created by Leicestershire & Rutland Sport.		High
% of physically active children - participation in more than 3hrs a week of curriculum sport only	✓	↑	69.9%	increase	22.4%	Data sourced from Me & My package created by Leicestershire & Rutland Sport. 75.1% of sample took part in over 2.5hrs a week of extra-curricular sports only.		High
% of physically inactive adults		↓	27.5%	decrease	26.0%	Indicator measured through Active People Survey	2nd (Eng.)	Low

Notes: ASCOF benchmarks are compared to all social services authorities

Children and Families

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Ensuring Children & Young People are Safe								
Core assessments for children's social care that were carried out within 35 working days of their commencement		↓	74.9%		79.5%	New single assessment framework implemented for 2014/15 to improve speed and quality of response to children's needs. The new framework has a national target of 45 days for completion, however a Leicestershire target has been set at 40 days.	2nd (2012/13)*	High
Child protection cases which were reviewed within required timescales		↓	97.9%	100%	100%	100% achieved during the first half of 2013/14	2nd	High
Children becoming the subject of a Child Protection Plan for a second or subsequent time		→	12.6%		11.8%	Within national expected thresholds	1st	Low
Hospital admissions caused by injuries in children aged 0-14 (per 10,000 population)	✓	↑	72.4%		72.9%	Leicestershire maintains top quartile performance.	1st	Low
Children in Care								
Stability of placements - children in care with 3 or more placements in year.		↓	11.8%	<9%	5.7%	Leicestershire has good a performance level on 3 or more placements.	1st (2012/13)*	Low
Stability of placements - children in same placement for 2+ years or placed for adoption		→	64.5%	70%	65.5%	Estimated figure - to be confirmed by DfE in Autumn.	3rd (2012/13)*	High
% children in care achieving level 4 in Reading, Writing & Maths at KS2	✓	↑	53.9%		46.1%	Provisional data.		High
% children in care achieving 5+ A*-C GCSEs at KS4 (inc. English & Maths)	●	↓	7.7%		9.1%	Provisional data received suggests the 2014 figure will show a reduction. Not directly comparable due to changes in the way qualifications are counted.	4th (2012/13)*	High
Total average time in days to place with prospective adopters	✓	↑	583		596	Data is 3 year averages for 2010-13 and 2011-14. Increase in number of children adopted during 2013-14 to 48 compared to 19 in 2012-13.	2nd (2012/13)*	Low
% children who wait less than 18 months for adoption		↑	60%	65%	57%	See data comment re significant increase in the number of adoptions in 2013/14.	1st (2012/13)*	High
Care leavers aged 19, 20 and 21 not in education, employment or training		-	38.9%			New definition this year. Children in Care service working closely with Prospects to identify those in need of support.	4th (2012/13)*	High
Care leavers aged 19, 20 and 21 in suitable accommodation		-	61.1%			New definition this year.	3rd (2012/13)*	High

Children and Families

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Supporting Children & Young People to Achieve Their Potential								
School admissions and quality								
% of pupils offered first choice primary school		↓	90.0%	90%	92.0%	A slight drop owing to the rising population. New school place plan and funding progressing.		High
% of pupils offered first choice secondary school		↓	96.2%	98%	97.4%	Minimal change from good overall performance.		High
% of providers in early years assessed as good or outstanding		↑	75.5%		73.0%	Slight improvement in assessment of Early Years providers.	4th	High
% of schools assessed as good or outstanding		→	82.0%	>84%	82.0%	Inspections across schools remain positive despite tougher inspection regime.	2nd	High
Secondary school persistent absence rate		↑	7.4%	6.4%	8.2%	A small reduction in persistent absence alongside improved identification.	3rd	Low
Early Years & Key Stage 1								
% take-up of free early education by 3 & 4 year olds		↑	88.4%	95%	83.1%	Good increased take-up of free provision.		High
% Achieving Good Level of Development (early years)		↑	58.3%	60%	46.4%	Achievement in Leicestershire has risen significantly and is now closer to the national average.	4th	High
% Inequality gap in achievement across early learning goals		↑	30.8%		33.6%	The gap between the lowest performance and the rest has reduced.	3rd	Low
Key Stage 1 Average Point Score (Reading, Writing and Maths)		→	16.1		16.1	Strong Key Stage 1 performance was maintained	2nd	
Key Stage 2								
Achievement at level 4 or above in Reading, Writing and Maths at Key Stage 2		↑	78.6%	85%	74.3%	More children in Leicestershire have achieved the threshold this year after this was identified as an area for improvement.	2nd	High
% pupils eligible for FSM achieving level 4 in Reading, Writing & Maths at KS2		↑	57.6%	Above average	52.1%	Strong partnerships with schools is having a positive impact on pupils learning.		High
2 levels progress in Reading between Key Stage 1 and Key Stage 2		↑	89.8%	Above average	86.0%	Pupil progress from Key Stage 1 to Key Stage 2 has improved.	3rd	High
2 levels progress in Writing between Key Stage 1 and Key Stage 2		↑	91.5%	Above average	88.2%	As above. Result is very close to county councils average.	3rd	High
2 levels progress in Maths between Key Stage 1 and Key Stage 2		↑	87.7%	Above average	85.2%	As above. Result is very close to county councils average.	3rd	High

Children and Families

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Key Stage 4 & 5								
Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths (Key Stage 4)		↓	56.0%	70%	59.5%	This is not directly comparable with 2013 due to changes in how vocational subjects are weighted and the counting of the first exam entry only. A fall reflects the national trend and leaves Leicestershire 0.1% below average.	Avg.	High
% pupils eligible for FSM achieving 5+ A*-C GCSEs (or equiv.) at KS4 (inc. English & Maths)		↓	27.9%		28.8%	As above		High
% of pupils making expected progress from Key Stage 2 to 4 in English		↓	67.5%		70.0%	Not directly comparable to 2013 due to changes noted above.	4th	High
% of pupils making expected progress from Key Stage 2 to 4 in Maths		↓	65.1%		68.1%	Not directly comparable to 2013 due to changes noted above.	3rd	High
Average points score at 'A' Level (or equivalent)		↑	209.6	215	208.6	A Level points per entry have increased despite national reductions.	2nd	High
Vulnerable groups								
% of special schools assessed as good or outstanding	✓	→	100.0%	100%	100.0%		1st	High
Pupils with special educational needs achieving Level 4+ at Key Stage 2 (Reading, Writing and Maths)	✓	↑	32.9%		25.2%			
Pupils with special educational needs achieving 5+ GCSEs (inc. English and Maths)		↓	13.8%		17.1%	Performance affected by GCSE marking issues as above.		
Child & Family Health								
Smoking at time of delivery (LCR)		→	11.35%	10.8%	11.34%	Latest data is for the period 2012/13.	2nd (Eng.)	Low
% Mothers initiating breastfeeding (where status is known)		↑	74.2%	increase	73.64%	Latest data is for period 2012/13. Initiating breastfeeding is currently just above the England average of 73.9%. England best is 94.7%	2nd (Eng.)	High
Prevalence of breastfeeding at 6–8 weeks from birth (Leics)		↑	44.3%	increase	43.7%	Latest data is for 2012/13. The England average of 47.2%, England best is 83.3%.	3rd (Eng.)	High
% children aged 5 years with tooth decay	●	-	37.1%	decrease		Latest data is for period 2012. Oral health promotion plan being developed.	4th (Eng.)	Low
Excess weight in primary school age children in Reception (Leics)		↓	21.0%	19.9%	20.6%	Latest data is 2012/13 academic year. Slight decline in performance however better than the 22.2% England average. Significant increase made in obesity related programmes.	1st (Eng.)	Low
Excess weight in primary school age children in Year 6 (Leics)		↓	31.3%	31.3%	31.0%	Latest data is 2012/13 academic year. Slight decline in performance however better than the 33.3% England average. Significant increase made in obesity related programmes.	2nd (Eng.)	Low

Children and Families

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Chlamydia diagnoses (per 100,000 aged 15-24) (Leics)		↑	1702	1680	1598	22,000 tests undertaken, screening coverage higher than average but increasing this further will be important.	3rd (Eng.)	High
Under 18 conception (rate per 1,000 females aged 15-17) (Leics)	✓	↑	21.7	24.2	25.4	Significant reduction and top quartile performance.	1st (Eng.)	Low
% Looked after children receiving dental checks		↑	73.5%	increase	73.3%	Specialist nurse for LAC progressing improvements		High
% Looked after children receiving health checks		↑	74.2%	increase	73.3%	Specialist nurse for LAC progressing improvements		High
% Looked after children receiving immunisations	✓	↑	86.4%	increase	80.5%	Specialist nurse for LAC progressing improvements		High
Supporting Families								
Number of families supported by Supporting Leicestershire Families service	✓	↑	338	480	n/a	338 families have been worked with towards a final target of 480 families. Leicestershire service commended by government.		High
% of Payment by Results (PBR) families outcomes met	✓	↑	100%	100%	n/a	As part of phase one of the Payment by Results scheme, 810 troubled families in Leicestershire demonstrated improved outcomes. Only 6 authorities have achieved the 100% target.	1st (Eng.)	High
Early Help feedback and evaluation - satisfaction			91%	n/a	n/a	Average satisfaction across surveys held by 0-5, 5-11 and 11-19 services		High
Children's Centre clusters judged by Ofsted to be Good or Outstanding	✓	↑	83%	100%	50%	5 of the 6 Children Centre clusters have now been inspected by Ofsted and judged to be 'Good'		High

Notes

Comparators are other county councils, except where (Eng.) indicates that comparison is with all English local authority areas.

* Where indicated, Leicestershire's 2012/13 quartile positions have been used.

Safer Communities - Better Environment/Place

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Crime Minimisation								
Total Crime rate (per 1,000 pop.)		↓	47.18	44.75*	45.56	An increase in overall reported crime, following many years of crime reductions	2nd	Low
Domestic burglary (per 1,000 pop.)		↓	3.44	2.99*	3.20	An increase in domestic burglary. Community Safety Partnerships continue work to prevent crime and support victims.	4th	Low
Vehicle Crime (per 1,000 pop.)		↓	5.71	4.91*	5.46	An increase in vehicle crime. Community Safety Partnerships continue work to prevent crime and support victims.	4th	Low
Violence with injury rate (per 1,000 pop.)		↓	3.58	3.51*	3.14	An increase in violent crime linked to an increase in reporting of domestic abuse. Leicestershire remains in the best quartile of all counties.	1st	Low
People who feel safe after dark		↑	84.30%	95%	82.70%			High
Youth Justice								
% of juvenile offenders re-offending within 12 months		↓	30.5%	top quartile	28.1%	Data includes re-offending up to Sept 2013. Leicestershire continues to perform well, reoffending rates remain lower than the regional and national average. The Youth Justice Plan continues to target re-offending	2nd	Low
Number of first time entrants to the criminal justice system aged 10 - 17		↑	221	top quartile	407	Significant reduction in first time entrants to the criminal justice system linked to introduction of Youth Conditional Cautions. The lowest rate since monitoring began in 2005.	2nd	Low
% of juvenile offenders given a custodial sentence		→	2.4%	>5%	1.9%	This relates to 1 less young person than the previous year.		Low
Anti-social Behaviour								
% of people stating that they have been a victim of anti-social behaviour		↑	7.7%	reduction	9.0%	Fewer people surveyed report that they have been a victim of ASB. Reports of ASB to the police and councils have also reduced.		Low
Criminal damage rate (per 1,000 population)		↑	7.44	-	7.74	A continued reduction in criminal damage offences.	2nd	Low
% of people stating that they feel that the police and other local public services are successfully dealing with ASB and crime in their local area		↑	79.0%	-	69.2%	Significant improvement on previous year's result. Campaign work has received national recognition.		High
Community Cohesion & Supporting Victims of Crime & Disorder								
% agree people from different backgrounds get on well together		↑	93.80%	95.0%	92.7%	We continue work to strengthen community cohesion, supporting communication with and across community groups.		High

Safer Communities - Better Environment/Place

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
% of domestic violence cases reviewed at MARAC that are repeat incidents		→	21%	-	19%	This remains at the lower end of the expected range for MARACs nationally. We have supported the introduction of a common risk assessment for domestic abuse across all partners.		NA
Reported hate incidents (per 1,000 population)		↓	0.64	-	0.82	Continued reduction in reports of hate incidents. Our Hate Incident Project continues training awareness and campaign work to support the response to hate incidents.		High
Reported domestic abuse incident rate (per 1,000 population)		↑	12.15	-	11.16	Increase in reports of domestic abuse. A county domestic abuse helpline was introduced in 2013 providing advice and information for anyone, male or female, affected by domestic abuse.		High
Road Safety								
Total casualties on our roads.		↓	1,889	1,494	1,878	Target for 2020. Very slight increase this year, but remains 27% lower than 2006. We continue to work to improve safety on our roads, through highways improvements and education.	3rd	Low
People killed or seriously injured in road traffic accidents	✓	↑	186	167	196	Target for 2020. Numbers Killed and Seriously Injured on our roads are at a record low following continuing year-on-year reductions since the baseline year.	1st	Low
Reducing Carbon Emissions & Mitigating the Impact of Climate Change								
Total CO2 emissions from LCC operations (excluding schools) (tonnes)		→	28,692	22,326	28,597	2020/21 target. Whilst the council's energy consumption has reduced, the carbon emissions have increased slightly due to the increase in carbon in the supply of electricity in the national grid.		Low
Carbon emissions from LCC buildings (tonnes)	✓	↑	9,018	7,135	9,463	2020/21 target. The reduction has contributed to a reduction in the cost of our carbon emissions through the Carbon Reduction Commitment Payments by over £70,000		Low
CO2 emissions from LCC street lighting & traffic signs (tonnes)		↓	13,205	9,561	12,103	2020/21 target. Carbon emissions have increased due to the increase in carbon in the supply of electricity in the national grid.		Low
Total Business miles claimed ('000s of miles)		↓	7,565	6,591	7,319	2020/21 target.		Low

Safer Communities - Better Environment/Place

Description	2013/14 performance	Direction of Travel	End of Yr 2013/14	Target 2017/18	End of Yr 2012/13	Commentary	Quartile position	Polarity
Waste Management								
Total household waste per household (kg)		↓	1111	decrease	1106	Slight increase this year may be linked to an upturn in the economy. We continue our campaigns to prevent waste.	4th	Low
% of household waste sent by local authorities across Leicestershire for reuse, recycling, composting etc.		↓	53%	increase	55.46%	Reduction in % is due to a change in Environment Agency guidance regarding mixed wood waste, so this is now not included. The previous year's figure includes mixed wood waste.	1st	High
% Local authority collected waste landfilled		↑	31.4%	decrease	31.5%		2nd	Low
Waste produced from LCC sites (tonnes) (rolling 12 month total)	✓	↑	846	decrease	894			Low
% waste from LCC sites recycled (running rate over past 12 months)	✓	↑	63%	70%	53%	From April 2014 a new contract for internal waste is supporting further recycling improvements. In addition we have introduced high quality paper recycling internally, which also provides an income stream to the Council.		High
Enhancing & Protecting Leicestershire's Natural Environment								
SSSI's in our own ownership in target condition (% land area of SSSI's)	✓	→	100%		100%	We continue to support high quality green spaces and protect the natural environment in the County.		High
Leicestershire's Cultural Environment								
Tourist visitor numbers (Leicester & Leics)	✓	↑	29.45m		28.69m	2013 STEAM data. The economic impact of tourism in Leicester and Leicestershire increased by double the national growth rate, partly due to the national and international interest regarding the discovery of King Richard III.		High
Bosworth Battlefield - total visitors	✓	↑	48,145		34,313	New galleries opened to revitalise the story at Bosworth including the search for the lost battle location, realised in 2009.		High
Library total visits per 1,000 pop'n		↓	3,886		5,303	National trend of reduction in library visits.	1st (2012/13)*	High
Library total issues		↓	2,827,729		3,247,791	National trend of reduction in library issues.	1st (2012/13)*	High

Notes

Comparators are other county areas. since agreement of the Council's Strategic Plan the Police & Crime Commissioner for Leicestershire has removed all numerical targets for crime from his Police and Crime Plan, in line with national guidance, instead targeting a significant reduction in the key crime types listed.

