

Children and Families Scrutiny Committee Agenda

Date:	Tuesday, 11th September, 2012
Time:	1.30 pm
Venue:	The Capesthorne Room - Town Hall, Macclesfield SK10 1EA

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Declaration of Party Whip**

To provide an opportunity for Members to declare the existence of a party whip in relation to any item on the agenda.

4. **Minutes of Previous Meeting** (Pages 1 - 6)

To approve the minutes of the meeting held on 17 July 2012.

For any apologies or requests for further information, or to give notice of a question to be asked by a member of the public

Contact: Mark Grimshaw

Tel: 01270 685680

E-Mail: mark.grimshaw@cheshireeast.gov.uk

5. **Public Speaking Time/Open Session**

A total period of 15 minutes is allocated for members of the public to make a statement(s) on any matter that falls within the remit of the Committee.

Individual members of the public may speak for up to 5 minutes, but the Chairman will decide how the period of time allocated for public speaking will be apportioned, where there are a number of speakers.

Note: In order for officers to undertake any background research, it would be helpful if members of the public notified the Scrutiny officer listed at the foot of the agenda, at least one working day before the meeting with brief details of the matter to be covered.

6. **Quarter 1 Finance and Performance Report** (Pages 7 - 26)

To consider the attached report of the Director of Finance & Business Services / Strategic Director, Places & Organisational Capacity.

7. **School Competition process for an Autism Spectrum Condition-specific Special School** (Pages 27 - 74)

To consider a report of the Strategic Director of Children, Families and Adults.

8. **Available Walking Routes Policy**

To receive a presentation from the Transport Manager.

9. **Work Programme update** (Pages 75 - 80)

To consider the work programme.

10. **Forward Plan - extracts** (Pages 81 - 82)

To note the current Forward Plan, identify any new items and to determine whether any further examination of new issues is appropriate

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Children and Families Scrutiny Committee**
held on Tuesday, 17th July, 2012 at Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor A Kolker (Chairman)
Councillor K Edwards (Vice-Chairman)

Councillors G Barton, R Domleo, L Brown, P Hoyland, W Livesley, G Merry,
M Sherratt and B Silvester

Apologies

Councillors H Gaddum, P Butterill and D Neilson

In attendance

Councillor Rhoda Bailey

Officers

Fintan Bradley - Head of Service: Strategy, Planning & Performance
Dominic Oakeshott – Head of Business Management and Challenge
Janine Evans - Capital and Land Development Manager
Mark Grimshaw – Scrutiny Officer

11 MINUTES OF PREVIOUS MEETING

Members considered the minutes of the meeting held on 19 June 2012. It was suggested that a system was required for tracking the Committee's information and update requests. The Scrutiny Officer agreed to explore options and report back to the Committee. A number of amendments to the minutes were also suggested.

RESOLVED –

- a) That the Scrutiny Officer explore options for developing a system to effectively track the Committee's information and update requests.
- b) That subject to the following amendments, the minutes of the meeting held on 19 June 2012 be approved as a correct record:
 - a. That on page 2, in the first paragraph under Item 5, the words 'for this item' be added after the words 'co-opted onto the Committee'.
 - b. That on page 7, in the fourth paragraph under Item 8, the sentence beginning 'She asserted' be removed.

12 DECLARATION OF INTEREST

Councillor M Sherratt declared a personal interest with regard to Item 6: Electronic Recording System replacement – update on the grounds that her husband worked for Shared Services on ICT projects in Cheshire East schools.

13 DECLARATION OF PARTY WHIP

None noted.

14 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public who wished to address the Committee.

15 ELECTRONIC RECORDING SYSTEM REPLACEMENT - UPDATE

Dominic Oakeshott, Head of Business Management and Challenge attended to provide the Committee with an ICT Strategy update. Dominic explained that an ICT strategy group had been established to develop the themes, programme and vision for the strategy. This Group was comprised of officers from the senior leadership team across the Children and Adults directorates and had been meeting since April 2012. Dominic explained that the Group had developed the following work streams:

- Integration
- Case Management
- Financial Management
- Information Management
- Directories
- Information gateway
- Citizen Access

In the autumn of 2012 it was expected that the requirements from each work stream would be collated and that this would form a business case which would require Member approval in order to progress. Dominic noted that the actual procurement route had yet to be determined and therefore the Council could decide to move to tender for a number of systems rather than a single system. In terms of funding the resulting ICT system(s), Dominic reported that existing departmental capital funding would be utilised alongside 2012/13 capital funding which had been pooled together to form an overall implementation funding source. Dominic explained that the funding would be used to not only develop and implement the new system but to also maintain existing systems to comply with statute and ensure a smooth transition.

With regard to the current situation, Dominic explained that the ICT Strategy group were conducting a review of the 70+ current systems that were currently in operation. Each of these systems was being analysed against the following options (more than one outcome possible):

- Agree to maintenance only
- Development required
- Decommission

- Replace with new main system

For the 30 systems used in Children and Families, the group had identified:

- 3 agreed for decommission
- 12 would be replaced by the new system when implemented
- 9 could just be maintained
- 12 would need development.

In terms of maintaining existing systems, Dominic explained that the Council needed to balance retaining resources for the implementation of the new system with ensuring that statutory requirements were still being met by the existing systems. In conclusion, Dominic noted that in purchasing a new ICT system, the Council had an ideal opportunity to develop a new approach and system(s) for Children, Families and Adults working together.

A general comment was made about the track record (nationally) of purchasing information systems. It was noted that they were often fraught with difficulties and therefore it was hoped that the Council had cognisance of the associated risks.

It was queried what the Council wanted out of a new ICT system. Dominic reported that in terms of Adults and Children services, they would want a system that would aid in making accurate and correct payments to service users and providers. A new system would also help the Council to analyse information at a client, provider and familial level providing vital intelligence.

It was questioned whether the Council would be looking to tender a bespoke system or whether they would purchase an existing system. Dominic explained that it was difficult to provide an answer at the current time as the review had not been completed. He added that purchasing an existing system would possibly result in the Council reviewing some its own operational processes and practices in order to align with a new system and make best use of new and emerging technologies.

It was commented that the Council was increasingly working with partner organisations such as Academies/Schools, the Police and the Fire Authority. It was queried whether these organisations would be linked in with the new system in any way to aid information flow. Fintan Bradley, Head of Service: Strategy, Planning & Performance, explained that whilst other agencies would be unlikely to have an integrated ICT system with the Council, there would be a strong culture of connectivity and data sharing across Cheshire East.

It was queried what the timescales were for implementing the new system(s). Dominic explained that it was difficult to provide a definitive answer at the current time but it had been approximated that it would take three years to get the system fully operational. The Committee was assured that there was a desire within the Council to shorten this timescale.

It was questioned how much the new system(s) would cost and whether there was a cost/benefit business case. Dominic noted that, once again, until the business case process had completed it was difficult to provide an accurate figure. He confirmed that once the business case had been drafted this would be brought for Member approval and that this would include the estimated costs for

the implementation of a new system. Dominic also agreed to circulate the approximate figures to the Committee when they became available.

It was asked whether the Council had looked at best practice examples from other local authorities. Dominic explained that whilst the Council had visited other local authorities such as Wakefield, it had been difficult to commit resources to carrying this out any further, particularly in terms of senior officer time. Following this, it was queried whether sufficient resource and senior officer time had been allocated to developing the new ICT system. It was asserted that the new system would have an important impact on how well the Council safeguarded its most vulnerable residents in the future and therefore an argument could be made for its prioritisation in terms of resource allocation. It was suggested that a letter be sent from the Chairman to the Strategic Director of Children, Families and Adults and the Portfolio Holder for Children and Families Services outlining this point.

RESOLVED –

- a) That the update be noted.
- b) That the Head of Business Management and Challenge be requested to circulate approximate figures for the cost of implementing a new ICT system to the Committee when available.
- c) That the Chairman send a letter to the Strategic Director of Children, Families and Adults and the Portfolio Holder for Children and Families Services to express the Committee's opinion that:
 1. The Council should continue to explore best practice in terms of information management from other local authorities alongside internal evaluation and review.
 2. The development of a new ICT system be recognised as a resource priority due to its considerable impact on the future reputation and operation of the Council.
- d) That quarterly updates on the progress of the new ICT system be provided to the Committee.

16 CHILDREN AND FAMILIES CAPITAL PROGRAMME

Janine Evans, Capital and Land Development Manager attended to provide a summary report on the current position of the Children and Families Capital Programme.

Janine drew attention to the overall Children and Families Capital Programme which, at the current time, equated to £109.5m. For 2012/13 the In Year Budget was £29.8m and this was being funded by a variety of sources including:

- Devolved Formula Capital (£4.9m)
- Other Government Grant (£16.9m)
- External Contributions (£0.1m)
- Supported Borrowing (£2.4m)
- Unsupported Borrowing (£5.2m)

- Capital Reserve (£0.4m)

Janine continued to outline the 2012/13 New Starts which equated to £9.682m out of the total budget of £29.8m. Janine noted that Appendix 1 of the report provided the detail to the Children and Families Capital programme and that it included both open and closed schemes.

It was queried how much of the 2012/13 In Year Budget (£29.8m) was slippage from previous years. Janine confirmed that she would distribute this information to the Committee via email.

Referring to Appendix 1, it was questioned how the Committee could be made aware of whether a given scheme was on or off budget or whether it would be completed on time. Fintan Bradley acknowledged that some thought would be required to determine the best way to report such information but that it could be possible to include a capital projects status in a regular performance report.

Similarly, it was queried whether a mechanism could be put in place to inform Committee Members of when major (over £500k) capital projects were in development. It was suggested that a list be forwarded to the Chairman and Scrutiny Officer on a regular basis and from this relevant projects could be drawn to the attention of the Committee.

RESOLVED –

- a) That the report be noted.
- b) That the Capital and Land Development Manager circulate information on the amount of slippage in the 2012/13 In Year Budget to the Committee via email.
- c) That the Head of Service: Strategy, Planning & Performance explore the most effective mechanism to report capital project over/under spends and missed deadlines to the Committee.
- d) That the Capital and Land Development Manager provide a list of upcoming capital projects with a budget of over £500k to the Chairman and Scrutiny Officer so that they may be passed to the Committee for further exploration.

17 WORK PROGRAMME UPDATE

Members considered the work programme. A number of future items were suggested.

Fintan Bradley noted that the service was working to provide a school funding training session in September 2012.

As the representative of the Budget Task Group for the Committee, Councillor Silvester provided an update from the first meeting. He reported that the Committee could request financial information as it was made available to Cabinet.

RESOLVED –

- a) That the work programme be noted
- b) That the following items be added to the work programme for consideration:
 - a. Performance Management information
 - b. Update on the progress of the ICT Strategy Group (November 2012)
 - c. Progress report on the Autism Special School in Church Lawton
 - d. Update on Wilkinson House, Sandbach
 - e. Update on Residential Provision Houses.

18 FORWARD PLAN - EXTRACTS

The Committee gave consideration to the extracts of the forward plan which fell within the remit of the Committee. It was noted that the item relating to the Determination of School Organisation Plan 2011-16 was already scheduled on the Committee's work programme.

RESOLVED – That the forward plan be noted.

The meeting commenced at 1.35 pm and concluded at 3.40 pm

Councillor A Kolker (Chairman)

First Quarter Review of Performance 2012 / 2013

Children and Families Directorate

August 2012

Introduction

As part of the annual performance reporting framework set out in the Finance and Contract Procedure Rules, regular reports are required to be published. The Council is committed to high standards of achievement and continuing improvement. The report reflects a developing framework to embed performance management culture throughout the organisation.

The report provides an update of the Council's financial and non-financial performance at the first quarter stage of 2012/2013 with regards to the Children and Families Directorate.

Section 1 of the report provides projections of service revenue financial performance for the 2012/2013 financial year. It focuses on the key financial pressures which the Council's services are facing, areas of high financial risk to the Council, and the remedial measures identified by services to mitigate these pressures. Key issues affecting service capital schemes are also reported.

The figures included in this section reflect the original Business Plan adjusted for Supplementary Estimates and Virements, including those requested in the report. These updated budget figures will be reflected in Version 2 of the Budget Book which will be published shortly.

Section 2 provides a summary of the key non financial performance headlines for the year to date.

Appendices are provided as follows:-

- **Appendix 1** provides explanations of changes to the Revenue Budget agreed at Council in February 2012 which have been authorised or require authorisation via this quarterly report.
- **Appendix 2** lists requests for Supplementary Revenue Estimates funded from additional grant.
- **Appendix 3** analyses the position on Outstanding Debt.
- **Appendix 4** summarises the Capital programme and its funding.
- **Appendix 5** lists capital budget adjustments to be noted.
- **Appendix 6** lists requests for Supplementary Capital Estimates and Virements up to £1m.
- **Appendix 7** shows the latest position on the Corporate Grants register.
- **Appendix 8** details progress against Performance Indicators.

1. Directorate Financial Summary

Introduction

1. This section provides details of the key revenue and capital issues emerging from the first quarter review. It highlights the main budget pressures faced by the Council, and remedial actions proposed to mitigate these pressures.

Children and Families

2. The service has a net budget of £59m, excluding Dedicated Schools Grant (DSG). **Table 1** highlights that emerging pressures of £4.9m have been identified. Remedial action of £4.1m has been identified which will reduce the net forecast position to £0.8m base budget overspent. DSG is shown separately later.

Table 1 – Children and Families

	REVENUE				Paragraph Number(s)
	Revised Net Budget	Emerging Pressures	Remedial Measures Identified to Date	Current Forecast Variance	
	£000	£000	£000	£000	
Children & Families					
Directorate	762	0	-238	-238	
Safeguarding & Specialist Support	26,535	3,859	-500	3,359	3-7
Early Intervention & Prevention	11,906	0	-2,400	-2,400	8
Strategy, Planning & Performance	19,139	1,028	-942	86	9
Cost of Investment	650	0	0	0	
	58,992	4,887	-4,080	807	

Note: This table excludes DSG

Key Revenue Issues

Safeguarding and Specialist Support (SSS)

3. The external placements budget is projected to overspend by £3.2m, despite proactive intervention strategies and increasingly robust gate-keeping measures which have stabilised the overall number of Cared for Children (CFC) at around 434. Costs are however, forecast to rise as tighter gate-

keeping means that whilst fewer children are coming into care those that do will tend to have more complex, higher costs needs. The position is exacerbated by the shortage of foster care provision in the borough which increases reliance on high costs out of borough placements and external foster agencies.

