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Blackpool Council

11 June 2014

To: Councillors Benson, Mrs Callow JP, Coleman, D Coleman, Elmes, Evans,
Mrs Henderson MBE, Lee, M Mitchell, O'Hara, Smith, Stansfield and Taylor

Church representative: Mr F Kershaw

The above members are requested to attend the:

SCRUTINY COMMITTEE

Thursday, 19 June 2014 at 6.00 pm
in Committee Room A, Townhall, Blackpool

A G E N D A

1 DECLARATIONS OF INTEREST

Members are asked to declare any interests in the items under consideration and in doing so state:

- (1) the type of interest concerned; and
- (2) the nature of the interest concerned

If any member requires advice on declarations of interests, they are advised to contact the Head of Democratic Services in advance of the meeting.

2 MINUTES OF THE LAST MEETING HELD ON 1ST MAY 2014 (Pages 1 - 4)

To agree the minutes of the last meeting held on Thursday 1st May 2014 as a true and correct record.

3 PUBLIC SPEAKING (Pages 5 - 8)

To consider any applications from members of the public to speak at the meeting.

4 EXECUTIVE AND CABINET MEMBER DECISIONS (Pages 9 - 16)

To consider the Executive and Cabinet Member decisions taken since the last meeting of the Scrutiny Committee.

- 5 FORWARD PLAN** (Pages 17 - 22)
- To consider the content of the Council's Forward Plan, issue number 5/2014.
- 6 APPOINTMENT OF SUB-COMMITTEE** (Pages 23 - 26)
- To consider the appointment of a Call-In Sub-Committee, together with the appointment of a Chairman and Vice-Chairman for the Committee.
- 7 OUTSIDE BODIES SCRUTINY PANEL** (Pages 27 - 32)
- To consider a report from the Outside Bodies Scrutiny Panel, following the Panel's meeting with representatives from the Blackpool Fylde and Wyre Economic Development Company.
- 8 CHILD POVERTY FRAMEWORK** (Pages 33 - 40)
- To consider a report which updates on progress on the child poverty framework and related issues and activity.
- 9 COUNCIL PRIORITY REPORT 2013 / 2014** (Pages 41 - 78)
- To consider the Priority Report for priorities 5, 6 and 9.
- 10 GRANTS TO THE VOLUNTARY SECTOR INTERNAL AUDIT 2013 / 2014** (Pages 79 - 94)
- To consider the Internal Audit report into the review of grants to the voluntary sector.
- 11 SCRUTINY PANEL UPDATE** (Pages 95 - 102)
- To consider progress updates on the appointed Scrutiny Panels including verbal updates from Lead Members.
- 12 COMMITTEE WORKPLAN** (Pages 103 - 110)
- To consider the Scrutiny Workplan, together with any suggestions that Members may wish to make for scrutiny review topics.
- 13 DATE OF NEXT MEETING**
- To note the date of the next meeting as Thursday 11th September 2014, at 6.00pm.

Venue information:

First floor meeting room (lift available), accessible toilets (ground floor), no-smoking building.

Other information:

For queries regarding this agenda please contact Steve Sienkiewicz, Scrutiny Manager. Tel: (01253) 477123, e-mail steve.sienkiewicz@blackpool.gov.uk

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MINUTES OF SCRUTINY COMMITTEE MEETING - 1ST MAY 2014

Present:

Councillor Mrs Taylor JP (in the Chair)

Councillors

Mrs Callow JP	Mrs Henderson MBE	M Mitchell
Doherty	Hutton	O'Hara
Evans	Lee	Ryan

In attendance:

Delyth Curtis, Assistant Chief Executive
Lynn Gornall, Principal Social Worker and Head of Adult Safeguarding
Peter Charlesworth, Designated Safeguarding Adults Manager
Chris Kelly, Senior Democratic Services Adviser (Scrutiny)

Councillor Jackson, Deputy Leader of the Council and Cabinet Member for Urban Regeneration
Councillor Jones, Cabinet Member for Highways, Transport and Equality and Diversity
Councillor Rowson, Cabinet Member for Adult Social Care
Councillor Taylor, Cabinet Member for Children's Services

Also Present:

Councillor P Callow

Apologies:

Apologies for absence were received from Councillors Stansfield and Wright who were engaged elsewhere on Council business.

1. DECLARATIONS OF INTEREST

There were no declarations of interest on this occasion.

2. MINUTES OF THE LAST MEETING HELD ON 20th MARCH 2014

The Committee agreed that the minutes of the Scrutiny Committee meeting held on 20th March 2014 be signed by the Chairman as a correct record.

3. PUBLIC SPEAKING

The Committee noted that there were no applications to speak by members of the public on this occasion.

MINUTES OF SCRUTINY COMMITTEE MEETING - 1ST MAY 2014

4. EXECUTIVE AND CABINET MEMBER DECISIONS

The Committee considered the decisions taken since the last meeting of the Scrutiny Committee by the Executive and Cabinet Members.

With regards to decision number EX/23/2014, Members queried the length of time for which premises would be boarded up. Members considered boarded up buildings to be an eyesore and expressed a preference for the compulsory purchased buildings to be demolished as soon as possible. As the relevant Cabinet Member had not been in attendance at the meeting, Mr C Kelly, Senior Democratic Services Adviser, advised that a written answer would be sought for Committee Members.

A question was also raised in relation to decision number EX/26/2014 'Flood Risk Management Scrutiny Review Panel', with regards to a working group being established by 30th April 2014 to ensure that the mapping system was kept up to date and that the Council continued to meet its statutory obligation to maintain a register of assets and designate third party assets. Councillor Jackson reported that the timescales had proved overly optimistic and the working group had not yet been established, but he would make enquiries as to the progress of its establishment.

The Committee agreed to note the Executive and Cabinet Member Decisions.

5. FORWARD PLAN

The Committee considered the items contained within the Forward Plan, issue number 04/2014.

The Committee agreed to note the Forward Plan items.

6. SAFEGUARDING ADULTS REPORT ON QUARTERS 1, 2 AND 3 (1/4/13 to 31/12/13) AND DEVELOPMENTS WITHIN THE SAFEGUARDING ADULTS SERVICE

Ms L Gornall, Principal Social Worker and Head of Adult Safeguarding, provided a Safeguarding Adults report presentation to the Committee. She reported that Blackpool Social Care Services supported 5,500 vulnerable adults who had been identified as having social care needs. However, she noted that the Safeguarding Adults framework was accessible to any vulnerable adult who had been harmed, or who was at risk of being harmed, whether or not they received social care services.

Ms Gornall reported that there had been 600 Safeguarding Adult Alerts raised in quarters one, two and three, between 1st April 2013 and 31st December 2013, which represented an increase of 98 alerts from the whole of 2012/2013. The Committee was advised that of those 600 alerts:

- 112 were 'Not Safeguarding', meaning that they were not considered to be safeguarding issues;
- 210 were 'Incident only', meaning that after further investigation there was a safeguarding issue but it was an isolated incident; and
- 266 were progressed for 'Investigation'.

MINUTES OF SCRUTINY COMMITTEE MEETING - 1ST MAY 2014

It was explained to the Committee that the alerts could often cite more than one type of abuse, with allegations often including emotional as well as physical abuse. The Committee was advised that the alerts had a wide range of seriousness, with some alerts being considered quite minor. The Committee was also provided with details as to the location of alleged abuse occurring, with 339 alerts occurring from in residential or nursing care settings and 82 being by a partner of family member.

Ms Gornall advised the Committee as to the outcomes of the investigations that had been undertaken. She reported that, as at December 31st 2013, out of the 266 alerts progressed for investigation, 114 had been concluded. She reported that the findings were:

- In 29 cases the allegations were substantiated;
- In 25 cases the allegations were partly substantiated, which meant that there may have been other existing factors that had contributed to the deteriorating conditions;
- In 53 cases the allegations were not substantiated; and
- In seven cases the allegations were found to be inconclusive, due to lack of evidence, or unfounded.

Responding to a question from the Committee, Ms Gornall advised on the reason for why more than half of the cases that had been progressed for investigation had not yet been concluded. She reported this was due to a number of factors, notably either the complex nature of the particular cases or due to a need to make adjustments to the reporting system. She advised Members that it was expected that the completion rate of investigations would be much higher by the end of the year.

The Committee was also provided with details of the training offered by Adult Services, with it being noted that since April 2013 the service had provided training to staff and managers in more than 50 residential and nursing homes in Blackpool. In response to questions from the Committee, it was reported that the training was not compulsory but was offered to all care homes. Adult Services would then identify those care homes not taking up the training offer and focus work to attempt to increase engagement with those homes not participating.

The Committee agreed to note the report.

Background papers: None.

7. APPRENTICESHIPS SCRUTINY PANEL FINAL REPORT

Mr Kelly presented the final report of Apprenticeships Scrutiny Panel to the Committee. It was noted that the appropriate lead officer for recommendations two, three and five, was the Head of Early Help for Children and Families and that Mr Kelly would amend the report accordingly.

Councillors Hutton and Evans, who had been Members of the Apprenticeships Scrutiny Panel, reported that the review, carried out in a one day style of evidence consideration, had been very informative and expressed their gratitude for those apprentices who had attended the Panel meeting to provide high quality, first hand evidence.

The Committee agreed to approve and forward the final report to the Executive.

Background papers: None.

MINUTES OF SCRUTINY COMMITTEE MEETING - 1ST MAY 2014

8. COMMUNITY SAFETY PARTNERSHIP SCRUTINY PANEL

Councillor Lee, Lead Member for the Community Safety Partnership Scrutiny Panel presented an update report to the Committee.

He summarised the information that the Panel had received on the top five priorities of the partnership and drew the Committee's attention to the new Anti Social Behaviour toolkit. Members requested that they were all provided with the toolkit.

The Committee agreed to note the report.

Background papers: None.

9. SCRUTINY PANEL UPDATE

The Committee considered an update report on the work of the appointed Scrutiny Panels.

Councillor Hutton provided the Committee with an update on the Winter Gardens Scrutiny Panel and reported that a briefing report would be sent to all Panel Members, following the Executive Decision to create a Council owned company to manage the Winter Gardens.

The Committee noted the update report.

Background papers: None.

10. SCRUTINY WORKPLAN

The Committee considered its Workplan for the remainder of the Municipal Year.

The Committee agreed to note the Workplan.

Background papers: None.

11. DATE OF NEXT MEETING

The Committee agreed to note the date of the next meeting as Thursday, 19th June 2014, at 6.00 p.m, subject to approval at Annual Council on 12th May 2014.

Chairman

(The meeting ended at 6:40 pm)

Any queries regarding these minutes, please contact:
Chris Kelly, Senior Democratic Services Adviser
Tel: 01253 477164
E-mail: chris.kelly@blackpool.gov.uk

Report to:	SCRUTINY COMMITTEE
Item number	3
Relevant Officer:	Steve Sienkiewicz, Scrutiny Manager.
Date of Meeting	19 th June 2014

PUBLIC SPEAKING

1.0 Purpose of the report:

1.1 The Committee to consider any applications from members of the public to speak at the meeting.

2.0 Recommendation(s):

2.1 To consider and respond to representations made to the Committee by members of the public.

3.0 Reasons for recommendation(s):

3.1 To encourage public involvement in the scrutiny process.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

5.1 At the meeting of full Council on 29th June 2011, a formal scheme was agreed in relation to public speaking at Council meetings. Listed below is the criteria in relation to meetings of the Scrutiny Committee.

5.2 General

5.2.1 Subject as follows, members of the public may make representations at ordinary meetings of the Council, the Planning Committee, the Scrutiny Committee and the Health Scrutiny Committee.

With regard to Council, Scrutiny and Health Scrutiny Committee meetings not more than five people may speak at any one meeting and no persons may speak for longer than five minutes. These meetings can also consider petitions submitted in accordance with the Council's approved scheme, but will not receive representations, petitions or questions during the period between the calling of and the holding of any election or referendum.

5.3 Request to Participate at a Scrutiny Committee or Health Scrutiny Committee Meeting

5.3.1 A person wishing to make representations or otherwise wish to speak at the Scrutiny Committee or Health Scrutiny Committee must submit such a request in writing to the Head of Democratic Services, for consideration.

The deadline for applications will be 5pm on the day prior to the dispatch of the agenda for the meeting at which their representations, requests or questions will be received. (The Chairman in exceptional circumstances may allow a speaker to speak on a specific agenda item for a Scrutiny Committee or Health Scrutiny Committee, no later than noon, one working day prior to the meeting).

Those submitting representations, requests or questions will be given a response at the meeting from the Chairman of the Committee, or other person acting as Chairman for the meeting.

5.4 Reason for Refusing a Request to Participate at a Scrutiny Committee or Health Scrutiny Committee Meeting

5.4.1

- 1) if it is illegal, defamatory, scurrilous, frivolous or offensive;
- 2) if it is factually inaccurate;
- 3) if the issues to be raised would be considered 'exempt' information under the Council's Access to Information Procedure rules;
- 4) if it refers to legal proceedings in which the Council is involved or is in contemplation;
- 5) if it relates directly to the provision of a service to an individual where the use of

the Council's complaints procedure would be relevant; and
6) if the deputation has a financial or commercial interest in the issue.

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 To ensure that the opportunity to speak at Scrutiny Committee meetings is open to all members of the public.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.

Report to:	SCRUTINY COMMITTEE
Item number	4
Relevant Officer:	Steve Sienkiewicz, Scrutiny Manager.
Date of Meeting	19 th June 2014

EXECUTIVE AND CABINET MEMBER DECISIONS

1.0 Purpose of the report:

1.1 The Committee to consider the Executive and Cabinet Member decisions taken since the last meeting of the Scrutiny Committee.

2.0 Recommendation(s):

2.1 Members will have the opportunity to question the Leader of the Council or the relevant Cabinet Member in relation to the decisions taken.

3.0 Reasons for recommendation(s):

3.1 To ensure that the opportunity is given for all Executive and Cabinet Member decisions to be scrutinised and held to account.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

- 5.1 Attached at Appendix 4 (a) is a summary of the decisions taken, which have been circulated to Members previously.
- 5.2 This report is presented to ensure Members are provided with a timely update on the decisions taken by the Executive and Cabinet Members. It provides a process where the Committee can raise questions and a response be provided.
- 5.3 Members are encouraged to seek updates on decisions and will have the opportunity to raise any issues.
- 5.4 It should be noted that the scrutiny of any decisions relating to finance or budget are normally undertaken by the Council's Finance and Audit Committee.
- 5.5 In respect of Ward and Area Forum budget decisions, the Scrutiny Committee has agreed that as those decisions were taken on a ward and area basis, they would not be required for consideration by the Committee.

5.6 Witnesses/representatives

- 5.6.1 The following Cabinet Members are responsible for the decisions taken in this report and have been invited to attend the meeting:

- Councillor G. Cain
- Councillor S. Blackburn
- Councillor J. Jones
- Councillor G. Campbell
- Councillor F. Jackson

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 4a. Summary of decisions taken.

6.0 Legal considerations:

- 6.1 None.

7.0 Human Resources considerations:

- 7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.

