

Corporate Scrutiny Committee

Agenda

Date:	Monday, 11th January, 2010
Time:	2.00 pm
Venue:	Council Chamber, Municipal Buildings, Earle Street, Crewe CW1 2BJ

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

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

1. **Apologies for Absence**
2. **Minutes of Previous Meeting** (Pages 1 - 4)
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

In accordance with Procedure Rules Nos.11 and 35 a total period of 10 minutes is allocated for members of the public to address the Committee on any matter relevant to the work 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 questions were submitted at least one working day before the meeting.

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

5. **Work Programme Progress Report** (Pages 5 - 12)

To consider a report of the Borough Solicitor.

6. **Budget Update**

The Chairman to update Members on the budget consultation process for the 2010/2011 budget.

7. **Publicity**

The Chairman to update Members on publicity arrangements for Overview and Scrutiny.

8. **Video Recording of Council Meetings** (Pages 13 - 22)

To consider a report of the Democratic Services Manager

9. **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.

10. **Consultations from Cabinet**

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

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Monday, 7th December, 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, D Bebbington, J Crockatt,
M Davies, D Stockton and Rachel Bailey

Apologies

Councillors S Conquest, P Edwards, D Topping and S Wilkinson

14 APOLOGIES FOR ABSENCE**15 MINUTES OF PREVIOUS MEETING**

RESOLVED – That the minutes of the meeting held on 9 November 2009 be approved as a correct record.

16 OFFICERS PRESENT

Lisa Quinn – Borough Treasurer
Mark Nedderman – Senior Scrutiny Officer
Katie Smith- Scrutiny Officer
John Barrett – ICT Manager
Paul Bayley – Customer Services Manager

17 ALSO PRESENT

Councillor F Keegan – Resources Portfolio Holder

18 DECLARATIONS OF INTEREST

There were no declarations of interest.

19 PUBLIC SPEAKING TIME/OPEN SESSION

There were no statements from members of the public.

20 HALF YEAR PERFORMANCE REPORT

The Committee considered a report of the Head of Policy and Performance containing an overview of the 2009-2010 mid year performance.

Mid year performance data had been received for 78 indicators out of the National Indicator set of 190. These included 21 indicators out of the 34 designated LAA targets.

Overall, performance for the 78 returns was reasonably good, with 47 of the targets having reached or exceeded their target, although it was reported that 31 had underperformed.

RESOLVED – That the report be received and noted.

21 ICT HARMONISATION

The Committee received a presentation from John Barrett, ICT Manager on the harmonisation of ICT systems in Cheshire East.

The Council had inherited a number of ICT systems which involved a number of tasks to rationalise systems .

The network and data centre infrastructure was expensive to split – both in terms of capital investment and running costs and it was therefore currently being run on a shared basis through a partnership with Cheshire West and Chester Council. The plan was to extend the partnerships to include the rest of the public sector. Discussions were at an advanced stage with the Fire Service and the NHS.

A number of initiatives were underway to effect the harmonisation including:

- Engaging with Local Strategic Partnership (LSP)
- Establishing a collaborative website
- Joint review of the future ICT requirements of each organisation in order to assess more fully, potential partnership projects.

An ICT partnership day had been held on the 26 November 2009, which had attracted over 40 IT professionals from 16 organisations. Agreement had been reached that the greatest return on Investment on undertaking Partnership working would be achieved by:

- Network Sharing and Data Centre Provision
- Procurement for ICT goods and services
- Pooling of skills and knowledge to enable improved service delivery.

An action Plan had been drawn up as follows:

- A joint Member/Officer board to report on Development Management issues had been established.
- Formal mechanisms had been established, escalation process around problem management. Named individuals identified as first point of contact.
- Initial meetings had taken place with suppliers to discuss short term issues plus longer term strategies around the IT infrastructure to support Development Management. ICT Strategic recommendation is likely to be a full system rebuild in parallel to existing system to minimise disruption to business operation.

- Following recommendations from suppliers, design/document the architecture to support Development Management.
- Work with the ICT Shared Service to ensure the appropriate SLA's are in place for agreed architecture.
- Ensure appropriate release management procedures are in place for Development Management applications.
- Project commissioned in ICT Shared Service to undertake above work. ICT Strategy will oversee the project throughout the full project lifecycle.
- Detailed Project Plan available mid December.
- Project commissioned in ICT Shared Service to undertake above work. ICT Strategy will oversee the project throughout the full project lifecycle.
- Detailed Project Plan available mid December.

