

Corporate Scrutiny Committee

Agenda

Date:	Tuesday, 3rd December, 2013
Time:	2.00 pm
Venue:	Committee Suite 1,2 & 3, Westfields, Middlewich Road, Sandbach CW11 1HZ

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. **Minutes of Previous meeting** (Pages 1 - 6)

To approve the minutes of the meeting held on 11 November 2013.

3. **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.

4. **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.

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

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 Nedderman

Tel: 01270 686459

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

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 contacted the Scrutiny officer listed at the foot of the agenda, at least one working day before the meeting to provide brief details of the matter to be covered.

6. **Adult Social Care**

To receive a presentation for Brenda Smith Director, Adult Social Care & Independent Living.

7. **Regulation 33 Visits - Progress Report** (Pages 7 - 16)

To consider a report of the Head of the Integrated Safeguarding Unit

8. **Business Generation Centres - Scrutiny Review** (Pages 17 - 20)

To consider a report of the Major Projects & Regeneration Manager.

9. **Work Programme Progress Report** (Pages 21 - 28)

To consider a report of the Head of Governance and Democratic Services.

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Monday, 11th November, 2013 at Committee Suite 1,2 & 3,
Westfields, Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor S Wilkinson (Chairman)
Councillor P Edwards (Vice-Chairman)

Councillors S Corcoran, H Davenport, W Fitzgerald, D Newton and J Wray

Apologies

Councillor R West,

Jill Kelly and Jon McCann

59 MINUTES OF PREVIOUS MEETING**60 ALSO PRESENT**

Councillor Rachel Bailey – Children and Families and Rural Affairs Portfolio Holder
Councillor B Moran – Performance Portfolio Holder
Councillor Peter Raynes – Finance Portfolio Holder
Councillor Phil Hoyland - Chairman Children and Families PDG
Councillor Ken Edwards -Vice-Chairman Children and Families PDG

61 OFFICERS PRESENT

Peter Bates – Chief Operating Officer
Ton Crane – Director of Children's Services
Nigel Moorhouse – Head of Service Social care
Mark Bayley – Principal Manager Quality assurance
Peter Hartwell – Head of Public Protection and Enforcement
Rod Brown – Highways Maintenance manager
Denise Griffiths –Facilities Manager
Peter Hall – Head of Property Services
Brenda Smith – Director Adult Social care and Independent Living
Iolanda Puzio – Legal Team Manager
Alex Thompson - Finance Lead - Strategy & Funding
Steve Reading - Principal Accountant
Suzie Kennedy - Graduate Project Support Officer
Mark Nedderman – Senior Scrutiny Officer

62 DECLARATIONS OF INTEREST

Councillor S Corcoran declared a non pecuniary interest in respect of the mid year review of performance on the grounds that he was a member of co-operative society.

63 DECLARATION OF PARTY WHIP

There were no declarations of interest.

64 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present who wished to speak.

65 2013/2014 MID-YEAR REVIEW OF PERFORMANCE

The Committee considered a report of the Chief Operating Officer on the 2013/14 mid-year review of performance.

The Chief Operating Office informed the Committee that the report had been presented in a new style, and welcomed comments from members on both the format and content of the report.

The report provided summary and detailed information about the Council's financial and non financial performance at the mid year stage 2013/2014. The report concluded that the financial position had improved since the first quarter and that there had been substantial improvement compared to this position in previous year.

The report was divided into 3 sections:

Section 1 provided a summary of Council Performance, brought together the impact that service performance, the change management programme and financial performance were having on the 5 Outcomes in the Council's 3 Year Plan.

Section 2 covered financial stability and provided an update on the overall Financial Stability of the Council. It demonstrated how spending in 2013/2014 was being adequately funded, including the positions on overall Service budgets, Grants, Council Tax and Business Rates, Treasury Management, centrally held budgets, and the management of the Council's Reserves.

Section 3 dealt with workforce development and provided a summary of the key issues relating to the Council's Workforce Development Plan.

