AGENDA FOR

OVERVIEW AND SCRUTINY COMMITTEE

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To: All Members of Overview and Scrutiny Committee

       Councillors : J Black, R.Cathcart, T Cummings,
       E Fitzgerald, M Hankey, M James, D Silbiger, R Skillen,
       S Smith (Chair), J Walker, R Walker and S Wright

Dear Member/Colleague

Overview and Scrutiny Committee

You are invited to attend a meeting of the Overview and Scrutiny Committee which will be held as follows:-

Date:	Thursday, 13 October 2016
Place:	Meeting Rooms A & B - Town Hall
Time:	7.00 pm
Briefing Facilities:	If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	

AGENDA

1   APOLOGIES

2   DECLARATIONS OF INTEREST

Members of the Overview and Scrutiny Committee are asked to consider whether they have an interest in any matters on the agenda and, if so, to formally declare that interest.

3   MINUTES *(Pages 1 - 6)*

Minutes of the last meeting, held on 31 August 2016, are attached.

4   MATTERS ARISING

5   PUBLIC QUESTION TIME

A period of 30 minutes has been set aside for members of the public to ask questions on matters considered at the last meeting and set out in the minutes or on the agenda for tonight's meeting.

6   CORPORATE FINANCIAL MONITORING REPORT - APRIL 2016 TO JUNE 2016 *(Pages 7 - 36)*

7   LIBRARIES REVIEW - UPDATE *(Pages 37 - 92)*

Report attached.

8   ACADEMIES UPDATE

The Executive Director- Children, Young People and Families will provide an update at the meeting.

9   SAFEGUARDING CHILDREN OVERVIEW PROJECT GROUP *(Pages 93 - 96)*

Minutes of the last meeting, held on 15 September 2016, are attached for information

10   URGENT BUSINESS

Any other business which by reason of special circumstances the Chair agrees may be considered as a matter of urgency.

Minutes of:	**OVERVIEW AND SCRUTINY COMMITTEE**
Date of Meeting:	31 August 2016
Present:	Councillor Smith (in the Chair); Councillors R Cathcart; T Cummings; M James; R Skillen; J Walker; R E Walker and S Wright

Public in attendance: No members of the public were present at the meeting.

Also in attendance: Councillor Briggs–Cabinet Member for Children and Families.

Councillor Lewis – Deputy Leader and Cabinet Member for Finance and Human Resources

Apologies for absence: J Black, E Fitzgerald, M Hankey and D Silbiger

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OSC.196   DECLARATIONS OF INTEREST

Councillor R E Walker declared a personal interest in Minute OSC.21, Minutes of the last meeting - relating to the Library Review, as a member of the Reinstate Bury Central Library Group.

Councillors Wright declared a personal interest in any matter relating to staffing as his wife is employed at a Primary School in the Borough.

OSC.197   MINUTES

It was agreed:

That the Minutes of the meeting, held on 7 June 2016, be agreed as a correct record.

OSC.198   MATTERS ARISING

In respect of Minute OSC.24, Bury Library Service, Councillor R E Walker highlighted that Bury Central Library had the highest figures in the Borough relating to footfall and visitor usage.

OSC.199   PUBLIC QUESTION TIME

There were no members of the public present at the meeting to ask questions under this item.

OSC.200   SAFEGUARDING CHILDREN OVERVIEW PROJECT GROUP

Further to Minute OSC.25(2) of the last meeting of this Committee, Councillor Susan Southworth, Chair of the Safeguarding Children Overview Project Group, provided a verbal update on the work of the Group to date.

Overview and Scrutiny Committee, 31 August 2016

It was reported that the Group had since its inception examined various work streams associated with safeguarding Children, including:

- Monitoring Performance Indicators and Action Plans
- Visit to Multi Agency Safeguarding Hub (MASH)
- Youth Offending Team
- Home Education
- Toxic Trio (Domestic Violence, Drugs, Alcohol)
- Review of work of the Phoenix Team
- Interviews with newly qualified Social Workers

Going forward, Councillor Southworth reported that the Group were planning to monitor the Ofsted Action Plan; visit the Victoria Family Centre and New Kershaw Centre; look at the issue of gang culture; and analyse key stage 2 attainment for Looked After Children (LAC).

During discussion of this item, Members of the Committee acknowledged the valuable and detailed work undertaken by the Group. The Cabinet Member for Children and Families highlighted the invaluable work of the Group to date which has contributed to service improvement and allowed for increased Member oversight in this critical area.

It was agreed:

That the Safeguarding Children Overview Project Group continue its ongoing work during 2016/17, with an interim report on progress being provided to this Committee in March 2017.

OSC.201 ACTION PLAN FOLLOWING THE OFSTED INSPECTION OF SERVICES FOR CHILDREN IN NEED OF HELP AND PROTECTION, CHILDREN LOOKED AFTER AND CARE LEAVERS AND REVIEW OF LOCAL SAFEGUARDING BOARD

The Cabinet Member (Children and Families) submitted a report presenting an action plan following the Ofsted inspection of Bury Council's Children's Services relating to children in need of help and protection, children looked after and care leavers and a review of the Local Safeguarding Board. The inspection took place between 22 February and 17 March 2016 and had determined that children and young people in Bury were safe.

The proposed action plan incorporated the recommendations from Ofsted inspection to assist the Council in ensuring all services to children and young people were good or outstanding.

The plan identified funding from reserves in 2016/17 for the provision of additional short term posts (6 months). The total request of resources from reserves for the action plan was £195K in 2016/17.

It was reported that Cabinet had approved the resource request at its meeting held on 20 July 2106.

During discussion of the Action Plan, the Assistant Director (Social Care and Safeguarding), reported on recruitment issues within the service, highlighting that the key post of Strategic Lead for Quality Assessment and Performance had now been filled. With regard to temporary posts within the Department the Assistant Director commented that the process was being managed economically.

In response to a question from the Chair concerning cost implications, the Assistant Director explained that much of the actions highlighted were cost neutral and met from within existing resources. An undertaking was given to ensure this was explicit in future updates to the Committee.

It was agreed:

1. That this Committee notes that the implementation of the Action Plan will be regularly monitored through Cabinet, the Corporate Parenting Board, Safeguarding Children Overview Project Group and Local Safeguarding Board.

2. That an update be submitted to this Committee early in 2017, following a further visit from Ofsted.

OSC.202 REVENUE AND HOUSING REVENUE ACCOUNT OUTTURN 2015/16

The Deputy Leader of the Council and Cabinet Member for Finance and Human Resources submitted a report providing details of:

- The revenue outturn figures in respect of the last financial year (2015/2016);
- Major variances between the revised estimate and the outturn;
- The level of school balances;
- Housing Revenue Account outturn for the year;
- The minimum level of balances in the light of risk Assessments.

The figures provided in the report submitted were consistent with the figures included within the Statement of Accounts approved by the Responsible Finance Officer on 27 May 2016 and Audit Committee on 19 July 2016.

In response to a question from the Chair concerning non service specific areas, the Interim Executive Director of Resources and Regulation confirmed that the planned strategy in respect of Treasury Management had contributed to the under spend in this area.

In response to a question from Councillor Cathcart concerning Lender Option Borrower Option loans (LOBO's) the Interim Executive Director explained that Council had low exposure to these types of loans.

It was agreed:

1. That the final outturn for 2015/2016, and explanations for major variances (as detailed in Appendices A, B and C of the report submitted) be noted.

2. That the level of the General Fund balances be noted.

OSC.203 CAPITAL OUTTURN 2015/16

The Deputy Leader of the Council and Cabinet Member and Member for Finance and Human Resources submitted a report providing details of:

- The capital outturn figures in respect of the last financial year 2015/16;
- Major variances between the Revised Estimate and the Outturn;
- The financing of the Capital Programme in 2015/16;
- Re-profile of budgets/allocations and slippage of funding into 2016/17;
- Details of the capital receipts realised during the year.

During discussion of this item Members highlighted the value of re-profiled schemes. The Executive Interim Director explained that slight variation and movement was normal and referred to the fact that the Capital Programme was a 3 year Programme.

It was agreed:

1. That the final capital outturn for 2015/2016, and explanations for major variances (as detailed in Appendix A of the report submitted) be noted.

2. That the financing of the Capital Programme in 2015/16 (as detailed in paragraph 3.5 of the report) be noted.

OSC.204 TREASURY MANAGEMENT ANNUAL REPORT 2015/2016

The Deputy Leader of the Council and Cabinet Member for Finance and Human Resources submitted a report reviewing the Council's Treasury Management activities during 2015/2016.

It was reported that the overall strategy for 2015/16 had been to finance capital expenditure by running down cash/investment balances and using shorter term borrowing rather than more expensive longer term loans.

It was agreed:

That the Treasury Management Annual report 2015/2016 be noted.

COUNCILLOR S SMITH
Chair

(Note: The meeting started at 7pm and ended at 8.30pm)

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Agenda Item 6

NOTICE OF KEY DECISION

Bury COUNCIL

MEETING:	**CABINET** **OVERVIEW & SCRUTINY COMMITTEE**
DATE:	**7 SEPTEMBER 2016** **13 OCTOBER 2016**
SUBJECT:	**CORPORATE FINANCIAL MONITORING REPORT – APRIL 2016 TO JUNE 2016**
REPORT FROM:	**DEPUTY LEADER OF THE COUNCIL AND CABINET MEMBER FOR FINANCE AND HUMAN RESOURCES**
CONTACT OFFICER:	**STEVE KENYON, INTERIM EXECUTIVE DIRECTOR OF RESOURCES & REGULATION**

TYPE OF DECISION:	**FOR INFORMATION**
FREEDOM OF INFORMATION/STATUS:	This paper is within the public domain

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SUMMARY:	The report informs Members of the Council's financial position for the period April 2016 to June 2016 and projects the estimated outturn at the end of 2016/17. The report also includes Prudential Indicators in accordance with CIPFA's Prudential Code.
OPTIONS & RECOMMENDED OPTION	Members are asked to note the financial position of the Council as at 30 June 2016

IMPLICATIONS:

Corporate Aims/Policy Framework:	Do the proposals accord with Policy Framework? Yes.
Statement by the s151 Officer:	The report has been prepared in accordance with all relevant Codes of Practice. There may be risks arising from remedial action taken to address the budget position; these will be identified by Directors at the quarterly Star Chamber meetings.

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	Additionally, a series of measures has been drawn up to address the extremely difficult financial situation facing the Council in 2016/17 and these are detailed in par. 3.5 on page 4 of this report.
Statement by Interim Executive Director of Resources & Regulation:	Successful budget monitoring provides early warning of potential major overspends or underspends against budgets which Members need to be aware of. This report draws attention to the fact that, based on the most prudent of forecasts, several budget hotspots exist which will need remedial action. Members and officers will be examining these areas in more detail at the council wide Star Chamber meeting.
Equality/Diversity implications:	No
Considered by Monitoring Officer:	Budget monitoring falls within the appropriate statutory duties and powers and is a requirement of the Council's Financial Regulations to which Financial Regulation B: Financial Planning 4.3. (Budget Monitoring and Control) relates. The report has been prepared in accordance with all relevant Codes of Practice.
Are there any legal implications?	Yes
Wards Affected:	All
Scrutiny Interest:	Overview & Scrutiny Committee

TRACKING/PROCESS   **EXECUTIVE DIRECTOR: Steve Kenyon**

Chief Executive/ Strategic Leadership Team	Cabinet	Overview & Scrutiny Committee	Council	Ward Members	Partners
15/08/16	**07/09/16**	**13/10/16**			

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1.0   INTRODUCTION

1.1   This report informs Members of the forecast outturn for 2016/17 based upon current spend for the period 1 April 2016 to 30 June 2016 in respect of the revenue budget, capital budget and the Housing Revenue Account.

1.2   Projections are based on current trends, information, and professional judgement from service managers and finance staff.

1.3   The revenue budget projections highlight the fact that budget pressures exist in some key areas and it will be necessary to continue to examine options for improving the situation further.

2.0   BUDGET MONITORING PROCESSES

2.1   Reports will be presented quarterly to facilitate close monitoring of spend and implementation of action plans during the year.

2.2   Reports are also presented to the Strategic Leadership Team on a monthly basis and detailed monitoring information will also be discussed at Star Chamber meetings during the year.

2.3   It is intended that improvements will continue to be made to the budget monitoring process, building on the significant developments implemented over the past few years.

3.0   SUMMARY OF REVENUE BUDGET POSITION

3.1   The table below outlines the annual budget and forecast outturn based upon known factors and the professional views of service managers as at month 3:

Department	Budget £000	Forecast £000	Variance £000
Communities & Wellbeing	69,820	73,260	+3,440
Resources & Regulation	3,079	4,443	+1,364
Children, Young People & Culture	35,449	38,841	+3,392
Non Service Specific	17,188	15,387	(1,801)
TOTAL	125,536	131,931	+6,395

3.2   The projected overspend of **£6.395m** represents approximately **5.09%** of the total net budget of £125.536m.

3.3   An overview of the reasons for this variance is outlined in the table overleaf; more detailed analysis is provided in section 4 of the report.

Reason	Communities & Wellbeing £'000	Children Young People & Culture £'000	Resources & Regulation £'000	Non Service Specific £'000	TOTAL £'000
Demand Pressures	3,149	1,427	376	0	**4,952**
Delayed achievement of cuts options	1,314	1,811	0	0	**3,125**
Income Shortfall	1,334	0	1,241	0	**2,575**
Planned use of one-off funding	-2,325	0	0	0	**-2,325**
Other	-32	154	-253	-1,801	**-1,932**
TOTAL	**3,440**	**3,392**	**1,364**	**-1,801**	**6,395**

3.4 Members need to be aware that financial reporting involves an element of judgement, and this particularly applies to the treatment of budget pressures. Often an area of overspending identified at this point in the year will be resolved before the end of the year following appropriate remedial action.

3.5 However it is felt appropriate to alert Members to potential problems at this stage so that they can monitor the situation and take ownership of the necessary remedial action and this is the basis on which the report is written.

3.6 Due to the extremely difficult financial situation facing the Council in 2016/17 the Senior Leadership Team has therefore agreed and drawn up an action plan with some immediate additional spending controls over & above usual controls.

These include:

1. Recruitment freeze on staff and new agency placements (exceptions to be signed off by SLT);

2. Release of all existing casual / agency staff (exceptions to be signed off by SLT);

3. Cease overtime / additional hours (exceptions to be signed off by SLT);

4. Enter into no new training commitments, and review existing arrangements (exceptions to be signed off by SLT);

5. Re-launch Work Life Balance options around reduced hours / purchase of leave;

6. Cease spend on discretionary budgets; stationery, office equipment etc;

7. Cease spend on IT / Communications (exceptions to be signed off by SLT);

8. Any spend greater than £250 to be signed off by Executive Director;

9. Any new contractual commitments greater than £5,000 (lifetime value of contract) to be signed off by SLT;

10. Consider "in year" budget options – e.g. previously unidentified efficiencies, review of non-key services.

3.7 These were communicated to staff on 9 August and compliance with these will be monitored throughout the year. It is expected that these actions will not only help to reduce the financial burden facing the Council within the current year but also for the coming years.

3.8 It is estimated that these additional measures will reduce spend pressures by approximately £1.5 million; and this is reflected in the minimum level of balances assessment at section 9.

3.9 In addition to these measures, Executive Directors have been tasked with preparing "turnaround" plans as a matter of urgency for their Departments, to ensure that levels of expenditure are controlled and sustainable going forward.

4.0   SERVICE SPECIFIC FINANCIAL MONITORING

4.1   COMMUNITIES AND WELLBEING

4.1.1 The current projected overspend for Communities and Wellbeing is **£3.440m.**

4.1.2 Reasons for major variations are illustrated in the chart overleaf;
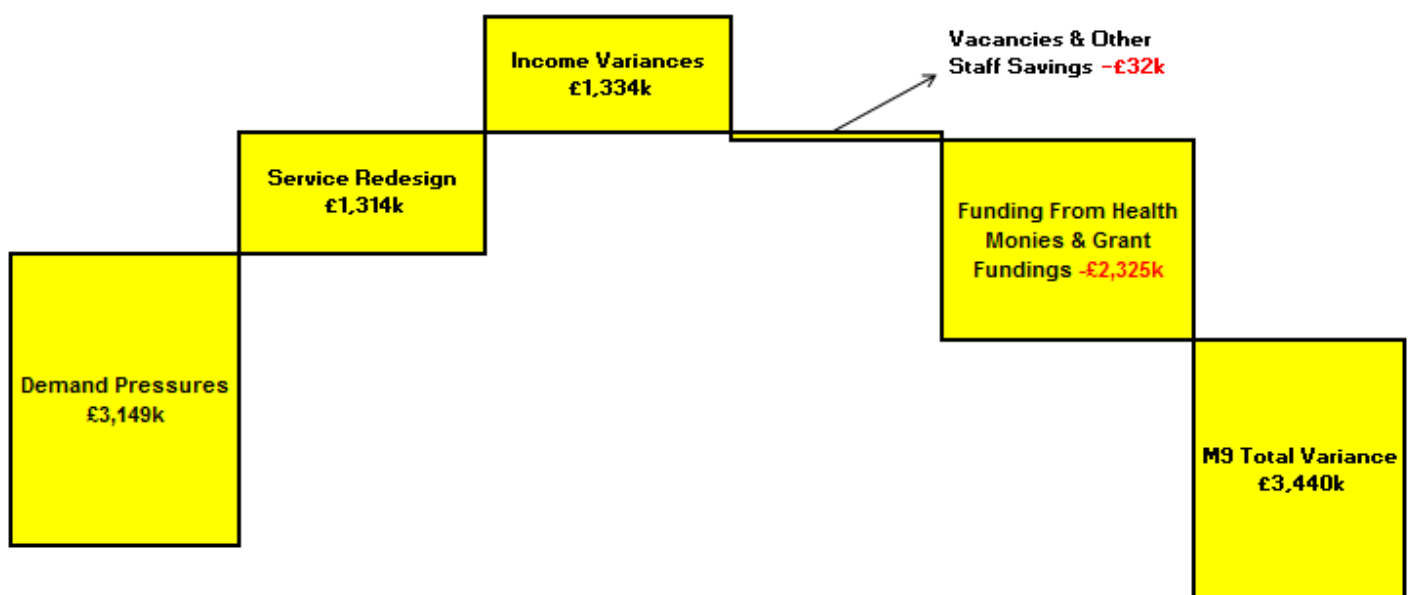
4.1.3 Further details by service area are outlined below, along with remedial action being taken.