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APPENDIX 4a

DECISION / OUTCOME	DESCRIPTION	NUMBER	DATE	CABINET MEMBER
<p><u>CREATION OF A WHOLLY OWNED COMPANY</u> 1. To authorise the Chief Executive, after consultation with the Head of Legal Services to take the necessary steps to form a wholly owned company of the Council, including:</p> <ul style="list-style-type: none"> • To incorporate the company under the Companies Act 2006, as a private company limited by shares. • To appoint Directors to serve on the Board of the company and constitute a Shareholder's Panel, broadly in line with the Council's Governance Code of Practice with exception of the requirement for a Councillor to be Chairman of the company. This would allow the opportunity to engage an independent Chairman who could assist in a successful application for the Blackpool Museum through Heritage Lottery funding (paragraph 4.7 refers). • To authorise the transfer of staff from Crown Entertainment Centres Limited to the company under TUPE regulations on their current terms and conditions. <p>2. To note that the draft articles of association and memorandum of agreement will form a separate decision.</p>	<p>To consider the creation of a wholly owned Council company to manage the Winter Gardens complex.</p>	<p>EX/28/2014</p>	<p>28/4/14</p>	<p>Councillor G. Cain</p>
<p><u>BLACKPOOL COUNCIL SUPPORT FOR DEVELOPMENT PHASE OF MUSEUM PROJECT</u> That £240,000 from the Strategic Investment Reserve is formally approved as Blackpool Council's contribution to the development phase of the Museum for Blackpool project.</p>	<p>Approval of Blackpool Council's financial contribution to the Development Phase of the Museum for Blackpool Project.</p>	<p>EX/29/2014</p>	<p>28/4/14</p>	<p>Councillor S. Blackburn</p>
<p><u>TRAMWAY EXTENSION TO NORTH STATION</u> 1. To approve that the scheme, to extend the Blackpool - Fleetwood Tramway from North Pier / Talbot Square to Blackpool North Railway Station, be pursued as prioritised by</p>	<p>The proposed extension of the Blackpool - Fleetwood Tramway from North Pier / Talbot Square to Blackpool North Railway Station.</p>	<p>EX/30/2014</p>	<p>28/4/14</p>	<p>Councillor J. Jones</p>

<p>the Transport for Lancashire Committee.</p> <p>2. To develop the major scheme business case, adhering to the key principles of the Department for Transport's (Department for Transport's) Transport Business Case guidance (2012) and being fully compliant with the approach to appraisal and analysis set out in WebTAG, the Department for Transport's web-based guidance on the conduct of transport studies. (Please see Transport for Lancashire Draft Assurance Framework).</p>				
<p><u>YEADON WAY REFURBISHMENT PROJECT 2014/2015 – DEPARTMENT FOR TRANSPORT PINCH POINT FUNDING</u></p> <p>To give authority to proceed with the delivery of the above project, as outlined in the report and the bid form.</p>	<p>The proposals for the Yeadon Way Refurbishment Project.</p>	<p>EX/31/2014</p>	<p>28/4/14</p>	<p>Councillor J. Jones</p>
<p><u>EXPRESSION OF INTEREST UNDER THE LOCALISM ACT 2011 (COMMUNITY RIGHT TO CHALLENGE)</u></p> <p>To reject the Expression of Interest made by EPS for the reasons described in the report which are in line with the provisions of the Act.</p>	<p>To consider an Expression of Interest received from an organisation known as EPS under the Localism Act 2011 (Community Right to Challenge) in relation to the provision of a number of Youth Services in Blackpool.</p>	<p>EX/32/2014</p>	<p>28/4/14</p>	<p>Councillor S. Blackburn</p>
<p><u>STAFFING AND ESTABLISHMENT REVIEW</u></p> <p>1. To agree that consultation continues regarding staff terms and conditions changes to mitigate the number of redundancies in the Council during 2014/2015 and 2015/2016 and to ensure that the required staffing savings are achieved by appropriate means.</p> <p>2. To agree the principles of the management review and agree the anticipated consequential savings identified be achieved.</p> <p>3. To recommend Council that the £1.6 million savings identified in the approved Revenue Budget for an increment freeze for staff for 2014/15, be replaced by the proposals set out in the</p>	<p>To review the staffing arrangements of the authority to take account of changes brought about by consultation on the proposed staffing savings for 2014/15 and 2015/2016 budget cycles. This includes issues relating to general changes to terms and conditions of employment and proposals for a revised senior management structure for the Council designed to deliver savings in year.</p>	<p>EX/33/2014</p>	<p>19/5/14</p>	<p>Councillor S. Blackburn</p>

report at paragraphs 5.1 and 5.4.				
<p><u>GATEWAY FITNESS CENTRE EQUIPMENT FINANCE METHOD</u> That Prudential Borrowing of £150,000 as outlined in Appendix 3a, to the Executive report is used as the method of financing the purchase of gym equipment.</p>	To approve the method of financing the purchase of the new gym equipment.	EX/34/2014	19/5/14	Councillor G. Cain
<p><u>STATUTORY DUTIES UNDER THE FLOOD AND WATER MANAGEMENT ACT 2010 FINAL BLACKPOOL AND LANCASHIRE FLOOD RISK MANAGEMENT STRATEGY</u> Further to the report presented on 9th December 2013 proposing a programme of consultation relating to the Lancashire and Blackpool Flood Risk Management Strategy to agree the Lancashire and Blackpool Flood Risk Strategy, which fulfills the Council's duty under the Flood and Water Management Act 2010 to prepare a Flood Risk Management Strategy.</p>	To consider Blackpool's statutory duties under the Flood and Water Management Act 2010, in particular the Duty to prepare a Flood Risk Management Strategy.	EX/35/2014	19/5/14	Councillor F. Jackson
<p><u>APPRENTICESHIPS SCRUTINY REVIEW</u> To agree the recommendations of the Scrutiny Review on Apprenticeships.</p>	To consider the final report of the Apprenticeships Scrutiny Review Panel.	EX/36/2014	19/5/14	Councillor F. Jackson
<p><u>PREPARATORY WORK FOR A COMPULSORY PURCHASE ORDER OVER 3 LEASEHOLD FLATS AT ALL HALLOWS ROAD, BISPHAM</u> To approve consent to undertake all preparatory work necessary to obtain a Compulsory Purchase Order over 3 leasehold flats at All Hallows Road, Bispham.</p>	Proposed preparatory work to obtain a Compulsory Purchase Order over 3 leasehold flats at All Hallows Road, Bispham.	PH/44/2014	23/4/14	Councillor G. Campbell
<p><u>THE TRANSFER OF LAND BY COLLEGIATE HIGH SCHOOL RAISING ASPIRATIONS TRUST TO THE COUNCIL</u> 1. To approve the transfer of the freehold interest in the land from Collegiate High School Raising Aspirations Trust to the</p>	The transfer of land from Collegiate High School Raising Aspirations Trust to the Council and the granting of a 125 year lease back.	PH/46/2014	27/5/14	Councillor S. Blackburn

<p>Council.</p> <p>2. To approve the granting of a 125 year lease back to the Trust with a break clause or surrender which would be triggered if the Trust converts to Academy status or on completion of the Priority Schools New Build.</p> <p>3. If the break clause or surrender in 2.2 is exercised to approve a new 125 year lease to be granted to either the Trust or the Academy which would exclude the new Highfurlong school.</p> <p>4. To authorise the Head of Legal Services to enter into any other appropriate Agreements which will enable the most effective operation of the two new schools.</p>				
<p><u>FYLDE COAST STRATEGIC HOUSING MARKET ASSESSMENT</u></p> <p>To approve the Strategic Housing Market Assessment as part of the evidence base for the emerging Blackpool Local Plan, to inform the development of policy which will be used in making Development Management decisions.</p>	<p>The recently completed Fylde Coast Strategic Housing Market Assessment (SHMA) and seek endorsement of the Study's findings for Planning Policy and Development Management purposes.</p>	<p>PH/47/2014</p>	<p>3/6/14</p>	<p>Councillor F. Jackson</p>

Report to:	SCRUTINY COMMITTEE
Item number	5
Relevant Officer:	Steve Sienkiewicz, Scrutiny Manager.
Date of Meeting	19 th June 2014

FORWARD PLAN

1.0 Purpose of the report:

1.1 The Committee to consider the content of the Council's Forward Plan, issue number 5/2014.

2.0 Recommendation(s):

2.1 Members will have the opportunity to question the Leader of the Council and / or the relevant Cabinet Member in relation to any of the items contained within the Forward Plan.

2.2 Members will have the opportunity to consider whether any of the items should be subjected to pre-decision scrutiny. In so doing, account should be taken of any requests or observations made by the relevant Cabinet Member.

2.3 To note that finance and audit related matters will normally be considered by the Council's Finance and Audit Committee.

3.0 Reasons for recommendation(s):

3.1 To enable the opportunity for pre-decision scrutiny of the Forward Plan items.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

5.1 The Forward Plan is prepared by the Leader of the Council to cover a period of four months and has effect from the first working day of any month. It is updated on a monthly basis and subsequent plans cover a period beginning with the first working day of the second month covered in the preceding plan.

5.2 The Forward Plan contains matters which the Leader has reason to believe will be subject of a key decision to be taken either by the Executive, a Committee of the Executive, individual Cabinet Members, or Officers.

5.3 Attached at Appendix 5 (a) is a list of items contained in the current Forward Plan. Further details appertaining to each item is contained in the Forward Plan, which has been forwarded to all members separately.

5.6 Witnesses/representatives

5.6.1 The following Cabinet Members are responsible for the Forward Plan items in this report and have been invited to attend the meeting:

- Councillor I. Taylor
- Councillor S. Blackburn
- Councillor J. Jones
- Councillor G. Campbell
- Councillor E. Collett
- Councillor A. Cross
- Councillor F. Jackson

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 5 (a) – Summary of items contained within Forward Plan 5/2014.

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.

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EXECUTIVE FORWARD PLAN - SUMMARY OF KEY DECISIONS

(JUNE 2014 TO SEPTEMBER 2014)

* Denotes New Item

Page No	Anticipated Date of Decision	Matter for Decision	Decision Reference	Decision Taker	Relevant Cabinet Member
1	June 2014	Approval of the Draft Affordable Housing Supplementary Planning Document (SPD)	24/2011	Executive	Cllr Campbell
2	June 2014	Approval of the new funding formula for Blackpool's schools and academies, in light of the Government's reform of school funding and the arrangements to be in place from April 2013.	14/2012	Executive	Cllr Taylor
3	June 2014	Blackpool Children and Young People's Plan New Priorities	8/2013	Council	Cllr Taylor
4	June 2014	The introduction of Fluoride milk as a dental public health intervention to improve the oral health of children in Blackpool	1/2014	Executive	Cllr Collett
5	June 2014	Approval of the funding arrangements for the Better Start bid	2/2014	Executive	Cllr Taylor
6	June 2014	To consider and approve the provisional capital outturn for the year ended 31 st March 2014.	3/2014	Executive	Cllr Blackburn
7	June 2014	To consider and approve the provisional revenue outturn for the year ended 31 st March 2014 compared with approved budget.	4/2014	Executive	Cllr Blackburn
8	June 2014	To consider and approve the treasury management report for the year ended 31 st March 2014.	5/2014	Executive	Cllr Blackburn

Page Nº	Anticipated Date of Decision	Matter for Decision	Decision Reference	Decision Taker	Relevant Cabinet Member
9	June 2014	Fylde Coast Highways and Transport Masterplan. This is a Lancashire County Council lead, with Blackpool Council as a partner and signatory.	6/2014	Executive	Cllr Jones
10	June 2014	The Pre Submission draft of Blackpool Local Plan Part 1: Core Strategy for consultation	8/2014	Executive	Cllr Jackson
*11	June 2014	Staffing and Establishment Review	9/2014	Council	Cllr Blackburn
*12	June 2014	How to implement the council duties in regard to the SEN and disability elements of the Children and Families Act 2014	10/2014	Executive	Cllr Taylor
*13	June 2014	Future Options for the Joint Lancashire Waste Private Finance Initiative	11/2014	Executive	Cllr Cross

Report to:	SCRUTINY COMMITTEE
Item number	6
Relevant Officer:	Steve Sienkiewicz, Scrutiny Manager.
Date of Meeting	19 th June 2014

APPOINTMENT OF SUB-COMMITTEE

1.0 Purpose of the report:

1.1 The Committee to consider the appointment of a Call-In Sub-Committee.

2.0 Recommendation(s):

2.1 To appoint a Call-In Sub-Committee with a membership of 8, comprising of 5 Labour and 3 Conservative members.

2.2 For the Call-In Sub-Committee to undertake the functions and responsibilities in relation to Call-In requests and detailed in the Council's Constitution (Part 4, Rules of Procedure, Overview and Scrutiny Procedure Rules, paragraphs 15 and 16). The Call-In procedure is also referred to in the Protocol on Scrutiny Committee / Cabinet Member / Officer relations.

2.3 To consider the appointment of a Chairman and Vice-Chairman of the Call-In Sub-Committee for the Municipal Year 2014 – 2015. (Unless otherwise determined, it is recommended that these positions be occupied by the Chairman and Vice-Chairman of the Scrutiny Committee).

3.0 Reasons for recommendation(s):

3.1 To ensure the appropriate governance arrangements are in place in relation to the Council's Call-In procedure.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

5.1 At the meeting of Council held on 12th May 2014, it was requested that this Committee appoint a Sub-Committee to consider Call-In requests, on an as required basis.

5.2 With regard to the Sub-Committee, Council was asked to consider that the Call-In Sub-Committee be composed of 8 Members (5 Labour and 3 Conservative).

5.3 The following members have been notified as the membership of the proposed Call-In Sub-Committee:

Cllr Mrs Taylor
Cllr D Coleman
Cllr Elmes
Cllr M Mitchell
Cllr K Benson
Cllr Mrs Callow
Cllr Williams
Cllr Clapham

5.4 Substitute members will be permitted, subject to the proper notification being received by the Head of Democratic Services prior to the Call-In meeting taking place.

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

6.1 That the Sub-Committee be politically balanced in order to comply with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.

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Report to:	SCRUTINY COMMITTEE
Item number	7
Relevant Officer:	Chris Kelly, Senior Democratic Services Adviser (Scrutiny)
Date of Meeting	19 th June 2014

OUTSIDE BODIES SCRUTINY PANEL

1.0 Purpose of the report:

- 1.1 The Committee to consider a report from the Outside Bodies Scrutiny Panel, following the Panel's meeting with representatives from the Blackpool Fylde and Wyre Economic Development Company.

2.0 Recommendation(s):

- 2.1 To note the report of the Outside Bodies Scrutiny Review Panel.

3.0 Reasons for recommendation(s):

- 3.1 At its meeting on 29th March 2012, the Scrutiny Committee appointed a Panel to scrutinise outside bodies. This report is presented to provide an update on the work that has been undertaken by the Scrutiny Panel.

- 3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.2b Is the recommendation in accordance with the Council's approved budget? Yes

- 3.3 Other alternative options to be considered:

Not applicable, the report is to note.

4.0 Council Priority:

4.1 The relevant Council Priorities are:

- Attract sustainable investment and create quality jobs
- Encourage responsible entrepreneurship for the benefit of our communities

5.0 Background Information

5.1 The objective of the Panel for this meeting was to consider an overview of the operations and activities of Blackpool Fylde and Wyre Economic Development Company and to scrutinise details of its strategies/policies for the future direction of the company.

5.2 **Date:** Monday 28th April 2014, commencing 10.00 a.m.

5.3 **Panel Members present:** Councillors Elmes (Lead Member), Green, Lee, M. Mitchell, O'Hara and Stansfield

5.4 **Also present:** Alan Cavill, Assistant Chief Executive – Regeneration, Tourism and Culture, Blackpool Council.
Rob Green, Head of Enterprise and Investment, Blackpool Council.
Chris Kelly, Senior Democratic Services Adviser (Scrutiny), Blackpool Council.

5.5 **Apologies for absence:** Received from Councillors Mrs Callow and Hutton.

6.0 Meeting Report

6.1 Mr Cavill and Mr Green provided the Panel with a presentation on the Blackpool Fylde and Wyre Economic Development Company. The Panel was advised that the Economic Development Company was owned by the four Fylde coast local authorities; Blackpool, Fylde, Wyre and Lancashire. It was explained that the company was limited by guarantee and that it had a Board consisting of eight directors, four from the private sector and the four Chief Executives of the local authorities.

6.2 The geographic boundaries of the company's area were discussed with the Panel, with it being noted that, whilst Blackpool had the most concentrated population, it did not have many potential sites to develop for economic activity. It was reported to the Panel that many of the development sites in the company's area were to the south and that, although not in Blackpool, this situation remained beneficial to Blackpool residents as many of the jobs associated with the sites were undertaken by people living in Blackpool.

- 6.3 It was explained that the company worked closely with Lancashire County Council to develop strategic sites and infrastructure and that the company undertook a brokering role by identifying potential investors and developers. The Panel also considered the work undertaken by the company to increase the skills of the labour market in the area and noted the commissioned report on the 'Future Skills Requirements for the Advanced Manufacturing and Energy Sectors on the Fylde.' The Panel was advised that there was a potential for increasing engineering jobs on the Fylde coast.
- 6.4 The growth sectors of the area were discussed and it was explained to the Panel that the main areas of growth had been in the tourism and food and drink sectors. There had also been growth in the energy sector, in which there were now 80 companies from the sector based in the area. The Panel was advised that the natural geography of the region meant it was a key potential site for both renewable and non-renewable energy sources, and that the company worked with local universities in order to develop workforce skills in order to take advantage of the natural resources.
- 6.5 The Panel discussed the potential options for conference facilities. Mr Cavill reported that there were now many locations throughout the country able to offer excellent facilities for large-scale political conferences, as had been held in Blackpool in the past. It was estimated that to upgrade facilities in order to be able to host such events, an investment of £60 - £100 million would be required. It was considered that an investment of £14 - £16 million would allow for the development of facilities in order to provide for bespoke / association events that would require a 1500 – 2000 capacity venue, which would be larger than most hotels and other venues were able to offer. It was considered that catering for this market of conferences would be pitching the town's potential facilities at a more appropriate level.
- 6.6 The retail offer of the town centre was discussed by the Panel and it was reported that creating and finding suitable sites to meet the modern needs of the retail industry was a constant challenge, made more difficult by the multiplicity of ownerships of town centre property. The Panel noted that there were a lot of food outlets / chain restaurants not in Blackpool that were in other regional towns of similar size. It was reported that various opportunities were being considered by the Economic Development Company, which included future options for the Tower Lounge. Mr Green advised that the Economic Development Company needed to be pro-active in encouraging some companies to locate in the town and that, should those companies be successful, other similar companies would be more attracted to also establish their business in the town.
- 6.7 Mr Green provided the Panel with details of the recent activities of the Economic Development Company. The Panel was also provided with an explanation and details of the bid to become an EU assisted area, which, although not providing funding in itself, would provide benefits for companies looking to establish sites in the area and

enable inward investment projects to become more viable. Mr Green advised that there would hopefully be an announcement on this in the coming weeks.

