

Cabinet

Wednesday, 18 March 2020

10.00 am

Oak Room, County Buildings, Stafford

NB. Members are requested to ensure that their Laptops/Tablets are fully charged before the meeting.

John Tradewell
Director of Corporate Services
10 March 2020

A G E N D A

1. **Apologies**
2. **Declarations of Interest in accordance with Standing Order 16**
3. **Decision notice of the meeting held on 19 February 2020** (Pages 1 - 12)
4. **Leader's Update**

Oral report of the Leader of the Council
5. **Minutes of the meeting of the Property Sub-Committee held on 4 March 2020** (Pages 13 - 14)
6. **Award of the Construction Project Framework Agreements (REF IA1585 and IA2060)** (Pages 15 - 24)

Cabinet Member for Commercial
7. **Keeping Staffordshire Moving - Highway Permit Scheme** (Pages 25 - 40)

Cabinet Member for Highways and Transport
8. **Renewal of the Contract for the Provision of Agency Workers** (Pages 41 - 54)

Cabinet Member for Learning and Employability
9. **Staffordshire Autism Joint Implementation Plan 2020-2023** (Pages 55 - 104)

Deputy Leader and Cabinet Member for Health, Care and Wellbeing and Cabinet Member for Children and Young People.
10. **Decisions taken by Cabinet Members under Delegated Powers** (Pages 105 - 106)

11. **Forward Plan of Key Decisions**

(Pages 107 - 112)

12. **Exclusion of the Public**

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of Local Government Act 1972 indicated below”.

PART TWO

(All reports in this section are exempt)

Membership	
Philip Atkins, OBE (Chairman)	Mike Sutherland
Mark Winnington	Philip White
Alan White	Gill Burnett
Mark Deaville	Bryan Jones
Gill Heath	Jonathan Price
Mark Sutton	Conor Wileman
Helen Fisher	Charlotte Atkins

Note for Members of the Press and Public

Filming of Meetings

The Open (public) section of this meeting may be filmed for live or later broadcasting or other use, and, if you are at the meeting, you may be filmed, and are deemed to have agreed to being filmed and to the use of the recording for broadcast and/or other purposes.

Recording by Press and Public

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.

DECISION NOTICE

Cabinet meeting - 19 February 2020

Present: Philip Atkins OBE, Mark Deaville, Helen Fisher, Gill Heath, Mike Sutherland, Mark Sutton, Alan White, Philip White and Mark Winnington.

Cabinet Support Members in attendance: Gill Burnett, Bryan Jones, Jonathan Price and Conor Wileman.

Also in attendance – Charlotte Atkins (Observer)

PART ONE

94. Decision notice of the meeting held on 29 January 2020

That the notes of the meeting held on 29 January 2020 be approved.


95. Leader's Update

That the oral report of the Leader of the Council giving an update on a range of issues including Storm Ciara, followed swiftly by Storm Dennis causing high winds and localised flooding; Staffordshire Day on May 1st; and the announcement from the Prime Minister on the go ahead of HS2; be noted.

96. Minutes of the meeting of the Property Sub-Committee held on 5 February 2020

That the minutes of the meeting of the Property Sub-Committee held on 5 February 2020 be received.

97. Award of the Contract for Waste Transfer Station Facilities and Associated Services for East Staffordshire (REF IA1766)

	<p>“As a county council we want to play our part in delivering a greener county and a greener country – and recycling and waste management can help us in these aspirations.</p> <p>“This report will look at the procurement process for the award of the contract for waste transfer facilities in East Staffordshire.”</p> <p>Mark Deaville, Cabinet Member for Commercial</p>
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Reasons for the Decision – To procure waste transfer facilities to which East Staffordshire Borough Council (ESBC) will deliver both General Waste and Recyclable Waste, and from where the waste will be transferred to various treatment facilities.


Decision – That delegated authority be delegated to the Director for Economy, Infrastructure and Skills to:

(i) Run a procurement process for the value indicated in the report, including both Lot 1 and Lot 2: and

(ii) Agree, finalise, execute and enter into the contract for Lot 1 with the successful bidder; and

(iii) In the event that ESBC elect not to dispose of their Recyclable Waste, to step into, execute and formally enter into the contract awarded under Lot 2, and manage and deal with any other direct or indirect implications arising from such a change initially between ESBC and the successful service provider.

98. Award of the Provision and Installation of PVC-u Windows, Aluminium Doors and Ancillary Work - Non-Domestic Framework Agreement (REF IA1834)

	<p>“We continue to be committed to obtaining value for money for taxpayers, while ensuring good services for users.</p> <p>This decision allows us to carry on that work as efficiently and flexibly as possible.”</p> <p>Mark Deaville, Cabinet Member for Commercial</p>
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Reasons for the Decision – To procure a multi-provider Framework Agreement for the provision and installation of PVC-u Windows, aluminium doors and ancillary work to commence on 1 May 2020 or as soon as possible thereafter.


Decision – (a) That the Council concludes its regulated procurement in line with the Public Contracts Regulations 2015 for the Framework Agreement for the Provision and Installation of PVC-U Windows, Aluminium Doors and Ancillary Work (Non-Domestic), in readiness for an agreement commencement of 1 May 2020 or as soon as possible thereafter.

(b) That, following the conclusion of the procurement, the Director of Corporate Services given delegated authority to approve;

(i) the Framework Agreement to be awarded and entered with the successful tenderers to the Framework Agreement;

- (ii) all subsequent call-off contracts under the Framework Agreement to be awarded and entered into with the successful providers under this Framework Agreement;
- (iii) any novation of the Framework Agreement and call-off contracts to new providers or variations to the terms of the Framework Agreement or call-off contracts, in accordance with the Public Contract Regulations 2015; and
- (iv) the 1-year extension to the Framework Agreement in accordance with the terms of the Framework Agreement (if applicable).

99. Award of the Planned and Reactive Maintenance and Minor Works Framework Agreement (REF IA1750)

	<p>“Procuring services which deliver best value for council are at the core of the council’s commercial service.</p> <p>“This report sets out plans to set up a new framework for maintenance and minor works from around May 2020.”</p> <p>Mark Deaville, Cabinet Member for Commercial</p>
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Reasons for the Decision – To procure a multi-provider Framework Agreement split into 3 separate lots – minor works construction / mechanical heating services / electrical services to commence on 1 May 2020 or as soon as possible thereafter.

Decision – (a) That the Council concludes its regulated procurement in line with the Public Contracts Regulations 2015 for the Framework Agreement for the Supply of Planned & Reactive Maintenance & Minor Works, in readiness for an agreement commencement of 1 May 2020;

(b) That, following the conclusion of the procurement, delegated authority be given to the Director of Corporate Services to approve:

- (i) the Framework Agreement to be awarded and entered with the successful tenderers to the Framework Agreement;
- (ii) all subsequent call-off contracts under the Framework Agreement to be awarded and entered into with the successful providers under this Framework Agreement;
- (iii) any novation of the Framework Agreement and call-off contracts to new providers or variations to the terms of the Framework Agreement or call-off contracts, in accordance with the Public Contract Regulations 2015; and
- (iv) the 1-year extension to the Framework Agreement in accordance with the terms of the Framework Agreement (if applicable).

100. Award of the Furniture Framework Agreement (REF IA1774)

	<p>“Getting the best value for taxpayers’ money is hugely important to this county council.</p> <p>“By going through a robust procurement process we are able to ensure we do just this and still have a quality service provided.”</p> <p>Mark Deaville, Cabinet Member for Commercial</p>
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Reasons for the Decision – To procure a multi-provider Framework Agreement split into 3 separate lots – Office Furniture/Educational Furniture/Library Furniture.

Decision –(a) That the Council concludes its regulated procurement in line with the Public Contract Regulations 2015 for the Furniture Framework Agreement for the provision of office, educational and library furniture.

(b) That, following the procurement process, the successful suppliers be appointed to the framework agreement for the period 1 July 2020 to 30 June 2022 and that, dependent on the quality of their delivery (to be determined on or before June 2022), that one or both of the 12-month contract extensions be implemented to a final contract end date of 30 June 2024.

(c) That following the procurement process, John Tradewell (Director of Corporate Services) be given Delegated Authority to approve the initial awards to the successful providers to the Framework, agree and execute the formal terms of the Furniture Framework Agreement, approve all subsequent awards of contracts and spends under this Framework and (if applicable) approve the 2 -year extensions to the Framework in its 3rd and 4th year up to the total value set out in the report and not exceeding that value in total over the entire period of the Furniture Framework Agreement.

101. Award Approval for the Dynamic Purchasing System for the Provision of Local Service Transport within Staffordshire

	<p>“Ensuring we can procure local bus services that meet the needs of our residents and represent good value for taxpayers is really important. Using a new dynamic purchasing system will mean that the often complex procurement process is simplified, so we can respond to the needs of our residents and changes in the local bus service market quickly and efficiently. The system will also give us more flexibility, meaning we will be able to incorporate further changes like emissions standards in the future.”</p>
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	Helen Fisher, Cabinet Member for Highways and Transport
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Reasons for the Decision – To approve the arrangements for the contract award to Dynamic Purchasing System (DPS) for the provision of Local Service Transport within Staffordshire for the period 1 April 2020 to 31 March 2039.

Decision – That the County Council facilitates a DPS for the period of 1 April 2020 to 31 March 2039 to be able to procure Local Bus Services as and when required.

(NOTE: At present there is an annual budgeted spend of £1.2m on local bus services, of which £0.7m is from a Department for Transport grant. The latter is confirmed to the Council on an annual basis, so may change over the DPS period in line with any central government policy change. Section 106 funds may in addition be drawn down in line with those individual commitments. It is not envisaged that annual spend from S106 funds would exceed more than £0.8m albeit this is subject to variation).

102. Future Model of Carers Services



“Around the county, thousands of people are providing unpaid care for their loved ones. For most carers, this experience is rewarding, however the responsibility for providing care can have a wide-ranging health, wellbeing and economic impact. By ensuring carers are able to access information, advice and guidance on the support available to them, we can ensure they can continue to care for their loved ones, while also taking care of themselves and their own wellbeing.”

Alan White, Deputy Leader and Cabinet Member for Health, Care and Wellbeing



“Carers make a tremendous contribution to their families, communities, workplace and society. But young carers can find it difficult to know where to go for help and support. We want to make sure that young carers can get the support they need, are able to meet and socialise with other young people in the same situation as them and, most importantly, are able take a break from their caring role. With our proposed future model of services for carers, we hope to ensure all carers can access the support they need, when they need it, to continue their caring role.”

	Mark Sutton, Cabinet Member for Children and Young People
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Reasons for the Decision – To consider options for the development of an integrated future model of carers services.


Decision – (a) That the future model of carers services, as detailed in the report, be approved.

(b) That the preferred option A for provision of carers services, as detailed in the report, be approved.

(c) That the commencement of a competitive tender process to procure the commissioned element of Option A, as detailed in the report, be approved.

(d) That approval for the contract to be awarded and entered in to with the successful provider(s), following the competitive tender process, be delegated to the Director for Health and Care and the Director for Families and Communities.

103. Staffordshire Library Service 2020-2025

	<p>“The evolution in recent years of Staffordshire’s library service has been remarkable. While maintaining 43 libraries across the county, as well as two mobile services, hundreds of people have made a difference by volunteering at either our county council managed libraries, or the community managed ones.</p> <p>Not only do our libraries provide the traditional service for all, but increasingly they are becoming community hubs; home to a variety of services helping people in many different ways.</p> <p>These decisions will help us continue this success story into the next decade.”</p> <p>Gill Heath, Cabinet Member for Communities</p>
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Reasons for the Decision – To consider an update on Staffordshire County Council’s library offer, and proposals for the future direction and strategy for Staffordshire’s Library Service 2020-2025.

Decision – (a) That the range of activity which takes place across Staffordshire Libraries and the value that this activity delivers within communities be noted.

(b) That the reviewed support package for the community managed library model which will enable the sustainability of the Community Managed Libraries and support their work within communities, be endorsed and agreed.

(c) That the key milestones, as detailed in paragraph 70 of the report, be agreed.

104. HS2 - Trent Sow Parklands and Cannock Chase AONB Design and Environmental Enhancement Plan

	<p>“We see ourselves as custodians of some the most fantastic landscape in the country, including the Trent Sow Parkland and of course Cannock Chase.</p> <p>“From the outset we have worked hard to ensure the impact of HS2 on our countryside is mitigated as much as possible and will continue to do this now we have had confirmation that HS2 will now go ahead.</p> <p>“This is an example of the successes we have secured to date after the county council, together with the National Trust and others, successfully petitioned for a review group to be established to input into the design and oversee a £1.5m enhancements spending pot as part of the delivery of the scheme.”</p> <p>Mark Winnington, Cabinet Member for Economic Growth</p>
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Reasons for the Decision – To consider the geographical scope and functions of the Trent-Sow Parklands and Cannock Chase AONB HS2 Group, its achievements to date and the completion of its first key piece of work: the Design Guide for HS2 Part 1 – Design Principles.

Decision – (a) That the work to date in petitioning to secure the creation of the Review Group, as described in the report, be noted.

(b) That the design principles developed to help mitigate the impacts of HS2 on protected landscapes in the project area be noted and endorsed.

105. Integrated Performance Report 2019/20 - Quarter 3



“We have demonstrated our commitment to growing our economy, ensuring people can lead healthy and independent lives and supporting vulnerable residents throughout the last quarter.


To help address the growing demand for residential and nursing care we took the decision to invest £1.2million in a new facility in Burton. Our Warm Homes Fund has gone from strength to strength since its launch last summer, enabling eligible families to get connected to gas and have central heating systems fitted.

The need for children’s social care continues to increase and we are now investing £8.1 million in this area to recruit more frontline staff, focusing on preventative measures to keep children out of the care system. In April we launch the Together4Children adoption agency. This is a joint initiative with Stoke-on-Trent, Telford and Wrekin and Shropshire councils, meaning we can share information on children and prospective parents.

Staffordshire’s economic growth programme created or protected nearly 10,000 jobs and delivered 2,390 houses up to December 2019. We saw a rise in apprenticeship starts over the last financial year while average wages in the county have increased. Major projects such as the Lichfield southern bypass and Stafford western access route will really pick up pace in 2020 and we will be supporting the LEP in delivering our Local Industrial Strategy.

We have worked hard to strengthen closer collaborative working with our district and borough partners – setting up formal and structured strategic plans to enable us to deliver on our priorities together. These district, borough and town deals are already making a difference to communities and businesses and we anticipate significant progress in 2020.

It is encouraging that we have near full employment in Staffordshire, however our efforts remain on securing

	<p>better skilled, better paid jobs for our residents. This ensures Staffordshire remains a leading location to live, work and invest.”</p> <p>Philip Atkins OBE, Leader of the Council</p> <p>“We are continuing to ensure that county council finances are managed carefully and effectively. The forecast outturn for quarter three shows an overspend of £4.4 million, accounting for just under one per cent of the council’s overall budget.</p> <p>Cost pressures resulting from children’s care services have grown as the number of looked after children has increased, in addition to the demands placed on us from adult social care.</p> <p>Our saving and efficiency drive continues across county council operations whilst ensuring ongoing support for our more vulnerable residents. We always aim to achieve the best value for money for our residents wherever spending is necessary.”</p> <p>Mike Sutherland, Cabinet Member for Finance</p>
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Reasons for the Decision – To consider an overview of the County Council’s progress, performance and financial position in delivering against the Strategic Plan and Delivery Plan.

Decision – That the report be received.

106. Decisions taken by Cabinet Members under Delegated Powers

Decision – That the following decisions taken by Cabinet Members under delegated powers be noted:

Cabinet Member	Decision
Cabinet Member for Learning and Employability	In approving that Staffordshire County Council undertakes a public consultation on the proposed expansion of Coton Green Primary School, Tamworth
Cabinet Member for Children and Young People	In approving the award of the contract (and subsequent mobilisation and service commencement from the 1 April 2020) for the children and young people’s emotional health and wellbeing provision.

Cabinet Member	Decision
Cabinet Member for Economic Growth	In approving formalising working arrangements with London and Continental Railways and Stafford Borough Council by the signing of a Collaboration Agreement (also including Network Rail) and associated Task Agreement between the parties to progress the Stafford Station Gateway Project.
Leader of the Council	In approving the acceptance of the offer from Lidl in respect of the sale of land at Power Station Road, Rugeley.

107. Forward Plan of Key Decisions

The Forward Plan of Key Decisions for the period 18 March to 15 July 2020, which detailed the following issues, was approved:

Subject Matter	Contact
Contract for the Managed Services for the Provision of Temporary & Interim Human Resources	Name: Sarah Getley Tel: (01785) 854265
Staffordshire Autism Joint Implementation Plan 2020-2023	Name: Andrew Jepps Tel: (01785) 278557
Award of the Construction Projects Framework Agreement (REF IA1585)	Name: Ian Turner Tel: (01785) 277228
Integrated Performance Report 2019/20 - Quarter 4	Name: Andrew Donaldson/ Rob Salmon Tel: (01785) 276354/ 278399
Expansion of Coton Green Primary School, Tamworth	Name: Andrew Marsden Tel: (01785) 278787
Construction Contract Award: i54 Western Extension - Phase 2	Name: James Bailey Tel: (01785) 276591
Children's and Families (including SEND) System Transformation	Name: Janene Cox Tel: (01785) 278368
Schools Capital Programme 2020-21	Name: Ian Turner Tel: (01785) 277228
Executive Responses to All Party Working Groups Recommendations on Isolation and Aspiration	Name: Andrew Donaldson Tel: (01785) 278399
Highways and Transport Capital Programme 2020/21	Name: James Bailey Tel: (01785) 276591
South Staffordshire Growth Agreement - Project Update	Name: Anthony Hodge
North Staffordshire Ministerial Direction for Nitrogen	Name: Clive Thomson

Dioxide - Project Update	Tel: (01785) 276522
Waste Disposal Arrangements in the North of Staffordshire from 2025	Name: Clive Thomson Tel: (01785) 276522
Mitigation Plans for Cannock Chase Special Area of Conservation	Name: Janene Cox Tel: (01785) 278368
Nexus Trading Services Limited - Annual Report 2019/2020	Name: Dr Richard Harling Tel: (01785) 278700

108. Exclusion of the Public

Decision – That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of Local Government Act 1972 indicated below.

