

Corporate Overview and Scrutiny Committee

Agenda

Date: Thursday, 5th April, 2018
Time: 2.00 pm
Venue: Committee Suite 1,2 & 3, Westfields, Middlewich Road,
Sandbach CW11 1HZ

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

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

1. **Apologies for Absence**

2. **Minutes of Previous meeting** (Pages 3 - 8)

To approve the minutes of the meeting held on 1 February 2018.

3. **Declarations of Interest**

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

4. **Declaration of Party Whip**

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

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

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

Contact: Mark Nedderman

Tel: 01270 686459

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

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

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

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

6. **New Homes Bonus- Community Fund**

To receive a presentation from Jan Willis, Interim Executive Director of Corporate Services in respect of the current position for the New Homes Bonus Community Fund and developments from the working group.

7. **A Member- led Council: Developing Effective member and Officer Relations**
(Pages 9 - 20)

To consider a report on the document: 'A Member-led Council: Developing Effective Member and Officer Relations'.

8. **Work Programme** (Pages 21 - 24)

To review the current Work Programme.

9. **Forward Plan** (Pages 25 - 36)

To review the current Forward Plan.

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Overview and Scrutiny Committee** held on Thursday, 1st February, 2018 at Committee Suite 1,2 & 3, Westfields, Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor M Simon (Chairman)
Councillor M Grant (Vice-Chairman)

Councillors Rhoda Bailey, S Corcoran, H Davenport, B Dooley, S Gardiner, J Nicholas, S Pochin, L Smetham and B Walmsley

7 APOLOGIES FOR ABSENCE

Councillor T Dean.

8 ALSO PRESENT

Jan Willis- Interim Executive Director of Corporate Services
Alex Thompson- Finance Lead Strategy and Funding
Jill Broomhall- Director of Adult Social Care Operations
Sean Hannaby- Director of Planning and Sustainable Development
Gill Betton- Head of Service- Children's Development and Partnerships

9 MINUTES OF PREVIOUS MEETING

The Committee noted two sets of minutes from previous meetings. There were wording changes from the set of minutes for the 11 January 2018 under the item that related to Crewe Fire Station Second Pump.

Bullet point one stated "It appeared that the west side of Cheshire, which included Ellesmere Port and Warrington...Cheshire East would only have one whole-time pump in Crewe." this should read "It appeared that the north and north west of Cheshire, which included Ellesmere Port and Warrington...Cheshire East would only have one whole-time pump which would be based in Crewe."

Bullet point six stated "...the response times to fire incidents in Crewe compared to those of neighbouring forces." this should read "...the response times to fire incidents in Crewe compared to those areas."

RESOLVED:

- (a) That the minutes of the meetings held on the 11 January 2018 and the 19 January 2018 be confirmed as correct records and signed by the Chairman.

10 DECLARATIONS OF INTEREST

There were no declarations of interest.

11 DECLARATION OF PARTY WHIP

There were no declarations of the existence of a party whip.

12 PUBLIC SPEAKING TIME/OPEN SESSION

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

13 QUARTER THREE PERFORMANCE REPORT

Councillor Paul Bates, Portfolio Holder for Finance and Communications introduced the item for the 3rd Quarter Review of Performance. Councillor Bates highlighted the good performance outlined in the covering report alongside areas that required further improvement.

Jan Willis, Interim Executive Director of Corporate Services advised the Committee of changes since Quarter 2, the major improvement being the review of reserves had completed, the revenue budget had been balanced which resulted in a £5.7million improvement. Jan expected a more balanced outturn by Quarter 4.

The Committee considered that following the review to the capital programme and as part of the business planning process for 2018-21 a number of schemes, totalling £12.3million have been removed from the programme. On further analysis of Appendix 5, the Committee requested detail of £9.4million removed under the budget line for Education Community Hub.

The Committee asked for further explanation of paragraph 119 that stated it was unlikely that further income from the investment portfolio would be realised before the end of March, this had created an income shortfall of £0.3million. Jan advised there was a report going to Cabinet in respect of taking investment forward.

Paragraph 206 stated there was a noticeable increase in the number of agency worker assignments within the People directorate between October and December 2017; this was due to new C.Net assignments being created towards the end of the period to provide short term emergency cover for sickness absence within Adult Services (Care4CE). Jill Broomhall, Director of Adult Social Care Operations, advised this was because of winter bugs. Councillor Janet Clowes, Portfolio Holder for Adult Care and Integration, added that although the flu jab was offered to employees who worked in care homes, early uptake was poor. This will be followed up for the same period next year.

The Committee acknowledged the Council's significant pressures and challenges and noted the much improved position of the predicted overspent being currently estimated at £100K. The Committee congratulated the Directorates and the Finance Team for their continued efforts to find efficiencies to mitigate the overspend whilst continuing to provide services and perform strongly. Council Tax collection was highlighted by the Committee for its continued increased high performance.

RESOLVED:

- (a) That Jan and contributing officers be thanked for their attendance and contributions;

- (b) That the report be received and noted;
- (c) That Helen Davies provide the Committee with details of the £9.4million relating to the Education Community Hub.