Theme	Variance £'000	Reason	Action Being Taken
Demand Pressures	+3,149	Care in the Community budgets particularly around Domiciliary Care, Residential Care and Self Directed Support Budgets – £2,743k.	A range of preventative strategies continue to be introduced to manage this demand, such as reablement, triage, improved screening, 'signposting', and crisis response as well as a programme of training for front line staff around efficient support package planning. In addition, all existing high & medium cost care packages are kept under regular review.
		Training - £42k (Reason: Overspend on Premises Cost budget).	Review budget provision for Bury Adult Learning Centre running costs.
		Severance from Mutual Settlement within Grounds Maintenance - £18k.	Prudent spending is to be exercised.
		Budgets still to be identified from back office cuts - £60k.	A review of former EX DCN back office budgets is being undertaken.
		Killelea House Residential Care Home - £132k (Reason – Staffing Cost Pressure).	This service is under review.
		Severance from 2 Mutual Settlements within Street Cleaning - £36k.	Prudent spending is to be exercised.
		Severance from Mutual Settlement within Highways Network Services - £18k.	A review of vacancies and ad hoc budgets is taking place.
		Changes in legislation regarding Leaf clearance has resulted in an increased disposal cost of £30 to £128 per tonne – £100k.	In 2015/16 additional costs re. leaf clearance received one-off funding. However for 2016/17 this support is currently not available.
Service redesign (Note: A number of Budgets have yet to achieve cuts target against specific schemes, as a consequence this is partly/wholly the reason for the	+1,314	All service costs are being examined - £300k.	All service costs are being examined.
		Beverage and Cafe Service - £70k.	The Beverage service is being reviewed in line with the Civic review.
		Operations - £944k (Reason: cuts not identified).	An action plan is being developed to ensure the cuts target is achieved.

Theme	Variance £'000	Reason	Action Being Taken
overspends)			
Income variances	+1,334	ACS Senior Management - £943k (Reason: Income budgets to be realigned due to the creation of Persona). Civics is experiencing difficulties in achieving income targets - £100k. Accommodation Team – (-£90k) Reason: One Off income. Bury Employment, Support & Training – (-£69k). Leisure Services is experiencing difficulties in achieving income targets - £360k. Trade Waste is experiencing difficulties in achieving income target - £90k.	Community care client income budgets are being reconfigured in light of the creation of Persona. Service to be rationalised including a restructure of the management team (including budget provision for a marketing post) and the amalgamation of some budgets. One Off income regarding project for accommodating asylum seekers. The expectation is that further income can be generated from increased activity. A Growth and Investment plan is in place, which has identified various plans / objectives e.g. more commercially focused website, new classes / equipment / new sports technology, and up skilling staff. A deficit action plan has been put in place.
Vacancies and Other Staff Cost Savings	-32	Older People Fieldwork Team – (-£10k) Reason: Maternity Leave not Backfilled. Quality Assurance – (-£8k) Reason: Gap in Recruitment. Assessment & Care Management Team – (-£14k) Reason: Gap in Recruitment.	Forecast underspends will be used to offset pressures within other areas of the CWB budget.

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Theme	Variance £'000	Reason	Action Being Taken
Funding from Health Monies & Grant Funding	-2,325	Funding to Support the demand pressures of the Care in the Community budgets – (-£2,325k).	The funding to support pressures within the community care budget is derived from a combination of historic underspends from Adult Care specific grants and Health monies.

4.2 RESOURCES AND REGULATION

4.2.1 The Resources & Regulation Department is forecasting an overall overspend of **£1.364m.**

4.2.2 Reasons for major variations are illustrated in the chart below;

Asset Management - Property Income Shortfall

+756k

Traffic and Engineering Shortfall in Income

+536k

Coroner's Court Costs

+376k

Reduced Staffing and Running Costs

-253k

Additional Income

-51k

Total

+1,364k
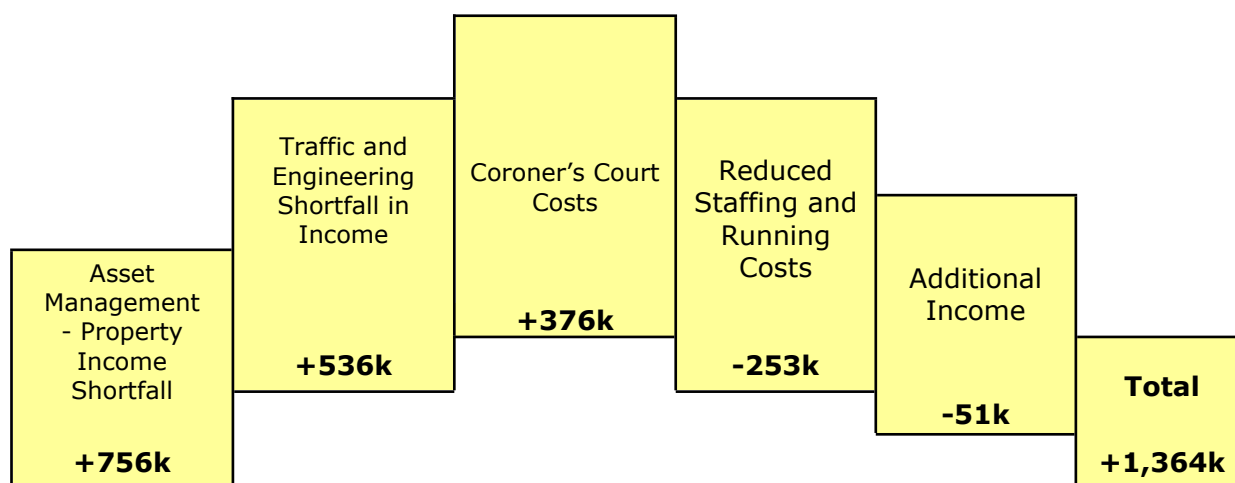
4.2.3 Reasons for major variations are illustrated in the table overleaf;

Activity	Variance £'000	Reason	Action Being Taken
Property Services	+756	Shortfall in income due to low level of rents that can be charged in the current economic climate.	The Council has introduced two important strategies which will address the instability in property income. Through implementing the Estates Strategy the Council will identify high risk and underperforming investment assets and these will be disposed of. Initial tranche of properties identified. The Investment Acquisition Strategy will see the Council utilise existing capital currently invested in low return investments and receipts received from disposals. Three properties already acquired – expected to produce £330,000 p.a. in new income.
Traffic & Engineering	+536	Estimated shortfalls in income relating to on- and off-street parking and parking fines (+£245k), Greater Manchester Road Activities Permit Scheme (GMRAPS) (+£92k), coring (+101k), bus lane enforcement (+£98k).	Monitor income levels, and adjust expenditure where possible. GMRAPS scheme to be examined further.

Coroners Court Costs	+376	There are legislative requirements around deaths occurring under Deprivation of Liberty Orders (DoL's) that are driving a significant increase in the volume of cases and thus costs.	Meetings being held between Coroner's Court and staff from Rochdale, Oldham and Bury Councils to assess the issue in more detail, and identify efficiencies in the service.
Reduced Staffing and Running Costs	-253	Vacant posts not filled and tightening of controllable expenditure across the department. Salaries savings in Finance & Efficiency (£59k) from Internal Audit, Accountancy and Procurement, Customer Support & Collections (£85k), HR (£91k) and Stores (£18k).	To be used to assist in reducing the estimated overspend within the department in 2016/17 and part included within the 2017/18 cuts.
Additional Income	-51	Achieved from new business from the Alarm Monitoring service.	To be used to assist in reducing the estimated overspend within the department.

4.3 CHILDREN'S, YOUNG PEOPLE AND CULTURE

4.3.1 The overall Children's, Young People & Culture budget is currently projecting an overspend of **£3.392m.**

4.3.2 Reasons for major variations are illustrated in the chart below;

Budget Cuts Still To Be Implemented **+1,095k**

Children's Social Care Demand Pressures **+1,057k**

Delays In Implementing Cuts **+716k**

Home to School/ College Transport – SEN & LLDD **+370k**

Reduced Spending on Services **-69k**

Other Variances **+223k**

Total **+3,392k**
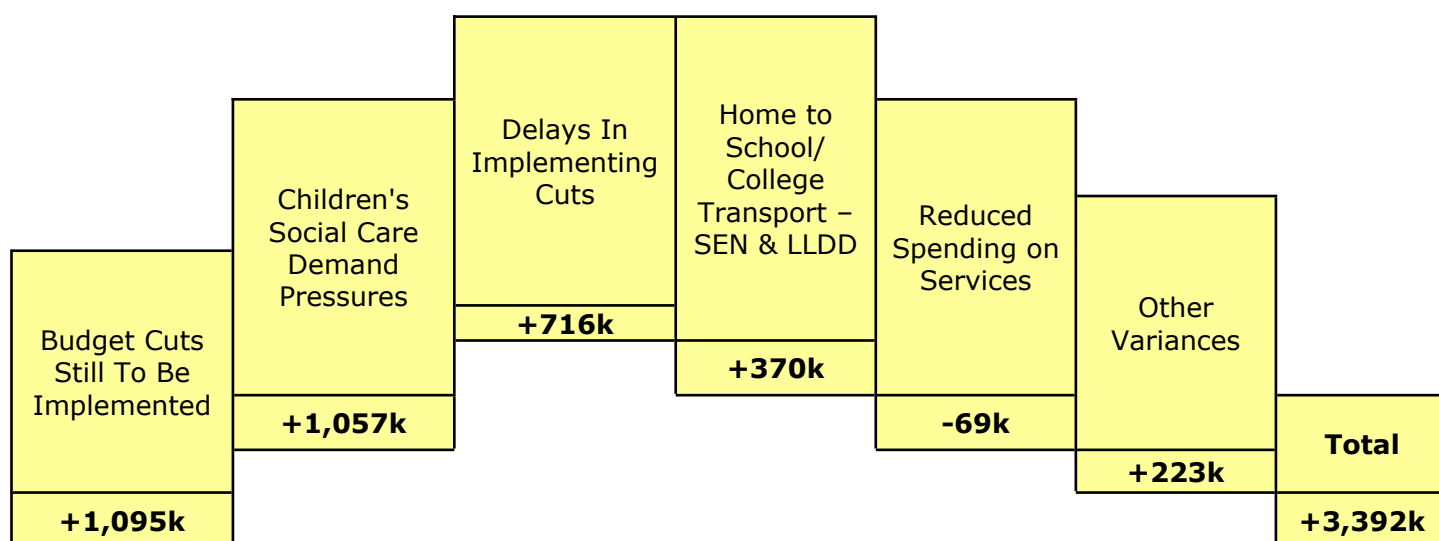
4.3.3 Further details of the major variations are provided in the table below:

Activity	Variance £'000	Reason	Action Being Taken
Budget Cuts Still to Be Implemented	+1,095 Made Up of:		
Catering	+100		2016/17 cuts option - £200,000. A number of schools have decided to make their own arrangements for the provision of school meals in their school, which has reduced the contribution to the service's fixed costs thereby worsening the financial position. In addition, the new CYPAD system is not fully implemented and is struggling to interface with the existing financial management information systems, meaning that the intended efficiencies to pay for the CYPAD system are not yet occurring.
Statutory & Regulatory	+660		At the beginning of 2016, it became apparent that the financial problems within the Dedicated Schools Grant meant that the 2016/17 cuts option "External Funding Optimisation" amounting to £900,000 would not be achieved.
Advice & Assessment	+106		
Social Care services	+100		The shortfall in the required budget cuts was treated as a generic budget saving and distributed amongst the Department.
Libraries	+109		
Emergency Duty Team	+20		Many services have struggled to meet these budget adjustments, which has led to these areas overspending.

Children's Social Care Demand Pressures	+1,057 Made Up of:		
Leaving Care	+851	Spending on housing and further education of 19+ students who have now left our care	This budget is forecast to overspend significantly on housing as the service continues to support a number of young people in high cost placements who were previously accommodated within the Children's Agency Budget. In 2015/16, Leaving Care overspent its budget by £387,000.
Safeguarding	+172		The forecast overspend is due to the budget cuts of £37,000 that will be difficult to achieve in the light of the amount of agency staff cover. In 2015/16, Safeguarding overspent its budget by £130,000.
Fostering	+34		Based on current levels of payments to foster carers, special guardianships and family and friends' carers plus adoption allowances paid. In 2015/16, Fostering & Adoption underspent its budget by £267,000.

Delays In Implementing Cuts	+716 Made Up Of:		
Children's Agency Placements	+514	Continuing increased demand	In 2015/16 Children's Agency overspent its budget by £207,000. During the consideration of the 2016/17 cuts options in September 2015, it was anticipated that this budget could manage to save £600,000 in the current financial year. Although higher than the budget, current spending levels are lower when compared to those in 2015/16. Greater savings are anticipated when the ASU (see below) becomes fully operational.
Reach Out project (Adolescent Support Unit – ASU)	+202		The Reach Out Project is an Invest-to-Save project setting up an ASU, with the set-up costings based on the centre beginning to operate from October 2016. Consequently savings have not yet been identified within the Children's Agency Placements (see above)

Activity	Variance £'000	Reason	Action Being Taken
Home to School / College Transport	+370 Made Up Of:		
Home to School Transport – SEN	+300	Continuing increased demand	The forecast overspending is in line with previous years' levels. In 2015/16, the overspending was partially offset by underspendings in Bus Escorts, which are not now available in the current financial year.
Home to College Transport – LLDD	+70	Continuing increased demand	The forecast overspending is in line with previous years' levels.
Reduced Spending on Services	-69 Made Up Of:		
Home to School Transport (non-SEND)	-25		Projected underspend based on estimated cost predictions for the year. In 2015/16, the service underspent its budget by £32,000.
Short Breaks service	-44		Small forecast underspending following £300,000 contribution from the High Needs Block of the DSG. In 2015/16, the service overspent its budget by £109,000 as the contribution from the DSG was not as great as 2016/17. Currently supporting 4 high cost end of life support packages. Direct Payments is becoming the national direction of travel for key parts of the service - this will in effect reduce the costs per child/family unit of packages of care while improving outcomes and parental choice.

Other Variances	+223 Made Up Of:		
Gallery	+149		An income budget of £135,000 was added to this budget in 2013 prior to the transfer to CYP&C. This income budget has not been achieved since its introduction. Repairs to the Gallery due to falling stone at the entrance £10,000. On the 11th July (different part of the entrance to the Gallery), there was another incident of falling masonry; no estimate as yet to the cost of the repair. Dry rot in the Fusiliers' building will cost £4,000.
Statutory & Regulatory	+35		Overspend due to staffing recharges not being supported by a budget and the charge (£7,500) from NW Employers for NW Sector Led Improvement Support.
Other	+39		

4.4 NON-SERVICE SPECIFIC

4.4.1 There is a forecast net underspend of **£1.801m**, this relates primarily to the Council's Treasury Management activity (see Section 8.0, page 18 for further details).

5.0 CAPITAL BUDGET

5.1 Capital Programme

5.1.1 The revised estimated budget for the Capital Programme 2016/17 at the end of June is shown in the table below:

2016/17	£m
Original Capital Programme	25.192
Approved Slippage from 2015/16	17.015
In year adjustments and contributions	1.975
Revised Capital Allocation at Quarter 1	**44.182**
Estimated re-profiled projects into 2017/18	(11.848)
Revised working budget for Year at Qtr 1	**32.334**

5.1.2 The expenditure and funding profile for the Capital Programme together with a detailed breakdown of the Original Approved Programme, the Revised Estimate, Forecast Outturn, Actual Spend up to end of Month 3, and the estimated under/over-spend of the capital programme for 2016/17 is shown in Appendix A.

5.1.3 Members should note that given the complexity and size of some of the larger schemes currently in the Council's Capital Programme the information received from budget holders can vary significantly from one quarterly report to the next and should be read in this context.

5.1.4 At the end of Quarter 1, a total of £11.848m of the 2016/17 budget has been identified for re-profiling into 2017/18. Most of this amount is attributed to Children's Services Projects where the schemes are funded mainly by grants from Department of Education to a total of £9.952m. The remainder is attributable to Highways Traffic schemes namely the A56 Prestwich Village Corridor Improvements with a total of £1.132m, an amount of £0.617m on Empty Property Strategy schemes and £0.156m in respect of Philips Park scheme awaiting a bid to Heritage Lottery Fund.

5.2 Expenditure

5.2.1 The Forecast Outturn as at Month 3 is indicated to be £32.102m and Budget Managers have reported that they expect to spend up to this amount by 31 March 2017.

5.2.2 The actual expenditure after accruals realised by the end of Month 3 totals £2.624m.

5.2.3 The main areas to record expenditure for the first quarter are:

- Property Redevelopment Schemes £1.390m
- Children, Young People and Culture £0.751m
- Highways Schemes £0.140m
- Housing Public Sector £0.195m

5.3. Variances

5.3.1 Appendix A provides details of variances for each scheme based on latest available information received from budget managers and at Month 3 it shows a projected underspend for the Programme of £0.233m. This amount is not material in relation to the size of the programme and it is expected to reduce as schemes progress and details are finalised. The schemes that are forecast to overspend are monitored and analysed by budget managers. Remedial action if required will be taken as soon as the risk is assessed and deemed to negatively affect the programme and its outcomes.

5.3.2 Brief reasons for all variances are provided in Appendix A attached with this report.

5.4 Funding

5.4.1 The funding profile included in Appendix A shows the resources available to cover the capital programme during 2016/17.

5.4.2 The principal source of funding for Capital schemes approved for the 2016/17 programme is made of external resources together with resources unspent and carried forward from previous years. The Council and Cabinet have also approved allocations for the year towards the refurbishment of the Met and development of an Adolescent Support Unit that will be supported by £1.5m of Council's own resources.

5.4.3 The position on capital receipts and borrowing as at the end of Month 3 is reported below. The figures in the table show the total funding requirement for the revised estimated capital programme inclusive of potential slippage into 2017/18 and the expected resources to be supported by the Council as at the end of Quarter 1 of the year.