109. Greenwood House, Burntwood

(Exemption paragraph 3)

Reasons for the Decision – To consider entering into a construction contract for a new health facility at the former Greenwood House site in Burntwood, subject to confirmation from NHS England that they will underwrite the Council’s expenditure.

Decision – That the recommendations contained in the report be approved.

Note by Clerk: The Cabinet, at their meeting on 18 July 2018, resolved as follows:

(a) That the redevelopment of the council-owned Greenwood House site in Burntwood to provide a new purpose-built health centre, with adjoining pharmacy unit and associated parking, through a long term lease; the terms of which be delegated to the Property Sub Committee for approval, be agreed.

Philip Atkins
Leader of the Council

Minutes of the Property Sub-Committee Meeting held on 4 March 2020

Present: Philip Atkins, OBE (Chair)

Mark Deaville

Alan White (Vice-Chairman)

Philip White

Mark Winnington

Also in attendance: Mike Sutherland

PART ONE

233. Declarations of Interest

There were no declarations of interest on this occasion.

234. Minutes of the Meeting held on 5 February 2020

RESOLVED – That the minutes of the meeting held on 5 February 2020 be confirmed and signed by the Chairman.

235. Proposed Leases to Academies

Proposals were submitted to lease the sites of two Academies to their Trusts for a 125 year period at a peppercorn rental in line with the expectations of the Department for Education for those schools converting to Academy status.

RESOLVED – That approval be given to the grant of 125 year leases at a peppercorn rental to the two Academies detailed in the Schedule to the report

236. Exclusion of the Public

RESOLVED – That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Local Government Act 1972.

237. Greenwood House, Burntwood (exemption paragraph 3)

In accordance with the authority delegated by Cabinet (18 July 2018 and 19 February 2020) the Sub-Committee considered proposals to enter into a 60 year arrangement (Section 2 Agreement) with NHS England for the construction and use of a new Health Centre on the County Council owned site of Greenwood House, with a section of the development to be retained by the County Council for lease as a Pharmacy Unit.

The funding and future leasing and tenancy arrangements for the premises were detailed and an update given on negotiations on the draft Heads of Terms for both elements of the development, copies of which had been circulated.

The Sub-Committee were informed of representations received from Mrs Woodward, Local Member for the area, welcoming the proposed development but calling for future similar projects to be progressed more speedily.

RESOLVED – That approval be given to the entering into of a Section 2 Agreement with NHS England for the development of a Health Centre and Pharmacy at Greenwood House, Burntwood; the final details of the Section 2 Agreement and both leases to be agreed by the Assistant Director for Commercial and Assets in consultation with the Cabinet Member for Commercial.

238. Former Peartree Primary School, Rugeley - Proposed Sale (exemption paragraph 3)

The Sub-Committee had previously approved the sale of the site of the former Peartree School, Rugeley to Jessup Brothers (7 March 2018).

Details were submitted of a revised offer received from Jessup Brothers in response to conditions attached to a new planning permission granted for the site. That offer was reported to comply with a new council commissioned valuation of the site.

A summary was given of the agreement with Cannock Chase District Council for the disposal of the site and the allocation of the subsequent proceeds; the implantation of which would complete the County Councils' obligations to contribute £500,000 towards the cost of Rugeley Leisure Centre..

The Sub-Committee considered representations received from Mr Dudson, as the Local Member, expressing concern at the highways implications of residential development of the site

RESOLVED – That the revised offer by Jessup Brothers be accepted; the final details of the sale (with the exception of the price) to be agreed by the Head of Commercial and Assets.

239. County Farm Holding No. 47, Plardiwick Estate, Gnosall - Proposed Revised Terms of Sale (exemption paragraph 3)

The Sub-Committee had previously approved the sale of part of Holding No. 47, Plardiwick Estate, Gnosall (5 February 2020). The Sub-Committee were informed that the offer price for the land had been inaccurately reported.

The revised sale price from the originally proposed purchasers continues to be the best offer received.

RESOLVED – That the revised offer from Mrs A Roe and Mr W. W. Roe for part of Holding No. 47, Plardiwick Estate, Gnosall be accepted on the Terms indicated in the report.

Chairman

Cabinet Meeting on Wednesday 18 March 2020

Award of the Construction Project Framework Agreements (REF IA1585 and IA2060) (traditional build and modular build)



Cllr Mark Deaville, Cabinet Member for Commercial said,

“Our new framework agreements for the procurement of construction projects will ensure we can continue to achieve the best value for money for our residents.

This will enable us to carry out new build works, alterations, extensions, refurbishment and fit-outs to county council-owned buildings. These will mainly be schools, academies and education projects and occasionally corporate estate construction and refurbishment.”

Report Summary:

To secure Cabinet approval for authority to approve the full procurement process to secure and manage the two Framework Agreements for Construction Projects which will commence, no later than, 1 December 2020 for up to 4 years be delegated to the Director of Corporate Services.

Recommendations

I recommend that:

- a. The Council commences and concludes its regulated procurements in line with the Public Contracts Regulations 2015 for the IA1585 Framework Agreement for Construction Projects (modern-methods of construction ‘traditional’ build) and for IA2060 Framework Agreement for Construction Projects (modern-methods of construction ‘modular’ build), in readiness for agreement commencements of, no later than, 1 December 2020;
- b. Following the conclusion of the procurement, Cabinet delegates authority for the Director of Corporate Services to approve:
 - i. both Framework Agreements to be awarded and entered with the successful tenderers to both Framework Agreements; and
 - ii. all subsequent call-off contracts under both Framework Agreements to be awarded and entered into with the successful providers under these Framework Agreements;
 - iii. any novation of both Framework Agreements and call-off contracts to new providers or variations to the terms of both Framework Agreements or call-off contracts, in accordance with the Public Contract Regulations 2015; and

- iv. the 1-year extension to both Framework Agreements in accordance with the terms of the Framework Agreements (if applicable).

Local Members Interest
N/A

Cabinet – Wednesday 18 March 2020

Award of the Construction Project Framework Agreements (REF IA1585 and IA2060)

(traditional build and modular build)

Recommendations of the Cabinet Member for Commercial

I recommend that:

- a. The Council commences and concludes its regulated procurements in line with the Public Contracts Regulations 2015 for the IA1585 Framework Agreement for Construction Projects (modern-methods of construction ‘traditional’ build) and for IA2060 Framework Agreement for Construction Projects (modern-methods of construction ‘modular’ build), in readiness for agreement commencements of, no later than, 1 December 2020;
- b. Following the conclusion of the procurement, Cabinet delegates authority for the Director of Corporate Services to approve:
 - i. both Framework Agreements to be awarded and entered with the successful tenderers to the Framework Agreements; and
 - ii. all subsequent call-off contracts under both Framework Agreements to be awarded and entered into with the successful providers under these Framework Agreements,
 - iii. any novation of both Framework Agreements and call-off contracts to new providers or variations to the terms of the Framework Agreements or call-off contracts, in accordance with the Public Contract Regulations 2015; and
 - iv. the 1-year extension to both Framework Agreements in accordance with the terms of the Framework Agreements (if applicable).

Report of the Director of Corporate Services

Reasons for Recommendations:

1. The current Construction Projects Framework Agreement (ref. PC573), procured via the Public Contracts Regulations, expires on 13 December 2020 and a replacement arrangement is required.
2. The scope of the two new Framework Agreements (which will replace the current one) will include new build works, alterations, extensions, refurbishment and fit out. It is primarily designed to procure works for Council / education projects, and occasional corporate estate construction and refurbishment. Typically, the Framework Agreements will allow access to both traditional build and modular construction techniques. It is key in providing new school builds in Staffordshire.

3. It is envisaged that each Framework Agreement will be a multi-supplier agreement with and it is envisaged that 4 providers will be appointed to the traditional-build Framework Agreement and 3 to the modular-build Framework Agreement.
4. The estimated Council spend envisaged through the traditional build Framework Agreement will be around £60 million and that of the modular build Framework Agreement around £20 million over 4 years which will service the Council education projects. The traditional build Framework Agreement will be qualified for a total spend up to £90 million and the modular build Framework Agreement total up to £30 million to allow for flexibility both in the Council's spend and to accommodate any potential access of both the Framework Agreements from other public sector partners.
5. The value of such a procurement requires Council Cabinet approval.
6. It is probable that more than one provider will be awarded a single contract valued in excess of the £2 million (Cabinet) threshold, and it is possible that over the full term of both Framework Agreements more than one provider may accrue a total of work in excess of this threshold.
7. The form of contract used for the call-off contracts will be mainly based on the options (see 9 below) within the suite of NEC4 terms, and relevant amendments detailed in both Framework Agreements, with an option to introduce any other applicable industry-standard form of contract with relevant amendments.
8. There are no equivalent lotted agreements procured by any other independent 3rd party central purchasing bodies or contracting authority/council which uniquely hold the local providers required for such works. The option to publicly tender this not only serves as an opportunity for local providers to tender but also serves as a benchmark on value for money.

Legal Implications

9. The potential value of spend through both Framework Agreement lends the procurement process to strictly follow the Public Contracts Regulations 2015. The implications of any process failing to follow these Regulations could lead to serious legal challenges to the Council with the probable halt by a court on any contract award. The Framework Agreement will be developed in conjunction with Legal Services to allow for the relevant works to be called off primarily (but not limited to) using the NEC4 Engineering and Construction Contract Options A to E, the Short Contract; the Professional Services Contract and the early Contractors Involvement Supplement. Options will also include for use of the JCT Design & Build Contract and the JCT Pre-Construction Services Agreement as-and-when required. The call-offs will be managed by Entrust and a call-off process will be detailed within both Framework Agreements. We are not aware of any other legal implications at the time of writing this report.

Resource and Value for Money Implications

10. Both Framework Agreements will be commissioned by the Council, led by a Strategic Property lead, and procured by the Council's Commercial Team. The ongoing technical day-to-day contract management is delivered in conjunction and managed by Entrust. There are no resource implications known at the time of writing this report. Without recourse to Framework Agreements, Council Officers would be required to invest more resource into spot tendering for individual work packages which would require a plethora of separately tendered projects per annum (an inefficient use of Council and supplier time) conforming to the Council's own internal Procurement Regulations. Competing from Council Framework Agreements provides flexibility and the ability to text value-for-money on each project.

List of Background Documents/Appendices:

Community Impact Assessment – Summary Document

Contact Details

Assistant Director:	Ian Turner, Assistant Director for Commercial and Assets
Report Author:	Paul Timmins
Job Title:	Senior Category Manager
Telephone No.:	01785 854646
E-Mail Address:	paul.timmins@staffordshire.gov.uk



Staffordshire
County Council

Community Impact Assessment – Checklist and Executive Summary

Name of Proposal: The award of two Construction Project Framework Agreements (traditional build and modular build)

Project Sponsor: Ian Turner, Assistant Director for Commercial and Assets

Project Manager: Paul Timmins, Senior Category Manager, Commercial Team

Date: 27/01/20

Final Checklist

Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself/ SLT/ Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed	Comments/Actions
The project supports the Council's Business Plan, priorities and MTFS.	Yes	
It is clear what the decision is or what decision is being requested.	Yes	
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible).	Yes	
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	Yes	
The groups who will be affected by the policy, service or project have been clearly identified.	Yes	
The communities that are likely to be more adversely impacted than others have been clearly identified.	Yes	
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	n/a	
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	Yes	
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research, engagement/consultation, case studies and local knowledge.	Yes	
The CIA evidences how the Council has considered its statutory duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.	Yes	
The next steps to deliver the project have been identified.	Yes	

Executive Summary

The Executive Summary is intended to be a collation of the key issues and findings from the CIA and other research undertaken. This should be completed after the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the CIA template. Where no major impacts have been identified, please state N/A.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
<p>PSED</p> <p>What are the impacts on residents with a protected characteristic under the Equality Act 2010? Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision, and this can be supported with robust evidence.</p>	N/A			
<p>Health and Care</p> <p>How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?</p>	N/A			
<p>Economy</p> <p>How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?</p>	<p>Small-and-Medium Enterprises ('SME') and larger national construction firms.</p> <p>The Framework Agreements do also successfully attract some local Staffordshire suppliers.</p> <p>All suppliers may employ local supply chains.</p>	<p>Successful appointments to both Framework Agreements (and the corresponding supply chains) for this type of employer contribute well to the local economy and the employment market. This type of work provides opportunity to up-skill and train existing and new Staffordshire residents</p>	<p>Incumbent Framework suppliers who have been previously reliant on Council work could suffer some economic impacts should they not be appointed this time around. This tends to be more prevalent where there may be a very high reliance on Council work only and/or they are SME.</p>	<p>It is difficult to protect against suppliers who unfortunately are not re-appointed to the new framework agreements. Where applicable, TUPE may apply and reduce the liability of a supplier.</p>

		in much-needed construction trades.		
Environment	Various groups.	The deliverables from both Framework Agreements contribute to improved and modern facilities, predominantly new school builds and large school extensions / refurbishments. From time-to-time the Framework Agreements will be used to enhance the y Council corporate estate. An improved 'image' and efficient building management has many advantages, for example, cost saving from efficient design materials, heating, lighting etc.	None.	None.
How will the proposal impact on the physical environment of Staffordshire?				
Localities / Communities	Various groups. Key group would include school/education pupils.	New and improved schools offer a comfortable and stimulating environment to learn. Improved corporate building offer employees the right environment to work. New schools are a requirement to meet the growing pupil needs in Staffordshire.	None.	None.
How will the proposal impact on Staffordshire's communities?				

Cabinet Meeting on Wednesday 18 March 2020

Keeping Staffordshire Moving – Highway Permit Scheme



Cllr Helen Fisher, Cabinet Member for Highways and Transport said,

“We have bold, ambitious plans for Staffordshire, and it is hugely important to local communities, businesses and transport services that we ‘Keep Staffordshire Moving’.”

“Through the introduction of a permit scheme for activities on the highway network, we will have greater control over works, enabling: the promotion of better working practices; improved coordination and quality of works; better informed residents and highway users; and reduced impact whilst essential works to the highway or utility apparatus is taking place.”

Report Summary:

The highway network is fundamental to Staffordshire’s economy and to the wellbeing of its population, carrying large numbers of people by public and private transport and enabling the delivery of goods and services every day of the year. The highway also serves as a network that enables the provision of essential supplies of water, power and communications.

Both the highway network and utility apparatus require repair and improvement to ensure the safe and efficient supply of essential utility and transport services on which we all depend. However, these works impose substantial costs on society, principally through disruption and delay to road users and can be a detriment to the attractiveness of the county to businesses and visitors alike.

Each year, over 30,000 openings are carried out by statutory undertakers (utility companies) and other organisations on the highway network in Staffordshire. A similar number of activities are carried out by the highway authority.

Under the current system, a statutory undertaker has to inform the local highway authority about its intention to carry out works on its road network. The County Council, as local highway authority is also required to register its own proposed works. This notification allows the timing and duration of works to be co-ordinated to some extent but the incentives to seek efficiencies are quite limited.

The introduction of a permit scheme will enable the authority to grant permits to works promoters to undertake works on the highway. This will provide greater control over works enabling: the promotion of better working practices, for example working outside peak hours where appropriate; improved asset protection and coordination of

works; better informed residents and highway users; and reduced impact whilst essential works to the highway or utility apparatus is taking place.

Recommendations

I recommend that the authority:

- a. Implements a Street Works Permit Scheme for Staffordshire under the Traffic Management Act 2004 in April 2020;
- b. Adopts the common set of scheme conditions developed for the West and Shire Permit authorities.

Local Members Interest
N/A

Cabinet – Wednesday 18 March 2020

Keeping Staffordshire Moving – Highway Permit Scheme

Recommendations of the Cabinet Member for Highways and Transport

I recommend that the authority:

- a. Implements a Street Works Permit Scheme for Staffordshire under the Traffic Management Act 2004 in April 2020;
- b. Adopts the common set of scheme conditions developed for the West and Shire Permit authorities.

Report of the Director of Economy, Infrastructure and Skills

Reasons for Recommendations:

1. In October 2013, Cabinet agreed to the County Council proceeding towards the introduction of a permit scheme for street works with the Director for Place and Deputy Chief Executive, in consultation with the Cabinet Member for Economy and Infrastructure given delegated authority to deal with the preparation of a permit scheme, including the consultation processes.
2. The final decision to proceed with the scheme was delegated to the Cabinet Member for Economy and Infrastructure. Due to the length of time that has elapsed from when this original decision was made, Cabinet are being provided with an update on changes that have occurred nationally i.e. that all authorities are encouraged to implement a street works permit scheme and, further opportunity to review and approve its implementation.
3. In July 2018, the Secretary of State for Transport wrote to all local highway authorities that were not operating a street works permit scheme asking them to consider introducing a permit scheme by 31 March 2019. In September 2018, central Government announced a £10m investment in a new system, Street Manager, that will replace the current system of noticing for street works known as EtoN (Electronic Transfer of Notices). This system is being built for permit schemes only.
4. In response to this, in February 2019, the Infrastructure Plus Strategic Partnership Board prioritised the development of the Permit Scheme Business Case including consideration of delivery options.
5. A permit scheme for Staffordshire has been developed using the West and Shires Permit Scheme (WaSP) which is currently used by Shropshire Council, Worcestershire County Council, Cheshire East Council, Warwickshire County Council, Coventry City Council and Telford and Wrekin Council.

6. The primary purpose of the scheme is 'Keeping Staffordshire Moving' with the key objectives listed below:
 - a. Increase the efficient running of the highway network through proactive management of activities on the highway.
 - b. Improve the quality and timeliness of information received from all activity promoters.
 - c. Encourage a proactive approach to planning and undertaking of works on the highway.
 - d. Protect the structure of the street and the integrity of apparatus in it.
 - e. Ensure the safety of those using the street and those working on activities that fall under the scheme.
 - f. Ensure parity of treatment for all activity promoters.
7. At its meeting on 17th December 2019, the Infrastructure Plus Strategic Partnership Board considered a report on the Permit Scheme and recommended that the scheme be implemented. Membership of the Board includes the Cabinet Members for Highways & Transport, Economic Growth and Commercial, the Director for Economy, Infrastructure & Skills and the County Treasurer. External Membership of the Board includes the Managing Director Amey Highways, Divisional HR Director Amey Highways and Managing Director Amey Consulting.

