

The Cabinet

24th June, 2015 at 3.00 pm
at the Sandwell Council House, Oldbury

Present: Councillor Eling (Chair);
Councillors Crompton, Y Davies, Hackett and
Khatun.

Apologies: Councillors Cooper and Moore.

Observers: Councillors Ahmed, L Horton, Sandars and
J Underhill.

100/15 **Declarations of Interest**

Councillor Hackett declared a non-pecuniary interest in relation to Minute No. 112/15 below (Consolidation of Apprenticeship Provision and Formal Adult Learning in Sandwell) as he was currently based at Sandwell College as part of his further educational studies and also taught at the College on a voluntary basis.

101/15 **Minutes**

Resolved that the minutes of the meeting held on 3rd June, 2015 be confirmed as a correct record.

Strategic Matters

102/15 **Council Services Financial Outturn 2014/15 (Key Decision Ref. No. SR275)**

The Deputy Leader and Cabinet Member for Finance and Resources presented details of the financial outturn for each of the Council's services for 2014/2015.

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The Council had achieved an overall surplus of £12.543m in 2014/15, which included a surplus of £3.930m against the ringfenced Public Health grant and £3.497m and £2.988m in respect of unallocated contingency budget and treasury management.

The outturn surplus of £3.497m reported against central items was higher than the £0.850m projected at period 9 due to:-

- the waste contract (£1.166m);
- past service pensions costs (£0.900m);
- the Sandwell Guarantee (£0.970m).

Surpluses in relation to the Sandwell Guarantee and the past service pension costs would be carried forward for utilisation in 2015/16, with the remaining £1.627m being released to balances.

The Council continued to adopt a rolling three year budget strategy process which would enable directorates to make operational and financial decisions over a medium term basis, ensuring that service delivery was maximised and avoiding short term cuts that may have longer term detrimental impacts.

The Council's medium term financial strategy, as approved by Council on 3rd March 2015, highlighted the need to achieve further savings through a combination of directorate specific efficiency savings and the Facing the Future programme. The majority of the Council's directorates were required to achieve budget reductions of 16% in 2015/16 and 11% in 2016/17, with a reduced level of savings being required from both the Adult Social Care and Children's Services directorates. In total, this equated to £14.013m in 2015/16 and £11.315m in 2016/17.

Facing the Future, the Council's vehicle through which transformational change projects would deliver future efficiency savings, had been extended into year three of the current budget strategy process. Savings currently planned to be achieved through Facing the Future totalled £9.025m in 2015/16, £12.475m in 2016/17 and £15.906m in 2017/18.

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Projects were currently on track to deliver the full savings requirement included within the 2015/16 budget strategy. For the projects that had been included within years two and three of the programme, the Facing the Future Board continued to monitor progress against these in order to identify any risk of non-delivery or reduced savings as early as possible. The Board continued to work closely with members on the development of new projects, to both bridge the gap in years 2 and 3, as well as being available to be pulled forward should the need arise.

Subject to the approval of directorate carry forwards, the Council's free revenue balances as at 31st March 2015 would reduce from £13.559m to £12.179m. This equated to 4.7% of the Council's net expenditure budget for 2015/16 and was in line with the Council's policy to hold between 3% and 5% in free balances.

Moving into 2015/16 and future years, balances earmarked included carry forwards specific to individual directorates and central items (£12.9m), ring fenced Public Health grant (£3.9m) and revenue contributions to capital schemes including the Council's Information Communication Technology Strategy and Wednesbury Leisure Centre (£20.0m). Monies set aside for specific purposes such as the Sandwell Jobs Promise, the potential extension of the current Local Council Tax Reduction Scheme, remaining unknown equal pay claims and other balances to mitigate potential liabilities that the Council was aware of would reduce the strategic risk to the Council in the sum of £18.3m.

Whilst none of the services outturned in a deficit position in 2014/15, a budgetary pressure in relation to the Children's Services Improvement Plan of £0.834m was identified as being required in 2015/16. These monies had been included as part of the carry forward requested for the service.

The severity of the budget reductions facing Local Government following recent financial settlements and projected continued decline in public expenditure levels over the foreseeable future would result in the Council continuing to face significant budgetary pressures in the medium term.