RESOLVED –

(a) That the report be received;

(b) That Cabinet be informed that this Committee welcomes the improving position in the first quarter in relation to finance and performance;

- (c) That, in future, prior to any decision being taken involving the introduction of changes to the level of provision of a service, particularly those services rated as excellent such as the green waste collection service, Cabinet be requested to undertake a full consultation exercise on the proposed changes, including where relevant details in respect of the timing of any changes, particularly where seasonal matters are an important consideration, in order to avoid a repeat of the negative feedback received by the Council in connection with the recent decision to stop green waste collections early this year;
- (d) That Cabinet also be requested to provide an analysis of the cost per month of stopping the collections of green waste early;
- (e) That in connection with the Council's new arrangements regarding Wholly Owned Companies and Trusts, Cabinet be informed that it is the view of this Committee that the scrutiny of the performance of the new delivery vehicles should be recognised as a formal scrutiny function and therefore Cabinet be requested to prepare a framework defining the future arrangements to scrutinise the performance of the new delivery vehicles so that these arrangements can be written into the formal articles of association for each of the new companies/trusts;
- (f) That the Chairman be requested to formally write to the Leader of the Council outlining the Committee's wishes in respect of the future Scrutiny arrangements regarding new delivery vehicles;
- (g) That the Committee's appreciation be placed on record for the excellent progress made repairing potholes across the Borough and in particular, the significant surface dressing works recently undertaken across the Borough.

66 CHILDREN'S AND ADULTS' SAFEGUARDING ISSUES - IMPROVEMENT NOTICE

Councillors Phil Hoyland and Ken Edwards attended the meeting and addressed the committee in respect of this item.

The Committee considered a report of the Director of Children's Services relating to the progress, performance and issues arising from the Children's Improvement Plan. The report also included at appendix 1 the findings of a peer challenge of the Cheshire East Consultation Service (ChECS) undertaken by an inspection team from Lancashire County Council on 3 and 4 October 2013 which had provided very positive feedback.

Other Key highlights from the improvement plan included:

- Plans were underway for the wider Safeguarding Peer Review which was to begin on 10 March 2014;
- Cheshire East was one of 3 authorities that had been invited to take part in Ofsted's Improvement Support Programme Pilot;
- Partners were engaging with improvements;
- The Children's Rights and Participation provider was prioritising improvements
- A young person had joined the Local Safeguarding Children's Board (LSCB) and the Chief Executive would attend 2 meetings each year
- The Realignment of social care teams would improve service delivery
- A new case management system provider, Liquid Logic had been selected which was used by the majority of Local authorities in the Country.

In respect of potential future scrutiny activity, the Director of Children's Services informed the committee that a new Ofsted framework had been issued in October and that as part of the new framework, Ofsted would be reviewing leadership in Cheshire East and that this was likely to encompass scrutiny activity.

He suggested that the Committee may wish to invite Ian Rush the Chair of the LSCB to a future meeting to gain an understanding of the work of the Board.

He also drew Members' attention to various examples of national guidance on scrutiny activity in Children Services.

RESOLVED

- (a) That the report be received;
- (b) That an invitation be extended to Ian Rush the Chair of the LSCB to attend a future meeting of the committee;
- (c) That the Chairman report back to a future meeting on potential items for additional scrutiny in Children's Services, having regard to national guidance.

67 RESIDENTIAL PROVISION

The Committee considered a report of the Head of Service Early Help and protection relating to progress made in respect of the recommendations contained in the task and finish report on residential care completed in August 2010.

The report indicated that all of the recommendations of the task and finish groups had been enacted, but that since the review had been undertaken a number of changes to the Councils arrangements for cared for Children had occurred.

In addition, an increase in in-house residential provision had ensured a reduction in the number of children placed in costly residential provision from 42 in April 2012 to 25 at the end of September 2013.