Consultation

8. A formal consultation for the scheme has taken place with a broad range of key stakeholders including utilities, emergency services, surrounding local authorities, town and parish councils and County Councillors. The consultation invited stakeholders to comment on the proposed Scheme as it related to the associated regulations and ran for a period of 12 weeks from Monday, 27 November 2019 with a deadline for receipt of responses of Friday, 14 February 2020.
9. Information for the consultation provided insight into the need for the WaSP Scheme. The consultation engagement was publicised on Staffordshire Council's website;

<https://www.staffordshire.gov.uk/Highways/licences/Permit-scheme-consultation.aspx>
10. The consultation was sent to 679 consultees with a total of 8 individual responses received – from Local Government, Utilities and licence holders (under Section 50 of the New Roads and Streetworks Act 1991(NRSWA 1991)) who participated in the consultation online. Additional comments provided outside of the questionnaire by consultees were largely in support of the scheme but required further clarification on individual processes or on regulations. All comments have been considered separately and are provided on the Permit Scheme Consultation web page.

<https://www.staffordshire.gov.uk/Highways/licences/Permit-scheme-consultation.aspx>

11. A Members briefing event was also held on 20th February 2020.
12. Following the consultation, there are no changes required to the scheme document or related SCC-specific documentation.

Resource and VFM Analysis:

13. Under a permit scheme, the permit authority is allowed to recover costs through permit fees. The maximum permit fees are set nationally. The proposed permit scheme has been developed based on applying permit fees to all activities but, at a fee level that is generally below the maximum currently allowable as this will provide scope for future increase if required.
14. The costs that can be charged against the permit scheme are those which are over and above the costs of operating as a street works noticing authority. The income from fees must not exceed the total allowable costs prescribed in the Traffic Management Permit Scheme (England) Regulations 2007 (SI 2007/3372) (the 2007 Regulations) but the balance can be achieved over several years. Allowable costs are limited to: the proportion of direct costs and overheads attributable to operating the scheme for undertakers, which are over and above the cost of the authority's co-ordination duty under NRSWA 1991. If fees and costs do not match the actual outturn for any year adjustments should be considered. It is essential that, at least over a three-year period fees do not exceed the allowable costs.
15. A highway authority is not required to charge a fee for its own works, but it can use a shadow charging arrangement to show the cost of issuing permits to its own works promoters both to help understand its own costs, and to set those alongside the costs to other promoters.
16. Anticipated income and expenditure associated with the permit authority aspects of the scheme have been calculated using tools provided by WSP who were appointed to support the development of the scheme and are in line with DfT guidance and have been benchmarked against comparable other authorities to ensure suitability and robustness.
17. The forecast additional income realisable through the charges based on the previous volume of work noticed by utilities is estimated to be up to £1.11m per annum. This income will cover the full cost of administering the scheme as permit authority including overheads.
18. The introduction of a permit scheme not only represents a new way of working for network management, but also for the highways works promoter. Currently, the highway authority as a works promotor notices only a small volume of its works.
19. In developing the processes for highway permitting, emphasis has been placed on permitting works where these will have the greatest impact on the network and hence highway user in line with the outcomes for the permit scheme. This includes work that requires road closures and work with traffic controls on traffic sensitive streets. This is expected to include between 35% and 40% of all highway works which is typical of other similar highway authorities.

20. Additional resources will be required in the highway works delivery and projects team as a result of the changes in working practice that will be required mainly the need to apply for permits for highway authority works.
21. The scheme is expected to show an overall Benefit Cost ratio of 5.93 and represents a positive return to both residents and businesses through reducing the delay due to road and street works.

Risk Analysis:

22. If a permit scheme is not progressed using our own developed terms for local needs, there is a risk that a national scheme could be imposed, and the benefits outlined above will not be achieved.
23. The national change to Street Manager in April 2020 which is being built for permit schemes only could mean that the authority is unable to coordinate activities on its road network.

Legislation

24. Highway Authority Permit Schemes were introduced by Part 3 (sections 32 to 39) of the Traffic Management Act 2004 (TMA 2004) and are regulated in England by the 2007 Regulations.
25. The Deregulation Act 2015 removed in England the requirement for permit schemes to be approved by the Secretary of State. It amended the TMA enabling highway authorities in England to make their own schemes and to vary or revoke existing schemes.
26. The 2007 Regulations have been amended by the Traffic Management Permit Scheme (England) (Amendment) Regulations 2015 (S.I. 2015/958) (available at: <http://www.legislation.gov.uk/ukSI/2015/958/contents/made>) to reflect changes made by the Deregulation Act 2015 and other changes to the operation of permit schemes.
27. The amended regulations applied to all new schemes from 30 June 2015. In developing the permit scheme for Staffordshire, the authority has taken into account the Statutory Guidance issued by the Secretary of State.
28. Although the Secretary of State no longer approves permit schemes, he retains the power to direct an authority to prepare a scheme (s33(2)(b) TMA 2004) and to direct that a scheme is modified or revoked (Section 36(2) TMA 2004).

List of Background Documents/Appendices:

Cabinet Wednesday 16th October 2019 – Keeping Staffordshire Moving – Highway Permit Scheme –

<http://moderngov.staffordshire.gov.uk/ieListDocuments.aspx?CId=123&MId=4183>

Permit Scheme Consultation (Including proposed scheme conditions, cost benefit summary, work volumes, cost calculation templates)

<https://www.staffordshire.gov.uk/Highways/licences/Permit-scheme-consultation.aspx>

Contact Details

Assistant Director: James Bailey, Assistant Director for Highways and the Built County

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Staffordshire
County Council

Community Impact Assessment – Checklist and Executive Summary

Name of Proposal: Keeping Staffordshire Moving – Highway Permit Scheme

Project Sponsor: James Bailey, Assistant Director Highways and the Built County

Project Manager: David Walters, Strategic Asset and Network Manager

Date: 27/02/20

Final Checklist

Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself/ SLT/ Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed	Comments/Actions
The project supports the Council's Business Plan, priorities and MTFS.	Yes	The highway network is fundamental to Staffordshire's economy and to the wellbeing of its population, carrying large numbers of people by public and private transport and enabling the delivery of goods and services every day of the year. The highway also serves as a network that enables the provision of essential supplies of water, power and communications.
It is clear what the decision is or what decision is being requested.	Yes	
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible).	Yes	
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	Yes	
The groups who will be affected by the policy, service or project have been clearly identified.	Yes	
The communities that are likely to be more adversely impacted than others have been clearly identified.	Yes	
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	Yes	
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	Yes	
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research, engagement/consultation, case studies and local knowledge.	Yes	
The CIA <u>evidences</u> how the Council has considered its statutory	Yes	

Checklist	Action Completed	Comments/Actions
duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.		
The next steps to deliver the project have been identified.	Yes	

Executive Summary

The Executive Summary is intended to be a collation of the key issues and findings from the CIA and other research undertaken. This should be completed after the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the CIA template. Where no major impacts have been identified, please state N/A.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
PSED What are the impacts on residents with a protected characteristic under the Equality Act 2010? Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision, and this can be supported with robust evidence.	SCC and Amey staff	Additional roles created to support the delivery of the permit scheme as permit authority and highway works promoter		
Health and Care	Highway Users	Improve the quality and		

How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?

Page 37

timeliness of information received from all activity promoters. Allowing better informed choices about using the highway network

Protect the structure of the street and the integrity of apparatus in it reducing the risk of trips and falls.

Economy

Highway Users

Increase the efficient running

<p>How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?</p>		<p>of the highway network through proactive management of activities on the highway, reduced congestion and delay as a result of permit activities.</p> <p>Improve the quality and timeliness of information received from all activity promoters.</p> <p>Encourage a proactive approach to planning and undertaking of works on the highway.</p>		
<p>Environment</p> <p>How will the proposal impact on the physical environment of Staffordshire?</p>	<p>Highway Users and those affected by the highway</p>	<p>Protect the structure of the street and the integrity of apparatus in it.</p> <p>Increase the efficient running of the highway network through proactive management of activities on the highway, reduced congestion and delay as a result of permit activities.</p> <p>Ensure the safety of those using the street and those working on activities that fall under the scheme.</p>		
<p>Localities / Communities</p>	<p>All</p>	<p>The scheme will improve the</p>		

How will the proposal impact on Staffordshire's communities?		quality and timeliness of information received from all activity promoters hence providing opportunities for greater knowledge of permit activities and who to contact		
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Cabinet Meeting on Wednesday 18 March 2020

Renewal of the Contract for the Provision of Agency Workers



Cllr Philip White, Cabinet Member for Learning and Employability

The County Council is committed to reducing reliance on agency staff wherever possible, but when it is necessary to call on them we expect an efficient, cost-effective service which provides the right people at the right time.

This contract continues that provision and gives the council the flexibility it needs, while providing small local businesses with an opportunity to supply services.

Report Summary:

The report outlines the requirements to recontract for a provision to supply agency workers to the County Council to provide cover for vital frontline services. It provides background details on the current provider and the benefits of awarding through an established framework to retain the current provider for the next 2 years with the option to extend for two periods of 12 months.

Recommendation(s)

I recommend that:

- a. The County Council awards and enters into a 2 +1+1 year call-off contract from Eastern Shires Purchasing Organisation (ESPO) framework agreement 653F – Managed Services for Temporary Agency Resources (MSTAR3) with Comensura Limited ('Comensura')

Local Members Interest
N/A

Cabinet – Wednesday 18 March 2020

Renewal of the Contract for the Provision of Agency Workers

Recommendations of the Cabinet Member for Learning and Employability

I recommend that:

- a. The County Council awards and enters into a 2 +1+1 year call-off contract from Eastern Shires Purchasing Organisation (ESPO) framework agreement 653F – Managed Services for Temporary Agency Resources (MSTAR3) with Comensura Limited ('Comensura').

Report of the Director of Corporate Services

Reasons for Recommendations:

1. The County Council is one of the largest employers in the county, employing around 3,800 people, equivalent to just over 3100 FTE. The County Council makes use of temporary and interim Human Resources for a variety of reasons but in the main to provide cover in vital frontline services and to ensure staffing ratios in regulated services.
2. Temporary staffing is a vital resource for the County Council; whilst it is a significant area of expenditure it forms a valuable, highly flexible key resource to assist the County Council in delivering important frontline services.
3. Spend is split between the pay rate for the worker, the fee to the agency and the fee to the current provider, Comensura.
4. The current call-off contract for the County Council Vendor Neutral provider is PC708 Temporary and Interim Human Resources for the Period: 8 April 2017 to 31 March 2019, with an option to extend to 31 March 2020 is with Comensura. This call-off contract was procured through the ESPO Managed Services for Temporary Agency Resources Framework Agreement 653F_15 MSTAR2 on ESPO's terms and conditions. The extension period has been utilised.
5. Comensura do not provide temporary workers directly, but draw resources from a large supply base to fulfil orders. They engage other providers of agency staff to become approved providers to the County Council. Those providers meeting minimum standards in terms of business suitability compete equally against others in the locality to supply temporary workers to the County Council departments, irrespective of their size or reputation which gives local SMEs & BAMs the opportunity to provide services.
6. Comensura use a web-based electronic system to communicate temporary staffing requirements to the County Council's list of potential suppliers.

7. Around 50 different employment agencies supply temporary human resources to the County Council through Comensura, and a number of self-employed workers contract with Comensura via their own Limited Company's.
8. Using this approach to source agency workers has over time achieved significant non-cashable process and administration savings through the use of consolidated invoices, automation of time sheets, time spent procuring and negotiating with suppliers, time spent collating job specifications/selection of candidates and resources required to check compliance on insurance, credit rating, Disclosure and Barring Service (DBS), etc.
9. The arrangement is internally mandated, requiring all hiring managers to use the service and not deal directly with agencies.
10. It is proposed that a 2+1+1 year call-off contract from Eastern Shires Purchasing Organisation (ESPO) framework agreement 653F – Managed Services for Temporary Agency Resources (MSTAR3) is entered into with Comensura
11. The reasons underpinning the suggested procurement route include:
 - a. A compliant procurement route (Comensura appointed via a framework agreement)
 - b. Use of ESPO terms and conditions of call-off contract which are in the County Council's favour and offer protection (e.g. introduction fees, liabilities etc)
 - c. The approach has proven to be successful for the County Council as it provides a wide range of agency staff whilst enabling SMEs & BAMs to provide services.
 - d. The provision will meet stringent safeguarding requirements, and offers value for money.
 - e. Visibility of workers in spend and Management Information reports; Comensura is required to conduct bi-monthly review meetings to discuss Management Information reports.
 - f. There is also a guaranteed saving on rates of between 2-3% with a gain share agreement
12. With the current call-off contract coming to an end, the County Council has been reviewing its requirements with a view to planning future service provision. The Comensura arrangement has been a success and is working well. There may be further scope for savings and service improvements.
13. Alternative options have been considered such as
 - a. bringing the service in-house; this would be costly and required considerable resource to deliver. It would take considerable time to build relationships with agencies and require expert management;
 - b. doing nothing and allowing managers to source agency workers directly; this would potentially elevate agency fees, reduce transparency of management information and could ultimately breach procurement regulations as spend with one provider may exceed procurement thresholds;

- c. Going out to full tender; this would take considerable time, approximately 12 months and require additional resource to manage. In addition, the cost of change is greater than potential cost savings that could be achieved.
 - d. Using other call off contracts; The MSTAR3 framework agreement was the most recent of the framework agreements considered and it's procurement process involved input from local authorities to identify key requirements. This should ensure that the most competitive rates are available. Experience of using the MSTAR2 agreement has been positive and the MSTAR3 agreement has a caveat that if better rates have already been enjoyed from the MSTAR2 agreement, they will be substituted, meaning better value for the County Council.
14. Comensura have been proactive to work with our services to reduce spend and to source hard to fill posts. They have met the KPIs set in the current call-off contract which can be viewed in Appendix 2.
15. There are additional benefits of remaining with the current provider, these include:
- a. Comensura is well regarded by agency suppliers due to their fair payment processes, ability to offer additional opportunity with other customers, efficient process management / systems and personalised supplier relationship management;
 - b. The County Council having the option of integrating external partners such as welfare to work providers into the service where this is deemed practical. Comensura currently support several schemes of this nature, such as one in operation with Brent Council and its welfare to work provider Brent Works;
 - c. Comensura also support the armed forces covenant and are currently working with customers such as Veolia to support the rehabilitation of ex-offenders. The County Council has been invited to support such events, including an employers' open day at Drake Hall Women's Prison in Staffordshire; and
 - d. The County Council's apprenticeship strategy is supported by Comensura and it is unclear how other providers can provide equivalent support

Legal Implications

16. ESPO's MSTAR3 Framework is compliant with the Public Contracts Regulations 2015. The County Council was named within the OJEU Notice as a participant. The County Council's Procurement Regulations provide for the use of a framework where appropriate. The contract with Comensura will be a call-off contract from the MSTAR3 framework agreement. There does not appear to be any notable differences to the terms of this contract to that of the current call-off contract. There do not appear to be any other legal implications at this stage.

Resource and Value for Money Implications

17. The County Council's expenditure on the provision of agency workers is in the region of £7million per annum. The majority of this spend is used to support vital services. Appendix One outline usage and Spend for 2019.
 - a. Families and Communities has the highest usage by expenditure and assignment volume.
 - b. Social Work is a distinct category which has its own dynamics such as high market pay-rates in various areas and councils effectively competing thus driving up rates.
18. It is anticipated that increasing capacity within HR will result in a reduction in spend due to more proactive support to recruit into vacancies, the identification of temporary staffing which should be transferred to permanent posts and robust control of engagement of temporary staff.
19. The fees payable to the provider are set out in the framework agreement – currently £0.18 per hour. Comensura charge this transaction fee per hour booked via the call-off contract. For the 12 months Feb 2018 – Jan 2019 this equated to approx. £60K which approx. 0.8% of the total spend through the call-off contract for the same period.
20. Agency fees are negotiated by Comensura and held at agreed rates for all transactions across the County Council. The agency fee will vary dependent on supply and role.
21. Following an analysis of all the providers on the MSTAR framework, Comensura came out as the second cheapest by a small margin. A significant factor in assessing the cost of this provision is the cost of switching providers. The resources required to change systems is considered prohibitive and not cost effective when compared to the small cost saving that might be achieved by changing supplier who offer slightly reduced rates.
22. In addition, Comensura have a proven track record in fulfilling job roles, which has impacts on both the wellbeing of staff where welfare would be compromised if posts were unfulfilled and consistency of service.
23. Due regard should also be given to a race to the bottom with rates which would provide a false economy where the focus should be on addressing the reduction in use of temporary staffing across the County Council.
24. It is proposed that the call-off contract would be for 2 years with the option of extending for 1 year and then a further 1 year, for the following reasons:
 - a. This will prompt a continuous review of the market and model of provision enabling change or retention at key points in time.
 - b. The agreement with Comensura is now well established and captures most if not all of the expenditure on this provision.