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Announcements made in early June had indicated that public health spending within local government would be cut by £200m via the ring fenced Public Health grant. It was anticipated that this would be a reduction to Sandwell in the region of £1.5m. The impact upon the Council's medium term financial strategy would be reviewed when more detail was received, however, the current profile of the 2014/15 carry forward over the next two financial years would need to be revisited to help address the loss of funding.

The ongoing impact of the economic climate had been evident with the continuing high level of benefit claimants and the reduction or complete removal of external grant funding regimes. In addition, welfare reform initiatives, including the local council tax support scheme and the business rates retention scheme, would continue to place additional pressures and risks upon Council resources.

The outturn for the Council's capital programme for 2014/15 was £112.038m compared to the budget of £142.204m. The majority of this £30.166m variance related to slippage in year which would require budgets to be re-profiled into future financial years.

The Council continued to perform very well in its revenue collection. The in-year Council Tax collection rate for 2014/15 was 98.3% which was consistent with performance over the previous four years.

The value of general debtors raised in 2014/15 was £87.375m of which 98.11% was collected by year end compared to 95.16% in 2013/14.

The Council's strategy during 2014/15 had remained consistent with that adopted over the previous two years, this had been to continue to draw down its investments and borrow short term at preferential rates which had enabled it to make savings against its forecast treasury management budget.

In presenting the report, the Deputy Leader and Cabinet Member for Finance and Resources advised Cabinet that over the last five years, the Council's budget had been cut by around £130m. It was anticipated that further significant cuts would be made to the Council's budget over the next few years.

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The Council's Medium Term financial planning had enabled the Council to manage the delivery of services, prioritise and protect services and had helped to bring about savings. The Council's outturn position was better than had been previously projected, unlike many local authorities which were either facing an overspend or a deficit. The Council's outturn was currently in surplus and Sandwell was in a better position to meet any further cuts required by Government in future years.

Budget advances had been made within both Children's Services and Adult Social Care by changing ways of working and reducing the reliance on temporary agency staff by recruiting to permanent positions.

The Deputy Leader and Cabinet Member for Finance and Resources placed on record his thanks to all those involved in delivering the budget which was helping to serve the borough well and protecting residents in difficult times.

The Council's financial outturn 2014/2015 would be referred to the Budget and Corporate Scrutiny Board for consideration.

Resolved:-

- (1) that the proposals arising from the 2014/15 directorate outturn reports for each service area, Housing Revenue Account, the Council's capital programme outturn and the Treasury Management outturn be referred to the Budget and Corporate Scrutiny Board for consideration;
- (2) that a further report be submitted to Cabinet on the proposals arising from service outturns (both revenue and capital) 2014/15, following consideration by the Budget and Corporate Scrutiny Board;
- (3) that surpluses additional to those approved at period 9, being requested to be carried forward into 2015/16 and future years within the individual directorate outturn reports be approved;
- (4) that a sum of £0.198m be set aside as a revenue contribution to capital in support of the West Bromwich Crematorium catering facility.

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103/15

Extension to Tipton Local Centre (Key Decision Ref. No. TNS023)

The Deputy Leader and Cabinet Member for Finance and Resources sought approval to allocate funding from the Housing Revenue Account and Adult Services budget in order to facilitate the extension of the Tipton Local Centre, High Street, Tipton.

The Tipton Local Centre covered the Princes End, Tipton Green and Great Bridge wards. The proposed extension would enable the Centre to deliver a fully functional Sandwell Local Centre that supported locality working and co-location of services.

The extended Centre would enable ease of access to a range of services as it would accommodate Adult Services, Children's Services and Police and Neighbourhood Services.

The capital costs for the project totalled £350,000, with an additional £1,000 revenue costs associated with the refurbishment and ongoing utility costs.

A full appraisal had been undertaken by Strategic Finance and a number of actions had been recommended to mitigate any risks to the Council.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposals for approval.