4. The challenge for the service lies in the management of these external arrangements and ensuring the balance is maintained between providing a safe yet cost effective statutory service for children who need to be in our care whilst avoiding children reaching crisis and maintaining them at home wherever possible through appropriately managed and risk assessed child protection plans.
5. The three staffing areas in SSS (Children in Need/Child Protection, Children's Assessment Team and 16+/Cared For Support) are currently forecasting an overspend of £672,000. These teams are currently relying on agency staff, while permanent staff are being recruited, and qualified Social Work agency staff cost considerably more than permanent staff.
6. The service has had an ongoing recruitment campaign to recruit qualified social workers, however, competition remains strong among neighbouring Authorities for experienced staff, resulting inevitably in some amount of turnover. Any delays in recruiting permanent staff will cause additional pressure on the budget, as the current forecast assumes people will be in post in October.
7. The underlying level of spend on care costs for Children and Families is not sustainable. The service recognises that further efforts can now be made to reduce the numbers of children in care, and that the focus has to be on preventing any more children coming into care through early intervention and prevention. However this is a long term plan, and in the short term, managed underspends in Early Intervention and Prevention are being used to offset the spend on care costs.

Early Intervention and Prevention

8. Underspends of £2.4m will be achieved through rigorous vacancy management and the cessation of activities such as plans for externally commissioned contracts for the Targeted Youth and Early Intervention service. Curtailing investment in this area as a mitigating action can build risk for the service in terms of reducing capacity to intervene early to prevent issues within families escalating to require high cost statutory interventions, and additionally risks in respect of future inspections by OFSTED where the 'early offer' of help is seen to be a key requirement.

Strategy, Planning & Performance

9. The challenge for this service comes from the budget saving required from Home to School Transport arrangements, set at £1.1m in the budget book. The current service is under pressure to deliver this saving, and have identified the main areas from where additional savings could be made. Detailed action plans have been developed outlining how the savings will be achieved and monitored during the year.

Remedial Actions

10. A remedial action plan has been developed, with a current estimate that £4.1m will be delivered throughout the remainder of the year helping to reduce the estimated net forecast overspend to £1m. The actions have been risk assessed to identify those where further consideration is needed to

help deliver the savings required. Close monitoring of the plan will be required to assess the deliverability and potential to either increase or decrease the impact of the remedial measures.

Capital

11. The Children and Families capital programme has a projected spend of £18m in 2012/2013 and is funded through a combination of external contributions (including grants) and borrowing.
12. There are a number of major projects relating to schools which are currently being progressed through the planning stages and actual works will now commence in 2013/2014.
13. The capital funding requirements for schools is funded via specific DSG capital grants. The funding is utilised flexibly and moved to those areas where spending is planned and required during the year. The specialist school planned at the Church Lawton School site will not start building until 2013/2014, and available funds of £1.3m will be vired to the Asset Management Service block to cover maintenance work required across the schools programme. Details of the virement request are provided in **Appendix 6**.
14. It is anticipated that forecasts will be revised for the mid-year review due to more up to date projected spend information (i.e. as a number of school related capital projects start during the school holidays).

Dedicated Schools Grant (DSG)

Table 2 – Dedicated Schools Grant

	REVENUE				Paragraph Number(s)
	Revised Net Budget	Emerging Pressures	Remedial Measures Identified to Date	Current Forecast Variance	
	£000	£000	£000	£000	
Schools Grant Funded including DSG					
Strategy, Planning & Performance - DSG	0	3,833	-300	3,533	15-16
Schools (Individual School Budgets)	0	0	0	0	
Other Schools Provision	0	0	0	0	
Pupil Premium	0	0	0	0	
	0	3,833	-300	3,533	

15. **Table 2** above shows that total pressures on DSG for 2012/2013 are currently £3.8m. The DSG overspend of £1.5m from 2011/2012 has been carried forward into 2012/2013. At the end of 2011/2012, the review of the Social Care placements identified several placements which should have been jointly funded with Education. These costs were transferred to DSG, resulting in an overspend. The continuation of these placements means that there is a further emerging pressure on DSG of £2.2m for 2012/2013. Additionally ongoing requests from schools for additional special educational needs resources linked to individual pupils continues to put this budget under pressures. Finally, a further pressure has been identified of £127,000 in relation to uptake of entitlement within the Private, Voluntary and Independent sector.
16. Remedial actions are being developed within the DSG funded service. Offsetting measures of £0.3m have been identified so far, which reduces the pressures on DSG to £3.5m. However, this overspend must be controlled, and far-reaching mitigating actions need to be put in place immediately by the service.

2. Performance Report - Strategic Director Places & Organisational Capacity

2012/2013 Quarter One Performance

17. This section provides a high level summary of the key performance headlines for the first three months of 2012/2013.
18. For external reporting purposes at the end of quarter one, the Council continues to report on a basket of measures retained within service plans from the former National Indicator Set, and the former Best Value Performance Indicator Set. In total 23 measures will be externally reported on a quarterly basis during 2012/2013, with additional measures being reported at year-end.

Performance Measure Tolerances (Red/Amber/Green ratings)

19. The Council's electronic monitoring and performance system (CorVu) is pre-populated with a five percent tolerance against the targets set by service areas, meaning that the system assigns a 'red' assessment to performance data 5% (or more) short of the target, an 'amber' assessment to data within 5% of the target, and a 'green' assessment to data performing on or above target. Where strong cases are made for the revision of tolerances (e.g. where a 5% tolerance is not appropriate due to a measure's data return format), tolerances will be revised to support individual targets. In all other circumstances, the 5% tolerance will remain in place for performance measure reporting in 2012/2013.

Revision to Reporting Frequency of Household/Municipal Waste Figures

20. The following indicators:

- NI 191 (Residual household waste per head)

- NI 192 (Household waste recycled and composted)

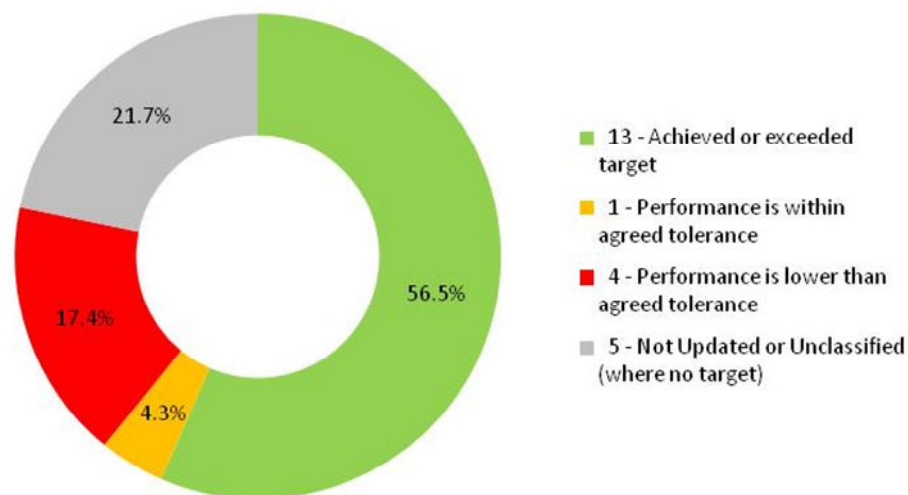
- NI 193 (Municipal waste land filled)

are annual indicators calculated by central government on the basis of data submitted to the Council by DEFRA. Due to the highly seasonal and weather dependent nature of these figures, which results in the greatest variation falling in the last two winter quarters, these indicators will be reported annually going forward.

2012/2013 Quarter One Performance Against Target

21. Performance assessments (red; amber; green) were made based on performance against target.

2012/2013 Q1 Actual vs Target



22. **56.5%** of measures are on target or exceeding their target at 2012/2013 First Quarter.

23. However **17.4%** did not achieve their quarterly target:

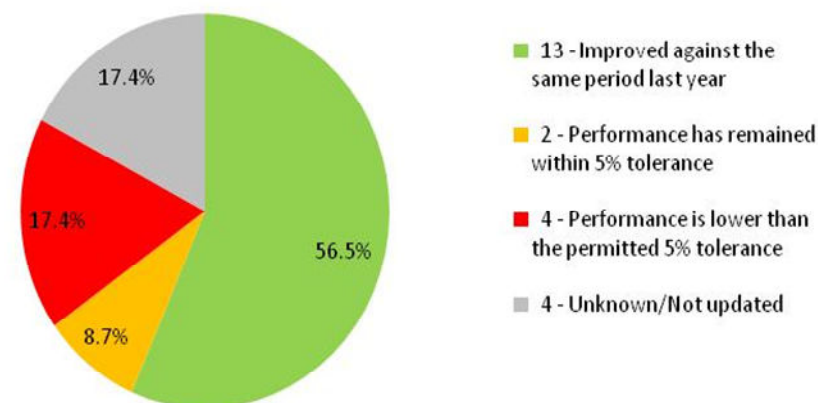
Directorate	Reference	Definition
Children, Families & Adults	NI 59	Initial assessments for children's social care carried out within 7 working days of referral
	NI 60	Core assessments for children's social care that were carried out within 35 working days of their commencement
Places & Organisational Capacity	NI 155	Number of affordable homes delivered
Human Resources	BV 12	Working days lost due to sickness absence

(See Appendix 8 for further details)

Year On Year Direction Of Travel

24. Performance assessments (red; amber; green) have been made based on current performance compared to Q1 2011/2012.

June 2011 vs June 2012



25. The 4 (17.4%) measures which failed to achieve the same level of performance when compared to the same period last year were:

Directorate	Reference	Definition
Children, Families & Adults	NI 59	Initial assessments for children's social care carried out within 7 working days of referral
	NI 60	Core assessments for children's social care that were carried out within 35 working days of their commencement
	NI 125	Achieving independence for older people through rehabilitation/intermediate care
Human Resources	BV 12	Working days lost due to sickness absence

(See Appendix 8 for further details)

Appendices to First Quarter Review of Performance 2012 / 2013

August 2012

Appendix 1 – Changes from Original Budget 2012/2013

	Original Net Budget £000	Additional Grant Funding £000	Allocations from Reserves £000	Restructuring & Realignments £000	Other Virements £000	Revised Net Budget £000
<u>Children & Families</u>						
Directorate	3,346			-2,584		762
Safeguarding & Specialist Support	26,872			-260	-77	26,535
Early Intervention & Prevention	10,632	622	45	607		11,906
Strategy, Planning & Performance	16,936			2,237	-34	19,139
Cost of Investment	650					650
	58,436	622	45	0	-111	58,992
<u>Adults</u>						
Care4CE	-1,144			1,144		0
Strategic Commissioning	30,778	293		-1,144	6,158	36,085
Business Management and Challenge	2,863				171	3,034
Individual Commissioning	58,889				-38	58,851
Cost of Investment	650					650
	92,036	293	0	0	6,291	98,620
CHILDREN, FAMILIES & ADULTS	150,472	915	45	0	6,180	157,612

Appendix 2 – Matters for Decision – Supplementary Revenue Estimates Funded from Additional 2012/2013 Grants

Service	Awarding Body	Grant	£000	Details of Service Bid
Children & Families	CLG	Troubled Families Initiative	522	General purpose - no direct conditions on grant usage. Further grant receivable on payments by results basis (potentially £130k). The Troubled Families Financial Framework is a results-based funding scheme which allows local authorities to receive additional funding to deal with troubled families and meet the cost of the extra interventions that can help turn around these families' lives. The funding will be paid primarily on a payment-by-results basis, with 80% being received up front as an attachment fee, £521.6k in 2012/2013, and the remainder paid once the desired outcomes for these families are achieved, which is anticipated to be 12 months after the intervention starts. In addition £100k has been allocated to fund the Troubled Families Co-ordinator.
Children & Families	CLG	Troubled Families Initiative - Co-ordinator	100	
Adults	DoH	Learning Disability and Health Reform	293	<p>General purpose - no direct conditions on grant usage.</p> <p>This funding is as a result of the increased allocation on the 2011/12 level of grant. This will be used to offset against the Learning Disability Pooled budget overspend due to inherent budget pressures in this area. The additional funding includes £19k for Local Authorities to take over the responsibility of signposting members of the community to information about social and health services through local healthwatch schemes with effect from October 2012. This is a transfer of responsibility from the NHS to Local Authorities. This funding is to help with the start up costs of setting up of local healthwatch schemes. Healthwatch will be independent consumer champions for the public, to promote better outcomes in health and social care.</p> <p>Note - £6.128m previously included within the Adults budget as invoiced income from PCT is now being received directly as part of the Learning Disability & Health Reform grant as reflected in Appendix 8.</p>

Appendix 3 – Debt Management

In addition to the collection of Council Tax and National Non-Domestic Rates the Council also issues invoices to organisations or individuals for certain key services. Performance related to Council Tax and Non-Domestic Rates is contained in **Section 2** of this report.

Total Invoiced Debt at the end of June 2012 was £5.9m. After allowing for £1.4m of debt still within the payment terms, outstanding debt stood at £4.5m. This is £1.7m lower than at 31st March mainly due to settlement of significant “year-end invoices” raised in Adults Services.

The total amount of service debt over 6 months old is £2.8m which is £0.2m higher than the level of older debt reported at the final outturn as at 31 March 2012.

Services have created debt provisions of £2.5m to cover this debt in the event that it needs to be written off.

The Council uses a combination of methods to ensure prompt payment of invoices. Recovery action against unpaid invoices may result in the use of debt collectors, court action or the securing of debts against property.