25. Discussions have taken place with Comensura with a view to achieving further savings against expenditure. The County Council's needs are changing and at this time a change of a key strategic resource provider would be very disruptive

List of Background Documents/Appendices:

Appendix 1: Agency Worker Usage and Spend January 2019 - December 2019

Appendix 2: Comensura KPIs

Contact Details

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Appendix One – Agency Spend and Usage Data – January 2019 – December 2019

Table One - Orders created by month by Directorate – January 2019 – December 2019

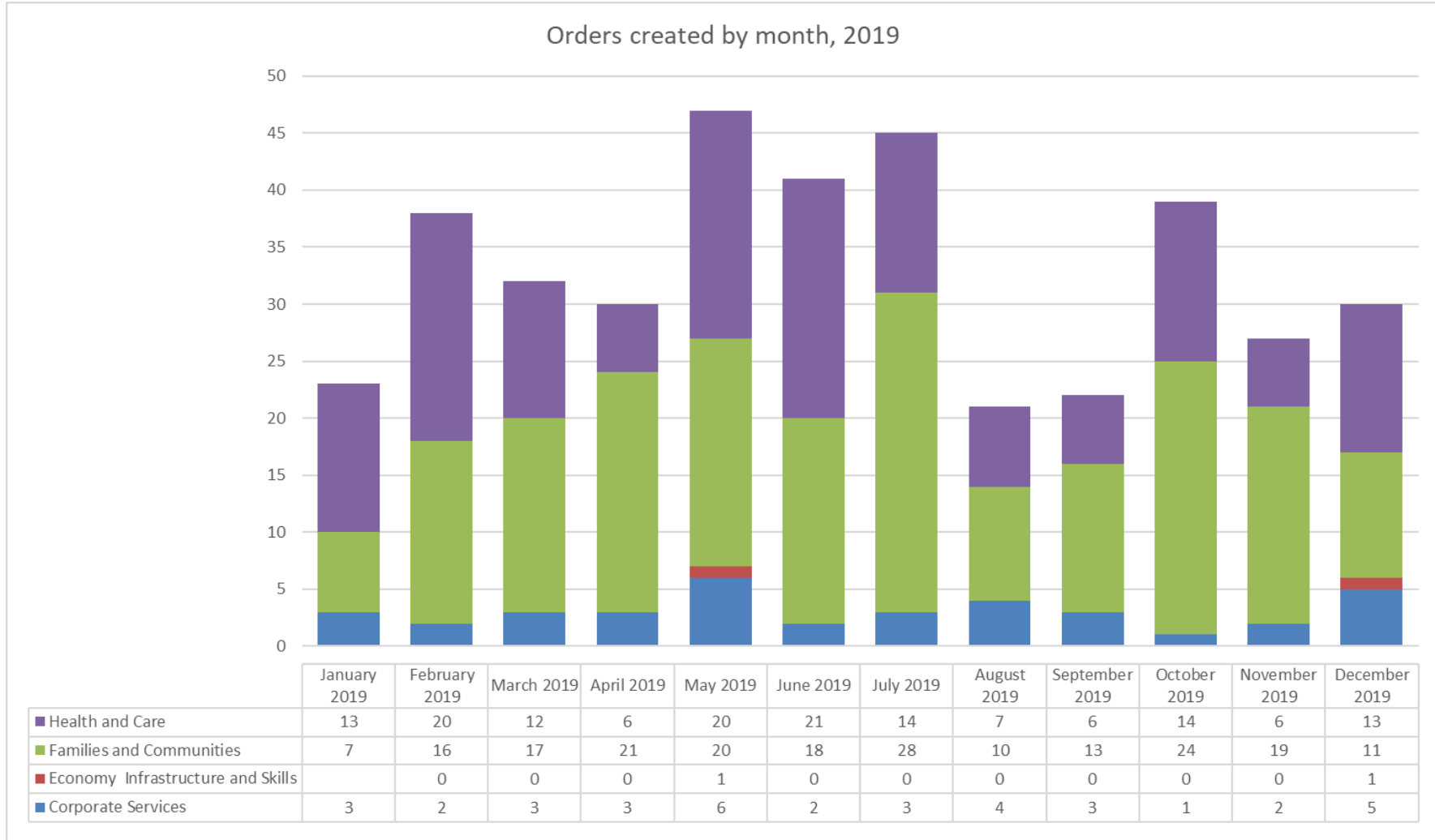


Table Two – Orders by Justification 2019

Order Justification	Number of orders	Percentage of total
Short Term Sickness Absence	120	30%
Cover For Permanent Leaver	115	29%
New Position (Whilst Recruiting)	39	10%
Long Term Sickness	32	8%
Project Work	28	7%
Current Temp Load	23	6%
Maternity Leave	15	4%
Planned Peak	14	4%
Holiday Cover	7	2%
Work Break	2	1%
Total	395	100%

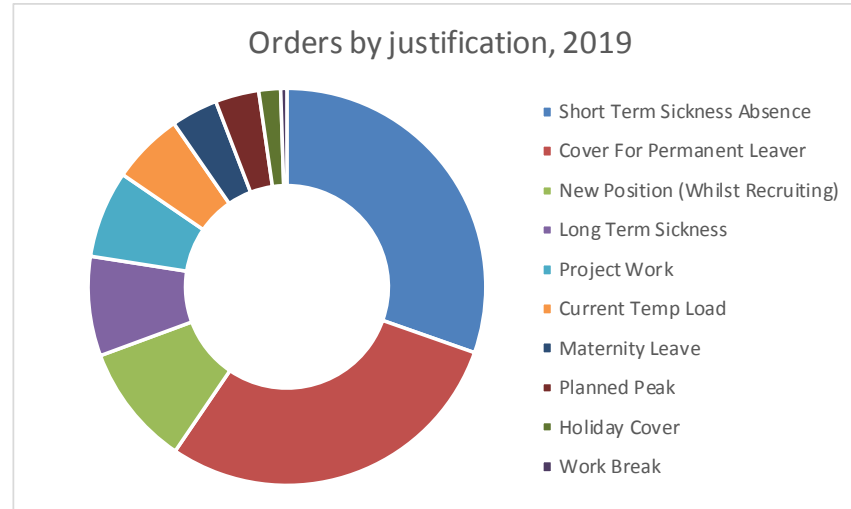


Table Three – Orders by Job Category 2019

Job Category	Number of orders	Percentage of total
Social and Healthcare Unqualified	153	39%
Childrens Services	151	38%
Admin and Clerical	30	8%
Social and Healthcare Qualified	24	6%
Information Technology	15	4%
Interim	14	4%
Human Resources	3	1%
Management	2	1%
Facilities and Environmental Services	2	1%
Engineering and Surveying	1	0%
Total	395	100%

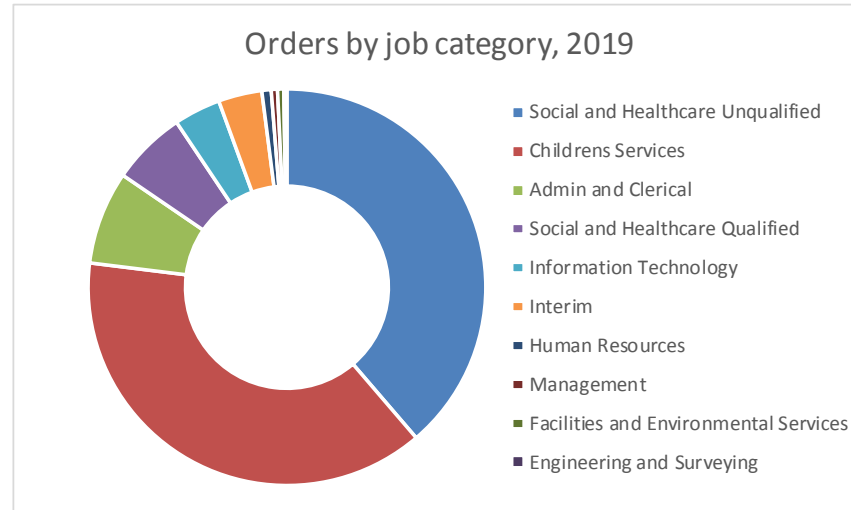


Table Four - Total Hours worked by month and by Directorate, January 2019- December 2019

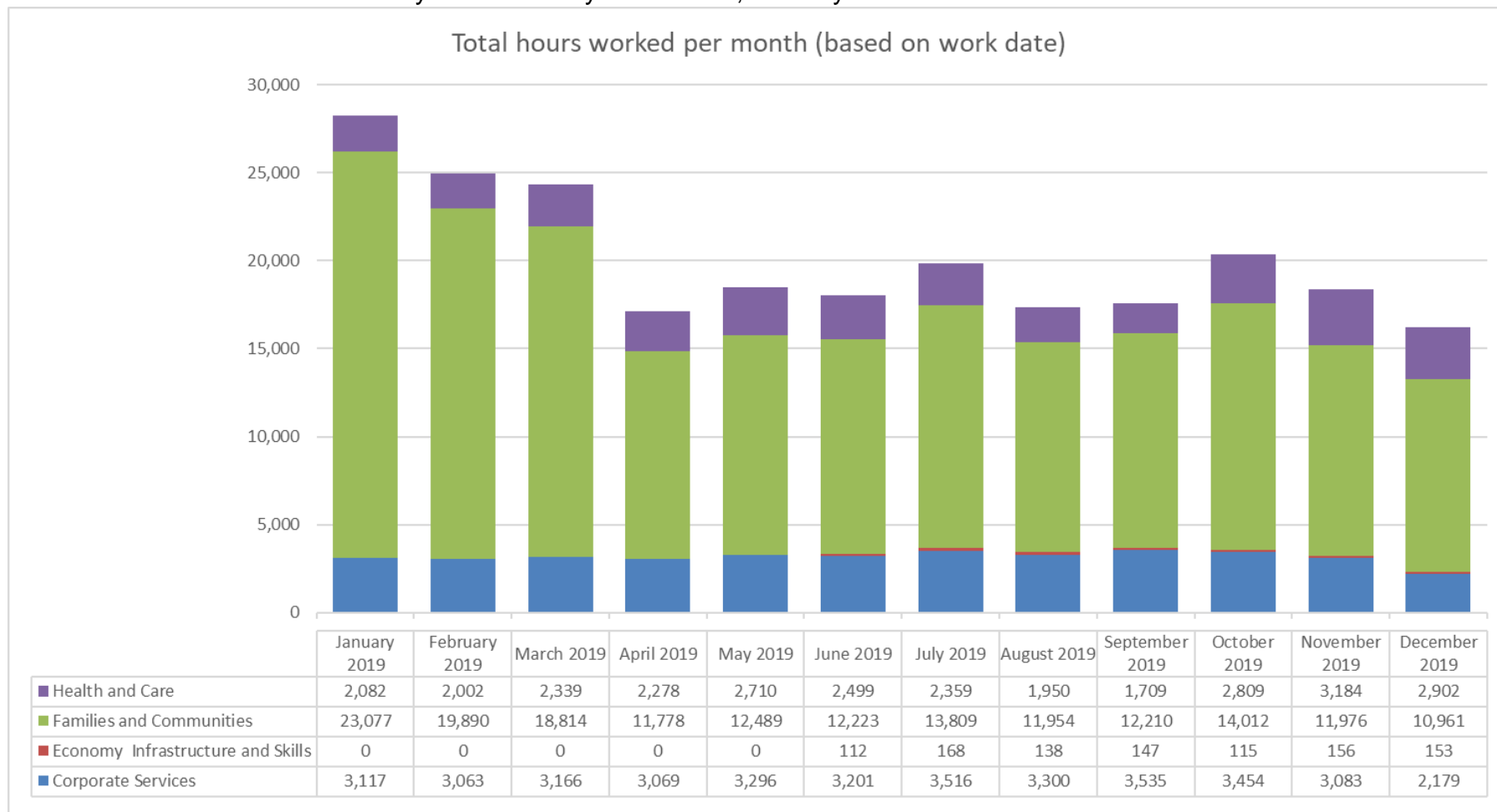
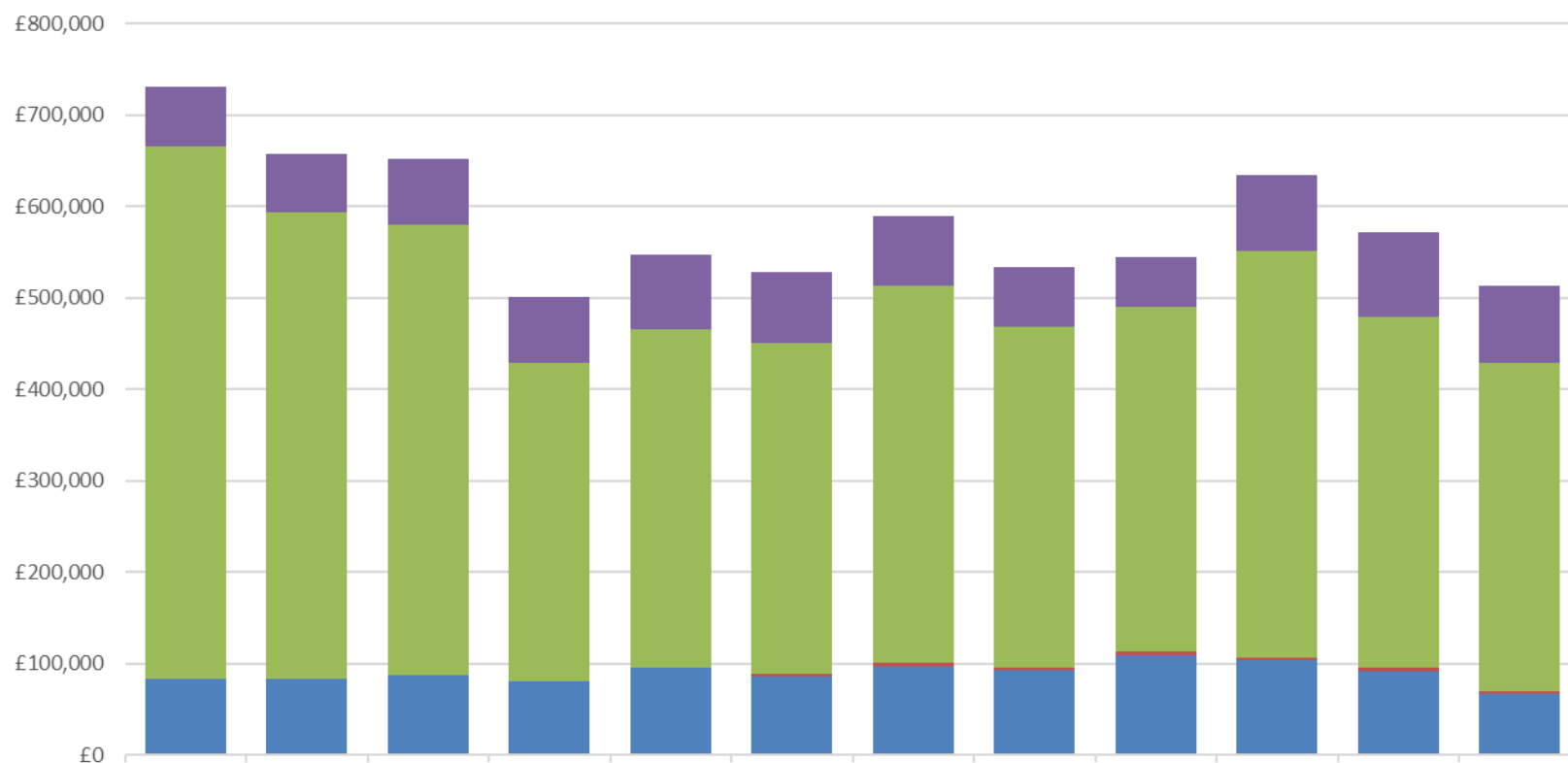


Table Five – Total Cost per month and by Directorate, January 2019 – December 2019

Total cost per month (based on work date)



	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019
Health and Care	£65,636	£63,512	£71,903	£71,146	£81,319	£76,966	£75,943	£64,498	£55,116	£83,243	£91,998	£84,859
Families and Communities	£581,832	£511,116	£492,579	£348,278	£371,422	£361,824	£412,669	£373,304	£376,642	£445,458	£384,682	£358,741
Economy Infrastructure and Skills	£0	£0	£0	£0	£0	£2,472	£3,725	£3,123	£3,355	£2,624	£3,549	£3,487
Corporate Services	£83,772	£83,023	£87,185	£81,022	£94,703	£86,342	£96,995	£92,255	£109,486	£103,431	£91,455	£66,148

Appendix Two - Comensura contract KPI

Fulfilment Rate

Fulfilment Rate	KPI	Achieved
All Assignments	98%	98.23%

Service Response Times – July 2019 onwards

*data available from July 2019 onwards due to a new monitoring system being introduced

Contact Response Rate	KPI	Achieved July 2019 onwards
Customer enquiries by phone	90% of calls answered within 4 seconds 95% of calls answered within 7 seconds 100% of calls answered within 10 seconds	All KPIs achieved
Customer enquiries by email	90% of emails answered within 30 minutes 95% of emails answered within 1 hour 99% of emails answered within 2 hours	All KPIs achieved

Contact	Response Times	Resolution Times
Customer enquiries by telephone	90% of calls answered within 4 seconds 95% of calls answered within 7 seconds 100% of calls answered within 10 seconds	90% of enquiries answered within 24 hours 95% of enquiries answered within 48 hours 100% of enquiries answered within 5 days
Customer enquiries by email	90% of emails answered within 30 minutes 95% of emails answered within 1 hour	90% of enquiries answered within 24 hours 95% of enquiries answered within 48 hours

Cabinet Meeting on Wednesday 18 March 2020

Staffordshire Autism Joint Implementation Plan 2020-2023



Cllr Alan White, Deputy Leader and Cabinet Member for Health, Care and Wellbeing said,

“As part of our All-Age Disability Strategy, we want to develop a new approach to how we support people with Autism, along with our partners in the CCGs. By engaging with service users, their families and carers, we are able to design services that will really make a difference to people’s lives, help them achieve the independence they have told us they want, and prevent the need for long-term reliance on social care services.”



Cllr Mark Sutton, Cabinet Member for Children and Young People said,

“We want to help as many people, including young people, with Autism to maximise their opportunities and live fulfilling lives. The Joint Implementation plan aims to encourage all services and organisations to ‘think autism’, and increase the resilience of individuals and communities so we can focus our resources on those who are most in need of support.”

Report Summary:

The Whole Life Disability Strategy 2018-2023 set out the Council’s vision for people with disabilities and commitment to implement a series of Plans to improve services. The Staffordshire Autism Joint Implementation Plan 2020-2023, attached at Appendix 1, is one of these Plans.

The Plan is joint between the Council and the Clinical Commissioning Groups (CCGs). It covers Children and Young People and Adults and has been based on the 15 “I Statements” from the national Autism Strategy.

A comprehensive engagement has been undertaken to inform development of the Plan. These have included an event for professionals and providers, and two events for people with lived experience of Autism. An on-line survey has been conducted to capture the views of people who were unable to attend the events or wished to contribute in this way.

The Plan has been considered in draft form by the Healthy Staffordshire Select Committee and the Safe and Strong Communities Select Committee on 3rd February 2020, and the feedback received has been reflected in the final version.

As the Plan is joint with the CCGs, approval is being sought through their own governance in parallel to the Council's, with all partners working towards implementation commencing in April 2020.

Recommendations

I recommend that Cabinet:

- a. Endorse the Staffordshire Autism Joint Implementation Plan 2020-2023 and delegate authority for final approval to the Cabinet Member for Health, Care and Wellbeing and the Cabinet Member for Children and Young People.
- b. Support implementation of the Plan and ensure that it is used to inform future planning and commissioning of services.

