

Corporate Scrutiny Committee

Agenda

Date:	Wednesday, 15th September, 2010
Time:	2.00 pm
Venue:	The Bridestones Suite - Congleton Town Hall

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 - 12)

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 contacted the Scrutiny officer listed at the foot of the agenda, at least one working day before the meeting to provide brief details of the matter to be covered.

5. **Work Programme Progress Report** (Pages 13 - 20)

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

To consider a report of the Borough Solicitor.

6. **ICT Harmonisation Monitoring Group**

To set up a group to monitor the progress of the ICT harmonisation proposals.

7. **Procurement of Utilities**

To receive a presentation in relation to securing new energy contracts for Cheshire East. The Office of Government Commerce (Pan Government Energy Project) advise that improved prices can be achieved through adopting flexible, aggregated, risk managed energy contracts and the Cheshire East Procurement Recommendation is to enter into a fully flexibly contract with West Mercia Supplies, which is one of the accredited solutions.

8. **Assets**

Arthur Pritchard, Assets Manager to give a presentation on the Assets Register and on the Asset Challenge process, with a view to the Committee setting up a Task and Finish Group.

9. **Crewe Lyceum Theatre and Knutsford Cinema**

Guy Kilminster Head of Health and Wellbeing to give a presentation on consultation arrangements in respect of the future of Crewe Lyceum Theatre and Knutsford Cinema.

10. **Capital Strategy**

The Borough Treasurer to give a brief overview of the Capital Strategy.

Please note that a the Cabinet report on this matter which is expected on the agenda for the 20 September meeting, will be available from Friday 10 September 2010.

11. **Projected Overspend**

The Borough Treasurer to provide a verbal update on the current position as reported in the quarter one financial performance report considered by Cabinet on 16 August 2010.

12. **New Executive Arrangements**

The Chairman to update the Committee on formal consultation arrangements expected to be referred to this Committee regarding new Executive arrangements.

13. **Highways Transformation Call-in**

To update the committee on the response of the Highways Transformation sub-committee to the advice offered to it by this committee at the meeting held on 26 August 2010.

14. **Forward Plan - Extracts (Pages 21 - 26)**

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

15. **Consultations from Cabinet**

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

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CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Monday, 12th July, 2010 at East Committee Room - Municipal
Buildings, Earle Street, Crewe, CW1 2BJ

PRESENT

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

Councillors D Brickhill, S Conquest, J Crockatt, H Davenport, P Edwards and
P Findlow

Apologies

Councillors A Arnold, G Barton, G Baxendale, M Davies and S Wilkinson

24 ALSO PRESENT

Councillor L Smetham –Cabinet Support Member

25 OFFICERS PRESENT

Andrew Leadbetter	Legal Services Manager
Alex Thompson	Finance lead – Strategy and Funding
Gareth Pawlet	Head of Technical Strategy and Planning
Mark Nedderman	Senior Scrutiny Officer

26 MINUTES OF PREVIOUS MEETING

RESOLVED – That the minutes of the meeting held on 15 June be approved as a correct record.

27 DECLARATIONS OF INTEREST

There were no declarations of Interest

28 PUBLIC SPEAKING TIME/OPEN SESSION

There were no statements from members of the public.

29 WORK PROGRAMME PROGRESS REPORT

The Committee considered a report of the Borough Solicitor setting out the draft 2010/2011 work programme. The work programme was due to be shared with Cabinet colleagues at an informal briefing meeting to be held on 19 July 2010.

The report informed the committee that the Budget Consultation group had held its first meeting on 18 July 2010 and had agreed 4 key milestones in the budget consultation process which were:-

- **Stage1** – Backward look at the 2010/2011 process
- **Stage 2-** July/August priorities to be developed based upon the Corporate Plan and Sustainable Communities Strategy
- **Stage 3** – October – Forming of the draft budget
- **Stage 4** – January 2011, stakeholder events with Scrutiny involvement, followed by detailed look at the budget proposals by the group.

The group had also acknowledged that there would be a number of intermediate meetings as required and that each Overview and Scrutiny Committee would be consulted at each key stage.

The Committee noted that the presentation expected at today's meeting on the asset register would now take place on 7 September 2010.