An analysis of the invoiced debt provision by directorate is provided in the table:

	Outstanding Debt £000	Over 6 months old £000	Debt Provision £000
Children & Families	403	338	225
<i>Children & Families</i>	376	312	197
<i>Schools</i>	28	26	28
Adults	2,302	1,713	1,606
Total Children, Families & Adults	2,705	2,051	1,831
Waste, Recycling & Streetscape	477	198	143
Highways & Transport	417	250	176
Community	172	93	93
Development	742	248	214
Performance, Customer Service & Capacity	7	3	3
Total Places & Org Capacity	1,815	792	629
Finance & Business Services	15	5	4
HR & OD	2	1	0
Borough Solicitor	5	1	0
Total Corporate Services	22	7	4
TOTAL	4,542	2,850	2,464

Appendix 4 – Summary Capital Programme and Funding

Department	Original In-Year Budget	SCE's/ Virements Qtr 1	Revised In-Year Budget	Reprofiled to Future Years	Forecast Budgets			
	2012/13 £'000	2012/13 £'000	2012/13 £'000	2012/13 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	Post 2014/15 £'000
Adults								
New Starts	4,481	456	4,937	-2,882	2,055	2,673	520	0
Ongoing schemes	20	0	20	0	20	0	0	0
	4,501	456	4,957	-2,882	2,075	2,673	520	0
Children & Families								
New Starts	6,289	4,014	10,303	-4,690	5,613	7,445	0	0
Ongoing schemes	21,065	-3,988	17,077	-4,680	12,397	5,732	0	0
	27,354	26	27,380	-9,370	18,010	13,177	0	0
Places & Organisational Capacity								
New Starts	24,634	3,534	28,168	-2,022	26,145	11,605	10,735	1,352
Ongoing schemes	33,093	-1,612	31,481	-7,441	24,040	14,541	3,589	0
	57,727	1,922	59,649	-9,464	50,186	26,146	14,324	1,352
Finance, Legal & Business Services								
New Starts	7,915	2,375	10,290	0	10,290	12,852	9,345	6,624
Ongoing schemes	3,468	-2,375	1,093	0	1,093	829	0	0
	11,383	0	11,383	0	11,383	13,681	9,345	6,624
Total New Starts	43,319	10,379	53,698	-9,594	44,103	34,575	20,600	7,976
Total Ongoing schemes	57,646	-7,975	49,671	-12,121	37,550	21,102	3,589	0
Total Capital Expenditure	100,964	2,404	103,368	-21,715	81,653	55,678	24,189	7,976

NOTE: The figures in this table are subject to the comprehensive review of the Capital Programme to be undertaken prior to the Mid Year Review, and may therefore be subject to significant change.

Funding Source	Forecast Expenditure			
	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000
Grants	38,492	11,236	2,546	0
External Contributions	1,620	523	10	0
Linked/Earmarked Capital Receipts	676	676	676	1,352
Supported Borrowing	2,128	1,133	0	0
Non-supported Borrowing	21,030	33,853	11,294	0
Revenue Contributions	498	450	0	0
Capital Reserve	17,208	7,807	9,663	6,624
Total	81,653	55,678	24,189	7,976

Appendix 5 – Requests for Budget Adjustments within Programme to Consolidate Funding

Cabinet is asked to note the following Budget adjustments.

These Budget adjustments are wholly within the same Project/Programme/Block allocation category but across Starts Years and are required to consolidate Programme / Block budgets.

Capital Scheme	Starts Year	Amount Requested £	SCE/ Virement/ Reduction	Funding of SCE/Virement	Virement FROM ...	
					Starts Year	Amount Requested £
<u>Children, Families & Adults</u>						
Devolved Formula Capital - In Advance	2009/10	109,000	Virement	Devolved Formula Cap 2008/09 East	2008/09	109,000
DFC Grant	2012/13	4,014,000	Virement	Devolved Formula Capital 2007/08 - 2011/12	2009/10	4,014,000
<u>Places & Organisational Capacity</u>						
Community Services						
Other Car Parking Improvements	2012/13	329,649	Virement	Car Park Improvements - 2010/11 - 2011/12	2011-12	329,649
Development						
Minor Works 2012/13	2012/13	210,323	Virement	MINOR WORKS 2011/12	2011/12	210,323
Farms Strategy	2012/13	1,245,431	Virement	Farms Estates Reorganisation & Reinvestment	2009/10	1,245,431
Asset Management Service Block 12/13	2012/13	1,035,636	Virement	Asset Management Service Block 2011/12	2011/12	1,035,636
Total SCE's, Virements and Budget Reductions		6,944,039				6,944,039

Appendix 6 – Request for Supplementary Capital Estimates (SCEs) and Virements up to and including £1,000,000

Cabinet are asked to approve SCE and Virements up to and including £1,000,000.

Capital Scheme	Starts Year	Amount Requested £	SCE/ Virement/ Reduction	Funding of SCE/Virement	Virement FROM ...	
					Starts Year	Amount Requested £
<u>SUPPLEMENTARY CAPITAL ESTIMATES</u>						
<u>Children, Families & Adults</u>						
Havannah Primary School	2011/12	25,744	SCE	Havannah Primary School - From School Funds		25,744
Combined ICT Project	2012/13	764,385	SCE	Personal Social Services Grant		764,385
<u>Places & Organisational Capacity</u>						
<u>Highways & Transport</u>						
S278 - Chapel Street, Seddon	2010/11	400	SCE	Fully funded by Developer Contributions	2010/11	400
S278 - Park House Farm	2007/08	2,000	SCE	Fully funded by Developer Contributions	2007/08	2,000
S278 - Former Oakland School, Wilmslow	2012/13	3,000	SCE	Fully funded by Developer Contributions	2012/13	3,000
S106 - Jackson Ave, Nantwich	2012/13	5,000	SCE	Fully funded by S106 Developer Contributions	2012/13	5,000
S278 - Portland Drive, Gladedale	2011/12	9,000	SCE	Fully funded by Developer Contributions	2011/12	9,000
S106 - UTC Macclesfield	2012/13	10,729	SCE	Fully funded by S106 Developer Contributions	2012/13	10,729
S106 - Statham Street, Macclesfield	2012/13	11,829	SCE	Fully funded by S106 Developer Contributions	2012/13	11,829
S106 - Victoria Rd, Macclesfield	2012/13	23,000	SCE	Fully funded by S106 Developer Contributions	2012/13	23,000
S106 - Broken Cross, Macclesfield	2012/13	50,000	SCE	Fully funded by S106 Developer Contributions	2012/13	50,000
<u>Community Services</u>						
CCTV Rationalisation	2010/11	5,000	SCE	Funded by Prudential Borrowing - Offset against previous scheme underspend returned to balances via 11-12 Outturn report		5,000
<u>Development</u>						
Tatton Park - Office Accommodation Ph 2	2010/11	715	SCE	Small overspend on the Tatton Office Accommodation Capital scheme - To be fully funded by a contribution from the Tatton Revenue Budget		715
Town Regeneration & Development	2012/13	35,000	SCE	Fully funded by S106 contribution - Provided by Magus for Macclesfield Town Centre works		35,000
Total SCE's Requested		945,802				945,802

<u>CAPITAL BUDGET VIREMENTS</u>						
<u>Children, Families & Adults</u>						
Oakefield Primary School - Basic Needs 2011/12	2011/12	70,000	Virement	Beechwood Primary School - Basic Needs 11-12	2011/12	70,000
CareWorks System	2012/13	456,390	Virement	Combined ICT Project	2012/13	456,390
<u>Places & Organisational Capacity</u>						
<u>Development</u>						
Tatton Park - Conservatory	2009/10	4,616	Virement	AMS Block 12-13	2012/13	4,616
Asset Management Service Block 2012/13	2012/13	1,000,000	Virement	Church Lawton - Specialist Provision	2011/12	1,000,000
Asset Management Service Block 2012/13	2012/13	343,000	Virement	Capital Maintenance Grant	2012/13	343,000
<u>Corporate Services</u>						
<u>ICT</u>						
Core System Stability	2012/13	63,991	Virement	Government Connect	2009/10	63,991
Core System Stability	2012/13	44,176	Virement	Data Centre Macclesfield	2009/10	44,176
Core System Stability	2012/13	191,059	Virement	Essential Replacement 10-11	2010/11	191,059
Core System Stability	2012/13	412,429	Virement	IPT Harmonisation	2010/11	412,429
Core System Stability	2012/13	274,058	Virement	WAN Hardware	2011/12	274,058
Core System Stability	2012/13	134,881	Virement	ICT Security 11/12	2011/12	134,881
Superfast Broadband 12/13	2012/13	418,324	Virement	ICT Rural Broadband Project	2011/12	418,324
Local Independent Workforce	2012/13	435,857	Virement	Information Management	2008/09	435,857
Local Independent Workforce	2012/13	669,831	Virement	Flexible & Mobile Working	2009/10	669,831
Total Virements Requested		4,518,612				4,518,612
Total SCE's, Virements and Budget Reductions		5,464,414				5,464,414

Appendix 7 – Corporate Grants Register as at 30th June 2012

		Original Budget 2012/13 £000	Revised Budget 2012/13 £000	Variance 2012/13 £000
Formula Grant				
Revenue Support Grant		1,287	1,287	0
National Non Domestic Rates		66,390	66,390	0
Total Formula Grant		67,677	67,677	0
Specific Grants				
Ringfenced Grants				
Dedicated Schools Grant	1	193,822	195,650	-1,828
Pupil Premium Grant	1	2,696	3,944	-1,248
Sixth Forms Grant (EFA)	1	8,898	9,221	-323
Golden Hello		0	40	-40
16-19 Bursary		0	83	-83
Total Ringfenced Grants		205,416	208,938	-3,522
Non Ringfenced Grants - held within service				
Council Tax Benefit Subsidy	2	20,408	20,408	0
Housing Benefit Subsidy	2	75,128	75,128	0
Total Benefit Subsidies		95,536	95,536	0
Non Ringfenced Grants - held corporately				
Early Intervention Grant		12,908	12,908	0
Learning Disabilities & Health Reform	3	0	6,128	-6,128
- PCT transfer				
Learning Disabilities & Health Reform		4,124	4,417	-293 SRE bid
Adult Skills & Adult Safeguarding Learning		675	675	0
Skills Funding Agency		216	216	0
YOS grant		411	418	-7
NHS Funding	4	3,756	3,756	0
Troubled Families		0	522	-522 SRE bid
Troubled Families - Co-ordinator		0	100	-100 SRE bid
Music Grant		0	143	-143
Housing Benefit & Council Tax Admin.		2,094	2,094	0
NNDR Administration Grant		519	562	-43

Non Ringfenced Grants - held corporately

Local Service Support Grant -

Preventing Homelessness Grant	253	253	0
Lead Local Flood Authorities	176	176	0
Community Safety Fund	148	148	0
Extended Rights to Free Transport (C&F)	385	385	0
LSS Total	963	963	0
Mortgage Rescue / preventing Repossessions	0	107	-107 SRE bid
Community Transport Grant	0	139	-139 SRE bid
Local Sustainable Transport Fund	0	578	-578 SRE approved
New Homes Bonus 2011/12	870	870	0
New Homes Bonus 2012/13	1,844	1,844	0
New Homes Bonus 2013/14			0
Affordable Homes - starts 2012/13	85	85	0
Council Tax Freeze Grant 12/13	4,505	4,505	0
Council Tax - New Burdens	0	84	-84 SRE bid
Community Rights to Challenge New Burdens grant	0	9	-9
LACSEG refund from 2011/12 formula grant	0	503	-503
Children's Workforce in Schools Modernisation Grant	79	0	79
Learner Support Funds	37	0	37
16+ Transport Partnership grant	68	0	68
Further Education Funding (16-18 Funding)	9	0	9

Grants Claimed Retrospectively -

Milk Subsidy	28	28	0
Asylum Seeker	86	0	86
Workstep	166	0	166
Migration Impact Fund (Communities of Interest)	102	0	102
	33,545	41,653	-8,107
	334,497	346,127	-11,630
	402,174	413,804	-11,630

Total Specific Grants

Total Government Grant Funding

Notes

- 1 The revised budgets for Dedicated Schools Grant, Pupil Premium Grant and Sixth Form Grant (from the Education Funding Agency) figures are based on confirmed allocations, reflecting updated pupil numbers.
- 2 The budgets for Council Tax Benefit and Housing Benefit Subsidy grants are held within the service.
- 3 £6.128m reflects virements arising from change in treatment of funding from PCT contribution to grant
- 4 Spending against NHS Funding grant is to be negotiated with NHS

Appendix 8 – Performance Report

Corporate Scorecard Report for 2012/2013 Quarterly Reporting (Organisation Summary June 2012)

Objective	Measure		Frequency	Polarity	Result 2011/12	Latest Data		Operational Comments
	Ref	Description				Target	Result	
Performance Measures 2012/13								
Children, Families & Adults	NI 19	Rate of proven re-offending by young offenders	Quarterly	Low	0.85 number	1.00 number	Not Updated	The latest performance report from YOS is expected in early August.
	NI 59	Initial assessments for childrens social care carried out within 10 working days of referral	Quarterly	High	52.20%	75.00%	34.00%	Modified definition to bring this indicator more inline with Munro recommendations. The performance for the first quarter is lower than expected, there have been vacancies and sickness within the team responsible that has impacted on the timeliness targets being met. However the staffing is now at full capacity and we are confident that all children are seen and made safe. We would anticipate an improvement in the second quarter.
	NI 60	Core assessments for childrens social care that were carried out within 35 working days of their commencement	Quarterly	High	60.60%	75.00%	54.00%	The performance in delivering core assessments is linked to the delays in the previous performance indicator relating to initial assessments. Whilst the performance for recording activity is below target in terms of timescales children are assessed and the most vulnerable children safeguarded. There are a number of actions being undertaken to improve this, although improvement in the quality of the assessment is driving change.
	NI 64	Child protection plans lasting 2 years or more	Quarterly	Low	2.63%	5.00%	2.00%	

Corporate Scorecard Report for 2012/2013 Quarterly Reporting
(Organisation Summary June 2012)

Objective	Measure		Frequency	Polarity	Result 2011/12	Latest Data		Operational Comments
	Ref	Description				Target	Result	
Performance Measures 2012/13								
	NI 65	Children becoming the subject of a Child Protection Plan for a second or subsequent time	Quarterly	Low	11.11%	15.00%	5.10%	
	NI 67	Child protection cases which were reviewed within required timescales	Monthly	High	100.00%	100.00%	100.00%	The purpose of this indicator is to demonstrate that the multi-agency plans to keep the most vulnerable children in Cheshire East safe are independently reviewed in a timely way to ensure they are appropriately robust. Operational arrangements will ensure that this is a priority and will endeavour to continue to achieve 100%.
	NI 111	First time entrants to the Youth Justice System aged 10 to 17	Quarterly	None	188 number	Not Set	Not Updated	The latest performance report from YOS is expected in early August.
	NI 117	16 to 18 year olds who are not in education, training or employment (NEET)	Quarterly	Low	5.00%	4.90%	4.90%	

CHESHIRE EAST COUNCIL

REPORT TO: Children and Families Scrutiny Committee

Date of Meeting:	11 September 2012
Report of:	Lorraine Butcher: Strategic Director Children, Families and Adults
Subject/Title:	School Competition process for an ASC-specific Special School
Portfolio Holder:	Councillor Hilda Gaddum

1.0 Report Summary

- 1.1 In 2010, Cheshire East Children and Families Service began the process of reviewing its arrangements for children and young people with Special Educational Needs and Disability (SEND).
- 1.2 One of the priority recommendations emerging from this ongoing review was the identified need to develop local specialist provision for children and young people with Autism Spectrum Condition (ASC) between the ages of 4 to 19.
- 1.3 The SEND review has an aspiration to develop an outstanding ASC-specific special school and service for children with Autism as close to their local community as possible, underpinned by our vision that 'no child, or young person is left behind', enabling every child and young person to achieve the best possible outcomes.
- 1.4 An outline business case for the proposal in principle was submitted to Cabinet in November, 2011. The Cabinet approved the proposal in principle and voted in favour of commissioning a feasibility study on siting the school on the former Church Lawton Primary School site.
- 1.5 In February this year, changes were made to the Education and Inspections Act (EIA) 2006 part 2 in relation to the process for establishing new schools including the Academy/Free School presumption. This paper explains those changes and their implications on the proposal to establish an ASC-specific special school for children and young people with Autism.