Local Members Interest
N/A

Cabinet – Wednesday 18 March 2020

Staffordshire Autism Joint Implementation Plan 2020-2023

Recommendations of the Deputy Leader and Cabinet Member for Health, Care and Wellbeing and the Cabinet Member for Children and Young People

I recommend that Cabinet:

- a. Endorse the Staffordshire Autism Joint Implementation Plan 2020-2023 and delegate authority for final approval to the Cabinet Member for Health, Care and Wellbeing and the Cabinet Member for Children and Young People.
- b. Support implementation of the Plan and ensure that it is used to inform future planning and commissioning of services.

Report of the Director of Health and Care and the Deputy Chief Executive and Director for Families and Communities

Reasons for Recommendations:

1. The Autism Act (2009) places a duty on all Local Authorities to produce an Autism Strategy. This Plan (a full copy of which is attached at Appendix 1), which is joint between the Council and Clinical Commissioning Groups (CCGs) and covers Children & Young People and Adults, fulfils that duty in Staffordshire and is written with due regard to relevant UK legislation and statutory guidance.
2. The Government, as part of the Think Autism Strategy (2014), identified five domains for national action as well as 15 priorities for local action, which were presented as “I Statements”, and which form the basis for this Plan.
3. To inform the development of this Plan, the Council and CCGs held a number of engagement events during September and October 2019 with professionals, providers and people with lived experience of Autism, as well as establishing an on-line survey to capture the views of people who were unable to attend the events or wished to contribute in this way. The engagement explored what life is like for people with Autism and their carers, and how well they feel the Council and CCG are performing against the 15 “I Statements”.
 - a. 21 people attended the event for professionals and providers;
 - b. 31 people attended the events for people with lived experience;
 - c. 83 people submitted a response to the online questionnaire.
4. Of the 15 “I Statements”, feedback was that the priorities were:
 - a. I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnostic process;

- b. I want to know that my family can get help and support when they need it;
- c. I want staff in health and social care services to understand that I have Autism and how that affects me;
- d. I want services and commissioners to understand how my Autism affects me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies;
- e. I want Autism to be included in Local Strategic Needs Assessments so that person-centred local health, care and support services, based on good information about local needs, are available for people with Autism.

5. Engagement also identified the following key themes;

- a. A need for more consistent training and awareness of Autism across all services and staff working in those services;
- b. A need to ensure that there are adequate diagnostic services;
- c. A need for increased communication and sharing of information, across all professionals, to prevent individuals having to repeatedly tell their story;
- d. A need for clear advice, guidance and signposting, from staff that understand Autism, to the support available in local communities;
- e. A need to ensure sufficient capacity and quality of support available;
- f. A need to focus on an individual's health and well-being, not their diagnosis.

6. A summary of the feedback obtained through engagement can be found in Appendix 2.

Review by Healthy Staffordshire Select Committee and the Safe and Strong Communities Select Committee

7. The draft Plan was considered by the Healthy Staffordshire Select Committee and the Safe and Strong Communities Committee on 03 February 2020 and Table 1 below identifies the feedback received and actions taken:

Table 1: feedback from Select Committees

Committee feedback	Actions taken
Assurance that the CCG will approve the Plan in a timely manner	Plan in approval process with final stage of CCG Governing Body in Common on 26/03/20.
Assurance that NHS Trusts, including A&E departments, will receive appropriate training with consideration of Autism Champions	Plan updated to confirm NHS ambitions and timescales for relevant training and plans for a 'digital flag' in patient records
Need to promote an Autism friendly culture within all stakeholders	Reflected within the wider Plan and will be a key focus for the Implementation Group
Transport to be considered	Plan updated to reflect how transport will be considered as part of the assessment process
Consideration of Safeguarding and potential exploitation of vulnerable	Plan updated with additional section in respect of potential exploitation and

individuals	radicalisation of people with Autism and Prevent duties
Consideration of Employment opportunities	Plan updated to expand on existing reference to working with the DWP via the Implementation Group, to include Job Centre Plus
Expand on work with Criminal Justice system	Plan updated to further enhance work through the Implementation Group with Criminal Justice and Law Enforcement agencies
Awareness raising in schools, particularly at primary school level	Plan further enhanced to reflect wider role of the Autism Outreach Team
Enhance information sharing	Plan further enhanced to include the sharing of relevant information between all stakeholders, including District and Borough Councils, to support it's successful delivery
Consider formal sign up to the Plan by all key agencies	To be addressed and reviewed as part of the Implementation Group and it's members

Implementation and Governance

8. Then Council and CCGs will establish an Autism Joint Implementation Group, which will include people with lived experience as well as a range of partners from public, private and voluntary sector organisations, that will oversee implementation of the Plan. The Group will use the Plan as a basis to continue to engage with people with Autism to get their views about prioritising and making changes to local services.

Community Impact Assessment (CIA)

9. Table 2 below summarises the key domains of the CIA. An Executive Summary is included in Appendix 3, with the full CIA accessible as a Background Reference Document.

Table 2: Community Impact Assessment summary

Domains	Benefits	Risks
PSED: Disability Age	The Plan aims to ensure the Council and CCGs: <ul style="list-style-type: none"> • encourage all services and organisations and society to “think autism”, supporting those with Autism, and their family/carers, to maintain their health and wellbeing and live fulfilling lives and feel part of society • redesign services, via 	Risk of complaint and challenge from people with Autism and their family/carers, as well as wider organisations, who may feel the Plan does not fully address their areas of concern

	<p>application of reasonable adjustments, to meet people's needs and make best use of resources available</p> <ul style="list-style-type: none"> • adopt a whole family approach to assessments • work in partnership with people with lived experience • ensure links between children and young people and adult social care via Preparation for Adulthood. 	
<p>Health & Care:</p> <p>Mental Health & Wellbeing Healthy Lifestyles Access to Social Care Independent Living Safeguarding</p>	<p>See PSED above</p> <ul style="list-style-type: none"> •The Council and CCGs will ensure staff have an awareness of the needs of people with Autism and the appropriate skills, knowledge, competence and training to support them, and their family/carers •NHS will reduce health inequalities, improving uptake of annual health checks, reducing over medication and take action to prevent avoidable deaths •Support plans, to meet eligible needs, will be underpinned by personalised outcomes which may include 'Healthy Lifestyles' •potential vulnerabilities of people with Autism and associated risks aligned to exploitation will be identified and addressed through relevant Safeguarding and/or Prevent duties 	<p>See PSED above</p>
<p>Economy:</p> <p>Economic Growth Poverty & Income Workplace Health & Environments Access to jobs/Good quality jobs</p>	<p>The Plan commits the Council and CCGs to:</p> <ul style="list-style-type: none"> •support the ongoing development of communities to ensure a credible local offer for people with Autism and their family/carers; •support people with Autism 	<p>Local communities unable to provide sufficient and appropriate resources (e.g. in more remote areas) to support people with Autism and their family/carers.</p>

	to develop their skills and independence and work to the best of their ability, which will include support to get a job and support from their employer to keep it. This will involve work with the DWP and Job Centre Plus as well as wider awareness raising with employers.	
Localities/Communities: Community Development/Capacity Crime/Community Safety Educational Attainment and Training Leisure and Culture Volunteering Best Start Rural Communities	See Economy above The Plan commits the Council and CCG to: <ul style="list-style-type: none"> • raise awareness with Criminal Justice and Law Enforcement agencies and include them on the Joint Implementation Group • support people with Autism of all ages and will include work with parents and education settings • work with DWP and Job Centre Plus, and wider employers re awareness and opportunities • ensure equitable access to leisure and cultural opportunities • ensure support planning for eligible needs underpinned by personalised outcomes which may include access to physical/social resources in the community 	See Economy above We experience difficulties engaging with relevant partners.

Legal Implications

Not Applicable

Resource and Value for Money Implications

Not Applicable

List of Background Documents/Appendices:

Appendix 1 – Staffordshire Joint Implementation Plan 2020-2023

Appendix 2 – Autism Engagement Summary

Contact Details

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Staffordshire

Autism Joint Implementation Plan

2020-2023

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Introduction

1. Autism is a lifelong developmental disability that can significantly impact the lives of people living with it. Autism affects people in a variety of ways and can affect their ability to live an independent life to varying degrees. It is a spectrum condition, which means that while all people with Autism share certain areas of difficulty, their condition will affect them in different ways.
2. Autism is not a Mental Health condition or a Learning Disability. However, around half of people with Autism have a Learning Disability and three quarters are likely to have a Mental Health condition at some point during their lives¹. This Plan therefore also applies to people with Autism with these additional needs, so that meaningful and seamless pathways to care are available.
3. The **Staffordshire Whole Life Disability Strategy**² set out a vision to ensure that people with any disability:
 - Are able to do things for themselves as much as they can with a focus on ability rather than disability.
 - Are as independent as they can be for as long as they can
 - Use what is available in their communities first rather than using paid for services.
4. The Strategy committed to developing a series of Plans to achieve this vision. This Plan is part of that approach. It has been informed by legislation and national policy, an assessment of local needs and engagement with people with lived experience of Autism.
5. Many people with Autism can and do live independently if reasonable adjustments are applied to universal services. This Plan aims to encourage all services and organisations to “think autism” and maximise opportunities to help people with Autism in Staffordshire to live fulfilling lives and feel part of society.
6. A relatively small number of people with Autism are eligible for additional care and support - often due to a concurrent Learning Disability or Mental Health condition. With an ongoing financial challenge across public services, this Plan aims to bring together the organisations that fund and provide care and support and redesign services so that they can continue to meet people’s needs and make best use of resources. People with Autism, their families and carers will be able to influence and shape the way that services are designed and provided³.

¹ NICE has made recommendations about the delivery of care to children and young people on the autism spectrum. This includes a recommendation that local services should work with and support the families of children and young people on the autism spectrum. It also recommends that local services should be coordinated by a local autism multi-agency strategy group.

² Whole Life Disability Strategy: [Whole-Life-Disability-Strategy-2018-2023](#)

³ Source: National Autistic Society UK

Legislation and National Policy

7. The **Autism Act (2009)** places a duty on all Local Authorities to produce an Autism strategy. This Plan fulfils that duty in Staffordshire and is written with due regard to relevant UK legislation and statutory guidance.
8. The Government's **Think Autism Strategy** (2014)⁴ provides a clear vision for improving lives of people with Autism: *'All children and adults with autism are able to live fulfilling and rewarding lives within a society that accepts them and understands them. They can get a diagnosis and access support if they need it, and they can depend on mainstream services to treat them fairly as individuals, helping them make most of their talents.'*
9. The Strategy, and the subsequent *'Statutory Guidance for Local Authorities and NHS organisations'* in March 2015 (updated 2018), have provided further detail on what improvements need to take place. The Government identified five domains for national action (Appendix 1) as well as 15 priorities for local action, which were presented as "I Statements", and which form the basis for this Plan.
10. The **NHS Long Term Plan** identifies that the NHS has a crucial role to play in helping people with Autism, a Learning Disability or both, lead longer, happier and healthier lives, and: *'aims to improve people's health by making sure they receive timely and appropriate health checks, while improving the level of awareness and understanding across the NHS of how best to support them as patients'*
11. In this Plan the NHS commits to:
 - Develop a clearer, more widespread focus on the needs of people with Autism and their families, starting with children with the most complex needs;
 - Improve community-based support so that people can live in their own homes rather than specialist hospitals;
 - Ensure that NHS services offer good quality care to people with a Learning Disability and Autism and their families by making reasonable adjustments so that they can enjoy equal access to and outcomes from treatment;
 - Reduce health inequalities, improving uptake of annual health checks, reducing over-medication and taking action to prevent avoidable deaths;
 - Champion the insight and strengths of people with lived experience and become a model employer of people with a Learning Disability and Autism;
 - Ensure the whole NHS has an awareness of the needs of people with a Learning Disability and Autism, working together to improve the way it cares, supports, listens to, works with and improves the health and well-being of them and their families; and
 - All NHS staff receiving information and training on supporting people with a Learning Disability and Autism from 2022/23, and that there will be a 'digital flag' in

⁴ <https://www.gov.uk/government/publications/think-autism-an-update-to-the-government-adult-autism-strategy>

patient records to ensure staff know a person has a Learning Disability and Autism by 2023/24.

Local Needs

12. There are currently 331 people with Autism known to Staffordshire adult social care services, with 211 of those currently in receipt of a service. There are currently 1,377 children and young people, with a primary need of Autism, with an Education Health and Care Plan (EHCP) of which 180 are in receipt of a social care service. Approximately 2000 children and young people are known to the Autism Outreach Team.
13. Further details are presented in Appendix 2. Further work will be carried out in 2020 to develop a more thorough understanding of the needs of people with Autism, including a review of any future Joint Strategic Needs Assessment programme.
14. Staffordshire's health and social care system has made some progress since 2018 in developing diagnostic pathways and services for people with Autism. There are now Autism assessment and diagnostic services for children, young people and adults living in Staffordshire. This was a key requirement within the original *'Fulfilling and Rewarding Lives'* strategy and its associated statutory guidance.
15. Following a diagnosis, a range of care and support is available:
 - Voluntary sector organisations provide a range of services for people with Autism and their families including support, advice and specialist help. Information about these groups can be found on Staffordshire Connects⁵.
 - Children and young people typically access support through educational settings. Schools and other educational settings are required to make reasonable adjustments to facilitate the inclusion of children and young people with Autism.
 - In practice, all schools and educational providers can access awareness training on Autism based on Autism Education Trust materials. This training is free and delivered by the Autism Outreach Team staff upon request. Further, additional, training on interventions to manage and support children and young people in education settings and strategic considerations for education leaders can be accessed as a traded service from the Autism Outreach Team.
 - Children and young people with the most complex needs may require an Education, Health and Care Needs Assessment. This will enable additional support to be made available to meet needs when necessary. Families and professionals can request a needs assessment through the local authority.
 - For those children and young people with Autism, and their families, likely to require additional social care support once they turn 18 years of age, a referral will be made to the appropriate adult social care service as part of Preparation for Adulthood at school year 9 (age 14) at the latest. They will then receive an assessment to determine any eligibility within their 16th year.

⁵ <https://www.staffordshireconnects.info/kb5/staffordshire/directory/home.page>

Engagement Feedback

16. The Council held a range of engagement activities to inform development of the Whole Life Disability Strategy. Further engagement activities specific to Autism were held by the Council and Clinical Commissioning Groups (CCG) during September and October 2019, to support development of this Plan. The main themes emerging are highlighted below with further details available on the Council's website⁶.
17. Of the 15 "I Statements", feedback was that the priorities were:
- I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnostic process;
 - I want to know that my family can get help and support when they need it;
 - I want staff in health and social care services to understand that I have Autism and how that affects me;
 - I want services and commissioners to understand how my Autism affects me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies;
 - I want Autism to be included in Local Strategic Needs Assessments so that person-centred local health, care and support services, based on good information about local needs, are available for people with Autism
18. Engagement also identified the following key themes:
- A need for more consistent training and awareness of Autism across all services and staff working in those services;
 - A need to ensure that there are adequate diagnostic services
 - A need for increased communication and sharing of information, across all professionals, to prevent people having to repeatedly tell their story;
 - A need for clear advice, guidance and signposting, from staff that understand Autism, to the support available in local communities;
 - A need to ensure sufficient capacity and quality of support available;
 - A need to focus on an people's health and well-being, not their diagnosis.

⁶ <https://www.staffordshire.gov.uk/Care-for-all-ages/Whole-life-disability-strategy/Implementation-plans-Autism.aspx>

Outline of the Plan

19. The Council and CCGs aspire to develop a society that is Autism friendly, which values and supports those with Autism, and their family and/or carers, to maintain their health and wellbeing. The Council and CCGs will support the ongoing development of communities to be strong and inclusive, and support people with Autism, and their family and/or carers, to help themselves. The intention is to increase the resilience of individuals and communities and prevent, reduce or delay dependency on health and social care services, so that we can focus our resources for those who are most in need of support.
20. The Council and CCGs will ensure that people understand their entitlement to and the benefits of, an assessment and routinely offer one on the appearance of need. Where an assessment identifies care and support needs, we will look to meet those needs with support from their local community in the first instance, avoiding the need for paid for services wherever possible. As part of the assessment process we will ensure that people with eligible needs are able to travel as independently as possible and in the most cost-effective way for them and for taxpayers, through the use of readily available modes of transport such as public transport and private and/or Motability vehicles. People will be encouraged and supported to obtain and use concessionary bus passes.
21. The Council and CCGs will ensure that staff who undertake assessments have the appropriate skills, knowledge, competence and training to do so and that they fully involve the individual being assessed if that is what they wish (taking into account their capacity to consent). Where required, access to an independent advocate will be provided. The Council and CCGs will adopt a whole family approach to assessments, with professionals working together so that the needs of people with Autism, and their family and carers, are identified and responded to appropriately. The Council and CCGs will ensure that assessments are recorded in a timely way, making sure that records are comprehensive, accurate, stored safely and shared accordingly to the standards required under data protection legislation so that the need for people to repeat their story is kept to a minimum.
22. The Council and CCGs will help those with Autism and their families/carers who are eligible to receive support. We will ensure that they receive the right support, at the right time, and develop plans to help reduce or delay longer term support needs. We will do this in a way which is safe and financially sustainable.
23. The Council and CCGs will work in partnership with people with Autism and their family/carers, as well as a range of organisations across the public sector (including NHS Trusts, Department for Work and Pensions, Job Centre Plus, District and Borough Councils, Housing, Education and the Police); private sector (such as providers of care and support); and the voluntary and community sector, to support

people with Autism and their family/carers. The sharing of relevant information between all stakeholders will be key in supporting this work and the successful delivery of the Plan.

24. The full Joint Implementation Plan is included at Appendix 3.

Implementation and governance

25. The Council and CCGs will establish an Autism Joint Implementation Group, including people with lived experience, that will oversee implementation of the Plan.