- 6.8 The Panel discussed the redevelopment opportunities that were being proposed for Blackpool Airport and the M55 corridor. The potential job creation benefits from shale gas extraction were also discussed, with it being reported that, although there would be no extraction operations in Blackpool, there would be a potential for the regulators of the industry to be based in Blackpool. This would create a number of highly-qualified, long-term jobs in the town. Members considered that any future development of the shale gas industry faced considerable challenges with regards to public perception. It was therefore considered that ensuring Members were fully informed of the issues relating to the industry was highly important, given the role councillors played in providing links to the community

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

6.1 Not applicable.

7.0 Human Resources considerations:

7.1 Not applicable.

8.0 Equalities considerations:

8.1 Not applicable.

9.0 Financial considerations:

9.1 Not applicable.

10.0 Risk management considerations:

10.1 Not applicable.

11.0 Ethical considerations:

11.1 Not applicable.

12.0 Internal/ External Consultation undertaken:

12.1 Not applicable.

13.0 Background papers:

13.1 Notes of the Outside Bodies Scrutiny Panel – Blackpool Fylde and Wyre Economic Development Company

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Report to:	SCRUTINY COMMITTEE
Item number	8
Relevant Officer:	Venessa Beckett, Corporate Development and Policy Officer
Date of Meeting	19 th June 2014

CHILD POVERTY FRAMEWORK

1.0 Purpose of the report:

1.1 The Committee to consider a report which updates on progress on the child poverty framework and related issues and activity.

2.0 Recommendation(s):

2.1 To scrutinise the report, asking questions and making any recommendations that are considered necessary.

3.0 Reasons for recommendation(s):

3.1 To ensure constructive and robust scrutiny of the report.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 The relevant Council Priority is:

- Tackle child poverty, raise aspirations and improve educational achievement

5.0 Progress update

5.1 Better Start

5.1.1 The Big Lottery Fund is due to decide in early June whether the Better Start Blackpool bid being led by the NSPCC in partnership with the Council has been successful. This would greatly accelerate the delivery of a range of interventions around the social and emotional development, communication and language, and health and nutrition of 0-3 year olds in seven of Blackpool's most deprived wards.

5.1.2 Better Start aims to deliver a whole new approach to the way we deliver services pre-birth to three years. By using upstream approaches such as preventative work in pregnancy and the first three years of life, it will improve the life chances of disadvantaged babies and young children. This will ultimately impact positively on all Blackpool residents through improved educational outcomes, job prospects, community resilience and so on.

5.1.3 The NSPCC is leading the partnership bid, which is for £42m, to pump-prime the approach. However, the Council is committed to delivering a new approach in this way with or without additional funds to commission things differently. Commissioning will be delivered through the alignment and/or pooling of funding where partners can agree that projects will deliver the shared better start outcomes.

5.1.4 The projects selected which will be ones with a rigorous evidence base, or will be new approaches which we have good scientific evidence to support.

5.1.5 Any funding awarded would be provided for 7 wards – Claremont, Talbot, Brunswick, Bloomfield, Park, Victoria and Clifton – although we will adopt the same approach with our services throughout the borough.

5.1.6 The key project areas for Blackpool Better Start are:

Outcome area	Long-term outcomes
Social and emotional development	Improved emotional intelligence, mental health and empathy Improved social and learning skills Reduced levels of anger, aggression and crime

Communication and language development	Improved literacy and language skills Improved educational attainment Improved job prospects
Diet and nutrition	Improved health and well-being from pregnancy, childhood and into adulthood Reduced costs of dealing with health problems in later life

5.2 National Child Poverty Consultation Response

5.2.1 We have submitted a response to the recent government consultation on the national child poverty strategy.

5.2.2 The consultation suggests that the priorities of the national child poverty strategy should be:

- Helping families escape poverty through work
- Supporting living standards
- Preventing poor children from becoming poor adults

5.2.3 To deliver these they recognise the need to work with businesses and local areas.

Our response noted:

- The actions in the strategy will not directly impact on the indicators they are linked to;
- The strategy does not adequately capture the complexity and variety of issues suffered by families deepest in poverty;
- In the light of government cuts, the priority to improve living standards needs to be supported by extensive measures and seed corn funding for Local Authorities to help communities develop their own support networks and resilience, something which is more complex in Blackpool given the transient nature of parts of the population;
- The draft Strategy is simply a compilation of existing activity rather than a serious attempt to address the root causes of child poverty;
- Universal Credit pushes the burden of subsidising a flexible workforce onto the taxpayer rather than the businesses which arguably benefit most from it;
- We are taking some general and progressive steps to address and mitigate child poverty in Blackpool, including delivering the Connexions Service aimed at those not in employment, education or training, the Positive Steps into Work service, our Adult and Community Learning Service, the Youthability Hub, the free breakfasts initiative and the £10 junior savings account initiative starting in July amongst others. However our efforts are inevitably limited by finance and prevent us from delivering the comprehensive local approach to addressing child poverty which we believe we need.

5.2.4 The response to the consultation submitted by the Social Mobility and Child Poverty Commission includes research to show that the gap between the objective of making child poverty history and the reality is becoming wider. It commends extending childcare support to low-income families but criticises the lack of clear measures to assess progress and the absence of a detailed plan covering what needs to happen to jobs, wages and benefits to ensure poverty reduces. The issues raised by the Commission chime with our own response to the consultation.

5.3 **Young People’s Consultation Exercise**

5.3.1 UR Potential were asked to conduct workshops with young people from across the town to identify from a young person’s perspective what the issues are in Blackpool for young people. They conducted 4 workshops with a total of 40 young people aged 12 to 25 years of age. Young people varied in age, gender, learning ability, and sexuality. The workshop used the “five why’s” methodology, which involved asking the groups to discuss why something was a problem repeatedly until they have identified the root cause or causes.

5.3.2 The findings from the workshops are as summarised below; 8 key themes were identified by the 4 separate groups.

Theme 1: Employment/ Unemployment

- More work/volunteer experience and career advice in schools
- Greater range of apprenticeships needed
- Need more year round jobs not just seasonal
- Job centre hostile and not very good for support, doesn’t seem to be very supportive

Theme 2: Volunteering

- Something to do - need to gain more skills and experience
- Learn new life skills
- Build confidence and self esteem
- Breaks social isolation

Theme 3: Activities

- Need more activities – nowhere to go to, places that are appropriate for ages
- Young People have nothing to do need more outdoor activities
- Not all have access to internet better communication and publicity

Theme 4: Mental Health

- Transition between children and adult CAMHS services – need something in between
- Bullying linked with mental health – no one to talk to – schools can’t help staff not

trained in Mental Health or LGBT issues

- Young people don't have resilience or have opportunity to build up resilience
- Staff in schools not have experience in bullying procedure – don't have specific's i.e. homophobic or mental health

Theme 5: Teenage pregnancy

- Drugs and alcohol influence young people's choices
- Lack of sex education in schools
- Media issues which normalise teenage pregnancy
- Lack of life choices for young women no aspirations or opportunities to aspire
- Focus on education gives drive and ambition – encourage and offer incentive for young people

Theme 6: Parenting

- No control over their children need help but no support
- Poverty due to lack of skills and jobs

Theme 7: Crime

- Peer pressure – gang culture/attention/abuse
- Survival – due to poverty
- Alcohol and substance misuse and addiction – limited support
- Attention – steal to get caught to be heard

Theme 8: Education

- Transition from primary to secondary school is difficult, can be daunting – more people in high school – get lost – different teachers – too many teachers
- Too many exams at one time too much pressure for all children and young people
- Keeping young people in school is a good idea as it reduces the amount of young people who are unemployed
- Year 8 and 9 too early to choose career path education not matched up to jobs that are out there

5.3.3 These findings will be used to inform the forthcoming Children and Young People's Plan: A strategic approach and the refresh of the Child Poverty Needs Assessment and Child Poverty Framework due to take place after the next election.

5.4 Witnesses/representatives

5.4.1 The following officer has been invited to attend the meeting to report on this item:

- Venessa Beckett, Corporate Development and Policy Officer

Does the information submitted include any exempt information?

No

List of Appendices:

None.

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 Consultation on the draft Child Poverty Strategy 2014-17:

<https://www.gov.uk/government/consultations/child-poverty-a-draft-strategy>

Social Mobility and Child Poverty Commission response to the consultation on the draft Child Poverty Strategy.

<https://www.gov.uk/government/publications/response-to-the-consultation-on-the-child-poverty-strategy>

13.0 Background papers:

13.1 None.

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Report to:	SCRUTINY COMMITTEE
Item number	9
Relevant Officer:	Sally Shaw, Head of Corporate Development, Engagement and Communications
Date of Meeting	19 th June 2014

COUNCIL PRIORITY REPORT 2013 / 2014

1.0 Purpose of the report:

1.1 The Committee to consider the Priority Report for priorities 5, 6 and 9.

2.0 Recommendation(s):

2.1 To note the content of the report and highlight any areas for further scrutiny which will be reported back to the Committee at the next meeting.

2.2 To approve the proposed changes to priority reporting for 2014/15.

3.0 Reasons for recommendation(s):

3.1 To ensure constructive and robust scrutiny of the report.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 The relevant Council Priorities are:

- Attract sustainable investment and create quality jobs
- Encourage responsible entrepreneurship for the benefit of our communities
- Deliver quality services through a professional, well-rewarded and motivated workforce

5.0 Background information

5.1 The purpose of this report is to summarise performance against the following Council priorities:

Priority 5 Attract sustainable investment and create quality jobs

Priority 6 Encourage responsible entrepreneurship for the benefit of our communities

Priority 9 Deliver quality services through a professional, well-rewarded and motivated workforce

5.2 Reporting Performance in 2014/15

5.2.1 It is proposed that some small changes should be made to priority reporting for 2014/15.

5.2.2 Performance against each priority will continue to be reported to CLT and Scrutiny Committee once a year but the timetable for reporting will be amended so that reports will be grouped together by Council Plan theme. The proposed timetable is:

Month	Theme: Raising Aspirations	
Sept 2014	1	Tackle child poverty, raise aspirations and improve educational achievement
	2	Safeguard and protect the most vulnerable
	9	Deliver quality services through a professional, well-rewarded and motivated workforce

Month	Theme: Prosperous Town	
Nov 2014	3	Expand and promote our tourism, arts, heritage and cultural offer
	5	Attract sustainable investment and create quality jobs
	6	Encourage responsible entrepreneurship for the benefit of our

		communities
	9	Deliver quality services through a professional, well-rewarded and motivated workforce

Month	Theme: Healthy Communities	
Feb 2015	4	Improve health and wellbeing especially for the most disadvantaged
	7	Improve housing standards and the environment we live in by using housing investment to create stable communities
	8	Create safer communities and reduce crime and anti-social behaviour
	9	Deliver quality services through a professional, well-rewarded and motivated workforce

5.2.3 As Priority 9 focuses on the health of the organisation and its workforce, it is proposed that this priority is reported on a more frequent basis.

5.2.4 The content of the priority reports will also be refreshed to ensure that they are closely aligned to the Council Plan 2013 – 2015.

5.4 Witnesses/representatives

5.4.1 The following persons have been invited to attend the meeting to report on this item:

Sally Shaw, Head of Corporate Development, Engagement & Communications

Priority 5

Cllr Fred Jackson

Alan Cavill, Assistant Chief Executive – Regeneration, Tourism & Culture

Priority 6

Cllr Amy Cross

Alan Cavill, Assistant Chief Executive – Regeneration, Tourism & Culture

Priority 9

Cllr John Jones

Carmel McKeogh, Deputy Chief Executive

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 9a: Priority 5 report

Appendix 9b: Priority 6 report

Appendix 9c: Priority 9 report

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None

13.0 Background papers:

13.1 None.

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PRIORITY 5

WE WILL ATTRACT SUSTAINABLE INVESTMENT AND CREATE QUALITY JOBS

Lead Member / Lead Officer – Cllr Fred Jackson & Carl Baker

In **Priority 5** we say that we will **attract sustainable investment and create quality jobs**. This means that we will:

- Encourage the diversification of industry in the town;
- Encourage business growth; and
- Create quality, sustainable jobs.

Challenges 2013-15

Our focus this year will be to:

- Develop the Central Business District area, creating construction supply chain jobs and attracting retail and food lettings;
- Commence new construction schemes;
- Sell and lease surplus Council land and buildings and land to encourage new investment and job creation;
- Support growth oriented businesses within Blackpool & Fylde Coast to access targeted growth programmes (coaching , mentoring, innovation, finance); working in partnership with the private sector to promote economic growth and job creation;
- Offer targeted grants and commercial loans and capital grants through the Council's Blackpool Investment Fund, aligned with Lancashire wide funding schemes;
- Encourage inward investment into Blackpool and the Fylde Coast, developing key industrial sites and ensuring adequate employment land for business uses;
- Detailed development of the tramway link to Blackpool North;
- Continue to work with prospective investors to develop the Central Station site into a year round quality tourist attraction;
- Deliver targeted employment programmes to match work-ready long term unemployed residents with relevant job and apprenticeship opportunities;
- Help young people to find employment.

Current Activity – activity during 2013/14

Develop the Central Business District area, creating construction supply chain jobs and attracting retail and food lettings:

The Council has used the development of the Central Business District to encourage contractors to generate local construction jobs and apprenticeships. The College led *Blackpool Build Up* scheme was particularly successful in placing unemployed residents – some 369 found work during the build phase - together with an additional 28 work experience placements. Build Up is a success story in its own right having helped over 3,500 local people into work in its 6 years of existence, set up and financed in its first 4 years by

the Council's Local Enterprise Growth Initiative (LEGI), and recently cited as national best practice by Ofsted.

A small number of construction supply chain apprenticeships (8 in total) have been created, however due to the short term nature of the contract it has been difficult for contractors to commit to the minimum 12 months required for an apprenticeship. Work is currently underway to develop a Shared Apprenticeship scheme for construction contractors. This allows contractors to take on an apprentice for a fixed period of time through an agency route without committing to the full length of an apprentice.

The handover of the new Council offices, Bickerstaffe House, was completed on 31st March 2013. There has been a considerable interest in the retail lettings space on the ground floor of the building, with approximately 70% of the space having been let already including the Council-run gym and a quality café-eatery. The office space on the first floor of the building is still available for let.

The supermarket site has now been handed over to Sainsbury's and recruitment is on schedule with the majority of the 350 jobs going to local people. The store is anticipated to open in late July 2014. Sainsbury's has worked closely with the Council and other partners over the recruitment phase, conducting open days, and offering advice over the online recruitment process. We are aware of 6 Work Programme customers (of Positive Steps) gaining employment, but this could increase as the recruitment will continue up to six months after the store opens as Sainsbury's anticipate some staff turnover in the initial period.

Commence new construction schemes:

A number of new construction schemes have commenced in 2013/14:

- The sea defence schemes in Rossall and Anchorsholme have created approximately 98 jobs to date.
- The building contract for the new merger between Collegiate High School and Bispham High School has been agreed and work will commence soon.
- Work is progressing on the new Mental Health facility at Whyndyke farm. Build Up report assisting 28 residents into construction jobs to date.

Support business growth and job creation:

Blackpool Council's Economic Development Division comprises two inter-dependent teams: the *Business Support* team, which assists new and existing businesses with the potential to invest and create jobs; and *Positive Steps into Work*, targeting a range of work-focussed guidance and support to unemployed residents.

The primary aim of the *Business Support* team is to support new and existing businesses to start up, survive and thrive; as well as engage with existing businesses to unlock investment and promote growth and job creation wherever possible. This small but active team is headed by a Business Growth Manager, appointed in 2013 to help direct the team and develop mutually beneficial links with external partners who are able to directly assist our business community.

One of the core services of the team includes Get Started, Blackpool's lead enterprise service supporting new start businesses in the very early stages of setting up in business. This work is detailed in the Priority 5 report.

The focus in this report is on the support we provide and lever for more established businesses that are capable of growth and job creation.

Finance is one of the key constraints to facilitating investment, especially where there is a degree of risk involved that traditional lenders are unwilling to take.

In September 2013 the Council launched its own loan and grant scheme called *Blackpool Investment Fund*. The fund is largely financed from interest earned from previously successful commercial loans, together with some town centre ring fenced grant funds provided by the government. The fund value of sub £1m is small at present but intends to plug the gap on any investments to bring them to fruition. Its primary targets includes supporting investment in Blackpool Town Centre, South Beach District Centre, together with existing businesses with growth potential, and young growth oriented businesses in the first three years of trading.