2.0 Decision Requested

- 2.1 To comment on the project in light of the new legislative changes

- 2.2 To comment on seeking permission from Cabinet to notify the Secretary of State of an intention to seek proposals to establish a new special school under s.6A of the EIA (2006) and to seek Secretary of State consent to move to a competition under s.7 EIA (2006) if no proposals or no suitable proposals are forthcoming.

3.0 Reasons for Recommendations

- 3.1 Under the new Schools White Paper, Local Authorities will move from being providers of education to a more strategic role as commissioners of educational services, promoting:
- High standards and fulfilment of every child's educational potential;
 - Increase diversity in school provision and greater parental choice, and
 - Champion educational excellence and fair access for all.
- 3.2 This involves a shift from managing maintained provision to strategic commissioning by:
- Promoting a good supply of strong schools, encouraging the development of Academies and Free School;
 - Ensuring fair access to all schools;
 - Supporting vulnerable pupils, including looked after children, those with Special Educational Needs and those outside mainstream provision;
 - Supporting maintained schools performing below the floor standards to improve quickly or convert to Academy status with a strong sponsor
- 3.3 In line with changed regulations the LA cannot proceed without notification to the Secretary of State for Education regarding our intention to establish any new school.

4.0 Wards Affected

- 4.1 All

5.0 Local Ward Members

- 5.1 All

6.0 Policy Implications including - Carbon reduction - Health

- 6.1 The schools funding formula will need to be changed in negotiation with Schools Forum to accommodate the establishment of the school and the ongoing costs

7.0 Financial Implications (Authorised by the Director of Finance and Business Services)

- 7.1 The feasibility study recommends a capital figure of **£4,786,486** for the demolition of the existing building and the construction of a new school (option 1) or **£5,024,626** for the alteration and refurbishment of the existing building and the construction of an extension (Option 2).
- 7.2 The revenue costs are estimated at approximately **£1,669,915** per annum, once the school is fully populated.
- 7.3 The capital funding requirements for the school are to be funded via specific capital grants £2.52 (modernisation and 14-19 SEN); Supported borrowing of £681k, and £1,050 of prudential borrowing; Specialist Special Needs Provision (£950k).

8.0 Legal Implications (Authorised by the Borough Solicitor)

- 8.1 Existing statutory requirements under section 14 of the Education Act (EA) 1996 mean that local authorities in their role as commissioners, must plan and secure sufficient school places for their area.
- 8.2 Where a local authority identifies the need to establish a new school (including a new special school) the presumption for an academy or free school introduced by Education Act 2011 and contained in the new section 6A EA Act (2006) requires local authorities to seek proposals to establish an academy/free school in the first instance.

If there is no suitable academy or free school proposal forthcoming, a statutory competition under s.7 of the Education and Inspections Act 2006 can be held with the consent of the Secretary of State. Where consent to hold a competition is given, the LA must follow the statutory process set out in Schedule 2 to the EIA 2006 (as amended by EA 2011) and the School Organisation (Establishment and Discontinuance of Schools) Regulations 2007.

This process is detailed in **Appendix 1**.

- 8.4 Notwithstanding the presumption in favour of academies, it is still possible to open new maintained schools via the “special cases” route under section 11 of EIA 2006 as amended by EA 2011. This follows previous exceptions from the competition requirement but, in the interests of reducing bureaucracy, will no longer require the formal consent of the Secretary of State. So, statutory proposals for new maintained schools can be published (following established procedures) where;
- The new school will be formed by amalgamation of previously separate infant and junior schools
 - A new school is technically created as a result of reorganisation or changes to the formal designation of faith schools

- Where there is a proposal for a new voluntary aided school or a new community nursery school; including where a former independent school wishes to join the maintained sector.
- The local authority is proposing a new foundation or community school where no suitable academy proposals have been identified and a competition has been held but did not identify a suitable provider..

8.5 Where an academy approach is not considered appropriate and the proposal does not fall within a s.11 special case it is still possible to apply to the Secretary of State for consent to publish proposals to replace a community school, or to create a brand new or replacement foundation or voluntary controlled school. Each case will be considered on its own merits and where consent is given to publish, the statutory process as set out in Schedule 2 to the EIA 2006 and the Establishment and Discontinuance Regulations must be followed.

9.0 Risk Management

- 9.1 The establishment of Academies weakens the local authority's ability to plan and implement Special Educational Needs and Disability provision locally, due to diminished control over any new special school establishment.
- 9.2 If no suitable proposals are received under s.6A, the procedure will move to a s.7 competition which will result in a delay in the progression of the establishment of the new school.

10.0 Background and Options

- 10.1 Where a local authority identifies the need to establish a new school, the new s6A of the Education and Inspections Act 2006 (inserted by the Education Act 2011) places the local authority under a duty to seek proposals to establish an academy or free school and to specify a date by which the proposals must be submitted.
- 10.2 The DfE has introduced advice to help new school proposers and local authorities understand their duties in relation to these changes and this is reproduced at **Appendix 1**.
- 10.3 The DfE leaves it to local authorities to decide how best to seek proposals and how to consult on them but the local authority is also required to take steps to ensure that groups or organisations that might be interested in establishing the new school are aware of the opportunity.
- 10.4 The local authority has to notify the Department for Education at the outset of its intentions to seek proposals for a new academy and confirm the site it will make available.
- 10.5 The DfE will publish the local authority's details on its website including a link to the Cheshire East Website and will inform the Independent

Academies Association and New Schools Network to alert potential proposers/ sponsors to the new school's requirements.

- 10.6 After the deadline for receipt of proposals has passed the local authority has to send to the Secretary of State an account of the invitation process, copies of all proposals submitted and confirmation that a site and capital funding has been secured. It must also provide the Department with an assessment of the proposals it has received based on certain prescribed criteria which are:
- The quality of the proposers vision and educational plan
 - The capability and capacity of the proposer to deliver the proposal on time and to budget
 - Value for money
- 10.7 The Local authority may identify a preferred bidder but it will be for the Secretary of State to decide which one (if any) to choose.
- 10.8 If there is no suitable Academy/Free School proposal the Secretary of State will give permission for the Local Authority to run a statutory competition under s.7 of EIA 2006 and the local authority will have to follow the statutory process set out in Schedule 2 to the EIA 2006 and the Establishment and Discontinuance Regulations.

11.0 Access to Information

- 11.1 The outline business case and the feasibility study can be inspected by contacting the report writer:

Name: Fintan Bradley

Designation: Head of Service Strategy, Planning and Performance

Tel No: 01606 271504

Email: fintan.bradley@cheshireeast.gov.uk

Overview of the Statutory Competition Process (s.7)

There are six key statutory stages in establishing a new Special School by competition under s.7 EIA 2006 outlined in figure 1 below.



Figure 1 - Six key stages for competition

Appendix 2

1. **Stage 1 – Requirement to seek proposals for the establishment of an Academy**

- 1.1 *Paragraph 3* of the Education Act 2011, amends section 7 of EIA 2006 so that before publishing proposals for a competition for the establishment of a new school the local authority must obtain the consent of the Secretary of State.

2. **Stage 2 – Consultation**

- 2.1 Under Section 9 of EIA 2006 the LA must consult before publishing a notice inviting proposals for a new school.
- 2.2 When consulting, the local authority must have regard to the Secretary of State's statutory guidance which states that local authorities must allow adequate time for consultation, provide sufficient information to those being consulted, make clear how views can be made known and how they have taken into account the views expressed.
- 2.3 In addition, the LA should consider alternative options and explain the decision-making process. The regulations recommend a minimum of six weeks for the consultation.
- 2.4 The Secretary of State considers that the interested parties who should be consulted by proposers include:
- any LA likely to be affected by the proposals, in particular neighboring authorities where there may be significant cross-border movement of pupils;
 - the governing bodies, teachers and other staff of any other school that may be affected;
 - families of any pupils at any other school who may be affected by the proposals including, where appropriate, families of pupils at feeder primary schools;
 - any trade unions who represent staff at the school; and representatives of any trade union of any other staff at schools who may be affected by the proposals;
 - the local CE and RC dioceses and anyone else who has previously expressed an interest in setting up a school;
 - MPs whose constituencies include the schools that are the subject of the proposals or whose constituents are likely to be affected by the proposals;
 - the local district or parish council where the proposed school is to be situated;
 - any other interested party, where proposals affect early years provision, or those who benefit from a contractual arrangement giving them the use of the premises;

- such other persons as appear to the LA to be appropriate
- 2.5 Once the LA has started their consultation they should inform the Secretary of State in writing, confirming the proposed duration of the consultation.
- 2.6 Paragraph 4 inserts new section 7A into EIA 2006 which provides for the local authority (with the consent of the Secretary of State) to withdraw, or for the Secretary of State to direct the withdrawal of, a section 7 notice at any time before the end of the period that proposals may be submitted. The effect of this new provision is that a competition can be halted at this early first stage.

3 Stage 3 - Invitation to bid and submission of competition proposals

- 3.1 When the LA have considered the responses to the consultation they may then publish a competition notice inviting interested parties to bring forward proposals for setting up the new school. The regulations allow four months for proposals to be submitted.
- 3.2 The regulations specify that part of the notice must be published in an appropriate national newspaper covering educational issues and in at least one local newspaper circulating in the area to be served by the school together with details of how complete copies of the notice may be obtained. It must also be posted in a conspicuous place in the area to be served by the school.
- 3.3 The complete notice must, within one week of publication, be sent to:
- any LA likely to be affected by the proposals;
 - the Secretary of State
 - the Diocesan Board of Education for any diocese of the Church of England, any part of which is comprised in the area of the LA;
 - the bishop of a diocese of the Roman Catholic Church, any part of which is comprised in the area of the LA,
 - any other person or organisation that has expressed an interest in writing to the authority in establishing a new school to serve pupils in the area;
 - the schools adjudicator
 - any other body or organisation that in the opinion of the LA is likely to be interested in the notice; and
 - in cases where the proposed school is to be a special school, sent to the relevant Primary Care Trust , NHS Trust or NHS foundation trust
- 3.4 Where a LA is proposing to change the status or close an existing school, this stage is unnecessary and the LA can move straight to the next stage.
- 3.5 **Submission of Proposals**
- 3.6 The LA's first notice must allow potential proposers at least four months from its date of publication to prepare proposals.

- 3.7 If the LA receives proposals for an Academy, the LA must consult the Secretary of State within two weeks of receiving the proposals.

4 Stage 4 - Publication of Competition Proposals

- 4.1 Within three weeks of the expiry of the date for submitting proposals, the LA must publish a second notice. This notice **must** include a statement referring to the first notice and confirm that the proposals in the second notice are proposals for the new school on the proposed site/location. The notice should provide a summary of the proposals received, and any proposal they wish to make.
- 4.2 The notice must be published in at least one local newspaper circulating in the area and in a conspicuous place in the area that the school will serve. The LA must also publish the second notice, and also complete copies of all proposals they have received, on the LA's website.
- 4.3 Further, the LA must publish a statement explaining that any person may object to or comment on the proposal and include the address to which objections or comments should be sent and the date by which they must be submitted.
- 4.4 The LA must, within one week of the date of publication, send full copies of all proposals to:
- all proposers who have submitted proposals in response to the competition notice;
 - any other LA likely to be affected by the proposals;
 - the Diocesan Board of Education for any diocese of the Church of England which is comprised in the area of the LA;
 - the bishop of a diocese of the Roman Catholic Church which is comprised in the area of the LA;
 - any other person or organisation that has previously expressed an interest in writing to the LA in establishing a school to serve pupils in the area;
 - in cases where the proposed school is to be a special school, the relevant Primary Care Trust and NHS Trust or NHS foundation trust; and
 - Secretary of State together with a copy of the notice that appears in the newspaper summarising the proposals received.
- 4.5 The LA must also send a copy of any particular proposal to any individual or organisation that requests it, within one week of receipt of the request. The LA may also wish to send a copy of the proposals to any schools in the area that may be affected by the proposals, such as local feeder primary schools.

5 Stage 5 – Representation

- 5.1 Comments on the proposals must be sent to the LA within six weeks of the publication of the second notice. Any person can send comments, which

can be objections as well as expressions of support for specific proposals or elements of proposals.

- 5.2 The LA must hold at least one public meeting within two weeks of publishing the second notice. The purpose of this meeting is to inform people of the proposals received and tell them how they can provide their comments and objections. The LA must invite all of the proposers to all of the meetings. This will give them the opportunity to outline their proposals in more detail and give people an opportunity to ask questions.

6 Stage 6 – Decision and Implementation

- 6.1 Decisions on school organisation proposals are taken by the LA or by the schools adjudicator.
- 6.2 If the LA fail to decide proposals within 2 months from the end of the representation period the LA must forward proposals, and any received representations (i.e. not withdrawn in writing), to the schools adjudicator for decision. They must forward the proposals within one week from the end of the 2 month period.
- 6.3 The proposers and LA are under a statutory duty to implement any proposals which an LA or schools adjudicator has approved.

**NEW SPECIAL SCHOOL FOR CHILDREN
WITH
AUTISTIC SPECTRUM CONDITIONS (ASC)
IN CHESHIRE EAST**

BACKGROUND INFORMATION DOCUMENT

August 2012

1. Cheshire East

Cheshire East Council came into being in April 2009 when Cheshire County Council was disaggregated and two new unitary authorities were formed.