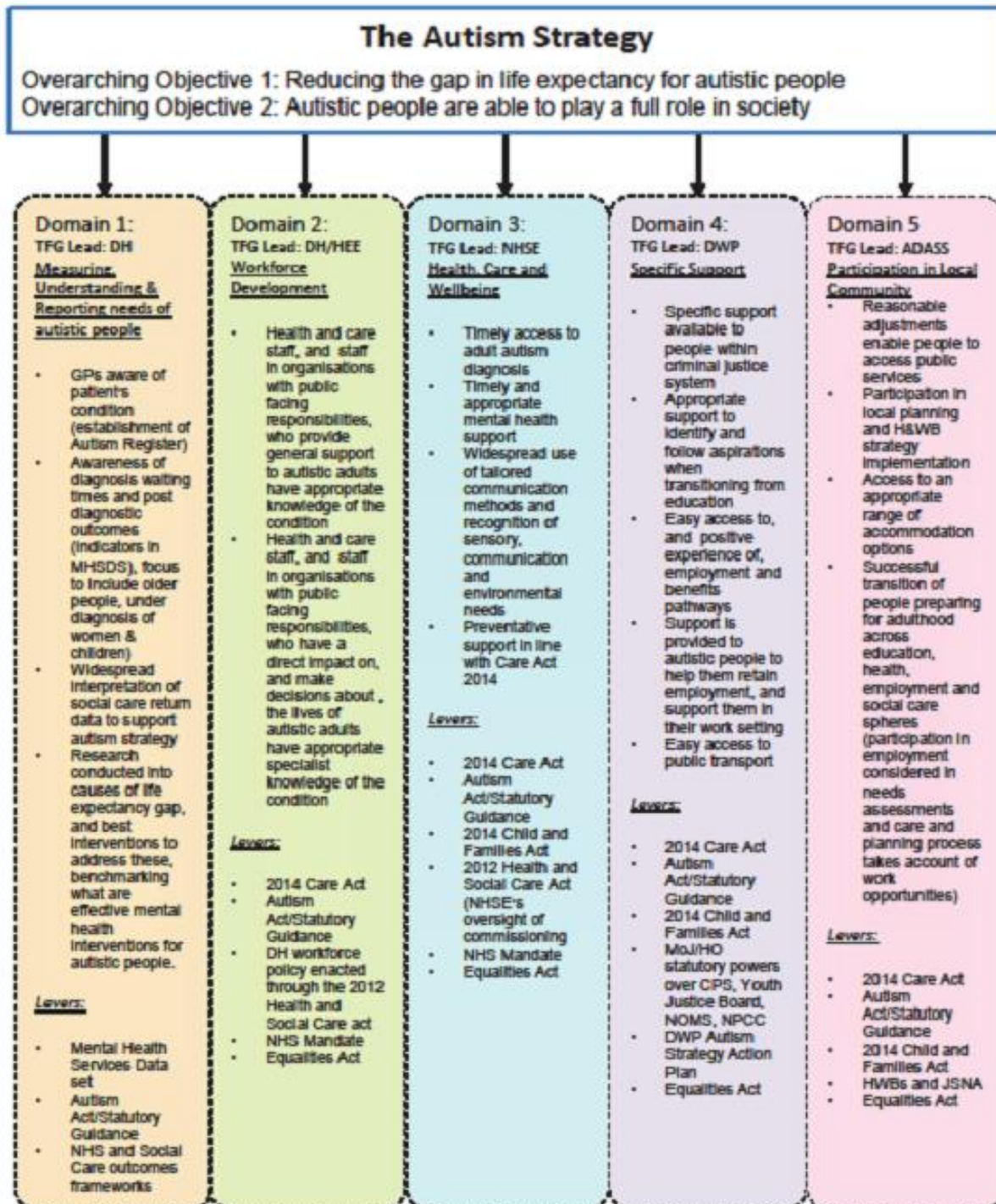
26. The Group will use the Plan as a basis to continue engagement with people with Autism to get their views about prioritising and making changes to local services.

27. The Group will consist of and engage with a wide range of partners, including:

- NHS Trusts
- Department for Work and Pensions
- Job Centre Plus
- Criminal Justice Services and Law Enforcement agencies
- District and Borough Councils
- NHS and Social Care teams and professionals
- Specialist and independent providers of services
- Education providers
- Commissioners

28. The Group will look to ensure full sign up to the Plan from key partners and monitor delivery of the Plan, taking into account feedback from people with Autism and the families/carers as well as these other organisations. The Group will produce an annual report on progress and achievements.

Appendix 1: five domains for national action

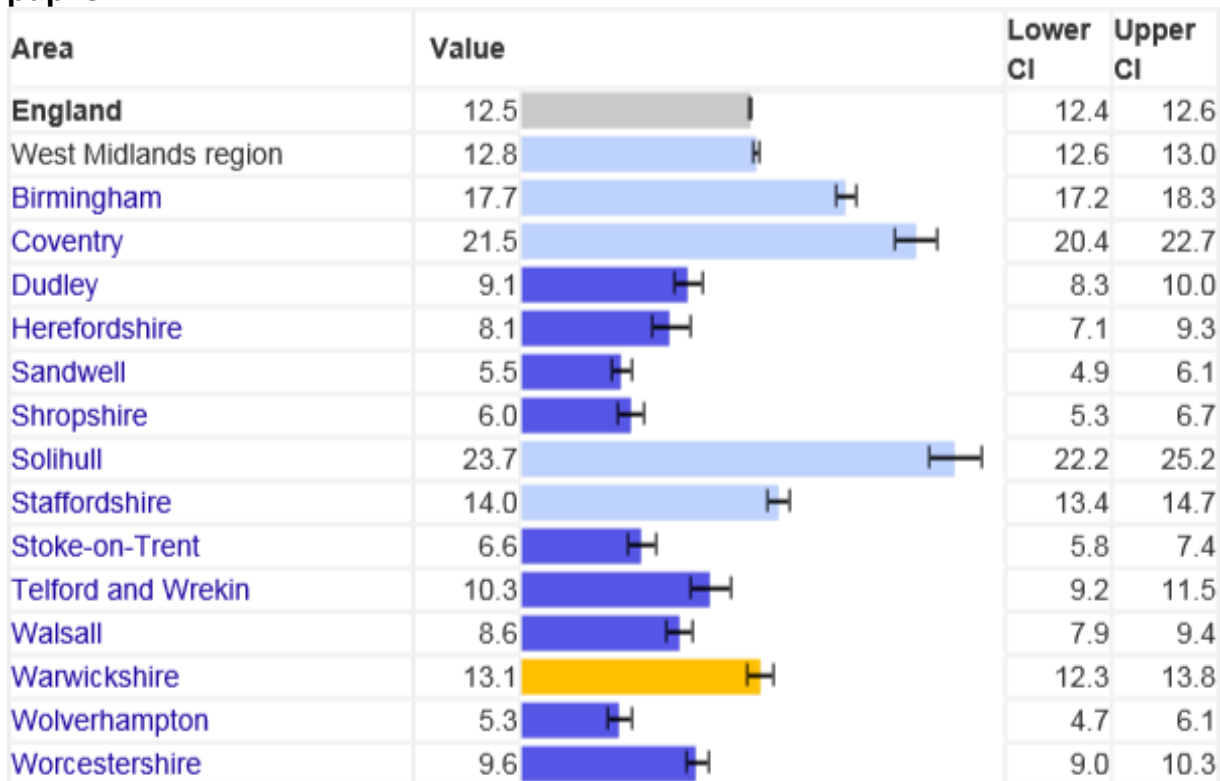


Appendix 2: Outline Needs Assessment




Children and young people

29. The total number of children and young people identified with ASD at school in Staffordshire was 2000 in 2019. The number of children and young people with Autism known to schools is shown in Figure 1 with figures per 1,000 pupils. There are more children and young people identified than in comparator authorities.

Figure 1: children and young people identified with Autism at school per 1,000 pupils



Source: Department for Education statistical collections: Special Educational Needs, local authority tables
<https://www.gov.uk/government/collections/statistics-special-educational-needs-sen>

Average 
 Below Average 
 Above average 

30. The report Prevalence of Disorders of the Autism Spectrum in a population cohort of children in South Thames: the Special Needs and Autism Project (SNAP)⁷, found that 55% of those with ASD have an IQ below 70

⁷ Baird, G. et al, The Lancet, 368 (9531), pp. 210-215, 2006

Adults

31. Nationally, as well as locally, there is limited data relating to Autism. National figures⁸ are published about people with disabilities including people with Autism. The information below is based on a Report from the Adult Psychiatric Morbidity Survey 2007, published by the Health and Social Care Information Centre in September 2009.
32. The prevalence of Autistic Spectrum Disorder (ASD) is 1.0% of the adult population in England, using the threshold of a score of 10 on the Autism Diagnostic Observation Schedule to indicate a positive case. The prevalence among men (1.8%) is higher than that among women (0.2%), which fits with the profile found in childhood population studies.
33. These prevalence rates have been applied to ONS population projections of the 18+ population to give estimated numbers of people with ASD in Staffordshire (Table 1).

	2019	2020	2025	2030	2035
Males aged 18-24	632	617	592	643	646
Males aged 25-34	961	961	943	878	887
Males aged 35-44	889	895	956	999	983
Males aged 45-54	1,136	1,112	967	929	990
Males aged 55-64	1,042	1,064	1,147	1,091	961
Males aged 65+	1,607	1,631	1,771	1,955	2,111
Total Males	6,267	6,280	6,376	6,495	6,578
Females aged 18-24	61	59	58	63	63
Females aged 25-34	100	100	96	89	91
Females aged 35-44	100	101	106	108	104
Females aged 45-54	127	124	109	105	111
Females aged 55-64	118	121	129	123	109
Females aged 65+	206	209	225	246	264
Total females	712	714	723	734	742

34. Some very able people with ASD may never come to the attention of services as having special needs, because they have learned strategies to overcome any difficulties with communication and social interaction and found fulfilling employment that suits their particular talents.

⁸ <https://www.pansi.org.uk> and <https://www.poppi.org.uk/>

35. Other people with ASD may be able intellectually, but have need of support from services, because the degree of impairment they have of social interaction hampers their chances of employment and achieving independence.
36. The National Autistic Society⁹ states that 'estimates of the proportion of people with Autism Spectrum Disorders (ASD) who have a Learning Disability, (IQ less than 70) vary considerably.
37. The problems people with Autism have in understanding social interactions, having sensory acuity that can easily lead to overwhelming anxiety and reaction and other associated issues, can mean that they become involved with criminal justice agencies because of their disability rather than through intention or be subject to bullying or harassment. Through the role of the Autism Joint Implementation Group, in overseeing the implementation of the Plan, partners within Law Enforcement and Criminal Justice agencies will be engaged to identify how wider awareness raising of the needs of people with Autism can be embedded.
38. People with Autism require equal accessibility to physical and mental health services to ensure that any such additional needs are identified and supported within the appropriate service.

Exploitation and Radicalisation of People with Autism

39. Noting that Autism is a spectrum condition and therefore people may be affected to varying degrees, the potential vulnerabilities of people with Autism and associated risk factors need to be identified so that consideration can be given to these being mitigated
40. People with Autism may adopt behaviours and ideologies from others to build relationships but they may find it difficult to recognise if these are appropriate, the consequences of these, or how these may be seen by others. They may also find it difficult to recognise the possible negative agenda of others.

Adults

41. In Staffordshire, concerns relating to possible exploitation or radicalisation of adults with Autism may require a referral to the Adult Safeguarding Team by calling 0345 604 2719.
42. The information will be considered and if they meet the requirements, in that; they are an adult with Care and Support needs; at risk of abuse and/or neglect; and unable to

⁹ <https://www.autism.org.uk/about/what-is/myths-facts-stats.aspx>

protect themselves, then as per Section 42 of the Care Act 2014 the Local Authority has a duty to make enquiries into the concern. It is recognised that not all adults with Autism will require this response.

43. It is important to state that there is no conclusive evidence of a link between Autism and terrorism, e.g. that there is an increased risk of engagement in terrorist activities if a person is on the autistic spectrum.
44. The Prevent duty and resulting Channel process will consider the needs and vulnerabilities of an adult with Autism and assess risks and consider any appropriate response and support plan for the adult when appropriate in regards to radicalisation.

Children & Young People

45. The Council has developed a pan-Staffordshire Child Exploitation strategy which encompasses all elements of exploitation, including child sexual exploitation, child criminal exploitation and, where there are links to child exploitation, gangs, county lines, knife crime, radicalisation, youth violence, modern slavery and child trafficking.
46. The strategy recognises and addresses the risks and vulnerabilities faced by children who go missing and those who are victims or witnesses of domestic abuse. The strategy resolves to increase effectiveness with an aim to achieving three overarching strategic outcomes:
 - a) Children and young people are not victims of Child Exploitation
 - b) Children and young people are protected from Child Exploitation by parents/carers, communities, professionals and businesses
 - c) Children, young people and adults are not perpetrators and/or groomed to facilitate Child Exploitation
47. An implementation plan is currently being developed which will shape the partnership approach to the delivery of this strategy across Staffordshire and Stoke-on-Trent after its launch in April 2020
48. Any child assessed as being at either a medium or high-level risk of exploitation will be discussed at a Vulnerable Adolescent Multi Agency panels (VAMAPs), which are the forums for safeguarding children at risk of exploitation within a partnership arena, and are currently being rolled out across the County.
49. The primary purpose of the VAMAPs is to ensure a strategic oversight at a district and County level which will enable problem profiling and ensure prevention and targeted interventions aimed at groups and communities can be planned for and routinely monitor. The panels will support actions to safeguard children and to disrupt and reduce the opportunity for them to become victims of abuse as a result of Child Exploitation.
50. Learning from these panels across the partnership will be used to inform and shape future commissioning of a Child Exploitation service.

Appendix 3: Joint Implementation Plan

Outcomes to be achieved	Actions			
	Priority	By April 2021	By April 2022	Longer term
1. An equal part of my local community				
<ul style="list-style-type: none"> I want to be accepted as who I am within my local community. I want people and organisations in my community to have opportunities to raise their awareness and acceptance of Autism 		Availability of awareness raising and establish and promote relevant information links on LA and CCG Websites	Wider awareness raising across public, private and voluntary sectors	
		Identify Autism Champions within relevant public sector organisations	Identify Autism Champions within the wider private and voluntary sectors	
<ul style="list-style-type: none"> I want my views and aspirations to be taken into account when decisions are made in my local area. I want to know whether my local area is doing as well as others 		Membership of Autism Implementation Group to include people with Autism and their support networks	Engagement in Health and Well Being processes	Benchmarking information with other LAs and CCGs
<ul style="list-style-type: none"> I want to know how to connect with other people. I want to be able to find local autism peer groups, family groups and low-level support 		Autism Implementation Group to review information available through Staffordshire Connects and CCG equivalent websites	Further refine links following Information Advice and Guidance review	Work to promote and support an increase in appropriate groups in local communities
<ul style="list-style-type: none"> I want everyday services that I come into contact with to know how to make reasonable adjustments to include me and accept me as I am. I want staff who work in them to be aware and accepting of Autism 		Autism Implementation Group to agree to awareness raising programmes for statutory services	Autism Implementation Group to agree and progress how we better engage and involve Private Sector	Look to establish and embed "Autism Friendly" kite mark
		Awareness raising and information for all public services	Autism Implementation Group to develop plan for wider employer awareness raising	

<ul style="list-style-type: none"> I want to be safe in my community and free from the risk of discrimination, hate crime and abuse 		Autism Implementation Group to include representation from Law Enforcement agencies	Autism specific Hate Crime and Abuse report for local areas	
<ul style="list-style-type: none"> I want to be seen as me and for my gender, sexual orientation and race to be considered 		Equalities review of current service delivery		
Outcomes to be achieved	Actions			
	Priority	By April 2021	By April 2022	Longer term
2. The right support at the right time during my lifetime				
<ul style="list-style-type: none"> I want Autism to be included in the local strategic needs assessment so that person centred local health, care and support services, based on good information about local needs, is available for people with Autism 	✓	Include Autism in the JSNA	Autism Implementation Group to include role of specialist services in developing approaches to support and needs planning	
<ul style="list-style-type: none"> I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnosis process 	✓	Review of the NHS diagnosis pathway (adults and children) and seek to ensure access to equitable services County Wide	Revised pathways and support approaches in place	
<ul style="list-style-type: none"> I want staff in health and social care services to understand that I have autism and how this affects me 	✓	Identify Autism Champions in Health and Social Care services	Identify Autism Champions with wider partners	Review options for alternatives to face to face appointments (e.g GPs)
		Awareness raising and information programme	Awareness raising and information programme	Consider introduction of Autism Passport
<ul style="list-style-type: none"> I want to know that my family can get help and support when they need it 	✓	Review Information, Advice & Guidance offer	Promote wider awareness raising of support available to Carers (e.g assessments, IA&G, respite etc)	

<ul style="list-style-type: none"> I want services and commissioners to understand how my Autism affects me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies 	✓	Include people with lived experience on the Autism Implementation Group	Review of Autism friendly approaches to Aging	
		New Preparing for Adulthood process and SEND plans	Review of End of Life Care	
		Improve joint working between LAs and CCGs		
Outcomes to be achieved	Actions			
	Priority	By April 2021	By April 2022	Longer term
<ul style="list-style-type: none"> I want people to recognise my Autism and adapt the support they give me if I have additional needs such as a mental health problem, a learning disability or if I sometimes communicate through behaviours which others may find challenging 		Analysis of effective interventions for people who are autistic with additional mental health problems	Development of quality standards in commissioned services	Review of housing opportunities
		Application of reasonable adjustments to Council and NHS services to improve access and support	Application of reasonable adjustments to other public services to improve access and support	
		Implement quality reviews using people with lived experience	Publicity and awareness campaign in Health care settings	Review of Autism awareness and specialist delivery in NHS and SCC contracted services
<ul style="list-style-type: none"> If I break the law, I want the criminal justice system to think about Autism and to know how to work well with other services 		Awareness raising and information for Law Enforcement agencies and their inclusion in the Autism Implementation Group	Partnership Review with Criminal Justice services and Law Enforcement agencies	
3. Developing my skills and independence and working to the best of my abilities				

<ul style="list-style-type: none"> I want the same opportunities as everyone else to enhance my skills, to be empowered by services and to be as independent as possible 		<p>Awareness raising and information for services through web- based platforms and focus on SCC depth training</p>	<p>Publicity campaign as well as awareness raising</p>	
<ul style="list-style-type: none"> I want support to get a job and support from my employer to help me keep it 		<p>Partnership review with DWP and inclusion on Autism Implementation Group</p>	<p>Awareness raising for Employers in public, private and voluntary sectors</p>	<p>Review options for autism specific job coaching and buddy systems with partners (e.g. DWP)</p>
			<p>Monitoring of impact on employment outcomes.</p>	

Autism Engagement Feedback

APPENDIX 2

Background and Context

During September and October 2019, a series of engagement events were undertaken with providers of Social Care and Health services, professionals and most importantly people with lived experience of Autism, to inform the development of this Plan. The events were intended to explore what life was like for people with Autism and their carers, and how well the Council and Clinical Commissioning Groups were perceived to be performing against the 15 “I Statements” from the “Think Autism” national strategy. To supplement the engagement events the Council also established an on-line survey for people unable to attend the events or whom wished to contribute in this way.