The fund can be used to finance property improvements or expansion, the purchase of essential machinery and equipment and for associated infrastructure. Some 53 expressions of interest have been received to date, with 6 projects gaining formal approval including refurbishment work at the former Regent Cinema; a design study required by Blackpool Grand Theatre to unlock a £700k Arts Council capital grant; opening a new wedding and events venue in under-utilised space at VIVA showbar; a loan to purchase expansion land for a growing food processing company; a loan towards fit-out costs of a new café eatery at Bickerstaffe House; and co-funded grant support towards a new audio-video production facility in Clifton Industrial area. Between them these schemes will create 26 full-time jobs, with the potential for up to 100 more.

Blackpool Investment Fund is aligned to a number of regional growth fund capital grant schemes worth £16.5m available in Lancashire. These include *Accelerating Business Growth (ABG)*, as well as the *FUSE* initiative. ABG is aimed at established companies seeking capital grant towards investment projects including machinery acquisition, property improvement, building expansions and infrastructure improvement. Typically grant is allocated at 20% of the total project cost up to a maximum £150k grant. The FUSE scheme is aimed at businesses in the first 3 years of trading with a grant intervention rate of 25% up to a maximum of £50k. Priority is given to the manufacturing sector and other business-to-business companies. Both schemes link grant aid to job creation and the Council insist any applicants to our fund must demonstrate that they have explored these schemes first.

One example of how a local business has benefited from business support during 2013/14 is that of the Nutrition Group, a family-owned food supplement and health product manufacturer based in Bispham. With the help of growth funding the company has relocated to a new 75,000sqft industrial unit in the Clifton area of Blackpool, gaining a £150k ABG grant towards a £1.8m investment. The move to set up a new plant has boosted its workforce by 15 to circa 100, with the potential for more jobs to be created as sales continue to grow. The Council also assisted with its recruitment needs, offered clear planning and building control advice, and even assisted with a gating order to improve security and site access. This rounded approach demonstrates how a range of services within the Council can come together to support a growth oriented company that has now taken up industrial space that had lain idle for a number of years.

The *Business Support* team help to broker and refer businesses to other advice, guidance, coaching and mentoring via the Lancashire business growth hub, called *Boost Business Lancashire*. Boost aims to help businesses realise their potential by providing simple access to a range of funding and specialist business support, including:

- **Access to Finance** – impartial specialist advisors who help businesses broker finance

- **GrowthAccelerator +** - a national programme helping companies achieve year on year growth of 20% through business development, commercialising innovation and leadership development (growth coaching in essence)
- **Growth Mentoring** - independent support from business mentors
- **Lancashire Forum** – a peer network and business masterclasses delivered by Lancaster University
- **Sector Specific (Consultancy) Support** – aimed at creative & digital, energy/environmental, advanced manufacturing, aerospace and finance and professional sectors.

A number of business support events have been held during 2013/14 including an 'Inspiring Business Success' seminar in March 2014 for businesses and individuals looking to start a new business as well as interested in tapping into the Boost programmes. Over 100 delegates attended this event.

One of the biggest developments in 2013-14 has been the roll out of Superfast fibre optic broadband network across Lancashire aiming to link 97% of homes and businesses in the county by the end of 2015. Superfast Lancashire is a collaboration between Lancashire County Council and BT (as preferred deliverer), and is being funded by the European Regional Development Fund, BT, BDUK, and Lancashire County Council, supported by Blackburn with Darwen and Blackpool Councils. The project will be of significant benefit to Lancashire premises that currently receive downstream speeds of less than 2Mbps (around 15% of premises at present according to Ofcom). Superfast Lancashire investment is expected to boost the local economy by creating around 2,500 jobs and protecting more than 1,200 jobs over the next few years.

The Council's Business Support Team is working closely with BT on its subsidiary business support programme which aims to bring businesses up to date with latest thinking around issues such as cyber security, cloud technologies, and social media for business with expert speakers and a demo facility at the Lancashire Business Park in Leyland, and held an event in May to promote the offer to around 100 Fylde Coast businesses.

Employment & Apprenticeships

The Council's lead adult employment services team – Positive Steps into Work – has been extremely busy delivering employment programmes throughout 2013/14.

Its largest area of work is delivering the government's *Work Programme* under a sub contract arrangement to a large private employment services company. This covers the Fylde Coast area but is largely populated by long term unemployed Blackpool residents needing assistance preparing for, securing and sustaining a job. The Work Programme is a mandatory programme for any working age welfare claimants who are judged capable of work and haven't managed to do so within a year of claiming benefit (less for some younger and more complex claimants). These customers are assigned to Positive Steps and stay with them for up to 2 years unless they move into permanent work. After 2 years they return to the Jobcentre.

A number of other smaller targeted contracts have been secured by Positive Steps including:-

- *Healthy Futures* – a dedicated employment advisor working with long term unemployed residents with a history of drug and alcohol dependence who have been through a detox programme, or HIV. The main focus has been to change attitudes towards work, help them gain employment, and reduce dependence on clinical services (that are not set up to provide employment advice).

- *South Beach/Claremont Selective Licensing* – good quality employment advice was identified as a gap in the support offer to individuals and families identified during the house to house process. Many were distant from any public support. The focus will now switch to the Claremont area.
- *Redundancy Response and Careers Advice* – the Council has funded employment, self employment and careers support to assist its own staff facing redundancy over the next 2 years. The team secured and delivered a National Careers Service in late 2013 and used this to aid 221 people with information, advice and guidance on career options to the end of March 2014, including 61 Council beneficiaries at risk of redundancy. Advice to Council staff included support to create or update their CV, attend mock interviews, short training courses, as well as money advice and self employment options.

Combined, Positive Steps helped 382 people into a job in 2013-14, its best year ever since it was established in 2007, carrying on the excellent work that was rewarded with a Council Outstanding Team of the Year Award in 2013.

Help Young People Find Work

A great deal of work is underway to increase the numbers of young people entering into employment through apprenticeships. The number of apprenticeship starts in Blackpool has doubled from 940 in 2008/09 to 2,000 in 2012/13; however more needs to be done to increase the take up of apprenticeships by those in the 16 – 18 age group.

The Council has led a partnership campaign along with the National Apprenticeship Service to create 100 Apprenticeships in 100 days for 16 – 18yr olds. The campaign was launched in the summer and included both a business event and a series of road shows targeted at young people and parents. The campaign significantly exceeded its target with approximately 163 apprentices started during the campaign, 47% higher than the previous year.

This has been supplemented by the Council's own targeted approach to creating apprenticeship opportunities across departments, the subject of a scrutiny review in 2013/14.

The Council has facilitated the establishment of the Blackpool Provider Group, a partnership of colleges and training providers who deliver significant numbers of apprenticeships in Blackpool. The Group has committed to an Apprenticeship Growth Plan to tackle youth unemployment. The Council is also currently working with Blackpool and the Fylde College to reduce the numbers of young people who are not in education or training by introducing amore flexible roll on roll off curriculum.

Following the cessation of funding for the Enterprise Education programme in schools, the Council have undertaken a number of activities to ensure that the spirit of enterprise is developed within our young people:

- Enterprise clubs in schools for 14-16 year olds to support enterprise education projects – participating schools include Collegiate, Highfield, Highfurlong, Palatine, Park, St. Georges, St. Mary's and Unity;
- Enterprise clubs for 18-24 year olds to support young people setting up their own business; and

- Young Enterprise Ambassadors mentoring programme to provide support to those participating in enterprise clubs – 15 business mentors have now been trained to work with schools.

Positive Steps has also tapped into government funded wage subsidies for long term unemployed people aged 18-24. This has proved attractive to some employers.

Inward Investment & Key Sites

The renewal of Blackpool is one of six key priorities identified in a new Strategic Economic Plan for Lancashire, submitted to government in March 2014 by the Lancashire Enterprise Partnership (LEP).

The growth plan acknowledges the pursuance of a more strategic approach to intervention, concentrating on what Blackpool can do best, and emerging positive evidence of renewal in Blackpool.

In 2010 the public sector invested significant resources to secure the town's iconic leisure assets including Blackpool Tower and Winter Gardens. Investment was secured to radically overhaul the tram system into a modern public transport facility, reengineered sea defences creating a world-class promenade with distinctive large areas of open space. In the last three years, and for the first time since the 1980s, the town has seen a year-on-year growth in tourist numbers.

Blackpool is well served by road and rail networks and is therefore capable of connecting into other economic opportunities within Lancashire and beyond. These include local opportunities for manufacturing and commercial developments on the wider Fylde Coast, including areas such as Hillhouse Industrial area in Thornton (with its cluster of advanced chemicals and materials businesses) and Warton's Enterprise Zone; electrification of the main railway line, in addition to the M55, means that Blackpool is also well placed to capitalise on the significant infrastructure improvements and employment opportunities created across Lancashire.

The renewal of Blackpool requires growing the visitor economy and establishing the development of other key new sectors, such as the energy sector.

Key initiatives have been identified to help drive this, including:-

- Transformational intervention in the housing market;
- Continue to work with prospective investors to develop the Central Station site into a year round quality tourist attraction
- Major casino licence (in support of a major attraction or conference venue);
- Town Centre transport interventions including the Tramway Extension and a North Station / Talbot Gateway Transport Interchange
- A new Energy Skills College catering to the needs of existing and new energy industry skills needs

The plan sets out a range of capital and other requests of government needed to unlock growth within Blackpool and Lancashire across housing, transport, tourism, education and business support programmes and the resulting financial offer will be known in mid-autumn 2014.

The Blackpool, Fylde and Wyre Economic Development Company (EDC) will continue to lobby for further public and private inward investment into the area, developing key industrial sites and ensuring adequate employment land for business uses. The recent award of Assisted Area Status for a large part of the coastal conurbation will further aid the attractiveness of the area to business investment.

Challenges 2014/15

Our focus for next year will be to:

- Secure the best possible growth plan deal for Blackpool (via Lancashire Enterprise Partnership and government).
- Maintain progress on key regeneration programmes such as Central Business District, , sea defence scheme, Winter Gardens/cultural quarter, school rebuilding projects, and housing developments to deliver high quality developments and job opportunities;
- Secure future sale or use of Progress House Development Area;
- Detailed planning in preparation for the tramway linkage scheme;
- Continue to work with growth oriented businesses to unlock investment and job opportunities;
- Connect long term unemployed into available jobs; and increase the availability and take up of apprenticeship opportunities; investigate traineeships as a lead in for those not ready for a full apprenticeship;


Key Actions & Performance Indicators for this Priority


Details of the key actions and performance indicators for this priority can be found below.

Priority 5 Key Actions

Key – Overall Progress:

 On track

 Not on track but being managed by the department to bring back on track

 Not on track and needs support from outside the department to bring back on track

Objective	Key Action	Milestones	Deadline	Dept	Team	Overall Progress
Redevelopment and regeneration	Delivery of regeneration and redevelopment of the Central Business District site	<i>Project management of Phase 1 construction contracts to completion</i>	<i>May 2014</i>	TS	Property & Asset Management	
		<i>Work with MUSE and their agents to secure retail and speculative office tenancies for Council office and multi-storey car park</i>	<i>Dec 2013</i>			
		<i>Work with MUSE to develop viable Phase 2 proposals including liaison with Network Rail, Wilkinsons and prospective hotel / leisure operators</i>	<i>Dec 2013</i>			
	Coordinate and manage the Priority Schools Building Programme via the Education Funding Agency	<i>Highfurlong Special School</i>	<i>Mar 2015</i>	TS	Property & Asset Management	
		<i>Bispham / Collegiate merger</i>				
		<i>South Shore Academy (formerly Palatine Sports College)</i>				
		<i>Haweside Primary School</i>				
Sea Defence Scheme (Fylde Coastal Partnership)		<i>Obtain confirmation of funding for Anchorsholme sea wall</i>	<i>Aug 2013</i>	LOS	Capital Projects	
		<i>Commence delivery of Anchorsholme and Rossall sea wall</i>	<i>Nov 2013</i>			
New hospital site						
Support business growth and job creation	Promote access to high growth coaching, HR and expert support to SMEs with growth potential in the first 36 months of trading	<i>New LEAP scheme to be launched as part of the Lancashire Business Growth Hub</i>	<i>Jun 2013</i>	RTC	Economic Development	Green
	Ensure Blackpool and Fylde Coast SMEs that are in a position to invest are aware of and able to access relevant business growth support services	<i>Launch of Lancashire Business Growth Hub, associated CRM system and related interventions</i> <i>Targeted events to promote awareness of business support (e.g. Accelerated Business Grant, Fuse Grant)</i>	<i>Jun 2013</i>	RTC	Economic Development	Green

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Objective	Key Action	Milestones	Deadline	Dept	Team	Overall Progress
	<i>Ensure there is a joined up approach to enable local residents to benefit directly from jobs arising from key investment opportunities</i>	<i>Contribute to key recruitment drives and employment of key groups</i>	<i>Mar 2014</i>	<i>RTC</i>	<i>Economic Development</i>	
	<i>Roll out of the Superfast broadband network to Blackpool, and associated business support programme</i>	<i>Fibre optic network is planned for 2014/15 Business support programme has been running since mid 2013</i>	<i>June 2015</i>	<i>RTC</i>	<i>Economic Development</i>	Green
	<i>Develop opportunities and pathways for long term unemployed residents to move into work</i>	<i>382 people helped into work via ongoing delivery of Work Programme and other employment initiatives as detailed</i>	<i>March 2014</i>	<i>RTC</i>	<i>Economic Development</i>	Green
Page 56	<i>Improve take up of apprenticeships by 16 – 18yr olds and the number of apprenticeship opportunities in the summer “100 in a 100” campaign</i>	<i>“100 apprenticeships in a 100 days” completed resulting in increase on previous year</i>	<i>July 13</i>	<i>CS</i>	<i>Early Help for Children & families</i>	Green
		<i>Council scrutiny of apprenticeship policy and practice</i>	<i>March 14</i>	<i>Various</i>	<i>Various</i>	
Disposal of Council assets	<i>Undertake strategic review of the investment portfolio and secure strategic acquisitions to drive regeneration, increase yields and encourage further private investment</i>	<i>Review how and why property is held</i>	<i>Mar 2014</i>	<i>TS</i>	<i>Property & Asset Management</i>	
		<i>Identify poor performing properties for disposal</i>				
		<i>Identify better quality premises in strategic locations for acquisition to encourage further private investment</i>				
		<i>Review portfolio mix to include more manufacturing and industrial sites</i>				

Priority 5 Performance Indicators

Key – Performance Trend:

- ✓ Performance is improving
- ✗ Performance is getting worse
- Performance is staying the same
- Data not due to be reported this quarter

Indicator	Total 2013/14	Target 2013/14	Total 2012/13	Trend	Comments
Employment rate of working age Blackpool residents	68.1% (2013)	-	68% (2012)	-	National statistics monitoring
Unemployment number & rate (year on year comparison – March 2013, 2014)	4,839 (5.5%) March 2014	-	6,027 (6.8%) March 2013	✓	Monthly claimant count
Levels of young people not in employment, education or training (NEET) (aged 16-18)	6.8% (360) in 2013	-	8.1% (450) 2012	✓	Local authority NEET figures provide an annual estimate, based on average figures for November to January each year.
Apprenticeship Starts (Blackpool) All starts Aged 16-18	N/A	-	All starts 2000 Aged 16-18 330	✓ ✗	Latest statistics. Not available yet for 2013-14. Trend status compares with 2011/12 (1940 all starts, and 370 starts for 16-18 yr olds)
No. of apprentices in post (Council)	43	43	8	✓	2012/13 total for 2012 calendar year

PRIORITY 6

WE WILL ENCOURAGE RESPONSIBLE ENTREPRENEURSHIP FOR THE BENEFIT OF OUR COMMUNITIES

Lead Member / Lead Officer – Cllr Amy Cross & Steve Thompson

In **Priority 6** we say that we will **encourage responsible entrepreneurship for the benefit of our communities**.

Challenges 2013-15

Our focus this year will be to:

- Increase the number of start up businesses in Blackpool
- Increase the survival rate of start up businesses in Blackpool;
- Encourage entrepreneurship in the public sector and the third sector; and
- Ensure our contractors adopt responsible practices for the benefit our communities.

Current Activity

Increase the number of start up businesses in Blackpool:

Blackpool Council has been active in supporting new start businesses since 2007 when a successful bid for enterprise funds (known as LEGI) enabled a suite of projects to commence, including an externally commissioned start up support team called *Get Started*. That successful project ran for four years before being downsized considerably, running a further year under external contract. Since mid 2012 *Get Started* has been delivered in-house from its base at FYCreatives on Church Street and is co-funded by the Council and a European Regional Development Fund (ERDF) project called *Start Up Lancashire*.

Get Started aims to assist a generation of new entrepreneurs to establish viable successful new businesses in Blackpool, capable of creating wealth and job opportunities for the local community. The scheme offers a professional and friendly service to entrepreneurs hoping to set up a new business in Blackpool, including:

- Quality business advice, training and mentoring in key areas such as financial planning, marketing and small business regulations;
- Support to unlock start up loans and other financial assistance on the back of credible business plans;
- Post start support and mentoring to improve chances of survival and growth; and
- Options for low cost, flexible business space.