2016/17 Use of Council Resources for Capital Investment	£m
Revised Capital Programme allocation for the year	32.334
Use of external funding and contributions	26.036
Balance of programme relying on Council resources	**6.298**
Use of Capital receipts and earmarked reserves	3.733
Use of Prudential Borrowing (2016/17 approved schemes)	2.249
Use of Prudential Borrowing (2015/16 schemes brought forward)	0.316
Total Council Resources used to support the Capital Budget for Year	**6.298**

5.5 Capital Programme Monitoring

5.5.1 The programme will be monitored closely during the year by Capital Programme Management Group and Management Accountancy with an aim to deliver schemes on cost and time with minimum slippage into 2017/18.

6.0 HOUSING REVENUE ACCOUNT

6.1 The Housing Revenue Account (HRA) relates to the operation of the Council's housing stock and can be viewed as a landlord account. It is required by statute to be accounted for separately within the General Fund and is therefore effectively ring-fenced.

6.2 The latest estimates show a projected surplus (working balance carried forward) of £1.010m at the end of 2016/17. The projected outturn shows a working balance carried forward of £0.989m. See Appendix B.

6.3   There are a number of variations that contribute to the projected outturn position however there are no areas where the variance exceeds 10% and £50k.

6.4   The main impacts on the HRA year end balance are normally **void levels**, the **level of rent arrears** and the **level of Right to Buy sales.**

> ### *Voids*:
>
> The rent loss due to voids for April to June was on average 1.98% which is worse than the 1.6% void target level set in the original budget. If this performance continues for the rest of the year there will be a reduction in rental income of £114k over the original budget; the projections of rental income in Appendix B have been calculated on this basis. The level of void loss continues to be affected by the number of decant properties being provided for those tenants affected by the Boxing Day floods however this should now be decreasing so the overall void rate should improve.
>
> Six Town Housing continue to review the voids processes and the various factors affecting demand.
>
> ### *Arrears:*
>
> The rent arrears at the end of June totalled £1.214m, an increase of 5% since the end of March. Of this total £0.541m relates to former tenants and £0.673m relates to current tenants.
>
> The Council is required to make a provision for potential bad debts. The contribution for the year is calculated with reference to the type of arrear, the amount outstanding on each individual case and the balance remaining in the provision following write off of debts.
>
> Based on the performance to the end of June, projected for the full year, this provision would require an additional contribution of £0.166m to be made.
>
> The 2016/17 HRA estimates allow for additional contributions to the provision totalling £0.481m, £0.180m for uncollectable debts and £0.301m to reflect the potential impact that welfare benefit changes could have on the level of rent arrears. Therefore there is a potential underspend of £0.315m. The projected outturn has not been amended to reflect this as rent arrears are volatile and the impact of increased numbers of Universal Credit cases coupled with further benefit changes is ongoing.
>
> ### *Right to Buy Sales:*
>
> From April 2012 the maximum Right to Buy discount increased from £26,000 to £75,000.
>
> This has resulted in an increase in the number of applications and ultimately sales. There were 41 sales in 2014/15 and this increased to 47 sales in 2015/16.
>
> The forecast for 2016/17 was set at 50, this being an increase of 6 on the level of sales assumed for Bury in the Government's self–financing valuation.
>
> From July 2014 the maximum Right to Buy discount increased to £77,000 and the maximum percentage discount on houses increased from 60% to 70% (in line

with the discounts allowed on flats). The maximum discount now stands at £77,900.

From 26th May 2015 the qualifying period for Right to Buy was reduced from 5 years to 3 years.

The number of sales has a direct effect on the resources available to the HRA – the average full year rent loss for each dwelling sold is around £3,800.

There have been 16 sales in the period April to June. This is an increase of 7 over the same period last year with sales continuing to be brisk in the early part of the second quarter. Based on this level of activity it would seem likely that the total number of sales will significantly exceed the forecast. Therefore the forecast has been amended to 84, with the additional 34 forecast sales resulting in a reduction in rental income of around £64k in the current year; the projections of rental income in Appendix B have been calculated on this basis.

6.5 Starting from April this year properties becoming empty are re-let at their higher target rents; based on the properties moved to target rents in the first quarter of the year it is estimated that an additional £111k of rental income will be generated in the current year; the projections in Appendix B have been calculated on this basis.

6.6 The Welfare Reform and Work Act requires a 1% reduction in social housing rents for 4 years from 2016/17 which has a significant impact on future HRA resources; the impact of this and other changes contained in the Housing and Planning Act are being assessed as information becomes available.

7.0 PRUDENTIAL INDICATOR MONITORING

7.1 It is a statutory duty for the Council to determine and keep under review the "Affordable Borrowing Limits". The authority's approved Prudential Indicators (affordability limits) for 2016/17 is outlined in the approved Treasury Management Strategy Statement.

7.2 The authority continues to monitor the Prudential Indicators on a quarterly basis and Appendix C shows the original estimates for 2016/17 (approved by Council on 24 February 2016) with the revised projections as at 30 June 2016. The variances can be seen in the Appendix together with explanatory notes. The Prudential Indicators were not breached during the first three months of 2016/17.

8.0 TREASURY MANAGEMENT

8.1 Investments:

8.1.1 At the 30th June 2016 the Council's investments totalled £25.6 million and comprised:-

Type of Investment	£ M
Call Investments (Cash equivalents)	13.6
Fixed Investments (Short term investments)	12.0
Total	**25.6**

8.1.2 All investments were made in line with Capita's suggested credit worthiness matrices and the approved limits within the Annual Investment Strategy were not breached during the first quarter of 2016/17.

8.1.3 The Council has earned the following return on investments:
Quarter 1   0.92%

8.1.4 This figure is higher than Sector's suggested budgeted investment earnings rate for returns on investments, placed for periods up to three months in 2016/17, of 0.50%.

8.1.5 The referendum on the UK remaining part of the EU took place on 23 June with the UK voting to leave the EU. The medium / long term economic impact of this   decision is uncertain at this stage but will be monitored closely.

8.1.6 Since the Brexit referendum, senior finance staff have been in discussion with the Council's brokers to seek assurances as to the security of the Council's investments. The Council has adopted a "low risk" strategy, by only investing in UK high street banks, with the focus being "Security" then "Liquidity" and then "Yield". Brokers advise that security is not a significant risk given this approach, however yield may be affected in the light of reduced interest rates. The brokers are currently reviewing the portfolio to establish whether any further improvements can be made.

8.2   Borrowing:

8.2.1 External borrowing of £7 million was undertaken in the quarter to 30th June 2016. 3 loans were taken over 2 years to take advantage of low interest rates. The loans are required to replace 5 loans, which matured in April 2016.

8.2.2 At 30th June 2016 the Council's debts totalled £191.511 million and comprised:-

	30 June 2016		
	Principal		**Avg.**
	£000	**£000**	**Rate**
Fixed rate funding			
PWLB Bury	131,453		
PWLB Airport	2,555		
Market Bury	57,500	191,508	
Variable rate funding			
PWLB Bury	0		
Market Bury	0	0	
Temporary Loans / Bonds	3	3	
Total Debt		191,511	3.95%

8.2.3 The overall strategy for 2016/17 is to finance capital expenditure by running down cash/investment balances and taking shorter term borrowing rather than more expensive longer term loans. With the reduction of cash balances the level of short term investments will fall. Given that investment returns are likely to remain low for the financial year 2016/17, then savings will be made by running down investments and taking shorter term loans rather than more expensive long term borrowing.

8.2.4 It is anticipated that further borrowing will be undertaken during this financial year.

9.0   MINIMUM LEVEL OF BALANCES

9.1   The actual position on the General Fund balance is shown in the following table:

	£m
General Fund Balance 31 March 2016 per Accounts	**10.063**
Less : Minimum balances to be retained in 2016/17	-4.250
Less : Forecast overspend at Month 3	-6.395
Add: Forecast Impact of in-year measures	+1.500
Forecast Available balances at 31 March 2017	**+0.918**

9.2   Based on the information contained in this report, on the risk assessments that have been made at both corporate and strategic level, on the outturn position for 2015/16 and using information currently to hand on the likely achievement of cuts options, there is no reason at present to take the minimum level of balances above the existing level of £4.250m.

9.3   In light of the above assessment it is recommended that the minimum level of balances be retained at **£4.250m**.

9.4   Members are advised that using available balances to fund ongoing expenditure would be a breach of the Council's Golden Rules. Likewise, Members are advised that the Authority faces significant funding reductions in the future, and balances are likely to be required to fund one-off costs of service transformation.

10.0 EQUALITY AND DIVERSITY

10.1 There are no specific equality and diversity implications.

11.0 FUTURE ACTIONS

11.1 Budget monitoring reports will continue to be presented to the Strategic Leadership Team on a monthly basis and on a quarterly basis to the Cabinet, Overview & Scrutiny Committee, and Audit Committee.

11.2 Star Chambers have been diarised for Quarters 1, 2 & 3 and a Council wide Q1 meeting has already taken place in August 2016.

Councillor Jane Lewis, Deputy Leader of the Council and Cabinet Member for Finance and Human Resources

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Bury MBC: Capital Budget Monitoring Statement
Month 3 - 2016/17   APPENDIX A

		(1) 2016/17 Original Approved	(2) Slippage	(3) Adjust-ments	(4) Revised Estimate Before Reprofile	(5) Reprofiled to Future Years	(6) Revised Estimate After Reprofile Col.4-Col.5	(7) Forecast Outturn 2016/17	(8) 2016/17 Month 03 Actual	(9) Month 3 Variance / (Undersp end) or Overspen
		£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Children, Young People & Culture	DFES - Devolved Formula	500	815	34	1,349	(1,186)	163	164	74	1
Children, Young People & Culture	NDS Modernisation	4,887	5,293	1,139	11,319	(8,767)	2,553	2,553	669	-
Children, Young People & Culture	Access Initiative		10		10		10	10		-
Children, Young People & Culture	Targetted Capital Funds		85		85		85	85	2	-
Children, Young People & Culture	Upgrade and remodel Radcliffe Hall	800	96		896		896	896	2	-
Children, Young People & Culture	New Adolescent support unit	500			500		500	500		-
Children, Young People & Culture	Children Centres		18		18		18	18		-
Children, Young People & Culture	Free School Meal Capital Grant		32		32		32	32		-
Children, Young People & Culture	Early Education Fund		248		248		248	248	4	-
Children, Young People & Culture	Protecting Play Fields		30		30		30	30		-
Communities & Wellbeing	Contaminated Land		21		21		21	21		-
Communities & Wellbeing	Air Quality		9		9		9	9		-
Communities & Wellbeing	Heat Network In Bury TC		72		72		72	22		(50)
Communities & Wellbeing	Play Areas		118		118		118	118	90	-
Communities & Wellbeing	Leisure Services		218	529	747		747	747	1	-
Communities & Wellbeing	Learning Disabilities		18	55	73		73	73	73	-
Communities & Wellbeing	Improving Info.Management		32		32		32	32		-
Communities & Wellbeing	Older People	455	332	(18)	770		770	770	2	0
Communities & Wellbeing	Empty Property Strategy	205	643	(205)	643	(617)	26	26	6	-
Communities & Wellbeing	Housing development - Urban Renewal		4		4		4	9		5
Communities & Wellbeing	Disabled Facilities Grant	781	66	187	1,034		1,034	1,034	106	-
Communities & Wellbeing	Waste Management		53		53		53	53	-	0
Resources & Regulation	Traffic Management Schemes		350		350		350	350	(0)	-
Resources & Regulation	Prestwich Town Centre		1,982		1,982	(1,132)	850	850		-
Resources & Regulation	Planned Maintenance	1,233	1,294	108	2,635		2,635	2,635	(139)	-
Resources & Regulation	Bridges	475	287		762		762	762	51	-
Resources & Regulation	Traffic Calming and Improvement	450	283		733		733	733	59	-
Resources & Regulation	Street Lighting LED Invest to Save	1,046	396	(131)	1,311		1,311	1,311	30	-
Resources & Regulation	Development Group Projects		111		111		111	111	5	-
Resources & Regulation	Planning Environmental Projects	214	280		494	(147)	346	346	5	-
Resources & Regulation	Corporate ICT Projects	71	81		152		152	100		(52)
Resources & Regulation	Corporate Property Initiatives		276		276		276	284	203	8
Resources & Regulation	Radcliffe Market Redevelopment		(100)		(100)		(100)	(100)		-
Resources & Regulation	Radcliffe TC Bus Station Relocation		1,000		1,000		1,000	1,000	1,000	-
Resources & Regulation	Former Petrol Filling Station near Murray Road				-		-		1	-
Resources & Regulation	Seedfield				-		-		5	-
Resources & Regulation	12 Tithebarn Street		45		45		45	45		-
Resources & Regulation	The Met Theatre Refurbishment	1,000	(250)		750		750	750	90	-
Resources & Regulation	Concerto Asset Management Software		9		9		9	9	(9)	-
Resources & Regulation	William Kemp Heaton LD Centre Demolition				-		-		43	-
Resources & Regulation	Howarth Close LD Centre Demolition				-		-		59	-
Housing Public Sector	New Energy Development Organisation (NEDO) works			156	156		156	156		-
Housing Public Sector	Fernhill Site			16	16		16	16		-
Housing Public Sector	Play Areas/St Lighting			113	113		113	113		-
Housing Public Sector	Disabled Facilities Adaptations	572	75	(9)	638		638	638	18	-
Housing Public Sector	Major Repairs Allowance Schemes	7,886			7,886		7,886	7,772	176	(114)
Housing Public Sector	Major Repairs Allowance Schemes	4,119	2,683		6,802		6,803	6,773		(30)
Total Bury Council controlled programme		**25,192**	**17,015**	**1,975**	**44,182**	**(11,848)**	**32,334**	**32,102**	**2,624**	**(233)**

Funding position:

Capital Receipts		*800*	627	-	1,427		1,427	1,427	
Reserve / Earmarked Capital Receipts		*276*	2,470	324	3,070	(764)	2,306	2,306	
General Fund Revenue		*137*	3	(137)	3		3	3	
Housing Revenue Account		*4,119*	2,758	313	7,190		7,190	7,190	
Capital Grants/Contributions		*9,726*	9,708	1,475	20,909	(9,952)	10,957	10,869	
HRA/MRA Schemes		*7,886*		-	7,886		7,886	7,742	
Supported Borrowing					-				
Unsupported Borrowing		*2,248*	1,449		3,697	(1,132)	2,565	2,565	
		25,192	**17,015**	**1,975**	**44,182**	**(11,848)**	**32,334**	**32,102**	

Key for budget monitoring reports

Projected Overspend (or Income Shortfall)

(red)	a major problem with the budget	more than 10% and above £50,000
(orange)	a significant problem with the budget	more than 10% but less than £50,000
(yellow)	expenditure/income in line with budget	
(light blue)	a significant projected underspend (or income surplus)	more than 10% but less than £50,000
(green)	a major projected underspend (or income surplus)	more than 10% and above £50,000

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HOUSING REVENUE ACCOUNT   **Appendix B**

April 2016 - June 2016

	2016/17 Original Estimate £	2016/17 Latest Estimate £	2016/17 Projected Outturn £	2016/17 Variation Over/(Under) £
INCOME				
Dwelling rents	29,586,000	29,586,000	29,529,000	57,000
Non-dwelling rents	216,300	216,300	205,205	11,095
Heating charges	66,300	66,300	66,676	(376)
Other charges for services and facilities	921,500	921,500	893,100	28,400
Contributions towards expenditure	53,900	53,900	42,700	11,200
Total Income	30,844,000	30,844,000	30,736,681	107,319
EXPENDITURE				
Repairs and Maintenance	0	0	0	0
General Management	859,900	859,900	820,700	(39,200)
Special Services	792,200	792,200	782,700	(9,500)
Rents, rates, taxes and other charges	103,500	103,500	94,100	(9,400)
Increase in provision for bad debts - uncollectable debts	180,400	180,400	180,800	400
Increase in provision for bad debts - impact of Benefit Reforms	300,700	300,700	301,200	500
Cost of Capital Charge	4,468,000	4,468,000	4,468,000	0
Depreciation/Impairment of fixed assets - council dwellings	7,771,500	7,771,500	7,771,500	0
Depreciation of fixed assets - other assets	42,300	42,300	42,391	91
Debt Management Expenses	40,600	40,600	40,600	0
Contribution to/(from) Business Plan Headroom Reserve	(2,183,100)	(2,183,100)	(2,183,100)	0
Total Expenditure	12,376,000	12,376,000	12,318,891	(57,109)
Net cost of services	(18,468,000)	(18,468,000)	(18,417,790)	50,210
Amortised premia / discounts	(13,300)	(13,300)	(13,300)	0
Interest receivable - on balances	(55,800)	(55,800)	(55,800)	0
Interest receivable - on loans (mortgages)	(700)	(700)	(455)	245
Net operating expenditure	(18,537,800)	(18,537,800)	(18,487,345)	50,455
Appropriations				
Appropriation relevant to Impairment	0	0		0
Revenue contributions to capital	5,149,200	5,149,200	5,120,100	(29,100)
(Surplus) / Deficit before ALMO/SHU payments	(13,388,600)	(13,388,600)	(13,367,245)	21,355

Payments to Six Town Housing / Transfers re Strategic Housing Unit excluded from above				
Six Town Housing Management Fee	13,058,600	13,058,600	13,058,600	0
Contribution to SHU Costs	320,000	320,000	320,000	0
Total	13,378,600	13,378,600	13,378,600	0

(Surplus) / Deficit after ALMO/SHU payments	(10,000)	(10,000)	11,355	21,355
Working balance brought forward	(1,000,000)	(1,000,000)	(1,000,000)	0
Working balance carried forward	(1,010,000)	(1,010,000)	(988,645)	21,355

key for budget monitoring reports	
Projected Overspend (or Income Shortfall) of	
[red]	a major problem with the budget - more than 10% and above 50K
[orange]	a significant problem with the budget - more than 10% but less than 50K
[yellow]	expenditure/income on line with budget
[cyan]	a significant projected underspend (or income surplus) - more than 10% but under 50K
[green]	a major projected underspend (or income surplus) - more than 10% and above 50K

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Prudential Indicator Monitoring Month 3 2016/17   **Appendix C**

The table below shows the prudential indicators as derived from the Treasury Management Strategy Report for 2016/17 and the Original Budget for 2016/17 as approved at Council in February 2016. The Original Budget for 2016/17 is compared with the Forecast Outturn for 2016/17 as at 30th June 2016.