At the end of August 2013 82% of cared for children were living within a family situation compared to only 68% in April 2012. Adoption rates were increasing leading to the number of children exiting care increasing from 16 in 2009/10 to 26 in 2012/13. There was also a continuing drive to reduce the number of children placed in external residential care.

RSOLVED - That the report be received.

68 SCHOOL EXAMINATION RESULTS

The Committee received a presentation from the Principal Manager Quality Assurance on school performance 2012/13.

The Committee was informed that the data was still provisional and that final data was expected to be received in January 2014 with a view to a full annual report being submitted to the committee in February 2014.

RESOLVED - That the presentation be received, and the Principal Manager Quality Assurance be requested to provide a full report on school performance as soon as possible in 2014.

69 WORK PROGRAMME PROGRESS REPORT

The Committee reviewed its work programme for the current municipal year.

RESOLVED

(a) That the report be received;

(b) That the following changes to the work programme be approved:

- Review of Library Strategy - delete
- Home to School Transport – Task and Finish Update – delete
- Business Generation Centre – Report to be submitted in December
- New Service Delivery Vehicles – new item
- Green Waste Service – new item – Spring 2014

The meeting commenced at 2.00 pm and concluded at 4.15 pm

Councillor S Wilkinson (Chairman)

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CHESHIRE EAST COUNCIL

REPORT TO: Scrutiny Committee

Date of Meeting:	3 rd December 2013
Report of:	Kate Rose, Head of Safeguarding Children, Families and Adults
Subject/Title:	Jane Ash, Safeguarding Manager (Conference and Review) Report for Regulation 33 Visits - Cheshire East Children's Homes Previous Report submitted May 2013

1.0 Background

Regulation 33 (Children's Homes regulation 2001) requires a monthly visit by a person (Visitor) to all Children's Home run by Cheshire East Council (CEC)

For the purpose of this report the term 'children' relates to children and young people aged up to 18 years of age.

The Visitor should:

- not be employed at the Home nor have any direct responsibility for it
- be properly informed of visit's purpose
- have access to the previous 6 months Reg 33 reports
- examine records for clarity and confirmation of details about day-to-day care and living in the Home. This includes checks about:
 - arrangements for health care
 - arrangements for education/training
 - community relationships
- The Home's building, furniture and fittings should also be checked for quality and safety
- have private conversations with children and staff
- submit a written report at the end of the visit to CEC.

The report should:

- include evidence relating to the provision of stable, safe and secure care for children who live in the Home
- relate to evidence of children enjoying and achieving in their life
- confirm there is an effective approach to behaviour management
- relate to the Home's performance

The Registered Manager should:

- respond to comments made by the Visitor
- send the completed report to CEC's Safeguarding Unit to quality assure

If issues are raised:

The Residential Group Manager should:

- provide a response within 24 hours

CEC should:

- Analyse information from the report to continuously improve the care and service it provides to the children living in the Home Provide a copy of the Reg 33 report to Ofsted

The focus of the visit therefore is to ensure that the day-to-day care provided is of a satisfactory standard. This is achieved through a combination of the Visitor's own direct observations, conversations with young people and staff and reading of key records and reports which together provide important insights into the ways in which the home operates on a daily basis.

The visits will also assist in service development by providing a regular independent perspective on the functioning of children's residential provision. The report written should relate what the Visitor thinks of the home's performance. Ofsted require these monthly reports along with the response from the Registered Manager. In Cheshire East these reports are used to provide an independent reflection on the quality of care we are providing for some of our most vulnerable children and young people to inform improvements and service development. This report is an analysis of the Visits that have been undertaken across our Children's Homes from April to September 2013.

2.0 Process

Visits take place every calendar month, unannounced, varying in time and date, usually requiring a minimum of 3 hours. Records are checked and the premises and furniture and fittings, young people and staff spoken to. The arrangements for health care and education are checked and community relations. A report is completed and sent to the Safeguarding Unit to quality assure. The findings are sent directly to the Residential Group Manager to provide responses usually within 24 hours, to issues raised. This comes to both the safeguarding Unit and the appropriate Visitor.