Get Started has helped hundreds of local residents set up their own business since 2007. In 2013/14 some 328 people attended the initial 'Road to Enterprise' course, resulting in 81 new start businesses commencing trading.

The *Get Started* team also brokered an impressive amount of start up loans for new start businesses, from a combination of mainly national and government programmes (*StartUp Loans*, *XForces*, *New Enterprise Allowance*). In 2013/14 this amounted to £361k of approved loans, compared to £37k in 2012/13.

There is also a specialist organisation called Social Enterprise Solutions (set up in the LEI era) able to advise on all forms of social enterprise formation across Blackpool – part of the *Start Up Lancashire* offer. Get Started works alongside this offer.

Increase the survival rate of start up businesses in Blackpool:

In order to ensure that new businesses in Blackpool are able to grow and be successful, it is essential that they are aware of and can continue to access relevant business growth support services.

The Get Started service operated with a single (very busy) Small Business Advisor in 2013/14, (with back office support from the wider Business Support team). This will increase to 2 business advisors from 2014/15 as funds derived from ERDF are reinvested in the service.

The second Small Business Adviser will focus more on the post-start phase of support, as small businesses face the reality of selling their goods and services, promoting their business, and perhaps even taking on new employees. The first 3 years of business are crucial to survival and growth and appropriate mentoring is often needed.

Get Started brokers a range of external support where appropriate including Boost Business Lancashire (the Lancashire business growth hub). Boost aims to help businesses realise their potential by providing simple access to a range of funding programmes and specialist business support. This includes the Lancashire LEAP programme which offers a wide range of specialised support including coaching, financial, international trade, HR and mentoring support, available to new businesses (up to 3 years trading). An arrangement has been made between the Council and LEAP to ensure that clients accessing the Get Started service can be referred into the LEAP programme for ongoing support.

In 2014/15 Get Started will be monitoring the survival rates of businesses assisted since January 2013 as part of the Start Up Lancashire ERDF programme. A further development will be a specific range of post start consultancy and training for around 20 businesses, an intensive programme around marketing and promotion.

Work has also been underway to develop opportunities to “test-trade” new businesses using a variety of methods such as market stalls, pop up shops and exhibitions. For example, the 'Me & FYC Shop Boutique' pop-up shop opened in the former Hudz unit in the Winter Gardens on St John's Square between 5th – 21st December 2013. 17 designers were selected to provide stock and sales grossed £3,400 over 2 weeks - a 65% increase over the first year.

The Business Support team provided invaluable practical support to the 20 market traders affected by the closure of New Market in South Beach in early 2014. The Council initiated a small financial assistance package (covering legal, planning, 2 months rent and part contribution to fit-out costs) to encourage traders to take up vacant retail units on Bond St/Waterloo Rd and Lytham Rd. This proved a success with 9 traders choosing to take up this option, helping to revitalise the South Beach shopping experience.

Encourage innovation in the public sector and the third sector:

With reducing resources and rising demand for Council services, it has become increasingly important to encourage new ways of working both in the public and third sectors. For example:

- Enabling staff to put forward ideas for new ways of delivering services as part of the budget consultation. The consultation is open all year round and all employees are able to contribute.
- Collaboration between organisations such as shared services between the Council and the Clinical Commissioning Group / Blackpool Victoria Hospital for ICT and building services.
- Looking beyond our own organisational barriers to provide services, for example, working with the Blackpool Food Partnership to provide food parcels for applicants to the Discretionary Support Scheme.
- Bringing arms length organisations back in house, such as the Sandcastle and the Winter Gardens, enabling the Council to benefit from different models of working.
- Reviewing existing contracts to see if they can be delivered at lower cost by other organisations, including those in the voluntary, community and faith sectors.
- Providing support to third sector organisations to deal with reductions in grant funding from the Council.

Ensure our contractors adopt responsible practices for the benefit of our communities:

The Social Value Act 2012 places a requirement on public authorities to have regard to economic, social and environmental wellbeing in connection with public services contracts. In response to this, the Council has implemented a number of measures to ensure that social value is embedded through our commissioning and procurement activities, as well as those of our contractors.

A Social Value Toolkit has been developed to support the Council and potential providers of services to embed social value through commissioning and procurement. Some practical examples of how organisations can maximise social value for the benefit of our communities include adopting the living wage; creating training opportunities through apprenticeships and work placements; encouraging ethical and fair trade purchasing; creating employment opportunities for the long-term unemployed and those not in education, employment or training etc.

To support the toolkit, we have also introduced a Sustainable Procurement Code of Practice, to encourage organisations to consider environmental and social factors when buying goods and services, and a Supplier's Charter, to encourage the Council's suppliers to make a positive contribution to improve the economic, social and environmental wellbeing of Blackpool. For example, by adopting the standard of paying invoices within 30 days to help the cash flow of smaller subcontractors, opting to use local suppliers to boost the local economy; refraining from using 'zero hours' employment contracts etc.

Challenges 2014/15

Our focus for next year will be to :

- Continue to provide high quality advice and guidance to new start businesses
- Renewed focus on post start mentoring and intensive support to improve survival and growth chances of businesses in first 3 years of trading
- Deliver a new young enterprise challenge for residents aged 16-24 ,
- Develop town centre studio space for aspiring artists and creatives
- Continue to encourage suppliers to the Council to utilise the Social Value Toolkit

Strategic Risks Related to this Priority

The following risks are being monitored through the Strategic Risk Register to ensure that the necessary controls are put in place to effectively manage each risk.




Strategic Risk	Type	Risk Level
Economic recession	National	High
Change in political priorities	National	High

Key Actions & Performance Indicators for this Priority

Details of the key actions and performance indicators for this priority can be found below.

Priority 6 Key Actions

Key – Overall Progress:

	On track		Not on track but being managed by the department to bring back on track		Not on track and needs support from outside the department to bring back on track
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Objective	Key Action	Milestones	Deadline	Dept	Team	Overall Progress
Increase number of start up businesses in Blackpool	Maintain support for new businesses via the Get Started service and support the development of mentoring for business owners	New mentoring scheme launched	Sept 2013	RTC	Economic Development	Green
		Review outcomes of continuous service of training, workshops and 1-1 advice on a quarterly basis	Mar 2014			
	Maximise take up of Council managed and small business space through flexible terms and added value business support	Launch of a combined phone-broadband tenant offer	Jun 2013	RTC	Economic Development	Green
		Refurbishment and promotion of business space at the Enterprise Centre, FYCreatives & 81 Central	Jul 2013			
Increase survival rates of start up businesses in Blackpool	Ensure Blackpool & Fylde Coast SMEs that are in a position to invest are aware of and able to access relevant business growth support services	Launch of Lancashire Business Growth Hub, associated customer relationship management system and related interventions	Jun 2013	RTC	Economic Development	Green
		Targeted events to promote awareness of business support (e.g. Accelerating Business Growth fund)	Jun 2013			
	Promote access to high-growth coaching, HR and expert support to SMEs with growth potential in the first 36 months of trading	New scheme to be launched as part of the Lancashire Business Growth Hub.	Jun 2013	RTC	Economic Development	Green
Promote young enterprise	Assist young entrepreneurs aged 18-30 to access the national Start Up Loan scheme	Monitor value of loans offered to Blackpool's young entrepreneurs and review on a monthly basis	Mar 2014	RTC	Economic Development	Green
	Promote young enterprise activities and facilities, and develop opportunities to "test-trade" new businesses	Designer maker pop-up shop held during Xmas in vacant shop, 20 designer makers involved, facilitated by FYCreatives	Dec 2013	RTC	Economic Development	Green
		Review options for arts-based studio & exhibition space	Mar 2014			
Establish enterprise pathways for 14-24 year olds	Consultation held with schools		Jul 2013	CS	Early Help for Children & Families	Amber

Objective	Key Action	Milestones	Deadline	Dept	Team	Overall Progress
		Enterprise Clubs for young people launched for 14-16 year olds	Nov 2013			
		Enterprise Clubs for 18-24 year olds launched	Jan 2014			
		Youth Enterprise Ambassador model bid submitted for external funding	Mar 2014			
		15 Business Mentors trained to work with schools				
Encourage innovation in the public sector and the third sector	Continue to encourage new ways of working across the organisation	Engage staff as part of the budget setting process	Ongoing	ALL	n/a	Green
		Review existing contracts to see if they can be delivered at lower cost by other organisations	Ongoing			Green
		Seek opportunities for collaboration with other organisations in delivering / sharing services	Ongoing			Green
		Support third sector organisations whose grant funding has been reduced	Ongoing	DE	Engagement	Green
Encourage responsible business practices	Respond to the requirements of the Social Value Act	Update Commissioning and Procurement Strategy	Mar 2014	TS	Procurement & Development	Green
		Launch the Social Value Toolkit (sustainable procurement)				
		Increase % of third party spend with local suppliers				

Priority 6 Performance Indicators

Key – Performance Trend:

- ✓ Performance is improving
- ✗ Performance is getting worse
- Performance is staying the same
- Data not due to be reported this quarter

Indicator	Q1	Q2	Q3	Q4	Total 2013/14	Target 2013/14	Total 2012/13	Trend	Comments
Number of new business start ups (supported by the Get Started initiative)					81	N/A	72	✓	
Small business finance approved with direct assistance from Get Started)					£361k	-	£37K	✓	Loans approved – via StartUp Loans, X Forces, NEA, banks – on back of credible business plan
Per cent new start businesses surviving 12 months (assisted by Get Started from Jan 13)						N/A	N/A		Data will become available during 2014/15
Invoices paid within 30 days	93.02%	91.37%	93.19%	90.62%	92.04%	93%	84.97%		

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PRIORITY 9

WE WILL DELIVER QUALITY SERVICES THROUGH A PROFESSIONAL, WELL-REWARDED AND MOTIVATED WORKFORCE

Lead Member / Lead Officer – Cllr John Jones & Carmel McKeogh

In **Priority 9** we say that we will **deliver quality services through a professional, well-rewarded and motivated workforce**. This means that we will:

- Have high resident satisfaction with the Council and our staff;
- Have low levels of sickness absence;
- Have a reasonable level of staff turnover;
- Have high levels of satisfaction across the workforce with training;
- Achieve high levels of staff advocacy;
- Have high civic pride; and
- Deliver excellent consultation and really engage and understand our communities.

Challenges 2013/14

Our focus this year will be to:

- Manage budgets well so that staff feel valued and know where they stand;
- Personal and organisational resilience;
- Emphasis on customer care training;
- Recovery plan for Children's Services; and
- Demonstrate leadership behaviours that we know make a difference and develop a coaching culture amongst the workforce.

Current Activity

Managing Budgets:

The enhanced voluntary redundancy package offered to employees this year has been popular and has helped to reduce the numbers of compulsory redundancies. To date 100 applications for voluntary redundancy have been approved, leaving 60 employees at risk of compulsory redundancy. There have also been some successful 'bump' redundancies. This process involves matching employees at risk of compulsory redundancy with positions which will become vacant through employees taking redundancy voluntarily. There are services which have received requests for voluntary redundancy which could not be agreed given the need for the post to continue. These services are now considering whether requests could be agreed if the post was back filled on a temporary basis in order to put in place an exit strategy thereby creating savings for 2015/16. Final figures for the number of voluntary and compulsory redundancies will be included in the next priority report.

Employees at risk of redundancy have been supported through provision of a wide range of information e.g. career and money advice, the Employee Assistance Programme, and the revised Redundancy and Redeployment Procedures. In addition, employees have been supported through 1:1 sessions with an in house Employment Advisor.

Another round of staff briefing sessions took place during March to inform staff about the consultation process for the proposed changes to terms and conditions. One of the proposed changes is to increase the number of days unpaid leave from 4 to 5 for a period of 24 months. We have worked with the Unions to enable employees to voluntarily sign up to

any number of days unpaid leave provided that overall we reach the target of £1 million savings per annum. Currently, 2,066 employees have volunteered to sign up to unpaid leave resulting in savings of £1,060,684.

Personal and Organisational Resilience:

Sickness absence is currently reported at 10.40 days lost per full time employee, with stress, depression and anxiety remaining the most common cause of sickness absence within the authority at 21.06%. This percentage is indicative of local government generally and is also in line with the national picture in that the Mental Health Foundation states that 1 in 4 people in the UK will suffer a mental health problem in the course of a year. A further breakdown of sickness absence figures shows that during the period 1st April 2013 – 31st March 2014, 60.21% of sickness absence was short term and 39.79% was long term. Short term sickness absence is defined as absences up to 4 calendar weeks including self certified absences.

The Council's Occupational Health Service and the Employee Assistance Programme continue to provide help, advice and support to employees and managers in relation to their health and wellbeing at work.

Two health events are currently in the planning stages:

- An employee exercise challenge will be launched in May to celebrate the World Cup. The aim of the challenge is to encourage employees to use different forms of exercise to collectively travel the 11,606 miles to Brazil and back in time for the World Cup Final on July 13th. All employees can participate and any form of exercise will count towards the total. There will also be some organised walks planned during the challenge with the offer of a free pedometer for participants.
- A number of health check events are also being organised to coincide with the move to Bickerstaffe House. As departments move into the building, mini health events will be held on each floor and information will be available on managing pressure and the Employee Assistance Programme. A representative from Leisure Services will also be on hand to provide information about the new gym facilities in the building. Once all departments have relocated to Bickerstaffe House, a larger event with more information and health checks will be organised for September.

Mandatory training on managing and coping with work-related pressure commenced in January with sessions running through into March 2014 and beyond. The training focuses on helping employees and managers to understand the causes of work-related pressure and the impact it can have on individuals and the organisation, as well as the support tools and assistance available to help manage pressure. To date 901 employees have completed the training and the results of attendee evaluations have been very positive. Evaluation results from the sessions show high satisfaction rates and attendees reported that they feel better equipped to deal with stress and work related pressure as a result of the training.

Customer Care:

The iPool customer care training module is now available and will be mandatory training for all employees. The training will be linked to the induction process for all new employees and customer care has also been embedded as a mandatory management objective, which means that all managers will be assessed against this objective as part of the new IPA cycle.

In October 2013, an 18 month campaign was launched by the Communications team to raise awareness of Blackpool Council's customer care standards with employees. Not only does this campaign aim to promote the standards and corporate values we hold as an organisation, but also encourages recognition of those employees who are true

ambassadors of Blackpool Council and what we believe in. Every quarter, each department is asked to provide the names of individuals and teams who have gone above and beyond in providing outstanding customer care. These people are then featured in articles across both the corporate e-newsletter (1Blackpool News) and the quarterly magazine aimed at operational/frontline employees (1Blackpool Quarter). It is hoped this approach will continue to motivate and emphasise the level of professionalism we expect from our workforce.

During 2013/14 the Council has received 144 comments, 605 compliments and 590 complaints. The table below shows a breakdown of customer feedback by department:

Department	Comments	Compliments	Complaints	Total
Adult Services	43	350	108	501
Built Environment	39	43	192	274
Children's Services	10	146	134	290
Democratic Services	1	0	1	2
Deputy Chief Executive's	4	18	6	28
Leisure & Operational Services	12	8	54	74
Public Health	0	1	0	1
Regeneration, Tourism & Culture	9	4	9	22
Treasurer Services	26	35	87	148
	144	605	591	1,340

It should be noted that the customer feedback system was implemented in July; therefore the figures for the first quarter of 2013/14 only include feedback received for Adult Services and Children's Services.

Work is ongoing to ensure that customer feedback for all Council services is recorded on the customer feedback system, so there will be an increase in the figures reported during 2014/15. Users of the system will also be encouraged to record all the required information for complaints as failure to do this during 2013/14 has led to inconsistencies in customer feedback data, for example, data on compliance with response timescales.

As detailed in previous reports, a number of actions are underway to improve the level of service provided to customers in Customer First. The position has continued to improve during this quarter with data showing a reduction in the average wait time at the Customer First counter and an increase in the percentage of transactions / contacts dealt with at the first point of contact within Customer First. Overall customer satisfaction with Customer First has also increased during this quarter to 86%. The team continue to investigate and log failure demand which comes in as a result of Council services failing to deliver a service to the customer as promised or where there has been a delay. The details are reported back to services and opportunities to reduce this type of demand are explored.

Recovery Plan For Children's Services:

Children's Services continue to make progress as evidenced in reports to the Children's Improvement Board.

The Corporate Development and Engagement Team have provided support to the Improvement Board in terms of project management of the Improvement Plan. This support will continue and has also been extended to the Blackpool Safeguarding Children's Board (BSCB) in order to ensure a smooth transition. An element of this will include a review of the structure and governance arrangements of the BSCB. The review will facilitate the development of a clear and focussed work plan for the Council and all partners, which will drive business in line with the Improvement Board actions and Ofsted.

In early October, the Getting it Right for Every Child and Family Framework was launched. The framework provides a single assessment process from universal services onwards for children, young people and their families. Additional training sessions have provided training for another 407 people.