CAPITAL EXPENDITURE	**Original Budget** **2016/17**	**Forecast Outturn at 30 June 2016**	**Variance**	**Notes**
	£'000	**£'000**		
Estimate of Capital Expenditure				
Non-HRA	12,616	16,636	31.86%	
HRA existing expenditure	12,576	15,466		
TOTAL	**25,192**	**32,102**		1
Estimate of Capital Financing Requirement (CFR)				
Non-HRA	113,371	117,552	3.69%	
HRA existing expenditure	40,530	40,531		
HRA reform settlement	78,253	78,253		2
	232,154	**236,335**		3

AFFORDABILITY	**Original Budget** **2016/17**	**Forecast Outturn at 30 June 2016**	**Variance**	**Notes**
	£'000	**£'000**		
Estimate of incremental impact of capital investment decisions				
Increase in council tax (band D, per annum)	-£2.33	-£0.31		4
Increase in housing rent per week	£0.00	£0.00		5
Ratio of Financing Costs to net revenue stream				
Non-HRA	2.99%	3.09%	3.35%	6
HRA	14.44%	14.14%	(2.06%)	6
Net External Borrowing only to support the CFR in Medium Term	**£'000**	**£'000**		
Net External borrowing over medium term	174,705	195,682		7
Total CFR over Medium Term	232,154	236,335		7
Net External Borrowing < Total CFR	TRUE	TRUE		

EXTERNAL DEBT	Original Budget 2016/17 £'000	Forecast Outturn at 30 June 2016 £'000	Variance	Notes
Authorised limit of external debt				
Borrowing	187,900	192,000		
Other long term liabilities	6,700	5,000		
HRA reform settlement	79,300	79,300		
TOTAL	273,900	276,300	0.88%	8
Operational boundary				
Borrowing	152,900	157,000		
Other long term liabilities	6,700	5,000		
HRA reform settlement	79,300	79,300		
TOTAL	238,900	241,300	1.00%	8

TREASURY MANAGEMENT	Original Budget 2016/17	Forecast Outturn at 30 June 2016	Variance	Notes
Upper limit for fixed interest rate exposure				
Net principal re fixed rate borrowing / investments	99%	115%	15.73%	9
Upper limit for variable rate exposure				
Net principal re variable rate borrowing / investments	-14%	-15%	3.33%	9
Upper limit for total principal sums invested for > 364 days	£10 m	£10 m		10

Maturity structure of fixed rate borrowing at 30 June 2016	Upper/lower limit	Actual
Under 12 months	40% - 0%	9.54%
12 months and within 24 months	35% - 0%	1.60%
24 months and within 5 years	40% - 0%	7.84%
5 years and within 10 years	50% - 0%	1.80%
10 years and above	90% - 30%	79.22%

Notes to the Prudential Indicators:

1. The original budget shows the approved Capital Programme expenditure of £25,192,000. The forecast outturn of £32,102,000 is higher than budget because of slippage from 2015/16.

2. Following the Government announcement to reform the system of financing Council housing, the Authority had to pay the Department for Communities and Local Government £78.253m on the 28th March 2012. The Council financed this expenditure by PWLB loans.

3. Capital Financing Requirement relates to all capital expenditure – i.e. it includes relevant capital expenditure incurred in previous years. The Capital financing requirement reflects the authority's underlying need to borrow.

4. The finance costs related to the increases in capital expenditure impact upon Council tax. The increase in Council Tax reflects the level of borrowing to be taken in 2016/17 to finance current and previous years' capital expenditure.

5. There is no direct impact of capital expenditure on housing rents as the housing rent is set according to Government formula.

6. The ratios for financing costs to net revenue stream for both General Fund and HRA have remained relatively stable.

7. To ensure that borrowing is only for a capital purpose and therefore show that the authority is being prudent this indicator compares the level of borrowing and capital financing requirement (CFR) over the medium term. The level of borrowing will always be below the CFR.

8. The authorised limit and operational boundary are consistent with the authority's plans for capital expenditure and financing. The authorised limit is the maximum amount that the authority can borrow.

9. The variable and fixed limits together look at the whole portfolio and will therefore together always show 100% exposure. Variable interest rate limit can be positive or negative as investments under 364 days are classed as variable and are credit balances which are offset against debit variable loans. The smaller the balance of investments, the more likely the variable limit will be positive as the variable loan debit balance will be higher than the credit investment balance offset against it.

10. Principal sums invested for periods longer than 364 days have been set at £10 million. The investment balance is estimated to be cash flow driven, however if the opportunity arises that surplus investment balances are available then advantage will be taken of favourable rates.

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Agenda Item 7

REPORT FOR DECISION

Bury
COUNCIL

DECISION OF:	**CABINET**
DATE:	**19 OCTOBER 2016**
SUBJECT:	**RESULTS OF THE PUBLIC CONSULTATION ON THE KEY PRINCIPLES FOR THE BURY LIBRARY SERVICE AND NEXT STEPS**
REPORT FROM:	**COUNCILLOR SANDRA WALMSLEY CABINET MEMBER FOR STRATEGIC HOUSING AND SUPPORT SERVICES**
CONTACT OFFICER:	**KLARE RUFO ASSISTANT DIRECTOR LEARNING AND CULTURE**
TYPE OF DECISION:	**KEY DECISION**
FREEDOM OF INFORMATION/STATUS:	**FOR PUBLICATION**
SUMMARY:	This report will inform the Cabinet of the summarised outcomes following the public consultation on the 6 principles and seeks approval for the next stage of the review to be conducted as outlined.
OPTIONS & RECOMMENDED OPTION	To give approval for the next stage of the consultation timeline to be conducted as detailed below.

IMPLICATIONS:	
Corporate Aims/Policy Framework:	All work is being conducted to conform with the policy framework of the council. Under Community and Partnerships: *Build capacity in (and with) communities to encourage empowerment and reduce demand on services.*
Statement by the S151 Officer: Financial Implications and Risk Considerations:	There are no financial considerations arising from this report.
Health and Safety Implications	Set out any impact in terms of Health, Safety and Welfare.

Statement by Executive Director of Resources (including Health and Safety Implications)	There are no wider resource implications.
Equality/Diversity implications:	The Council has a requirement to have due regard to its public sector equality duty and other equality obligations under the Equality Act 2010.
Considered by Monitoring Officer:	Yes There are 3 matters that the Council needs to be consider: 1. The duty to provide a comprehensive and efficient library service pursuant to the Public Libraries and Museums Act 1964 2. The requirement to have due regard to its public sector equality duty and other equality obligations under the Equality Act 2010 3. That the consultation process is fair and thorough. Legal advice has been sought at an early stage in the review process and will continue to be provided throughout.
Wards Affected:	All
Scrutiny Interest:	Overview & Scrutiny

TRACKING/PROCESS   **DIRECTOR: Mark Carriline**

Chief Executive/ Strategic Leadership Team	Cabinet Member/Chair	Ward Members	Partners
Scrutiny Committee	Cabinet/Committee	Council	

1.0   INTRODUCTION

1.0   In response to the continued pressure on Council budgets as a result of the 2016/17 Comprehensive Spending Review, the Council must find ways of delivering savings over the next four years whilst continuing to meet its legal duties to provide Bury residents with comprehensive and efficient services.

1.1   The Council remains fully committed to retaining a high quality Library Service in the borough but anticipates that there will need to be changes, including the possibility of a reduction in the number of libraries. Despite this the Council will continue to provide a service that meets its legal duties and supports the

aspirations of residents of all ages for development of reading skills for the youngest, lifelong learning and access to books and information.

1.2 In developing options for change, the Council will consider the contribution that digital technologies can make to developing and improving its Library Service. This is in line with recent guidance from the Department for Culture, Media and Sport on libraries as a statutory service. Inspiring and enabling all Bury residents to take advantage of digital opportunities will be another consideration for the review.

1.3 The Council also recognises the importance of libraries as community spaces and wishes to explore ways of working together with local communities to strengthen the role their local library plays in meeting community needs.

2.0 RESULTS OF CONSULTATION

2.1 The council have now concluded two separate initial consultations.

2.2 The first, an online and paper survey completed by 3537 respondents and demonstrates a very positive response to all 6 principles with between 69.71% – 98.14% of respondents strongly agreeing or agreeing with each one.

	% Strongly Agree/Agree
Principle 1	98%
Principle 2	94%
Principle 3	73%
Principle 4	89%
Principle 5	70%
Principle 6	81%

(See Appendix 1)

Principle 1
To provide a Library Service across the borough which provides all residents and those working or studying in the borough with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.

Principle 2
To ensure that the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the review process.

Principle 3
To ensure that the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.

Principle 4
To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.

Principle 5

To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.

Principle 6

To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.

Additional questions allowed us the opportunity to focus on more detail and key information has been taken from this.

Q8 asked respondents about additional principles to guide the review. 1163 people chose to provide further information. For ease we have grouped the comments together by associated words and the three items most commented on were **Community involvement** – (Use and provision of space) - 267 responses**, reading and books** – 284 responses and **services for children** – 165 responses.

Q13 gave some options for extending or changing opening hours to see if this would make it easier for you to visit the library. 2,707 people gave some preferences (Before 9am 8.87% , Lunchtimes 21.98%, 5pm- 10pm 57.70%, Saturdays 45.25%, Sundays 31.70%).

Q17 asked gave respondents the opportunity to make further comments – 1059 people took this opportunity. For ease we have grouped the comments together by associated words and the three items most commented on were **Staff - level, qualifications, ability** etc (227)), **reading and books** (181) and **Community** (148). (APPENDIX 1)

2.3 The second consultation was conducted by Mott MacDonald. In order to gain wider insight from across the borough into library use, views on a future library service and to encompass residents who may not currently use the library service Mott MacDonald undertook a random telephone survey of 500 residents using the same questionnaire as was developed for the Public Consultation. The sample was representative of the borough's demographics in terms of gender, age structure and disability status. (APPENDIX 2 – Summary report –and APPENDIX 3 - Full report)

This survey indicated even further than the public one, high levels of agreement for each of the six principles, with this ranging from 80% (Principle 3) to 96% (Principle 1). For example 93% agreed that the needs of more vulnerable residents and groups be taken fully into account in the provision of services (Principle 2) and the same proportion agreed that options for investing in technology to improve access to the Library Service should be explored (Principle 4). A separate question indicated that 91% of respondents agreed that the Library Service should help everyone to take advantage of new technologies. There was also support for extended opening hours, with more than half of those sampled indicating that both evening and Saturday opening (5-8pm) would make it easier for them to access the library service. With respect to volunteering, a third indicated that they would consider volunteering to support the library service.

40% of those sampled reported using the library service at least once a month and close to 50% at least twice a year. This level of usage is significantly higher than national figures from the DCMS for 2014/15 which indicated that 34% of adults had used a library within the last 12 months. Of the 41% of

those sampled in Bury who indicated that they did not use the library service, approaching half (45%) said that they had either no need or interest in doing so.

APPENDIX 4 is a side by side comparison of the two surveys

2.4 As part of the initial brief we have also commissioned Mott MacDonald to deliver a report using the following criteria. We will have a full report by the end of September.

- A socio-demographic mapping of Bury.
- Qualitative analysis to explore drivers behind library usage patterns, barriers to access, and trends in need and demand for particular services using Bury, GM and national data as relevant.
- An accessibility review of libraries in Bury based on access by public transport.
- A review of Bury library membership data in order to build a better understanding of the potential impact of any options for change on existing user groups.

3.0 RECOMMENDATION

3.1 The first part of the consultation has secured a positive response and a baseline agreement from library users and residents around the 6 principles. We will now use these principles alongside the commissioned reports from Mott MacDonald as a basis on which to build a review of the library service.

We are now proposing to move to the next phase of public consultation

3.2 To offer the opportunity to facilitate one workshop with a group of stakeholder representatives at each library to discuss the priorities they have for a library service in the future. Each library will publicise these events to ensure community groups, regular library users and partners are involved and representative of service users. This part of the consultation process is to take place between the end of October – December 2016

3.3 A report will be developed outlining a number of potential models / options for library provision in the future incorporating the public consultation and Mott McDermott consultation findings. This report will be presented for Cabinet discussion on 18 January 2017.

3.4 The revised timeline

Report to Cabinet on Consultation outcomes	19 October 2016
Second part of Public Consultation	Within the period October 2016 to December 2017
Report to cabinet on proposed models / options for change	18 January 2017
Public Consultation on proposed models / options for change	January – March 2017
Final Report to Cabinet on decisions to be taken	8 March 2017
Staff consultation	Within the period April 2017 to May 2017

Implementation	From 1 July 2017

Background documents:

For further information on the details of this report, please contact:

Klare Rufo – Assistant Director Learning and Culture
Tel: 0161 253 5477   Email: k.rufo@bury.gov.uk

APPENDIX 1
Summary Report of the Mott MacDonald Random Sample Telephone Survey

APPENDIX 2
Full Report of the Mott MacDonald Random Sample Telephone Survey

APPENDIX 3
Summarised results of the Online / Paper Survey

APPENDIX 4
Comparison Report between the conducted public survey and the random sample of Bury residents.

Thank you to everyone who took the time to complete the first survey in our Library Review. We asked you to say whether or not you agreed with 6 principles for the future development of the library service. We received 3,537 responses; here is a summary of those responses:

PRINCIPLE 1 To provide a Library Service across the borough which provides all residents and those working or studying in the borough with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.

Strongly agree   86.65%

Agree   11.49%

Neither agree nor disagree   1.26%

Disagree 0.29%

Strongly disagree 0.31%

PRINCIPLE 2 To ensure that the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the review process.

Strongly agree   70.32%

Agree   23.18%

Neither agree nor disagree   5.13%

Disagree 0.83%

Strongly disagree 0.54%

PRINCIPLE 3 To ensure that the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.

Strongly agree   35.36%

Agree   37.52%

Neither agree nor disagree   13.43%

Disagree 9.58%

Strongly disagree 4.11%

PRINCIPLE 4 To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.

Strongly agree   55.24%

Agree   33.65%

Neither agree nor disagree   7.71%

Disagree 2.48%

Strongly disagree 0.92%

PRINCIPLE 5 To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.

Strongly agree   34.26%

Agree   35.45%

Neither agree nor disagree   14.87%

Disagree 9.81%

Strongly disagree 5.61%

PRINCIPLE 6 To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.

Strongly agree   40.21%

Agree   41.18%

Neither agree nor disagree   14.64%

Disagree 2.78%

Strongly disagree 1.19%

QUESTION 7 Asked if you felt that there were any other key principles that should be taken into account during the review; 38.46% of people who responded to this questions said yes and 61.54% said no.

In **QUESTION 8** we asked you to list any principles you wanted to add. 1,163 people responded to this question.   To make analysis easier we divided responses into categories (topics), here is a list of those categories with the number of comments. Please note that some responses covered several categories

Access (including support for people with special needs) 192

Bury Library 81

Cafes (introduction) 13

Children (services for) 165

Community (use by and provision of space) 267

Council (responsibility for Libraries and other services) 89

Hours (opening and access) 38

IT (computers and other services) 98

Learning 124

Prestwich 21

Radcliffe 35

Ramsbottom 14

Reading and books 284

Sculpture Centre 54

Services (various) 52

Staff (level, qualifications, ability etc) 111

Tottington 9

Volunteers (role and place) 99

Whitefield 9

Uncategorized 226

QUESTION 9 asked whether or not you were a library user. 93.76% of respondents said they used Bury Libraries and 6.24% did not use our services.

QUESTION 10 looked at how often respondents visited the library

More than once a week 17.83%

About once a week 24.83%

Two or three times per month 25.85%

At least once a month 21.68%

At least twice a year 7.68%

Once a year or less 2.13%

In **QUESTION 11** we asked how you usually travelled to the library

Car as a driver 39.38%

Car as a passenger 5.53%

Bus 7.93%

Tram 1.81%

Walk 39.66%

Taxi 0.28%

Cycle 0.83%

Other means 4.58%

QUESTION 12 asked those people who did not use the library the reason why (please note multiple responses were allowed for this question, the results add up to more than 100%)

Don't know what is available 10.29%

Not interested 7.84%

No need 39.22%

Live too far away 11.27%

Opening hours not suitable 16.67%

Dont know where it is 0.49%

Too difficult to get to 4.90%

Travel costs 0.49%

Other reasons 37.75%

QUESTION 13 gave some options for extending or changing opening hours to see if this would make it easier for you to visit the library. 2,707 people gave some preferences (please note multiple responses were allowed for this question, the results add up to more than 100%)

Before 9am 8.86%

Lunchtimes 21.97%

5pm- 10pm 57.72%

Saturdays 45.24%

Sundays 31.68%

In **QUESTION 14** we asked if improving digital services would make you more or less likely to use the library.   We mentioned things like WiFi, downloadable newspapers and magazines, remote access and specialist resources for things like family history.

Much more likely 18.05%

More 29.65%

Make no difference 52.30%

In **QUESTION 15** we said that the council would like the Library Service to take advantage of new technologies and asked if you agreed that the service should develop in this way

Strongly agree   38.98%

Agree   43.51%

Neither agree nor disagree   13.25%

Disagree 3.32%

Strongly disagree 0.94%

The Library Service has been working with volunteers for many years, **QUESTION 16** asked if you would consider volunteering to support the Library Service. 36.30% of people said yes and 63.70% said no.

QUESTION 17 asked if you had any other comments about Bury's Library Service Review. 1,060 people made a response; we used the same categories as in question 8 (with the addition of 'Outreach') and again some responses contained several categories.

Access (including support for people with special needs) 15

Bury Library 63

Cafes (introduction) 14

Children (services for) 64

Community (use by and provision of space) 148

Council (responsibility for Libraries and other services) 45

Hours (opening and access) 30

IT (computers and other services) 97

Learning 54

Outreach (smaller libraries) 21

Prestwich 26

Radcliffe 37

Ramsbottom 48

Reading and books 181

Sculpture Centre 27

Services (various) 8

Staff (level, qualifications, ability etc) 227

Tottington 10

Volunteers (role and place) 180

Whitefield 29

Uncategorized 258

Bury Libraries Review
Initial public consultation: Summary of findings from a random sample of Bury residents
Mott MacDonald, August 2016

1. Method

The research engaged with a random sample of Bury residents over the age of 16. A three stage sampling approach was used to compile a robust random telephone sample. Interviewers guided respondents through the questions. A quota of 500 interviews was undertaken, offering a margin of error of +/- 4.4% at a 95% confidence level.