Resolved:-

- (1) that a total of £300,000 from the Housing Revenue Account and £50,000 from the Adult Services budget be allocated in order to complete the refurbishment of the Tipton Local Centre, High Street, Tipton;
- (2) that subject to resolution (1) above, the Director – Governance be authorised to enter into agreements as appropriate to facilitate the extension of the Tipton Local Centre, High Street, Tipton;
- (3) that in connection with resolution (1) above, the following action points identified within the appraisal report be implemented to reduce any risk to the Council:-

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- determine the cost of necessary Information Communication Technology works and ensure that sufficient funding is available;
- review future revenue costs to ensure that all costs are identified and funded;
- review projected savings to ensure that the project contributes towards the expected savings to the Facing the Future programme;
- ensure the Council's Procurement and Contract Procedure Rules and financial regulations are adhered to when appointing contractors;
- identify methods and systems to monitor the outputs and outcomes adequately;
- review the risk register to ensure that all risks are identified and mitigating actions taken;
- review the usage of premises on an annual basis to ensure the costs remain appropriate as eligible expenditure to the Housing Revenue Account.

104/15

Planning Obligations Supplementary Planning Document (Key Decision Ref. No. JE138)

The Deputy Leader and Cabinet Member for Finance and Resources presented details of the revised Planning Obligations Supplementary Planning Document.

The use of planning obligations in Sandwell was outlined within a Supplementary Planning Document "Planning Obligations", which was adopted in 2009 and updated in 2011.

To ensure the document was consistent with policies in the Black Country Core Strategy 2011, changes were required to the Supplementary Planning Document which had come into effect from April 2015:-

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- changes to the Section 106 regime introduced by central Government;
- the recent introduction of Community Infrastructure Levy in Sandwell.

The document had been distributed for consultation and representations received were set out in a consultation statement. Appropriate amendments had also been made to the Supplementary Planning Document.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposals for approval.

In response to a query from the Chair of Community Safety, Highways and Environment Scrutiny Board relating to how air quality across the Black Country would be monitored and how non-compliance would be dealt with, the Deputy Leader and Cabinet Member for Finance and Resources confirmed that in accordance with the Environment Act 1995, the four Black Country authorities had a duty to review and assess air quality within their borough in order to protect human health and the environment. A set of National Air Quality Objectives had been published for key pollutants and an extensive network of air quality monitoring sites was maintained to measure the concentrations of pollutants.

The results of the air quality monitoring were compared to the National Air Quality Objectives and where these had been exceeded, the local authority would need to declare an Air Quality Management Area and work to reduce pollutant concentrations in order to achieve compliance. At the current time, the Black Country was non-compliant with the nitrogen dioxide annual mean objective and each local authority had declared a borough wide Air Quality Management Area.

The results of monitoring would be used to determine future compliance with the air quality objectives and the effectiveness of the Black Country Air Quality Supplementary Planning Document.

Resolved to recommend:-

- (1) that the Planning Obligations Supplementary Planning Document 2015 be approved and adopted;

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- (2) that, in consultation with the Cabinet Member for Regeneration and Economic Investment, the Director - Regeneration and Economy review and make any minor changes, as necessary, referred to in the Consultation Statement.

105/15

Changes to Sandwell's Local Development Scheme 2015 – 2017 (Key Decision Ref. No. JE139)

The Deputy Leader and Cabinet Member for Finance and Resources presented details of the revised Local Development Scheme 2015-2017.

The scheme was a three year programme which highlighted the various town planning documents that would be produced by the Council. The initial scheme was approved by the former Cabinet Member for Environment and Transport on 1st February, 2005 and had subsequently been revised annually. Local Planning Authorities were required to prepare their Local Development Scheme and make it available to the public.

The 2015 Local Development Scheme had identified the need for the Planning Obligations Supplementary Planning Document to be reviewed due to the adoption of the Community Infrastructure Levy. In addition, a Black Country Air Quality Supplementary Planning Document was programmed along with a refresh of the Hot Food Takeaway Supplementary Planning Document. A review of Wednesbury Conservation Area had also been programmed to start in 2016.

An equality impact assessment was not required for this proposal.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposals for approval.

A question was raised by the Chair of Community Safety, Highways and Environment Scrutiny Board relating to the use of consultants to contribute towards the Council's Local Development Scheme when other agencies were being used, the cost of employing these consultants and whether this cost would be shared with other local authorities.

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In response, the Deputy Leader and Cabinet Member for Finance and Resources reported that consultants were only utilised to assist in evidence gathering on larger documents such as the Black Country Core Strategy Review and the Site Allocations and Delivery Development Plan Document Review. It was not intended to employ consultants to assist on the Air Quality or Hot Food Takeaways Supplementary Planning Document as these were produced in-house.