RESOLVED – That the presentation be received.

22 PRESENTATION ON CUSTOMER RELATION MANAGEMENT SOLUTION (CRM)

The Customer Services Manager outlined the procurement arrangements to secure a Customer Relation Management System (CRM) for Cheshire East.

The CRM would help to resolve the majority 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.

The CRM would:

- Develop more responsive customer services; organised to reflect customer characteristics, preferences and life events such as starting school
- Improve the accessibility of Council services in terms of locations, opening hours, access channels and links to other organisations
- Reduce the cost per contact across all customer access channels
- Resolve 80% of customer enquiries at their first point of contact
- Reduce avoidable customer contact caused by service failures, progress chasing and poor communication
- Shift the profile of customer contact to access channels that are more convenient to the customer, appropriate to the transaction and more cost-effective for the Council
- Develop relationships and trust with partners to enable customers to access a range of community services through a local virtual public gateway

There were currently 4 legacy systems from the 4 demised authorities which were in the process of being evaluated.

The procurement process would involve using the OGC CRM Framework Agreement to ensure competition and to secure submissions from companies with proven abilities in this area.

It was intended to implement a system from April 2011 onwards by initially replacing legacy CRM solutions and harmonising the Customer Centres.

RESOLVED – That the presentation be received and the Customer Services Manager be requested to circulate details of the preferred CRM solution to members of this Committee prior to a final decision being taken.

23 BUDGET PROCESS 2010/2011

The Committee considered putting in place, arrangements to manage Overview and Scrutiny involvement in the budget setting process for 2010/2011. The Committee had received a briefing on the budget consultation process to date, at an informal meeting prior to the meeting, at which it had been suggested that a panel of members drawn from all Overview and Scrutiny Committees should develop a programme after the Christmas holidays.

RESOLVED – That a Budget Consultation group be set up on a 4:1:1:1 basis consisting of the following members; the group be authorised to agree its own terms of reference with a view to advising the Borough Treasurer and Cabinet on the process to involve Overview and Scrutiny in the 2010/2011 budget setting process:

Councillors

A R Thwaite – Chairman Corporate Scrutiny (Con)
G Walton- Chairman Environment and Prosperity (Con)
R Westwood – Chairman Children and Families (Con)
S Wilkinson – Vice – Chairman Sustainable Communities (Con)
G Baxendale – Vice –Chairman Health and Adult Social Care (Con)
J Narraway - Vice –Chairman Corporate Scrutiny (LD)
S Conquest - Corporate Scrutiny (Lab)
P Edwards - Corporate Scrutiny (Ind)

The meeting commenced at 2.00 pm and concluded at 4.10 pm

Councillor A Thwaite (Chairman)

CHESHIRE EAST COUNCIL

REPORT TO: CORPORATE SCRUTINY COMMITTEE

Date of Meeting: 11 January 2010
Report of: Borough Solicitor
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To consider any additional items for inclusion in the Committee's Work Programme.

2.0 Recommendations

- 2.1 That the Committee reaffirm its Work Programme, priority order, timescales and methodology.

2.2 Reasons for Recommendations

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

3.0 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 The Committee has at each of its meetings, reviewed the work programme and has divided the list of items into an 'active' and 'reserve' list.

11.2 The attached schedule has been updated to take account of progress made since the last meeting of the Committee. Further work is still 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

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 686459
Email: mark.nedderman@cheshireeast.gov.uk

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Corporate Scrutiny Committee Work Programme 2009/2010 – Revised
Dec.09

ACTIVE LIST		
Issue	Priority	Comments
Grants to Voluntary Organisations To review the role, performance and funding for voluntary organisations.	High	Meeting took place on 10.12.09 to review position. Baseline financial information now received. The next stage is to review in detail the budget for categories B (Service Level Agreements) and C (Grant Aid One Off Projects) and how it is currently spent, and to look at Service Level Agreement Heads early in January.
Budget To give consideration to the proposed budget	High	Budget Consultation Panel now set up on a 4:1:1:1 basis, first meeting due in early January.
Sustainable Community Strategy	High	Discussion paper to be submitted in 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 on this agenda
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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CHESHIRE EAST COUNCIL CORPORATE SCRUTINY COMMITTEE

Date of meeting: 11 January 2010
Report of: Acting Senior Member Development Officer
Title: Webcasting Case Study: Crewe and Nantwich Borough Council

1. Introduction

- 1.1 Following a question at Council, the Leader asked the Committee to consider whether it would be beneficial for Cheshire East Council to introduce a system for the film recording of Committee meetings. A similar approach was adopted by one of the legacy Councils, Crewe and Nantwich Borough and this report outlines the introduction of the system at Crewe; the installation requirements; the operational challenges experienced and explains how the system was used.

