

Corporate Scrutiny Committee

Agenda

Date:	Monday, 9th November, 2009
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 Meetings** (Pages 1 - 14)
3. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests and for members to declare the existence of a party whip in relation to any item on the agenda.

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

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

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

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

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 5296400
E-Mail: mark.nedderman@cheshireeast.gov.uk

5. **Council Owned Farms**

David Job, County Land Agent will attend the meeting and brief the Committee on the external review of the Farms Estate being undertaken at the present time.

6. **Work Programme Progress Report** (Pages 15 - 22)

To consider a report of The Borough Solicitor.

7. **Forward Plan - Extracts** (Pages 23 - 28)

To note the current forward plan, identify any new items, and to determine whether any further examination of new issues is appropriate.

8. **Scrutiny Briefing Meetings**

The Chairman to report on the possibility of introducing regular Scrutiny briefing meetings to be held prior to formal committee meetings.

9. **Member Training**

To receive an oral update on proposals for an Overview and Scrutiny Training programme.

10. **Referral of Matters to Scrutiny from Council and other Sources**

To consider how Overview and Scrutiny Committees will deal with referrals in future.

11. **Consultations from Cabinet**

To note any consultations referred to the Committee from Cabinet and to determine whether any further action is appropriate.

12. **Waiver of Call Ins**

The Chairman to report the waiver of any Call Ins

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Monday, 14th September, 2009 at The Capesthorne Room - Town
Hall, Macclesfield SK10 1DX

PRESENT

Councillor A Thwaite (Chairman)
Councillor J Narraway (Vice-Chairman)

Councillors A Arnold, G Barton, G Baxendale, S Conquest, J Crockatt,
M Davies, D Stockton, D Topping and S Wilkinson

Apologies

Councillors D Bebbington and P Edwards

36 ALSO PRESENT

Councillor P H Mason – Procurement, Assets and Shared Services Portfolio
Holder
Councillor J Goddard
Councillor D Neilson
Councillor H Gaddum

37 OFFICERS PRESENT

Phil Sherratt	Head of Environmental Services
John Thistlewood	Strategic Manager, Contract Procurement, Shared Services
Philip Kershaw	Interim Head of Policy Strategy - Assets
Mark Nedderman	Senior Scrutiny Officer

38 DECLARATIONS OF INTEREST

Councillor PH Mason declared a personal and prejudicial interest in respect of item 4 - Call - In of Key Decision 09/10-24 Joint Waste Treatment PFI Project - Acquisition of Site for Waste Transfer Station Facilities in accordance with paragraph 11 of the Member Code of Conduct.

Councillor J Narraway declared a Personal Interest in respect of Item 4 - Call - In of Key Decision 09/10-24 Joint Waste Treatment PFI Project - Acquisition of Site for Waste Transfer Station Facilities on the grounds that his Solicitor occupied part of the premises at Sunrise House, which bordered the proposed PFI Project site.

39 PUBLIC SPEAKING TIME/OPEN SESSION

Mr Richard May from the Macclesfield Business Centre, Sunrise House, Hulley Road, attended the meeting and addressed the committee expressing his

concerns about the proposal to construct a Waste Transfer station adjacent to his business premises.

Mr May had written to all members of the Committee prior to the meeting outlining the basic ethos of his business, which was a “Business Hotel” providing a flexible base for new companies to start-up. During the 20 years that the business had been in operation, over 200 businesses had started at Sunrise House. He contended that many of these businesses would not have located there, had such a waste transfer facility had been built so close to his premises.

Mr May questioned the accuracy of the report and accompanying plan to be considered by the committee at today’s meeting and in particular expressed his regret that the existence of the business centre had been omitted from the report. This omission was particularly disappointing; bearing in mind that Sunrise House bordered the site and shared an access. He concluded by stating that his business would be blighted if the proposal were to go ahead.