* Where indicated, Leicestershire's 2012/13 quartile positions have been used.

REPORT OF THE CABINET

B LEICESTERSHIRE COUNTY COUNCIL PLANNING OBLIGATIONS POLICY

Introduction

1. This report presents the County Council's Planning Obligations Policy for approval.

Background

2. The County Council's Planning Policy Obligations is referred to in the Constitution as being part of the Council's policy framework and, as such, requires the approval of the full Council.
3. The Policy provides the framework for developer contributions towards county-wide services and infrastructure in Leicestershire and is attached as Appendix 2.
4. The purpose of planning is to help achieve sustainable development and support sustainable economic growth. It is important that any development, in order to be sustainable, is in the right place with sustainable transport links and that it provides the social and community facilities that local communities need. Developments that fail to meet those needs run the risk of being unsustainable and will fail the needs of the communities that they seek to create. It is essential, therefore, that appropriate contributions are sought from developers to help to secure sustainable development.
5. The County Council's existing Statement of Requirements for Developer Contributions in Leicestershire (SRDCL) was adopted by the County Council in December 2006 (with an interim review undertaken in December 2007). The policy requires an update and refresh in the light of changes to the planning system, particularly given recent experience of operating the Community Infrastructure Levy (CIL) legal compliance tests on developer contributions and other changes, for example, the introduction of the National Planning Policy Framework (NPPF) and National Planning Policy Guidance (PPG).
6. In addition Leicestershire faces major growth over the next 5-10 years, and to meet the challenges and opportunities this presents, the County Council's developer contributions policy needs to be revised to ensure it is 'fit for purpose' to enable it to secure the necessary and proper provision of infrastructure and services needed to support the areas of growth and its local communities.

The Draft Consultation Document

7. The draft Leicestershire Planning Obligations Policy attached to this report is similar in content and form to the existing SRDCL, with the general sections

being followed by detailed considerations affecting each County Council Service area. The key changes are:

- a. Education:- an enhanced, detailed educational methodology and justification of the requirements for education contributions including Special Needs education and transitional arrangements;
- b. Social Care and Health:- an enhanced social care and health statement which is likely to require further review in the future as the service areas seek to become more integrated;
- c. Economic growth:- introduced for the first time to reflect the County Council's priority to support economic growth (e.g. contributions will be sought for skills training, apprenticeships and land/buildings for employment use). This may overlap with District Council requests;
- d. Sustainable Urban Drainage (SUDs):- Reference to SUDs was included in the original consultation draft but pending the recent Government consultation on SUDs, which may mean the authorising authorities for these schemes would be the District/Borough Councils, it is proposed to amend the document to exclude this section until the situation becomes clearer;
- e. Libraries:- although library provision in the County is currently under review, the revised Policy retains the need to justify library provision from developments that place a demand on library services;
- f. Public Health has been added as a potential area that developments may have an impact on. Although Leicestershire County Council has been responsible for the majority of the public health services previously run by the NHS since April 2013, it was not included in the original consultation as it was difficult to see what contributions may arise. There is an obligation on planning authorities to work with public health leads to ensure that decisions are made to improve the health and wellbeing of communities therefore on reflection it has been added for the sake of completeness but any impacts or requirements will need to be clearly justified;
- g. Community Safety has been added as a potential area that may have an impact on which is focused on community safety partnerships. It is included for completeness and in response to consultation responses;
- h. Highways and Transportation, Civic Amenity/Waste Management and Sports and Recreation:- No significant changes to the approach or methodology of these service areas other than updates of format and

some of the contribution rates e.g. for civic amenity sites and for transportation bus shelters;

- i. Cost recovery:- the consultation draft proposed to increase from 0.5% to 3% the level of contributions to cover monitoring costs incurred by the County Council but in response to the consultation it is proposed to set the rate at 2% which reflects the levels set by some of the District/Borough Councils within Leicestershire.
8. The remaining document updates procedure and the overall approach to planning obligations and Section 106.

Community Infrastructure Levy

9. The new policy considers possible implications for the County Council if a Community Infrastructure Levy (CIL) is introduced across Leicestershire. The County Council will have to play a key role in identifying the infrastructure which will be required through development plan preparation, the level of CIL that could be available to the infrastructure, and the mechanism by which the CIL will be made available to meet those infrastructure requirements. Regardless of whether or not CIL is introduced in any part of the County, Section 106 will continue to play a role in the foreseeable future and this document acknowledges that role.

Local Plan Policies and Obligations

10. In preparing local plans, each District Planning Authority (DPA) will need to address its approach to planning obligations. Along with the infrastructure schedules that accompany local plans, the local plans should set out clear policies as to how developer contributions and the infrastructure delivery will be achieved. The revised County Council policy would assist DPAs in developing those approaches and it is anticipated that this document will be referenced accordingly in local development plan policy documents.
11. It is essential that the appropriate cost of infrastructure and community facilities arising from new development (both major schemes and the accumulative impact of smaller schemes) is met from the development.

Consultation on the draft Policy

12. The formal consultation has been carried out with stakeholders including District/Borough Councils, Parish Councils, other service providers, representatives of the development industry, and house builders. This was originally scheduled to take place between 27th June and 8th August 2014 but was subsequently extended until 7th October 2014, primarily to allow further time for District and Parish Councils to respond. The comments received during the consultation exercise are summarised in Appendix 3.

13. The consultation exercise included publication of the document on the County Council's website and direct contact by email with the following key partners and stakeholders:-
- County Council Services;
 - Other service providers e.g. Health, Fire and Rescue, Police;
 - District Planning Authorities in Leicestershire;
 - Adjacent unitary authorities and County Councils;
 - Leicester and Leicestershire Enterprise Partnership (LLEP);
 - East Midlands Councils;
 - Business interests and representative bodies;
 - Developers, and the Home Builders Federation;
 - Parish Councils;
 - Professional bodies e.g. Royal Town Planning Institute.
14. Prior to formal consultation, District Planning Authorities were invited to comment before the draft was agreed for wider circulation.

Overview of the Consultation Response

15. The draft Policy document was generally well received. There were some concerns expressed as to the status of the document and its value as a material planning consideration and the weight to be given to it in planning application decisions. This has been clarified; as a planning authority in its own right the County Council is legally able to, and does, enter into and enforce Section 106 agreements, and, as a policy of the County Council it is capable of being a material consideration in determining planning applications and the development of planning policy. It is anticipated that reference to the County Council's policy will continue to be made in development plan policy documents and other supplementary planning documents.
16. There was also concern at the explanation of the relationship between Section 106 and CIL charges. The government has set a date by which CIL ought to be introduced of 1st April 2015, after which (regardless of whether a CIL is introduced in a LPA area) the use of Section 106 planning obligations will be restricted in use to five obligations for any individual project. The draft document has been amended to reflect the need for the County Council to work with those authorities in Leicestershire likely to introduce a CIL regime to ensure needed infrastructure is addressed. However, it is clear that the use of Section 106 will continue to have a role but will clearly need to comply with the regulations post April 2015.
17. Responses to the consultation also raised issues regarding development viability, i.e. where development claims are made that it would be economically unviable if some or all of the required infrastructure were to be

met. It has been argued that if infrastructure that is required to make the development acceptable is not available then planning consent should be withheld. If however, the development, in the opinion of the planning authority, will serve a wider planning purpose then permission could be justified despite the lack of necessary infrastructure. The County Council's role is to set out what it considers the impact of the development will be in terms of the demand for necessary infrastructure, properly justified in terms of the CIL tests. In cases where the County Council is being asked to reduce its requirement because of viability issues then it would want to be provided with appropriate evidence and reasoning. In light of the comments received the section relating to this has been amended to clarify the situation.

18. Some comments were received regarding the thresholds at which contributions would be sought and the evidence base for a charging structure. It is important the thresholds are set at a realistic level which captures necessary developments and ensures the impacts from development are mitigated.
19. Industry representatives expressed concerns at the suggestion that the existing monitoring cost contribution would be increased from 0.5% to 3%. Having regard to the Government's view that local planning authorities should not place unnecessary financial burdens on development, the Section 106 cost recovery regime of local planning authorities in Leicestershire and Leicester and the cost of the proper monitoring of requirements, receipts, and spending of developer contributions, it is considered that the increase should be limited to 2% or £300 whichever is the greater of the value per individual contribution/planning obligation.
20. The appendix to the Policy on Adult Social Care and Health identifies the need to consider the impact development will have for the demands on the service particularly provision within the community and the design of homes and spaces to cater for vulnerable people. These demands have been catered for through design standards but may in the future require contributions towards built facilities. The mechanism for that is likely to require further review in the future as the integration of service develops and in the light of experience of the County Council and other local authorities. Any such review could be conducted without affecting the substance of the policy in the remainder of the document.
21. Representations from the Police to include their service requirements in the document have been made. Although the police were listed in the original 2006 developer contributions policy document, today the focus is on community safety partnerships which looks at a combination of reduction and prevention of crime and disorder and the introduction and promotion of social and economic change. In recent years it has been acknowledged that tackling community safety issues cannot be done by the police alone and a multi-agency approach can be more effective. Whilst the matters relating to community safety are more likely to be subject to planning conditions, there may be circumstances when a legal agreement is required. A general statement on community safety has been included in the document but any

planning contributions claims (for example, by the police), would need to be addressed directly through the local planning authorities by the partners concerned.

Consideration by the Scrutiny Commission

22. The Scrutiny Commission's views have been considered and where possible appropriate changes to the documents have been taken on board. For example, links to Section 278 and Section 38 under the Highways Act 1980. The policy primarily deals with Section 106 which is a material consideration as to whether planning permission should be granted. Section 278 and Section 38 have a different function as they are used where works are required to an existing highway network or the provision of new adoptable highway works and are a means of empowering and controlling what happens in the highway. However, for the sake of completeness reference to them have been inserted in the document.
23. Concern was also raised to ensure that library provision was still catered for and the existing document ensures that this is the case. The Commission also stressed that it was important for local planning authorities to know what is to be included in Section 106 agreements before a decision is made particularly if there was a variation to the development. The question of bond payments referred to by the Scrutiny Commission has been considered previously. Bonds have been required for highway requirements but for Section 106 obligations the risk, to a large degree, is mitigated by the fact that the obligations are a charge on the land itself and therefore binding on subsequent owners, i.e. if a developer goes out of business the site could be sold as an asset and the new owner would take on the obligations in the Section 106 agreement. Bonding could also put the development at some viability risk. Default on the payment of a Section 106 obligation is, however, rare. On balance it is felt that bonding arrangements are not normally necessary but there may exceptional circumstances where they may be justified and these will have to be judged on their merits on the particular circumstances of the case.

Summary and Conclusion

24. Leicestershire faces major growth over the next 5-10 years, and to meet the challenges and opportunities this presents, the County Council's developer contributions policy needs to be revised to ensure it is '*fit for purpose*' to enable it to secure the necessary and proper provision of infrastructure and services needed to support the areas of growth and its local communities.
25. The review of the developer contributions policy – *Leicestershire Planning Obligations Policy* - presents an opportunity to ensure the County Council has an up to date document to assist and facilitate the delivery of essential infrastructure and services to support the planned growth of its local communities in Leicestershire.

26. As the document is intended to be used as a guide to developers and decision makers it is important that it is kept up to date and relevant in terms of cost multipliers and indexes, financial and statistical data, changes to national planning policy, guidance or legislation, lessons from best practice and changes to organisational responsibilities and duties. The Cabinet was therefore requested to agree that any required changes to the policy document stemming from these matters be delegated to the Chief Executive in consultation with the Lead Member. Any changes of a more substantive nature that affects the principle or intension of the policy would be a matter for Cabinet and the Council.

Consideration by the Cabinet

27. The Cabinet considered this matter at its meeting on 19th November, 2014 and noted the comments received during the consultation process and the changes made to the draft policy. The Cabinet also agreed to ask the Council to:-
- (i) Approve the revised Leicestershire Planning Obligations Policy;
 - (ii) Authorise the Chief Executive and County Solicitor, following consultation with the Cabinet Lead Member for Planning Matters, to make any necessary future revisions to the Leicestershire Planning Obligations Policy to ensure that it is up-to-date and relevant provided that these do not constitute material changes to the Policy.