14 MEDIUM TERM FINANCIAL STRATEGY 2018-21

Councillor Paul Bates, Portfolio Holder for Finance and Communications introduced the Medium Term Financial Strategy 2018-21. Councillor Bates outlined that Cheshire East Council delivered approximately 500 local services daily and reflected some of the positive key performance, he also acknowledged that local government grant funding would continue to reduce throughout 2019-20 with no confirmation of funding levels. Central Government continued to build in flexibility to enable local authorities to use local tax raising powers to fund services such as Adult Social Care.

Jan Willis, Interim Executive Director of Corporate Services, outlined the main changes to the budget since the Pre-Budget report. The Strategy reflected the provisional settlement however the final settlement was yet to be confirmed which meant the final changes could not be incorporated into the report before going to February Cabinet.

Jan noted that the provisional settlement showed the New Homes Bonus was in a better financial position than previously forecast in the Pre-Budget Report.

Budget proposals had been modified based on the Pre-Budget Proposal Consultation to reflect savings made in Highways and modified proposals for libraries.

Councillor Davenport suggested that that Proposal 79- Community Library Provision should reflect the footfall of visitors. Sean Hannaby, Director of Planning and Sustainable Development, advised that the comments in the report related to all libraries and not just Prestbury, Alderley Edge and Disley as the three listed.

The Committee noted an overspend in the People directorate and asked if there was going to be further overspend in 2018/19 or if these pressures were being mitigated for 2019/20. Councillor Janet Clowes, Portfolio Holder for Adult Care and Integration advised that the pressures were ongoing and rising, by 2020 there would be a 30% increase in over 75 year olds which would result in more cases of complex health care needs. Also, there was a large cohort of young people transitioning into adulthood with complex needs, care packages to accommodate these people would be needed in 2018/19.

Jill Broomhall, Director of Adult Social Care Operations noted that the Association of Adult Social Care had published a paper that documented the dangers of people remaining in long term care. The biggest risk for this Authority was provider failure.

Councillor Davenport advised the Committee that the Environment and Regeneration Overview and Scrutiny Committee had two proposals, one on a Highways Contract and the other on the Car Parking Strategy, to add to the overall recommendations to Cabinet from this Committee.

The Committee noted that on page 151, the pre-amble to the Community funding from New Homes Bonus was worded in a potentially leading way. Jan advised that the budget report would not specify a mechanism by which the funding would be spent, only that it should be made available to communities.

RESOLVED- That:

- (a) Jan and contributing officers be thanked for their attendance and contributions; and
- (b) the report be received and noted.

That the following comments be submitted to Cabinet for its consideration:

- 1) Further consideration be given to the proposed £500k revenue saving relating to the Highways Contract, and that if the saving was to be made, assurance be given that this would relate to efficiencies rather than a reduced level of service. However, it was noted in the meeting that this saving had since reduced from £500k to £150k;
- 2) the Car Parking Strategy ensures a Parking Policy that was fair to all residents of the Borough;
- 3) when the final version is approved, that consideration be given to the wording of the budget line “Changes to Community Libraries” to remove the references to Alderley Edge, Disley and Prestbury and instead to read as ‘All libraries’;
- 4) The Committee requested that analysis information be supplied to Corporate Scrutiny to show how the forecasted figures for the Parking Strategy were determined. Members noted the piece of work had not yet completed and queried how the -£0.355 had been reached;
- 5) consideration be given to the wording in the Forward from the Finance and Communication Portfolio Holder specifically the section Community funding from New Homes Bonus. The current wording “...to set aside £2m and allow local communities to determine how this money will be spent.” needs to be reconsidered particularly as Corporate Scrutiny has yet to offer suggestions for a scheme to establish how these funds could be spent. Similarly the budget line “New Homes Bonus Community Fund” is worded “...building on the Council’s participatory budgeting approach.” Could consideration also be given to this wording as Corporate Scrutiny has not yet carried out the piece of work to offer suggestions for how these funds could be spent.
- 6) Cabinet be asked to give consideration to the inclusion of Scrutiny in any future pieces of work or considerations on “External income-Fees and Charges”; and
- 7) the Corporate Scrutiny Committee ask that Cabinet be asked to formally acknowledge these comments in the minutes of the meeting.

The Chairman advised the Committee that following a discussion with Kath O'Dwyer, there was an opportunity for this Committee to be involved with a review of the culture across the organisation. Members were in agreement with this suggestion.

Jan Willis advised the Committee there could be scope for this Committee to scrutinise the use of technology across the organisation. The Chairman noted that there was a Joint Working Group currently operating with Cheshire West and Chester Council that had been formed to scrutinise the Best 4 Business, the Shared Service replacement for the current Oracle system. The Committee agreed that this work could be combined with a larger review of technology.

RESOLVED:

- (a) That the Work Programme be received and noted;
- (b) That the Chairman have further discussion with Kath O'Dwyer about the scope for work relating to a review of the culture across the organisation.
- (c) That the Scrutiny Officer speak to relevant officers to identify if there are any specific examples of technology that this Committee could agree to scrutinise.

16 FORWARD PLAN

The Committee reviewed the Forward Plan. Members noted the Early Help Framework as an item previously discussed at the meeting on the 19 January 2018 and agreed that this would be an item Health, Adult Social Care and Communities Overview and Scrutiny would continue to monitor.