The Committee also noted that the new Highways contract which was being overseen by a Cabinet sub- committee was currently in the work programme of the Environment and Prosperity committee. Members questioned whether this committee should be involved in the scrutinisation of the procurement of this contract.

RESOLVED –

- (a) That the work programme be noted
- (b) That the date for the presentation on Assets be changed to 7 September 2010.

30 LEGAL SERVICES PRESENTATION

Andrew Leadbetter Legal Services Manager, attended the meeting and gave a presentation on the work of Legal services.

Cheshire East's Legal Services dealt with the full range of local authority legal work and was split into 3 teams:

Corporate
People
Places, regulatory and Compliance

Andrew gave an illustration of the level of work undertaken by the section in relation to section 106 agreements and in relation to Childcare. In addition, the Committee was supplied with comparative benchmarking statistics obtained from authorities with similar populations to Cheshire East. Members were also supplied with details of the current establishment and grading structure within Legal Services.

RESOLVED – That the presentation be received.

31 ICT HARMONISATION AND IMPROVEMENT

Gareth Pawlett attended the meeting and gave a brief presentation on the progress made in connection with the harmonisation of ICT services. The Committee had previously received a presentation in December 2009.

The ICT team had identified 10 harmonisation targets as follows:

- Delivery of the Customer Relationship Manager (CRM) system
- Development of the Planning and Building Control Management system
- Full rationalisation of the email system by summer 2010
- Financial systems
- Health and Social care
- Human Resources
- Libraries Administration
- Revenues and benefits
- School Admissions
- Website

Over the next 12 months it was intended to:

- Introduce a new desktop strategy
- Develop green ICT to support the carbon management programme
- Develop the intranet site
- New telephony rollout
- Complete the Macclesfield data Centre for ICT/CCTV
- Strategic Wide Area Network review
- Corporate Enterprise Content management.

RESOLVED – That the presentation be received.

32 OUTSOURCING OF DISCRETIONARY LEISURE AND CULTURAL SERVICES

Guy Kilminster Head of Health and Wellbeing Services attended the meeting and gave a presentation on Council proposals to investigate the possibility of outsourcing discretionary leisure and cultural services.

The presentation was a prelude to a much more detailed presentation expected to be given at the September meeting.

The current proposals were set against the backdrop of a budget reduction of £420 000 in the current financial year.

In particular, the Council would be reviewing management arrangements of the Council's two municipal golf courses at Malkins Bank Sandbach and Queen's Park Crewe. Likewise, the Council would also be reviewing management arrangements for the Lyceum Theatre Crewe, the Knutsford Cinema and a number of civic halls around the Borough.

The Cabinet had set up a devolution working group which was looking at the possibility of civic/community halls being offered to Town and Parish Councils to manage.

The group was seeking advice from a number of departments within the Council, including assets and human resources, because of the potential impact on staff currently employed by the Council to manage these facilities.

Queens Park Golf Course was currently managed by a third party and the Council had already undertaken some market testing in connection with Malkins Bank golf course. A report was due to be considered by Cabinet in August 2010.

Cabinet was also expected to consider a report in October in connection with the Lyceum Theatre Crewe and Knutsford cinema, following stakeholder consultation.

RESOLVED – That the Head of Wellbeing be requested to submit a full report to the next meeting on devolution proposals in respect of civic amenities.

33 RISK MANAGEMENT

Sandra Smith Compliance Unit Manager Audit attended the meeting and gave a presentation on risk management in Cheshire East.

The aim of risk management was to maximise opportunities and encourage innovation by identifying and managing risks through:

- Risk reduction
- Insurance
- Tolerating them through risk appetite and self insurance
- Avoiding – by discontinuing the activity.

At the strategic level, the Council had set up a Corporate Risk management group whose role was to produce the Corporate Risk register, to undertake ongoing reviews and to monitor and report on these risks.

Each directorate management team was responsible in turn for producing, reviewing and monitoring Directorate Risk registers to ensure that responsibilities within the Corporate Risk Register were managed successfully.

In addition, Lead officers in the Partnerships team identified any risks for the Council and ensured that they were managed appropriately.

Likewise, Project Boards and Project managers ensured that risk profiles were developed and maintained and managed.