(Motion to be moved:-

That the revised Leicestershire Planning Obligations Policy, referred to in Section B of the report to the Cabinet, be approved and that the Chief Executive and County Solicitor, following consultation with the Cabinet Lead Member for Planning Matters, to make any necessary future revisions to the Leicestershire Planning Obligations Policy to ensure that it is up-to-date and relevant provided that these do not constitute material changes to the Policy.)

19 November, 2014

N. J. Rushton
Leader of the Council

Background Papers

Report to the Cabinet, 19 November 2014 - Leicestershire County Council Annual Performance Report 2014

<http://politics.leics.gov.uk/ieListDocuments.aspx?CId=135&MId=3995&Ver=4>

Leicestershire County Council Strategic Plan 2014-18

www.leics.gov.uk/index/your_council/council_plans_policies/our_priorities_and_objectives.htm

Report to the Cabinet, 19 November 2014 – Leicestershire County Council Planning Obligations Policy Consultation Draft

<http://politics.leics.gov.uk/ieListDocuments.aspx?CId=135&MId=3995&Ver=4>

Government Consultation on Planning Gain Supplement Report of the Director of Community Services Cabinet Report 14th March 2006.

[http://politics.leics.gov.uk/Published/C00000135/M00001474/AI00012809/\\$PlanningGainSupplement.doc.pdf](http://politics.leics.gov.uk/Published/C00000135/M00001474/AI00012809/$PlanningGainSupplement.doc.pdf)

Minutes of the Meeting of the Leicestershire County Council Held at County Hall on Wednesday 6th December 2006

<http://politics.leics.gov.uk/ieListDocuments.aspx?CId=134&MId=1503&Ver=4>

Leicestershire County Council Statement of Requirements for Developer Contributions in Leicestershire (SRDCL) December 2006 (interim review December 2007).

http://www.leics.gov.uk/dev_cont_update_121207-2.pdf

Developer Contributions in Leicestershire Report of the Director of Community Services Environment Scrutiny Report 28th February 2008.

[http://politics.leics.gov.uk/Published/C00000443/M00002032/AI00017566/\\$CDeveloperContributions.doc.pdf](http://politics.leics.gov.uk/Published/C00000443/M00002032/AI00017566/$CDeveloperContributions.doc.pdf)

CLG Community Infrastructure Levy: Detailed Proposals and Draft Regulations for reform – consultation outcome

<https://www.gov.uk/government/consultations/community-infrastructure-levy>

CLG: Community Infrastructure Levy Regulations

<https://www.gov.uk/government/policies/giving-communities-more-power-in-planning-local-development/supporting-pages/community-infrastructure-levy>

CLG National Planning Policy Framework

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

CLG National Planning Practice Guidance

<http://planningguidance.planningportal.gov.uk/blog/guidance/>

LEICESTERSHIRE PLANNING **OBLIGATIONS POLICY**

Draft

November 2014

3 December 2014

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1. INTRODUCTION

- 1.1 The purpose of the Leicestershire County Council Planning Obligations Policy is to explain the level and type of infrastructure which would be expected to address the impacts of development in order to make it acceptable in planning terms and to set out clearly the standard requirements the County Council may seek to mitigate the impacts of new development and for local communities to see how new development is making a positive contribution to local services and infrastructure in their area. The policy covers relates to Leicestershire County Council services as set out in Appendices 1 to 8.
- 1.2 The policy seeks to provide a fair, consistent and transparent approach for negotiating legal agreements throughout Leicestershire and enable developers to take account of the potential costs of a proposed development at the earliest stage of development.
- 1.3 The policy should be read in conjunction with current development plans and supplementary planning documents relating to Leicestershire.
- 1.4 It is recognised that there may be occasions where the proper seeking of obligations may render the development potentially unviable. This does not mean that the obligation becomes unnecessary but that the local planning authority will need to make a judgment as to whether or not the development can be acceptable without all or some of those contributions when balancing overall the need for the development against other material considerations in the context of a wider exercise of discretion under Section 38(6) of the Planning and Compulsory Purchase Act 2004. In these circumstances Leicestershire County Council would expect the local planning authority to share its reasoning and evidence on its judgment.

2. STATUS OF THE DOCUMENT

- 2.1 The Leicestershire County Council Planning Obligations Policy is a revision of the County Council's Statement of Requirement for Developer Contributions in Leicestershire (SRDCL) which was adopted by the County Council in 2006 and was followed by an interim review in December 2007. The document has been revised in the light of changing circumstance such as the introduction at national level of the National Planning Policy Framework (NPPF), the National Planning Practice Guidance (NPPG), the Community Infrastructure Levy (CIL) Regulations and the Governments aspiration for local authorities to adopt a flexible approach to planning obligations/developer contributions to encourage development to come forward.
- 2.2 The County Council is a local planning authority in its own right and therefore is legally able to enter into and enforce a s106 agreement. The document is formally adopted policy of the County Council and is capable of being a material consideration in the determination of planning applications, and the development of planning policy. It is anticipated that this document will be referenced in adopted development and supplementary plans as is currently the case in most local authorities. Where it is supported or referenced directly in adopted development plans then it is capable of being afforded greater weight.
- 2.3 A consultation was undertaken between Friday 27th June 2014 extended to 7th October 2014 and comments received were incorporated in the policy (where appropriate) and it was adopted by Leicestershire County Council on 3rd December 2014.

3. PLANNING POLICY CONTEXT

National

- 3.1 The 1990 Town and Country Planning Act (as amended by the Planning and Compensation Act 1991) established the statutory framework for developer contributions in the form of section 106 planning obligations. The Act provides that a planning obligation may:
- be unconditional or subject to conditions;
 - impose any restriction or requirement for an indefinite or specified period;
 - provide for payments of money to be made, either of a specific amount or by reference to a formula, and require periodical payments to be paid indefinitely or for a specified period.
- 3.2 The National Planning Policy (NPPF) and the National Planning Practice Guidance (PPG) is the Government's overarching national planning policy and guidance and defines planning obligations as being ' A legally enforceable obligation entered into under Section 106 of the Town & Country Planning Act 1990 (as amended) to mitigate the impacts of a development proposal.
- 3.3 In addition planning obligations should only be sought where they meet all three tests which are set out in Regulation 122 of the CIL Regulations and paragraph 204 of the National Planning Policy Framework 2012. It requires planning obligations to be sought only if they meet the following tests.
- necessary to make the proposed development acceptable in planning terms;
 - directly related to the proposed development;
 - fairly and reasonably related in scale and kind to the proposed development;
- 3.4 Furthermore planning conditions should only be imposed where they are necessary, relevant to planning and to the development, enforceable, precise and reasonable in all other respects. The NPPF seeks to ensure obligations allow for development to be go forward in a viable manner and take account of market conditions.

Local Plans & Policies

- 3.5 In Leicestershire there is a two tier system of local government. The County Council, as well as being a local planning authority, is responsible for the provision/commissioning of a range services including education, highways, transport, libraries, social care, public health and waste disposal. Other services such as housing, open space and waste collection are the responsibility of the seven District and Borough Councils. They are also the local planning authorities responsible for local plan making and the determination of planning applications for developments relating to housing, commerce, industry, retail and other matters..

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- 3.6 The County Council has a statutory duty to prepare Minerals and Waste Local Plans and is responsible for the determination of planning applications for waste and mineral developments and some County Council developments.
- 3.7 Development plans in Leicestershire generally contain policies on planning obligations. Some local planning authorities have Supplementary Planning Documents (SPDs) related to developer contributions and planning obligations. The County Council's planning obligations policy should inform the preparation or review of development and other plans within the county.

4. COMMUNITY INFRASTRUCTURE LEVY

- 4.1 In parallel with the existing Section 106 planning regime is the Community Infrastructure Levy (CIL). It is a levy which local planning authorities (LPAs) in England and Wales can choose to charge on new development in their area. The government has set a date by which CIL ought to be introduced of 1st April 2015, after which (regardless of whether a CIL is introduced in a LPA area) the use of s106 planning obligations will be restricted in use to 5 obligations for any individual project. CIL is set by 'charging authorities' and in two tier authorities this is the District or Borough Councils. A CIL can only be introduced if there is an appropriate adopted development plan in place. The development plan sets out the scale and location of development and infrastructure required to meet the needs of an area over at least a 15 year period.
- 4.2 In setting proposed rates for the CIL, charging authorities have to identify the total infrastructure funding gap that the levy is intended to support having taken into account other sources of available funding. Charging authorities will need to strike an appropriate balance between the desirability of funding infrastructure and its effects on the economic viability of development in their area. A charging schedule must be subject to public examination by an independent person. This schedule is a list of requirements known as the Regulation 123 list.
- 4.3 The charging authorities must publish their CIL proposals in a charging schedule. CIL is generally charged in pounds per square metre on the net increase in floor space of a given development. The Levy must be sensitive to the economic viability of the development and may be reflected in the CIL being set at different rates across a charging authority's area.
- 4.4 The County Council is not a 'charging authority' for the majority of new development but can be a 'collecting authority' and receive funding from CIL charged by local planning authorities to fund strategic infrastructure and services.
- 4.5 The County Council will work with Leicestershire District and Borough Councils where they decide to charge CIL for their area to ensure their infrastructure plans account for the need for County Council services and infrastructure that arise as a consequence of development growth. Where appropriate these should be on the the LPAs CIL charging schedule and detailed within the Regulation 123 list. However, regardless of whether or not a CIL is introduced in any part of the county, Section 106 will continue to have a role and this document will remain relevant in that context.

Pooled Contributions

- 4.6 There will be occasions when a number of different developments in a particular location will occur. The needs created by the development as a whole will be calculated and used as the basis on which to seek contributions from all the

developers involved. Developers' contributions will be 'pooled', in order to allow the infrastructure to be secured in a fair and equitable way.

- 4.7 Although normally the County Council will expect to consider the requirement for a contribution to services from residential proposals of at least 10 dwellings or 0.25 hectares, there may be circumstances where there are developments of less than 10 dwellings and the County Council and the District Councils would need to consider the cumulative impact on services/infrastructure within the area. Any pooled contributions would need to comply with the CIL regulations.

5. DEVELOPMENT VIABILITY

- 5.1 Economic cycles will have an effect on the number of new developments coming forward at any particular time. The economic downturn that began in 2008 had a particular impact on sites coming forward in Leicestershire, highlighting issues around the economic viability of some new developments. At the same time there has been reduced public sector funding for local infrastructure to support local communities and growth. The outcome of these pressures is that there are two key issues essential to the promotion of planning applications, namely, sustainability and viability.
- 5.2 Sustainable development is at the heart of the purpose of planning. Local planning authorities should 'take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs.'¹ Local planning authorities should also work proactively with applicants to secure developments which improve the economic, social and environmental conditions of an area².
- 5.3 A balance is therefore needed between economic growth and ensuring new development is supported by appropriate infrastructure and does not have a negative impact on the existing and future communities of Leicestershire.
- 5.4 In circumstances where the developer claims that meeting the obligations will make the development unviable and the LPA consider it would be appropriate to grant planning permission without the full developer contributions being available because the development would achieve an overriding planning purpose, the County Council will need to consider whether it would be able to enter into an agreement that did not meet its full requirements. That consideration will depend on the evidence around viability, the LPA's reasons for granting planning permission, the effect on communities of the lack of service provision and the County Council's priorities.
- 5.5 In these cases the County Council would require clear, transparent and independent evidence of the financial viability of the scheme on an open book basis. However, normally the County Council considers the costs/obligations incurred in delivering sustainable high quality development which does not negatively impact on infrastructure are necessary and required to be met by the development, otherwise the development would be considered unacceptable
- 5.6 The District/Borough Councils are the local planning authorities and determine planning applications. In circumstances where a local planning authority may not accept the County Council's requests for planning obligations in full, then the County Council would expect a review mechanism, for example, overage (claw back) within the planning agreement. The approach to each case will be made on its individual merits but in the majority of circumstances the developer would be expected to provide financial viability information to the local planning authority.

¹ Paragraph 17 NPPF

² Paragraph 187 NPPF

- 5.7 Leicestershire County Council will also work with local planning authorities and developers to consider other ways of deferring payments (where appropriate) for example the use of flexible trigger points for planning obligations/developer contributions to help development remain viable where appropriate.

6. **THE SCOPE OF THIS POLICY**

- 6.1 There is an extensive range of infrastructure and public benefit provided by the County Council that could be appropriate for developer contributions and these are:-
- Adult Social Care and Health
 - Waste Management
 - Economic development
 - Education
 - Highways and Transportation
 - Library Services
 - Sports & Recreation facilities
- 6.2 The planning obligations which are the direct responsibility of the Borough and District Councils will be covered in their individual planning obligations/developer contributions policies.
- 6.3 A protocol for ensuring that all County Council service providers have the opportunity to assess the infrastructure and service needs arising from a new development proposal, are described in the Notification Procedures on Planning Obligations in Appendix 10.

7. IMPLEMENTATION, MONITORING AND CHARGES

7.1 The County Council considers that it should reasonably be able to recover a degree of the costs entailed in the negotiating, making and subsequent monitoring of planning obligations. It is the aim of the County Council to provide as transparent, efficient and cost effective service as possible within the resources available. Costs may include:-

- Direct negotiation/liaison with developers prior and post obligation agreement;
- the maintenance and development of its planning obligations monitoring system (via an integrated database), to help co-ordinate obligation preparation, completion, monitoring and review;
- Monitoring of trigger points and development progress;
- Ensuring financial contributions are used for the specific purposes for which they are required, through control of accounting procedures;
- Pre-emptive alerts for obligations that are or are to become overdue;
- Recovery of obligation payments not made, including any necessary formal or legal action;
- Refunding obligations that have not been used;
- Engaging in the planning appeals process where relevant.
- liaison between the County Council and District/Borough Councils, where infrastructure and facilities are provided by one level of authority but the financial contribution is held by the other;
- providing reports on the operation and outcome of County Council developer contributions;

7.2 A charge would be made of 2% or £300 whichever is the greater of the value per individual contribution/planning obligation.

7.3 Where major 'strategic' housing development occurs of more than 500 dwellings a fixed negotiated monitoring administrative cost would be charged to reflect the associated costs of monitoring large schemes, which may have, for example, multiple builders, several phases of development and be built out over five, ten or more years.

Legal Charges

-
- 7.4 The County Council will charge the developer/landowner its legal costs incurred in preparing and agreeing planning obligations for its services, the charges are payable for work undertaken regardless of whether the agreements are completed.