RESOLVED:

- (a) That the Forward Plan be received and noted; and
- (b) That the Health, Adult Social Care and Communities Overview and Scrutiny Committee would continue to monitor the impact of the Early Help Framework.

The meeting commenced at 2.00 pm and concluded at 4.35 pm

Councillor M Simon (Chairman)

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Corporate Overview and Scrutiny

Date of Meeting: 05 April 2018

Report Title: A Member-led Council: Developing Effective Member and Officer Relations

Senior Officer: Acting Director of Legal Services

1. Report Summary

- 1.1. In order for the Council to be effective and successful, it is crucial for the relationship between Members and officers to be well-founded and properly understood.
- 1.2. This report sets out the history of the development of the appended document-A Member-led Council: Developing Effective Member and Officer Relations, and asks the Committee to agree to support the approach it advocates. The Committee is also asked to endorse the recommended status of the document as a supplement to the Council's Member/Officer Relations Protocol.

2. Recommendation

- 2.1. That the Committee support the approach set out in the appended document: Cheshire East - A Member-led Council: Developing effective Member and officer relations; and endorse its importance as a supplement to the Council's Member/ Officer Relations Protocol.

3. Reasons for Recommendations

- 3.1. To bring clarity and certainty to the crucially important relationship between Members of the Council and officers.

4. Other Options Considered

- 4.1. Not applicable.

5. Background

- 5.1. In early 2017, the Council's Corporate Leadership Team and Cabinet worked jointly with the Local Government Association to explore how the Council might refine its approach to Member and officer relations.
- 5.2. For some years, the Council had been clear in stating that it was "Member-led", but it was felt important to bring clarity to this statement; to establish

an agreed approach to the way in which elected Members and officers relate to each other, and to the expectations each have of the other. This relationship is crucial for the Council to be effective and successful.

- 5.3. This work led to the preparation of the appended document: Cheshire East- A Member led Council: Developing effective Member and officer relations. In summary, the document;

5.3.1. Makes clear the democratic mandate which elected Members have; and their responsibility for setting the policy framework, upon which the officers provide professional advice and expertise in order to deliver it.

5.3.2. Clarifies the role of officers as employees who put policies into effect and who deliver the Council's services, utilising powers and performing responsibilities delegated to them by Members.

5.3.3. Underlines the importance of officers acting with political impartiality, serving the whole Council rather than particular groups or Members; providing unbiased professional advice to Members.

- 5.4. The document was shared with the Council's political group leaders, and endorsed by them, and was subsequently published.

- 5.5. This document does not replace our agreed Member/Officer Protocol, but provides helpful additional guidance which supplements it.

6. Implications of the Recommendations

6.1. Legal Implications

6.1.1. No direct legal implications arise from the recommendations of this report, although the content of the report could have beneficial legal implications for the Council.

6.2. Finance Implications

6.2.1. No direct finance implications arise from the recommendations of this report.

6.3. Equality Implications

6.3.1. No direct equality implications arise from the report, or from its recommendations but clarity around Member and officer relations will certainly have benefits in terms of equalities.

6.4. Human Resources Implications

6.4.1. The Council's refined approach to Member and officer relations brings much needed clarity to the way in which Members and officers work together, and the expectations of all colleagues. This clarity will bring benefits to Members, and to officers alike, minimising the risk of human resources issues arising.

6.5. Risk Management Implications

6.5.1. The Council's refined approach to Member and officer relations brings much needed clarity to the way in which Members and officers work together, and the expectations of all colleagues. This clarity will minimise risk.