40 CALL - IN OF KEY DECISION 09/10-24 JOINT WASTE TREATMENT PFI PROJECT - ACQUISITION OF SITE FOR WASTE TRANSFER STATION FACILITIES

On behalf of the Group of members that had signed the call-in notice, Councillor David Neilson addressed the Committee and outlined the basis of the call-in which was in relation to: -

- The appropriateness of this particular site for a Waste Transfer Station in view of its proximity to a housing estate and Astra Zeneca, the largest employer in the town of Macclesfield;
- Potential problems with access and egress to the site, due to congestion problems on the Silk Road

Councillor Neilson amplified the grounds of call- in by stating that:

- During the Shadow year of the Council, a modelling exercise, carried out under the auspices of the Places Advisory Panel, in relation to a potential waste collection centre in the north of the Borough, had pointed to the most appropriate site for a transfer station being located somewhere between Knutsford and Wilmslow;
- A large number of houses would suffer noise nuisance from the proposed site.

Councillors Hilda Gaddum and John Goddard also addressed the committee in support of the call-in.

Councillor P H Mason – Procurement, Assets and Shared Services Portfolio Holder, outlined to the Committee, the basis of the cabinet decision taken on 11 August 2009.

The provision of waste treatment facilities or the closure of the Danes Moss landfill site required a waste transfer station to be located in Macclesfield to allow

refuse collection vehicles to continue to tip locally, to allow the waste to be bulked up for transfer to the waste treatment plant.

The scheme was being driven by the Waste Treatment PFI contract, which would provide waste treatment facilities for Cheshire West and Chester and Cheshire East Councils.

The site at Hulley Road was compatible with the use allocation of the land within the approved Local Plan and Waste Plan.

The facility would minimise the number of vehicular movements by transferring waste in bulk from the transfer station to the treatment plant in Cheshire West and Chester.

The land was available immediately for acquisition, but would require planning consent.

In response to questions from members of the committee, the Portfolio Holder, supported by the Head of Environmental Services and Strategic Manager – Contract procurement – Shared Services stated that:

- Although no other sites were currently under consideration, in the event that the Hulley Road did not progress, the decision of Cabinet did include a contingency for officers to continue to keep options open in respect of alternative sites.
- There had been no guarantee from the current owners that they would sell the land to the Council for its intended use.
- The Council owned the site at Lyme Green Depot.
- The waste Transfer site was expected to be in use for 25 years.
- No work had been carried out to assess how long it would take to prepare the site at Lyme Green depot for a transfer waste facility, but it could be expected that construction costs at that site would be significantly above the budget identified for the scheme at Hulley Road.
- Once Planning consent had been obtained, it was projected that a further 12 – 15 months would elapse before the Hulley Road site would become operational.
- The siting of this facility at Hulley Road was within the Planning Framework, the land was available immediately and the facility could be completed within the PFI Framework, at a price affordable to Cheshire East.
- The modernisation of such facilities using the latest technologies would enable the transfer centre to encompass design features such as automatic doors, and the building would be under negative pressure so that air would be drawn in. The precise details of these features and other attenuation measure would be dealt with at the detailed Planning stage.
- The long-term aims of the Council were to transfer waste over the minimum distance possible from households to the transfer centre and the

proposed facility would provide a fairly central point covering a wide area of Cheshire East.

- There were no industrial sites available to the West of this site to provide a facility in the Wilmslow area.
- Although minimising the cost of the scheme was an important consideration, the Council was also aware of its environmental responsibilities and therefore, cost, time and environment were all key considerations.
- The current drawings, which had been supplied and produced by one of the potential contractors, were not intended to provide detailed information about the site. Matters of detail would be provided at a later stage, including accurate plans.
- It was more efficient to carry waste to the transfer station using compaction than individual trips to the waste treatment plant, as refuse collection vehicles were crewed by 2-3 operatives. A transfer station would allow waste to be transferred in bulk by one driver to the treatment plant.
- Although the site would have an impact on traffic movements in the area, it was considered that extra vehicular movements would be not significant.
- Two of the sites rejected within the supporting documents, Lyme Green Depot and Danes Moss landfill site were in the green belt, and therefore faced significant obstacles in Planning terms. However, work was still ongoing in relation to these sites to assess their viability.
- The current landowners, Astra Zeneca had only been contacted by the Council through their agents. The Council had formally expressed its interest in the site through the appointed agents.
- It would be the Council's wish that the facility would be operational by 2012.
- Where refuse vehicles were operating in the west of the Borough, there may be a case for those vehicles to go direct to the treatment plant. However, all vehicle movements needed to be subjected to a modelling exercise so that precise details of journeys could be planned.
- One of the sites rejected at Moss Lane already had significant traffic problems.
- The routing of vehicles would be covered in the formal contract that the PFI team would develop. It was expected that the majority of vehicles would travel to the site via the Silk Road.
- If Cabinet deferred the acquisition of this site, the current landfill arrangements would continue, until that site reached capacity and at that point it was inevitable that vehicles would have longer journeys to other locations.