There was currently no additional cost associated with employing consultants. Work on the Core Strategy review was not due to start until Summer 2016 and this would identify whether consultants were required. Consultants would only be used where there was no in-house expertise and it would not be cost effective to employ staff for a short term role.

Any cost would be shared amongst the four Black Country Authorities, representing a saving for Sandwell.

Resolved:-

- (1) that the Sandwell Local Development Scheme 2015-2017 be approved;
- (2) that the Director – Regeneration and Economy, in consultation with the Cabinet Member for Regeneration and Economic Investment, make any further minor changes to the Local Development Scheme, as necessary, prior to making it available to the members of the public.

106/15

School Term and Holidays 2016/2017

The Cabinet Member for Children's Services presented details of the schedule of school terms and holidays which would be implemented by all controlled schools and which should be recommended to the governing bodies of all teaching establishments in Sandwell for the 2016/2017 academic year.

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In a recent poll in Sandwell, there was an overwhelming indication that schools would still follow a local authority set schedule. In January 2015, a meeting of the West Midlands Officer Group had established that all local authorities in the West Midlands region would continue to set a schedule of terms and holidays for their schools, however, it was acknowledged that such a schedule could now be recommended for adoption by schools. In order to achieve consistency, the group had developed a common set of dates for the 2016/17 academic year.

A local authority set schedule had always worked well with parents, pupils and school staff, allowing a consistent approach across the authority and the West Midlands region.

An equality impact assessment was not required for this proposal.

The Cabinet Member for Children's Services recommended the proposals for approval.

Resolved:-

- (1) that the schedule of School Terms and Holidays, as set out in Appendix 1, be approved for publication to apply to all community and voluntary controlled schools for the 2016/17 academic year;
- (2) that in the event that the local authority ceases to be responsible for setting the school term dates for controlled and voluntary controlled schools and in relation to other categories of school, the Schedule of School Terms and Holidays, as set out in Appendix 1, be recommended for adoption by Sandwell schools.

107/15

Discretionary Housing Payments Policy Amendments 2015/2016

The Deputy Leader and Cabinet Member for Finance and Resources sought approval to the revised Discretionary Housing Payments Policy 2015/2016 which had been amended to take into account a recent ruling that deemed it unlawful to take the care component of Disability Living Allowance into account as income when determining entitlement.

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Discretionary housing payments provided financial assistance for customers in receipt of housing benefit who had difficulty meeting the shortfall between their housing benefit and the rent charged.

There was a limited fund available for discretionary housing payments which was determined annually by the Department for Work and Pensions. The government contributed 40% towards this fund.

The Department for Work and Pensions had considerably increased the discretionary housing payment fund since the introduction of the Welfare Reform Act. The increase was intended to provide support to those customers most affected by the changes to housing benefit (such as the benefit cap and the bedroom tax).

It was now proposed to amend the policy as follows:-

- Disability Living Allowance, Attendance Allowance, Personal Independence Payments and Carers Allowance to be fully disregarded when calculating a claimant's total income;
- if a claimant in receipt of Disability Living Allowance, Attendance Allowance, Personal Independence Payments and Carers Allowance applied for a Discretionary Housing Payment due to the bedroom tax, a Discretionary Housing Payment would be awarded covering the full bedroom tax deduction.

An equality impact assessment had been carried out on the proposal and consultation had been undertaken with stakeholders.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposal for approval.

Resolved to recommend that the revised 2015/2016 Discretionary Housing Payments Policy be approved.

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108/15 Service Manager Review

The Deputy Leader and Cabinet Member for Finance and Resources sought approval to create a new Service Manager (Level 2) pay scale with a salary range falling between Director and Service Manager (Level 1) salary ranges.

This was to address the significant additional responsibility which now formed part of a Service Manager role as a result of the reduction in the number of Directors, the reduction in Service Manager posts from over 90 to 39 and the removal of all Head of Service posts.

Initial evaluations had shown that the impact on the responsibility levels of up to an estimated 10 of the 39 remaining Service Managers was significant in terms of the breadth, complexity and size of their existing service areas.

Responsibility levels between Director and Service Manager level were, in some cases, almost overlapping, however, current pay arrangements did not allow for this to be reflected.