The completion rate for the Children's Safeguarding training is 83%. The training is currently being reviewed following the launch of the Getting it Right framework and once complete, HR will work proactively with Children's Services to ensure that all relevant staff have completed the training as soon as possible.

Leadership:

A pilot for the Coaching for Success programme was undertaken in December. The aim of the 2 day programme is to assist managers in understanding how coaching can help their employees to find their own solutions, develop their own skills and competence, change attitudes and behaviours and enhance their working relationships. 48 people have attended this training programme so far, and following the excellent feedback from the pilot, we will be shortly advertising a further 12 months of courses for managers and team leaders.

The new Individual Performance Appraisal (IPA) year began on 1st April 2014 and all employees and managers are being encouraged to complete IPAs for their service by 30th June.

Other Activity:

A scrutiny review on apprenticeships has recently been undertaken. The purpose of the review was to ensure that the apprenticeship scheme is providing value for money and to ensure that the Council offers quality jobs through the effective and efficient provision of apprenticeships as part of its workforce. Services who contributed to the review included Connexions, Economic Development, Organisational Workforce & Development, Property and Asset Management and the National Apprenticeship Service. As a result of the review a number of recommendations have been formulated, which include further promotion of apprenticeships internally and externally, influencing training providers and businesses to encourage the creation and take up of apprenticeship opportunities, and further development of traineeships within the Council. These recommendations will be presented to the Scrutiny Committee in May and will then be referred to the Executive for formal approval.

Changes to the Local Government Pension Scheme (LGPS) came into effect from 1st April. The changes see the LGPS move from a final salary pension scheme to a career average scheme. Employees will also have the opportunity to take their pension from the age of 55 without employer consent and in addition will be able to opt to pay 50% contributions for 50% benefits. A number of pension road shows have taken place during February and March to advise employees about the changes.

Challenges 2014/15

Our focus for next year will be to:

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- Continue to manage budgets well and take action to ensure that future years budget pressures are addressed;
- Move all agreed staff to Central Business District within the agreed timescales and with minimal disruption;
- Ensure that the ICT roll out plan for staff is executed effectively to help deliver efficiencies and meet the requirements of the public services network;
- Support staff through continued budget pressure and build team and individual resilience; and
- Improve customer feedback mechanisms so that we continue to improve our understanding of the residents view of Council services.

Strategic Risks Related to this Priority

The following risks are being monitored through the Strategic Risk Register to ensure that the necessary controls are put in place to effectively manage each risk.

Strategic Risk	Type	Risk Level
Loss of significant funding streams / impacts of localisation of Business Rates Retention and Council Tax Benefit Scheme	Local	High
Public Health data	Local	High
Tendering of drug and alcohol treatment services	Local	High
Data theft and leakage leading to reputational damage and potential legal action / fines	Local	Activity Necessary
Failure to deliver critical services	Local	Activity Necessary
PSN compliance requirement to restrict network access for unmanaged devices	Local	Activity Necessary
Support ceases for XP OS on Windows meaning devices become end of life	Local	Activity Necessary
Failure to deliver major projects	Local	Low
Inability to retain staff of the right calibre and maintain morale	Local	Low
Legal or regulatory change	National	Low
Death / injury of employee or service user	Local	Low
Damage to the Council's reputation / poor external image	Local	Low
Increases in energy and commodity prices	Local	Low

Key Actions & Performance Indicators for this Priority

Details of the key actions and performance indicators for this priority can be found below.

Priority 9 Key Actions

Key – Overall Progress:



On track



Not on track but being managed by the department to bring back on track



Not on track and needs support from outside the department to bring back on track

Objective	Key Action	Milestones	Deadline	Dept	Lead Officer	Overall Progress	
Page 70 Managing Budgets	Implement robust financial monitoring systems and procedures to ensure the Council's budget savings targets are met	Monitor the delivery of savings targets for 2013/14 by monthly reports to CLT and the Executive	Mar 2014	TS	Phil Redmond	Green	
	Provide support to employees at risk of or on notice of redundancy	From at risk letters through to and beyond leaving date includes: job search skills; finance and budgeting; training etc.	Ongoing	RTC	Laura Baines	Green	
	Implementation and administration of an effective redeployment process		Ongoing	HRC&E	Janet Roberts / Laurence Walsh	Green	
	Budget communications & employee support	Communicate cuts that have already happened	Announce 2014 budget shortfall and estimated job cuts	Complete	HRC&E	Jenny Bollington / Lucy Gregson	Green
		Terms & conditions changes					
	Redundancy and CSR lessons learnt review	Research and consult	Sign off and launch	Complete	HRC&E	Andy Divall	Green
Report and Equality Analysis							
Personal & Organisational Resilience	Develop a programme to support time management / resilience of managers	Identify partner	Complete	HRC&E	Linda Dutton / Diane Howard	Green	
		Trial a number of different training solutions					
		Create iPool module to offer further support					
	Trial mind gym training for staff	Complete trial	Complete	HRC&E	Linda Dutton	Green	
Customer Care	Embed the Council's customer care standards to ensure a consistent level of customer care is delivered	Roll-out the customer care standards alongside the vision and values in a fresh, new campaign for 2013	Ongoing	HRC&E	Ruth Henshaw	Green	
		Implement new approach to dealing with customer feedback	Complete				
		Work with OWD to deliver customer care / customer feedback training	Complete				

Objective	Key Action	Milestones	Deadline	Dept	Lead Officer	Overall Progress
		Work with Communications to ensure new standards and policies are communicated internally and externally	Ongoing			
		Support Complaints Review Panel	Ongoing			
		Report performance to CLT and Scrutiny	Ongoing			
Recovery Plan for Children's Services	To support the Ofsted improvement plan	See separate action plan	Complete	HRC&E	Linda Dutton / Diane Howard / Jenny Bond	Green
	Agree, develop and commission a bespoke training programme for Children's Services	Use information on IPA	Complete	HRC&E	Linda Dutton / Diane Howard	Green
		Plan and organise workforce development group				
		Undertake strategic training needs assessment				
		Discuss with service leads				
	Ensure processes are and remain Safeguarding compliant	See separate action plan on P drive	Ongoing	HRC&E	All	Green
	Develop Children's Strategic Needs Assessment (CSNA)	Complete CSNA	Complete	HRC&E	John Patterson / Scott Butterfield	Green
		Ongoing updates and refinements to CSNA	Ongoing			
		Establish process to ensure that CSNA drives priorities and direction of CYPP	Complete			
	Children's Services Communications	Children's Services Communications Framework roll out	Complete	HRC&E	Jenny Bollington / Lucy Gregson	Green
		Adoption communications plan and implementation				
		Fostering communications plan and implementation				
Leadership Behaviour	Further develop the coaching programme	Accredit in house coaches	Complete	HRC&E	Diane Howard	Green
		Develop process re: access				
		Develop in house coaching programme				
		Run 2 training sessions per month				
	Roll out Senior Leadership programme	CLT/Member session	Complete	HRC&E	Linda Dutton / Diane Howard	Green
		SMLT sessions				
		360 feedback				
Develop Aspiring Manager programme	CLT report	Complete	HRC&E	Linda	Green	

Objective	Key Action	Milestones	Deadline	Dept	Lead Officer	Overall Progress
Page 72		Develop fair process	Complete		Dutton / Diane Howard	Green
		Real World/NWEO programme	Ongoing			
		ILM programme				
		Assessment centres				
	Deliver employee relations training to managers within Blackpool and Fylde Councils	Attendance Management	Complete	HRC&E	Janet Roberts	Green
		Disciplinary				
		Recruitment, probation and capability				
		Develop training for Respecting Others Framework				
	Increase take up of IPA programme and system	See separate action plan on P drive	Ongoing	HRC&E	Linda Dutton / Diane Howard	Green
	Support managers to improve management of attendance	Attend and support work of Absence Strategy Group	Ongoing	HRC&E	Laurence Walsh / Karen White / Janet Roberts	Green
		Roll out and embed new forms and ways of working				
		Provide management information				
		Support casework				
		Review policy				
		Increase number of managers trained				

Priority 9 Performance Indicators

Key – Performance Trend:

- ✓ Performance is improving
- ✗ Performance is getting worse
- Performance is staying the same
- Data not due to be reported this quarter

PRIORITY 9 OUTCOMES

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
No. of days lost to sickness absence per full time employee	10.47	10.53	10.59	10.40	10.40	9.92	10.42	-	Rolling year on year figures. NB: There are no sickness absence figures for Organisation, Property & ICT as this department has now been disestablished. Sickness absence data for the Organisation & Property division is now included in data for the Treasurer Services department and sickness absence data for ICT is included in data for the HR, Communications & Engagement department.
<i>Adult Services</i>	15.78	15.98	14.96	13.56	13.56	14.27	14.77	✓	
<i>Built Environment</i>	8.67	11.05	10.62	9.91	9.91	7.94	8.44	✗	
<i>Chief Executive's</i>	1.21	1.74	1.32	0.57	0.57	1.31	1.31	✓	
<i>Children's Services</i>	12.19	10.94	10.97	10.27	10.27	12.03	12.53	✓	
<i>Democratic Services</i>	9.17	10.30	9.12	9.77	9.77	10.35	10.85	✓	
<i>HR, Communications & Engagement</i>	6.50	6.55	4.97	3.88	3.88	5.78	6.28	✓	
<i>Leisure & Operational Services</i>	13.37	14.40	14.94	14.28	14.28	11.73	12.23	✗	
<i>Organisation, Property & IT</i>	2.02					1.62	2.12	n/a	
<i>Public Health</i>	1.76	4.88	4.99	4.87	4.87	n/a	n/a	n/a	
<i>Regeneration, Tourism & Culture</i>	6.58	7.07	5.09	5.15	5.15	6.82	7.32	✓	
<i>Schools</i>	9.84	9.38	9.74	9.23	9.23	9.26	9.76	✓	
<i>Treasurer Services</i>	5.57	5.92	7.72	7.96	7.96	5.46	5.96	✗	
Council wide staff turnover	6.59% (2012/13)				6.59% (2012/13)	n/a			
Satisfaction rates with training events	90% (9/10)	92% (9.2/10)	91% (9.1/10)	92% (9.2/10)	91% (9.1/10)	80% (8/10)	New PI	✓	Average rating out of 10

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
Level of knowledge rating following training	86% (8.6/10)	88% (8.8/10)	87% (8.7/10)	88% (8.8/10)	88% (8.8/10)	80% (8/10)	New PI	✓	Average rating out of 10
Staff advocacy for the organisation: 1) Do you know what is expected of you at work?	99%				99%	Increase on last year	97%	✓	Data reported this year refers to the results from the 2012 survey.
2) Do you have the materials and equipment you need to do your work right?	77%				77%	Increase on last year	81%	✗	
3) At work, do you have the opportunity to do what you do best every day?	66%				66%	Increase on last year	66%	-	
4) In the last 7 days, have you received recognition or praise for doing good work?	56%				56%	Increase on last year	55%	✓	
5) Does your supervisor, manager or someone at work seem to care about you as a person?	87%				87%	Increase on last year	84%	✓	
6) Is there someone at work who encourages your development?	72%				72%	Increase on last year	67%	✓	
7) At work do your opinions seem to count?	76%				76%	Increase on last year	74%	✓	
8) Do the Priorities / Vision of the Council make you feel your job is important?	63%				63%	Increase on last year	59%	✓	
9) Are your colleagues committed to doing quality work?	93%				93%	Increase on last year	94%	✗	
10) Do you have a good friend at work?	88%				88%	Increase on last year	87%	✓	
11) In the last 6 months, has	76%				76%	Increase on	62%	✓	

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
<i>someone at work talked to you about your progress?</i>						last year			
12) <i>In the last year, have you had opportunities at work to learn and grow?</i>	77%				77%	Increase on last year	68%	✓	

OBJECTIVE: MANAGING BUDGETS

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
Forecast variance of revenue outturn against revised budget	3.08% (£4,505,000)	2.27% (£3,334,000)	1.9% (2,788,000)	1.86% (£2,735,000)	1.86%	<0.5%	<0.5%		
No. of redundancies (initially at risk)	890				890	n/a			
No. of voluntary redundancies (requested)	122				122	n/a			
No. of voluntary redundancies (accepted)	115				115	n/a			
No. of compulsory redundancies (served notice)	54				54	n/a			

OBJECTIVE: PERSONAL & ORGANISATIONAL RESILIENCE

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
Completion rate for managing work related pressure training				546	546	New PI	n/a		
Completion rate for coping with pressure and increasing resilience training				361	361	New PI	n/a		
No. of long-term attendance management cases received	67	35	52	54	208	n/a	n/a		EoY Total - Stage 1 = 74, Stage 2 = 102 and Stage 3 = 32
No. of long-term attendance	17	3	9	15	44	n/a	n/a		21.2% of total long term attendance

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
management cases received for stress (work related)									management cases.
Total long term attendance management cases (1st April to date)	67	102	154	208	208	n/a	n/a		
No. of short-term attendance management cases received	40	17	33	23	113	n/a	n/a		EoY Total - Stage 1 = 35, Stage 2 = 64 and Stage 3 = 14
No. of short-term attendance management cases received for stress (work related)	7	3	0	0	10	n/a	n/a		8.8% of total short term attendance management cases.
Total short term attendance management cases (1st April to date)	40	57	90	113	133	n/a	n/a		

OBJECTIVE: CUSTOMER CARE

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
Average wait time at the Customer First counter	9.81 mins	8.3 mins	7.73 mins	8.5 mins	9 mins	7 minutes	6.30 minutes	✘	
% of transactions / contacts dealt with at the first point of contact within Customer First	78.59%	74.45%	76.09%	76.9%	78.42%	80%	79.06%	✘	
% of telephone calls answered in Customer First	32.99%	32%	63.12%	57.29%	41.2%	70%	70.13%	✘	
Customer satisfaction with Customer First	74.29%	91.9%	81.84%	86%	83.51%	89%	90.61%	✘	
No. of comments	19	55	37	33	144	n/a	New PI	n/a	Figures comprise of full year figures for Children's Services / Adult Services and 9 month figures for all other customer feedback.
No. of compliments	136	213	134	122	605	n/a	New PI	n/a	
No. of complaints	56	201	141	193	591	n/a	New PI	n/a	
% of responses to complaints sent within timescale		Data unavailable	Data unavailable	Data unavailable	Data unavailable	80%	New PI	n/a	Inconsistencies in reporting this data

OBJECTIVE: RECOVERY PLAN FOR CHILDREN'S SERVICES

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
Children's Social Care Workforce Development Plan judged as satisfactory by DfE	Judged as satisfactory				Judged as satisfactory	Judged as satisfactory	n/a	✓	
% of employees who have completed Children's Safeguarding training	77.12%	78%	85%	83%	83%	100%	78%	✓	

OBJECTIVE: LEADERSHIP BEHAVIOUR

Indicator	Q1	Q2	Q3	Q4	Outturn 2013/14	Target 2013/14	Outturn 2012/13	Trend	Comments
Number of IPAs in the HR system	23%	30%	49%	51%	51%	100%	40%	✓	
Completion rate for Coaching for Success programme				48	48	New PI	n/a		
Grievance - number of new cases received this quarter	9	7	3	5	24	n/a	n/a		
Grievance - total figure from 1st April to date	9	16	19	24	24	n/a	n/a		
Disciplinary - number of new cases received this quarter	24	19	18	12	73	n/a	n/a		
Disciplinary - total figure from 1st April to date	24	43	61	73	73	n/a			
Completion rate of mandatory iPool modules	53%	61%	57%	64%	64%	100%	52.9%	✗	

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Report to:	SCRUTINY COMMITTEE
Item number	10
Relevant Officer:	Gary Smith, Scrutiny Manager.
Date of Meeting	19 th June 2014

GRANTS TO THE VOLUNTARY SECTOR INTERNAL AUDIT 2013 / 2014

1.0 Purpose of the report:

1.1 The Committee to consider the Internal Audit report into the review of grants to the voluntary sector.

2.0 Recommendation(s):

2.1 To comment on the report, making any further recommendations that are considered necessary.

3.0 Reasons for recommendation(s):

3.1 To ensure constructive and robust scrutiny of the report.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

- 5.1 Each year the Internal Audit Team undertake compliance checking on a sample of grants and service level agreement payments made to the voluntary sector to ensure that funds have been spent appropriately.
- 5.2 The appended report includes details of the findings of this work and makes recommendations regarding future control improvements.

5.3 Witnesses/representatives

- 5.3.1 The following officer has been have been invited to attend the meeting to report on this item:

- Gary Smith, Audit Manager

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 10a: Internal Audit report – Review of Grants to the Voluntary Sector

6.0 Legal considerations:

- 6.1 None.

7.0 Human Resources considerations:

- 7.1 None.

8.0 Equalities considerations:

- 8.1 None.

9.0 Financial considerations:

- 9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.