Note: Having answered questions, Councillor PH Mason declared a Personal and Prejudicial interest in this matter and withdrew from the meeting.

The Committee considered a report of the Borough Solicitor outlining the procedure for the call-in, the original report of the Waste PFI Project Director and Joint Team Manager considered by Cabinet on 11 August 2009, the response of the Waste PFI Project Director and Joint Team Manager to the call-in of the decision and the additional comments of the Portfolio Holder.

The Committee raised the following points:

- That the original report to Cabinet and response to the call-in notice lacked sufficient detail for members to be assured that the acquisition of the Hulley Road site was the best long term option for the waste transfer site;
- Concerns remained about the potential impact of the transfer station on the business located at Sunrise House and about the fact that the owner had not been consulted about the proposal;
- A question mark remained over the Hulley Road site, if officers were still looking at alternative sites including two, which had previously rejected.
- The report lacked information on the impact of the scheme on the local economy and environment.

RESOLVED –

- (a) That in view of uncertainty identified by this Committee concerning the future release for sale of land at Hulley Road Macclesfield by the owners, inaccuracies in the plan submitted, and concerns about the impact on the economic viability of the existing Hurdsfield Industrial Estate, it be recommended to Cabinet that Minute 79 dated 11 August 2009 be deferred and consequently, the purchase of a site at Hulley Road Macclesfield for use as a Waste Transfer Station in connection with the Waste Treatment PFI contract be not proceeded with, until such time as a full consultation exercise has been undertaken with local businesses, local residents and Hurdsfield Primary School.
- (b) That in tandem with the consultation exercise recommended in (a) above:
 - (i) A thorough investigation be carried out into alternative sites to locate a Waste Transfer facility and the results be presented to Corporate Scrutiny Committee for comment before any further action is taken to acquire land for the Waste Treatment PFI project.
 - (ii) A Full Economic and Environmental Impact Study of the proposed scheme be carried out.

- (c) That clarification be sought with the with Waste PFI Project Director and Joint Team Manager in relation to the ownership, status and joint access of land between Sunrise House and the proposed site which was included within the plan appended to the report submitted to the Committee, but is not part of the proposed scheme.

41 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED - That in accordance with Section 100(A)4 of the Local Government Act 1972 the public be excluded from the meeting for the following item on the grounds that it may involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest in maintaining the exemption outweighs the public interest in disclosing it.

(Paragraph 3 concerns information relating to the financial or business affairs of any particular person, including the authority holding that information.)

42 CALL - IN OF KEY DECISION 09/10-24 JOINT WASTE TREATMENT PFI PROJECT - ACQUISITION OF SITE FOR WASTE TRANSFER STATION FACILITIES EXEMPT REPORT

The Committee considered Appendix A to the report in respect of the acquisition of a site for waste transfer station facilities in Macclesfield.

RESOLVED - That Appendix A be noted.

The meeting commenced at 2.00 pm and concluded at 4.15 pm

Councillor A Thwaite (Chairman)

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Tuesday, 1st September, 2009 at Committee Suite 1,2 & 3,
Westfields, Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor A Thwaite (Chairman)
Councillor J Narraway (Vice-Chairman)

Councillors G Baxendale, S Conquest, J Crockatt, M Davies, P Edwards,
A Richardson, D Stockton, D Topping and S Wilkinson

Apologies

Councillors A Arnold, G Barton and D Bebbington

24 OFFICERS PRESENT

John Knight Head of Planning
Janis Grant Head of Performance and Policy
Diane Moulson Member Development Officer
Mark Nedderman Senior Scrutiny Officer

25 MINUTES OF PREVIOUS MEETING

RESOLVED – That the minutes of the meeting held on 13 July 2009 be approved
as a correct record.

26 DECLARATIONS OF INTEREST

Councillor D Topping declared a Personal interest in respect of item 11
Strengthening Local Democracy – DCLG Consultation, on the grounds that the
he was a member of the Cheshire Fire Authority, one of the bodies referred to in
the consultation document.

27 PUBLIC SPEAKING TIME/OPEN SESSION

There were no questions.