Independent evaluation and challenge had been provided by the West Midlands Employers Organisation.

The Deputy Leader and Cabinet Member for Finance and Resources made reference to a letter received from the three Trades Unions Joint Branch Secretaries which expressed concern that no consultation on the proposal had been undertaken with trades unions and that the proposal would create additional costs which were not reflected within the report. The Deputy Leader and Cabinet Member for Finance and Resources confirmed that the costings of the proposal had been fully outlined within the report. He confirmed that by creating an additional pay band for Service Manager (Level 2), the Council sought to address an equal pay issue that had been brought to light as it recognised those Service Managers that were undertaking a higher level of responsibility. The Deputy Leader reassured members that the proposal was not a consequence of any restructuring proposals and did not aim to restructure Service Managers.

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Resolved:-

- (1) that the pay structure of the Council be amended to include a new pay band for Service Manager (Level 2) using the pay scales £69,812 to £79,812 as set out below:-

Point 1	Point 2	Point 3	Point 4	Point 5	Point 6
£69812	£71812	£73812	£75812	£77812	£79812

- (2) that the Chief Executive be authorised to re-grade up to a maximum of ten Service Manager posts from Level 1 to Level 2, where higher level responsibilities are identified and job evaluation validates this, and that these posts be re-graded with effect from 1st August 2015.

109/15

Award of Framework Agreement for Print Production Hardware Procurement (Key Decision Ref. No. C040)

The Deputy Leader and Cabinet Member for Finance and Resources reported that, on 1st April 2015, the Cabinet gave approval to enter into a contract for the supply of print room equipment to replace the ageing technology currently in use (see Minute No. 74/15).

It was now proposed to extend the term of this engagement in return for additional equipment following continued dialogue with the product vendor. This would benefit the Council's Design and Print Unit as well as providing stability for the vendor.

The Design and Print Unit was a traded service, which offered its services both internally and external to the Council. The print room technology currently in use was outdated and costly to support. The age of the equipment also impacted on reliability with more frequent breakdowns and difficulty in obtaining replacement parts. The unreliability and increasing cost of hardware support had an impact on the ability of the print and design service to compete and win new business as well as introducing unacceptable risk for the existing print services provided to the Council.

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The current annual expenditure on the primary print production equipment was £256,000. The proposed contract would reduce this cost to £105,000 per annum producing a saving of £151,000 per annum, whilst significantly increasing reliability and productivity.

The proposed solution would now provide:-

- technology refresh of Central Print production printers and guillotine;
- digital colour printing;
- workflow automation for efficient job production and speed of output;
- enhanced enveloping and mail inserting capability;
- a wide format (A0) scanner and printer to further reduce the amount of spend on expensive outsourced printing, e.g. Council promotional material, banners, posters etc;
- leverage the existing relationship with Xerox managed print service (MFDs) and to utilise on-site engineers;
- better strategic alignment to the “digital workplace”;
- business process changes required to meet the future service delivery model of the Council;
- agile working as it enabled the development of a Hybrid Mail service to support agile and field based workers;
- reduction in mailing costs as a result of “clean mail” being output (post code checked);
- a combined central and office based (MFD) print service to achieve further economies of scale.

The Crown Commercial Service Framework RM1599 had been established for the supply and delivery of a limited range of multi-functional devices with standard configuration from a single supplier negating the need for further competition. This framework did not dictate the length of contracts but did provide for the early termination of a contract for convenience should the Council want to exit the contract after two years without penalty.

In order to comply with the Council’s Procurement and Contract Procedure Rules, frameworks for these services would be awarded in accordance with The Public Contracts Regulations 2015.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposals for approval.

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Resolved:-

- (1) that Minute No. 74/15, taken by the Cabinet on 1st April 2015, to award the contract for print production services in the sum of £105,000 per annum to Xerox under Crown Commercial Services Framework Agreement RM1599 for a two year period from 9th April, 2015 to 8th April, 2017 be not proceeded with;
- (2) that the contract for print production services in the sum of £105,000 per annum be awarded to Xerox under Crown Commercial Services Framework Agreement RM1599 for a five year period from 1st August, 2015 to 31st July, 2020;
- (3) that in connection with resolution (2) above, any exemptions be made to the Council's Procurement and Contract Procedure Rules to enable the contract for print services to proceed;
- (4) that subject to resolution (2) and (3) above, the Director - Governance enter into appropriate framework agreements for print production services.

