

## **FORWARD PLAN FOR THE PERIOD ENDING 30<sup>TH</sup> SEPTEMBER 2018**

This Plan sets out the key decisions which the Executive expects to take over the period indicated above. The Plan is rolled forward every month. A key decision is defined in the Council's Constitution as:

“an executive decision which is likely –

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising one or more wards or electoral divisions in the area of the local authority.

*For the purpose of the above, savings or expenditure are “significant” if they are equal to or greater than £1M.”*

Reports relevant to key decisions, and any listed background documents, may be viewed at any of the Council's Offices/Information Centres 5 days before the decision is to be made. Copies of, or extracts from, these documents may be obtained on the payment of a reasonable fee from the following address:

Democratic Services Team  
Cheshire East Council  
c/o Westfields, Middlewich Road, Sandbach Cheshire CW11 1HZ  
Telephone: 01270 686472

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

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

This Forward Plan also provides notice that the Cabinet, or a Portfolio Holder, may decide to take a decision in private, that is, with the public and press excluded from the meeting. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 28 clear days' notice must be given of any decision to be taken in private by the Cabinet or a Portfolio Holder, with provision for the public to make representations as to why the decision should be taken in public. In such cases, Members of the Council and the public may make representations in writing to the Democratic Services Team Manager using the contact details below. A further notice of intention to hold the meeting in private must then be published 5 clear days before the

meeting, setting out any representations received about why the meeting should be held in public, together with a response from the Leader and the Cabinet.

The list of decisions in this Forward Plan indicates whether a decision is to be taken in private, with the reason category for the decision being taken in private being drawn from the list overleaf:

1. Information relating to an individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including to authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal and professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

If you would like to make representations about any decision to be conducted in private at a meeting, please email:

Paul Mountford, Executive Democratic Services Officer  
[paul.mountford@cheshireeast.gov.uk](mailto:paul.mountford@cheshireeast.gov.uk)

Such representations must be received at least 10 clear working days before the date of the Cabinet or Portfolio Holder meeting concerned.

Where it has not been possible to meet the 28 clear day rule for publication of notice of a key decision or intention to meet in private, the relevant notices will be published as soon as possible in accordance with the requirements of the Constitution.

The law and the Council's Constitution provide for urgent key decisions to be made. Any decision made in this way will be published in the same way.

## Forward Plan

<b>Key Decision and Private Non-Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 17/18-60 Review of the HMO Licensing Fees	To approve the revised fee charging structure for the licensing of houses in multiple occupation.	Cabinet Member for Housing, Planning and Regeneration	June 2018		Karen Whitehead	N/A
CE 17/18-62 Route and Rota Optimisation	To delegate authority to the Executive Director Place, in consultation with the Portfolio Holder for Environment and the Director of Legal Services, to develop and implement the route and rota optimisation proposals through Ansa Environmental Services Ltd.	Cabinet Member for Environment	June 2018		Ralph Kemp	N/A
CE 18/19-2 Housing Enforcement Policy Review	To approve amendments to the existing Housing Enforcement Policy.	Cabinet Member for Housing, Planning and Regeneration	June 2018		Karen Whitehead	N/A
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	12 Jun 2018		Paul Traynor	Partly exempt - para 3

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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	Part exempt - para 3
CE 17/18-54 Disposal of Shares in Manchester Science Partnerships	To authorise the Interim Director of Corporate Services to dispose of the Council's shareholding in Manchester Science Partnerships.	Cabinet	12 Jun 2018		Paul Goodwin	Fully exempt - para 3
CE 17/18-56 Middlewich Eastern Bypass	To authorise officers to take all necessary actions to progress the scheme to final business case submission prior to the investment decision and contract award.	Cabinet	12 Jun 2018		Chris Hindle	N/A

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CE 17/18-57 A500 Dualling	To approve the submission of the outline business case for the scheme to the Department for Transport, and to authorise officers to take all necessary actions to progress the scheme to the point of a decision from the Department for Transport on the business case.	Cabinet	12 Jun 2018		Chris Hindle	N/A
CE 17/18-58 Improved Better Care Fund 2018-2020	The report will describe the areas of activity and the proposed expenditure for the additional grant money being received direct by the Council in 2018/19 through the Improved Better Care Fund monies for 2018-2020.	Cabinet	12 Jun 2018		Alex Jones	N/A