28 LOCAL DEVELOPMENT FRAMEWORK

John Knight Head of Planning and Policy attended the meeting and gave a
presentation on the Local Development Framework (LDF) process.

The LDF system introduced a spatial planning approach, which [provided the
basis for guiding future development within the Borough](#). Unlike the former
Structure Plan/Local Plan system, the LDF process involved all stakeholders at

all stages of the process. The LDF consisted of a folder of planning documents, which would provide a single source for all the Council's planning policies.

The folder contained the following documents:

- Local Development Scheme
- Statement of Community Involvement
- Annual Monitoring Report
- Core Strategy
- Site Allocations Development Plan Document (DPD)
- Area Action Plans
- Proposals Map
- Supplementary Planning Documents

To date the Council had achieved progress in the following areas:

- The Local Development Scheme had been adopted Feb 2009, comprising the Core Strategy, Site Allocations DPD (from 2010), Area Action Plans for Congleton Town Centre and Middlewich Canal Corridor (from 2011) and various Supplementary Planning Documents
- Work was underway on the Core Strategy evidence base
- Undertaken a public consultation on Alsager Town Centre SPD
- Produced a draft Statement of Community Involvement

The draft Core Strategy timetable was follows:

- Issues and Options consultation (jointly with Sustainable Community Strategy) – end 2009
- Consultation on Preferred Option – Spring 2010
- Publication of draft Strategy for consultation November 2010
- Independent Examination – September 2011
- Binding Report – January 2012
- Adoption – April 2012

Further presentations were due to be given to the Environment and Prosperity Scrutiny Committee and Sustainable Scrutiny Committee.

RESOLVED – That the presentation be received and noted

29 2008/09 PERFORMANCE OUTTURN/ PERFORMANCE INHERITANCE

The Committee considered a report of the Head of Policy and Performance containing an overview of performance for Cheshire East. The report provided out-turn measures for 2008-09 re-configured to Cheshire East from the four demised authorities.

The Head of Policy and Performance attended the meeting and gave a presentation on:

- Out-turn performance data for 2008-09
- Baseline figures for Cheshire East
- Inherited areas for improvement.

The presentation was set in the context of:

- The new National Comprehensive Assessment Framework
- The introduction of a new national Indicator set in 2008-09
- A national Place Survey carried out in September – November 2008
- LGR data being re-aligned to new organisation boundaries.

The Government had introduced a set of new national indicators from 2008/09, which had replaced the previous Best Value Indicators. Performance against each of these indicators was being used to benchmark and monitor performance nationally, particularly in relation to the new Comprehensive Assessment agenda.

The new CAA regime provided areas with a scored assessment and would also highlight red flag (for areas of concern) and green flag (for areas of exemplary performance).

The Audit Commission had applied a framework for the delivery of CAA and its initial analysis of how the Council and partners understood and addressed local communities and their needs, and had produced an “emerging thoughts” document.

The Audit Commission had consequently identified some ‘red tags’, which may become red flags for final assessment in the following areas:

- Understanding our diverse communities
- Health inequalities, in particular teenage pregnancy
- Dealing with recession
- Affordable Housing
- Understanding an ageing population

RESOLVED – That the Head of Policy and Performance and Senior Scrutiny Officer be requested to meet with Councillor Paul Edwards to analyse the data

presented to the Committee with a view to submitting suggestions to the next meeting on the best way of presenting Performance Monitoring Information to future meetings of this Committee and other Overview and Scrutiny Committees

30 MEMBER TRAINING

The Committee considered the future training needs of all members involved in Overview and Scrutiny building upon the series of training sessions provided for Scrutiny Members during the shadow year.

Since then, Members had received training on the basic principles of Overview and Scrutiny at a training session facilitated by North West Employers Organisation on 27 April 2009.

Members now recognised that further training was required to refresh knowledge already gained from previous training sessions and to gain specific skills to develop techniques, such as scoping and questioning, to improve performance.

RESOLVED – That the Chairman and Vice Chairman and Councillor G Baxendale be requested to meet the Member Development Officer and Senior Scrutiny Officer to discuss training needs for Overview and Scrutiny Members and bring forward to the next meeting, proposals for a training programme for the remainder of the current Municipal year

31 WORK PROGRAMME PROGRESS REPORT

The committee reviewed the work programme 2009/2010 which had been amended by the Committee on 13 July 2009. The Committee was advised that as the Work Programme consisted of a large number of topics, it was now appropriate to refine the list into an active list of matters rated sufficiently high to carry out review work, those which could be retained on a reserve or pending list for possible further action and those which should now be deleted.