Both reports are provided to Ofsted. It is critical that visits are carried out in a timely manner and sent to Ofsted promptly. Visitors in the subsequent month are sent copies of the last visit report and the response to it, in order that ongoing issues can be monitored. All visits are currently carried out by Members and volunteers who receive support and training in fulfilling these responsibilities.

The following Homes have been subject to monthly visits:

- Broad Street: open since December 2009
- Claremont Road: open since August 2010

Cheshire East also has a commissioning arrangement with two other Homes provided by the Together Trust, Ivy Lane and Victoria Lodge (which is fairly newly opened). At this present time the Visitors to these Homes are arranged by the Provider agency. The Visitors are required to meet the same criteria and respond in the same way, and Members do accompany the Visitor on a bi-monthly basis, the Cared for Children team receive copies of those reports. Monitoring visits are also carried out to these Homes as part of the contract over-sight.

3.0 Reg 33 Visits undertaken Q1 and Q2 2013

During Q1 and Q2, Visitors maintained 100% compliance with monthly visits and production of reports.

There are currently 12 trained Visitors in Cheshire East on the rota to undertake Reg 33 visits

- Councillor Bill Livesley
- Councillor Janet Clowes
- Councillor Dorothy Flude
- Councillor Lesley Smetham
- Councillor Phil Hoyland
- Councillor Louise Brown
- Councillor David Neilson
- Councillor Rhoda Bailey
- Councillor Andrew Kolker
- Councillor Gillian Merry
- Maggie Swindells – Volunteer
- Emma Meekin – Volunteer

Visits undertaken Q1 and Q2 2013 were as follows:

Broad Street

Q1

Councillor Leslie Smetham
Councillor Phil Hoyland
Emma Meekin

Q2

Councillor Louise Brown
Councillor David Neilson
Councillor Rhoda Bailey

Claremont Road

Q1

Councillor Andrew Kolker
Councillor Dorothy Flude
Councillor Bill Livesley

Q2

Maggie Swindells
Councillor Janet Clowes
Councillor Dorothy Flude

4.0 Occupancy Levels in Q1 and Q2 2013

Concerns were previously raised in respect of occupancy levels, with concerns that occupancy levels were too low. The current level is:

Broad Street

Q1

69% - 5 children

Q2

96% - 6 children

Claremont Road

Q1

90% - 4 children

Q2

100% - 4 children

5.0 Main issues raised in Regulation 33 reports for Q1 and Q2:

The detailed issues and responses from the Homes are within Appendix 1 at the end of this report.

Broad Street:

In general terms there are some themes in respect of the management over-sight and in ensuring that supervision takes place at the frequency required. Alongside there has been a review with the Workforce development lead to ensure all staff have the appropriate knowledge and skills to care for some of our most vulnerable children and young people. The links to the schools is rightly highlighted as a critical area for our children who become Cared for and the links with the new Virtual Head have been made. This will be key in ensuring that the educational opportunities and support for our children and young people are in place.

Claremont Road:

The themes for the first 6 months for Claremont include comments about repairs which are done, better linking with health colleagues in respect of specific health and care issues, education links to deliver the best support and opportunities for the young people placed there and the need to provide assurance in respect of the staffing levels .

In general terms ensuring educational progress is clearly an issue that causes concern and the educational support provided by the Virtual school is instrumental in improving the chances and opportunities for our cared for children.

The training for Visitors is also important to ensure they are equipped to carry out their role and function effectively. A discussion with workforce development has led to a review of the training and a new programme will be developed that also concentrates on how we capture the views of children and young people, better. This will also be facilitated by the new participation contract provided by the Children's Society which will provide an enhance service.

There is also a need to ensure that staff are suitably skilled and confident to deal with the challenges that caring for our young people can sometimes present and this is an action that has been taken up following the comments form the Visit.