13.0 Background papers:

13.1 None.

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Internal Audit Report

Review of Grants to the Voluntary Sector



Audit Team: Gary Smith
Rebekah Cross
Date: 4th June 2014

1. Scope

- 1.1 The scope of our audit work was to carry out compliance testing on a sample of the service level agreement payments and individual grants to the voluntary sector which the Council funded in 2013/2014.
- 1.2 The service level agreements (SLAs) included within the scope of the audit were:
- Blackpool, Fylde and Wyre Council for Voluntary Services;
 - Claremont First Step Community Centre;
 - Disability First; and
 - One Blackpool.
- 1.3 The grants included in the sample were:
- Blackpool Boys and Girls Club; and
 - Aunty Social Community Interest Company.

2. Executive Summary

- 2.1 We identified two payments made by Blackpool Boys and Girls Club to a company which claimed to be a charity. On reviewing the invoices we noted that the charity number had not been quoted on the invoice. We checked the Charity Commission website which confirmed that the charity had ceased to exist with effect from 8 August 2012. Further guidance to organisations in relation to general checks that should be made prior to payment of invoices may be beneficial.
- 2.2 The quarter two and quarter four payment requests from a subcontractor to One Blackpool were not paid within a reasonable timeframe. Whilst we understand that one of the requests for payment was in dispute, One Blackpool did not provide an explanation as to the reasons for the delay in payment of the second quarter or an explanation as to why the quarter four request was in dispute.
- 2.3 The detailed findings and recommendations are included in sections four and five of this report.
- 2.4 We would like to thank Rachel Stafford and the representatives of the organisations selected for their assistance and courtesy throughout the review.

3. Overall Opinion and Assurance Statement

- 3.1 We consider that all of the payments for service level agreements and grant allocations made to the organisations within our sample have been spent appropriately and in accordance with the intended objectives.

4. Issues Arising

4.1 Service Level Agreements

4.1.1 In 2013/14 the Scrutiny Committee allocated funding for twelve service level agreements across eleven voluntary organisations, setting out the Council's commitment to supporting the third sector. Through these service level agreements, the Council provided £397,189 of funding in the 2013/14 financial year.

4.1.2 The service level agreements in place follow a standard template, and are then tailored to include the objectives of the voluntary sector organisation concerned and the details of their agreement with the Council.

4.2 Blackpool, Fylde and Wyre CVS

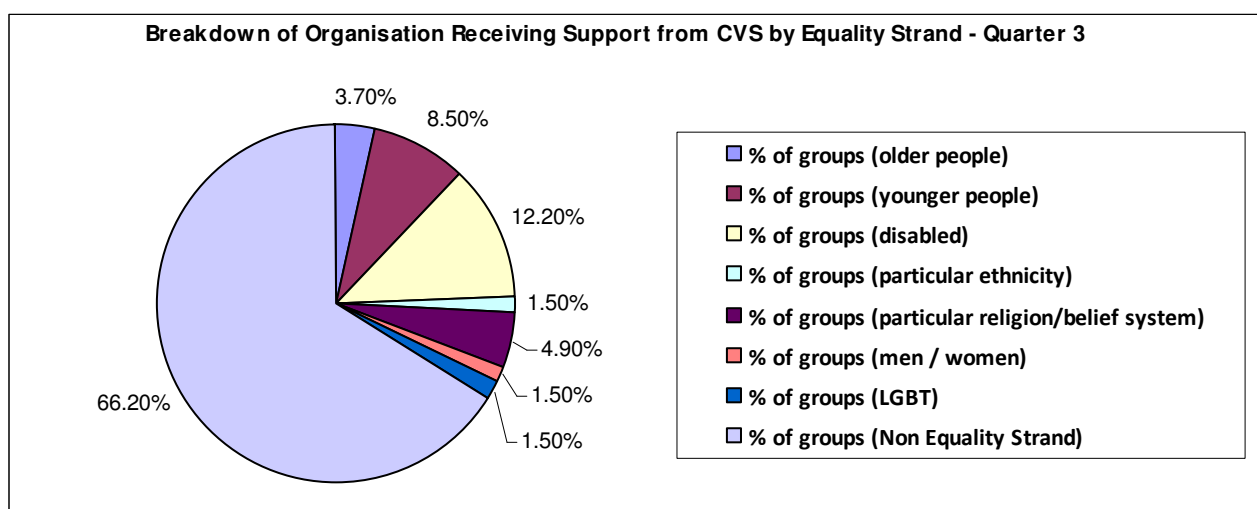
4.2.1 Blackpool, Fylde and Wyre CVS was allocated £31,725 through a service level agreement for the 2013/14 financial year. The grant was paid in four instalments of £7,931.25 which we verified to the relevant bank account.

4.2.2 Blackpool, Fylde and Wyre CVS offers support to a number of projects, groups and communities in Blackpool by undertaking various roles and functions such as: consultation and engagement; advice; training; volunteering opportunities and information giving. The purpose of the grant was to contribute towards the costs of management salaries, rent and council tax and general running costs of the organisation.

4.2.3 We undertook our visit to Blackpool, Fylde and Wyre CVS on the 15th April 2014. During the course of the review the financial records maintained by the organisation were provided to us.

4.2.4 We reviewed the bank statements for the period 29 March 2013 to 28 March 2014 to ensure that the general running costs of the organisation such as rent, council tax, water, electricity, etc agreed to the expenditure profile provided by CVS. We did not identify any issues and are satisfied that the expenditure was in line with the intended objectives.

4.2.5 CVS works with 485 organisations that are active in Blackpool exclusively and maintains data on groups and organisations they support by equality strand. A breakdown on the percentage of groups in Blackpool per equality strand is illustrated in the chart below.



4.3 Claremont First Step Community Centre

4.3.1 Claremont First Step Community Centre was allocated £21,430 through a service level agreement for the 2013/14 financial year. The grant was paid in four instalments of £5,357.50.

4.3.2 The purpose of the funding was to contribute towards the costs of staffing the Egerton Road office plus associated management costs.

4.3.3 We undertook our visit to Claremont First Step Community Centre on the 11th April 2014. During the course of the review, the financial records maintained by the organisation were provided to us.

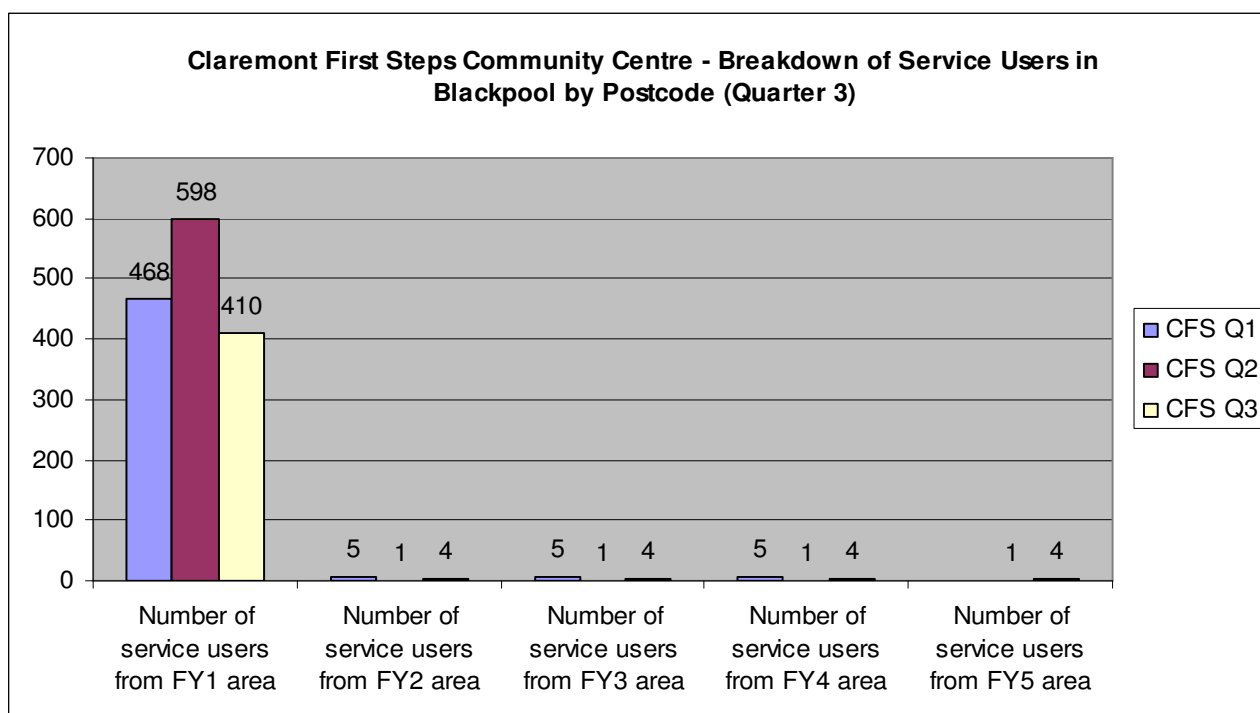
4.3.4 The SLA funding has been spent as follows:

Table 1: Breakdown of expenditure for year ended 31 March 2014

Expenditure	£
Salaries	16,958
Cleaning	115
Stationery	451
Management costs	4,000
Total	21,524

4.3.5 All expenditure items had valid invoices/supporting documentation. Therefore we are satisfied that the expenditure reviewed had been spent appropriately and had an appropriate audit trail in place.

4.3.6 The grant has been spent solely on providing services for Blackpool residents. A breakdown of the number of service users per postcode (as per the quarter three monitoring report) is illustrated in the chart below.



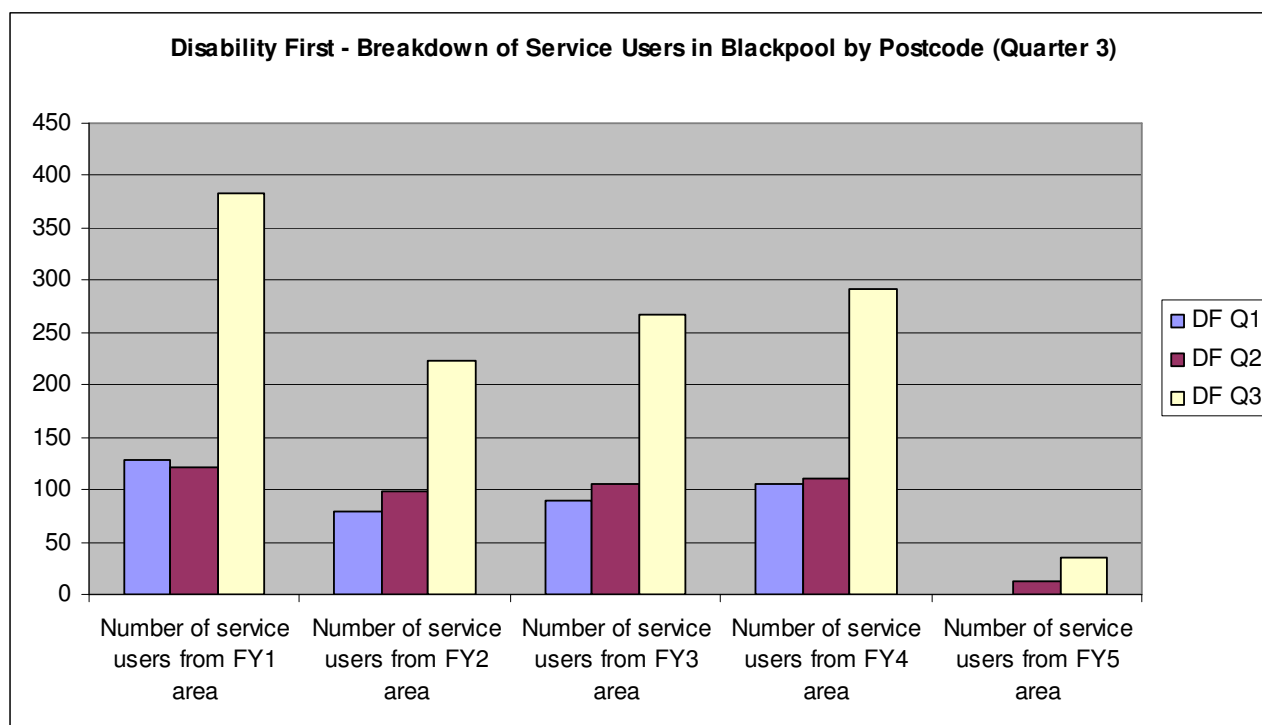
4.4 Disability First

- 4.4.1 Disability First was allocated £25,000 through a service level agreement for the 2013/14 financial year. The grant was paid in four instalments of £6,250.
- 4.4.2 The SLA application stated that the money would be used to run an information and advice service with a special focus on welfare benefits advice. A sample of 12 expenditure items was selected for testing from the financial records submitted by Disability First. The expenditure appeared to be mainly on general expenses such as travel, salaries, insurance, telephones and bank charges, which is in line with the stated objectives of the grant.
- 4.4.3 All expenditure items selected for testing had valid invoices/supporting documentation. Therefore we are satisfied that the expenditure tested had been spent appropriately and had an appropriate audit trail in place.
- 4.4.4 The total cost of the disability advice service as stated on the SLA funding application form is £53,549. Disability First only applied to Blackpool Council for just under 50% of the total running costs.

Table 2: Breakdown of actual costs for year ended 31 March 2014

Expenditure	£
Salaries	33,708
Bank Charges	105
Virgin Media	799
HMRC	11,066
C Cabs	614
Insurance	855
Policy Consultant	272
Training	187
General Expenses	2,743
Total	50,349

- 4.4.5 The service users who access the disability advice service are all Blackpool residents. A breakdown of the number of service users in Blackpool by postcode as per the quarter 3 monitoring report is illustrated in the following chart.



4.5 One Blackpool

4.5.1 One Blackpool was allocated £96,500 through a service level agreement for the 2013/14 financial year. The first instalment paid was in the sum of £48,250 followed by two further instalments of £24,125.

4.5.2 The purpose of the grant was to deliver seven strands of activity which individually and collectively form a programme of support for the voluntary, community and faith sector organisations in Blackpool. With the exception of requirement 5, which had been undertaken by One Blackpool, all strands of activity had been sub contracted to the following organisations for delivery:

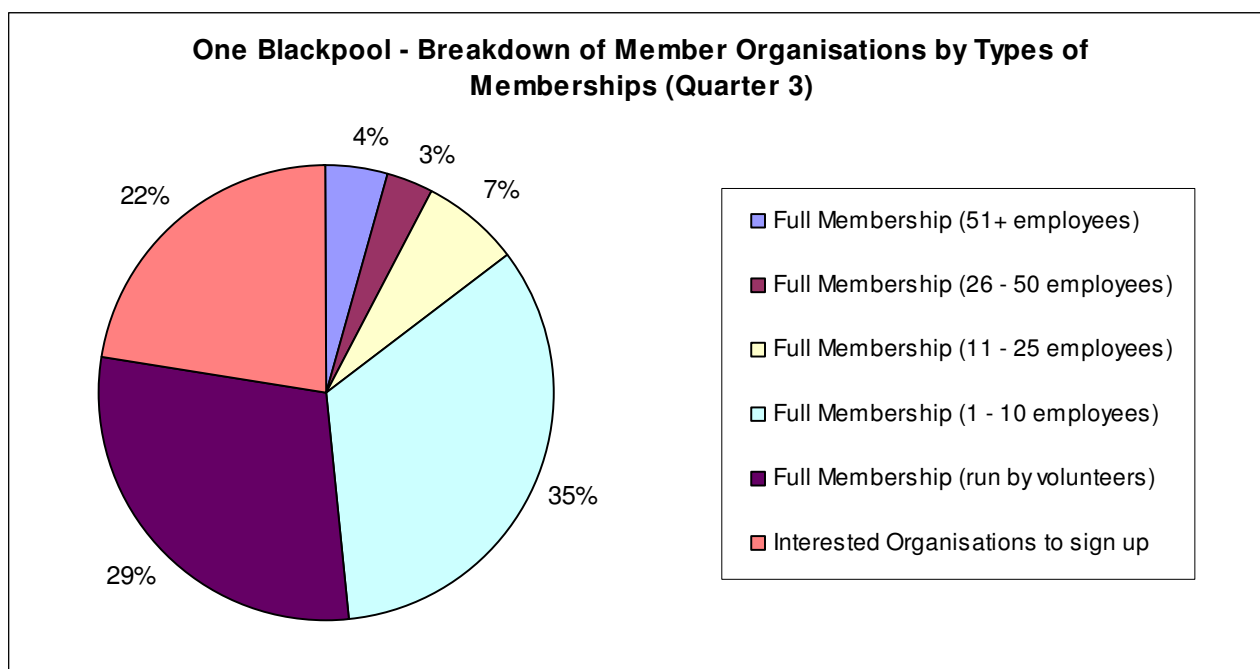
- Blackpool, Fylde and Wyre CVS (requirements 1, 2 and 3)
- Volunteer Centre (requirement 3)
- Social Enterprise Solutions Ltd (requirement 4)
- UR Potential (requirements 6 and 7)

4.5.3 In addition to the grant funding of £96,500 One Blackpool provided approximately £31,000 in matched funding. The breakdown provided shows expenditure against the Blackpool SLA as follows:

Table 3: Breakdown of expenditure for the year ended 31 March 2013

Expenditure	£
Blackpool, Fylde and Wyre CVS	53,000
Social Enterprise Solutions Ltd	20,000
UR Potential	35,000
Halton and St Helens Voluntary and Community Action	5,040
One Blackpool (management fees / requirement 5)	12,500
Northbridge Digital	2,000
Total	127,540

- 4.5.4 All expenditure items were supported by valid invoices/supporting documentation and we are satisfied that the expenditure reviewed had been spent appropriately and was in line with the intended objectives of the grant.
- 4.5.5 Most of the requests for payment from the sub contractors had been actioned within 30 days. However we noted that the quarter two and quarter four requests for payments to UR Potential had been delayed. Whilst we acknowledge that the quarter four payment was in dispute, One Blackpool did not provide an explanation as to the reasons for the delay in payment of the second quarter or an explanation as to why the quarter four request was in dispute. Steps should be taken to ensure that organisations have procedures in place to ensure that payment requests from providers and suppliers are paid within an appropriate time period.
- 4.5.6 One Blackpool was able to provide data on member organisations by type of membership. A breakdown from the quarter 3 monitoring report is illustrated in the chart below.