Cheshire East has a diverse, rural and urban profile. The area is classed as significantly rural with more than half the population living in rural or rural market town areas. The other 8 towns, although urban, have outskirts which contain areas classified as more rural than urban.

The population in Cheshire East has steadily increased over the past nineteen years, from 340,500 in 1991 to 363,800 in 2010 – an increase of 7%.

Educational attainments amongst school pupils in terms of achieving 5 or more GCSE grades at A*- C grade is above the national average. Cheshire East schools generally perform well; Children get off to a good start with a large percentage of childcare establishments, nursery education and primary schools judged to better than similar areas and better than standards found nationally.

In 2010 Cheshire East began an extensive Special Educational Needs and Disability (SEND) Review of its specialist services for children with Special Educational Needs and Disability.

One of the key recommendations from the review was the identified need to develop local specialist provision for children with an Autism Spectrum Condition (ASC) between the ages of 4 to 19.

Cheshire East Councils aspiration is to develop an outstanding/excellent ASC-specific Special School for children with ASC as close to their local community as possible, underpinned by our vision that 'no child, or young person is left behind', enabling every child and young person to achieve the best possible outcomes.

This document should be read in conjunction with the School Specification Document and submissions must be made using the Cheshire East Council Application Form. Please see Section 8 for further information.

2. Pupil Profile

All pupils placed in the Special School will typically present with the following:

- Significant levels of social isolation due to their degree of social impairment and/or limited understanding of social signals, for example facial expressions and emotions, and rules such as two way conversations
- Severe levels of anxiety caused by changes in routine requiring adult intervention
- Repetitive behaviours which impact on learning
- The need for autism specific strategies, such as additional structure, distraction free work spaces to enable access to the curriculum
- Severe sensory difficulties impeding learning and socialisation and/or fine and gross motor difficulties, which are exacerbated in a busy classroom environment

The children and young people attending the ASC-specific Special School will need to fulfil the following admissions criteria:

- A statement of Special Educational Needs
- A diagnosis of an Autistic Spectrum Condition as either a primary or secondary need with the recognition that ASC is a significant barrier/inhibitor to their access the curriculum, or
- Recognition from the professionals working with the pupil that a social communication disorder is a major barrier to learning.
- The ability to progress academically given the appropriate ASC-specific support and strategies. For example, by the end of key stage 2, students whose needs would be met by the ASC-specific special school will be working at National Curriculum Level 2 in at least one of the core subjects. They will not be identified as having severe learning difficulties.
- Difficulty in accessing a successful education within a mainstream environment (including resourced schools at both primary and secondary level)
- Severe difficulties with the understanding and use of language in addition to higher level language difficulties that are subtle and pervasive and result in misunderstandings requiring specific programmes of work. They may be non-verbal and use alternative methods of communication. This would not include pupils with identified speech and language disorders.

It is anticipated that the pupils will come from a variety of school or pre-school placements. This may include:

- Out of borough placements, either inter-authority or independent specialist schools,
- Resourced school, either primary or secondary
- Pre-school placements, where their needs have already been identified

3. Current Educational Provision

Cheshire East Council currently has limited accommodation for pupils on the autistic spectrum. The creation of Cheshire East and Cheshire West and Chester meant that the special schools designated for pupils on the spectrum all fell within Cheshire West and Chester.

Cheshire East does however, have successful resourced provision for pupils on the spectrum in two high schools and four primary schools. Pupils in mainstream schools in Cheshire East are also supported by the Cheshire East Autism Team which is a multi agency team offering advice and support to schools and parents on the needs of their autistic children. The two special schools for pupils with severe learning difficulties are able to accommodate pupils on the autistic spectrum who have a severe learning difficulty.

As a consequence a significant number of pupils identified as being on the autistic spectrum are educated in 'out of borough placements' which incur significant costs to the borough in fees and transport.

The need to develop local specialist provision for children with an Autism Spectrum Condition (ASC) between the ages of 4 to 19 was identified as a key recommendation in the recent SEND Review in Cheshire East.

4. Rationale and Evidence of Demand

In recent years, there has been a significant increase in the number of children and young people diagnosed as being on the autistic spectrum, both nationally and in Cheshire East. This increase may be partially explained by improved awareness and increased diagnosis of Autistic Spectrum Conditions.

ASC is of high incidence nationally with 16% of statements having ASC as the primary category of need. In Cheshire East the percentage is higher.

The SEND Review identified a gap in educational provision for children and young people with ASC, whose needs are not currently being met in mainstream schools, resourced provision or non ASC-specific special schools and hence are placed in ASC-specific provision out of borough. We do not have an ASC-specific special school in Cheshire East to provide these pupils with an appropriate placement.

The current provision of four resourced primary schools and two resourced secondary schools, within Cheshire East does not meet the continuum of provision required for children and young people affected by autism or offer much parental choice.

Children and young people accessing ASC-specific provision out of borough are travelling to Cheshire West, Staffordshire, Stockport, and small percentages attend independent specialist schools and residential care across the country.

The Children and Young Peoples Database (CYPD) figures for 2010/11 indicate 85 children and young people were placed in ASC-specific out of borough placements, at a cost of £2.5 million, with an additional travel cost for these pupils of £0.4 million. The cost for these out of borough placements for ASC-specific provision funded by Education was £2.9 million. In addition, Health contributed £59,000 and Social Services contributed a further £0.5 million. The overall sum for ASC-specific out of borough placement for 2010/11 was £3.4million.

Parents of children with ASC are concerned that Cheshire East is unable to provide a continuum of provision for their children and young people.

ASC affects communication, social interaction and the ability to think flexibly. Many of our children with ASC need a highly structured adapted environment, and become too stressed to learn if overloaded with information and faced with choices and changes. This environment is difficult to create within a mainstream school, and inconsistent with the needs of most 'neuro-typical' children.

Given the above, and the increasing diagnostic trends for ASC and local parental interest in an ASC-specific Special school, there is a strong case and demand for establishing an ASC-specific Special School within Cheshire East.

It is envisaged that the proposed school will be an innovative model that will provide a continuum of effective provision, better value for money, supporting a more buoyant market with greater parental choice and flexibility than the current status quo.

Cheshire East Council is committed to providing an 'enhanced' local offer which ensures each child and young person with ASC is able to cope with the world and is given every opportunity to develop the skills needed to cope within today's social networks.

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5. The Local Authority's Planned Response to Meeting the Educational Needs of Pupils on the autistic spectrum in Cheshire East

Premises

The preferred identified site is the former Church Lawton School near Alsager, Cheshire. The site is centrally located in Cheshire East and is easily accessible via the motorway minimising journey times for pupils, and their families. The current proposal is for the existing redundant school building to be demolished and a purpose built ASC – specific Special School to be constructed on the site.

The site is depicted below:



In order to meet the estimated opening date of November/December 2013 the school design and build process is already underway. Sponsors will not, therefore, have the opportunity for detailed involvement in the design of the school building.

The building will provide a physical environment within which a calm and structured approach to learning is promoted. For children and young people affected by autism, the control of sensory stimulation and distraction is imperative. This needs to be recognised in all aspects of the design of the building to maximise learning and to reduce stress.

Drawing: **P3368-010**
Scale: 1:500 @ A3
Date: 17/07/2012

+ Advantages

functionally and operationally strong

- Disadvantages

removal of trees
retaining walls



www.pozzoni.co.uk

Option 8 - H-Block

POZZONI

The above diagram shows the current thinking behind the design of the school.

6. Funding

The Local Authority's officers will negotiate S106 / CIL (Community Infrastructure Levy) agreements with the developers in consultation with Cheshire East Borough Council. Negotiations will be undertaken on the basis of land for the school site being provided by Cheshire East Borough Council and the capital cost of the buildings. The capital costs for the school is estimated at £4 million.

As this new school will be an Academy or Free School, the successful sponsor of the school will need to enter into a revenue funding agreement with the Secretary of State for Education.

7. Process for Establishing New Schools

The Education Act (2011) states that when a Local Authority identifies the need for a new school, that this school should be promoted as either an Academy or a Free School. The Local Authority is required to publish a notice inviting proposals to this effect and to specify a date for academy / free school proposals to be received. After that date, the Local Authority should forward all proposals received to the Secretary of State outlining the steps taken to secure the proposals together with the details of any academy / free school proposals received, or, if no proposals have been received.

Potential sponsors of the new school will be expected to present their proposals at a meeting with County Councillors (Members) and Local Authority officers to discuss their proposals in detail.

Following detailed consideration of all of the information available to them, the Members and officers concerned will reach a view on which, if any, of the applications received they would prefer to see implemented. A report on the conclusions reached will then be presented to the next available meeting of the Council's Cabinet (its decision-making body).

It is important to note that whilst the Local Authority is able to state a preference in respect of which application it would wish to see implemented, it is the Secretary of State for Education who will make the final decision and select the successful sponsor.

If none of the proposals are acceptable to the Secretary of State for Education, then the Local Authority will embark on a school competition process based on the guidelines to establish a new maintained mainstream school as set out in section 7 (1) of the Education and Inspections Act 2006.

The key milestones for establishing the new ASC-specific Special School for Cheshire East are set out below:

Once advised of the outcome of the Secretary of State's consideration of the applications, the Local Authority will publicise this information on its website and via other media / communication channels and begin the process of working with the successful sponsor to establish the new primary school.

8. Further Details and Application Form

Proposals should be submitted using Cheshire East Council Specification Document and Application Form available to download at:

If you would like any further information, or would like to discuss your application in detail, please contact _____ at:

Completed Application Forms must be submitted by:

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DESIGN STATEMENT

AUTISTIC UNIT- FORMER CHURCH LAWTON SCHOOL

Prepared on behalf of
CHESHIRE EAST BOROUGH COUNCIL
CHILDREN AND FAMILIES

July 2012

1.0 INTRODUCTION

1.01 The Project

1.02 Project Vision

2.0 THE BRIEF

2.01 Schedule of accommodation

2.02 Relationship diagram

2.03 Typical Classroom Layout

2.04 Precedent Images

2.05 Conclusion of Brief.

3.0 SITE ANALYSIS

3.01 Site Location

3.02 Site Constraints

4.0 DESIGN PROPOSALS

4.01 Option 1

4.02 Option 2

4.03 Option 3

4.04 Option 4

4.05 Option 5

4.06 Option 6

4.07 Option 7

4.08 Typical Classroom Layout

4.09 Precedent Images

5.0 CONCLUSION

5.01 Conclusion

1.01 The Project

The proposal is for a specialist school for children with Autism Spectrum Condition (ASC) between the ages 4 to 19.

Children and Families, Special Educational Needs and Disability (SEND) Review identified a gap in educational provision for children Autism Spectrum Condition, whose needs are not currently being met in mainstream schools and are currently being placed in autism-specific provision out of borough.

The development of this school will enable pupils to remain within Cheshire East where “no child or young person is left behind and is educated as close to their local community as is possible”

The school will accommodate 45 pupils in year 1 with the view to increase the intake to 60 pupils by year three.

This document produced by Pozzoni on behalf of Cheshire East Council, investigates various locations for building on the site, with regard to the existing site constraints and key relationships between the proposed building functions and the external space.

1.02 Project Vision

The vision is to provide a responsive, locally based services which make sense to children , young people and their families that addresses their needs earlier and to be a place where all pupils achieve their full potential in a learning environment where they feel safe, happy, accepted and included.

2.01 Schedule of Accommodation

The following schedule lists the accommodation required for a school accommodating the numbers of pupils described above. The schedule has been compiled through reference to BB102.

Learning Spaces

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Primary Classrooms	65	4	260	BB102 recommendation
02	Secondary Classrooms	65	5	325	BB102 recommendation
03	Sixth Form Classroom	65	1	65	BB102 recommendation
04	Unisex wc - primary	12	2	24	BB102 recommends 12-16
05	Classroom Store	5	10	50	Estimated size
06	Male wc - secondary	18	2	36	BB102 recommends 18-30
07	Female wc - secondary	18	2	36	BB102 recommends 18-30
08	Nappy changing	12	1	inc	Include within Disabled wc
09	Shower - primary	16	1	16	Estimated size
10	Shower - secondary	16	1	16	Estimated size
11	Cloakrooms (pegs)	2	10	20	BB102 recommendation
12	Science lab (within secondary class base)	65	1	0	BB102 recommendation
13	Art facilities	65	0	0	Within class bases.
14	Light room	12+4	1	16 }	BB102 recommends 12-24
15	Sensory room/ swinging equipment	35	1	35 } comb.	Estimated size
16	Small therapy/ group room / break out	5	10	inc	Within class base
17	Primary Entrance Lobby	10	1	10	Estimated size
18	Secondary Entrance Lobby	10	1	10	Estimated size
19	Linked reception	10	1	10	BB102 recommendation
20	Waiting area –visitors	4	1	4	Estimated size
21	Learning Resource Space (Library)	15	1	15	BB102 recommends 15-20
22	Post 16 Base/ Common Room	20	1	20	BB102 recommends 40-80
23	Storage	70	Table 29	70	Estimated size
24	Laundry Room	6	1	6	BB102 recommends 6-8m

Catering facilities (2 staff)

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Kitchen	50	1	50	BB102 recommendation
02	Servery	10	1	10	BB102 recommendation
03	Cold storage inc freezer	6	2	12	BB102 recommendation
04	Changing area inc wc	4	2	8	BB102 recommendation
05	Office	6	1	6	BB102 recommendation

Dining

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Dining area separate space to hall	60	1	60	BB102 recommends 80-135
02	Primary dining – family type area	20	1	20	Estimated size

School Office spaces

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Head's office	15	1	15	BB102 recommends 15-18
02	Secretary's office	20	1	20	Estimated size
03	Larger meeting room	25	1	25	BB102 recommendation (inc screen)
04	Staff Room	40	1	40	BB102 recommends 40-60
05	Medical room	5	1	5	BB102 recommendation
06	Caretaker's room	10	1	}	Included within Plant space
07	Cleaner's store	2	1	2 } comb.	BB102 recommendation
08	Staff WC /Change Male	16	1	16 }	BB102 recommends 16-24
09	Staff WC /Change Female	16	1	16 } comb.	BB102 recommends 16-24
10	Staff WC / Change / Disabled / shower	6	1	6	Part M requirement

Autism Team Base

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Office – hot desk for 6 people	15	1	15	BB102 recommends min. 15 for visiting professionals office.
02	Resource room – public access like a small library	20	1	20	Based on BB102 recommendations for a library.