6.0 Views expressed by children and young people

There is recognition that the views of children and young people need to be clearly gained within these visits and recorded. Therefore a recommendation is that the form will be adapted to allow fuller information gathered about the young person's experiences within the Home. The involvement of young people (older) in these visits will further enhance the understanding of their experience and responses. Below are Visitors comments from their discussions with the young people:

Claremont Road

- Young person agreed she was comfortable living in the home.
- Young people happy with the complaints process.
- Three residents were enthusiastic about the holiday they had had in Flamingo Land and liked having additional money to buy holiday clothes.

Broad Street

- Young person is happy with the way the home is run.
- Young person said they 'like it here'.
- Aware of the complaints process.

- Young person said, 'It's lovely being here', and he wanted to go paintballing.
- Didn't like the 10.00 pm bedtime for over 16s.
- Young person seen but did not wish to engage in conversation.

7.0 Conclusion

This is an interim report to assure Scrutiny that the Visits are taking place and what the themes that may be emerging from those visits are, and the response from the service.

There is currently a consultation out from the inspection body, Ofsted, that challenge the way that Regulation 33 visits are currently conducted and suggesting changes to this, which will require a review of how we will meet the expectations in the most robust way. This includes re-examining the model for visits, who is on the visit and how we make sure that the children and young people's experience remains central to the process. Options for change and any impact of that will be discussed and set out over the next few months.

8.0 Access to Information

The previous reports and Regulation 33 policy can be inspected by contacting:

Name: Jane Ash

Designation: Safeguarding Manager (Conference and Reviews)

Tel No: 01606 288939

Email: jane.ash@cheshireeast.gov.uk

Appendix 1

Broad Street

- 1 Staff Meeting Minutes not always recorded.

Response: All staff realise the importance of having completed paperwork in place for next shift. At the time of the Reg 33 visit staff were finishing off their recording of an incident that had occurred with several children.

- 2 Staff supervision cancelled at times.

Response: Supervisions are difficult to manage during the summer months due to staff taking annual leave; out of necessity - some have to be fitted in late. Plans are now in place to ensure supervision takes place regularly. It is acknowledge that if formal sessions do not take place there will be either ad hoc supervision, or team meetings held when issues can be raised. All staff have access to the

Registered Manager and ARMs on a daily basis to discuss any concerns they may have about practice or children.

- 3 Challenging Behaviour Training should be reviewed.

Response: The Registered Manager is liaising with CEC Workforce Development Team to ensure that staff receive up-to-date/refresher training in Behaviour Management.

- 4 All written care plans should be in place and provide management oversight to ensure they are up to date.

Response: These are now in place on the children's files. The manager will ensure that she oversees all files on a more regular basis.

- 5 Consider strengthening management oversight of children currently going missing / absconding.

Response: The report related to 2 children A and B. Staff's management of A and B, and how the 2 were not a 'good mix', was regularly reviewed by multi-agency teams at Risk Management Meetings. Following numerous concerns raised about A going missing, A is no longer living at Broad Street.

- 6 Ensure that supervision sessions still take place whilst there is only 1 Assistant Manager.

Response: Supervisions are now up-to-date as indicated on the monitoring list which is available to Visitors. Due to the confidential nature of supervision, Visitors are not permitted to see the files.

- 7 Recruitment of Assistant Manager needed as soon as possible.

Response: Recruitment strategy is now in place

- 8 Staff to follow up outstanding actions from a Young Persons' Meeting

Response: Staff have followed up actions from the last Young Person's Meeting: although they were no longer applicable as the group had since changed.

- 9 Urgent action needed with school to address non-attendance.

Response: Where necessary, the Virtual School, Social Worker and Keyworkers will try to seek alternative education for children.

- 10 Pathway Plan for independence needs following up.

Response: Care Plans and Pathway Plans are now on files.

- 11 A weekly activity planner should be evident. This would encourage staff to engage children in a structured way. If children engage in more positive activity it may reduce challenging behaviour.