6.6. Rural Communities Implications

6.6.1. There are no direct implications for rural communities.

6.7. Implications for Children & Young People

6.7.1. There are no direct implications for children and young people.

6.8. Public Health Implications

6.8.1. There are no direct implications for public health.

7. Ward Members Affected

7.1. All Cheshire East Borough Wards are affected.

8. Consultation & Engagement

8.1. Not applicable

9. Access to Information

9.1. There are no applicable background documents.

10. Contact Information

10.1. Any questions relating to this report should be directed to the following officer:

Name: Brian Reed

Job Title: Head of Democratic Services and Governance

Email: brian.reed@cheshireeast.gov.uk

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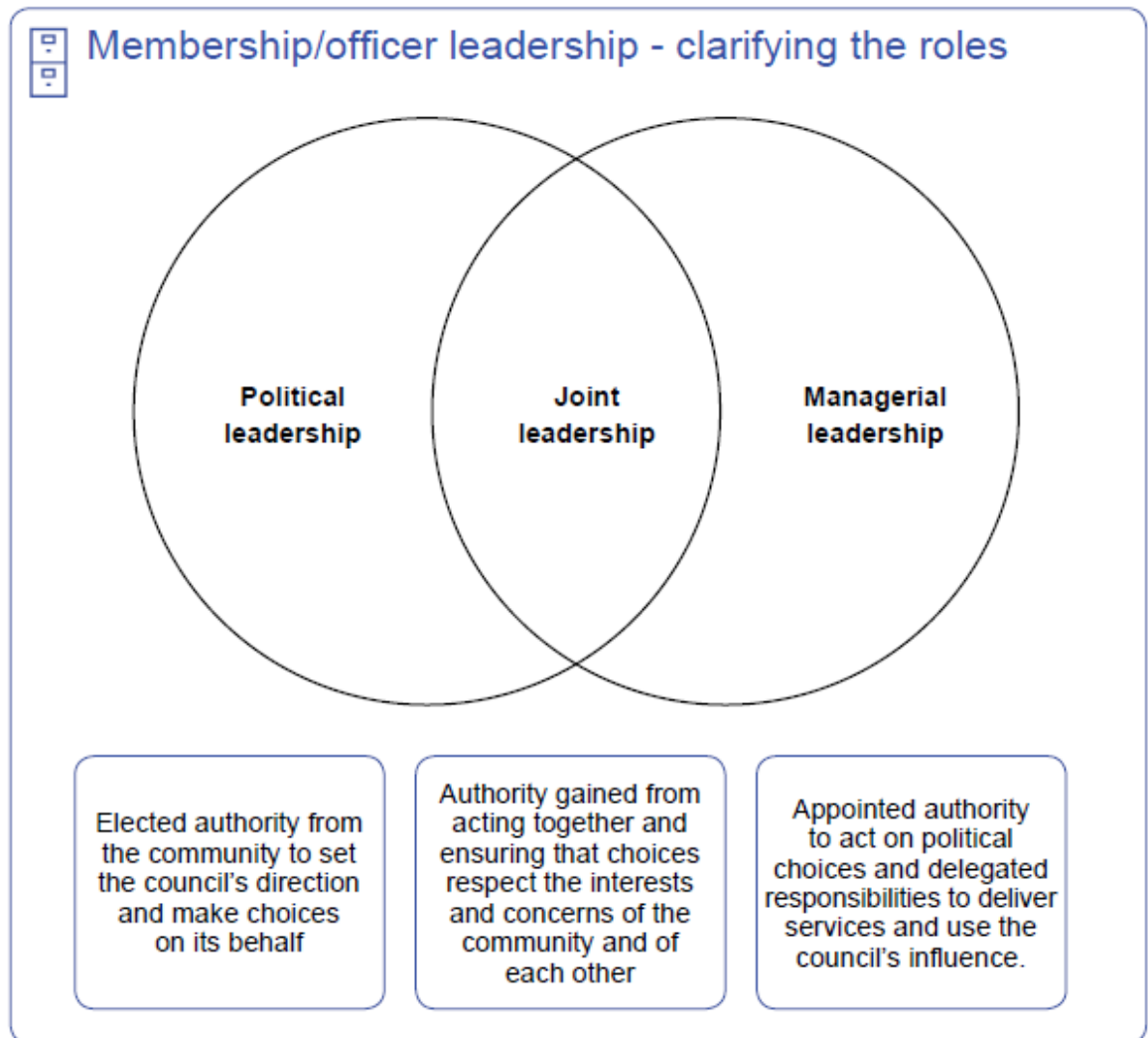
Appendix**Cheshire East - A member led Council –****Developing effective member and officer relations**

As part of our approach to refining member and officer relations it is useful to identify some of the issues and differences that need to be considered and, where necessary, addressed. The following points are based on the LGA guidance on member and officer relationships.

1. Members provide democratic mandate to the council and set the policy framework for the Council; whereas officers provide the professional advice and expertise needed to deliver the policy framework that has been agreed by members.
2. Officers are employees of the Council and are the people who put policies into effect and organise the provision of services. Officers also have powers and responsibilities delegated by members to make decisions on behalf of the Council.
3. Officers must act with political impartiality, serving the whole council rather than particular groups or members. They have a duty to provide unbiased professional advice and, as such, may have to advise members that certain courses of action should not be taken.
4. The Council has an agreed Member/Officer Protocol in place. This document is not intended to replace this, but it is of key importance in understanding the wider issues related to the way in which members of the Council and its officers should work together.
5. The following diagram outlines some of the differences in role:

A Quick Guide to some of the distinct roles	
Members ←	→ Officers
Are accountable to the electorate.	Accountable to the Council.
Are a Community Leader for a Ward.	Serve the whole Council.
Add a political dimension.	Politically Impartial.
Set high level policy/strategy.	Ensure operational delivery is effective.
Are involved in Chief Officer/CLT appointments.	Day to day staff and resources management.
Provide political perspective.	
Collectively set the policy and strategy framework for the Council.	

6. The roles of Members and officers are not however divided into distinct areas. The effective running of the Council requires an effective partnership and collaboration between Members and officers. The diagram below provides some further examples. Further to the descriptor above the following model outlines the differences and the overlaps:



7. A useful table to consider, in relation to expectations, is as follows:

What all Members can expect from Officers	What Officers can expect from Members
A commitment to the authority as a whole, not to an individual political group	Political leadership and direction
A working partnership	A working partnership
A timely response to enquiries and complaints	Compliance with ethical standards and probity requirements

Professional advice not influenced by political views or preference	Non-involvement in the day to day management
Integrity, mutual support and appropriate confidentiality	Respect, dignity and integrity, but no special consideration