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Hall – PE/ drama/ dance (60 people)	140	1	140	BB102 recommends 140-180 (Badminton)

Outside space

Room No.	Room Name	Size m ²	No. req.		Purpose / Notes
01	Secure outside space – each classroom has an exit	tbc			
02	Primary – external space	tbc			
03	Secondary – external space	tbc			
04	High perimeter fence	tbc			
05	Allotment	tbc			
06	Drop off and picking up	tbc			
07	Parking	tbc			
08	Delivery area	tbc			

New Build Option

	Total Net Area	1530	m ²		
	Circulation	500			75:100 net to gross ratio (excluding Internal walls and plant)
	Plant	30			Estimated (Inc Caretaker)
	Internal walls	100			5% of net
	Total Gross Area	2160	m ²		

Refurbishment Option

	Total Net Area	1530	m ²		
	Circulation	650			70:100 net to gross ratio (excluding Internal walls and plant)
	Plant	30			Estimated
	Internal walls	100			5% of net
	Total Gross Area	2310	m ²		
	Existing Building Gross	1024			
	Extension required	1286			

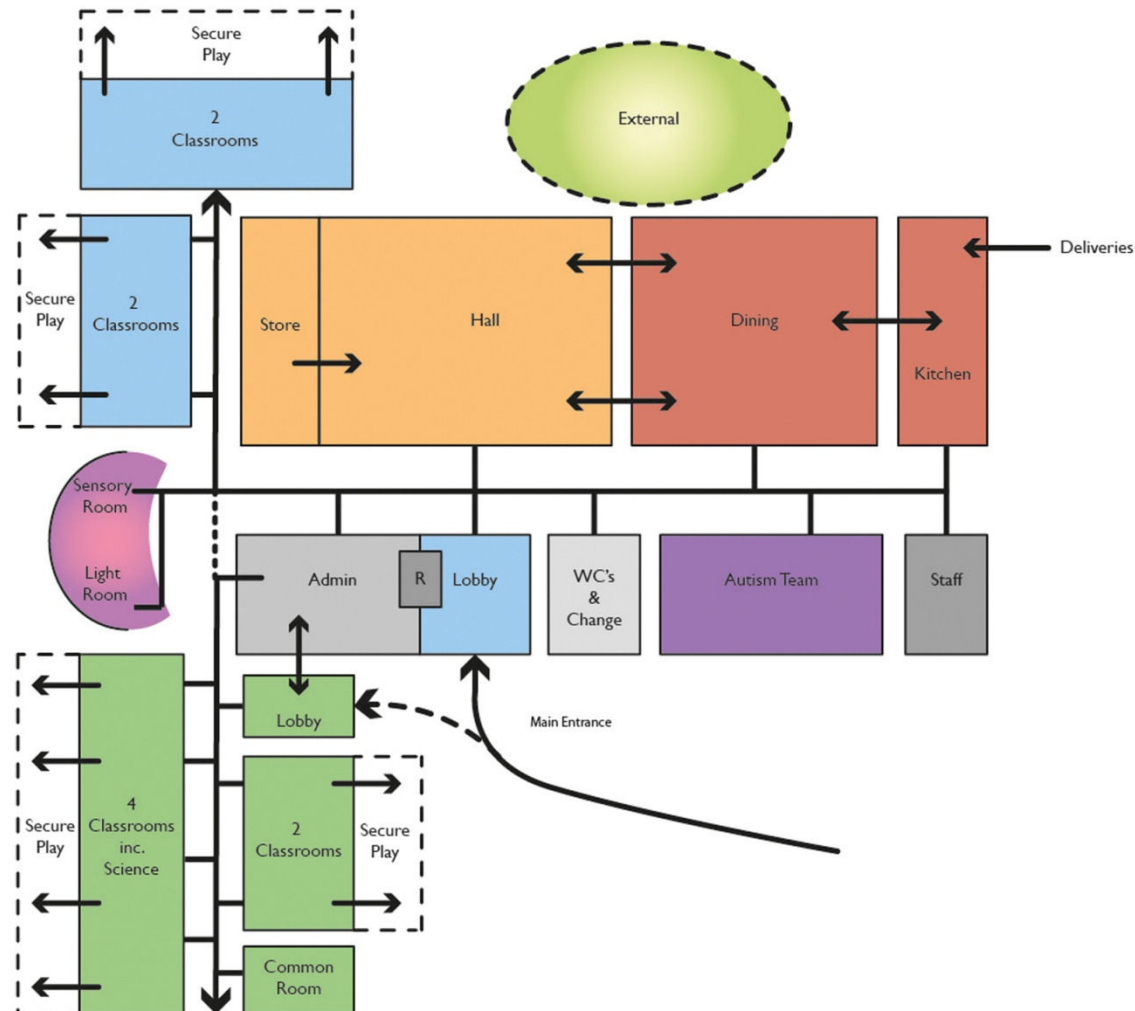
Rooms not included;

- Life skills
- Splash pool
- Splash change female
- Splash change male
- Splash change staff
- Parent room
- Music room
- Staff change male / wc
- Staff change female / wc
- Male changing/ wc for Hall use
- Female changing/ wc for Hall use

In order to meet the needs of the number of children required, (maximum 60 after three years) the floor plan will require an increase in area from that of the existing building currently on the site.

2.02 Relationship Diagram

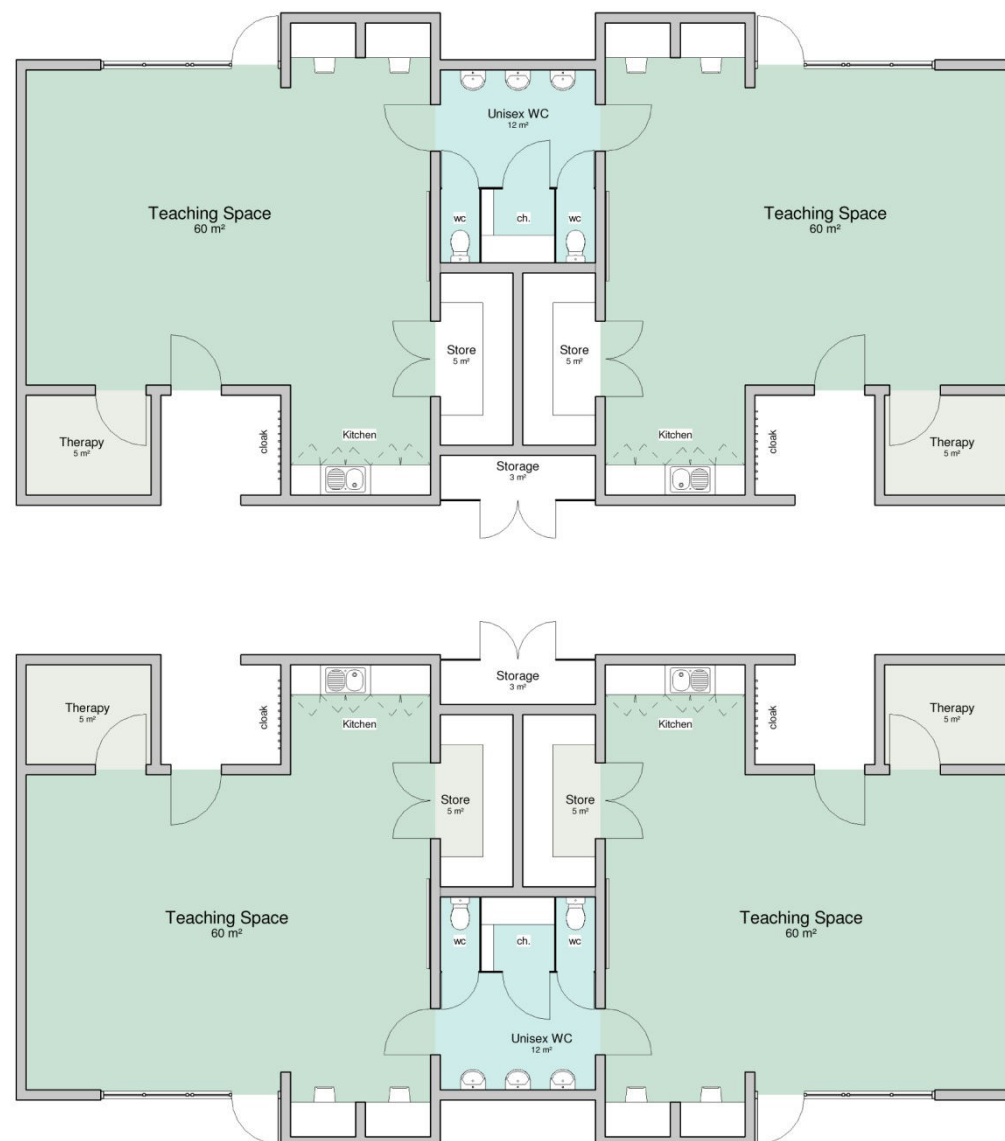
The relationships between the spaces within the school is key to the success of the building. The simple diagram below demonstrates in a simplified format the ideal arrangement for the accommodation to encourage relationships between areas and provide separation between the different spaces. These are illustrated below;



2.03 Typical Classroom Layout

Facilities linked with the main teaching space are required for children with special needs. The diagram shown one possible layout for a typical classroom which includes a main teaching space and smaller individual learning spaces with a kitchen area, toilets and storage. The classroom would be suitable for approximately 8 children and 2 teachers.

This classroom layout follows the recommendations of BB102 for dimensions and facilities linked to a learning area.



2.04 Precedent Images

The concept is for a new building which takes on the form of a collection of buildings domestic in size, sensitively set in the existing grounds.



2.05 Conclusion of Brief

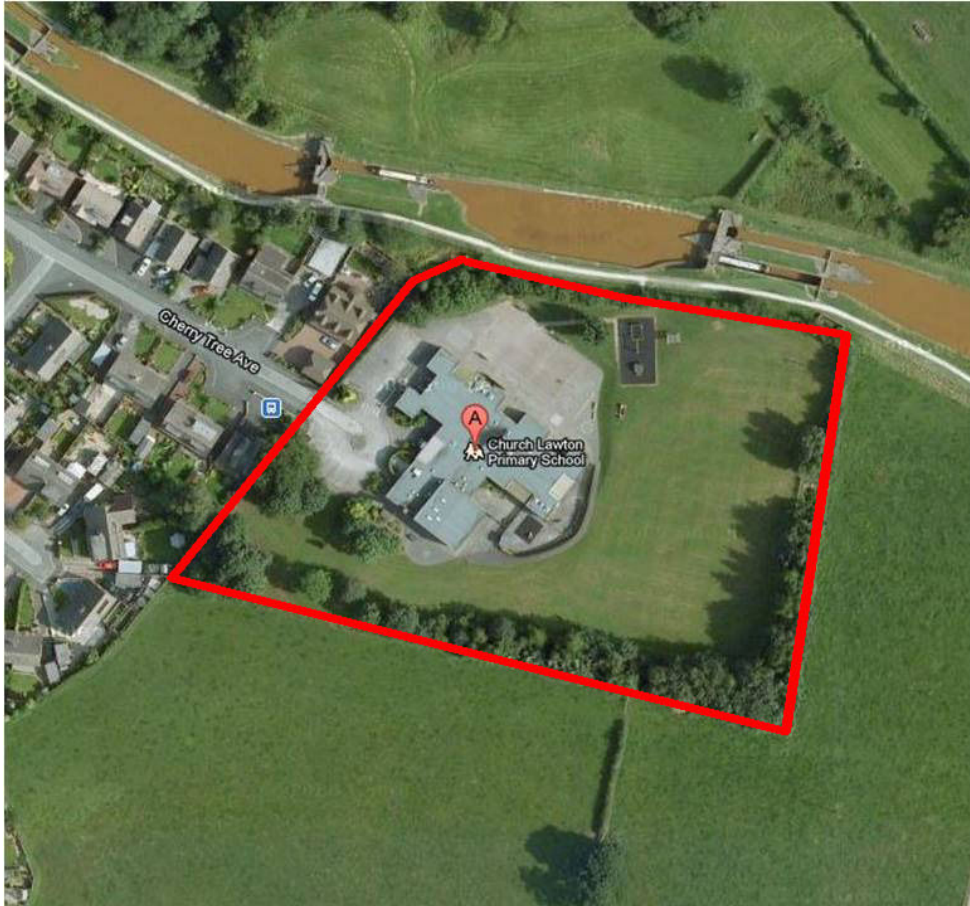
The proposed new school must meet the vision of Cheshire East – to be a place where all pupils achieve their full potential in a learning environment where they feel safe, happy, accepted and included. The school will utilise and promote ASC- specific approaches, with a focus on developing the pupils social interaction and communication skills.

For the school to meet the brief, the specific needs of children with ASC must be fully considered and their requirements must inform the design of the building. During the development of the brief, we have referred to BB 102 for recommended sizes of rooms and facilities for children with Autism.

A successful scheme therefore must follow as closely as possible, the Councils aspiration for the school, the recommendations of BB102 and the requirements of the Autism team.