RESOLVED – That consideration of the work programme be referred to a mid point meeting on a date to be agreed to divide the list of items into an active list and pending list.

32 TASK AND FINISH GROUPS PROGRESS REPORTS

The Chairman reported on the Task and Finish group set up to investigate the funding and role of voluntary organisations. The group had now had two meetings to scope the review and was due to hold another meeting to consider baseline financial information on the Voluntary Sector. Plans were in place to hold a conference with leading voluntary organisations towards the end of September to discuss initial thoughts in relation to the review.

The Members group set up by the Resources Portfolio holder to review IT service provision for members had now determined its terms of reference which were, to provide elected members with the equipment, support and training required for them to undertake their roles in a safe supported environment.

Initial proposals for out of hours support were currently under review.

A knowledge analysis exercise had been carried out with Members. This process would lead to a number of training sessions being offered to Members. In addition, a review of printer facilities was being undertaken, to ensure that hardware was standardised for all Members. The group was looking at proposals to provide all members with an encrypted laptop or desktop PC for Council use only in future.

RESOLVED – That the report be received and noted.

33 START TIME OF MEETINGS

On 1 April 2009, the Council had approved a Calendar of meetings for the 2009/2010 municipal year. The calendar had been subject to consultation with the Leader of the Council, Committee Chairmen and Management Team. The meetings listed for Cabinet and Council had been approved previously by Council on 9 December 2008.

A small number of Members had indicated that they were facing difficulties balancing their Council duties with employment arrangements, particularly in relation to morning meetings, as these meetings could easily run beyond lunchtime.

The Leader of the Council had therefore asked the Corporate Scrutiny Committee to look into this issue, with a view to making recommendations in respect of the 2010/11 calendar.

The majority of the Council's meetings currently began at 2.00pm, the only exceptions being Overview and Scrutiny Committees, Licensing and Standards Committees

Attendances at committee meetings had on the whole been good with an average attendance rate during the period May to August of just over 80%.

The Scrutiny Chairs Group (SCG) had discussed the matter on 3 August 2009 and had concluded that in view of the number of visitors that would be required to give evidence at future meetings, it was important that O&S committees continued to meet during the day. However, the SCG did consider that start times should be left for individual committees to decide.

RESOLVED –

(a) That, the Leader of the Council be informed that this Committee recommends that subject to individual Chairmen having discretion to start meetings earlier in the day to meet specific requirements, meetings of all committees should begin at 2.00pm with effect from the beginning of the 2010/11 Municipal year.

(b) That wherever possible, the Borough Solicitor be requested to take note of the meeting arrangements of outside organisations such as the Fire and Police Authorities when compiling the meetings schedule for subsequent years.

34 STRENGTHENING LOCAL DEMOCRACY - DCLG CONSULTATION

Note: Councillor D Topping left the meeting prior to this matter being considered.

The committee considered a report of the Borough Solicitor relating the Department of Communities and Local Government (DCLG) consultation document 'Strengthening Local Communities'

The Department of Communities and Local Government had embarked upon a consultation exercise in England only, which was focussed on promoting local democratic renewal by strengthening the capacity of local government. This particular consultation formed part of a much wider reform package and built upon themes originally presented in the Building Britain's Future programme which set out the Government's plans to reform democracy, overcome the recession and build the next generation of Public Services.

The consultation contained three main sections under the following headings:

- Local Government at the Centre of Decision Making
- Strong Local Government Operating in the Local Interest
- Local Authorities Tackling Climate Change

Of particular interest to the Committee, were the proposals contained in Chapter 1 to increase the range and power of Overview and Scrutiny Committees by:

- **Broadening** the number of bodies which can be subject to scrutiny committees: not limited to those responsible for health, crime and disorder or council functions, nor just those responsible for priority targets set out in the LAA
- **Enhancing** the powers, which these committees have. Officers and board members could be required to appear in front of the committee
- **Enabling** scrutiny committees to make reports and recommendations to a wider range of bodies for their consideration, and these bodies could be required to have regard to the recommendations and formally respond to Scrutiny Committees

Members were generally supportive of measures to extend the range of opportunities available to scrutinise a wide range of organisations that provided services to the public, but wished to seek assurances from Government that Local Authorities would be given sufficient resources to be able to carry out this enhanced role effectively.