The Councils Audit and Governance Committee played a leading role in assessing the effectiveness of the Council's risk management arrangements, the control of environment and associated anti-fraud and anti-corruption arrangements.

This Committee's role was to challenge the effectiveness of the framework.

- The top risks affecting public sector were:
- Recession/economic down turn

- Partnerships
- Lack of Financial resources
- Major Incidents/disasters
- Business Continuity

Cabinet had also sought assurances about how the Council managed its reputation.

RESOLVED – That the presentation be received.

34 CORPORATE PLAN

The Committee considered a report of the Head of Human Resources enclosing for comment, the draft Corporate Plan which was due to be considered by Cabinet on 19 July prior to making a recommendation to Council regarding its formal adoption on 22 July 2010.

RESOLVED – That the report be received and Members be invited to submit any comments on the Plan to the Senior Scrutiny Officer by email before the Cabinet meeting on 19 July 2010.

35 FORWARD PLAN - EXTRACTS

The Committee considered items currently listed in the forward plan.

RESOLVED – That the Forward plan be noted.

36 CONSULTATIONS FROM CABINET

There were no consultations from Cabinet.

37 STAFFING OF THE SCRUTINY TEAM

Mark Nedderman Senior Scrutiny Officer informed the Committee that interviews were due to be held over the 28/29 July for the post of Scrutiny officer.

RESOLVED – That the report be received.

The meeting commenced at 2.00 pm and concluded at 4.00 pm

Councillor A Thwaite (Chairman)

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CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Thursday, 26th August, 2010 at Council Chamber, Municipal
Buildings, Earle Street, Crewe CW1 2BJ

PRESENT

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

Councillors A Arnold, G Barton, G Baxendale, D Brickhill, S Conquest,
J Crockatt, H Davenport, D Topping and S Wilkinson

Apologies

Councillors P Edwards

38 ALSO PRESENT

Councillor R Menlove Environmental Services Portfolio Holder
Councillor PH Mason Procurement Assets and Shared Services Portfolio Holder
Councillor D Stockton Cabinet Support Member

Councillor C Thorley
Councillor T Beard

39 OFFICERS PRESENT

Caroline Simpson Head of Regeneration
Clare Godbold HR Business Partner (Corporate Services & Places)
Moaz Khan Interim Project Manager
Mark Nedderman Senior Scrutiny Officer

40 DECLARATIONS OF INTEREST

Councillor David Brickhill declared a personal interest on the grounds that he was the former Environment Portfolio holder.

Councillor T Beard declared a personal interest on the grounds that a member of his immediate family was employed within Cheshire East Highway Services.

41 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present who wished to make a statement.

42 TRANSFORMATION OF HIGHWAYS SERVICES: HIGHWAYS MAINTENANCE TEAM

The Chairman read out the call-in notice signed by 8 Members of the Council relating to the following decision of the Transformation of Highways services sub-committee held on 15 July 2010:

“RESOLVED

For the reasons set out in the report: -

1. That approval be given to the strategic direction of the procurement by way of the Managing Agent Contractor model.
2. That the structures that are, and have been, put in place to support the procurement, and the significant resource implications, be noted.
3. That the advice concerning the appropriate procurement method, namely by competitive dialogue, be noted.
4. That the timetable shown in Appendix 1 of the report be agreed.”

On behalf of the Group of Members who had signed the call-in notice, Councillor C Thorley addressed the Committee and outlined the reasons for the call-in which stated:

‘The 8 listed councillors below have called in the decision of the Transforming Highways Sub Committee to Corporate Scrutiny on the grounds:

1. That because of the value of this contract it should be subject to scrutiny;
2. That Members have not been given the opportunity to scrutinise other options for the delivery of Highway services, for example, alliances with other authorities;
3. The impact on the employment of Highways Staff by the proposed outsourcing.’

Councillor Thorley added that:

- This was a matter of great concern for the public of Cheshire East and for the staff currently employed within Highways Services.
- There appeared to be an unnecessary rush to complete the procurement process, which was likely prejudice introducing arrangements to serve the whole of Cheshire.
- There were concerns about how any new arrangements would serve the development control process.

Councillor T Beard, on behalf of the Call-in group, referred to the fact that the existing the Highways Contract with Bam Nuttall contained a clause to allow the Council to extend the contract and that the Council should not at this stage, rule out the possibility of invoking that clause.