The key outcome of this engagement process is that people have told us that, of the 15 national “I Statements” they feel the most important for them and therefore the areas the Council and CCG need to primarily focus on are:

- I want services and commissioners to understand how my Autism affect me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies;
- I want to know that my family can get help and support when they need it;
- I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnostic process;
- I want staff in Health and Social Care services to understand that I have Autism and how that affects me;
- I want Autism to be included in Local Strategic Needs Assessments so that person-centred local health, care and support services, based on good information about local needs, are available for people with Autism

This engagement process also identified the following key themes:

- A need for more consistent training and awareness of Autism across all services and staff working in those services;
- There is a lack of support, timely or otherwise, particularly for those aged 18 years and above and post diagnosis;
- A need for increased communication and sharing of information, across all professionals, to prevent individuals having to repeatedly tell their story;
- Concerns raised specifically in relation to the recent changes in the CCG’s provision of Diagnostic services
- A need for clear advice, guidance and signposting, from staff that understand Autism, to what is available in local communities whether that be from the public, private or voluntary sectors
- Need to focus on an individual’s Health and Wellbeing, not their diagnosis

To refresh the Autism Implementation plan, engagement was undertaken with individuals with lived experience, families, carers, professionals and providers of services to find out how well we are delivering on the 15 ‘I’ statements that are part of the ‘Think Autism’ national strategy. The statements have been grouped into three key areas as follows:

An equal part of my local community

1. I want to be accepted as who I am within my local community. I want people and organisations in my community to have opportunities to raise their awareness and acceptance of autism.
2. I want my views and aspirations to be considered when decisions are made in my local area. I want to know whether my local area is doing as well as others.
3. I want to know how to connect with other people. I want to be able to find local autism peer groups, family groups and low-level support.
4. I want the everyday services that I come into contact with to know how to make reasonable adjustments to include me and accept me as I am. I want the staff who work in them to be aware and accepting of autism.
5. I want to be safe in my community and free from the risk of discrimination, hate crime and abuse.
6. I want to be seen as me and for my gender, sexual orientation and race to be considered.

The right support at the right time during my lifetime

7. I want autism to be included in local strategic needs assessments so that person-centred local health, care and support services, based on good information about local needs, are available for people with autism.
8. I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnostic process.
9. I want staff in health and social care services to understand that I have autism and how this affects me.
10. I want to know that my family can get help and support when they need it.
11. I want services and commissioners to understand how my autism affects me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies.
12. I want people to recognise my autism and adapt the support they give me if I have additional needs such as a mental health problem, a learning disability or if I sometimes communicate through behaviours which others may find challenging.
13. If I break the law, I want the criminal justice system to think about autism and to know how to work well with other services.

Developing my skills and independence and working to the best of my ability

14. I want the same opportunities as everyone else to enhance my skills, to be empowered by services and to be as independent as possible.
15. I want support to get a job and support from my employer to help me keep it.

Attendance at events and online submissions

Three drop-in events were held. One for professionals and providers, and two for individuals with lived experience, families and carers. There has also been the option to complete an online questionnaire.

21 people attended the event for Professionals and Providers.

31 people attended the event for people with lived experience, families and carers events.

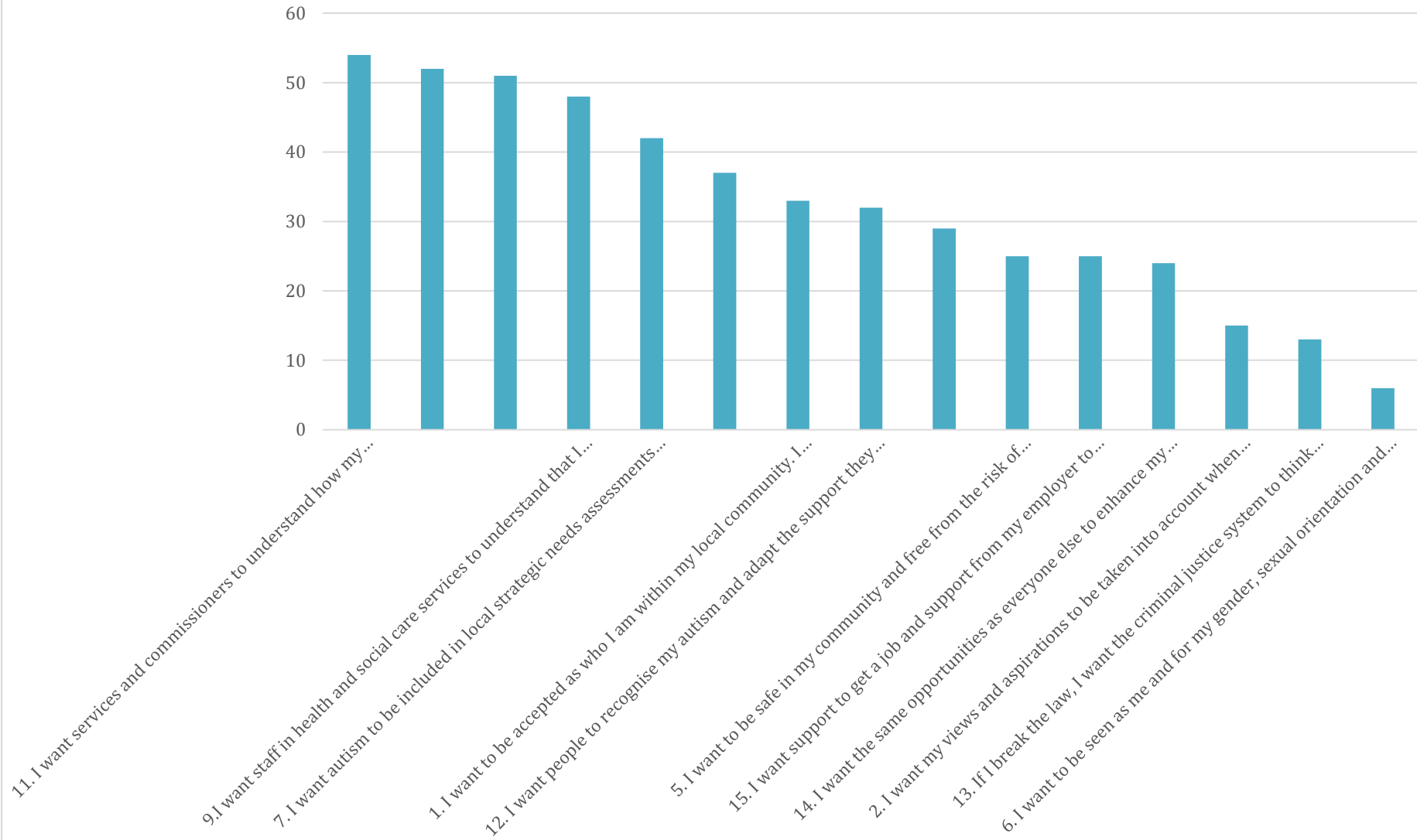
83 people submitted a response to the online questionnaire.

Top 5 Priorities

Overall the following top five statements (in no particular order) were identified to be the most important to address, in order to improve people's lives in a meaningful way.

- Statement 7 - I want autism to be included in local strategic needs assessments so that person-centred local health, care and support services, based on good information about local needs, are available for people with autism.
- Statement 8 - I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnostic process.
- Statement 9 - I want staff in health and social care services to understand that I have autism and how this affects me.
- Statement 10 - I want to know that my family can get help and support when they need it.
- Statement 11 - I want services and commissioners to understand how my autism affects me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies.

Top 5 Priorities



Summary Feedback

1. An equal part of my local community

Individuals with lived experience, families and carers	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> Experiences of professionals that understand autism make a huge difference. Ad hoc examples given of a doctor, local PCSO's, community psychiatric nurse and a provider. Facebook is good at looking at what is available in the local area.
	<p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> All residential and day care services need to have knowledge and training around autism and an internet connection. Local charities and people with lived experience help. More could be done with proper funding of services.
	<p>Negative: Most people commented that we are not doing well at all. Comments included:</p> <ul style="list-style-type: none"> Lack of knowledge on what is on offer in the community and support available. Also need support to access this information e.g. a helpline or a handbook Lack of support for carers Lack of understanding of autism particular noted around NHS services, rely on the families to understand the individual – continuous training needed No coordinated approach to support and no communication between services. If Health and Social Care cooperated would create a more successful service. Lack of reasonable adjustments Lack of understanding around appointments for individuals, length of time offered, the right approach to take, understanding the anxieties the person is experiencing etc Autism isolates the individual and the family – suggested community champions, support plans to be more inclusive of the community People are not safe in the community People with autism and their families are judged
Professionals and Providers	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> Good support provided by voluntary organisations in North Staffordshire
	<p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> Lacking in support for adults I think a lot of training has been done around autism. However, there is a lack of skills for people to adapt their knowledge to support individuals

	<ul style="list-style-type: none"> • Main worry is the future, when parents and carers are no longer around • Sexual health services and education are needed • There are various communities (online, social, geographical and peer etc) • One size does not fit all. Everyone presents differently <p>Negative: Most people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • Not enough awareness and true understanding of autism • Everything stops when the person reached 18 years of age • Not enough activities and support available. It is not known what is available • Most people want basic human rights • Reorganisation of services, threshold criteria changes don't help • There is too much emphasis on support from the voluntary sector • Education of the general public is needed
Online Survey	<p>Positive: Some people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • Not the me part, but my race, gender, sexuality and religious views are less well accepted • Race and sexual orientation have a much bigger understanding and acceptance than autism <p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • People don't need to be experts, but a basic understanding would be good. Suggested an autism friend programme in the same way as the dementia friends programme • People are often willing to make adjustments but are unaware of what these might be. If I am struggling with communication explain these can be an extra burden. Training or a guide of simple steps that managers within SCC NHS should help my constant need to explain • Waiting rooms for services are not autism friendly • Although Staffordshire have an online portal as a single point of contact for this info most families still do not know about it. The info within Staffordshire connects isn't always easy to navigate either even for those who are good with technology! You have to have an idea of what it is your looking for to even be able to find it so it's not helping families that are feeling isolated or lost and have no idea what's available to them

	<p>Negative: Most people commented that we are not doing well. Comments included:</p> <ul style="list-style-type: none"> • There is very little evidence locally of any interventions to make life easier for people with autism • No services or support groups available to help or is a postcode lottery or limited. Support groups also need to be inclusive or working parents and run at times to suit this. Support needed post diagnosis. • Had a bad experience where an employer would not make reasonable adjustments for me • A recognised information pathway to find information on connecting with specific groups, organisations attached to learning disabilities is needed • Services are based in Stafford and it can be difficult for people with autism to travel • I couldn't carry on at College so left. I am not support and have been left 'to get on with it' • Issues with bullying at school and in the community. People with autism do not feel safe wherever they go • Perhaps providing formal training opportunities for NHS and SCC staff and opportunities to talk to autistic people could will develop awareness and then understanding before acceptance • Many people commented on the loss of the expertise of Midlands Psychology and feel unsure as to what is available • Issues around accessing CAMH's Services were highlighted • Our experience of hate crime with our child and within education has been mentally damaging for our son, he is scared to go out of the house, anxiety has increased, and he suffers with severe depression
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2. The right support at the right time during my lifetime

<p>Individuals with lived experience, families and carers</p>	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • The Police have been good in the local area and when a person with autism went missing
	<p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • Better behaviour support and planning needed • Transition across all services needs to be better • Suggested the use of an autism passport • Looking at the future when carers and family no longer able to care. Limited work undertaken around future planning • Accessibility of services, not all people with autism want to go and meet a GP face to face. • Need autism friendly organisations • Improvements needed for help and support in crisis situations
	<p>Negative: Most people commented that we are not doing well at all. Comments included:</p>

	<ul style="list-style-type: none"> • More training needed for staff when questioning people with autism • Once have a diagnosis, then what? No support offered • Services and places are not autism friendly or are slow to adopt the approach • Individuals are 'shoe horned' into services instead of services being flexible and appropriate for them. We are all individuals with differing needs • System is too hard to navigate to get help and support in the home • We are not smart enough with the services we offer. Being smart does not mean you have to spend money • Need individuals and families to be safe at home – this is not always the case due to lack of support • Some people, due to the lack of support, can end up in the criminal justice system • Lack of training and awareness especially in the education system. Some not getting the best out of education and come are not getting any • Parents feel they are in a constant battle trying to get support for their child • Lack of training, awareness and understanding across all organisations • Long wait time for diagnosis and assessments and sometimes they are not good • Families and carers are not involved in each step when they should be • Personal and person-centred approach has to be just that, discretion to adapt to the persons needs. Support planning needs to be consistent and real, encompassing the individual needs even if outside of the norm or usual pathways • Transparency and communication are lacking across all stakeholders • Services are discriminating against me because I cannot access the mental health service, they discharged me because of my autism • Assessments have to be done with families not to families and young people. With dignity and experience and understanding. This is not happening • Regular quality assurance checks of assessments and more accountability in all areas is needed
Professionals and Providers	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • There is a growing knowledge around autism • The Carers Hub is piloting an autism roadshow in Tamworth • The Autism Outreach Team offer a great service <p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • Services and Commissioners need to be up to date on resources and forward thinking • Advocacy and person-centred support tools are not at the forefront as it once was • Reliance on voluntary sector provision – should all be joined up • People get in the Criminal Justice system due to lack of support. There is little understanding of autism in the

	<p>prison service</p> <ul style="list-style-type: none"> • Assessments can be lengthy • More involvement in transition is required <p>Negative: Most people commented that we are not doing well at all. Comments included:</p> <ul style="list-style-type: none"> • Huge differences between North and South diagnostic services • Some mental health services will not work with individuals until they have had an autism assessment which creates delays • Families often have to reach crisis point before they get support • Lack of accessible information for children and young people • All comes down to lack of funding • Many services feel ill equipped to work with adults with autism • It is not clear who does what and when. Passed around between services
Online Survey	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • The independent support groups that are in place are going above and beyond for parents and children • Really good support from the Autism Outreach Team in transition to reception this year • Contact with Staffs police has been structured, polite and positive <p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • Mixed experiences of diagnosis and the Autism Outreach Team • Awareness is increasing but still poor • People claim to understand however they are very patronising • Schools struggle to understand autism and how it can affect children and importantly how to help children through the school day • The only support families get is peer support • Sainsburys recently introduced a sunflower lanyard to identify people with hidden disability's which is a big help. More providers need do this • I have no experience of the Criminal Justice System as yet, but this is something I really worry about <p>Negative: Most people commented that we are not doing well at all. Comments included:</p> <ul style="list-style-type: none"> • People are uncertain about the new diagnostic for children. Waiting lists have now come into force when they were not there previously and there is feeling of lack of support after diagnosis. Not the same service • Lack of support and some families had to pay privately because of this • People feel support has been removed in a number of cases • There is limited support for parents and their wellbeing • Autism does not fit well into existing services

	<ul style="list-style-type: none"> • Some people felt that changes are done with finances rather than service users in mind causing unnecessary distress • Concerns raised as residential overnight stays have been stopped • Struggling at school as they are unable to implement autism strategies without diagnosis • More support is needed for those going through significant change • Autism and Mental Health services need to be joined up • Support for all transition scenarios is lacking
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3. Developing my skills and independence and working to the best of my ability

Individuals with lived experience, families and carers	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • Local charities work well to support people. They need more funding • Help from an Occupational Therapist would help people to be more independent
	<p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • Lack of reasonable adjustments and understanding from employers • Transport can be a huge issue • Job Centre Plus staff need to have proper training and understand that a person with autism will still need support once they have started the job • The respite offer does not include people with autism • Increase in training, awareness and understanding needed across all stakeholders at all levels • Include training at university
	<p>Negative: Most people commented that we are not doing well at all. Comments included:</p> <ul style="list-style-type: none"> • Support is needed throughout including when looking for a job • There is a need for job coaching for people with autism. There is a need for a mentor or a buddy to help and support the person in the workplace • There is a lack of support around paperwork for carers • There is a lack of individualised communication • Lack of local transport links • A wider range of support is needed outside of normal working hours • Professionals expect too much of people with autism to integrate into 'normal life' • There is a lack of clear pathways for people to navigate • Job Centre Plus has no system in working with people with autism • Employers need to understand complexities and have patience

	<ul style="list-style-type: none"> • Post college / university too many fall off a cliff edge and are left unable to find anything suitable for them to do • Better opportunities at college needed • Life skills training is lacking • Lack of support to enable people to become independent • Independence is about what the young person wants and not what society expects. Listen to them and family
Professionals and Providers	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • All jobcentres can offer 'retention' a neutral body to work with customers and employer with agreement of all parties with the aim of the customer staying in employment
	<p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • All job centres are working with employers on our disability confident scheme to encourage employers to offer employment to people with disabilities - we need to do more • Life skills are encouraged in special school – what happens when my child leaves education? • Some people will never be able to work in formal employment. Their skills are lost because the benefit system does not recognise the value of volunteer roles.
	<p>Negative: Most people commented that we are not doing well at all. Comments included:</p> <ul style="list-style-type: none"> • There is a massive reduction of work opportunities and support for people with autism • Transport funding cuts are creating huge barriers to engagement, inclusion and independence • Support available to employers is limited. Creates a barrier for employers. If support was there employers could directly employ more people with autism • Lack of understanding of people's difficulties and how they might develop skills
Online Survey	<p>Positive: A few people commented that we are doing well. Comments included:</p> <ul style="list-style-type: none"> • Current school and autism outreach doing well
	<p>Neutral: Some people commented that we are not doing so well. Comments included:</p> <ul style="list-style-type: none"> • Education is key to finding meaningful employment • Getting on the employment ladder is important, but anxiety provoking. Opportunities need to be given to allow people to show their skill set • People have a job but have struggled at times to remain in employment
	<p>Negative: Most people commented that we are not doing well at all. Comments included:</p> <ul style="list-style-type: none"> • More organisations across Staffordshire should be creating opportunities for people with Autism. There are not enough opportunities or understanding • I would like to do so much more with my life, however I am getting held back by the lack of support available • There is no flexibility in support • There are not many people with special educational needs and disabilities working in the community

	<ul style="list-style-type: none">• No experience as yet and would not know where to go for support• No confidence or encouragement to join in• Some have been turned away by the job centres
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What is missing?