RESOLVED – That

- (a) The Resources Portfolio Holder be informed that this Committee welcomes proposals to increase the range and power of Overview and Scrutiny Committees, but would urge the Government to ensure that sufficient ring fenced funding is provided to Local Authorities to ensure that the Overview and Scrutiny function is fully supported by dedicated staff and to provide additional training opportunities for members;

- (b) That Government also be requested to introduce a new set of Performance Indicators for new organisations, which will be subject to Local Authority Scrutiny.

35 **FORWARD PLAN**

The Committee considered items contained in the current Forward Plan.

RESOLVED –That the contents of the Forward plan be noted.

The meeting commenced at 10.30 am and concluded at 1.30 pm

Councillor A Thwaite (Chairman)

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CHESHIRE EAST COUNCIL

REPORT TO: CORPORATE SCRUTINY COMMITTEE

Date of Meeting: 9 November 2009
Report of: Borough Solicitor
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To consider items proposed for inclusion in the Committee's Work Programme and determine which items should be included in the Work Programme for the current municipal year.

2.0 Recommendations

- 2.1 That the Committee agree its Work Programme, determine a priority order, agree timescales and methodology.
- 2.2 That the Committee adds to its work programme an item to monitor the introduction/implementation of a Customer Relation Management (CRM) solution.

3.0 Reasons for Recommendations

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

4.0 Wards Affected

- 4.1 All

5.0 Local Ward Members

- 5.1 Not applicable.

6.0 Policy Implications including - Climate change - Health

- 6.1 Not known at this stage.

7.0 Financial Implications for Transition Costs (Authorised by the Borough Treasurer)

- 7.1 None identified at the moment.

8.0 Financial Implications 2009/10 and beyond (Authorised by the Borough Treasurer)

8.1 Not known at this stage.

9.0 Legal Implications (Authorised by the Borough Solicitor)

9.1 None.

10.0 Risk Management

10.1 There are no identifiable risks.

11.0 Background and Options

11.1 At the meeting of the Committee on 1 September 2009, Members referred the review of the work programme to an informal mid-point meeting to make recommendations to divide the list of items into an 'active' and 'reserve' list.

11.2 The committee held a mid-point meeting on 20 October 2009, at which members were able to make the recommendations on the work programme which are now contained in the attached revised schedule. Further work is required in some areas to determine the method that the committee intends to employ to progress any scrutiny involvement– for example, whether items should be dealt with by a Task/Finish panel or by the Committee etc.

11.3 In addition, the Committee must not lose sight of the need to assess all items against the well established criteria as follows:

- Does the issue fall within a corporate priority
- Is the issue of key interest to the public
- Does the matter relate to a poor or declining performing service for which there is no obvious explanation
- Is there a pattern of budgetary overspends
- Is it a matter raised by external audit management letters and or audit reports.
- Is there a high level of dissatisfaction with the service

Also, if during the assessment process any of the following emerge, then the committee should consider rejecting the topic:

- The topic is already being addressed elsewhere
- The matter is sub-judice

- Scrutiny cannot add value or is unlikely to be able to conclude an investigation within the specified timescale

11.4 At the mid-point meeting held on 20 October 2009, Members also received a brief presentation on the process to develop a Customer Relationship Management (CRM) solution for the Council. The aim of the CRM, amongst other things, was to resolve the number of customer enquiries at the first point of contact and to improve accessibility of Council Services in terms of locations, opening hours, access channels and links to other organisations. Members considered that in view of the impact that the system would have on the way in which the Council interacted with the public, the Corporate Scrutiny Committee should add an item to its work programme to monitor the progress of the CRM which was expected to be implemented in April 2010.