3.01 Site Location

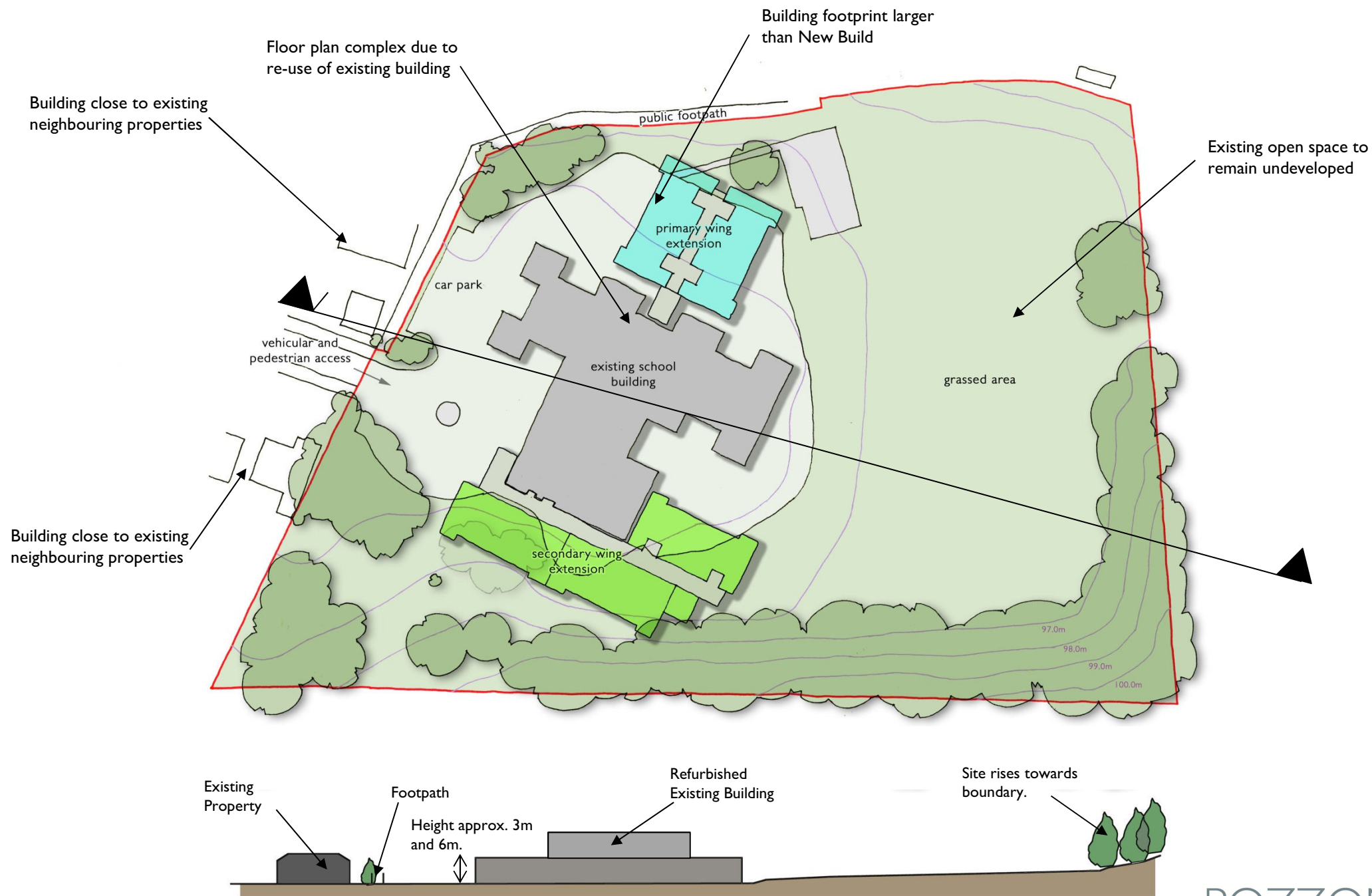
The site is located in a quiet residential area at the end of Cherry Tree Avenue, Church Lawton, Stoke on Trent. The site comprises of an existing school building, hard play areas, parking and grassed areas within a rural location.



3.02 Site Constraints



4.01 Option I Existing Building with New Build Extension, Single Storey



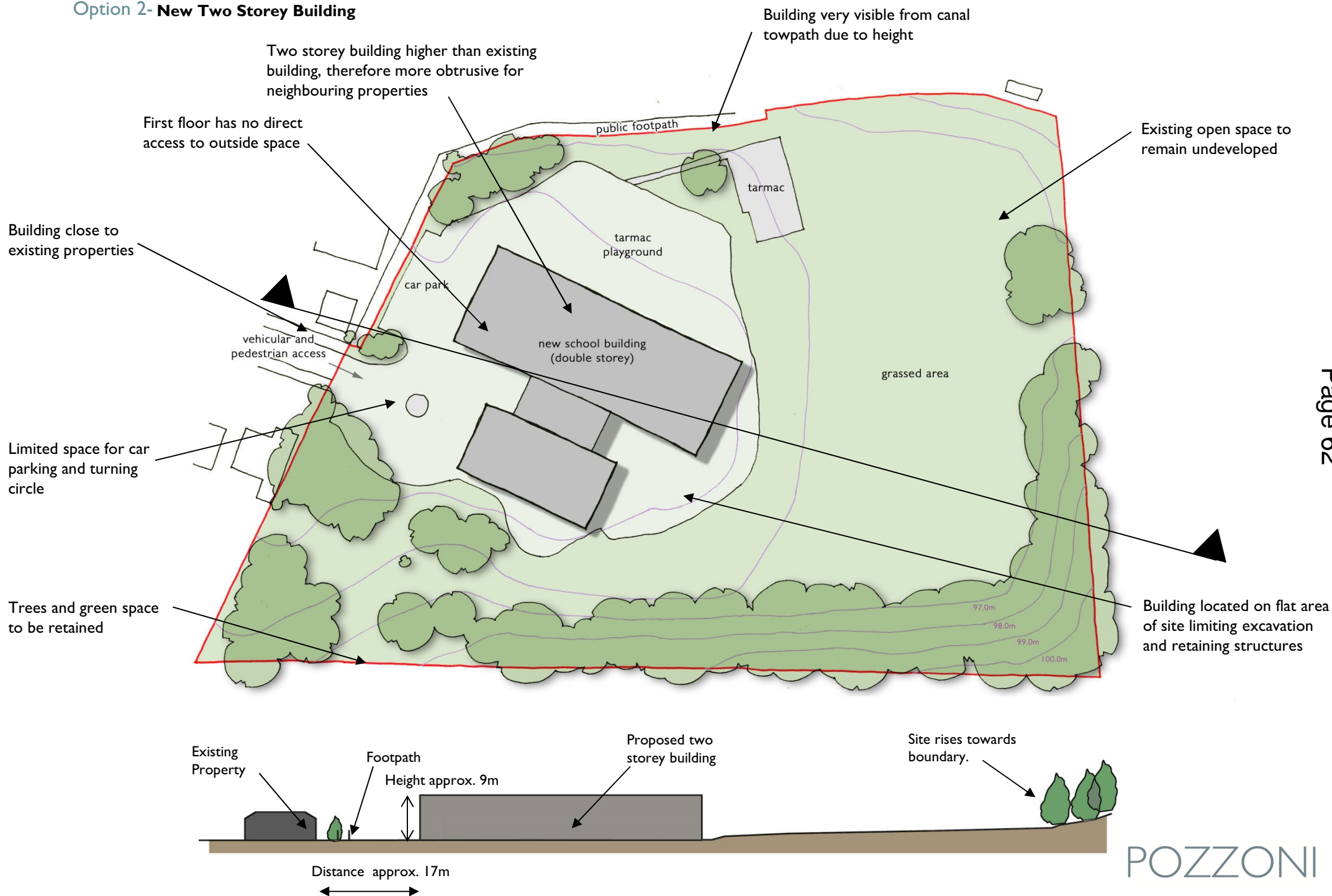
Advantages;

- Minimal Impact on open space.

Disadvantages;

- Extensive upgrading to existing building.
- Constraints imposed by existing layout prevents ideal relationships between spaces being achieved.
- Operational Difficulties- Kitchens currently to front of building.
- The lack of parking and limited access for delivery vehicles will not be resolved and will continue to be an issue within the local community.
- A design which is unlikely to have any architectural merit and will struggle to be fit for purpose.
- The refurbishment and extension of the existing building would be more costly than a New Build school.

Option 2- New Two Storey Building



Option 2: Advantages and Disadvantages

Advantages;

- Minimal Impact on open space.
- Original Footprint is maintained.
- Avoids impact on Green Belt.

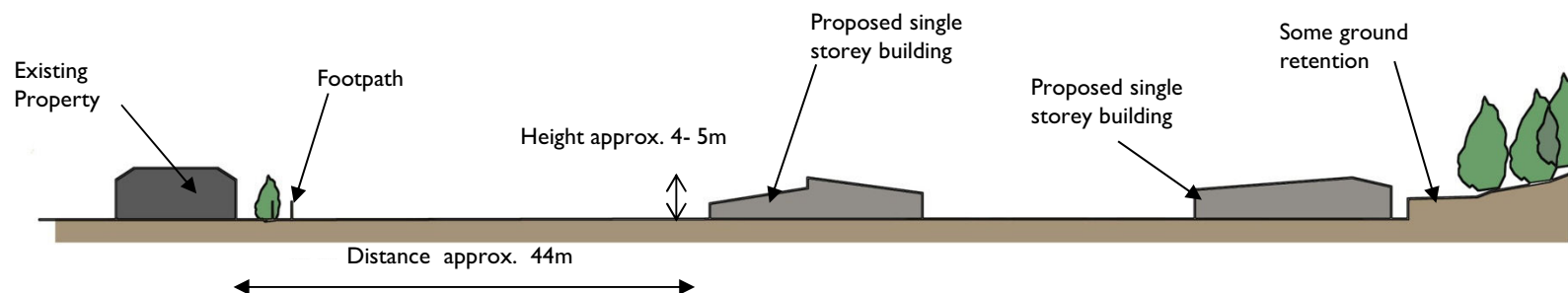
Disadvantages;

- Extensive upgrading to existing building.
- Constraints imposed by existing layout prevents ideal relationships between spaces being achieved.
- The classrooms to the first floor would have no access to outside space.
- Due to the sensory difficulties of the children, acoustics and vibration would have to be addressed if classrooms above other learning spaces.
- Two storey building is more difficult for Autistic children to understand. The brief calls for a simple building due to the learning difficulties of the students.
- The building would be out of scale with the neighbouring residential development.
- A real compromise on the ideal layout. This option offers no advantages to the pupils.

Option 3- New Single Storey Building



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Option 3: Advantages and Disadvantages

Advantages;

- Functionally and Operationally strong.
- The spaces relate well to each other and the outside space reflecting the relationship diagram. This optimises the learning environment for the students and facilitates efficient management strategies.
- Deliveries in ideal location
- Sufficient space for parking and manoeuvring to the front of the building. Drop off and pick up is a busy time in Autistic Schools as many students arrive in taxis.
- Buildings set away from the existing properties.
- Single storey buildings limits impact and is of appropriate scale with the surrounding residential area.

Disadvantages;

- Some impact on existing open space.

4.04 Option 4- New Single Storey Building



Option 4: Advantages and Disadvantages

Advantages;

- No Impact on Open Space.
- Functionally and Operationally strong. This scheme retains the original design concepts and brief.
- The spaces relate well to each other.
- Sufficient space for parking and manoeuvring to the front of the building.
- Single storey buildings limits impact and is of appropriate scale with the surrounding residential area.

Disadvantages;

- Limited aspect and access to open space from Primary Classrooms.
- Service area close to existing property.
- Removal of trees and green space to the front of the building.
- Some retaining walls will be required due to the levels.
- More separation between Primary and Secondary spaces would be ideal.

4.05 Option 5- New Single Storey Building



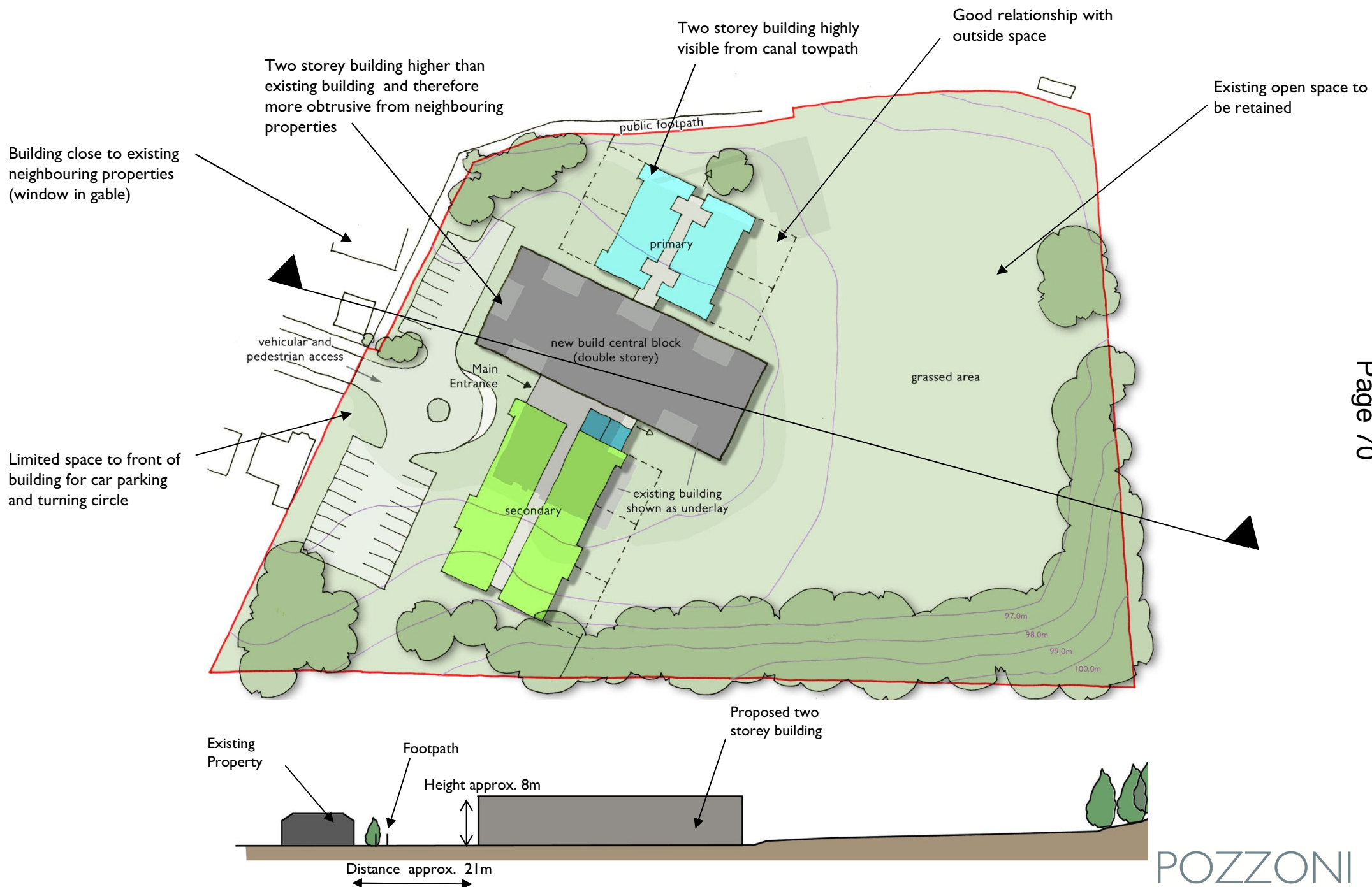
Advantages;

- No Impact on Open Space.
- Functionally and Operationally strong. This scheme retains the original design concepts and brief.
- The spaces relate well to each other.
- Sufficient space for parking and manoeuvring to the front of the building.
- Single storey buildings limits impact and is of appropriate scale with the surrounding residential area.