APPENDIX 1**ADULT SOCIAL CARE AND HEALTH**

- 1 New residential developments can give rise to additional adult social care provision. In some circumstances this will be more acute where there are developments which accommodate a high proportion of older people, people with learning difficulties or people with a physical disability.
- 2 The County Council has a duty to protect vulnerable groups of people, including children and young people. People may need social care or support during a crisis, because of their age, long term ill health or disability, or because they are caring for others. The Leicestershire joint strategic health and care needs assessment³ has informed the joint Health and Wellbeing Strategy⁴, which is being delivered through action plans focussed around better public health, children's health, and mental health.
- 3 The County Council has in recent years moved away from the 'traditional' approach of providing residential care facilities itself to commissioning private, community and voluntary sector service providers. In addition the County Council has been moving towards community and home based services. This approach relies on the assessment of individual needs and the design of more bespoke care packages.
- 4 There is a multi agency integrated community facilities approach adopted, for example, health and social care centre, community centre, extended school as promoted in the Government's White Paper 'Our Health Our Care Our Say'
- 5 Leicestershire County Council's approach to social care is underpinned by the following key principles:-
 - a) People requiring care should be given the opportunity to be supported to live independently as far as possible;
 - b) People requiring care services should be given the opportunity to choose to remain in their local community and reside in their own homes rather than to live with parents or in institutional care because of the lack of social or specialist housing available;
 - c) New residential development should be designed to accommodate and facilitate the needs of people requiring care to enable them to continue to reside in their homes rather than having to move into residential care services.

³ Leicestershire Joint Strategic Needs Assessment March 2012

⁴ Leicestershire's Health and Wellbeing Strategy 2013-2016 December 2012

- 6 Developers should apply design for life standards for all new housing to enable people who are or find themselves requiring care to reside in their homes for as long as possible rather than the need for residential care.
- 7 New developments should be designed to ensure that existing problems are not exacerbated and the County Council would want to see developers address social care issues through the design of their developments (e.g. delivery of extra care housing units) through the following means:-
 - a) The integration of assistive technology within homes and the community;
 - b) Through the provision of additional care and adapted accommodation with care support for people with disabilities;
 - c) The design of homes which can be adapted through the 'Lifetime Homes Standards';
 - d) Working with the County Council to identify the needs of groups or individuals and how developers can create living environments which facilitate living within the community and reduce the need for residential care.

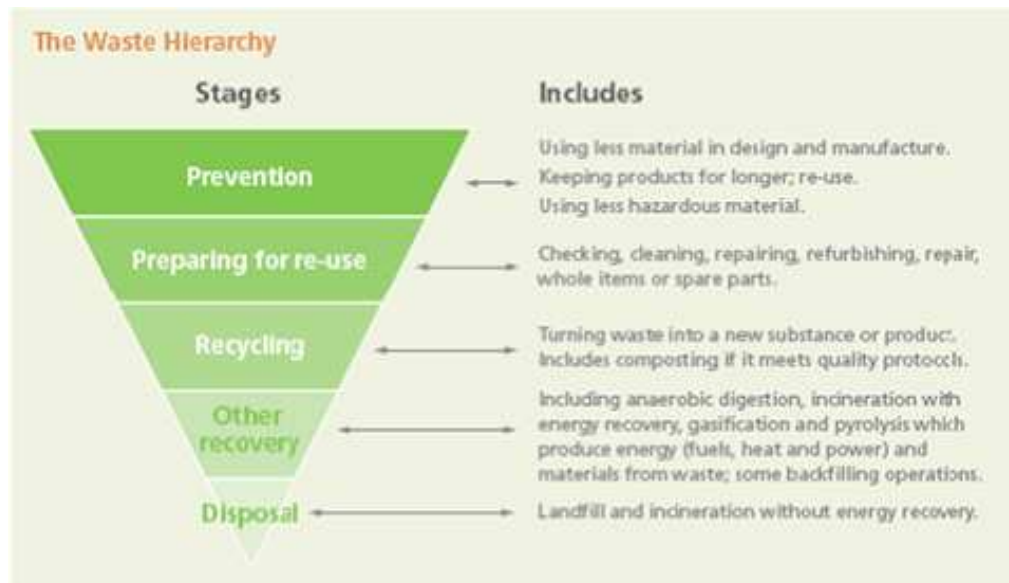
Contributions

- 8 The majority of matters related to Adult Social Care and Health are likely to be subject to planning conditions and/or relevant Building Control Regulations through the District/Borough Council as local planning authority. However, the County Council recognises that while the above approach to new development can make a positive contribution to social care requirements there might be circumstances where capital expenditure is required to mitigate the impacts of new development. This will be assessed and justified on a case by case basis. Where a developer contribution is required the County Council will calculate the capital cost of new facilities that would be needed.

APPENDIX 2**CIVIC AMENITY/WASTE MANAGEMENT**

- 1 New residential development in Leicestershire will generate an increase in household waste, and depending on the size of the development this can have a varying impact on the existing local waste management facilities. Current Government legislation is focused on waste minimisation and maximising the re-use of and recycling of waste and diverting waste from landfill. Leicestershire County Council as a Waste Disposal Authority has a statutory duty under the Environmental Protection Act 1990 to provide facilities at which residents may deposit their household waste (Civic Amenity sites known locally as Recycling and Household Waste Sites (RHWS). Each facility must be situated either within the area of the authority or be reasonably accessible to persons resident in its area. There are a number of CA sites in Leicestershire which encourage residents to maximise the amount of waste re-used or recycled which is delivered by local residents.
- 2 Relevant guidance and policies are:-
 - a) European Revised Waste Framework Directive (2008/98/EC)
 - b) Waste Management Plan for England
 - c) National Planning Policy for Waste
 - d) Planning Practice Guidance - Waste
- 3 The County Council's Leicestershire Municipal Waste Management Strategy (2011) objectives, priorities and targets focus on sustainable waste management and resources. One aim is to manage waste in accordance with hierarchy of prioritising re-use, recycling and composting of waste in order to conserve energy and resources. In light of this, new developments should be provided with easy, convenient and accessible to methods of waste management and recycling.
- 4 The strategy is in accordance with the national policy and the waste hierarchy (Figure 1), which aims for waste that is produced to be prioritised reuse, recycling and composting in order to conserve resources and energy. Waste that cannot be reused, recycled or composted can have value recovered for example through energy recovery and any residues requiring final disposal can be pre-treated to further reduce the environmental impact prior to landfilling.

Figure 1 – The Waste Management Hierarchy



- 5 It is important that any new development is provided with easy and convenient methods of waste management, including the provision of suitable CA sites, which provide the space and facilities for recycling. This ensures that any waste generated from the residents of a new development have the opportunity to easily reuse, recycle or compost their waste.
- 6 Each proposed development will be assessed and considered on its own merits. Existing CA sites have a finite capacity for current waste inputs; waste generated from new residential developments, being delivered to the existing site, however, may not easily be accommodated. Where it is expected that the development will generate a need for additional provision, site contributions will be primarily used towards: alterations, new equipment such as compactors extensions and/or redevelopment of the existing site, or construction of a new site at a new location as appropriate.
- 7 Contributions are determined from the cost of works associated with each CA site and assessing which CA site or sites, residents of a new development are likely to use. Usually residents will use the closest CA site to where they live. Where a new development is likely to result in usage of multiple nearby CA sites, then a contribution will be sought for each CA site as a proportion of the contribution rate.
- 8 In most circumstances the contributions are pooled to provide for the required improvements in infrastructure to mitigate the impacts of new developments in an area.
- 9 Where major residential developments are proposed, for example, but not limited to, Sustainable Urban Extensions, then potential impacts will be assessed in respect of waste management. These developments might require contributions to provide

additional facilities as well as improvements to existing sites to manage waste. Such waste facilities may include, but are not limited to:-

- a) Composting/waste treatment facilities
- b) Normal and bulky materials recycling facilities
- c) Civic amenity sites
- d) Strategic waste handling facilities/transfer stations

- 10 As a result, larger developments may result in a claim for a contribution where none is currently sought.
- 11 The planning and design of new developments needs to take into account the need to reduce, reuse and recycle waste. It would be expected that adequate capacity for communal or individual householder composting and recycling facilities would be provided at any new development.
- 12 Other innovative initiatives, for example approved food waste home composting facilities at each property, could be provided in new residential development schemes. Where such provision is made then the development would have a lesser impact on the local Civic Amenity site and a reduced developer contribution rate may be required.
- 13 Local Planning Authorities should consider in their related Local Development Framework (LDF) documents on sustainable development design guidance and methods to achieve reductions in waste through sustainable measures.

Threshold

- 14 Contributions will be sought where the number of new additional dwellings on a development would amount to 10 or more and result in a total contribution that is greater than or equal to £200. Each additional dwelling is claimed at the same rate per dwelling and the total number of additional dwellings is net of any demolition of existing residential dwellings.
- 15 However, contributions may be sought from smaller sized developments where they form part of an overall development in an area or where sites would have an accumulative impact on services and infrastructure. Table 1.0 below gives an indication of the rates for Civic Amenity site contributions. Where adequate storage capacity for containers for recycling and disposal for residents has not been provided an additional 15% will be added on to the CA site contribution rate to reflect the potential for increased usage of these facilities by residents of a new development.

Table 1.0 – Contribution Rates per additional dwelling April 2014. The use of the data in the table will be reviewed on an annual basis in April

<u>Civic Amenity Site</u>	<u>Contribution Rate</u>
Barwell	£49.53
Bottesford	£63.59
Coalville	£65.38
Kibworth	£44.61
Loughborough	£84.96
Lount	£61.41
Lutterworth	£72.74
Market Harborough	£80.04
Melton Mowbray	£82.66
Mountsorrel	£51.67
Oadby	£45.92
Shepshed	£42.71
Somerby	£99.20
Whetstone	£23.87

- 16 The County Council methodology for calculating the contribution per household is based on the cost of providing the existing civic amenity infrastructure against the number of assessed households proposed by a particular development which would use the local CA site. The calculation of the civic amenity contribution is :-

$$D = (A \times B/C) \text{ where}$$

A is the capital cost of providing a CA based on a recently constructed site

B is the percentage size of the CA site compared to CA site used for determining A and

C is the number of households using the CA site at the review date

- 17 The contribution request is based on the proposed number of households which would have an impact on a CA site multiplied by the rate D (certain uses are exempt from CA contributions for example student halls; nursing homes; retirement homes.

APPENDIX 3**EDUCATION**

- 1 In order for new residential developments to be sustainable the demand they create for education provision will need to be catered for as part of that proposal. The County Council has a statutory responsibility for Education provision in the County for children between the ages 5 and 19 years.
- 2 The Education Act 2006 gives the County Council the duty to secure sufficient places in its area. Subsequent legislation has created a platform for the development of a more diverse and more locally accountable school system, supported by a wider range of providers than in the past, particularly by academy trusts and sponsors.
- 3 Whilst education provision is a statutory function of the County Council, the government do not provide monies to accommodate additional pupils required and funded by Section 106 or CIL contributions. Where there is a lack of funding available through developer contributions, the County Council has to make a case to the Government demonstrating that every effort has been made to secure appropriate contributions from the developer.
- 4 The County Council, under the Education Act 2006 (as amended by the Academies Act 2010), is a commissioner rather than a provider of new schools. It has the duty to set out the characteristics of a school needed for a new community in order that providers may identify their capacity to provide that school. Where the legal agreement provides the funding for a new school, the County Council will usually procure the school building through its Official Journal of the European Union (OJEU) compliant contractor framework and will provide the new building for the successful provider to occupy. A developer may alternatively choose to construct the new school and must be subject to specifications agreed with Leicestershire County Council.
- 5 Regardless of whether schools have academy status, are free schools, county schools or others, the County Council remains the responsible authority for ensuring that there are sufficient school places available within the County to meet the educational needs of the population. This means that the County Council remains the appropriate authority in judging the requirements for school provision as a consequence of development, be a signatory to any s106 agreement and receive the appropriate contribution.
- 6 The County Council's consideration of whether developer contributions towards education provision are required will be informed by the projected capacity figures. Surplus places at a school do not necessarily equate to their being sufficient capacity at that school as it is generally accepted that schools should not operate at 100% of their capacity.

- 7 Where a new development is proposed in an area with sufficient projected capacity, no financial contribution will be required; however, where the proposed development would result in insufficient projected capacity, a contribution will be required.
- 8 If there is insufficient capacity to accommodate the increase in pupils likely to be generated by a development and the development itself cannot enable the necessary provision the County Council will raise objections to the development unless it is satisfied that suitable alternative provision can be made elsewhere.

Admissions Policy

- 9 Under Section 84 of the School Standards and Framework Act (SSFA) 1998 as amended by Section 40 of the Education and Inspections Act 2006 the School Admissions Code gives the statutory basis for admissions to all maintained schools.
- 10 In compliance with the Schools Admission Code the Leicestershire County Council has a School Admissions Policy (SAP) for maintained schools and those Academies following the Local Authority Admissions Policy. The County Council has a duty to provide school places for all pupils resident in its area: Leicestershire achieves this by giving high priority to catchment area pupils and allowing parental preference wherever possible.
- 11 Within the SAP the following entitlements are prioritised:-
 - a) A place in the catchment area school
 - b) A place in a preferred school, if there is room
 - c) To be considered according to the same priority criteria as other children where the preferred school is oversubscribed.
- 12 In operating this policy the arrangements comply fully with the mandatory requirements of the School Admissions Code and Part 3 of the SSFA.
- 13 Every school has an Admission Number (AN) which is reviewed on an annual basis and indicates the number of pupils to be admitted into each year group.

Mainstream Home – School /College Transport Policy

- 14 The Local Authority has a duty to make arrangements to facilitate attendance at schools and colleges by providing transport in certain circumstances.
- 15 The Mainstream Home-School/College Transport Policy document sets out the policy and procedures that apply and this can be found at: http://www.leics.gov.uk/index/highways/passenger_transport/school_college_transport/school_and_college_transport_entitlement_policy.htm
- 16 In summary free transport is provided under the 2014-15 Policy for:-

- a) Primary age pupils who attend the Transport Eligibility Area (TEA) School (or other nearer school) for their home address and the distance is more than 2 miles.
- b) Secondary age pupils who attend the TEA school (or other nearer school) for their home address and the distance is more than 3 miles.