12.0 Overview of Year One and Term One Issues

12.1 It is good practice to have a Work Programme for the Committee to consider and prioritise on a regular basis.

13.0 Access to Information

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

Name: Mark Nedderman
Designation: Senior Scrutiny Officer
Tel No: 01270 529640
Email: mark.nedderman@cheshireeast.gov.uk

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**Corporate Scrutiny Committee Work Programme 2009/2010 – Revised at
Mid Point 20.10 09**

ACTIVE LIST		
Issue	Priority	Comments
Grants to Voluntary Organisations To review the role, performance and funding for voluntary organisations.	High	Review meeting taking place 28.10.09 to assess current position
Budget To give consideration to the proposed budget	High	Budget timetable is included in the Medium Term Financial Strategy contained elsewhere on this agenda. Key milestones for O&S involvement have been included in the MTFS
Sustainable Community Strategy	High	Discussion paper to be submitted in January 2010
Local Area Partnerships	High	A Discussion paper to be submitted to April 2010 meeting
Corporate Plan	High	Discussion paper to be submitted to April 2010 meeting
Local Development Framework	High	Presentation given to September meeting. Details of Action plan now required
Video Recording of Council Meetings (recommendation from Council)	Medium	Report to be submitted to January 2010 meeting
Start times of Committee meetings	Medium	Review complete. Recommendations supported by the Leader of the Council, and to be fed into the consultation process for the 2010/11
Cheshire East Culture	Medium	One of the priorities identified by the Resources Portfolio Holder
ICT systems – Harmonisation and Improvement	High	Policy Development. To be the subject of a future briefing.

RESERVE LIST		
Risk Management	Low	Briefing to be received from the head of policy and performance
Review of IT provision and Support for members	High	Task and Finish Group held in abeyance until panel established under the Portfolio Holder has completed its review
Project Management	Low	An officer group has been established to pursue this matter and therefore no further action is required from the committee at this stage.
Sport – 2012 Olympics	Medium	Any draft proposals to accommodate athletes etc. will be submitted to the committee for consultation in due course.
Leisure Centre Management	Medium	The committee to be consulted on proposals for future governance and management when the Cabinet review is complete.
Events	Low	An officer group is rationalising the list of current events which range from Cheshire show, Tatton show, Party in the Park to small agricultural shows. The Committee is likely to be consulted.
Assets Register	Medium	Presentation to be given to a future meeting
Future of Council owned farms	Medium	Consultation paper to be submitted to a future meeting
Procurement	Medium	Presentation to be given to a future meeting
Shared Services	Medium	Discussion paper to be submitted on a date to be agreed

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FORWARD PLAN 1 NOVEMBER 2009 - 28 FEBRUARY 2010

This Plan sets out the key decisions which the Executive expect to take over the next four months. The Plan is rolled forward every month. It will next be published in mid November and will then contain all key decisions expected to be taken between 1 December and 31 March 2010 . Key Decisions are defined in the Councils Constitution.

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

Democratic Services Team
Cheshire East Council ,
c/o Westfields, Middlewich Road, Sandbach Cheshire CW11 1HZ
Telephone: 01270 529736

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

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

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

Forward Plan 1 November 2009 to 28 February 2010

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE09/10-06 Crewe Green Link Road Project	To consider a highways scheme to open up a strategic employment site at Basford East, to adopt the business case, refresh a decision to make a compulsory purchase order, and to note the financial implications and risk.	Cabinet	Before 31 Jan 2010	Statutory consultations have been carried out and will continue at each stage of the process.	John Nicholson, Strategic Director Places
CE09/10-07 Free Early Years Care for Children of 3 - 4 Years of Age	To consider the outcome of consultations on the single funding formula, as agreed at Cabinet on 8 September 2009.	Cabinet	Before 31 Jan 2010	Maintained, private and voluntary childcare providers to be consulted on an ongoing basis through the Early Years Reference Group and Schools Forum.	John Weeks, Strategic Director People

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE09/10-21 Community Transport Strategy	To determine the future basis for procurement and integration of community transport and other pre booked transport services.	Cabinet	Before 31 Jan 2010	Consultation and stakeholder engagement was included within the preparation of the community transport strategy produced by Cheshire County Council and adopted by this Council. Current consultation is being carried out with the two main service providers.	John Nicholson, Strategic Director Places
CE09/10-24 Acquisition of Site for Waste Transfer Station Facilities	Purchase of a site in Macclesfield for use as a waste transfer station – Alternative site options.	Cabinet	3 Nov 2009	Financial, legal and property officers.	John Nicholson, Strategic Director Places
CE09/10-26 Connect 2 - European Regional Development Fund	To enter into a contract with the North West Development Agency to develop pedestrian and cycle links between Nantwich and employment sites in Crewe.	Cabinet	Before 31 Jan 2010	Local consultation has taken place as part of the development of the proposal and will continue prior to implementation.	John Nicholson, Strategic Director Places