110/15

Exclusion of the Public

Resolved that the public and press be excluded from the rest of the proceedings to avoid the possible disclosure of exempt information under Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 relating to the financial or business affairs of any particular person (including the authority holding that information) and information relating to any consultations or negotiations, or contemplated consultations and negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority.

Strategic Matter

111/15

European Social Fund – Youth Employment Initiative (Key Decision Ref. No. SR274)

The Deputy Leader and Cabinet Member for Finance and Resources sought approval for the Council to apply for funding as part of the European Social Fund Youth Employment initiative in Sandwell and the Black Country for 2015-2018.

Funding would support the Sandwell Guarantee initiative to support young people into employment and potentially widen the target group to support the long term unemployed aged between 25-29 years. It would also support the Youth Employment initiative to support 16-29 year olds who were not engaged in education, employment or training or unemployed/economically inactive into positive destinations such as employment, self-employment and full time education/training. However, the European Social Fund could not be used to provide wage subsidies. Funding would therefore need to be found from other sources to continue financial support for this element of the programme.

A proposal was due to be submitted in association with Dudley Metropolitan Borough Council, Wolverhampton City Council, Walsall Metropolitan Borough Council and a Wolverhampton voluntary sector council to apply for £38m of external funds from the European Social Fund Youth Employment initiative.

Following the submission of an outline application to the Department for Work and Pensions, a full application would be submitted in late June 2015 with an anticipated start of September 2015. An appraisal identifying any risks to the Council would be considered by the Cabinet prior to a full application being submitted.

Sandwell Regeneration and Economy were proposing to submit £679,044 match funding over a three year period. This was made up of salaries of existing core funded staff and the £60,000 per year allocated to apprenticeship wage subsidies in the Council.

Sandwell Learning and Inclusion were also proposing to submit £1,613,990 match funding over a three year period. This was made up of a mix of existing staff salaries from the Connexions Service.

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Dudley Council had agreed to be the accountable body and would deliver the overarching programme management function.

Any risk associated with the project was anticipated to be minimal as funding would be paid on a grant basis.

An equality impact assessment was not required for this proposal.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposals to the Cabinet.

Resolved:-

- (1) that the use of Council funds as match funding from 2015-2018 to attract funding to deliver the European Social Fund Youth Employment Initiative programme in Sandwell and the Black Country, be approved and the submission of match funding be broken down as follows:
 - Sandwell Regeneration and Economy – submission of £679,044 match funding over a three year period;
 - Sandwell Learning and Inclusion – submission of £1,613,990 match funding over a three year period;
- (2) that details of Dudley Metropolitan Borough Council being the accountable body in respect of the European Social Fund Youth Employment initiative in Sandwell and the Black Country from 2015-2018 be received;
- (3) that in connection with the European Social Fund Youth Employment Initiative in Sandwell and the Black Country from 2015-2018, an outline bid be submitted to the Department of Works and Pensions;
- (4) that in the event that the European Social Fund Youth Employment Initiative in Sandwell and the Black Country bid to the Department for Works and Pensions is successful:-

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- a further report be submitted to Cabinet to include a full appraisal for members identifying any risks to the Council and action points required to mitigate those risks;
- the Director – Governance enter into any legal agreements as necessary.

Business Item

112/15

Consolidation of Apprenticeship Provision and Formal Adult Learning in Sandwell

The Deputy Leader and Cabinet Member for Finance and Resources presented details of the preferred option for Sandwell to consolidate and expand apprenticeships and formal adult learning.

Currently, both the Council and Sandwell College were apprenticeship providers, which had led to a duplication of service provision. It was therefore proposed to transfer or merge the apprenticeship provision.

The Council's two learning and training departments, Sandwell Adult and Family Learning Service and Future Skills Sandwell, were currently approved by Skills Funding Agency and Education Funding Agency to deliver contracts and were fully funded by external funding.

Four options had been identified via an options appraisal:-

- Option 1 – Transfer all Apprenticeship Provision from Sandwell Council to Sandwell College;
- Option 2 – Transfer all Apprenticeship and all formal classroom based provision for adults and young people from Sandwell Council to Sandwell College;
- Option 3 – Transfer all Apprenticeship delivery and all Adult Learning and Community Learning provision from Sandwell Council to Sandwell College;
- Option 4 – do nothing.