2. Demographic overview of those sampled

- **Residence** 97% were resident in the borough and 3% were working in Bury but resident elsewhere.
- **Gender** 53% of those sampled were female. For the population of Bury as whole, 51% are female (Source: 2011 Census).
- **Age** The age distribution of the sample is broken down below. The breakdown for the population of Bury as a whole is shown in brackets (Source: ONS).
    - 16-17: 1% (3%)
    - 18-19: 14% (18%)
    - 30-44: 23% (24%)
    - 45-64: 35% (33%)
    - 65+: 27% (22%)
- **Ethnicity** 94% of those sampled identified as white, 6% as BAME. For the population of Bury as whole, the BAME population is 15% (Source: Census 2011)
- **Disability** 21% of those sampled indicated that their lives were limited by a health problem or a disability. For the population of Bury as a whole, 18% have a limiting long term illness (Source: Census 2011).
- **Caring responsibilities** 18% of those sampled indicated that they had caring responsibilities.
- **Employment status** Just over two fifths of respondents indicated that they were employed or self-employed (43%), while over one third were retired (34%). 9% indicated that they were unemployed. The unemployment rate in Bury 2015/16 was 5.4% of the economically active population. The higher reported rate in the sample may be explained by respondents who were either long term sick or 65+ reporting that they were unemployed.

3. Main findings

A. *Principles for Change*

There were generally high levels of agreement across each of the principles, with this ranging from 80% (Principle 3) to 96% (Principle 1).

Table 1 Proposed Principles by Level of Agreement

		Level of Agreement (*Combined Strongly Agree and Agree %*)	Level of Disagreement (*Combined Strongly Disagree and Disagree %*)
Principle 1:	To provide a Library Service across the borough which provides all residents with access to libraries and to electronic services sufficient	96%	0.4%

		Level of Agreement (*Combined Strongly Agree and Agree %*)	Level of Disagreement (*Combined Strongly Disagree and Disagree %*)
	in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.		
Principle 2:	To ensure the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the provision of these services.	93%	1%
Principle 4:	To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.	93%	2%
Principle 6:	To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.	90%	2%
Principle 5:	To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.	88%	4%
Principle 3:	To ensure the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.	80%	11%

B. *Use of the library service*
- 59% of those sampled said they used the library service.
- 66% of those who said they used the library service used it at least once a month, equivalent to almost 40% of all those sampled in the research. 25% of those using the service (equal to almost 15% of the total sample) did so at least once a week.
- 82% of those sampled - or close to half of the total - said they used the library service at least twice a year. National data on library usage for 2014/15 indicated that 34% of adults had visited a library in the last 12 months (DCMS, Taking Part 2014/15 Quarter 4 2015, p.27). This suggests that Bury adults have a significantly higher rate of library usage than average.
- Similar proportions of respondents reported travelling to the library on foot (44%) as driving a car (40%). 10% used public transport.
- Of the 41% who said they did not use the library service, 45% said they had no need or interest in using the service.

C. *A future library service*
- **Extended opening hours** More than half of those sampled indicated that both evening and Saturday opening (5-8pm) would make it easier for them to access the library service.
- **Digital services** Half of respondents indicated that improving digital services would make it much more or more likely that they would use the library service. 50% indicated that it would have no impact.
- **Digital access** Nine in 10 respondents felt that the Library Service should help everyone to take advantage of new technologies (91%).
- **Volunteering** A third of respondents (33%) indicated that they would be willing to consider volunteering to support the library service.

Bury Library Service

Initial Public Consultation

August 2016

Bury Council

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Bury Library Service

Initial Public Consultation

August 2016

Bury Council

Issue and revision record

Revision	Date	Originator	Checker	Approver	Description
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Information class: Standard

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Contents

1   Introduction

Mott MacDonald were commissioned by Bury Council to undertake consultation with local residents regarding their usage of, and views on options for changes to, the local library service.

This research was undertaken in response to the Government's 2016/17 Comprehensive Spending Review, which requires Bury Council to make financial savings over the next four years. As a result of this, while Bury Council remains committed to retaining a high quality library service, it is accepted that some changes will be necessary to the way in which the service is delivered.

Bury Council is currently undertaking a wider consultation exercise on the future of library services , with paper questionnaires distributed within its libraries in order to gain the views of active library users plus a link to an online version of the consultation questionnaire available on the Council's website[1]. However, this component of the research sought to engage with a random sample of Bury residents, in order to gain insight into the extent to which they are currently using library services and their views on a range of principles which the council proposes should underpin any changes to the service in the future.

These proposed principles, developed by Bury Council, are:

- **Principle 1**: To provide a Library Service across the borough which provides all residents with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.

- **Principle 2**: To ensure the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the provision of these services.

- **Principle 3**: To ensure the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.

- **Principle 4**: To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.

- **Principle 5**: To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.

- **Principle 6:** To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.

Source: Bury Council Library Services

This research utilised a questionnaire designed by Bury Council, which mirrors the questionnaire distributed within local libraries, and was delivered using a computer-aided telephone interview (CATI) methodological approach. A copy of this questionnaire can be found in Appendix A.

A CATI methodology was selected as it enables effective engagement with a random sample of local residents – with interviewers guiding respondents through the questions over the telephone. These

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[1] http://www.bury.gov.uk/index.aspx?articleid=12184

interviews were undertaken by Protel, who were commissioned by Mott MacDonald to support on this research task due to their CATI facilities and expertise.

All Bury residents over the age of 16 years were eligible for participation in this research, with Protel adopting a three stage sampling approach to compile a robust random telephone sample. This included using the Postal Address File (PAF) and BT OASIS file, followed by supplementary lifestyle databases and Random Digital Dial (RDD).

A quota of 500 interviews was set at the outset of the project, with this offering a margin of error of +/- 4.4% (based on a viewpoint shared by 50% of respondents) at a 95% confidence level.

Quantitative data has been analysed utilising SPSS statistical analysis software, and open ended comments have been thematically coded to draw out key points made by respondents.

This report summarises headline findings to emerge from these CATI interviews.

Bury Library Service
Initial Public Consultation
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2   Sample Profile

This section of this report provides a demographic overview of those who participated in the research.

2.1   Resident Status

Respondents were asked to indicate the capacity in which they were participating in this survey, as presented in Figure 2.1:

Figure 2.1:   Please indicate whether you are:
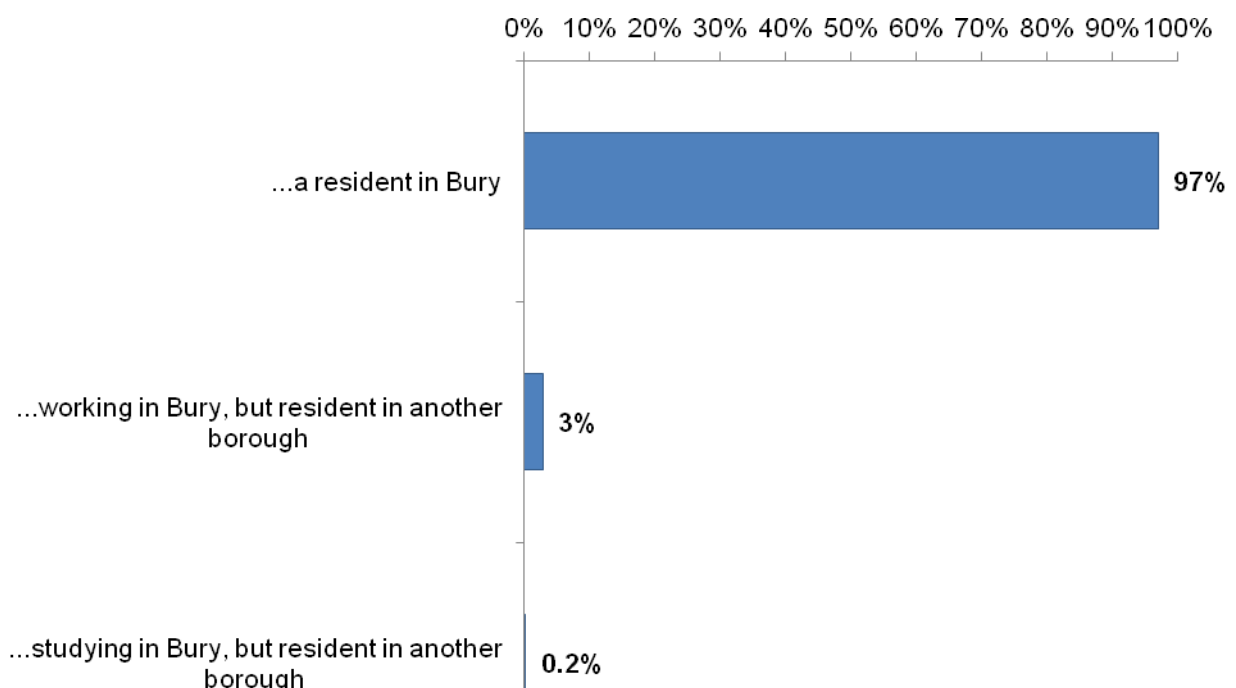
Base: 500

The majority of respondents (97%) were residents in Bury.

2.2   Gender

Just over half of respondents identified as Female (53%), whilst just less than half identified as Male (47%).

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Bury Library Service
Initial Public Consultation
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2.3 Age

The age categories which respondents indicated that they belonged to are presented in Figure 2.2 below:

Figure 2.2: What is your age?
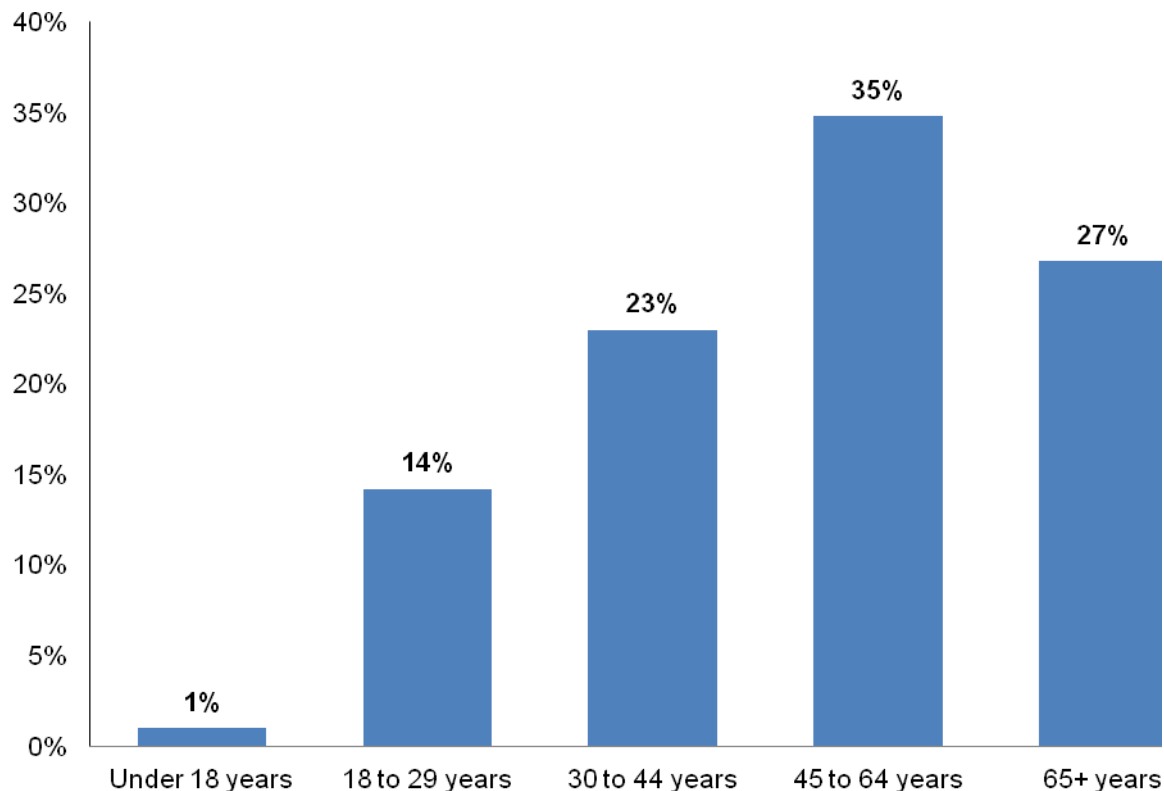
Base: 499

Just over a third of respondents indicated that they were aged between 45 and 64 years (35%).

2.4 Ethnicity

In terms of ethnicity, of a total of 499 respondents who provided this information, 94% identified as white (94%), whilst 6% identified as belonging to a black or minority ethnic group (BAME).

2.5 Disability

Respondents were asked to indicate whether they felt that their day-to-day activities were limited due to a health problem or disability, as presented in Figure 2.3 overleaf:

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Figure 2.3:   Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? Include problems related to getting older.
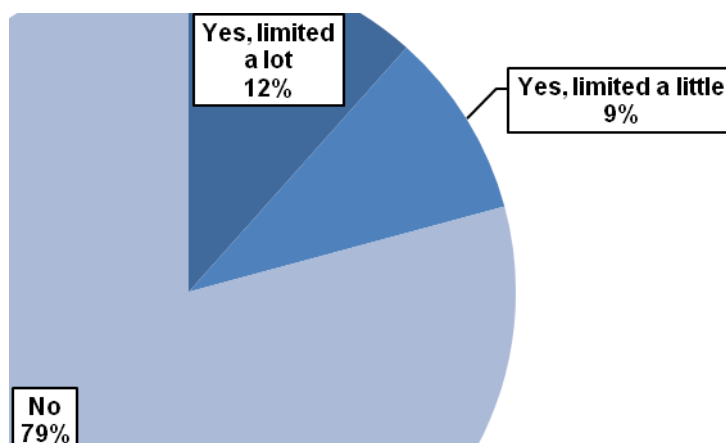
Base: 500

Over 20% of respondents indicated that their day-to-day activities were limited to some extent by a disability or health problem (21%).

2.6   Caring Responsibilities

Almost a fifth (18%) of respondents indicated that they had caring responsibilities, including caring for family, friends, neighbours or others due to long term health problems, disabilities or problems associated with age.

2.7   Employment Status

Respondents' employment status is presented in Figure 2.4 below:

Figure 2.4:   Please indicate whether you are:
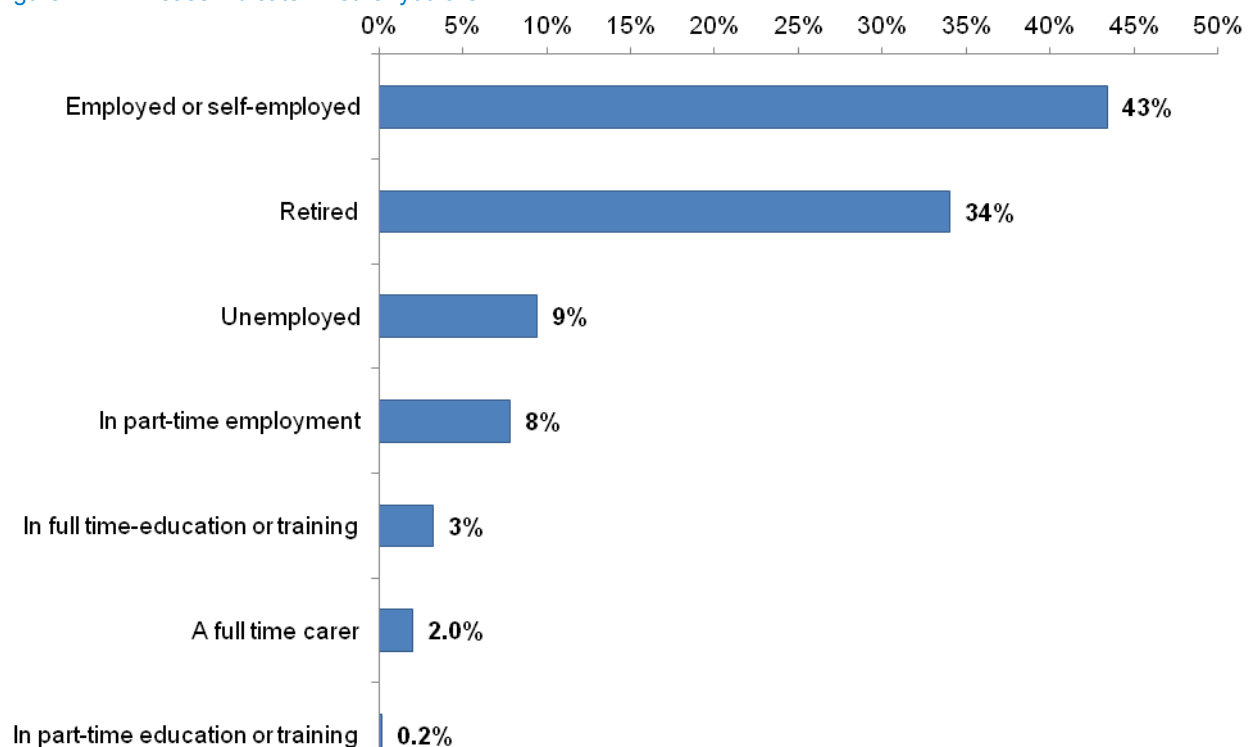
Source: Insert source text here

Just over two fifths of respondents indicated that they were employed or self-employed (43%), while over one third indicated that they were retired (34%).

3   Main Findings

This section of the report details the main findings to emerge from CATI interviews undertaken with a random sample of 500 Bury residents.

3.1   Principles for Change

At the outset of the questionnaire, respondents were asked the extent to which they agree or disagree with the proposed principles which Bury Council has developed to underpin changes to their library service.

- **Principle 1**: To provide a Library Service across the borough which provides all residents with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.

- **Principle 2**: To ensure the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the provision of these services.

- **Principle 3**: To ensure the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.

- **Principle 4**: To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.

- **Principle 5**: To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.

- **Principle 6:** To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.