4.6 Annual Grant Allocations

- 4.6.1 In 2013/14, the Scrutiny Committee awarded £29,611 of funding across sixteen voluntary sector organisations for the 2013/14 financial year.
- 4.6.2 Organisations in receipt of grant funding are now issued with terms and conditions which specify what the funding can be used for; the need to operate effective financial management systems and retain evidence of how the grant funding has been spent; and that the grant expenditure is subject to audit by the Council. This was a recommendation made in the previous audit for the financial year 2012/2013.

4.7 Blackpool Boys and Girls Club

- 4.7.1 Grant funding of £3,434 was allocated to Blackpool Boys and Girls Club for the 2013/14 financial year.
- 4.7.2 The organisation applied for £4,512 and stated that the monies would be used to provide two to three nights residential breaks for young people who live in Blackpool, primarily aimed at those considered to be disadvantaged, vulnerable and most in need. The

residential breaks were to be held at a purpose built centre in Cumbria run by the Lancashire Association of Boys and Girls Clubs (LABGC). As an affiliated member BBGC would have access at reduced rates.

4.7.3 The application form provided the following breakdown of planned expenditure.

Description	Provider	Cost £
3 x residential 2/3 day breaks	LABGC	3,434.00
Watersports residential weekend	LABGC	1,000.00
Residential Summer Camp	LABGC	240.00
Total		4,674.00

4.7.4 The grant was used to part-fund five residential breaks in total. A breakdown of the actual costs incurred is provided in the table below.

Description	Provider	Total Cost £
Residential 24 Jun – 28 Jun 13	Canals Unlocked	1,008.00
Residential 22 Jul – 26 Jul 13	Canals Unlocked	1,008.00
Residential 7 Jun – 9 Jun 13	Canals Unlocked	2,463.00
Residential 29 Jul – 1 Aug 13	LABGC	352.00
Residential 21 Jun – 23 Jun 13	LABGC	250.00
Total		5,081.00

4.7.5 Blackpool Boys and Girls Club were able to provide copies of all of the above invoices and we are satisfied that the expenditure was in line with the intended objectives of the grant.

4.7.6 On reviewing the invoices from Canals Unlocked we noted that the charity number had not been quoted on the invoice. We checked the Charity Commission website which confirmed that the charity had ceased to exist with effect from 8 August 2012. A further check was made via Companies House and this confirmed that the company was dissolved on 4 December 2012. It would be beneficial to provide voluntary organisations with relevant guidance in relation to general checks that should be made prior to payment of invoices to ensure they include the necessary information.

4.7.7 We were unable to ascertain if the provider was self employed as a unique tax reference had not been quoted on the invoice. A unique tax reference shows that a self employed person is known to HMRC, and there is a risk that organisations paying invoices without a unique tax reference number could be fined by up to £50,000. If it is subsequently found that the self employed person is not registered with the HMRC, the outstanding tax will also need to be repaid. In order to reduce this risk, guidance should be provided to voluntary organisations in relation to tax requirements. In particular, the requirement to only pay invoices submitted by self-employed persons when their unique tax reference number is quoted. The guidance should also include actions to be taken where there is outstanding tax owed to the HMRC.

4.7.8 We were advised by Blackpool Boys and Girls Club that the number of young people attending the residential breaks was 40 in total, all of whom were from the Brunswick Ward.

4.8 Aunty Social CIC

4.8.1 Grant funding of £1,295 was allocated to Aunty Social CIC for the 2013/14 financial year.

4.8.2 The purpose of the grant was to part fund free and subsidised sewing classes in Blackpool town centre. The funding would cover the cost of 6 months' venue hire, an overlocker, dressing forms, equipment testing and haberdashery equipment.

4.8.3 A breakdown of the actual costs incurred is provided in the table below.

Description	Total Cost £
Dressmaking Forms	220
Haberdashery Equipment	314
Overlocker Sewing Machine	249
Venue Hire	495
Total	1,278

4.8.4 All expenditure items were supported by valid invoices/supporting documentation and we are satisfied that the expenditure reviewed had been spent appropriately and was in line with the intended objectives of the grant.

4.9 Follow up of prior years recommendations

4.9.1 An audit review of the Grants to the Voluntary Sector was undertaken in 2012/13. Three recommendations were made as follows:

- The Corporate Development and Engagement Team should work with the voluntary organisations to determine the information that should be kept to enable geographical analysis relating to how expenditure incurred benefits local residents. This has now been included in the monitoring information voluntary organisations that provide services under an SLA are required to submit.
- Organisations in receipt of grant funding should be issued with terms and conditions which specify what the funding can be used for; the need to operate effective monitoring and financial management systems and retain evidence of how the grant funding has been spent; and that the grant expenditure is subject to audit by the Council. This has been incorporated in the grant offer letter.
- Checks should be undertaken to ensure that money is paid to the organisation submitting the grant application. We did not find any occurrences of grant monies being paid to the wrong organisation during our 2013/14 testing.

4.10 New Funding Regime 2014/2015

4.10.1 In 2014/2015 grants to voluntary sector organisations will be reduced. Grants will be managed as previously, however, it is intended to phase out the grants by providing additional support to allow recipients to achieve greater independence and secure alternative funding throughout the next twelve months.

4.10.2 Given the intended changes to the funding regime the recommendations which we are making in this report are forward looking to support the new approach.

4.10.3 As the Community Engagement Team phase out funding to the voluntary sector there are Council services who may continue to commission and contract with the third sector. Therefore we recommend that a copy of this report is shared with both the Corporate

Procurement Team and the Adult and Children's Services Commissioning and Contracting Team so that they are aware of the findings of the audit (Recommendation 1).

- 4.10.4 In addition, we recommend that a copy of the report is provided to the Blackpool, Fylde and Wyre CVS with the request that they consider it when planning their programme of support for the voluntary sector in Blackpool (Recommendation 2).

5. Action Plan

<i>Recommendation</i>		<i>Priority</i>
R1	A copy of this report should be forwarded to the Corporate Procurement Team and Adult and Children’s Services Commissioning and Contracting Team for their background information.	3
R2	This report should be forwarded to Blackpool, Fylde and Wyre CVS with the request that they consider it when planning their programme of support for the voluntary sector in Blackpool.	3

Key to Priorities

Priority 1	A recommendation we view as essential to address a high risk
Priority 2	A recommendation we view as necessary to address a moderate risk.
Priority 3	A recommendation that, in our opinion, represents best practice or addresses a low level of risk.

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Report to:	SCRUTINY COMMITTEE
Item number	11
Relevant Officer:	Steve Sienkiewicz, Scrutiny Manager.
Date of Meeting	19 th June 2014

SCRUTINY PANEL UPDATE

1.0 Purpose of the report:

1.1 The Committee to consider progress updates on the appointed Scrutiny Panels including verbal updates from Lead Members.

2.0 Recommendation(s):

2.1 To note the update report from the Scrutiny Lead Members.

3.0 Reasons for recommendation(s):

3.1 To ensure the Committee is fully appraised as to the progress of work of its appointed Panels.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

5.1 The purpose of the report is to provide the Scrutiny Committee with an update on the work of the Scrutiny Panels, outlined in the report attached at Appendix 11a.

5.2 Lead Members will be invited to give a verbal update regarding work undertaken and planned and to feedback to the Committee on the reviews currently in progress.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 11a : Scrutiny progress report.

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.

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SCRUTINY	MEMBERS INVOLVED	DATE COMMENCED	SUPPORTING OFFICERS	PROGRESS REPORT
Housing, Public Safety and Enforcement and Street Scene and the Environment - Councillor Lee				
Community Safety Partnership (CSP) Scrutiny Panel	Councillors: Lee (Lead Member), Stansfield, D. Coleman, Green, Hutton, M. Mitchell.	Ongoing statutory responsibility under Police and Justice Act legislation	Paolo Pertica	The last meeting of the Panel was held on 15 th April 2014 and considered the performance data of the Community Safety Partnership, capacity and changes to anti-social behaviour legislation. The next meeting will be held 21 st October 2014.
Tourism and Leisure, Highways, Transport and Equality and Diversity - Councillor Mrs Callow				
Winter Gardens	Councillors: Hutton (Lead Member) Evans, Green Henderson Matthews M Mitchell O'Hara, Smith	30 April 2012	Alan Cavill	A briefing report will be sent to all Panel Members in due course, following the Executive Decision to create a Council owned company to manage the Winter Gardens.
Children's Services and Culture and Heritage - Councillor Stansfield				
Children's Services (Safeguarding) Review Panel	Councillors Stansfield, D. Coleman, Green, Hutton, O'Hara and Ryan	January 2014 - ongoing	Sue Harrison Dominic Tumelty	The last meeting of this Review Panel was held on 30 th April 2014. The next meeting will be on 4 th September 2014.

Education Scrutiny Review Panel	Councillors Stansfield (Lead Member), Matthews, O'Hara, Hutton, D Coleman, Green	January 2013 - ongoing	Sue Harrison Carl Baker Charlotte Clarke	<p>This Review Panel is now fully established and meeting on a regular, timetabled basis. An update of the work of the Panel to date was considered at the Scrutiny Committee meeting in March 2014 and further updates will be provided to the Committee at timely intervals.</p> <p>The last meeting of the Panel was held on 1st May 2014 at Devonshire Primary School.</p> <p>The next ordinary meeting of the Panel will be held on 3rd July 2014. The venue of this meeting has yet to be confirmed.</p>
Urban Regeneration – Councillor Doherty				
Apprenticeships Scrutiny Review Panel	Cllrs Elmes (Lead Member), Evans, Henderson, Hutton, O'Hara	March 2014	Peter Legg Mike Taplin Linda Dutton	<p>Following the final report of the Panel being approved by the Scrutiny Committee on 1st May 2014, it was subsequently approved by the Executive on 19th May 2014.</p> <p>Progress on the recommendations will be reported to Panel Members in due course.</p>
Corporate Management and Resources – To be advised				
Public Health and Adult Social Care - Councillor Mrs Henderson MBE				
Visits to Care Homes	Councillors Henderson MBE, Stansfield, Hutton, Ryan and O'Hara	November 2013	Val Raynor	<p>An initial briefing for interested Members was held on the 23rd October. Members are accompanying inspection staff in visits into care and nursing homes on an on-going basis and an update report highlighting the work undertaken will be submitted to a future meeting of the Scrutiny Committee.</p>
Various				
Outside Bodies Scrutiny Panel	Councillors: Mrs Callow, Elmes and Lee (lead Members	November 2012		<p>This is an on-going Panel to scrutinise the performance and strategies of companies owned or part-owned, by the Council. The Panel last met on 28th April to scrutinise the Blackpool, Fylde and Wyre Economic Development Company.</p>

	depending on o/s body) D. Coleman Green, Hutton Matthews M. Mitchell, O'Hara and Stansfield			
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Report to:	SCRUTINY COMMITTEE
Item number	12
Relevant Officer:	Steve Sienkiewicz, Scrutiny Manager.
Date of Meeting	19 th June 2014

COMMITTEE WORKPLAN

1.0 Purpose of the report:

1.1 The Committee to consider the Scrutiny Workplan, together with any suggestions that Members may wish to make for scrutiny review topics.

2.0 Recommendation(s):

2.1 To approve the Committee Workplan, taking into account any suggestions for amendment or addition.

3.0 Reasons for recommendation(s):

3.1 To ensure the Workplan is up to date and is an accurate representation of the Committee's work.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council's approved budget? N/A

3.3 Other alternative options to be considered:

None.

4.0 Council Priority:

4.1 N/A

5.0 Background Information

- 5.1 The Scrutiny Committee Workplan is attached at Appendix 12a.
- 5.2 Committee Members are also invited, either now or in the future, to suggest topics that might be suitable for scrutiny. In so doing, Members are requested to be mindful of the scrutiny selection checklist that is attached to this report at Appendix 12b. At the Committee meeting on 9th June 2011 it was decided that the checklist should form part of the mandatory scrutiny procedure. It should therefore be completed and submitted for consideration by the Committee, prior to a topic being approved for scrutiny.

Does the information submitted include any exempt information?

No

List of Appendices:

Appendix 12a : Scrutiny Committee Workplan.

Appendix 12b: Scrutiny Selection Checklist - (blank template).

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.

13.0 Background papers:

13.1 None.

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SCRUTINY COMMITTEE WORKPLAN 2014/2015

Housing, Public Safety and Enforcement and Street Scene and the Environment – Lead Member: Cllr Lee	Community Safety Partnership Scrutiny Review Panel (statutory responsibility). Two meetings will be held per year. Next meeting due to take place 21st October 2014.
	Regular updates on the Transience Projects – Last update report to Committee on 12th December 2013. Next update TBC.
	Potential topics for consideration, identified through discussions with the Cabinet Member: <ul style="list-style-type: none"> • Impact of the mobile recycling centre • Decent Homes
Tourism and Leisure, Highways, Transport and Equality and Diversity Lead Member: Cllr Mrs Callow	Outside body standing panels (one meeting each annually): <ul style="list-style-type: none"> • Blackpool Airport – Meeting held on 11th February 2014. Reported to Committee on 20th March 2014. • Blackpool Zoo – Reported to Committee November 2013.
Children’s Services and Culture and Heritage Lead Member: Cllr Stansfield	Education Scrutiny Review Panel - Standing Panel, Ongoing. Update reports received quarterly, next report due September 2014. Next meeting due to take place on 18th June 2014.
	Children’s Services (Safeguarding) Scrutiny Panel - Standing Panel, Ongoing. Next meeting due to take place on 4th September 2014. An annual report will submitted to Committee in December 2014.
	Children’s Services Annual report was considered at the December 2013 meeting. To be considered annually by Committee.
Urban Regeneration Lead Member: Cllr Doherty	Flood Risk Scrutiny Review Panel - Six monthly report to Scrutiny Committee on flood risk issues and progress now the Panel has completed its work.
	Apprenticeships Scrutiny Review Panel - ‘In a day’ review to be held 26 th March 2014. Final report approved by Scrutiny Committee May 2014. Outcome to be reported at the 19th June 2014 Scrutiny Committee meeting.

SCRUTINY COMMITTEE WORKPLAN 2014/2015

	<p>Bathing Water Scrutiny Review Panel - Final report approved by Committee 13th June 2013 (led by Cllr Mrs Callow). The Committee agreed that the Panel should meet annually to monitor progress. Next meeting expected to be February 2015.</p>
<p>Corporate Management and Resources. Lead Member: To be announced</p>	<p>Outside body standing panel (one meeting annually):</p> <ul style="list-style-type: none"> • Blackpool Economic Development Company – Meeting held on 28th April 2014. Report due to Committee on 19th June 2014.
	<p>Quarterly progress reports against the Council's priorities - Reports due to Committee in June 2014 (end of year report) and September 2014.</p>
<p>Public Health and Adult Social Care. Lead Member: Cllr Mrs Henderson MBE.</p>	<p>Council Complaints Annual Report - Report will be presented to the Scrutiny Committee in September 2014.</p>
	<p>Scrutiny Committee to monitor handling of CAF complaints, following Executive decision EX/11/2013. The Adult Services Annual Report was presented to the Scrutiny Committee in September 2013. To be considered annually by Committee.</p>
	<p>To consider Adult Safeguarding matters, including the annual Safeguarding report. Quarterly reports to Committee. Next report to Committee on 11th September 2014.</p>
	<p>Care Home Visits – The visits have commenced, following the initial briefing that was held on 23rd October 2013. An update report was presented to Committee on 20th March 2014 and there will be a further update will be presented in October 2014.</p>
	<p>Child Poverty - regular reports to be received by Committee as per recommendation at the Scrutiny Committee meeting in October 2013. Next report to Committee June 2014.</p>

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