Activity Planners were to be introduced after the summer holidays and would clearly set out the children's daily routines.

- 12 Query was made about the robustness of staff training programmes.

Response: A meeting has taken place with the Workforce Development Team.

- 13 Need to regularly request school reports – recommendation that the Head of the Virtual School ensures the procedures for Care Homes are followed.

Response: Staff are very proactive in attending parent/carer meetings and requesting school reports. Unfortunately, 2 of the children arrived at the Home in their final school year. Their school reports had been sent to their previous foster carer's home or the child's parental address. The Virtual School is already involved in procedures to access school reports.

- 14 Repairs to damaged wall in kitchen and downstairs shower need to be completed.

Response: Staff continue to report damages to the building and its fittings to the relevant services.

- 15 Continue to work with all children to secure their education or training.

Response: The Registered Manager has held a meeting with the Virtual School to share and discuss concerns that some children are finding it difficult to access their learning. On 24 September 2013 all the children attended their educational provision.

- 16 Very little training, other than the mandatory requirements, appear to be undertaken by staff.

Response: Staff have been receiving mandatory training which is a requirement of the National Minimum Standards. Other vocational training will also run alongside this programme. The Registered Manager is working with the Workforce Development Team to develop a training matrix.

- 17 Duty staff did not have access to Accident Forms. Paper records need to be up-to-date.

Response: All staff have access to paper copies of Accident and Injury Forms which should be completed on a day-to-day basis and available for the Visitor to see. This information is then transferred electronically to the PRIME system by the Management Team.

Claremont Road

- 1 Carpet needs replacing in office/bedroom.

Response: Carpet in the sleeping-in room was expected to be fitted whilst the children were away on holiday. Carpet in upstairs office has been replaced.

- 2 Concerned that the issues over parking and dropped kerb have not been resolved.

Response: Dropped kerb – a request has been passed on to the Assets Team who have agreed to look into it.

- 3 A young person (C) needed their education/ training needs to be agreed.

Response: C will be attending college in September and funding was being sought by the Virtual School to help with support.

- 4 Concern that it was not clear if staff could do more to support 1 young person (D), with an eating disorder.

Response: The Cared For Support Nurse worked closely with D and staff to address the eating habit. D was being weighed on a weekly basis by the nurse and arrangements made for blood tests.

- 5 Assurance wanted that a young person's (E's) foster placement would still enable E to stay in the final year at their current school.

Response: The Family-Finding exercise will be a difficult search. The manager acknowledges that it would be in E's best interests to remain at the School where E was settled. To this end the initial search will seek to find a family in that area.

- 6 A review as suggested to check if all staff can have access to PRIME to reduce workload for the manager and avoid duplication of accident recording.

Response: The PRIME system is only available to Managers. However all staff should complete a paper copy reporting any accidents or injuries.

- 7 There was a query if staffing levels were sufficient. This was at a time of year when there were 2 members of staff for 4 children, and there was an additional complexity in the daily programme.

8

Response: The staffing structure provides a minimum of 2 staff. However, depending on who is living in the Home, and their behaviour, this can rise to 3 or 4 workers being on duty. When there is a fairly settled group of children living in the Home, 2 staff are sufficient.

- 9 Each young person should have an End of Year School Progress Report on file.

Response: Children have received End of Term reports, unfortunately the staff member omitted to show them to the Visitor.

- 10 It was suggested that visiting conditions for 1 young person and their mother should be reviewed and the findings upheld.

Response: Visiting arrangements are recorded in a young person's Placement Plan as prescribed by the Care Order.

CHESHIRE EAST COUNCIL

REPORT TO: CORPORATE SCRUTINY COMMITTEE

Date of Meeting:	3 December 2013
Report of:	Director of Economic Growth & Prosperity
Subject/Title:	Business Generation Centres
Portfolio Holder:	Cllr Don Stockton & Cllr Peter Raynes

1.0 Report Summary

- 1.1 This report provides an update to members on progress made in implementing the recommendations of the former Corporate Scrutiny Committee's Task & Finish Group review of the Council's Business Generation Centres (BGCs).