Source: Bury Council Library Services

Figure 3.1 overleaf presents the extent to which respondents agreed or disagreed with each of these statements:

Figure 3.1: The Council is proposing six key principles to guide the development of options for change [to the library service]. Please indicate whether you agree or not with each one:
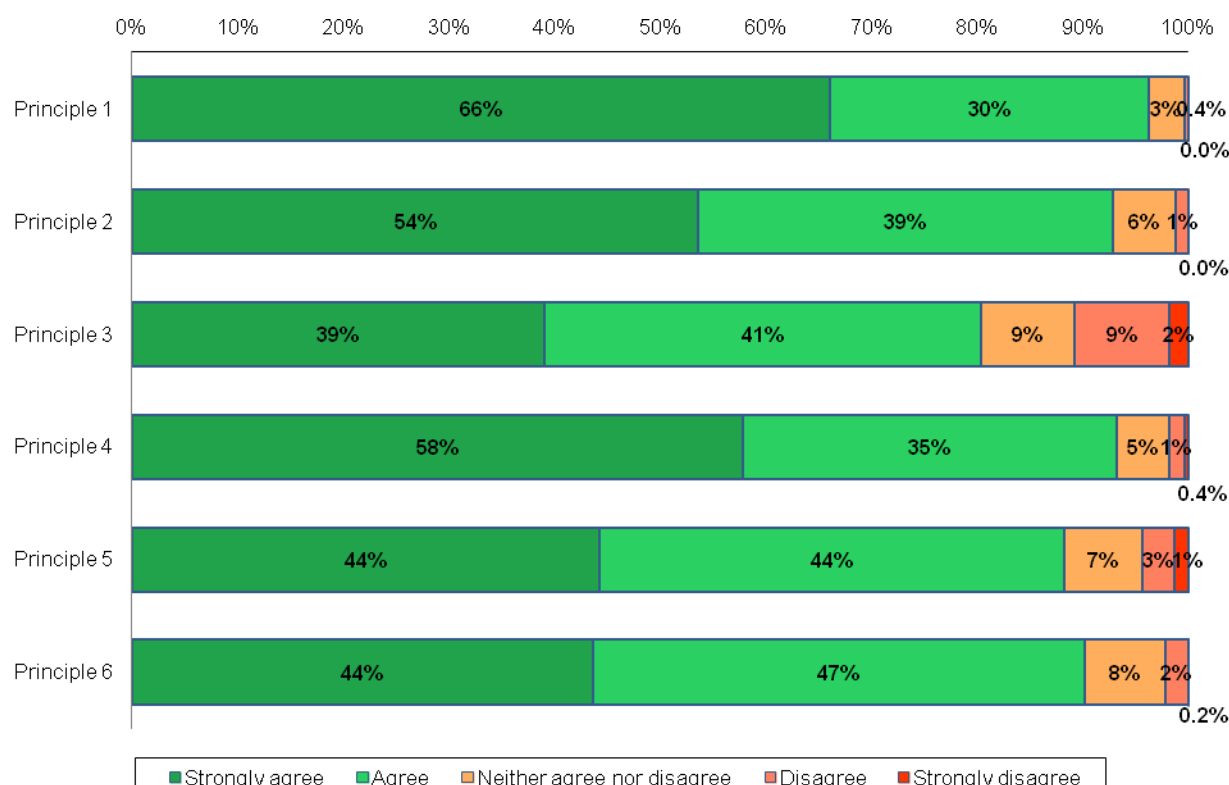
Base: 500

There were generally high levels of agreement across each of these principles, with this ranging from 80% (Principle 3) to 96% (Principle 1).

Table 3.1 below presents these statements sorted in descending order based upon level of agreement:

Table 3.1: Proposed Principles by Level of Agreement

		Level of Agreement (*Combined Strongly Agree and Agree %*)	Level of Disagreement (*Combined Strongly Disagree and Disagree %*)
Principle 1:	To provide a Library Service across the borough which provides all residents with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.	96%	0.4%
Principle 2:	To ensure the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the provision of these services.	93%	1%
Principle 4:	To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.	93%	2%
Principle 6:	To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local	90%	2%

		Level of Agreement (*Combined Strongly Agree and Agree %*)	Level of Disagreement (*Combined Strongly Disagree and Disagree %*)
	needs.		
Principle 5:	To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.	88%	4%
Principle 3:	To ensure the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.	80%	11%

Base: 500

Respondents were then asked if there were any other principles which they felt should be taken into account during the review. A total of 90 respondents suggested additional points, which are summarised in the list below:

- Libraries need to stay open (19 comments)
- Access/services for children (10 comments)
- Disability access (8 comments)
- Computer / IT / Internet facilities are very important (6 comments)
- Services for vulnerable / disadvantaged people (5 comments)
- Access/facilities for the Elderly (5 comments)
- Flexible opening times (4 comments)
- Need to retain paper books (3 comments)
- Facilities for ethnic minorities / non-English speakers (3 comments)

A further 31 comments were classified as 'other / miscellaneous', whilst 4 respondents indicated that they were unsure which other principles should be included at this stage.

3.2   Use of Library Services

Respondents were asked whether they currently use Bury's Library Service, as presented in Figure 3.2 overleaf:

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Figure 3.2:   Do you use Bury's Library Service

Base: 500

Almost 6 in 10 respondents reported that they do currently use the Library Service.

Figure 3.3:   Approximately how often do you visit a library?
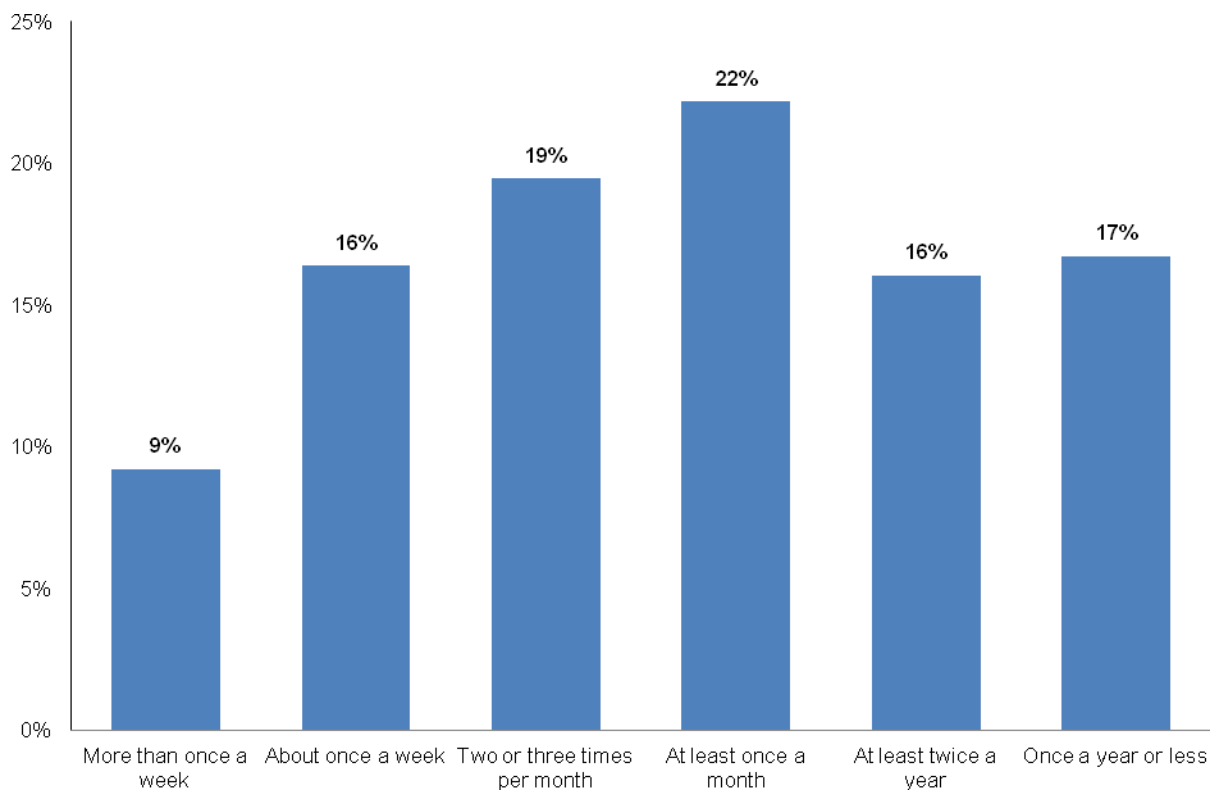
Base: 293

Two thirds of those who *do* currently use the Library Service indicated that they do so once a month or more often (66%); suggesting frequent usage of the service amongst this random sample of Bury residents.

Respondents were then asked how they usually travel to the library, as detailed in Figure 3.4 overleaf:

Figure 3.4:   How do you usually travel to the library?
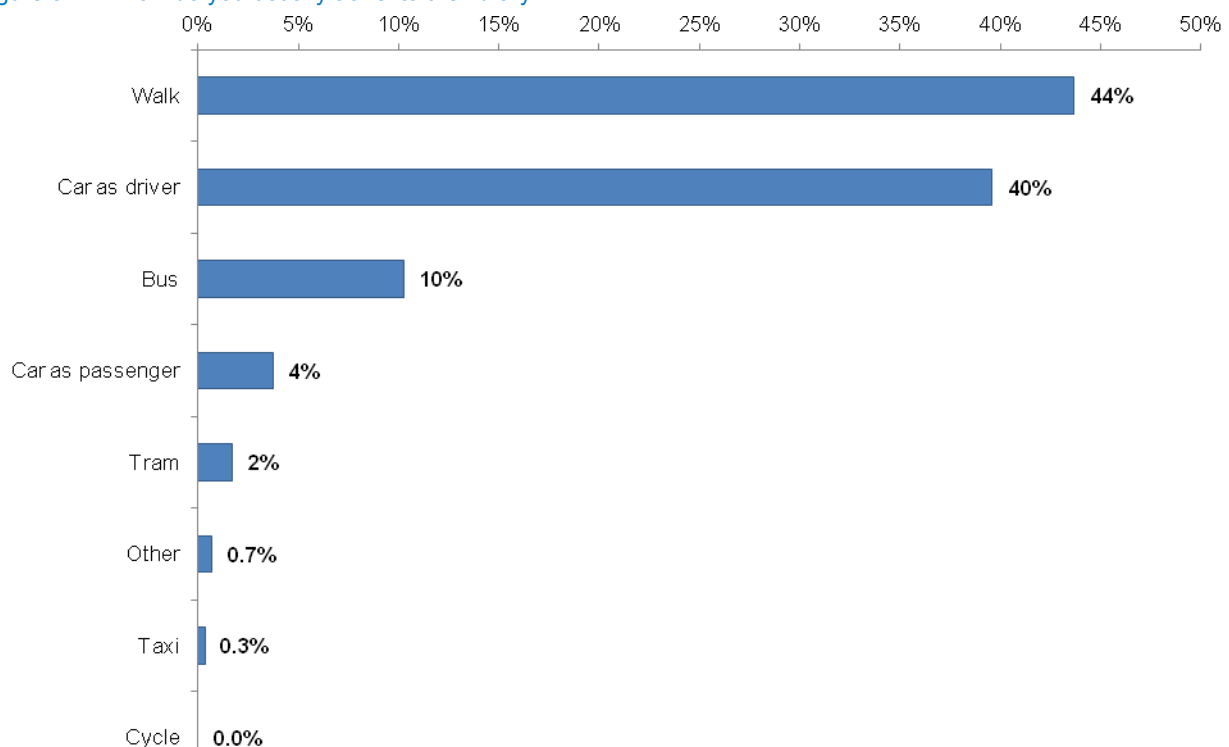
Base: 293

Similar proportions of respondents reported travelling to the library on foot (44%) or as the driver of a car (40%). This suggests a possible tension between the use of sustainable, active modes and the use of private transport to access the service and the potential to promote alternative means of accessing the service to encourage mode shift.

Those who indicated that they *do not* currently use the Library Service were asked why this was the case, as presented in Figure 3.5 overleaf:

Figure 3.5:   Please indicate below the reason/s why you do not use Bury's Library Service.
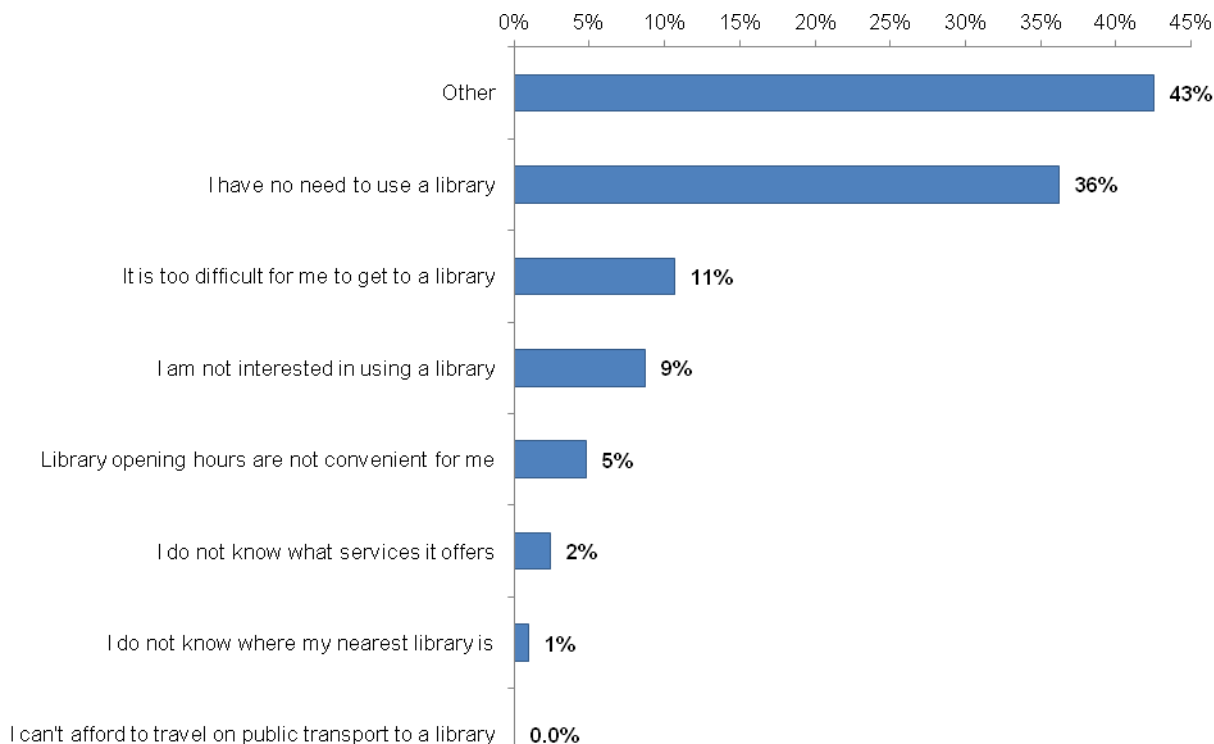
Base: 207 (Multiple Response)

Almost a third of respondents indicated that they have no need to use a library (32%); potentially suggesting the need for further promotion of the range of facilities and services offered in order to challenge this perception.

Of those who stated an 'other' reason for not using the Library Service, these included:
- Don't have time / too busy to use service (18 comments)
- Unable to use service due to own or family member's illness / health condition (16 comments)
- Prefer using online resources (14 comments)
- Use alternative library services / resources (e.g. work / university) (11 comments)
- Prefer to buy own books / read at home / given books by friends and family (11 comments)
- I do not read much/like to read / unable to read (7 comments)
- Prefer to read electronic books / Kindle (4 comments)
- Parking issues (2 comments)

3.3   A Future Library Service

Respondents were asked to consider a number of options for the future of Bury Library Service, including issues of opening hours, digital services and new technologies.

In terms of opening times, respondents were asked whether a proposed range of extended opening times would make it easier for them to access the library, as outlined in Figure 3.6 overleaf:

Figure 3.6:   The Council may consider options for extending opening hours. Please indicate which times, if any, would make it easier for you to use the Library Service. Note that the library may not be staffed at all these times.
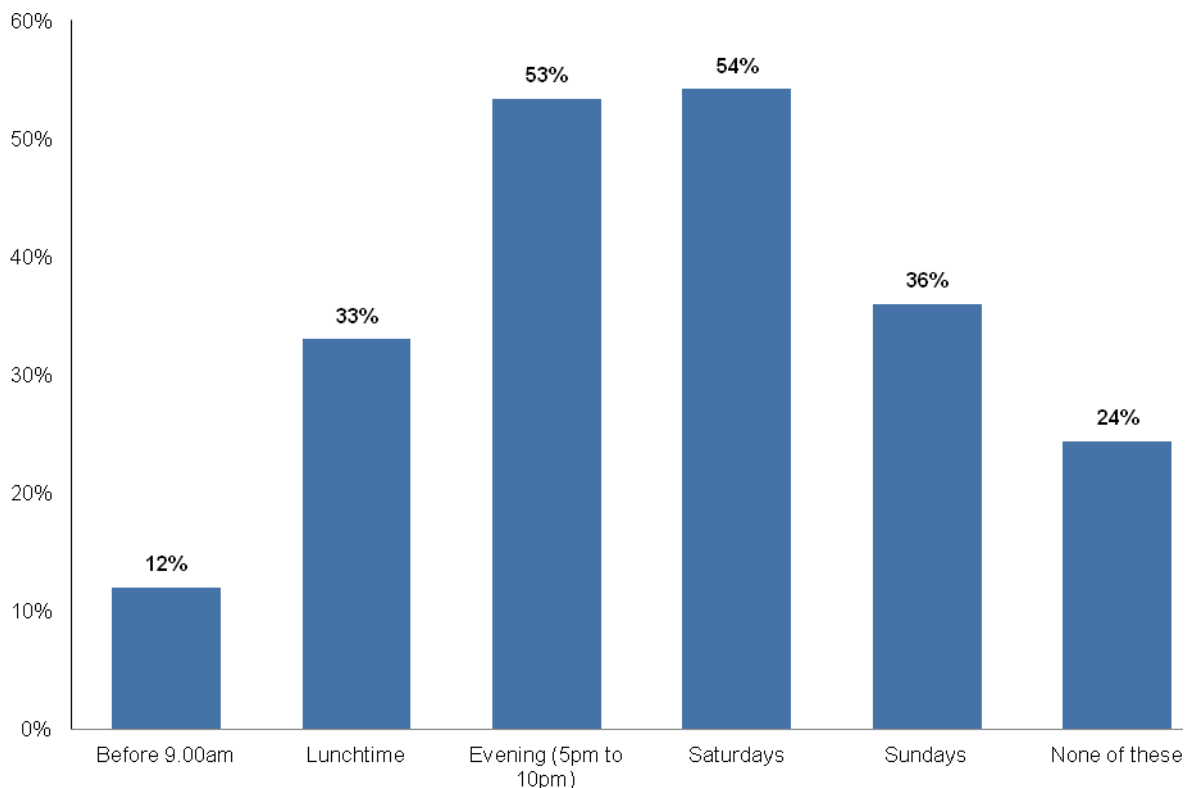

Base: 500 (Multiple Response)

Over half of respondents felt that the Library Service being accessible during the evenings from 5pm to 10pm (53%), would make it easier for them to make use of the service. Over half also indicated that opening on Saturdays (54%) would make accessing the service easier.