8. Based on the above information and guidance we agree to sign up to, and work within the following principles:

Principles –

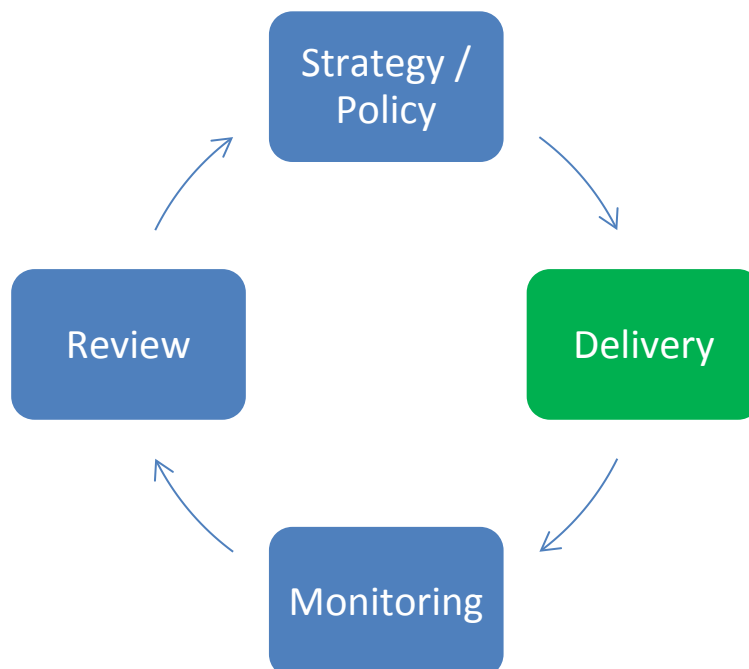
- i. Officers will work on the basis of “no surprises” when it comes to providing information to Members. The principles of timeliness, effective forward-planning and the planning of appropriate communications will be key.
- ii. Respecting each other, in terms of :
 - Political Leadership
 - The role of the local ward member
 - Officer political neutrality / professional role of officers
- iii. Officer responsiveness and even-handedness to members of all political groups, whilst acknowledging that officers must serve the ruling administration, irrespective of political colour.
- iv. Effective communication
- v. The role of officers is to support members’ leadership and activity in the development of strategy and policy, and by monitoring and reviewing the implementation of such policy. This is done through the provision of accurate information /data/advice. Officers will also provide material information and briefing on operational and service delivery matters as appropriate.
- vi. Officers will prepare information for all Members by way of periodic member-briefing to aid communication and share information appropriately.
- vii. Provision of consistent and timely officer advice:
 - This will be achieved by the establishment of a coordinated Member Enquiries Liaison service (currently under development)
 - a. Consistent and timely officer advice will represent the collective view of all departments of the Council

- Members must not "shop-around" for advice, seeking to obtain advice which they may prefer from certain officers, or by seeking a secondary opinion once formal advice has been provided.
- viii. Observance of the Nolan Principles:
- We will seek to ensure that both officers and members act within the following principles:
1. Selflessness
 2. Integrity
 3. Objectivity
 4. Accountability
 5. Openness
 6. Honesty
 7. Leadership
- ix. Members and officers will be committed to setting and enforcing positive behaviours:
- In the main, individual members and political groups will deal with the behaviour of politicians, with only the most serious matters being referred to the Monitoring Officer under the standards process.
 - Officer conduct will be dealt with via line management arrangements with more serious matters being addressed via IDC, HR and performance processes.
- x. Members and officers will share responsibility for identifying when a strategy or policy needs to be developed, monitored or reviewed and for instigating that work in partnership.
- xi. Co-production – Members make political decisions but officers will work with them and advise in order to provide professional advice to inform the process.
- Members ultimately make the decisions
 - Officers then implement the decisions
- xii. Staffing matters have joint responsibility amongst members and officers:
- HR Policy review and statutory officer appointments are the responsibility of the staffing committee, subject to the required processes.
 - Management of staff and implementation of HR procedures are the responsibility of officers.
 - Management of disciplinary and whistleblowing matters are the responsibility of officers.

9. The Model

The following establishes the model which underpins our approach as a member-led authority. In the development of policy/strategy within Cheshire East Council there is a process or cycle that is undertaken:

- a) The development of the policy/strategy
- b) Delivery of the policy/strategy
- c) Monitoring of the policy/strategy
- d) Review of the policy/strategy linking to the revision of it (and back to the beginning of the cycle)



Within this model, 3 of the 4 activities are led by **elected members**: -

- Development;
- Monitoring
- Review

One of the four domains is identified as activity led by **officers**

- Delivery

It is of course accepted that officers will support members in the provision of information, data and advice in relation to the 3 processes of **development; monitoring and review**, and that officers would keep members briefed on any key issues in relation to the **delivery** of strategy and policy.

Whilst it is the case under an executive and leader model of local governance that the Cabinet will lead on many areas of strategy/policy development, monitoring and review, other members across all parties have a significant role to play.

Committee members and chairs and, in particular overview and scrutiny committee members and chairs, can play a key role in policy development and review. Equally, there is a clear role for ward members in liaison with communities to raise awareness of strategy and policy, and to feed back from a grass-roots level on proposals for development or review.

10. Officers responsibilities to elected members

Whilst it is understood that officers of the Council have a responsibility to deliver the policies, and action the formal decisions of the Cabinet, it is of key importance that they understand their responsibilities to the Council as a whole and to members of all political groups.