17 The following Policy comes into force at the start of the 2014/15 academic year, and will provide free transport as follows:

- for pupils aged between 4 and 16, 2 miles for primary age (up to age 11) and 3 miles for secondary age (11 -16) from home to the nearest school (or educational placement) with places available (note: for addresses around the borders of Leicestershire the nearest school may be in another local authority area)

and in addition to provide one of the following:

either

- free transport over the qualifying distances (listed above) to the nearest Leicestershire school, with places available (a school will not be seen as appropriate if it doesn't offer a transfer entry point that is compatible with the current school attended by the pupil e.g. 10+ High Schools)

or

- where there have been no changes to catchment areas or age ranges since May 2012 to continue to provide free transport over the qualifying distances (listed above) **only** to the catchment school in those areas (frozen areas). See the Leicestershire County Council website for a list of schools currently in this category.

18 Please note transport will also be provided under the 2 and 3 mile distances where no available walking route exists. A route is available if it is a route along which a child, accompanied as necessary, can walk with reasonable safety to school.

Calculating School Net Capacities

19 The Secretary of State requires all Local Authorities under Section 29(1) of the Education Act 1996 to inform the Department of the Net Capacity (NC) of each maintained school in its area and any changes to a school's net capacity. The Department for Education and Schools (DfE) published guidance in August 2002 – "Assessing the Net Capacity of Schools".

20 Net capacity was devised by the DfE as a single, robust and consistent method of assessing the capacity of schools. For primary schools the NC is calculated on the basis of the number and size of spaces designated as class bases. For secondary schools it is based on the number, size and type of teaching bases and the age range of the school. In both cases it is checked against the total useable space available which must be measured and ensures that there is neither too much nor too little space available to support the core teaching activities. The method of calculating net capacity produces a

capacity range with a minimum and maximum capacity figure. The LA in consultation with the School decide where within the range to set the net capacity reflecting the school organisation, the needs of the pupils, the design and size of internal and external spaces and the number of pupils with special educational needs.

What Type of Education Contributions will be Sought?

- 21 Contributions will be sought in relation to outline or full applications for planning permission for residential developments of 10 or more dwellings with 2 or more bedrooms, which are likely to result in the need for additional education provision. Applications for less than 10 dwellings will be exempt unless their co-location with other sites requires examination of their cumulative impact.
- 22 Contributions will also be sought in relation to planning permission renewals for residential development where there has been a material change in the school capacity situation or the numbers of pupils on roll since the planning permission was first granted.
- 23 Education contributions will be sought for all types of housing including affordable housing.
- 24 Education contributions will not be sought for the following:-
 - a) One bedroom dwellings.
 - b) Sheltered or elderly housing
 - c) Student accommodation
 - d) Other specialist housing where it can be demonstrated that the accommodation will not be used by children.
- 25 Where a need to provide additional capacity has been identified, contributions for education will normally be sought for:-
 - a) 4-11 years (primary places)
 - b) 11-18 years (secondary places)
 - c) Special school places
- 26 In addition contributions will also be sought for:-
 - a) Funding transitional issues arising from new development, including the cost of providing temporary school places in advance of the completion of a new school required as part of an housing development.
 - b) School transport, where it is not possible to provide additional school places within an available walking route of the new development (2 miles for primary school and 3 miles for secondary schools). This contribution will be in addition to any pupil place contribution and is intended to cover the cost of providing new or additional

transport for the number of pupils generated by the development for a defined period of time, usually five years.

- c) Providing a walking/cycle route, where one does not already exist, to the school/s where additional places are to be provided.

How will Section 106 Contributions for Primary and Secondary School be Calculated?

27 The School Admission Policy, the Assessment of Net Capacities and the Mainstream Home-School/College Transport Policy are relevant in the calculation of Section 106 contributions for primary and secondary education.

28 The County Council's consideration of whether developer contributions are required will be informed by the net capacity figures as reported to the Department for Education for maintained schools, and the Education Funding Agency for Academies.

Yield Rates

	Yield Rate per 100 homes of 2 or more bedrooms
Primary Age Pupils	24.0
Either 11 -16 years	16.7
and Post 16 years	3.3
Or 11 - 14 years	10.0
and 14 – 19 years	10.0
	Yield Rate per 100 flats or apartments with 2 or more bedrooms
Primary Age Pupils	4.3
Either 11 – 16 years	1.67
and Post 16 years	0.33
Or 11 – 14 years	1
and 14 – 19 years	1

The yield rates in the above table reflect the varying pattern of secondary education within Leicestershire. Some schools have an age range of 11 -16 years or 11 -19 years and others retain an age range of 11 -14 years and 14 -19 years)

29 One bedroom dwellings which includes houses, apartments/flats are discounted from the calculation of education contributions.

Methodology

30 The need for a contribution will be established by comparing the number of pupils generated by the development with:-

- a) The net capacity of the catchment school and any other school within a 2 mile available walking route for primary school or 3 mile available walking route for

secondary school from the development. The capacity figure used for this purpose is the net capacity. Studio schools will be included in the calculation where they are within a 3 mile available walking route of a development and the secondary schools in the relevant location are organised in a two phase system e.g. 11-14 years and 14 – 19 years.

- b) The forecast number on roll for the catchment school and any other school within a 2 mile available walking route of the development site for primary schools and 3 miles for secondary schools. Pupil places funded by S106 contributions from other new developments in the area will be discounted. The average of the two and four year forecast figures for each school will be used when calculating the surplus or deficit of places. In some circumstances the forecast which is most relevant to the size and scale of the proposed development will be used.
 - c) Any planned changes to the school building which will affect the net capacity.
 - d) Any other housing developments with outline or full planning permission which will generate the need for pupil places at the catchment school for the development
 - e) Temporary accommodation (usually mobile classrooms) is included in calculating the net capacity of the school and is therefore counted in S106 calculations.
- 31 Having taken all the above factors into account, where it can be demonstrated that the number of pupils generated by a development is greater than the spare capacity in the local schools the County Council will require a contribution to fund the provision of the additional school places required.

Cost Multiplier

- 32 When calculating an education contribution we use the following figures based on DFE cost multipliers which were last updated January 2009.
- 33 The use of the cost multiplier will be reviewed on an annual basis in April (where applicable) .

Sector	DFE amount per pupil
Primary	£12,099.01
11 -14 years	£17,876.17
11-16 years	£17,876.17
11-19 years	£18,290.95
Post 16	£19,327

- 34 These cost multipliers are to be used where Section 106 contributions are sought to extend or enhance facilities at existing schools. Where the development generates the need for a new school, the developer will be required to construct the school to a

specification provided by the County Council or provide a sum sufficient for the County Council to organise construction. Requirements for the provision of a new school is provided below.

Calculation of Section 106 Contributions for the Provision of Special School Places

35 For developments of over 250 dwellings with two or more bedrooms an assessment will be made of the need to secure additional accommodation for pupils with special educational needs (SEN). Special school provision including enhanced resource provision units (ERP) across the County are already at capacity and any contributions will be pooled to improve or enhance facilities at the most appropriate school or unit, this may not always be the facility closest to the development, as pupils with special education needs are often transported to the school or unit best able to provide for their needs. In determining the need for these types of contributions, appropriate evidence and data will be provided in relation to the number of special school and ERP places available across the County and the current and forecast demand for these types of pupil places. The yield from a new development would be calculated as shown in paragraph 36 below and compared with the places available to assess if a contribution for special school provision is required.

36 The current proportion as a percentage of Leicestershire primary and secondary age pupils (11-18) who attend a special school or enhanced resource provision unit is 0.65% and 1.59% respectively – to determine the number of special school pupils generated from a development, it is necessary to apply these percentages to the mainstream pupil yield.

- a) No. of primary age 4-11 years SEN pupils per 100 dwellings = 0.156
- b) No. of secondary age 11-19 years SEN pupils per 100 dwellings = 0.318

37 A pupil in a special school requires between four and five times the space of a pupil in a mainstream school (Based on Building Bulletin No. 102 Page 52). Therefore the cost of providing a special school place is estimated at four and half times the cost of providing mainstream provision

- a) Cost multipliers per pupil place for SEN provision:
 - i) Primary (4-11 years) £54,445
 - ii) Secondary (11-19 years) £83,707

How Section 106 Planning Contributions will be Applied

38 Section 106 contributions will be applied on capital works to provide additional capacity or enhance existing facilities at academies or maintained schools. This might include, for example, but is not limited to:

- a) Providing additional school places
- b) Providing new schools or school buildings
- c) Adapting and extending existing school buildings

- d) Improving school grounds, sports and physical education facilities
- e) Purchasing new equipment above a de-minimis limit of £10,000 required as a direct result of the additional demand, or as part of a scheme to improve, extend or enhance the school accommodation.

39 It may not always be practical or desirable to use S106 contributions to provide additional capacity at the catchment school, because for example the site may be constrained, or the school may not have the infrastructure spaces necessary to support the increased capacity. In these circumstances the contributions would be used to provide additional capacity through extension, refurbishment or re-modelling of existing schools where the needs could be best met.

40 In addition, due to the advent of academies and the number of schools making changes to their age range, admission arrangements and catchments areas, it is essential to have the flexibility to use the funding at the most appropriate school, and therefore the wording within the S106 agreement should enable the County Council to do this.

41 When the County Council commissions additional places through a free school or academy and uses S106 funding to provide those places, the County Council will require the provider to enter into a legal agreement detailing the funding to be provided and the number of additional places to be provided.

Transitional Costs

42 In addition to the contributions set out above, a contribution, for example, in the case of major 'strategic' developments/sustainable urban extensions which results in the need for a new school, or significant extensions to existing schools, may require a contribution sought to fund transitional costs. This will be assessed on a site by site basis and could be:-

- a) The full cost of any temporary accommodation required on schools sites pending the delivery of any new schools or extended school facilities; and / or
- b) the cost of transporting children to a school where it is not possible to provide additional school places within an available walking distance of the development. This contribution will be in addition to any pupil places contributions and will relate to the cost of providing a new transport route for the additional pupils for a defined period of time. This claim will usually apply during the early phases of a major development prior to the opening of the new school on site.

Trigger Points

43 Trigger points will be agreed on an individual site by site basis, however, in general the first instalment will be required on commencement of the development and will equate to 10% of the total contribution. The remaining payments should be linked to time or delivery milestones whichever is the sooner and agreed by all parties, but must keep

pace with the completion of the development to ensure additional provision is in place for when the pupil numbers arise.

- 44 In cases where the S106 provides for a new school the trigger points should relate directly to the contract for the building of the new establishment and ensure the funding received meets the costs incurred at each milestone.
- 45 Trigger points should not be linked to final completion of the development due to the uncertainty and delay this can create when planning S106 projects.

Provision of New Schools through Section 106 Agreements

- 46 When the scale of development is such to necessitate a new school, the developer/s will be expected to provide the site free of charge, or fund site acquisition, fund the building costs, including the infrastructure and the playing fields and all furniture, equipment and ICT costs. Alternatively the developer may choose to construct the new school and this must be to an agreed specification with Leicestershire County Council.
- 47 Where a number of sites are contributing to a new school, each site will be required to pay a proportionate amount of the total cost, including land, design, and building and infrastructure costs.
- 48 The use of the DfE cost multiplier will not apply to new schools, as these figures are based on the extension of existing facilities where all of the other infrastructure requirements are in place. The cost of a new school build must be requested from the County Council on a site specific basis, as the cost of a school is dependent on many variable factors and cannot be applied uniformly.
- 49 The phasing of any contributions to fund the cost of a new school, or the timetable for the building of a new school, where the developer is undertaking this, will be agreed on a site by site basis. The opening date for all new schools will be the first September before the completion of the 300th dwelling, or a specified date whichever is the later.

Sites for New Schools

- 50 Where a developer is required to provide land to accommodate or provide for a new school, the County Council will require the land meets a checklist of requirements, to include for example the following:-
- 51 Be sufficient for the size of school required, with ideally space for further expansion. (using current site size contained in the latest appropriate Building Bulletin guidance as

issued by government or its agents⁵) with the possibility of have early years provision on site:

- a) Be of regular shape, level and largely free from building constraints such as underground sewers, landfill sites, tree preservation orders.
- b) Be located centrally within the development, ideally close to the local centre.
- c) Be located within 400 metres of housing it is designed to serve.
- d) Provide space for home to school transport (including school buses) and parents to drop off and pick up either in the school grounds or close to school, on the same side of the road as the school.
- e) Have separate pedestrian and vehicle access.
- f) Be located to encourage walking and cycling to school.
- g) Provide room for coaches to access school to pick pupils up for trips etc.
- h) Have playing fields located in close proximity to building.
- i) Be free from contamination, or be re-mediated prior to the County Council taking ownership.
- j) Have uncontaminated topsoil applied to a minimum depth of 300mm
- k) Have adequate drainage to discharge surface water from the grassed playing field on the site.

52 Proposed Sites for New Schools Should **NOT** be:-

- a) Located on a flood plain or be subject to flooding.
- b) Located in a cul de sac.
- c) Crossed by overhead power cables or be any public footpath or right of way.
- d) Located within a 57dBA Leq noise contour of an airport or similar facility (57dBA Leq marks the approx. onset of significant community annoyance due to daytime aircraft noise)
- e) Situated in proximity to any development, business or land use that may disrupt the normal functioning of a school, detract from pupil's learning or place anyone associated with the school at risk.
- f) Within an air quality management area.

Provision of Utilities/Site Security

- 53 The schools site must be fully serviced with all utilities e.g. water, electricity, gas and broadband.

Access to the School Site

⁵ Building Bulletin 103:Area guidelines for mainstream schools – updated 26 June 2014 Education Funding Agency (latest guidance at the time of publication)

- 54 There must be an adopted permanent or intended permanent public vehicular road serving the school site.
- 55 Vehicular access is preferred on two sides of the school site and must facilitate a safe delivery route to the school building.
- 56 Safe and direct walking and cycling routes must be planned to the school site from the areas where it will draw pupils.
- 57 Separate vehicle and pedestrian access routes are required.

Building Design

- 58 The location and design of the building should facilitate community use.
- 59 The building should be designed to a specification to meet the current Department for Education guidance and best practice for the type of school as well as latest government advice and guidance.
- 60 The County Council will use its reasonable endeavours to ensure the building offers community facilities and access but given that any new school will be an Academy this cannot necessary be guaranteed and may not be able to be included within the legal agreement.