Improvements to digital services, and the potential impact of this upon respondents' likelihood of using library services was also explored, as outlined in Figure 3.7 overleaf:

Figure 3.7:   The Council is considering improving digital services within its Library Service.

These might include: downloadable e-newspapers and magazines, music and video streaming, increased online resources for researching local and family history, remote access on all devices to the library catalogue and free Wi-Fi.

Would you be more likely to use the Library Service, or use it more than you do now, if these services were available?
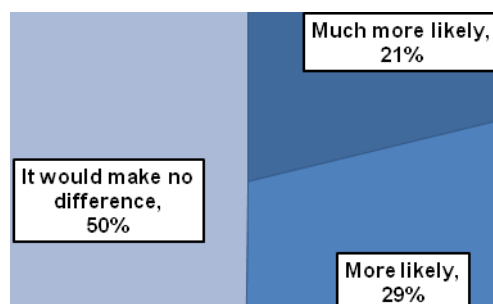
Base: 500

Half of respondents indicated that improving digital services would have no impact on their usage of the Library Service (50%).

Respondents were then asked whether they felt that the Library Service should endeavour to help everyone to take advantage of new technologies, as presented in Figure 3.8 overleaf:

Figure 3.8: The Council would like the Library Service to help everyone take advantage of new technologies. Do you agree that the Library Service should develop in this way?
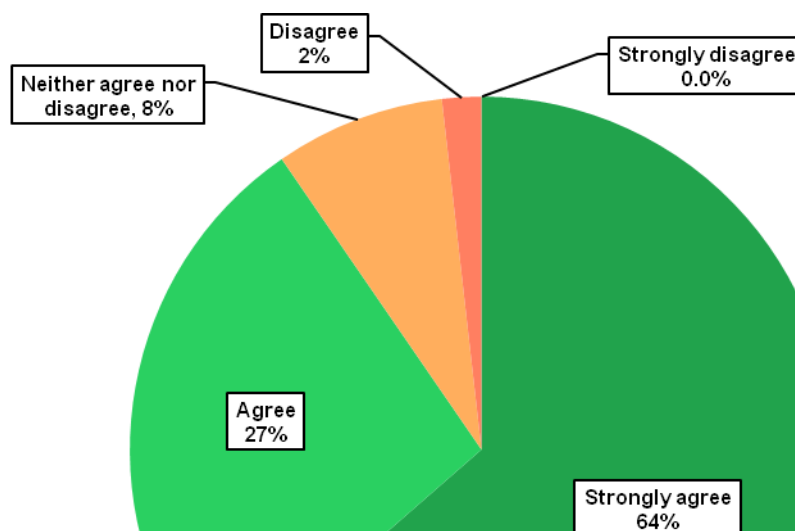
Base: 500

Nine in 10 respondents felt that the Library Service should develop so as to help everyone to take advantage of new technologies (91%).

Respondents were also asked whether they would consider volunteering to support the Library Service in Bury, with a third of respondents (33%) indicating that they would be willing to do so.

3.4   Other comments

At the close of the survey, respondents were asked if they had any other points they wished to make regarding the Bury Library Service Review, with 136 respondents providing further comments.

Key themes to emerge within these comments are detailed below:

- Don't close the library / libraries (24 comments)
- Library provides a valuable service to the community (17 comments)
- Libraries / services are good (16 comments)
- Computer / IT / internet services are very good (12 comments)
- Services for children / young people are important (8 comments)
- Libraries / services need to be better / not what they used to be (7 comments)
- Library staff are very good (7 comments)
- Keep / get more books (6 comments)
- Longer opening hours (5 comments)

- Services for the elderly / disabled are important (5 comments)
- Services for vulnerable / disadvantaged are important (3 comments)
- Free parking / parking issues (3 comments)
- Mobile library is good / need a mobile library (3 comments)
- Coffee machine would be good (3 comments)

A further 31 comments were made which were categories as 'other / miscellaneous'.

Bury Library Service
Initial Public Consultation
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2016\Report\Bury Library Service - Initial Public Consultation - Online Survey Findings - Draft Report 1.1b.docx

4   Conclusions

This section summarises key conclusions to emerge from this research.

This study was undertaken using CATI interviews with a random sample of 500 Bury residents in order to explore their current usage of the Library Service and views on proposals for the future of this.

When presented with six key principles to guide the development of the library services in the future, there was a high level of agreement with each of these, as presented Table 4.1 below:

Table 4.1:   Proposed Principles by Level of Agreement

		Level of Agreement (*Combined Strongly Agree and Agree %*)	Level of Disagreement (*Combined Strongly Disagree and Disagree %*)
Principle 1:	To provide a Library Service across the borough which provides all residents with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.	96%	0.4%
Principle 2:	To ensure the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the provision of these services.	93%	1%
Principle 4:	To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.	93%	2%
Principle 6:	To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.	90%	2%
Principle 5:	To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.	88%	4%
Principle 3:	To ensure the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.	80%	11%

Base: 500

Maintaining access to the libraries for all Bury residents, as well as providing specific support for more vulnerable residents emerged as key priorities amongst respondents.

As well as maintaining the service, respondents also indicated that they were key to see the ongoing development of the Library Service, through extended opening hours, broadening digital service capabilities and offering specific, innovative, services for those with sensory impairments.

Notably, around 6 in 10 respondents indicated that they currently make use of the Library Service (59%); with two thirds of those who do use the service doing so at least once a month (66%).

Amongst those who do not currently use the library service, a perception that they have no need to use this was prevalent amongst around a third of respondents (32%). This suggests the need to promote the wide range of services available within across the Library Service, plus the need to broaden the service offer in line with the principles and proposals set out within this consultation.

Around three quarters of respondents felt that extended opening times may make it easier for them to use the Library Service; with over half expressing a preference for access to this during evenings (53%) and on Saturdays (54%).

A more mixed view was evident in responses towards the impact of improvements to the Library Service's digital service offer; with half of respondents indicating that this would make no difference to the amount they choose to access the Service (50%).

In contrast, 9 in 10 respondents felt that the Library Service should develop so as to provide access to, and allow Bury residents to take advantage of new technologies (91%). This suggests that, whilst many residents may have access to digital services such as laptops, tablets, smartphones and the internet at home, the prospect of the Library introducing residents to new and innovative technologies was appealing to respondents as a way forward for the Service.

Overall, respondents demonstrated relatively frequent usage of current library services, plus a strong sense of agreement with each of the principles proposed by Bury Council to secure the ongoing development of the Library Service despite funding constraints. This is particularly noteworthy given the random nature of the sample for this research, with this element of the consultation providing insight into the views of a cross-section of Bury residents rather than focussing specifically on engagement with known library users.

Appendices

Appendix A.   Questionnaire

Bury Library Service

Initial Public Consultation

Why Bury Council is reviewing its Library Service and is asking you to complete this survey

In response to Government's Comprehensive Spending Review, the Council must find ways of delivering savings over the next four years.

The Council remains committed to retaining a high quality library service, but anticipates that there will be changes.

However, the Council will continue to provide a service that meets its legal duties, including to its more vulnerable residents and to groups protected by Equalities legislation.

It will support the aspirations of residents of all ages for lifelong learning, access to books and information.

In reviewing the service, the Council will consider how technologies, including computers and digital services, can continue to improve the Library Service. The Council will look at the contribution the Library Service can make to helping everyone take advantage of these technologies.

The Council recognises the importance of libraries as community spaces. The review will explore options for strengthening their role in meeting community needs.

This survey asks for your views on these issues and about your current use of the Library Service. Whether you use the service or not, you are invited to participate. The Council values the views of all residents.

PRINCIPLES

The Council is proposing SIX KEY PRINCIPLES to guide the development of options for change. Please indicate whether you agree or not with each one.

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PRINCIPLE 1 To provide a Library Service across the borough which provides all residents with access to libraries and to electronic services sufficient in number, range and quality to support reading for pleasure, lifelong learning, the development of new skills and the effective use of information.

Please indicate below whether you agree with Principle 1.

○ Strongly agree

○ Agree

○ Neither agree nor disagree

○ Disagree

○ Strongly disagree

PRINCIPLE 2 To ensure the needs of more vulnerable residents and groups protected by Equalities legislation are taken fully into account in the provision of these services. *Please indicate below whether you agree with Principle 2.*

○ Strongly agree

○ Agree

○ Neither agree nor disagree

○ Disagree

○ Strongly disagree

PRINCIPLE 3 To ensure the resources committed to the Library Service are used as efficiently as possible by exploring options to reduce running and maintenance costs and to share premises with Council and other services.

Please indicate below whether you agree with Principle 3.

○ Strongly agree

○ Agree

○ Neither agree nor disagree

○ Disagree

○ Strongly disagree

PRINCIPLE 4 To explore options for investing in technology to improve access to the Library Service, for example by extending opening hours, increasing our digital offer and enhancing provision for those with sensory impairments.

Please indicate below whether you agree with Principle 4.

- ○ Strongly agree
- ○ Agree
- ○ Neither agree nor disagree
- ○ Disagree
- ○ Strongly disagree

PRINCIPLE 5 To welcome the contribution that members of the community can make to the Library Service as volunteers, supporting both traditional and digital services.

Please indicate below whether you agree with Principle 5.

- ○ Strongly agree
- ○ Agree
- ○ Neither agree nor disagree
- ○ Disagree
- ○ Strongly disagree

PRINCIPLE 6 To meet local aspirations for a network of community spaces across the borough in which the Council and local communities can work together as partners in meeting local needs.

Please indicate below whether you agree with Principle 6.

- ○ Strongly agree
- ○ Agree
- ○ Neither agree nor disagree
- ○ Disagree
- ○ Strongly disagree

7. Do you feel there are other key principles that should be taken into account during the review?

○ Yes

○ No

8. If yes, what are these principles? Please outline briefly in the box below.

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YOUR USE OF THE LIBRARY SERVICE

9. Do you use Bury's Library Service?

○ Yes

○ No

If your answer is No, please go directly to questions 12

YOUR CURRENT USE OF THE LIBRARY SERVICE

10. Approximately how often do you visit a library? (Please tick one box only)

○ More than once a week

○ About once a week

○ Two or three times per month

○ At least once a month

○ At least twice a year

○ Once a year or less

11. How do you usually travel to the library?

○ Car as driver

○ Car as passenger

○ Bus

○ Tram

○ Walk

○ Taxi

○ Cycle

○ Other (please specify)

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[                                    ]
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WHY YOU DO NOT USE BURY'S LIBRARY SERVICE

This question is for people who do not currently use a library.

12. Please indicate below the reason/s why you do not use Bury's Library Service.

Check all that apply.

○ I do not know what services it offers

○ I am not interested in using a library

○ I have no need to use a library

○ I live too far away from a library

○ Library opening hours are not convenient for me

○ I do not know where my nearest library is

○ It is too difficult for me to get to a library

○ I can't afford to travel on public transport to a library

○ Other (please specify)

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[                                    ]
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A FUTURE LIBRARY SERVICE

Your answers to the questions in this section will help the Council as it considers options for developing Bury's Library Service.

13. The Council may consider options for extending opening hours. Please indicate which times, if any, would make it easier for you to use the Library Service. Note that the library may not be staffed at all these times.

    ◯ before 9am

    ◯ lunchtime

    ◯ evening (5pm to 10pm)

    ◯ Saturdays

    ◯ Sundays

14. The Council is considering improving digital services within its Library Service. These might include:
- downloadable e-newspapers and magazines
- music and video streaming
- increased online resources for researching local and family history
- remote access on all devices to the library catalogue
- and free Wi-Fi.

Would you be more likely to use the Library Service, or use it more than you do now, if these services were available?

    ◯ Much more likely

    ◯ More likely

    ◯ It would make no difference

15. The Council would like the Library Service to help everyone take advantage of new technologies. Do you agree that the Library Service should develop in this way?

    ◯ Strongly agree

    ◯ Agree

    ◯ Neither agree nor disagree

    ◯ Disagree

    ◯ Strongly disagree

16. Would you consider volunteering to support the Library Service in Bury?

○ Yes

○ No

17. Are there any other comments you would like to make about Bury's Library Service review? Please use the space below to provide these.

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ABOUT YOU

These questions are optional. Please feel free to skip any that you do not want to answer.

18. Please indicate whether you are

◯ Resident in Bury

◯ Working in Bury, but resident in another borough

◯ Studying in Bury, but resident in another borough

19. Are you...?

◯ Male

◯ Female

◯ Other – please specify

20. What is your age?

◯ under 18

◯ 18 to 29

◯ 30 to 44

◯ 45 to 64

◯ 65+

21. What is your postcode?

22. What is your ethnic group?

○ White - Welsh/English/Scottish/Northern Irish/British

○ White - Irish

○ White - Gypsy or Irish Traveller

○ White - other

○ Mixed - White and Black Caribbean

○ Mixed - White and Black African

○ Mixed - White and Asian

○ Mixed - other

○ Black or Black British - Caribbean

○ Black or Black British - African

○ Asian or Asian British - Indian

○ Asian or Asian British - Pakistani

○ Asian or Asian British - Bangladeshi

○ Asian or Asian British - Chinese

○ Asian or Asian British - other Asian background

○ Arab

○ Other ethnic group

23. Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? Include problems related to getting older.

○ Yes, limited a lot

○ Yes, limited a little

○ No

24. Do you look after, or give any help or support, to family members, friends, neighbours or others because they have:

(a) long term physical or mental health problems or disabilities (b) problems due to getting older?

○ No

○ Yes

25. Please indicate whether you are:

○ Employed or self-employed

○ In part-time employment

○ Retired

○ A full time carer

○ In full time-education or training

○ In part-time education or training

○ Unemployed

Thank you for taking the time to

complete this survey

Comparing the results from the library survey: first public consultation versus random sample of Bury residents

Resident status

	Sample	Consultation
Resident	97%	94%
Working	3%	4%
Studying	0.20%	1%

Gender
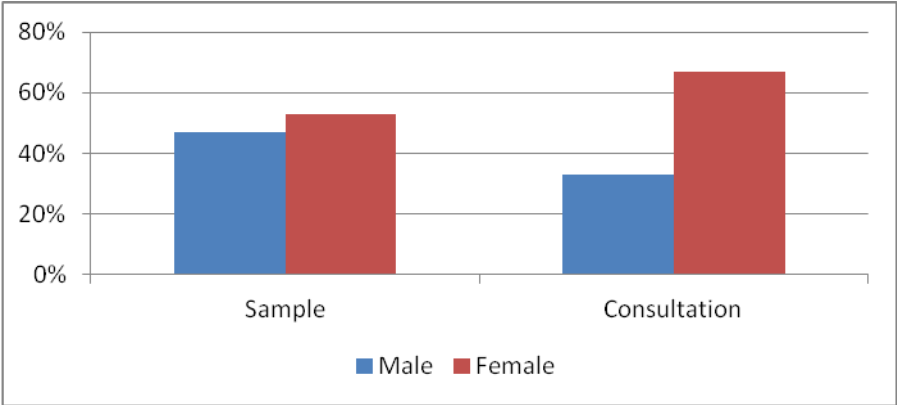
Age
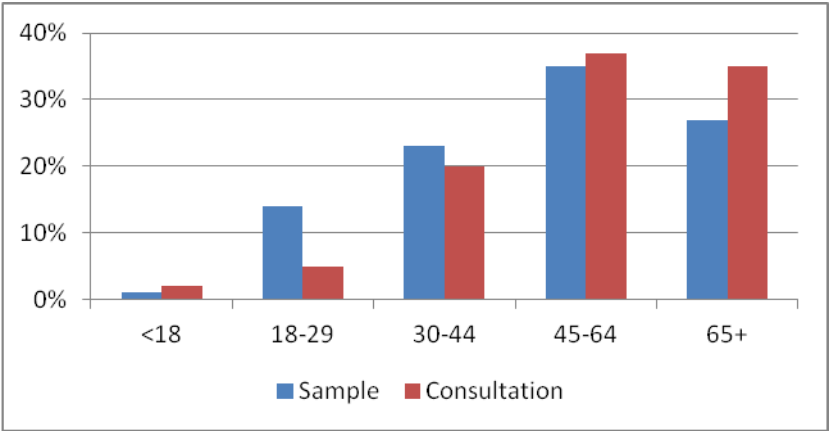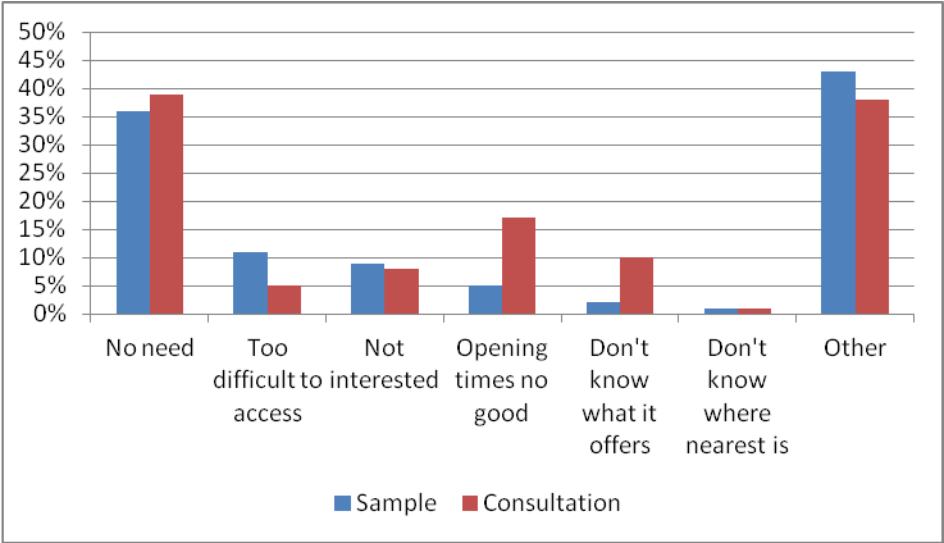