Whilst officers will treat all members in an even-handed, appropriate manner, members must appreciate that officer resource must be provided to assist the Administration to administer, not to assist the opposition to oppose.

All members have responsibilities to their residents, who often raise queries and enquiries with them. Members also have general responsibilities in respect of their local areas.

In order to assist members in dealing with local enquiries and queries, a Member Enquiries Service is being explored which will bring greater equity and clarity to arrangements and will establish a clear process for the handling of member enquiries. This should lead to greater and more effective responsiveness to matters raised by local members.

The Council's Constitution contains a Ward Member Protocol, which captures the role of the ward member and which sets out the responsibilities of officers in respect of local issues. Local issues are of key importance to all members who are accountable to the electors in their wards. The new Protocol simplifies and strengthens the requirements of what support ward members need to perform their role.

There is also a more detailed officer/member protocol providing further guidance on common issues and roles.

Members also have responsibilities to their political groups, and officers must provide impartial advice on procedures and the proposed handling of important issues, such as the budget and the administration of Council meetings.

Officers also have responsibilities towards those elected to senior Council office e.g. Chairmanship and Vice Chairmanship of Council or committees. Irrespective of political allegiance. Such members can expect to receive support and assistance in order to ensure that they can effectively perform their roles.

Officers must also support those members of Council who do not have “special responsibilities”. They are nevertheless equal members of Council and have a right to be appropriately supported.

11. Communicating with public, business, and stakeholder audiences

Officers, (including the corporate communications team) will:

- Deliver information about Council’s services and how to access them, prioritising those services where evidence shows that these are the most important to residents, and which are council priorities.
- Communicate, publicise and promote decisions, service changes, priorities etc that are the result of decisions taken through the democratic processes of the authority, for example:
 - Decisions taken at full council
 - Decisions taken at cabinet
 - Portfolio holder decisions
 - Decisions otherwise delegated through any of the above meetings or otherwise described through the constitution
- Defend the reputation of the organisation (but not that of individual Members personally), rebutting and correcting factual inaccuracies where they enter the public conversation about the organisation

The Corporate Communications Team will, at all times, observe the requirements of:

- Cheshire East Council’s media-relations protocol and other Cheshire East Council policies and protocols
- Code of recommended practice for local government publicity
- And relevant legislation

The Corporate Communications Team will work on matters that relate to the activity, decisions and priorities of the Council as an organisation, and will not operate in any way that is party-political in nature.

In public relations, as in all council business, it is the role of Members to be party-political and the role of officers to create content that is neutral, or occasionally to speak neutrally, on behalf of the whole Council (albeit including the delivery of a majority party’s programme). Any clearly party-political communications must be through Members’ own channels (e.g. their own party newsletters and their own social media channels) rather than those owned and supported by officers (and funded by taxpayer resources).

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Corporate Overview and Scrutiny Committee 2017/18 updated March 2018

5 th April 2018 Time: 2.00pm Venue: Committee Suite, Westfields	7 th June 2018 Time: 2.00pm Venue: Committee Suite, Westfields	6 th September 2018 Time: 2.00pm Venue: Committee Suite, Westfields	1 st November 2018 Time: 2.00pm Venue: Committee Suite, Westfields	10 th January 2019 Time: 2.00pm Venue: Committee Suite, Westfields	4 th February 2019 Time: 2.00pm Venue: Committee Suite, Westfields
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Essential items

Item	Description/purpose of report/comments	Outcome	Lead Officer/ organisation/ Portfolio Holder	Suggested by	Current position	Key Dates/ Deadlines
Members' Facilities/Accommodation/Culture	To review member facilities and accommodation	A responsible effective and efficient organisation	Interim Executive Director of Corporate Services Finance and Communications Portfolio Holder	The Chairman	Task and Finish group appointed 7 July 2016.	Final Report expected April 2018
Devolution	To receive an update on devolution plans in Cheshire	Cheshire East has a strong and resilient economy.	Chief Executive/Leader of the Council	The Committee	Update received on 6 April 2017. Now awaiting the final report of the cross member working	TBA

OFFICIAL

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Digital Customer Services	To receive an update.	Cheshire East has a strong and resilient economy.	Interim Executive Director of Corporate Services Finance and Communications Portfolio Holder	The Committee	Presentation to be provided on 15 June 2017. Further updates to be provided as the project develops	Ongoing
ORACLE (Best4Business)	To consider a proposal to inform and guide the formal consultation on the proposal to replace Oracle, prior to Cabinet decision.	Cheshire East has a strong and resilient economy	Interim Executive Director of Corporate Services , Finance and Communications Portfolio Holder	Portfolio Holder	A joint working group with CWAC met on 27 June 2017 and formulated a draft joint response to the formal consultation. Periodic progress reports to be received in future.	Ongoing
Private Enforcement	To review the success of the procurement of a private company	Our local communities are strong and supportive	Portfolio Holder for Communities and Health.	Portfolio Holder	The contract has been re-let (Sept 17) for a further 12 months. Update to the Committee in 6 months.	TBA
Fly-tipping-Neighbourhood Cohesion	To scrutinise the recommendations of the Task & Finish Group.	Our local communities are strong and	Principal Manager – Partnerships &	Chair of Scrutiny Committee.	Transferred form Health Adult Social care and Communities	TBA