2.0 Decision Requested

- 2.1 To note the report.

3.0 Background

- 3.1 The Council Task & Finish Group set up to review the strategic and operational issues in relation to the Council's four Business Generation Centres (BGCs) made several recommendations. These have been taken forward by the relevant officers within the Development Service (now Economic Growth & Prosperity Directorate). Progress is reported against each of these recommendations as below.

Recommendation 1i): That in line with the Council's Economic Development Strategy, the principle of business generation, for start up incubation businesses in Cheshire East be fully supported.

Progress: Support for the formation and growth of new businesses is fully embedded within the Council's activities, both at an operational level (through the BGCs, business advice and other support) and at a strategic level (planning for provision of new employment land / business premises and infrastructure such as Superfast Broadband).

Recommendation 1ii): That the existing facilities located at Sandbach and Crewe be retained as Business Generation Centres pending the outcome of the wider sub-regional review and the agreement of a future delivery model.

Progress: The two BGCs in Crewe and the one in Sandbach continue to operate successfully as retained facilities.

Recommendation 1iii): That the future delivery model will ensure the provision of an environment to encourage growth, accelerate progress and remove obstacles to include consistent standards in the provision of facilities and tenancy management services.

Progress: Operational arrangements have been made more consistent across all three BGCs, and they continue to operate successfully with high levels of occupancy.

Recommendation 1iv): That the Business Generation Centre at Thomas Street, Congleton be closed down and the building declared surplus to requirements.

Progress: The BGC building was sold at auction 28th February 2013, with the sale completed on 27th March 2013.

Recommendation 1v): That, the Council assists in the identification of options to secure the continuity of businesses displaced by the closure of the Thomas Street facility.

Progress: Advice was made available to those business displaced from Thomas Street BGC, to ensure their continued operation wherever possible.

Recommendation 1vi): That any expenditure on the remaining facilities identified as a consequence of the wider sub-regional review will be considered as part of the Council's normal business planning processes.

Progress: This has been recognised and is still subject to any new arrangements being put in place (see Recommendation 2 below)

Recommendation 1vii): The current shortage of available incubation facilities in the north of the Borough will be a consideration of the wider review.

Progress: The Council is aware that there are commercial operators who deliver some business incubation / small office space in the north of the borough, including Magnus (Macclesfield, Congleton) and Bruntwood (Booths Park, Knutsford and Knutsford town centre). The Council continues to promote the availability of all commercial floorspace to existing and start-up businesses alike, through its investment enquiry service.

Where new opportunities emerge to promote the creation of new incubation facilities, the Council is very supportive. For example, Alderley Park has, within the last six month, established BioHub – an already successful incubator facility for life science businesses, which is bringing in new investors from outside the region, as well as helping to support local entrepreneurs to establish themselves at the Park. This is likely to be a key part of the site strategy going forward, and play a central role in our proposed ‘Science Array’ programme to make better use of our science assets, including technology, facilities, skilled workforce and global connections.

Recommendation 1viii): That the current practice of providing facilities rent free to tenants in lieu of providing reception services will be brought to an end as soon as alternative arrangements can be put in place.

Progress: This arrangement has now ceased.

Recommendation 2: That Cabinet give an in-principle agreement to an arrangement of commissioning to an external provider either on a partnering basis with another authority or just as Cheshire East Council following further dialogue at a sub-regional level and with neighbouring authorities.’

Progress: The Council has been in dialogue with an interested commercial operator as well as sub-regional partners to consider the scope for future operation of the BGCs and other potential business incubation facilities. Whilst this has not yet resulted in a new delivery model being put in place, this has certainly not been ruled out. New funding mechanisms from the European Commission and Government, through the Cheshire & Warrington Local Enterprise Partnership (LEP) present a real opportunity to secure investment in business incubation facilities that can meet local and sub-regional ambitions to deliver economic growth and increased productivity. As well as the BioHub at Alderley Park, other models are being considered in other parts of the borough, based on a more refined strategy across the sub-region which focuses on identifying gaps in the market and opportunities to accelerate growth in key sectors.