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE09/10-27 Tendering for the Council's Requirement for a Customer Relationship Management Solution	To approve the procurement of a Customer Relationship Management (CRM) Solution for the Cheshire East Council, and the procurement process to be used and, subsequently, to enter into a contract with the organisation providing the most economically advantageous solution to the Council and its customers.	Cabinet	1 Dec 2009	With elected Members and community partners including the police and PCT.	Paul Bayley, Customer Services Manager
CE09/10-28 Transformation of Adults Services Phase 2	To make a number of policy decisions in respect of the future of in house services, transport and procurement as part of the redesign of adults services.	Cabinet	Before 30 Nov 2009	Via Health and Adult Social Care Scrutiny Committee. External consultations will include involvement and engagement with users who are affected by any proposed changes to service delivery. This will be through Local Involvement Networks and engagement with the voluntary sector; quality impact assessments will be carried out.	John Weeks, Strategic Director People
CE09/10-29 Council Blueprint for Transformation	To approve the blueprint for transformation for Cheshire East, and a high level implementation plan.	Cabinet	3 Nov 2009	With Management Teams, Members, and external partners including the PCT and local strategic partners.	Paul Bradshaw, Head of HR and Organisational Development

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE09/10-30 Residents Parking Scheme	To approve and adopt a policy so that a consistent and evidenced approach can be maintained and applied to all proposed schemes.	Cabinet	3 Nov 2009	All proposed resident's parking schemes will be subject to detailed consultation.	John Nicholson, Strategic Director Places
CE09/10-31 New Provision for Adults with Learning Disabilities	To agree to: - the transfer of a site from Children's Services to Adults, to go out to tender to the five registered social landlords, to seek expressions of interest from providers of complex learning disability services, to go out to consultation to look at future respite services for people with complex learning difficulties. The aim is to reduce out of area placements.	Cabinet	3 Nov 2009	Consultations will be via the Executive Commissioning Group for Learning Difficulties and the East Cheshire Partnership Board, these include PCT and Local Authority representatives, carers, service users, providers of services, advocacy and self advocates.	John Weeks, Strategic Director People
CE09/10-32 Business Planning Process 2010 - 2013	To approve the Business Planning Report for 2010-2013 incorporating updated budget and policy proposals together with the Capital Programme.	Cabinet	Before 28 Feb 2010	Through the Corporate Scrutiny Committee, all Members, and a range of local stakeholders including PCT's, Parish Councils, social care representatives, businesses, Trade Unions, schools forum and the Citizens Panel.	Lisa Quinn, Borough Treasurer and Head of Assets (Section 151 Officer)

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE09/10-33 Traffic Management Act 2004 - Fixed Penalty Notices for Street Works	To implement a Fixed Penalty Notice Scheme with Cheshire East for Utility Company Noticing Offences.	Cabinet	Before 31 Jan 2010	Through the Scrutiny Committee process and with all the Utility Companies that operate in Cheshire East.	John Nicholson, Strategic Director Places
CE09/10-34 Building Schools for the Future	To consider the implications arising from a decision to prepare for and/or enter the Building Schools for the Future Programme, and to decide whether to apply for early entry and commit resources to this.	Cabinet	3 Nov 2009	With appropriate Directorates and Members.	John Weeks, Strategic Director People
CE09/10-35 Reshaping of the Children Centre Footprints	To approve changes in the footprint areas so they align with the new Local Area Partnership boundaries and establish a sustainable model of children centre delivery in the Authority.	Cabinet	3 Nov 2009	With Members, Together for Children, leisure and library services and the Primary Care Trust.	John Weeks, Strategic Director People
CE09/10-36 Sites Surplus to Children and Families Requirements	To declare the following sites surplus to educational requirements: - <ul style="list-style-type: none"> • Former Oaklands School, Wilmslow • Church Lawton Primary School, Alsager • Former Victoria High School, Crewe (Ludford, Newdigate, Meredith and Oakley Centres) • Former Broad Street Infant School, Crewe 	Cabinet	10 Nov 2009	None at this stage.	John Weeks, Strategic Director People