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		supportive	Communities. Task & Finish Group.			
Low Risk Domestic Violence	To review the outcome of the scrutiny review	People live well and for longer	Director of Public Health Portfolio Holder for Communities and Health.	Committee	Transferred form Health Adult Social care and Communities	TBA
Performance Management Information	Quarterly reports on Performance and Budget	A responsible effective and efficient organisation	Interim Executive Director of Corporate Services , Finance and Communications Portfolio Holder	The Committee	Reports are considered in line with the Cabinet reporting cycle	TBA (last report received 1 February 2018)
ICT Investment (IIP)	To scrutinise the joint £16million investment in Information Technology by CWaC and CEC.	A responsible effective and efficient organisation	Gareth Pawlett-Project Leader	Jan Willis-Interim Executive Director of Corporate Services	TBA	6 th September 2018
ASDV	There had been a review on Alternative Service Delivery Vehicles (ASDVs) to monitor the effectiveness of the new shareholders board.	A responsible effective and efficient organisation	TBA	The Chairman	Update in 6-months to review progress.	6 th September 2018
New Home Bonus	To design a process for allocating New Homes Bonus	Our local	Interim	Director of	NHB Working	TBA

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		communities are strong and supportive	Executive Director of Corporate Services , Finance and Communications Portfolio Holder	Finance and Procurement	Group has been formed, it has agreed actions at the first meeting- next steps: follow up on actions, agree a model of delivery for spend and report back in to this Committee	
Member-Led Council	To consider a report on the document: 'A Member-led Council: Developing Effective Member and Officer Relations'.	A responsible effective and efficient organisation	Head of Democratic Services and Governance	The Chairman	Report has been to the Constitution Committee.	5 th April 2018

Monitoring Items

To receive reports from the Transparency Working Group- June 2018.

Possible Future/ desirable items

Review the Council's working arrangements with partners and other third parties specifically in relation to value for money.

Forward Plan

Key Decision and Private Non-Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-14 Congleton Leisure Centre	To recommend to Cabinet the appointment of the preferred bidder for the redevelopment of Congleton Leisure Centre; to submit the awarded design to planning; and subject to this, to commence construction and the redevelopment of the facility.	Cabinet	13 Mar 2018		Mark Wheelton	Partly exempt - para 3

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-27 North West Crewe Package - Procurement Strategy	To authorise the Executive Director Place, in consultation with the Portfolio Holder for Environment, to approve the preferred procurement strategy for North West Crewe and to authorise the officers to take the necessary actions to commence the procurement process.	Cabinet	13 Mar 2018		Chris Hindle	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-28 Available Walking Routes Phase 2A	<ul style="list-style-type: none"> To confirm that the route between Mobberley and Knutsford Academy and Knutsford Academy, The Studio is deemed an 'available' walking route. Therefore free home to school transport will be withdrawn for current and new pupils living in Mobberley within 3 miles of the Academy, effective from 1 September 2018. To acknowledge the feedback from the public engagement and agree that the proposed withdrawal of transport shall be amended to address some of the concerns raised. To agree that a subsidy of £192 per annum be paid to all affected families for the remainder of their child's attendance at their respective schools. 	Cabinet	13 Mar 2018		Jacky Forster	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-29 Education Travel Policy	To note the outcome of the consultation in respect of the revised suite of travel policies; and to agree that the revised travel policies be implemented with effect from 1 st September 2018.	Cabinet	13 Mar 2018		Jacky Forster	N/A
CE 17/18-35 Review of Council Wholly-Owned Companies and Alternative Service Delivery Vehicles	To consider proposals following a comprehensive review of the Council's wholly-owned companies and alternative service delivery vehicles.	Cabinet	13 Mar 2018		Chris Allman	Partly exempt