Disadvantages;

- Limited aspect and access to open space from Primary Classrooms.
- Some retaining walls will be required due to the levels.
- More separation between Primary and Secondary spaces would be ideal.

4.06 Option 6- New Two Storey Central Block with Single Storey Wings.



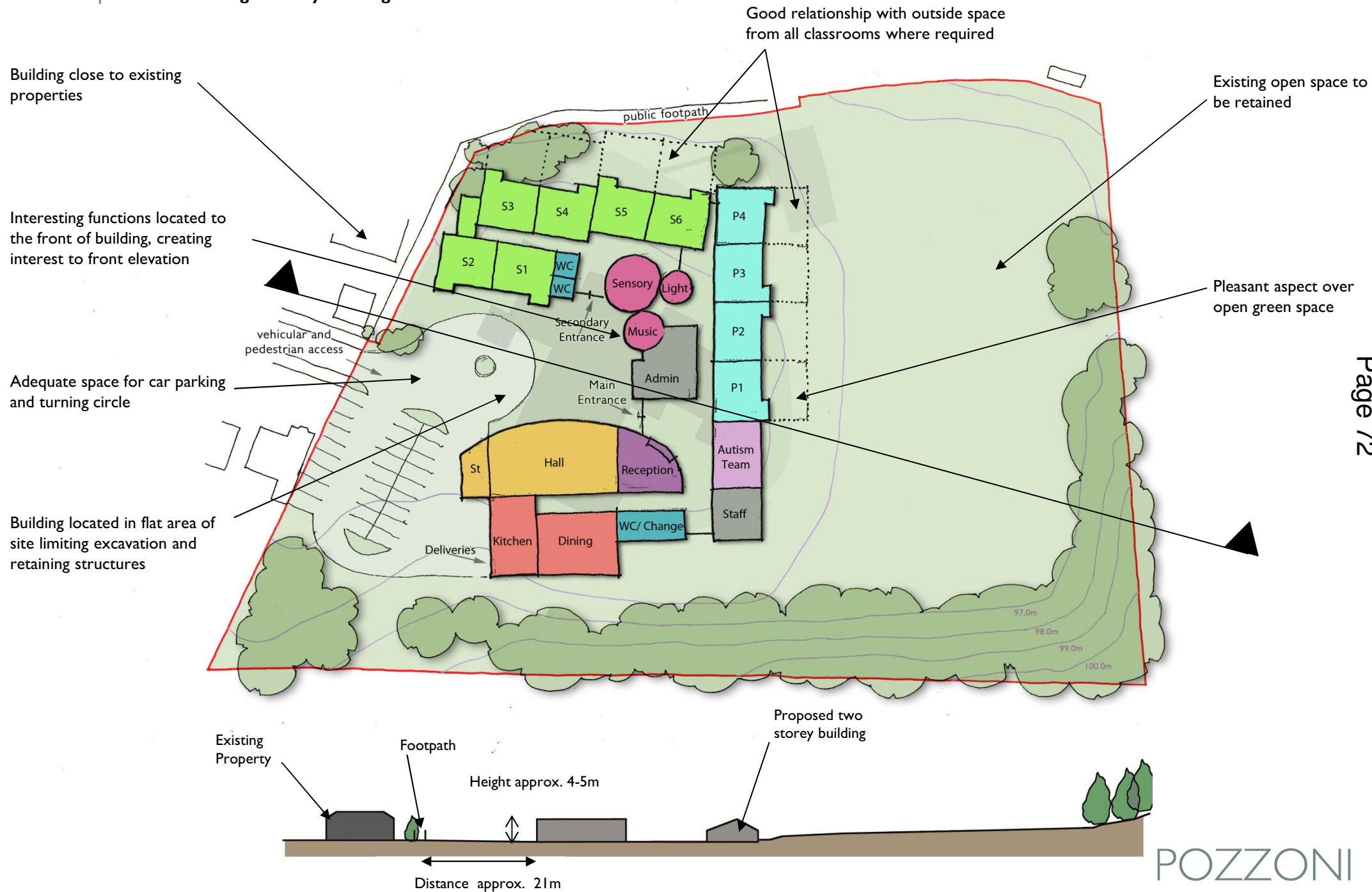
Advantages;

- No Impact on Open Space.
- Good separation between Primary and Secondary Spaces.

Disadvantages;

- The building would be out of scale with the neighbouring residential development.
- The two storey element would be highly visible from the canal tow path.
- Limited parking and turning to the front of the building which may cause operational difficulties.
- The classrooms to the first floor would have no access to outside space.
- Due to the sensory difficulties of the children, acoustics and vibration would have to be addressed if classrooms above other learning spaces.
- Access to offices required on minute by minute basis so these should not be on a different floor than the classrooms.
- Two storey building is more difficult to understand. The brief calls for a simple building due to the learning difficulties of the students.
- Building close to existing properties.

4.07 Option 7- New Single Storey Building



Advantages;

- No impact on open space
- Functionally and operationally strong.
- The spaces relate well to each other and the outside space reflecting the relationship diagram. This optimises the learning environment for the students and facilitates efficient management strategies.
- Deliveries in ideal location
- Sufficient space for parking and manoeuvring to the front of the building.
- Single storey buildings limits impact and is of appropriate scale with the surrounding residential area.
- Good aspect from both Primary and Secondary classrooms.
- Good access to the outdoor space from the Primary Classrooms.
- Areas of public interest- Hall and Sensory Spaces to the front of the building creating architectural features.

Disadvantages;

- Building close to the existing properties.
- Limited parking and turning.
- More separation between Primary and Secondary spaces would be ideal.

5.01 Conclusion

In conclusion, the building must be of a scale suitable for the residential area in which it will be located, it must meet the operational and functional requirements of a school for children with Autism Spectrum Condition yet its layout and orientation must be sensitive to the site constraints.

It is the special needs of the children and the way in which the children learn most effectively that dictates the space required and the arrangement of the functions.

The plan which most effectively meets the needs of the children and is functionally and operationally efficient is Option 3.

CHESHIRE EAST COUNCIL

REPORT TO: CHILDREN AND FAMILIES SCRUTINY COMMITTEE

Date of Meeting:	11 September 2012
Report of:	Borough Solicitor
Subject/Title:	Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2012/13 Work Programme, to consider the efficacy of existing items listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

- 2.1 That the work programme be received and noted.

3.0 Reasons for Recommendations

- 3.1 It is good practice to agree and review the Work Programme to enable effective management of the Committee's business.

4.0 Wards Affected

- 4.1 All

5.0 Local Ward Members

- 5.1 Not applicable.

6.0 Policy Implications including - Climate change - Health

- 6.1 Not known at this stage.

7.0 Financial Implications for Transition Costs

- 7.1 None identified at the moment.

8.0 Legal Implications (Authorised by the Borough Solicitor)

- 8.1 None.

9.0 Risk Management

- 9.1 There are no identifiable risks.

10.0 Background and Options

- 10.1 In reviewing the work programme, Members must pay close attention to the Corporate Plan and Sustainable Communities Strategy.
- 10.2 The schedule attached, has been updated in line with the Committees recommendations on 17 July 2012. Following this meeting the document will be updated so that all the appropriate targets will be included within the schedule.
- 10.3 In reviewing the work programme, Members must have regard to the general criteria which should be applied to all potential items, including Task and Finish reviews, when considering whether any Scrutiny activity is appropriate. Matters should be assessed against the following criteria:
- Does the issue fall within a corporate priority
 - Is the issue of key interest to the public
 - Does the matter relate to a poor or declining performing service for which there is no obvious explanation
 - Is there a pattern of budgetary overspends
 - Is it a matter raised by external audit management letters and or audit reports?
 - Is there a high level of dissatisfaction with the service
- 10.4 If during the assessment process any of the following emerge, then the topic should be rejected:
- The topic is already being addressed elsewhere
 - The matter is subjudice
 - Scrutiny cannot add value or is unlikely to be able to conclude an investigation within the specified timescale

11.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

Name: Mark Grimshaw
Designation: Scrutiny Officer
Tel No: 01270 685680
Email: mark.grimshaw@cheshireeast.gov.uk

As of 03/09/2012

Children and Families Scrutiny Committee: May 2012 – October 2012

Next Agenda Setting Meeting: 18 September 2012

Possible Future Issues / Items (Chronology)

Meeting dates:

Month	Oct	Nov	Dec	Jan	Feb	March	April
Children and Families Scrutiny Committee (Tuesday) 1.30 pm: Westfields	9	13	11	15	12	12	16

Regular item: Announced Inspection on safeguarding action plan

Item	Corporate Priority / Targets	Notes	Suggested Action	Due Date and Status
Successful transition between children's and adults' social care services	Support our Children and Young People	Requested following the meeting held on 23 April 2012. Initial background paper required.		9 October 2012 Deferred from 17 July 2012
School Organisation Plan	Support our Children and Young People	To include information on the potential impact of the allocation changes to lump sums i.e. their impact on the viability of smaller schools	Members to consider and comment	9 October 2012
Performance	Support our	To possibly include an update on capital		9 October 2012

Management Report	Children and Young People	projects and school results		
Update on Residential Provision Houses	Support our Children and Young People	To include information on the status of Wilkinson House and the occupancy rates of the residential houses. Also – how decisions are made on where to put residential homes.		9 October 2012
Update on Wilkinson House	Support our Children and Young People	Requested in July 2012		TBA
Director of Public Health	Support our Children and Young People	To cover issues around eating disorders and obesity		TBA
Academies	Support our Children and Young People	To cover issues around accountability and services packages		TBA
Fostering	Support our Children and Young People	Update on the Task and Finish Review – what has happened to recruitment and has that reduced dependency on out of Borough placements.		TBA
Supported travel for SEN pupils	Support our Children and Young People	To follow up recommendations made in the Task and Finish Review. Possible visit to Stockport Council.	Possible desk research and single Member task	TBA
ICT system update	Support our Children and Young People	Quarterly update – 1 st paper received July 2012		November 2012
Information and Guidance (Careers) update report	Support our Children and Young People	Six month update requested in June		December 2012
ICT system update	Support our Children and Young People	Quarterly update – 1 st paper received July 2012		February 2013

Items requiring further information via Email:

1. Public feedback/comments and complaints
2. Youth Offending Service – potential changes to management footprint and implications.
3. Regulation 33 update
4. Annual safeguarding in schools report

Training Requirements/Site Visits:

- Local Authorities' changing interface with schools and education – **part II tba**
- School Funding – September 2012 (tba)

Disregarded / Discontinued Items

Item	Date	Reason
Post 16 Transfer of Funding to Local authorities	22.09.10	Responsibility no longer with LA
Analysis of School Performance	22.09.10	To be merged with educational attainment item
Early Years Funding Reform	22.09.10	Briefing heard on 27.07.10
Children's Centres	26.10.10	Dealt with as part of the Family Support review.
School Status report	26.10.10	Merged with Academies item
Interventions in Schools	26.10.10	To be dealt with in the schools inspection item.
School Admissions Policy / TLC review	14.12.10	Superseded by White Paper item
Redesign of Children's Services	17.02.11	Incorporated into Safeguarding item
Teenage Pregnancy	17.02.11	Superseded by Director of Public Health Item
NEETS	17.02.11	Superseded by Connexions Item
Macclesfield High School Review	04.05.11	Item no longer needing consideration
Transport for Young People	18.05.11	Superseded by Home to School Transport Review

Aiming Higher Report	13.06.11	Superseded by Disabled Respite Care item.
Member Engagement in Social Services Systems	03.08.11	Superseded by Training session on Contact, Referrals and Assessments
Youth Policy Strategy	03.09.12	Superseded by Members training event.

Task Groups – potential/current

Title	Progress Notes	Actions
Foster services	Recommendations agreed 04.11. Went to Cabinet 06.11	Response received February 2012. Update required February 2013.
Care Leavers	Set up Membership 28/06/2011 – deferred to January 2012	Ongoing – expected to report in October/November
Health and Cared for Children	Following Fostering service review – in partnership with H&W Committee	Ongoing.
Early Years Education	Recommended to be established on 23.04.2012	Two meetings held

Dates of Future Cabinet Meetings

17 September 2012, 15 October 2012, 12 November 2012, 10 December 2012, 7 January 2013, 4 February 2013, 4 March 2013, 2 April 2013, 29 April 2013

Dates of Future Council Meetings

11 October 2012, 13 December 2012, 21 February 2013, 18 April 2013.



FORWARD PLAN 1 SEPTEMBER 2012 - 31 DECEMBER 2012

This Plan sets out the key decisions which the Executive expect to take over the next four months. The Plan is rolled forward every month. It will next be published in mid September and will then contain all key decisions expected to be taken between 1 October and 31 January 2013. Key decisions are defined in the Councils Constitution.

Reports relevant to key decisions, and any listed background documents may be viewed at any of the Councils Offices/Information Centres 6 days before the decision is to be made. Copies of, or extracts from these documents may be obtained on the payment of a reasonable fee from the following address:-

Democratic Services Team
Cheshire East Council ,
c/o Westfields, Middlewich Road, Sandbach Cheshire CW11 1HZ
Telephone: 01270 686463

However, it is not possible to make available for viewing or to supply copies of reports or documents, the publication of which is restricted due to confidentiality of the information contained.

A decision notice for each key decision is published within 6 days of it having been made. This is open for public inspection on the Council's Website, Council Information Centres and Council Offices.

The law and the Council's Constitution provides for urgent key decisions to be made. A decision notice will be published for these in exactly the same way.

Forward Plan 1 September 2012 to 31 December 2012

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE12/13-16 Development Autistic Spectrum Disorder - Special School	To seek permission to proceed with the development of an ASC special school on the site of the former Church Lawton Primary School.	Cabinet	17 Sep 2012	Briefings with Parish Councils and residents in the locality, through the special needs review and as part of the planning application consultation will take place with local stakeholders, parents, the wider schools community and neighbouring local authorities.	Children and Families	Lorraine Butcher, Strategic Director (Children, Families and Adults)
CE12/13-8 Determination of School Organisation Plan 2011- 2016	To approve the Plan which drives the overall School Organisation Framework and provides the strategy for ensuring the provision of sufficient suitable school places for all children and young people resident in the Borough for the period 2011-2016.	Cabinet	12 Nov 2012	By meetings and the School Organisation website.	Children and Families	Lorraine Butcher, Strategic Director (Children, Families and Adults)