EDUCATION SUMMARY SCHEDULE	
Current guidance	<ul style="list-style-type: none"> • National Planning Policy Framework • Policy Statement Planning for Schools development (DCLG) 2011
Type of facilities for which provision may be required	<ul style="list-style-type: none"> • Sites for new schools • Construction costs of new schools • Other building provision at existing schools (including for example additional grass/artificial turf sports pitches)
	<ul style="list-style-type: none"> • Planning obligations will be generated by residential development which creates extra demand at local

EDUCATION SUMMARY SCHEDULE

Type of development which would trigger need	<p>schools (subject to a lack of capacity at the local catchment schools)</p> <ul style="list-style-type: none"> • Normally request for contributions will be made for all residential developments of 10 dwellings or more • When building a new school the County Council will carefully consider the wider community use of both the school buildings and the playing fields where appropriate • A contribution will be required for existing schools, towards the cost of additional primary and secondary school places, where there is a need. Contributions will be calculated on the basis of a minimum of 24 primary places and 20 secondary places per 100 houses. For flats/apartments the current figures are 4.3 primary pupils and 3.2 secondary pupils per 100 units. • Information about local pupil yields will be taken into account in setting the precise requirements. The costs per pupil place based on DfE cost multipliers, are currently £12,099.01 for primary, £17,876.17 for 11-16 year old pupils, £18,355.16 for 14 -19 year old pupils and £19,327 for 16+ students based on April 2009 figures. These cost multipliers are updated on April 1st each year. • When a new school is required the developer would be expected to provide a site and construction costs including professional fees, furniture and equipment. • The value of contributions will be based upon either DfES cost multipliers current at the time of the signing of the formal agreement or the appropriate cost multipliers plus an index linked update (as defined earlier), whichever is the greater. <p>Proposals to redevelop an existing school site by a developer may trigger the need for a replacement school.</p>

EDUCATION SUMMARY SCHEDULE	
What if there is spare capacity at the local catchment school?	<ul style="list-style-type: none"> • Contributions will be required for every pupil place required in excess of the projected capacity • If calculations indicate that spare capacity/places will exist in the catchment school by the time the development reasonably can be expected to generate new demand for places then the requirement will be adjusted accordingly • Projected capacity is calculated on the basis of:- <ul style="list-style-type: none"> - the catchment school's existing net capacity/number on roll - any planned changes to the school building stock affecting the school's net capacity/number on roll calculation - pupil projections (revised twice annually) - developments with planning permission which will generate a need for pupil places
Discounts	<ul style="list-style-type: none"> • discounts only apply for one bedroom flats or houses or specialist units for example residential care homes for the elderly. • There is no discount for developments which wholly or partially comprise affordable housing as there is evidence to show this type of housing can reasonably be expected to generate at least as many children as open market housing.
Major Developments	<ul style="list-style-type: none"> • Major developments for example SUE's will not necessarily rely on the figures above as they are not applicable to situations where a new school is required. • In such cases the County Council may require land from the developer within the site and sufficient monies to

EDUCATION SUMMARY SCHEDULE	
	<p>build the school</p> <ul style="list-style-type: none"> • The cost of the new school will depend on the its required size, the relevant building standards requirements and issues relating to the proposed development • The County Council will make every reasonable effort to minimise the cost of providing a new school and offer the developer the option to build the new school subject to meeting the required building and design standards.
Form in which contributions payments should be made	<ul style="list-style-type: none"> • Land where required and financial contribution towards the cost of construction of buildings or works in kind including equipment/fitting out of new school to the County Council's design and building specifications

ECONOMIC GROWTH

- 1 National planning objectives seek to proactively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. It is committed to ensuring that the planning system does everything it can to support sustainable economic growth. One of LCC's key priorities is to ensure that Leicestershire has a thriving local economy underpinned by a good infrastructure that creates jobs and prosperity.. To do this LCC will continue to work with partners including the Leicester and Leicestershire Enterprise Partnership (LEEP), local businesses and the City and District Councils.
- 2 From 2014 Leicestershire County Council (LCC) will work with partners and government to implement a new Strategic Economic Plan 2014-2020 setting out LCC's growth ambitions for the area and how it plans to capitalise on its economic assets. LCC aims to maximise benefits from the new Local Growth Fund from 2015, European Structural and Investment Funds and City Deal funding and freedoms for the benefit of the local economy. The vision is to create a vibrant, attractive and distinctive place that will ensure a prosperous economy, secure and well-paid jobs and a sustainable environment, through growth by innovative businesses and a highly skilled workforce, making Leicester and Leicestershire destinations of choice for successful businesses.
- 3 LCC's economic priorities are grouped under three main themes – Place, Business and People – and cover improving the economic infrastructure including related strategic transport improvements, helping businesses to survive and grow and supporting people into sustainable employment. LCC will agree and implement a new Enabling Growth Action Plan setting out our priority economic interventions and how we will support delivery of the Strategic Economic Plan priorities across the Place, Business and People themes.
- 4 Development within the County can contribute to that growth directly and through appropriate contributions/obligations/conditions towards helping build the economy through skills and training, the provision of land and buildings for employment uses and investment in the regeneration of town centres. Development that is capable of contributing to these objectives will be considered on a case by case basis but normally if there are any contributions required for these types of activities they are likely to be addressed by the District/Borough Councils.

HIGHWAYS & TRANSPORTATION

1. One of the key aspects that makes development sustainable is its location and relationship to other existing land uses particularly the transport links between them. All planning applications that propose developments that generate significant amounts of movement must be supported by a Transport Statement or Transport Assessment prepared in accordance with current Department for Transport guidance. In coming to a view as to whether a development is acceptable the County Council will take account of whether the opportunities for sustainable transport modes are sufficient for the nature and location of the site in order to reduce the need for major transport infrastructure.
2. One of the core planning principles in the National Planning Policy Framework (NPPF) is to actively manage patterns of development growth to make the fullest possible use of public transport, walking and cycling, and to focus significant development in locations which are or can be made sustainable. The transport system should be balanced in favour of sustainable transport modes, giving people a real choice about how they travel.
3. To achieve sustainable development through integrated transport, the County Council will likely seek off-site public transport, cycling and walking measures, in the general area within which the development lies. These could include road based improvements such as crossings, footways, cycle routes, intelligent transport systems, public transport services, and bus priority measures. This may include general highway capacity improvements where journey times would otherwise be delayed. As well as the use of s106 under the Town and Country Planning Act 1990, the County Council will also make use s278 and s38 of the Highways Act 1980 where works are required to an existing highway network or the provision of new adoptable highway works.
4. In some instances the County Council may consider it more appropriate to seek a contribution towards integrated transport measures including infrastructure improvements and bus subsidy. This may be where the quantum of development is insufficient to afford worthwhile improvements in isolation and a contribution can be put towards integrated transport investment in the area, where there is a proposed integrated transport initiative in the area that would benefit the development and a contribution would help bring it forward, where the contribution can be pooled with that from other nearby developments to fund improvements, or to cover the cost of future travel plan initiatives.

5. Measures for Public Transport have to be assessed on each site through the Transport Assessment (TA) and Travel Plan (TP) process where applicable. However it is important that any new development has easy and convenient access to suitable public transport services suggested by any Transport Assessment and/or Travel Plan. Provision of bus services will ensure that the opportunity is taken to encourage travel by alternative means to the car and thereby optimising the long-term sustainability of the development.
6. Relevant Public Transport services and infrastructure will be secured through financial contributions or planning obligations, for example the provision of high quality bus stop infrastructure on-site or if suitable bus services off-site then providing additional and/or upgrading of existing bus stop facilities. These will include raised and dropped kerbs to allow level access on and off low floor buses. Depending on size and location of the site these may also include timetable cases, street information points, bus shelters and on street real time information to provide high quality and attractive public transport facilities.
7. Ensuring easy, safe and attractive local walking routes to and from the boarding and alighting points of public transport services and cycle parking facilities at transport hubs is as necessary as the facilities and services themselves; the whole journey is important for encouraging sustainable travel. While maximum walking distances to and from these stops can be site specific the 'rule of thumb' is that a 250 metre distance to a stop is desirable and manageable for most users (including the elderly or those with small children or encumbered with luggage/shopping etc), up to 400 metres is acceptable in urban areas with an absolute maximum of 800m in suburban and village communities. In rural areas outside villages the distances to stops should be the minimum practical in the circumstances and footways and footpaths leading to stops should be improved dependent on site location.
8. The ability to influence behaviour patterns from the start or early stages of a development is critical in successfully establishing sustainable travel behaviour by new residents, employees or visitors to those sites. Key methods of doing this include the provision of up-to-date information through Travel Packs, to inform potential travellers what sustainable travel choices and destinations are available in the surrounding area and what incentives (such as free 6 month bus passes) may be available as inducements to begin to use travel choices other than private cars.
9. Provision of new public transport services such as demand responsive taxis/minibuses or bus services may be required depending on size, location, and type of development. Demand responsive services may be used to reduce early reliance on cars as the primary modal choice in the initial stages of the development, prior to the extension/introduction of bus services, as will upgrading of existing services such as improving the frequency of an existing service to cater for the increased usage that development will generate. It is important that a sufficient level of public transport provision is available to accommodate the increased population in the area.

10. Developers will be required to commit to travel plan monitoring and to pay a separate fee to cover the County Council's travel plan monitoring costs proportionate to the size of the development and the likely staff time involved if they choose the council to undertake such monitoring. Contributions will be sought in all cases where it is necessary to make the development acceptable in planning terms.
11. A suitable Travel Plan is required for each new single occupier employment site or a new single developer residential site of more than 80 dwellings and any new school, shopping, health or leisure development likely to generate significant traffic. 'A Framework Travel Plan' is required for a multi-use employment site or a multi-developer residential site or complex including retail, community, health or leisure uses. Travel Plan contributions may be required for any of these types of Plan. See http://www.leics.gov.uk/writing_a_successful_travel_plan.pdf
12. To ensure Travel Plan outcomes are being achieved and, where necessary, that remedial or planning enforcement action is initiated, Leicestershire County Council expects careful monitoring to be undertaken using a recognised survey and recording system (currently 'iTrace') and a standardised 'Travel Plan Monitoring Fee' will be charged to the developer to cover the Authority's costs for this service
13. Where the County Council receives funding to manage and deliver bus services and bus passes an administrative charge will be made. Monitoring and reviewing of public transport services will be charged to enable the county council to ensure the service delivery is provided as agreed if this is provided under a planning obligation. Commuted sums may be required for public transport infrastructure facilities.

HIGHWAYS AND TRANSPORTATION SUMMARY SCHEDULE	
Current Guidance	National Planning Policy Framework Local Transport Plan LTP3 6Cs Design Guide
Type of facilities for which provision may be needed	pedestrian and cycle facilities public transport improvements; public transport facilities and services travel plans (workplace, residential, school or mixed use) road and rights of way improvements; traffic management schemes; car parking and means of control; traffic regulation orders; support for car sharing scheme; facilities for charging or refueling vehicles using new forms of energy (e.g. electricity, fuel cells, hydrogen); associated landscaping includes planting and hard surfaces

HIGHWAYS AND TRANSPORTATION SUMMARY SCHEDULE	
Type of development which might trigger need for provision	<p>Any type of development residential or other which leads to a material increase in traffic on the network or is detrimental to road safety or has inadequate access to walking cycling and public transport or inadequate parking provision or creates on street parking issues or affect a right of way.</p> <p>Requirements will depend on the particular circumstances of a development proposal and may include for example parental car parking at schools and traffic management.</p> <p>Normally a scoping study or Transport Assessment/statement will assist in assessing the requirements for a particular development.</p>
Form in which payments should be made	<p>Required infrastructure generally will be provided by the developer as part of the development, however some requirements (particularly those required 'off-site' or where a continuing management or maintenance) might be covered through financial contributions, bond or commuted sums, secured by legal agreements or undertakings made under the planning and/or highways acts</p>
Contributions to capital costs or revenue costs	<p>Generally capital but revenue also, for example bus services and required maintenance liabilities usually in the form of a commuted sum.</p> <p>Liabilities include compensation arising from development highways work.</p> <p>Travel Packs; to inform new residents from first occupation what sustainable travel choices are in the surrounding area (can be supplied by LCC at £52.85 per pack).</p> <p>6 month bus passes, two per dwelling (2 application forms to be included in Travel Packs and funded by the developer); to encourage new residents to use bus services, to establish changes in travel behaviour from first occupation and promote usage of sustainable travel modes other than the car (can be supplied through LCC at (average) £350.00 per pass – NOTE it is <u>very</u> unlikely that a development will get 100% take-up of passes, 25% is considered to be a high take-up rate).</p> <p>Demand responsive transport service; to reduce early reliance on cars as the modal choice in the initial stages of the development, prior to the extension of the bus service, as below / <u>or</u> / to reduce reliance on cars as the modal</p>

HIGHWAYS AND TRANSPORTATION SUMMARY SCHEDULE

choice as the development is remote from any bus services. New/Improvements to 2 nearest bus stops (including raised and dropped kerbs to allow level access); to support modern bus fleets with low floor capabilities. At £3263.00 per stop.

Information display cases at 2 nearest bus stops; to inform new residents of the nearest bus services in the area. At £120.00 per display.

Bus shelters at 2 nearest bus stops; to provide high quality and attractive public transport facilities to encourage modal shift. At £4,908.00 per shelter.

Contribution towards equipping the nearest bus route with low floor vehicles; to provide high quality and attractive public transport facilities to encourage modal shift.

Contribution towards equipping the nearest bus stop(s) and suitable bus route with Real Time Information (RTI) system; to assist in improving the nearest bus service with this facility, in order to provide a high quality and attractive public transport choice to encourage modal shift.

3 line display - In shelter: £2,575 per display

3 line display - On flag pole: £2,920 per display

Ticket Machine software upgrade: £300 per bus

New/Increase in daytime bus frequency to every 15 minutes for 5 years; to ensure that sufficient levels of bus service(s) are available to accommodate the increased population in the area.

New/Increase in daytime bus frequency to every 30 minutes for 5 years; as above.

New/Increase in daytime bus frequency to every 60 minutes for 5 years; as above.