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-36 North West Crewe Package - Land Assembly and Compulsory Purchase Order Strategy	To authorise the Executive Director of Place, in consultation with the Portfolio Holder, to proceed with the land assembly strategy required to deliver the North West Crewe scheme. The North West Crewe Package forms an important part of the Council's vision and strategy for sustainable economic growth as set out in the Local Plan and unlocks a number of housing and employment sites by improving traffic movements and transport links in northern Crewe.	Cabinet	13 Mar 2018		Chris Hindle	N/A
CE 17/18-37 A Dynamic Purchasing System for Care and Support for People with a Learning Disability and/or Mental Health	To seek approval to establish a dynamic purchasing system for the future procurement of care and support services for individuals eligible for adult and children's social care support, including those in transition to adulthood who have a learning disability and/or mental health.	Cabinet	13 Mar 2018		Nichola Glover-Edge	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-38 Children's Home Commissioning	Cheshire East Council is looking to optimise the quality and cost-effectiveness of the Children's Residential provision it delivers for cared for children. Cabinet will be asked to delegate authority to the Acting Executive Director People in consultation with the Portfolio Holder for Children and Families to make the decision on award of contract for a Children's Residential Home tender.	Cabinet	13 Mar 2018		David Leadbetter	N/A
CE 17/18-41 Better Care Fund - Agreement of Section 75 for 2018/19-2019/20	That Cabinet support the Council to continue the current arrangements and enter into two new Section 75 partnership agreements from 1 st April 2018 until 31 st March 2019 with local health partners, with the option to continue for a further period of one year.	Cabinet	13 Mar 2018		Nichola Glover-Edge	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-42 Strategic School Improvement Fund - Award of Grant	To seek formal approval to receive external DfE funding to the value of £638,452 as recently awarded to Cheshire East Council as the named lead in a successful bidding process.	Cabinet	13 Mar 2018		Mark Bayley	N/A
CE 17/18-31 Recycling Bank Review	To seek authority for officers to implement the Council's recycling bank strategy.	Cabinet Member for Environment	March 2018		Ralph Kemp	N/A
CE 17/18-5 Cheshire East Council Housing Strategy 2018-2023	To consider and adopt the Cheshire East Council Housing Strategy.	Cabinet	10 Apr 2018		Karen Carsberg	N/A
CE 17/18-15 Implementation of the Homelessness Strategy 2018-2021	To approve and adopt the Homelessness Strategy, commit to the resources detailed within the Strategy for the lifetime of the Strategy, and authorise officers to deliver the actions contained within the Strategy.	Cabinet	10 Apr 2018		Lynn Glendenning	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-46 Energy Procurement	To authorise the Executive Director Place to take all necessary actions to implement the proposal and endorse the continued use of the flexible procurement method recommended with a fully managed service. The provision of a fully managed flexible energy procurement contract will provide significant benefits to the Council, including value for money and protection against increases in energy market prices whilst enabling the Council to benefit if prices fall.	Cabinet	10 Apr 2018		Colin Farrelly	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-47 3-Year Microsoft Desktop Licence Agreement 2018	To undertake the procurement, and agree terms of the necessary contractual arrangements, to deliver the required licences for Cheshire East Council and Cheshire West and Chester Council, desktop estate via a licence service provider, at an estimated total cost of £4M over a 3-year period, to be jointly funded by both councils.	Cabinet	10 Apr 2018		Gareth Pawlett, ICT Manager	N/A
CE 17/18-48 Accommodation with Care: Partnership and Care Fees Review	To consider the findings of the review of accommodation with care services. The report will present an outline of the review, its findings and the impact of those findings both in terms of financial considerations for the Council and on the sustainability of the market.	Cabinet	10 Apr 2018		Nichola Glover-Edge	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-49 Care at Home: Care Fees Review	To consider the findings of the review of care at home services. The report will present an outline of the review, its findings and the impact of those findings both in terms of financial considerations for the Council and on the sustainability of the market.	Cabinet	10 Apr 2018		Nichola Glover-Edge	N/A
CE 17/18-16 CERF Alternative Pension Scheme	To approve the appointment of an alternative pension scheme provider for the CERF group of companies; and to approve the closure of the LGPS to all new starters in the CERF group of companies from 1 st December 2017.	Cabinet	8 May 2018		Peter Bates, Chief Operating Officer	Fully exempt - paras 3, 4 & 5
CE 17/18-39 Highway Service Contract Procurement	To authorise the Executive Director Place to award the Highway Service Contract to the preferred bidder.	Cabinet	8 May 2018		Paul Traynor	Partly exempt - para 3

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-43 North West Crewe Package - Funding and Delivery Strategy Update	To update Cabinet following determination of bids for central government funding; and to authorise the Executive Director Place in consultation with the Portfolio Holder for Environment to consider a report on the funding and delivery strategy for the package and, subject to capital finance group, to progress with the full delivery of the scheme.	Cabinet	8 May 2018		Chris Hindle	N/A
CE 17/18-45 Re-procurement of Fresh Produce	To approve the re-tendering process to award the Fresh Produce contract. A robust EU tender procedure will be undertaken and the successful provider will be identified for each lot.	Cabinet	8 May 2018		Mark Bayley	N/A
CE 17/18-50 Post 16 Travel Policy Statement	To note the outcome of the consultation in respect of the updated Travel Policy Statement and approve that the revised statement be published and implemented with effect from 31 st May 2018.	Cabinet	8 May 2018		Jacky Forster	N/A

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 17/18-44 Congleton Link Road - Final Approval to Underwrite Funding Gap, Appoint Winning Contractor and Submit Final Business Case	To seek approval to confirm the scale and formal underwriting of the funding gap for the Congleton Link Road, approve the final business case for submission to the Department of Transport, confirm the selectin of the winning contractor and undertake limited advance ecological works at risk.	Cabinet	12 Jun 2018		Paul Griffiths	N/A
CE 17/18-30 Cemeteries Strategy	That Cabinet be asked to consider the draft Cheshire East Cemeteries Strategy and approve it for consultation; and to agree that, subject to consideration of the outcome of the consultation, the Strategy be adopted as Council policy by delegated officer decision.	Cabinet	10 Jul 2018		Ralph Kemp	N/A
CE 17/18-51 Medium Term Financial Strategy 2019-2022	To approve the Medium Term Financial Strategy for 2019-2022, incorporating the Council's priorities, budget, policy proposals and capital programme.	Council	21 Feb 2019		Alex Thompson	N/A