Councillor R Menlove Environment Portfolio Holder, outlined the basis of the decision of the Transformation of Highways Sub- Committee.

He explained that the Head of Regeneration had outlined in her response to the Call-in (which was appended to the agenda for this meeting) the reasons for the original decision of the Transformation of Highways Sub- committee, which were summarised as follows:

1. The transformation of the highways service is a key corporate priority and is one of the five work streams of Total Transport. The decision to progress the procurement of a new highways contract was taken by Cabinet in April and a Sub-Committee was established with delegated powers to make decisions relating to the project within the timelines agreed.
2. The procurement process is using a Competitive Dialogue process which will allow the Council to refine the scope of the new contract through the procurement process over the coming weeks and months.
3. In parallel to the procurement process, the highways service is being re-shaped to reflect the fact that big reductions in capital grant from Government is expected from April 2011. The re-shaping involves voluntary redundancy for some areas of the service. Reductions in future capital spend impacts directly on our revenue income and in simple terms the Council cannot sustain the current structures.
4. Member engagement during the procurement process will be key to shaping the future service. The Cabinet Sub-Committee has delegated authority to make decisions in relation to the new contract. An overview role from the scrutiny process to inform the Sub-Committee will be essential to ensure the new contract meets the needs of the Council from October 2011.

Councillor Menlove explained that, as the existing contract was coming to an end, it was prudent for the Council to consider as early as possible, arrangements for Highways Services from 2011 and beyond.

In response to questions from members of the committee, the Portfolio Holders for Environment and Procurement Assets and Shared Services, supported by the Head Regeneration stated that:

- It was common knowledge that the Government intended to reduce not only funding for the current financial year (in year savings) but also future budgets. The worst case scenario suggested that this could be as much as 40%. The likely impact of there being significant reductions in funds available for Highways projects would in turn lead to the Council having to review staffing levels. The Council was facing these financial pressures, irrespective of the outcome of the current procurement process.
- It was not possible to say at the moment what the impact on staff would be in terms of TUPE arrangements, however, the tendering process had a robust assessment relating to how the new contract would address TUPE and provide support to staff that transferred. TUPE protected the terms and conditions of employees transferred, although it was reported that

there was no time limit specified in the regulations as to the length of protection.

- There were currently 129 staff employed by Cheshire East affected by the Highways contract and approximately 130 employed by the existing contractor Bam Nuttall. The impact of any proposals on staff employed by Bam Nuttall in relation to TUPE was not yet clear, but much of the detail would be dealt with through the competitive dialogue process.
- No staff could be made compulsorily redundant at the point of transfer.
- The procurement of Highways services was one element of the Council's Total Transport Programme, which itself was part of the Council's Transformation programme, and although this particular element of that process had not been listed in the Forward Plan, the Transformation programme in total, had been.
- Cabinet had appointed a sub- committee to carry out the detailed work in relation to the procurement of Highways Services in April 2010 with delegated authority to approve the procurement process. The only formal meeting of the sub- committee had taken place on 15 July 2010. This meeting was open to the public and all papers relating to it were published in the usual manner and were in the public domain. The Sub- committee consisted of 3 Cabinet members only, Councillors R Menlove, P Mason and J Macrae, although at the meeting on 15 July, only Councillors Mason and Macrae were present. A lot of preliminary work had been undertaken by the sub- committee members supported by Councillor D Stockton - Cabinet Support Member. This work had included visits to other Local Authorities.
- Although Cabinet had agreed that the Cabinet sub – committee would keep the Environment and Prosperity Scrutiny committee apprised of the work of the Sub- committee, this had not been communicated to the sub- committee and it was conceded that consultation had not taken place.
- Any failings of the current contract could not be identified, however, the current contract which began with the former Cheshire County Council in 2004, was subject to different performance measures and costs than would be expected with any new contract, in that the Council was looking to improve performance and reduce costs. The changing landscape in connection with local authority funding also meant that the Council would be looking at different delivery models, which were likely to involve smaller capital programmes which in turn would suggest a need for a reduced design function. The Council was aware that the market for the provision of Highways Services was currently buoyant and the Council should realistically expect 5-10% efficiency savings in any new contract.
- The sub-committee had visited Stockport Metropolitan Borough Council, Bedfordshire and Gloucestershire County Councils and had also undertaken a site visit to the Council's current term contractor, Bam Nuttall. The other local authorities visited were considered to be comparable authorities to Cheshire East. Each Council operated a different model. Elsewhere in the country, there were currently 7 or 8 Local Authorities that utilised the delivery model favoured by the sub-

committee and this was similar to long standing arrangements operated by the Highways Agency.