Employment status
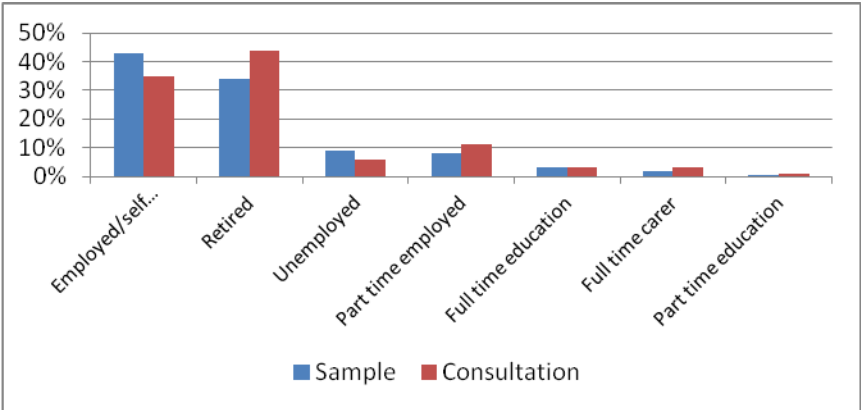
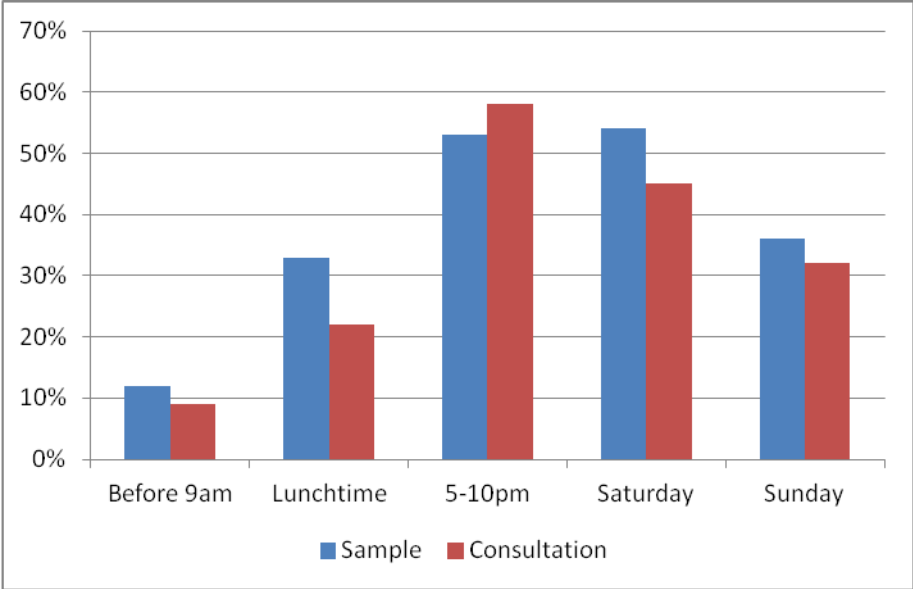**Use of libraries**
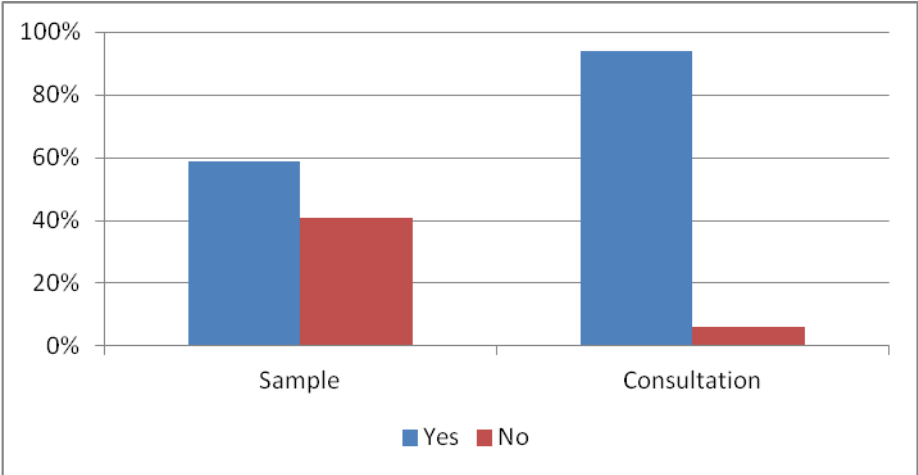
Frequency of use for those using libraries
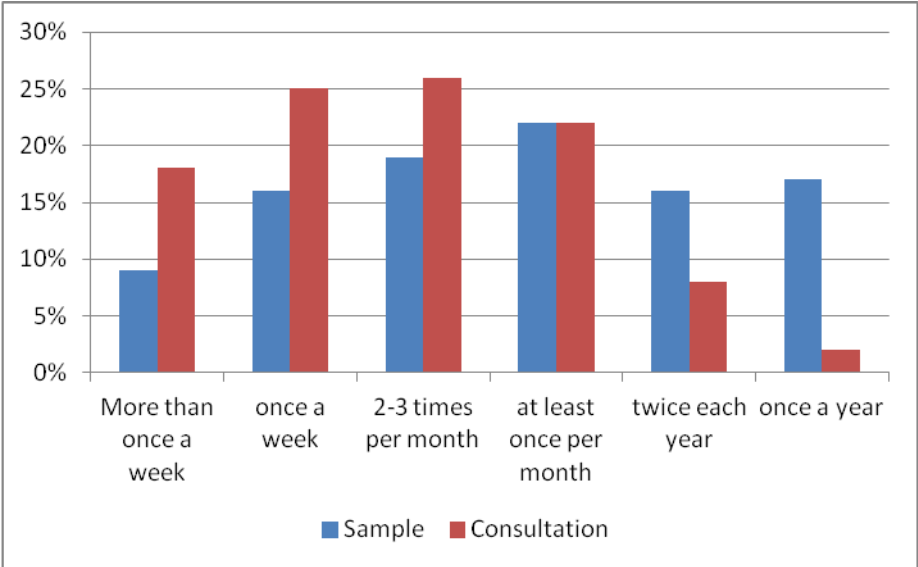
Travel to libraries
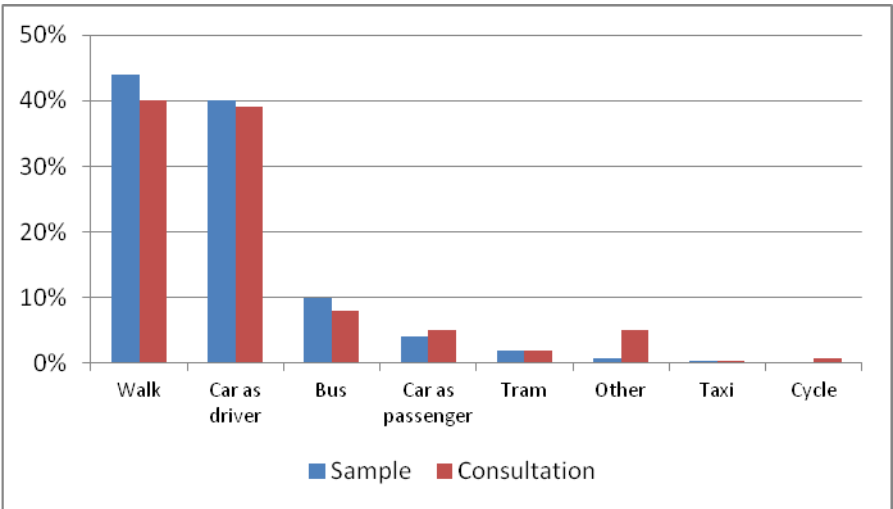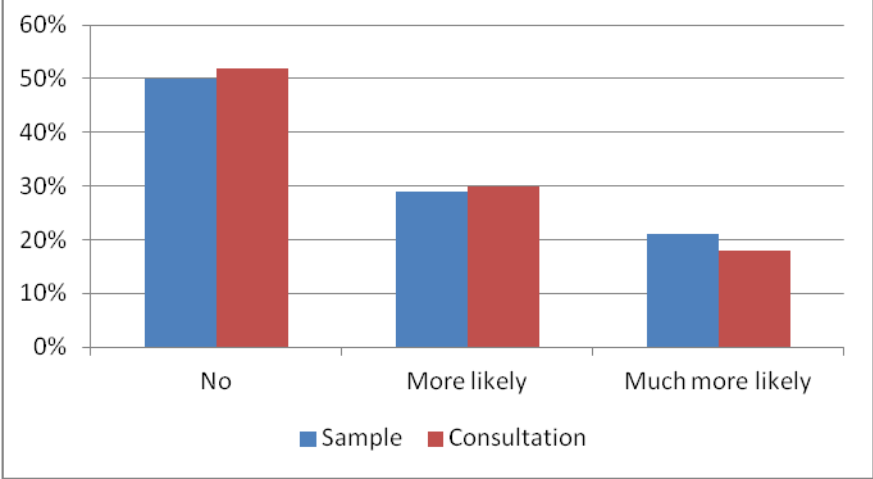
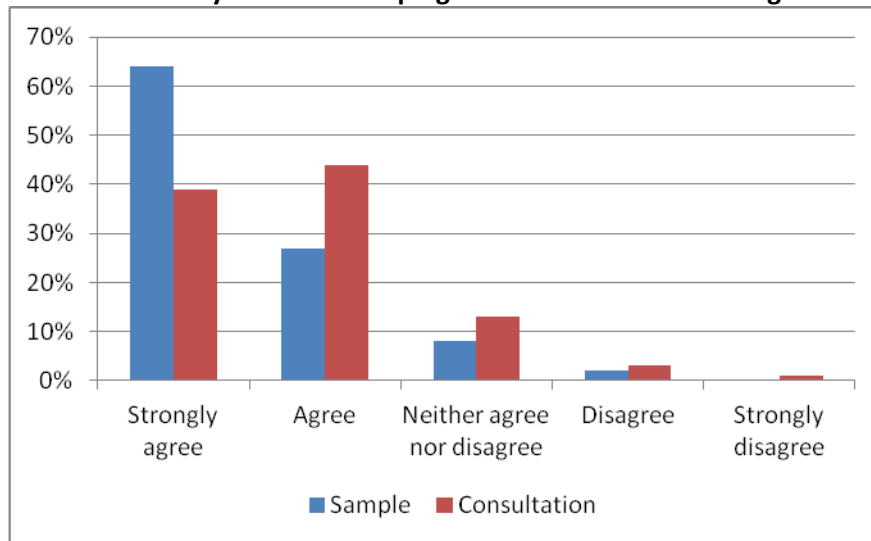**If you don't use the library, why not?**

Preferred changes to opening hours

Would an improved digital offer make it more likely that you would use the library service?

Should the library service be helping residents to take advantage of new technologies?

Minutes of:	**OVERVIEW AND SCRUTINY COMMITTEE - CHILDREN'S SAFEGUARDING OVERVIEW PROJECT GROUP**
Date of Meeting:	15th September 2016
Present:	Councillor Susan Southworth (in the Chair); Councillor Caserta; Councillor Hankey, Councillor Kerrison; Councillor Parnell, Councillor Jones and Councillor Whitby.
Also in attendance:	Claire Rufo, Assistant Director Learning and Culture
	Martyn Burrell, Strategic Lead, Safeguarding
	Debra Wood, School Attendance Team Manager
	Susan Morris, Home Education Officer
	Social Workers:
	Claire Galvin; Michelle Lonsdale; Suzanne Grundy; Sophia Ali- Sadiq
	Julie Gallagher – Democratic Services
Apologies for absence:	Jackie Gower (Assistant Director – Safeguarding and Social Care)

The Chair began by welcoming everyone to the meeting. Members of the Group agreed that the item 'Social Worker Recruitment Process – Follow up' would be considered first.

CS.06 SOCIAL WORKER RECRUITMENT PROCESS – FOLLOW UP

Martyn Burrell, Strategic Lead, Safeguarding introduced four social workers to the meeting. This is the second time social workers have been invited to attend a meeting of the overview project group. The Strategic Lead, Safeguarding reported that fourteen social workers were recruited in November 2014 all but one, still work in the Department.

In attendance were newly qualified and experienced social workers from the Children's advice and assessment team and the safeguarding team. The social workers were given the opportunity to explain their roles within the team, their previous experience, the support and mentoring available and highlight any areas of concern.

Members of the Group were given the opportunity to ask questions of the social workers and the following points were raised:
- The newly qualified social workers are supported in the role by mentors. The support provided is good, accessible and helpful.
- The caseload has increased since their initial appointment, the level is still manageable and there is a wide range of support available.
- The majority of care proceeding cases are being dealt with within the recently introduced 26 week timeline.
- There is a good open relationship between social workers and middle/senior management.
- Social workers highlighted duplication and high levels of paperwork as pressure points/area of concern.

1

- Relationships with other partner agencies has improved, social workers feel respected, there is however sometimes problems with information sharing with partners from the NHS.
- The social workers reported that they felt the recent Ofsted report accurately reflected the work being undertaken across the Department.

It was agreed:

The Social workers be thanked for their attendance and this Overview Project Group places on record it thanks and appreciation for all their hard work.

CS.07   DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

CS.08   MINUTES OF THE LAST MEETING

It was agreed:

That the Minutes of the last meeting held on 23rd May 2016 be approved as a correct record.

CS.09   HOME EDUCATION – SAFEGUARDING ISSUES

Debra Wood, School Attendance Manager and Susan Morris, Home Education Officer attended the meeting to provide members of the group with an update in respect of the support and services provided to those who choose to educate their children at home.

There are currently 111 students in Bury that are home educated. There is no legal duty to inform the Local Authority if a child is to be home educated.

The School Attendance Manager reported that there is a mixed age range of children currently being home educated, the majority are of primary school age. There is number of different reasons as to why parents choose to educate from home; problems with bullying, breakdown of the relationship between school and parents, poor communication or dissatisfaction with the support given to SEN pupils.

The School Attendance Manager reported that a great deal of work had been undertaken to engage with parents. The introductory packs and accompanying letter, issued to parents have been updated; they are now more welcoming and less legalistic. A member of the home education team will conduct regular visit to parents to offer support and guidance.

With regards to concerns raised in respect of the Council's powers, the School Attendance Manager reported that the Council has the power to issue a School Attendance Order if it is believed the child is not receiving an appropriate level of education.

Members of the Group expressed concern that issues within schools are quickly exacerbated and too easily escalated, parents then feel they are left with no other option but to home educate. Better pastoral support and more inclusive attitude within schools would help to alleviate some of these problems.

In respect of pupils on a child protection plan, these children can still be educated at home. The information and concerns contained within the plan would be shared with the elective home education team to ensure that the child's wellbeing is still safeguarded.

In response to a Member's question, the School Attendance Manager reported that the Ofsted inspection had identified a few minor areas for improvement. The improvements include the "rag-rating" of the data held by the department as well as further information in respect of pupil's destinations post 16.

It was agreed:

The rag-ratted performance information will be considered at a future meeting of the Safeguarding Overview Project Group.

CS.10   EDUCATIONAL ACHIEVEMENT AT KS2 AND KS4

Claire Rufo, Assistant Director, Learning and Culture attended the meeting to provide a verbal update on the educational achievement at KS2 and KS4.

The Assistant Director reported that there had been changes to the system for reporting measure at Key Stage 4, Progress 8, the new system will take effect from 2016. Progress 8 aims to capture the progress a pupil makes from the end of primary school to the end of secondary school. Pupils' results are compared to the progress of other pupils with the same starting point. The new performance measures are designed to encourage schools to offer a broad and balanced curriculum measure the distant a child have travelled not the final attainment goal they achieved. The issue is that the progress 8 curriculum is far more prescriptive and has a significant focus on academic, more traditional qualifications at key stage 4.

The Assistant Director reported that the new system for assessing education achievement will in her opinion place greater emphasis on academic achievements and will be less inclusive. The new system will make the vulnerable more vulnerable.

In respect of the data, which is still to be validated, the Assistant Director reported that the KS2 data has also changed this year and we will no longer be reporting in National Curriculum levels, this makes comparing this years with last year's data impossible. We can however compare ourselves against local and National data and Bury KS2 results is just 1% above National. In respect of the phonics screening test Bury has moved from being one of the worst performing areas in Greater Manchester to one of the best. The Assistant Director reported that there is still a lack of clarity in respect of the reporting measures for KS2. With regards to KS4, GCSE attainment, the percentage of those pupils gaining 5 A-C grades has increased.

The Assistant Director reported that in respect of the most vulnerable pupils there is no "closing the gap" group established within Bury. Such a group would be able to share good practice within the Borough and undertake more forensic analysis of the issues and concerns affecting those most vulnerable.

It was agreed:

That Councillor Susan Southworth as Chair of the Safeguarding Overview Project Group would contact elected members asking them to highlight through their roles as school governors, the following;
Ask/remind schools to inform the Local Authority if a child is to be home educated especially if there is a safeguarding concern.

3

Governing bodies to be mindful of the educational achievement and all encompassing support, social and emotional, available to the most vulnerable pupils.

CS.11   NEXT MEETING

Councillor Southworth reported the following actions:
- Councillor Southworth would contact elected members in respect of concerns raised above.
- Democratic Services would liaise with Nicola Freschini, Children's Services Team Manager in respect of a visit of the Safeguarding Overview Project Group to the Victoria Family Centre, Radcliffe
- That the next meeting of this Group will consider:
  Ofsted report – Action Plan
  Quarterly Performance Reports

COUNCILLOR S SOUTHWORTH
Chair
(Note: the meeting started at 5.00pm and ended at 6.50pm)