New/Increase in evening bus frequency to hourly for 5 years; as above.

New/Increase in Sunday bus frequency to hourly for 5 years; as above.

Travel plan; to establish a means to encourage and inform new residents of their sustainable travel choices.

Travel plan contributions we may require for major employment sites and residential sites of more than 80 dwellings:

A monitoring fee of £11,337 for a Framework Travel Plan (for a multi-use employment site or a multi developer residential site), and £6,000 for a Travel Plan (for a single use employment site or a single developer residential site), to enable Leicestershire County Council to provide support

HIGHWAYS AND TRANSPORTATION SUMMARY SCHEDULE	
	to the developers Travel Plan Co-ordinator; audit annual Travel Plan performance reports to ensure Travel Plan outcomes are being achieved and for it to take responsibility for any necessitated planning enforcement.
Threshold for size of development for which contributions are appropriate	There is no specific level as a need for highways related contributions will depend on the local circumstances and situation pertaining to a particular development.

APPENDIX 6**LIBRARY SERVICE**

- 1 The County Council has a statutory responsibility under the terms of the 1964 Public Libraries and Museums Act, to provide “a comprehensive and efficient library service for all persons desiring to make use thereof”.
- 2 The County Council considers that it’s proposed continuing of library services should be - modern and attractive; located in highly accessible locations for example, market towns or centres with high footfall in close proximity to retail or other services for example health or education.
- 3 Libraries will need to be flexible to meet the diverse range of users and be adaptable to the use of new technologies and other means of delivery to meet the needs of their clients. They should provide access to printed (e.g. books) and digital materials and a range of information services; the internet; and opportunities for learning and leisure.
- 4 Therefore contributions from new developments which place demand on library services are required in order to maintain this statutory responsibility and vision for libraries, where appropriate.

LIBRARIES SUMMARY SCHEDULE	
Current Guidance	<p>National Planning Policy Framework Community Infrastructure Levy Regulations Museums Libraries and Archives Council (MLA): Public Libraries, Archives and New Development, A Standard Charge Approach. May 2010 Department of Culture Media and Sport (DCMS) Public Library Standards. 2001 Arts Council England: The Community Infrastructure Levy, advice note for culture, arts and planning professional. April 2012 This is Leicestershire Evidence Base. 2008 Adults and Communities: Annual Service Plan Communities and Wellbeing: Annual Service Plan. Askews and Holts: average book price indicators Leicestershire County Council: Property Services guidance on internal building costs</p>
Type of facilities for which provision may be needed	<p>Access to static and mobile library services to support reading learning and information provision. Building work including internal adaptation and fitting out, extension and new building provision. Resources including books, newspapers/magazines, study support material, audio visual stock. Infrastructure including ICT network and equipment Provision or enhancement of community facilities with appropriate partners</p>
Type of development which might trigger need	<p>Any new residential development has potential for increasing the service delivery. A large commercial/employment development could lead to an increase in the use of local library services Student accommodation or halls of residence</p>
Form in which payments should be made	<p>financial in the majority of cases, however, for some large scale developments shared use of new/converted buildings may be more appropriate.</p>
	<p>Where new development generates a need for additional</p>

library provision, a contribution will be required. The need for a contribution will be established by comparing the current capacity of the library and population it serves against the number of people likely to be generated by a new development using standards developed by the MLA and DCMS. The formula used for calculating contributions is detailed below.

Contributions will be sought for the library that will be most affected by a proposed development. This may not necessarily be the local community library in all cases but a larger sub-regional library that draws its catchment from the geographical area of the proposed development. Catchment populations are identified using post code data derived from the library management system.

A contribution will be required for the enhancement of existing static library buildings and mobile provided services. Calculations are based on:

MLA Public Libraries, Archives and New Development: A Standard Charge Approach. May 2010. Assumed occupancy rates are:

1 bed open market or affordable	= 1.5 persons
2 bed + open market or affordable	= 3.0 persons
1 bed student accommodation	= 1.0 persons

MLA standard for public space in libraries per 1,000 pop = 30 sq. m

RICS building costs per sq m for the East Midlands 2008 = £2,807

Cost per 1,000 pop = £84,210

Cost per individual = £84.21

Building contribution per dwelling based on MLA assumed occupancy rates:

1 bed dwelling	= £126.31
2 bed + dwelling	= £262.63
1 bed student accommodation	= £84.21

Leicestershire County Council: Property Services guidance on the cost per sq m for internal building work = £1,300 per sq m

A contribution will be required for library materials and equipment to support reading, learning and information services. Calculations are based on:

	<p>Average number of residents per type of dwelling using the MLA assumed occupancy standards as above. DCMS standard for provision of library materials per 1,000 pop (upper and lower thresholds) Current average supplier price per item of stock including discount and servicing</p> <p>These factors are converted into a formula for a cost per type of dwelling.</p> <p>National Library Standard of level of stock per 1,000 pop Lower threshold =1.157</p> <p>National Library Standard of level of stock per 1,000 pop Upper threshold =1.532</p> <p>Current average price per item added to stock, March 2013 = £8.70</p> <p>Cost per 1,000 pop. Lower threshold = £10,065 Cost per 1,000 pop. Upper threshold = £13,328</p>												
	<p>Cost per individual. Lower threshold = £10.06 Cost per individual. Upper threshold = £13.33</p> <p>Library materials contribution per dwelling based on MLA assumed occupancy rates:</p> <table data-bbox="470 1328 1262 1559"> <tr> <td>1 bed dwelling. Lower threshold</td> <td>= £15.09</td> </tr> <tr> <td>1 bed dwelling. Upper threshold</td> <td>= £19.99</td> </tr> <tr> <td>2 bed + dwelling. Lower threshold</td> <td>= £30.18</td> </tr> <tr> <td>2 bed + dwelling. Upper threshold</td> <td>= £39.99</td> </tr> <tr> <td>1 bed student accommodation. Lower threshold</td> <td>= £10.06</td> </tr> <tr> <td>1 bed student accommodation. Upper threshold</td> <td>= £13.33</td> </tr> </table> <p>These costs are reviewed annually in June and adjusted to reflect the CIPFA submitted costs of providing Library Services</p>	1 bed dwelling. Lower threshold	= £15.09	1 bed dwelling. Upper threshold	= £19.99	2 bed + dwelling. Lower threshold	= £30.18	2 bed + dwelling. Upper threshold	= £39.99	1 bed student accommodation. Lower threshold	= £10.06	1 bed student accommodation. Upper threshold	= £13.33
1 bed dwelling. Lower threshold	= £15.09												
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2 bed + dwelling. Upper threshold	= £39.99												
1 bed student accommodation. Lower threshold	= £10.06												
1 bed student accommodation. Upper threshold	= £13.33												
<p>Threshold for size of development for which contributions are appropriate</p>	<p>Any new development has the potential for placing demands on and increasing the need for service delivery however the normal threshold for notification is 10 or more dwellings although there may be occasions when developer contributions may be required for developments of less.</p>												

SPORTS AND RECREATION

- 1 Leicestershire and Rutland Sports (LRS) is the County Sports Partnership for Leicestershire, Leicester and Rutland. It is a partnership of the local authorities of Leicestershire, Leicester and Rutland working together with schools, National Governing Bodies of Sport, club coaches and volunteers to create a lasting legacy for sport and physical activity. Its focus is to ensure the national sport and physical activity resources have a local dimension and the national sport and physical activity policies are delivered or implemented at a local level. It is responsible for the development of sport and physical activity at County level working with partners to increase participation in sport and physical activity.
- 2 LRS will where appropriate use the national standards and a local evidence base to negotiate for the provision of sports facilities where it is identified that it is required to mitigate the impact of developments on existing sports facilities or provision. In some cases the developer will be expected to secure long term maintenance of those sports facilities
- 3 New developments, particularly major schemes can have significant effects on the sports facilities and capacity. In order to mitigate those impacts the methodology for the assessment of sports facilities will be based on a combination of local authority policy and specific modeling which can be undertaken in line with Sports England tools and information on facilities and planning which is available on the Sport England website including the sports facility calculator.
- 4 Whilst the County Council will for the foreseeable future, continue to notify LRS of planning applications, the responsibility for addressing the impacts relating to sports and recreational activities and new development would generally lie with LRS in discussion with the relevant District/Borough Council.

APPENDIX 8**COMMUNITY SAFETY IN LEICESTERSHIRE**

1. The focus of community safety partnership is on a combination of reduction and prevention of crime and disorder and the introduction and promotion of social and economic change. In recent years it has been acknowledged that tackling community safety issues cannot be done by the police alone and a multi-agency approach can be more effective.
2. There are seven Community Safety Partnerships in Leicestershire. Community Safety partnerships are made up of representatives of local authorities; the police and crime commissioner; police force; the fire and rescue service; probation services; voluntary bodies and others.
3. Good design principles will be expected when considering planning applications by the County Council, for example waste and minerals and schools. The District/Borough Councils determine planning applications where the majority of design issues in relation to designing out crime and anti-social behaviour arise from for example housing and employment.
4. Whilst the matters relating to community safety are likely to be subject to planning conditions, there may be circumstances when a legal agreement is required and normally the majority of planning applications for housing or employment would lie with the District/Borough Councils and any planning contributions, for example, for the police would need to be addressed through the local planning authorities.

PUBLIC HEALTH

1. The impacts of developments on the health status and needs of the local population are matters that need to be taken into account if proposed developments are to meet the objectives of sustainable development as set out in national planning policy. As well as ensuring that development meets sustainable transport objectives, delivers a wide choice of high-quality housing and is of good design it should also aim to facilitate social interaction and create healthy, inclusive communities. This will include measures aimed at reducing health inequalities, improving access to healthy food and reducing obesity, encouraging physical activity, improving mental health and wellbeing, and mitigating the affects that development may have on the quality of land, air, water or soils, and the natural environment which might lead to an adverse impact on human health. Impacts can arise from a range of emissions, including smoke, fumes, gases, dust, steam, odour, noise and light, all of which can affect health and wellbeing.
2. Since April 2013, Leicestershire County Council has been responsible for the majority of the public health services previously run by the NHS. The public health team in the County leads on improving health and helping people lead more healthy lifestyles with a focus on the population and commissions key services from a number of organisations. The services range from support to quit smoking, drug and alcohol abuse, obesity, sexual health to services to improve mental health and wellbeing. There is an obligation on planning authorities to work with public health leads to ensure that decisions are made to improve the health and wellbeing of communities.
3. Operating these services from County Hall offers opportunities to link up with the Councils other work, particularly those areas which directly or indirectly affect health for example, social care, transport and libraries. The local authority, via the Director of Public Health, is also required to assure itself that relevant organisations have appropriate plans in place to protect the health of the population (e.g. from infectious diseases). The public health team also works closely with NHS colleagues particularly in clinical commissioning groups to ensure that local health services closely match the health needs of local people and to provide advice to them.
4. Whilst the majority of matters relating to Public Health are likely to be subject to planning conditions there may be occasional circumstances when a legal agreement would be required.

NOTIFICATION PROCEDURE PLANNING OBLIGATIONS

Introduction

1. The District or Borough Councils, as local planning authorities, are the first points of contact for the majority of developments proposals which would be likely to require planning obligations. A formal protocol was established through the original County –wide supplementary guidance document to ensure that all responsible parties are offered the opportunity to assess the implications/impact for service provision arising from new development proposals. This procedure has evolved and has been improved and needs to respond to changes in circumstances.
2. The procedure for consultation between the District/Borough Councils and the County Council on proposals as set out in the previous Development Control Agreement will continue to operate.

The Procedure

3. The County Council's Developer Contributions Officer (Chief Executive's Department) will be the coordinator for developer contributions matters and will be responsible for contacting nominated officers within the relevant County Council services and responding to the District or Borough Councils on any development proposal notified by them.
4. Individual planning officers at the District/Borough Councils will be responsible for notifying the County Council Developer Contributions Officer of relevant development proposals as defined in the following paragraphs:-
 - a. Residential development of at least 10 dwellings or more or 0.25 hectare @ 36 dwellings per hectare in size;
 - b. Significant or major proposals for employment; retail; leisure; mixed use developments which are likely to give rise to requirements for developer contributions which is likely to give rise to requirements for developer contributions, based on the advice given in the guidelines and/or locations of 'special concern' set out in paragraph c. below.
 - c. There may be circumstances where there are a large number of proposals below 10 dwellings in an area. The County and District Councils will need to advise each other of these smaller proposals, where it is established that individual services and facilities are close to capacity or will require

improvement as a result of development. Individual service providers have identified separately in the guidelines the locations where there are 'special concerns' for particular services and these will be reviewed by the service departments on a regular basis.

5. Individual service providers will review the contents of the guideline tables on a regular basis, in the context of annual programmes and changes in circumstances. In some locations, the cumulative impact of proposals for 'small sites' (i.e. below the identified thresholds) may result in the need to improve service provision. The County Council will maintain records of the accumulation of 'small' developments, based on the 'small sites' information provided by District Councils.
6. Relevant development proposals will include planning applications, any pre-application inquiries and development briefs on the following:
 - a. proposals that are identified as Local Plan allocations. Although there may have been consultation on these sites through the local plan process, it will be necessary to notify the County Council of subsequent planning applications, in order that its service requirements agreed through the local plan process can be formally secured. It will also be necessary where the local plan does not set out the specific contributions that will be required. It may exceptionally be appropriate to consider additional contributions in addition to those set out in local plans where there are new considerations to be taken into account;
 - b. 'windfall sites', which can often give rise to previously unidentified requirements for services and facilities;
 - c. proposals which are the subject of appeal and/or 'call-in' proceedings, where notification procedures have not been concluded or require confirmation.
7. Notification by the District Council shall be in an appropriate form either by email or letter the contents of which shall be agreed by the County and District Councils and reviewed as necessary. Details of the site of the proposal, the description of the proposed development and the application number should be provided to the County Council and provision of an access/web link to identify the site of the proposal, an adequate location plan, and written submission or details which accompany the developer's application or inquiry.
8. In agreed cases, the County Council developer contributions officer, together with a representative of other County Council Services as may be necessary, will be given the opportunity to attend any meetings which may be held between the District Council and a developer and / or agent to discuss potential contributions, with the agreement of the developer.