2. The Technology

- 2.1 To make its meetings more accessible to the public, Crewe and Nantwich Borough Council entered into a contract in 2006 with Public-I, which currently provides webcasting services to 55 organisations in the UK and Ireland including many district, borough, county and unitary authorities. The system chosen enabled meetings to be broadcast live over the internet or recorded for viewing at a later date from one fixed location; the Council Chamber, Municipal Buildings. The cost of the contract in 2008 which included the supply of services, software and equipment was £19,425.
- 2.2 The technical kit was installed over a period of two/three days in the Council Chamber and comprised –
- Three small video cameras positioned around the Chamber
Wi-fi connection and associated wiring
Server Suite (laptop/ audio equipment/DVD recorder)
Mobile recording kit (stand alone cameras and DVD recorder)
- 2.3 As part of the contract, all staff within the Democratic Services Team were provided with a half day training session on how to use the system and from the author's personal experience, the equipment is user-friendly and does not require a high level of IT skills to operate. In addition, one individual became responsible for the management of the kit and acted as a liaison point for Public-I, this task falling to a Committee Officer.

3. Operational Matters

3.1 Preparatory Work before Broadcasting

3.1.1 The Council took the decision that in the first instance, only meetings of the Development Control Committee would be broadcast as this was a meeting which had high public interest. Therefore, as part of the training, a typical committee layout was set up using the software provided with the system (Attachment 1). This enabled individual camera positions to be allocated to each Committee Member/officer who would attend the meeting, a procedure which had to be carried out for each Committee which was to be broadcast.

3.1.2 The advantage of using a standard configuration was that it reduced the set up time before meetings and, when used over a period of time increased the responsiveness of the webcast operator when switching from one speaker to another. The downside was that the physical layout of the room had to be exactly the same every time and officers and Members had to sit in allocated places so that the correct name would come up on the webcast screen. Alterations could be made before committee to accommodate changes but not immediately prior to a meeting due to the requirement to test the system before 'going live'.

3.1.3 Each broadcast had to be booked with Public-I a minimum of one week in advance by the Committee Officer responsible for the meeting to ensure there were staff available to support the meeting in the Public-I studio. Once the date had been confirmed, the agenda had to be loaded onto a CRM system by the Committee Officer so that Members of the public logging onto the Internet micro-site (the access point for the webcasts) could view the agenda.

3.2 The Broadcast

3.2.1 Dependent on the requirements of the meeting, the system allows for three types of broadcast; test (the action is monitored but is not broadcast), local (the action is recorded and uploaded onto the internet without editing within 24 - 48 hours after the meeting), or live (broadcast in real time). Meetings which were classed as local or live could be accessed by the public from the micro-site for 6 months after the date of the broadcast.

3.2.2 For those watching a broadcast, the system showed whatever camera position the webcast operator has chosen to select. So during a debate, the camera position would change constantly to follow the discussion, showing the person speaking with their name and title together with the relevant agenda item displayed on the screen (Attachment 2).

- 3.2.3 The system provided by Public-I enabled presentation and documents to be uploaded and shown as part of a meeting broadcast, although this option was never used at Crewe. The system also allowed for on-line surveys and opinion polls to be run from the mocro-site but again, this option was not utilised.

3.3 Operational Requirements

- 3.3.1 Although the kit is easy to use, the system requires a webcast operator to be in position for the duration of the meeting. For the broadcast to run smoothly the webcast operator has to be responsible for that task alone, therefore he/she cannot be the Committee Officer resulting in two people having to be present at each meeting. Resourcing the service became problematic at Crewe as, with only two Committee Officers in Democratic Services, volunteers had to be sought from within the authority to be trained in its use. Experience showed that it was necessary to have a pool of people who could be called upon to operate the kit in order to cover for holidays, illness, unforeseen absences etc as the unavailability of the webcast operator often prevented a meeting from being broadcast.