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CE 18/19-3 Congleton Leisure Centre Redevelopment Award of Contract	The Portfolio Holder for Health will exercise decision-making powers delegated by Cabinet on 13 <sup>th</sup> March 2018. The decision will be to award a contract to the preferred bidder for the redevelopment of Congleton Leisure Centre. The redevelopment will commence when the necessary planning approvals have been obtained.	Cabinet Member for Health	Not before 3rd Jul 2018	The contract requires a full planning application to be submitted which will be subject to public consultation. The project team will engage with key stakeholders leading up to the submission of the planning application and subject to securing the planning application will maintain these relationships through the entirety of the project.	Mark Wheelton	Fully exempt - para 3

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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 17/18-55 Cheshire East Common Allocations Policy Review	To seek approval to adopt the revised Cheshire East Common Allocations Policy following consultation; and to delegate authority to the Executive Director Place, in consultation with the Portfolio Holder, to make further minor amendments to the Policy as a result of changes in legislation or further consultation.	Cabinet	10 Jul 2018		Karen Carsberg	N/A

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CE 17/18-59 New Domestic Abuse Commission 2019-22	The Council commissioned a 'whole family' domestic abuse service in 2016-19, providing interventions for children. The service now needs to be re-commissioned for the three year period 2019-22. The budget for the new provision over the course of the contract is likely to exceed £1M. A decision is required to proceed with the procurement and to authorise officers to take all necessary actions to implement the proposal.	Cabinet	10 Jul 2018		Kate Rose	N/A
CE 17/18-61 Springfield Special School - Proposed Expansion	To approve the proposed expansion of Springfield Special School from 132 places to 156 for implementation in September 2018, having given due consideration to the response to the statutory proposal notice.	Cabinet	10 Jul 2018		Jacky Forster	N/A

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CE 17/18-63 Sustainable Modes of Travel to Schools (SMOTS) Strategy	Following recent consultation on a draft strategy, a final Sustainable Modes of Travel to Schools (SMOTS) strategy will be submitted to Cabinet for approval.	Cabinet	10 Jul 2018		Richard Hibbert	N/A
CE 18/19-4 Recommissioning of Assistive Technology Services	To recommend that Cabinet authorise the Executive Director of People, in consultation with the Portfolio Holder for Adult Social Care and Integration, to approve arrangements for the recommissioning of Assistive Technology Services.	Cabinet	10 Jul 2018		Nichola Glover-Edge	N/A
CE 18/19-5 Better Care Fund Year End Report 2017/18	To receive the Better Care Fund end of year report for 2017/18.	Cabinet	10 Jul 2018		Alex Jones	N/A

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CE 18/19-7 Local Development Scheme	<p>To seek approval for an update to the Local Development Scheme, a formal document setting out the plans which the Council will use in pursuit of its planning functions. The Local Development Scheme is a public document.</p> <p>As well as updating existing plans, the Local Development Scheme will formally signal that the Council will prepare an Area Action Plan for Crewe Hub Station and environs.</p>	Cabinet Member for Housing, Planning and Regeneration	August 2018		Adrian Fisher, Head of Planning and Policy	N/A
CE 18/19-8 Statement of Community Involvement	To seek agreement to publish a revised Statement of Community Involvement for 6 weeks' public consultation. The Statement will set out how the Council will involve and engage with the public and partners in pursuit of its planning functions. The Statement covers both planning applications and planning policy.	Cabinet Member for Housing, Planning and Regeneration	August 2018		Adrian Fisher, Head of Planning and Policy	N/A

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CE 18/19-9 Site Allocations and Development Policies Document	To seek agreement to publish a first draft of the Cheshire East Site Allocations and Development Policies Document together with its supporting evidence for 6 weeks' public consultation.	Cabinet Member for Housing, Planning and Regeneration	August 2018		Jeremy Owens	N/A
CE 18/19-6 Re-Procurement of Contracts for Fresh Produce and Multi-temperature Food (Frozen and Grocery Products)	Cabinet to approve the re-tendering process to award these contracts. A robust EU tender Procedure will be undertaken and the successful provider identified for each lot.	Cabinet	11 Sep 2018		Mark Bayley	N/A
CE 18/19-10 Everybody Sport and Recreation Performance Report 2017/18 and Leisure Operating Agreement - Proposed Extension	Cabinet will be asked to note the Leisure Trust Annual Report for 2017/18 and to approve the extension of the current Leisure Operating Agreement with Everybody Sport and Recreation for a further five years to allow the Trust to continue to improve the delivery of the Council's leisure services and outcomes in terms of health and wellbeing for local residents.	Cabinet	9 Oct 2018		Mark Wheelton	N/A

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CE 18/19-1 Havannah Primary School - Change in Age Range	To approve a proposed change in age range from 4-11 to 3-11 for implementation in October 2018, having given due consideration to the response to the statutory proposal notice.	Cabinet	4 Dec 2018		Jacky Forster	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