9. The County Council developer contributions officer will respond to all notifications of planning proposals by the District Council within 21 days, unless an extension of time is granted at the discretion of the District Council's officer.
10. Prior to the final decision on the proposal being made, in the event of any requirements for developer contributions associated with Leicestershire County Council service provision not being agreed, the District Council officer will formally notify the County Council developer contributions officer of the circumstances. The County Council will respond to the District Council within 14 days of the subsequent notification, unless an extension of time is granted at the discretion of the District Council officer.
11. On occasions, a developer or agent will contact an individual service department of the County Council to discuss the matter of contributions arising from a potential development. In these circumstances, the nominated officer of the service department shall advise the County Council developer contributions officer, within 3 days, of the nature and location of the proposed development. Within 3 days of receiving this advice the County Council developer contributions officer shall notify the relevant officer of the District Council of the proposal.

Legal Agreements

12. The cost of preparing and securing legal agreements will normally be met by developers. In other cases, the County and Borough/District Council will separately be responsible for the costs relating to its own specific service requirements. On the matter of involvement or otherwise of service departments in legal agreements, practice varies from District to District although it is more usual than not for the service department to be involved. In many cases the developers will want the service provider to be involved to give covenants as to how and when it will spend the money it is receiving.
13. After any legal agreement, obligation or unilateral undertaking has been signed and the planning permission has been issued, a copy of the relevant document shall be sent by the District Council to the County Council Legal Services. In the case of County Matters, a copy of the agreement shall be sent by the County Council to the District Council's case officer.

Timing of payment

14. This will vary but broadly speaking payment should be made at a time that enables the provision of the facility that is being funded at the time when it is needed. There is no rigid formula to calculate this and it can be varied according to individual circumstances.
15. In the field of education contributions, for example, a payment scheme has developed which normally requires:-

- a. 10% on commencement of development to enable commencement of the design of the project;
 - b. 45% at about the mid-point in the development;
 - c. 45% towards the end of the development.
16. The payment scheme does vary however, for example where the money will be used to fund part of a larger contract that will incorporate the additional accommodation being funded.
17. Similar types of trigger points and timings of payment of obligations can apply to highway contributions.

Method of payment

18. Payment does not necessarily have to be in the form of a financial contribution. It might, for example, necessitate additional educational facilities and the developer may be given the option of either paying a financial contribution or constructing the additional facilities to the County Council's CYPS specification and design requirements. Alternatively, if the work being funded by the developer is part of a larger extension, the developer may be told that the only option is to make a financial contribution.
19. The same sorts of general consideration on the method of payment and whether the developer or the Highway Authority does the work apply to highway contributions.
20. A record and database will be kept and maintained of payments received. The trigger points at which payments will normally be made will be monitored by the District Council or the County Council as appropriate. If considered appropriate the legal agreement must include clauses requiring the developer to notify the local authority when trigger points are reached or a prescribed period has elapsed. Payments of contributions must be made to the appropriate council or service provider

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REPORT OF THE CORPORATE GOVERNANCE COMMITTEE

A. PROPOSED CHANGES TO THE CONTRACT PROCEDURE RULES

Introduction

1. This report concerns a review of the operation of the Contract Procedure Rules and recommended revisions to those rules.

Background

2. Article 15 of the County Council's Constitution gives the Chief Executive a duty to monitor and review the operation of the Constitution to ensure the aims and principles of the Constitution are given full effect.
3. Rule 8 (Annual Reporting) of the Constitution's Contract Procedure Rules stipulates that the Director of Corporate Resources, in consultation with the County Solicitor, shall at least once in each financial year submit a report to the Corporate Governance Committee in relation to the operation of these Rules. This includes amongst other things any departures from or proposed revisions to the Rules and/or changes required to accommodate the requirements of UK and EU procurement law as may be necessary from time to time.
4. The Constitution requires that changes to these Rules must be approved by the Council after consideration of recommendations of the Corporate Governance Committee.

Proposed Revisions to the Rules

5. A few minor changes to the operation of the Contract Procedure Rules are being recommended aimed at clarifying the meaning of some rules and to facilitate the use of e-tendering. The details are set out in Appendix A to this report.
6. Should the County Council approve the draft revised Contract Procedure Rules, they will be published on the Council's intranet and internet sites (the revisions highlighted on the home page) and communicated to all relevant managers and staff within the Council, including via newsletters and presentations.
7. The Corporate Governance Committee considered this matter at its meeting on 23rd September, 2014 and its recommendations are contained in the motion which appears below.

(Motion to be moved:-

That the proposed amendments to the Contract Procedure Rules, set out in Appendix A to the report of the Corporate Governance Committee, be approved.)

23 September 2014

E D Snartt
Chairman

Background Papers

Joint report of the Director of Corporate Resources and County Solicitor to the meeting of the Corporate Governance Committee on 23rd September 2014 on Proposed Changes to the Contract Procedure Rules.

Appendix A - Proposed Amendments to the Contract Procedure Rules (2013-14)

	Rule	Proposed Amendment	Rationale	Current Wording
1	Rule 6 -Exceptions	f) residential placements sought for an individual under the Shared Lives scheme [for any equivalent scheme]	New Rule added to allow exceptions to the rules under a Shared Lives Scheme	New Rule- Rule 6(a)(iv)(f)
2	Rule 11- Procurement Exercise Process	Procurement Exercise Process (a) Based on the Estimated Value, as identified in Rule 10, Table 1 below makes provision for the minimum requirements for the subsequent Procurement Exercise. (b) All contracts with an Estimated Value of £100,000 or more must be referred to ESPO subject to any general exceptions agreed with ESPO prior to the commencement of the Procurement Exercise by the Procuring Officer unless the Procuring Officer acting on advice of the Category Manager considers that the Council can better comply with its duty of Best Value by not using ESPO. All such cases must be confirmed in writing to the Director of Corporate Resources. Table 1: Minimum requirements for a Procurement Exercise (for exceptions see Rule 6): [...]	Rule amended to improve readability and to make clear that the Exception Rule 6 applies to all derogations from the rules. Also all reference to 'Rule 5' in Table 1 has been amended to Rule 6	(b) All contracts with an Estimated Value of £100,000 or more must be referred to ESPO subject to any general exceptions agreed with ESPO prior to the commencement of the Procurement Exercise by the Procuring Officer unless the Procuring Officer acting on advice of the Category Manager considers that the Council can better comply with its duty of Best Value by not using ESPO. All such cases must be confirmed in writing to the Director of Corporate Resources. Table 1: Minimum requirements for a Procurement Exercise (for exceptions see Rule 5):-[...]
3	Rule 19 -Irregular Tenders	(c) Tenders other than E-Tenders where the Estimated Value is £100,000 or more are not valid unless they are received in a plain sealed envelope or parcel addressed to the Chief Executive the envelope or package must bear the word "Tender" followed by the subject to which it relates. (d) E-Tenders must be submitted in accordance with the requirements of the electronic tendering process used. (e) Where a Tender has been received which is an Irregular Tender in that it does not fully comply with the instructions given in the Invitation to Tender and/or because it is received after the appointed time for receipt or does not comply with Rules 19(b) or 19(c), the provisions of Rules 19(f) and 19(g) apply. (f) A Tender other than an E-Tender which is received after the closing date and time may be opened and evaluated in accordance with Rule 20 if there is clear evidence of it having:- [...]	Rule 19 has been amended to take account of the introduction of electronic tendering and to ensure that procurements conducted via an electronic tendering system are regulated in the same manner as the paper tenders.) A Tender is not valid unless it has been delivered to the place appointed in accordance with Rule 18 and not later than the appointed day and hour. (c) Tenders where the Estimated Value is £100,000 or more are not valid unless they are received in a plain sealed envelope or parcel addressed to the Chief Executive. The envelope or package must bear the word "Tender" followed by the subject to which it relates. (d) Where a Tender has been received which is an Irregular Tender in that it does not fully comply with the instructions given in the Invitation to Tender and/or because it is received after the appointed time for receipt or does not comply with Rules 19(b) and 19(c), the provisions of Rules 19(e) and 19(f) apply. (e) A Tender received after the closing date and time may be opened and evaluated in accordance with Rule 20 if there is clear evidence of it having:-[...]

3	Rule 20 -Receipt and Opening of Tenders	<p>(a) Rule 20(b) to (f) apply <u>only</u> to Tenders where the Estimated Value is £100,000 or more and the Tender is not an E-Tender. Rule 20 (g) applies to E-Tenders only</p> <p>(b) On receipt, envelopes containing Tenders must be date and time stamped by the Chief Executive and shall remain in his custody until they are opened.</p> <p>(c) The Chief Executive must keep a record of all Tenders received.</p> <p>(d) Tenders must be opened at one time in the presence of not less than two Officers one of whom is not involved in the Procurement Exercise and who is designated by the Chief Executive. Each Officer must initial each Tender once opened which must also be date stamped.</p> <p>(e) Particulars of all Tenders opened must be entered by the Chief Executive upon the record which must be signed by the Officers present at the opening, together with a note of all Irregular Tenders.</p> <p>(f) The Chief Executive must forthwith send a copy of the record to the appropriate Procuring Officer (with the Tenders) and must retain a copy himself.</p> <p><u>(g) E-Tenders must be opened in accordance with the requirements of the electronic tendering process used.</u></p>	<p>Rule 20 has been amended to take account of the introduction of electronic tendering and to ensure that procurements conducted via an electronic tendering system are regulated in the same manner as the paper tenders.</p>	<p>Receipt and Opening of Tenders</p> <p>(a) Rule 20 applies to Tenders where the Estimated Value is £100,000 or more, except where using an electronic tendering system that does not allow Tenders to be accessed until the deadline for Tender submissions has passed, and where Rule 9(g) has been followed.</p> <p>(b) On receipt, envelopes containing Tenders must be date and time stamped by the Chief Executive and shall remain in his custody until they are opened. The Chief Executive must keep a record of all Tenders received.</p> <p>(c) Tenders must be opened at one time in the presence of not less than two Officers one of whom is not involved in the Procurement Exercise and who is designated by the Chief Executive. Each Officer must initial each Tender once opened which must also be date stamped.</p> <p>(d) Particulars of all Tenders opened must be entered by the Chief Executive upon the record which must be signed by the Officers present at the opening, together with a note of all Irregular Tenders.</p> <p>(e) The Chief Executive must forthwith send a copy of the record to the appropriate Procuring Officer (with the Tenders) and must retain a copy himself.</p>
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4	Rule 30 –Contract Variations	<p>In the case of a contract which was originally approved by the Executive and where any variations are considered significant by the Director of Corporate Resources <u>or the County Solicitor in consultation with the appropriate Category Manager</u>, then <u>authority must be gained from</u> the Executive. <u>In all other circumstance the following applies</u></p> <p>30 (a) Prior to any variation being agreed <u>which would result in an increase in the Total Value of the contract</u> the Procuring Officer must ensure that sufficient additional budget provision has been approved by the budget holder.</p> <p>30 (b) If the Total Value of the contract is under £100,000, <u>including the planned variation</u>, the Appropriate Chief Officer <u>in consultation with the appropriate Category Manager</u> shall be authorised to vary the contract.</p> <p>30 (c) In the case of a contract with a Total Value of £100,000 or more: i) for variation(s) that would increase or decrease the Total Value of the contract by 10% or more, the Appropriate Chief Officer <u>in consultation with the appropriate Category Manager and the County Solicitor</u> must gain the prior approval of the Director of Corporate Resources. This authorisation must be issued before the work is carried out, or in the case of an emergency, immediately thereafter.</p>	Rule 30 has been amended so that it follows the same format as Rule 31	<p>Contract Variations</p> <p>(a) Prior to any variation being agreed which would result in an increase in the Total Value of the contract the Procuring Officer must ensure that sufficient additional budget provision has been approved by the budget holder.</p> <p>(b) If the Total Value of the contract is under £100,000, including the planned variation, the Appropriate Chief Officer in consultation with the appropriate Category Manager shall be authorised to vary the contract. This authorisation must be issued before the work is carried out, or in the case of an emergency, immediately thereafter.</p> <p>(c) In the case of a contract with a Total Value of £100,000 or more: (i) for any variation(s) that would increase or decrease the Total Value of the contract by 10% or more, the Appropriate Chief Officer in consultation with the appropriate Category Manager and the County Solicitor must gain the prior approval of the Director of Corporate Resources. This authorisation must be issued before the work is carried out, or in the case of an emergency, immediately thereafter; (ii) for any variation(s) that would increase or decrease the Total Value of the contract by less than 10% the Appropriate Chief Officer in consultation with the appropriate Category Manager shall be authorised to vary the contract. This authorisation must be issued before the work is carried out, or in the case of an emergency, immediately thereafter.</p>
5	Schedule 1 - Interpretation "Category Manager"	"Category Manager" means a <u>Commercial Specialist or other</u> Officer authorised by the Director of Corporate Resources to manage the procurement of a category or categories of goods, services and/or works. Where there is no Category Manager for the goods, services and/or works being procured the Head of Procurement shall adopt this role. .	Definition of Category Manager amended following the restructure of the Corporate Procurement Unit into a Commercial and Procurement Service, the amendment therefore takes account of the change in the officers designation but at the same time recognising the category management approach.	"Category Manager" means the Officer authorised by the Director of Corporate Resources to manage the procurement of a category or categories of goods, services and/or works. Where there is no Category Manager for the goods, services and/or works being procured the Head of Procurement shall adopt this role.
6	Schedule 1 - Interpretation "E-tender"	<u>"E-Tender" means a Tender that has been submitted using an electronic tendering system that complies with Rule 5 (g).</u>	The term has been introduced to take account of electronic tendering.	New definition
7	Schedule 1 - Interpretation "Tender"	"Tender" means the formal offer from a Tenderer, which is capable of acceptance by the Council, which is a response to an Invitation to Tender. It shall include all documents comprising the submission including pricing, technical specification and method statements as well as information about the Tenderer. A written Quote or Quotation is also a Tender. <u>The term "Tender" also includes an E-Tender except where the context implies otherwise.</u>	The amendment has been made to take account of electronic tendering.	"Tender" means the formal offer from a Tenderer, which is capable of acceptance by the Council, which is a response to an Invitation to Tender. It shall include all documents comprising the submission including pricing, technical specification and method statements as well as information about the Tenderer. A written Quote or Quotation is also a Tender.

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