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Designation: Major Projects & Regeneration Manager
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.CHESHIRE EAST COUNCIL**REPORT TO: CORPORATE SCRUTINY COMMITTEE**

Date of Meeting: 3 November 2013
Report of: Head of Governance and Democratic Services
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2013/2014 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

That the 2013/2014 work programme be reviewed.

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 - Carbon reduction
- Health**

- 6.1 Not known at this stage.

7.0 Financial Implications

- 7.1 Not known at this stage.

8.0 Legal Implications

- 8.1 None.

9.0 Risk Management

- 9.1 There are no identifiable risks.

10.0 Background and Options

- 10.1 The schedule attached has been updated to reflect the decisions taken by the Committee at its previous meeting.
- 10.2 Members are asked to review the schedule attached to this report, and if appropriate, add new items or delete items that no longer require any scrutiny activity. When selecting potential topics, Members should have regard to the Council's new three year plan and also to the general criteria listed below, which should be applied to all potential items when considering whether any Scrutiny activity is appropriate.

The following questions should be asked in respect of each potential work programme item:

- 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;
- 10.3 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 Access to Information

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

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Corporate Overview and Scrutiny Committee Work Programme 3 December 2013

Issue	Description/Comments	Suggested by	Portfolio Holder as at February 2013	Current Position R,A,G	Date for completion
Children and Adults Safeguarding issues	Standard agenda item to receive updates	The Committee	Children and Families and Health and Adult Social Care	Standard item to be introduced from April 2013	16 April 2013 and continuing
Ofsted Inspection	To review the findings of the Ofsted Inspection March 2013	The Committee	Children and Families	Further action required to co-ordinated with the Children and Families PDG.	TBA
Performance Management information	To be received at least quarterly	Handover from Previous Scrutiny	Performance	To be received quarterly.	2013 and continuing
Budget Monitoring	To be undertaken at least quarterly	Handover from Previous Scrutiny	Finance	To be received quarterly.	2013 and continuing

Budget Consultation	To determine the Committees involvement in budget consultation arrangements in accordance with constitutional requirements, initially through a briefing paper with a view to being formally consulted on the budget in January 2014.	Handover from Previous Scrutiny	Finance	Formal consultation on the draft budget to take place on 13 January 2014	Starting 10 September 2013 and continuing.
Regulation 33 update	To receive periodic reports on Section 33 visits to Children's establishments.	Handover from Previous Scrutiny	Children and Families	To be received 6 monthly-report on today's agenda	3 December 2013
Business Generation Centres update	Review actions of Cabinet in response to the scrutiny review	Handover from Previous Scrutiny	Prosperity and Economic Regeneration	Report on today's agenda	3 December 2013
School Examination data 2012/13	To review the annual school examination data	Handover from Previous Scrutiny Handover from Previous	Children and Families	A full validated report is expected after the publication of key stage 4 results in 2014	11 February 2014

		Scrutiny			
Local Children's Safeguarding Board (LSCB)	Invite the Chairman to future meeting	The Committee	Children and Families		March 2014
New management Structure	To review the effectiveness of the new management structure approved in February 2013	The Committee	All Portfolios	The new structure is expected to be completed by the Autumn of 2013	April 2014
Section 106 Agreements	To receive progress reports on monies owing/spent	Handover from Previous Scrutiny	Strategic Communities	6 monthly review.	June 2014
New Service Delivery vehicles	To review the performance of all new service delivery vehicles	The Committee	All Portfolios	The method of review to be determined at a future date	TBA
BeWilderwood	To review the financing arrangements of this scheme	The Committee	Prosperity		TBA