Of the 15 statements, above, we asked stakeholders if they thought there was anything else that is missing. Comments included:

- Missing early intervention
- Is there an ethical framework and Quality Performance Assessment for the third sector/ voluntary organisations on what they offer?
- Need to focus on health and wellbeing and not the diagnosis. We all want the 'I' statements
- Resource Front Door adequately - staff who understand what is out there for people with autism. A staff lead in Staffordshire Cares
- No services available for people who are an elective mute
- Consultation with people with autism on what they would like to see
- Affordable housing with is appropriate
- Crisis intervention
- School holiday and respite support, social clubs
- Lack of adult services
- Create a gallery of successful inspirational local autistic people or a place to display artwork in Staffordshire Place



Community Impact Assessment – Checklist and Executive Summary

Name of Proposal: Staffordshire Autism Joint Implementation Plan 2020-2023

Project Sponsor: Dr Richard Harling, Director of Health & Care

Project Manager: Richard Deacon, Commissioning Manager, AAD & Mental Health

Date: 06/02/20

Final Checklist

Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself/ SLT/ Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed	Comments/Actions
The project supports the Council's Business Plan, priorities and MTFS.	✓	
It is clear what the decision is or what decision is being requested.	✓	Officers presented a draft Autism Joint Implementation Plan to Healthy Staffordshire Select Committee for comment/feedback on 03 February 2020 before bringing to Cabinet for formal approval
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible).	✓	
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	✓	
The groups who will be affected by the policy, service or project have been clearly identified.	✓	
The communities that are likely to be more adversely impacted than others have been clearly identified.	✓	
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	✓	Engagement has been undertaken with providers, professionals and people with lived experience of Autism and this feedback has been used to inform the Plan.
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	✓	The CIA has been informed by the content of the Plan, which has included the involvement of relevant individuals in its drafting
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research, engagement/consultation, case studies and local knowledge.	✓	
The CIA evidences how the Council has considered its statutory duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.	✓	
The next steps to deliver the project have been identified.	✓	Approval by Cabinet in March 2020. There is an Implementation Plan and there are plans to establish an Autism Joint Implementation Group (including people with lived experience) to oversee it's delivery.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
PSED	Disability	The Plan is joint across the	Risk of complaint and	The Council held a range of

Executive Summary

The Executive Summary is intended to be a collation of the key issues and findings from the CIA and other research undertaken. This should be completed after the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the CIA template. Where no major impacts have been identified, please state N/A.

What are the impacts on residents with a protected characteristic under the Equality Act 2010?
 Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision, and this can be supported with robust evidence.

Age

Impact on SCC Staff

Council and CCGs and applies to people with Autism and people with Autism with additional Mental Health and/or Learning Disability needs so that meaningful and seamless pathways to care are available. The Plan aims to:

- encourage all services and organisations to “think autism” and aspires to develop a society that is Autism friendly, which values and supports those with Autism, and their family and/or carers, to maintain their health and wellbeing, placing an emphasis on prevention to avoid, reduce or delay dependency on health and social care services by increasing the resilience of individuals and communities ;
- focus on the 15 priorities (“I Statements”) from the Government’s Think Autism Strategy;
- maximise opportunities to help autistic people in Staffordshire to live fulfilling lives and feel part of society;
- bring together organisations that fund and provide care and support and redesign services so they can continue to meet people’s needs and make best use of resources available
- commit both SCC and the CCGs to support the ongoing development of communities to ensure a

challenge from people with Autism and/or their family and carers, as well as wider organisations, who may feel the Plan does not fully address their areas of concern

engagement activities to inform the development of the wider Whole Life Disability Strategy, this Plan being part of the approach to achieving it’s vision, as well as further engagement activities specific to Autism (jointly with CCG colleagues) during September and October 2019 to support development of this Plan. The main themes emerging from the engagement are highlighted in the Plan.

Health and Care

Mental Health and

See PSED above

See PSED above

See PSED above

<p>How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?</p>	<p>Wellbeing Healthy Lifestyles Access to Social Care Independent Living Safeguarding</p>	<p>The NHS also commits to ensure the whole NHS has an awareness of the needs of people with Autism, working together to improve the way it cares, supported, listens to, works with and improves the health and wellbeing of them and their families</p> <p>This Plan identifies the NHS's commitment to:</p> <ul style="list-style-type: none"> - reducing health inequalities, improving uptake of annual health checks, reducing over medication and taking action to prevent avoidable deaths - offering good quality care to people with Autism and their families by making reasonable adjustments so that they can enjoy equal access to and outcomes from treatment <p>Subject to assessed eligible needs, a support plan will be developed underpinned by personalised outcomes which may include 'Healthy Lifestyles'.</p> <p>The potential vulnerabilities of people with Autism and associated risks aligned to exploitation will be identified and addressed through relevant Safeguarding and/or Prevent duties</p>		
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Economy	Economic Growth	The Plan commits the Council and CCGs to support the ongoing development of communities to ensure a credible local offer for those individuals with Autism, and their family and/or carers. We will support local communities to develop to be strong and inclusive, be sustainable and support individuals, and their family and/or carers, with Autism to help themselves, enabling us to target our resources for those who are most in need of support.	Local communities unable to provide sufficient and appropriate resources (for example in more remote areas of Staffordshire) to support people with Autism and their family and/or carers	Commissioners to continue to work, alongside the Autism Joint Implementation Group, to oversee the implementation of the Plan, linking in with partners in NHS Trusts, Department for Work and Pensions, Job Centre Plus, District and Borough Councils, specialist and independent providers of services
How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?	Poverty and Income			
	Workplace Health and Environments			
	Access to jobs/good quality jobs	The Plan includes our intentions to support people with Autism to develop their skills and independence and work to the best of their ability, which will include support to get a job and support from their employer to help keep it. This will involve working with the DWP and Job Centre Plus as well as wider awareness raising for employers in the public, private and voluntary sectors		
Environment	N/A			
How will the proposal impact on the physical environment of Staffordshire?				
Localities / Communities	Community	The Plan commits the Council	Local communities unable to	Commissioners to continue to

<p>How will the proposal impact on Staffordshire's communities?</p>	<p>Development/Capacity</p> <p>Crime/Community Safety</p> <p>Educational Attainment and Training</p> <p>Leisure and Culture</p> <p>Volunteering</p> <p>Best Start</p> <p>Rural Communities</p>	<p>and CCGs to support the ongoing development of communities to ensure a credible local offer for those individuals with Autism, and their family and/or carers. We will support local communities to develop to be strong and inclusive, be sustainable and support individuals, and their family and/or carers, with Autism to help themselves, enabling us to target our resources for those who are most in need of support.</p> <p>The Plan commits to awareness raising and information with/for Criminal Justice and Law Enforcement agencies and their inclusion in the Autism Implementation Group</p> <p>The Plan includes supporting people of all ages with Autism and this will therefore include work with schools/education</p> <p>The Plan will involve working with the DWP and Job Centre Plus as well as wider awareness raising for employers in the public, private and voluntary sectors</p> <p>The Plan affirms that the Council and CCGs aspire to develop a society that is Autism friendly, which values and supports those with Autism, and their family and/or carers, to maintain their health and wellbeing. This will include equitable access to local leisure and cultural opportunities</p>	<p>provide sufficient and appropriate resources (for example in more remote areas of Staffordshire) to support people with Autism and their family and/or carers</p> <p>We experience difficulties engaging with relevant partners</p>	<p>work, alongside the Autism Joint Implementation Group, to oversee the implementation of the Plan, linking in with partners in NHS Trusts, Department for Work and Pensions, Job Centre Plus, District and Borough Councils, specialist and independent providers of services</p> <p>Commissioners to continue to work, alongside the Autism Joint Implementation Group, to oversee the implementation of the Plan,</p>
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Cabinet – 18 March 2020

Decisions Taken by Cabinet Members under Delegated Powers

Recommendation of the Leader of the Council

1. That the decisions taken by Cabinet Members under delegated powers, as detailed in paragraph 3 below, be noted.

Report of the Director of Corporate Services

Reasons for Recommendations

2. To inform Cabinet of recent decisions taken by Cabinet Members under delegated powers.

Background

3. Cabinet are requested to note the following decisions taken by Cabinet Members under delegated powers:

Cabinet Member	Decision
Cabinet Member for Highways and Transport	In approving that the route of the Castlefields Link Road, Stafford be abandoned and no longer shown on land searches and for the previously affected properties to be considered for disposal.
Cabinet Member for Learning and Employability	Approval to determining the admission arrangements for the community and voluntary schools for which the County Council is the admission authority and to the adoption of a coordinated admissions scheme

Report author:

Author's Name: Mike Bradbury
 Telephone No: (01785) 276133

List of Background Papers - Cabinet Members Delegated Decision Nos. 499 and 500.

FORWARD PLAN OF KEY DECISIONS

Period: 15 April 2020 - 19 August 2020

The Forward Plan of Key Decisions is prepared on a monthly basis and published at least 28 days before the start of the period covered.

“Key Decisions” are defined as those Executive decisions which are likely:

- (a) to result in the County Council incurring expenditure which is, or the making of savings which are, significant having regard to the relevant budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions in the County’s area.

The Forward Plan will contain **ALL** matters which the Leader of the Council has reason to believe will be the subject of a Key Decision to be taken by the Cabinet. It may also include decisions that are not key decisions but are intended to be determined by the Cabinet. Part of the Cabinet meetings listed in this Forward Plan may be held in private where a report for the meeting contains exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. If you would like to make representations about any particular decision to be conducted in private then please email: michael.bradbury@staffordshire.gov.uk. Such representations must be received in advance 6 clear working days before the date on which the decision is scheduled to be taken.

The Membership of the Cabinet consists of:

Leader of the County Council – Philip Atkins
Deputy Leader and Cabinet Member for Health, Care and Wellbeing – Alan White
Cabinet Member for Finance – Mike Sutherland
Cabinet Member for Children and Young People – Mark Sutton
Cabinet Member for Economic Growth – Mark Winnington
Cabinet Member for Commercial – Mark Deaville
Cabinet Member for Communities – Gill Heath
Cabinet Member for Highways and Transport – Helen Fisher
Cabinet Member for Learning and Employability – Philip White

A copy of the Forward Plan of Key Decisions may be inspected, free of charge, at the Member and Democratic Services office, County Buildings, Martin Street, Stafford, during normal office hours Monday to Friday. A copy of the notice will also be available on Staffordshire County Council’s Website at www.staffordshire.gov.uk.

Documents submitted for decision will be a formal report which will be available on the County Council’s website at least 5 clear working days before the date the decision is to be made, unless that report is subject to any prohibition or restriction on its disclosure. Other relevant background documents used in compiling the report will also be made available in the same way unless they are subject to any prohibition or restriction on their disclosure.

Minutes of Cabinet meetings will be published within three working days and will be subject to call-in. The call-in period lasts for three working days. If the decision is not called-in it will be implemented on the fourth working day. Special urgency items are exempt from call-in.

John Tradewell
Director of Corporate Services

Contact Officer: Mike Bradbury (01785) 276133

Forward Plan of Key Decisions
Period: 15 April 2020 - 19 August 2020

NOTE:

- (1) The Forward Plan of Key Decisions sets out all Key Decisions intended to be made by Cabinet during the above period.
- (2) The Cabinet date can be provisional and items may move/roll forward to another meeting date but this will be monitored.
- (3) Items should remain on the Notice until a decision is made by Cabinet or is formally removed.
- (4) Where there is an intention to make a decision in private the exemption paragraph relied upon will be included within this notice

Anticipated Date of Decision	Public or Private Decision	Title and Description	Background Documents	Consultation	Contact Officer
April 2020	Public	<p>Integrated Performance Report 2019/20 - Quarter 4 (Cabinet Member for Finance (Mike Sutherland), Leader of the Council (Philip Atkins, OBE))</p> <p>This Quarterly Integrated Performance Report provides an overview of Staffordshire County Council's progress, performance and financial position in delivering against our Strategic Plan.</p>		N/A	Andrew Donaldson, Rob Salmon (Tel: 01785 278399, Tel: (01785) 27 6354) Service Area: Corporate Services
April 2020	Public	<p>Schools Capital Programme 2020-21 (Philip White)</p> <p>Statement of Priorities and Programmes of Work for 2020-2021</p>		N/A	Ian Turner (Tel: 01785 277228) Service Area: Strategic Property
April 2020	Public	<p>Executive Responses to All Party Working Groups Recommendations on Isolation and Aspiration (Philip Atkins, OBE)</p> <p>Executive Responses to be acknowledged and considered for All Party Working Groups recommendations on Isolation and Aspiration.</p>		N/A	Andrew Donaldson (Tel: 01785 278399) Service Area: Corporate Services
April 2020	Public	<p>Highways and Transport Capital Programme 2020/21 (Helen Fisher)</p> <p>Approval of the 2020/21 Highways and Transport Capital (maintenance and</p>		None at this stage. Consultations were carried out at the stage of	James Bailey (Tel: 01785 27 6591) Service Area:

Anticipated Date of Decision	Public or Private Decision	Title and Description	Background Documents	Consultation	Contact Officer
		improvements) work programme.		developing the overarching strategies that inform this annual delivery programme.	Highways and the Built County
April 2020	Private	Construction Contract Award: i54 Western Extension - Phase 2 (Mark Winnington) Construction contract award for i54 Western Extension Phase 2 (Earthworks and building platoons)		N/A	James Bailey (Tel: 01785 27 6591) Service Area: Highways and the Built County
May 2020	Public	Children's and Families (including SEND) System Transformation – Update (Mark Sutton, Philip White) Plans and progress to deliver Phase 2 of the whole Children and Families System Transformation, (described in Cabinet Paper 20 November 2019) including details of the progress against the business case, a proposed district model, the SEND Written Statement of Action (WSoA) and the functional arrangement which will provide and deliver support to Staffordshire's Children, Young People and Families as appropriate.		N/A	Janene Cox (Tel: (01785) 278368) Service Area: Children's Services and SEND
May 2020	Public	North Staffordshire Ministerial Direction for Nitrogen Dioxide - Project Update (Helen Fisher) Officers from Newcastle Borough Council, Stoke City Council and Staffordshire County Council (SCC) are jointly working under a ministerial direction. to improve transport		N/A	Clive Thomson (Tel: 01785 276522) Service Area: Connected and Sustainable County

Anticipated Date of Decision	Public or Private Decision	Title and Description	Background Documents	Consultation	Contact Officer
		related air pollution in North Staffordshire. DEFRA have advised that nitrogen dioxide emissions must be brought within EU levels of compliance in the shortest possible time. The program to deliver the business case that will finance remedial transport interventions has been reviewed and refreshed. SCC Cabinet are asked to approve it.			
May 2020	Public	<p>Staffordshire County Council's Adoption of the International Holocaust Remembrance Alliance Working Definition of Antisemitism (Philip Atkins, OBE)</p> <p>The purpose of the report is to recommend the adoption by the Council of the International Holocaust Remembrance Alliance (IHRA) working definition of Antisemitism</p>		N/A	<p>John Tradewell (Tel: (01785) 27 6102)</p> <p>Service Area: Corporate Services</p>
May 2020	Private	<p>Waste Disposal Arrangements in the North of Staffordshire from 2025 (Mark Deaville, Gill Heath)</p> <p>Options for the future involvement of SCC with the project to replace SOTCC Hanford ERF plant, to ensure capacity is available to SCC for the disposal of its waste into the future.</p>		None	<p>Clive Thomson (Tel: 01785 276522)</p> <p>Service Area: Sustainability and Waste Management</p>
June 2020	Private	<p>South Staffordshire Growth Agreement - Project Update (Mark Winnington)</p> <p>To update Cabinet on progress in bringing forward projects identified in the South Staffordshire Growth Agreement.</p>	Full CIA for South Staffordshire Growth Agreement - Project Update	N/A	<p>Anthony Hodge (Tel: 01785 277204)</p> <p>Service Area: Business and Enterprise</p>

Anticipated Date of Decision	Public or Private Decision	Title and Description	Background Documents	Consultation	Contact Officer
June 2020	Public	<p>Mitigation Plans for Cannock Chase Special Area of Conservation (Mark Winnington)</p> <p>To consider proposals to mitigate the impacts of increased visitor numbers to Cannock Chase Special Area of Conservation, including changes to visitor infrastructure at the Council-owned country park such as car parking and site infrastructure.</p>		N/A	Janene Cox (Tel: (01785) 278368) Service Area: Rural County
June 2020	Public	<p>Final Financial Outturn Report for 2019/20 (Cabinet Member for Finance (Mike Sutherland))</p> <p>To update Cabinet with the final financial position for 2019/20.</p>		Cabinet, Directorate Leadership Teams.	Rachel Spain (Tel: 01785 854455) Service Area: Finance
June 2020	Private	<p>Nexus Trading Services Limited - Annual Report 2019/2020 (Mark Deaville, Mark Winnington)</p> <p>A) Giving details of the Company's (i) performance against annual objectives and; (ii) key achievements for the year; B) Communicating their vision and values going forward and; C) Setting out a proposed business case for the use of profits to the County Council as sole share-owner.</p>		N/A	Dr Richard Harling, Helen Riley (Tel: 01785 278700, Tel: 01785 27 8580) Service Area: Health and Care
August 2020	Public	<p>Treasury Management report for the year ended 31 March 2020 (Mike Sutherland)</p> <p>The report describes the County Council's investment and borrowing activity during 2019/20.</p>		N/A	Rob Salmon (Tel: (01785) 27 6354) Service Area: Treasury and Pensions