- 3.3.2 Broadcasts were always shadowed by a member of the Public-I Team who provided a 'trouble-shooting' service during the procedure, communicating with the operator via email as the broadcast took place. This support was also available prior to the meeting to allow for testing of the equipment. Organisations signed up to the service became Members of the Public-I User Group; meetings of which are held periodically during the year.

4. Advantages/Disadvantages of Webcasting

- 4.1 The procurement of the webcasting system for Crewe and Nantwich was the responsibility of the Assistant Chief Executive. The author has no information with regard to whether other companies were considered and can only comment on the operation of the Public-I system.

4.1.1 Advantages

- The procedure at meetings was perceived to have improved with the proper procedure being followed and questions put through the Chairman
- Both members of the public and members of the Council were able to view a meeting either as it happened or at a time to suit them if they were unable to attend
- Controversial decisions could be viewed by a much wider audience that could be accommodated physically at the venue
- Disputes about decisions/debates could be resolved from viewing archive information

- Decision making became more transparent and open
- A mobile recording kit was also provided as part of the contract which allowed for recordings of events to take place off site although this was never used

4.1.2 Disadvantages

- The system relies on the co-operation of Members/Officers to sit in same location each time to prevent the need to reset the seating configuration on the system each time
- 2 – 3 hours preparation time is required prior to the meeting adding to the workload of the Committee Officer
- Dedicated webcasting operators are required for the system to run smoothly and to ensure continuity
- Smaller meetings are easier to broadcast whereas meetings such as Council would be more challenging
- Although kit has its own audio system, it relies on sound systems within the room to boost the sound and any obstacles or restricting the space around the suite can adversely affect the sound quality
- Quality of broadcast can also be affected by speed of connection and the specification of the equipment the broadcast is being viewed on
- Mobile kit is large and heavy and is not easy to move around. Suitable transportation would be required if the equipment was to be moved off site

5. Conclusion

- 5.1 Crewe and Nantwich Borough Council's original intention was to broadcast a number of its meetings live over the internet. In practice, this did not happen due mainly to the difficulty in having a webcast operator available to operate the system. On those occasions where broadcast was possible, there were instances where technical problems prevented the broadcast from taking place, usually the result of the equipment standing idle for a period of weeks. The service also monitors the viewing hits received for a particular webcast but for the limited time the system was in operation, the number of users recorded was small.
- 5.2 The problem experienced was sound/picture quality. The position of the kit affects the broadcast quality and the location of the internet connection would be an important consideration. At Crewe there was only one place within the Chamber where the necessary wiring could be placed but this resulted in problems with the internet connection and restricted sound.

- 5.3 There is scope within the system to open up the decision making process to a much wider audience and to showcase the Council at ceremonial events. However, the system lends itself to being set up at one location if it is to be regularly used for committee meetings. Additional locations could have the necessary kit installed but that would add to the cost of the contract. As Cheshire East is spread over a number of locations the mobile kit would be of benefit but it would need to be transported between venues, set up and dismantled each time adding to the webcast operators hours and would only allow meetings to be recorded and not viewed live.

<i>Officer:</i>	<i>Diane Moulson</i>
<i>Designation:</i>	<i>Acting Senior Member Development Officer</i>
<i>Tel No.</i>	<i>01270 529729</i>
<i>Email:</i>	<u>diane.moulson@cheshireeast.gov.uk</u>

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2.2) Public-i Studio Overview

Webcast operators can log into Public-i Webcaster as either an "Operator" or a "Manager". Those with an operator level log-in have access to a more streamlined version of Public-i Webcaster where only the core features of the software necessary to capture a complete webcast are available to keep the interface as simple as possible. More advanced users logging in at manager level have access to the complete set of features giving them much greater control over the webcast set-up and settings.

Advanced Features

In version 5 of Public-i Webcaster, advanced users are given more control than ever before over the capture of their webcasts. It is now possible to select either webcasting format, choose from a range of encoding configurations, control the speed at which the software switches between cameras and configure layouts to an unprecedented degree.