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Having considered all options, it was felt that option 2 was the most effective option as it would provide benefits to local learners and employers by combining and expanding resource for future apprenticeship provision, in addition to consolidating all formal adult education under a single provider.

In addition, under option 2, all staff delivery formal classroom based learning would be transferred to Sandwell College. These staff were all externally funded.

Consultation with trades unions and employees affected on the preferred option would commence in due course. Subject to the outcome of the formal consultation, the transfer date for staff was envisaged to be no later than 31st October, 2015.

An equality impact assessment was not required for the proposal.

The Deputy Leader and Cabinet Member for Finance and Resources recommended the proposals for approval.

Resolved:-

- (1) that option 2, to transfer all apprenticeships and formal classroom based provision for adults and young people from Sandwell Council to Sandwell College, be approved as the basis for consultation with employees and trades unions, as the preferred option for Sandwell to consolidate and expand apprenticeships and formal adult learning;
- (2) that, subject to the outcome of the consultation referred to in resolution (1) above, and the Director - Children and Families being satisfied that there are no significant issues arising, the Skills Funding Agency contract for apprenticeship and adult skills funding for 2015/16 and the Education Funding Agency contract for classroom based learning for young people aged 16-18 for 2015/16 be novated to Sandwell College;

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- (3) that, subject to resolution (1) above and the outcome of the consultation referred, the Director – Education, in consultation with the Director – Regeneration and Economy, being satisfied that there are no significant issues arising, the transfer of the following fourteen members of staff under Transfer of Undertakings (Protection of Employment) Regulations 2006 conditions from Sandwell Council to Sandwell College be approved by no later than 31st October, 2015:-

six staff from Sandwell Adult and Family Learning to Sandwell College:

Title	Grade
Senior Manager – Teaching & Learning	G
CQL – English	F
CQL – Maths	F
Subject Specialist Tutor -Employability	E
Tutor Assessor – STEM	E
Tutor Assessor – STEM	E

eight staff from Future Skills Sandwell to Sandwell College:

Title	Grade
Senior Manager –Training and Skills	H
Business Development Manager	G
Assessor Co-ordinator	G
Carpentry and Joinery Instructor	F
Business Administration Assessor	F
Painting and Decorating Instructors x 2	F
Bricklaying Instructor	F

- (4) that, subject to resolution (1) above and agreement with the External Funding Agencies, the Director – Governance be authorised to enter into any relevant documentation in connection with resolution (1) and (2) above, on terms and conditions to be agreed by the Director – Education and Director – Regeneration and Economy;

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- (5) that in the event that there are any issues arising from the consultation process deemed to be significant by the Director of Children's Services, a further report be submitted to the Cabinet.

(Meeting ended at 3.32 pm)

Contact Officer: Suky Suthi-Nagra
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Draft Schedule of School Terms and Holidays 2016/2017 Academic Year Primary, Secondary and Special Schools

Appendix 1

	Main Holidays	Half Term Holidays	Working Days
<u>Autumn Term 2016</u>			
From: Monday, 5 September	From: Monday, 19 December	From: Monday, 24 October	70
To: Friday, 16 December	To: Monday 2 January	To: Friday, 28 October	
<u>Spring Term 2017</u>			
From: Tuesday, 3 January	From: Monday, 10 April	From: Monday, 20 February	64
To: Friday, 7 April	To: Friday 21 April	To: Friday, 24 February	
<u>Summer Term 2017</u>			
From: Monday, 24 April	From: Wednesday, 26 July	<u>May Day</u> <i>Monday, 1 May</i>	61
To: Tuesday, 25 July		From: Monday, 29 May	
		To: Friday, 2 June	

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Pupils to attend school on 190 working days within the overall arrangements determined by the schedule.

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Bank Holidays:

Christmas: Monday 26 and Tuesday 27 December 2016

New Year: Monday 2 January 2017

Good Friday: Friday, 14 April 2017

Easter Monday: Monday, 17 April 2017

May Day: Monday, 1 May 2017

Spring Bank Holiday: Monday, 29 May 2017