2.2.2.3) Public-i Webcaster Controls

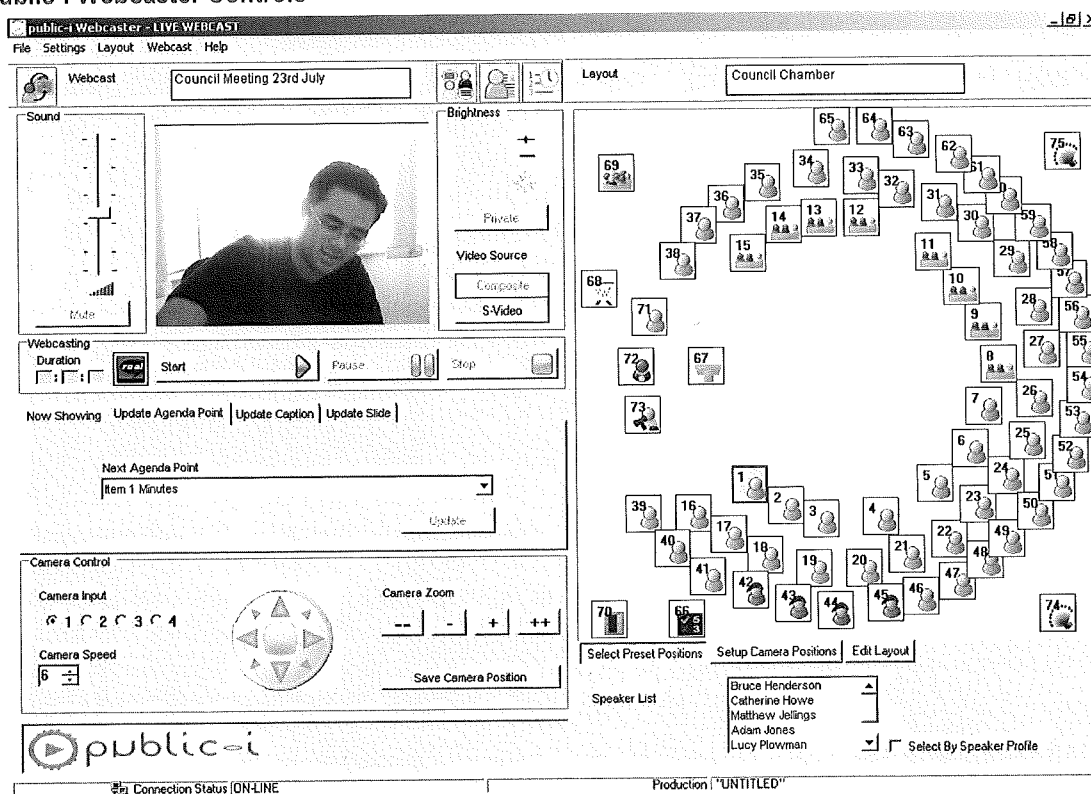


Diagram 2.2.2.3a

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FORWARD PLAN 1 JANUARY 2010 - 30 APRIL 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 January 2010 and will then contain all key decisions expected to be taken between 1 February and 31 May 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 January 2010 to 30 April 2010

Key Decision	Decisions to be Taken	Decision Maker/ Scrutiny committee	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 <i>Environment and Prosperity</i>	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 <i>Children and Families</i>	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 <i>Environment and Prosperity</i>	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
CE09/10-26 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 <i>Environment and Prosperity</i>	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
CE09/10-29 Council Blueprint for Transformation	To approve the blueprint for transformation for Cheshire East, and a high level implementation plan.	Cabinet <i>Corporate</i>	Before 31 Mar 2010	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
CE09/10-31 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 <i>Health and Adult Social Care</i>	Before 31 Mar 2010	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 <i>Corporate</i>	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)
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 <i>Environment and Prosperity</i>	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

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
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 <i>Children and Families</i>	Before 31 Mar 2010	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, which are the units for service delivery from the Childrens Centres, so they align with the new Local Area Partnership boundaries to establish a sustainable model of children centre delivery in the Authority.	Cabinet <i>Children and Families</i>	Before 31 Mar 2010	With Members, the 'Together for Children' organisation, leisure and library services and the Primary Care Trust.	John Weeks, Strategic Director People
CE09/10-37 Review of Children's Homes Provision	To decide how children's homes placements will be provided to ensure good outcomes for cared for children in Cheshire East.	Cabinet <i>Children and Families</i>	Before 31 Mar 2010	Children and Families Scrutiny Committee and the Children in Care Council.	John Weeks, Strategic Director People
CE09/10-38 Waste Treatment PFI Contract: Affordability Ceiling	To approve an affordability ceiling for the Waste Treatment PFI Contract.	Cabinet <i>Environment and Prosperity</i>	Before 31 Mar 2010	With the Monitoring Officer and the Section 151 Finance Officer.	John Nicholson, Strategic Director Places

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