- The Council had commissioned expert legal advice on risk, particularly as the Council was attempting to truncate the procurement process to achieve the introduction of a new contract within 15 months. In addition, the competitive dialogue process, which involved a defined model, would mitigate any risks exposed by the truncated 15 month timescale.
- The costs of extending the existing contract with Bam Nuttall was unknown at this stage, because this would depend on the amount of work required by the Council.
- Staff were briefed about the process on 16 June 2010
- There were a number of key stages in the process starting with dialogue with potential contactors in October/November 2010. The process to short list would take place in January /February 2010. This would be followed by a process to analyse the bids. It was suggested that Overview and Scrutiny Committees could play a role at each of these stages.
- The detailed options appraisals undertaken in relation to various contract models commonly used by Local Government, as referred to in the report to the Transformation of Highways Sub- committee, would be made available to the Corporate Scrutiny Committee.

Note: Having answered questions, Councillors R Menlove, PH Mason and D Stockton each declared a Personal and Prejudicial interest in this matter and withdrew from the meeting.

The Committee then considered the report of the Borough Solicitor enclosing the grounds of the call-in, the options available to the committee in respect of the call-in, together the original report of the Transformation of Highways services sub-committee held on 15 July 2010. The Committee also considered a formal response to the call-in prepared by the Head of regeneration.

RESOLVED –

(a) That in relation to Ground 1:

‘That because of the value of this Contract, it should be subject to Scrutiny’

The Transformation of Highways Sub-Committee be informed that the Committee offers no advice in respect of this matter, on the grounds that the criteria used to determine whether a matter should be subject to Overview and Scrutiny does not specify a monetary value.

(b) That in relation to Ground 2:

‘That Members have not been given the opportunity to scrutinise other options for the delivery of highway services, for example alliances with other authorities.’

The Portfolio Holders serving on the Transformation of Highways Sub-Committee be requested to open dialogue with immediate effect with this Committee and the

Environment and Prosperity Committee, with a view to consulting fully with both committees in relation to their respective interests in this matter, and the sub-committee be advised that the two Overview and Scrutiny committees may wish to be given an opportunity to scrutinise other options for the delivery of highway services, including alliances with other authorities.

Additionally, Cabinet be informed that this Committee believes there are lessons to be learned from inadequacies identified in the consultation arrangements in respect of the transformation of Highway Services and would therefore urge Cabinet to put in place measures to ensure that in future, Overview and Scrutiny committees are given an opportunity to be consulted on all matters that appear within the Forward plan in a timely fashion.

(c) That in respect of Ground 3:

'The impact on the employment of highways staff by the proposed outsourcing.'

The impact upon existing staff, both Cheshire East Council and Bam Nuttall, be considered as a very important aspect of any dialogue entered into and accordingly, should the transfer of highways services proceed, this Council should apply TUPE regulations in an exemplary manner.

The meeting commenced at 2.00 pm and concluded at 4.30 pm

Councillor A Thwaite (Chairman)

CHESHIRE EAST COUNCIL

REPORT TO: CORPORATE SCRUTINY COMMITTEE

Date of Meeting: 15 September 2010
Report of: Borough Solicitor
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2010/2011 Work Programme, to consider new items listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

- 2.1 That the Committee note the work programme.

3.0 Reasons for Recommendations

- 3.1 It is good practice to agree and review the 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 2010/11 and beyond

- 7.1 Not known at this stage.

8.0 Legal Implications

- 8.1 None.

9.0 Risk Management

- 9.1 There are no identifiable risks.

10.0 Background and Options

- 10.1 The Committee at its last meeting agreed to share the draft work programme with colleagues at an informal Cabinet on 19 July 2010. The Chairman attended the meeting and presented the work programme to Cabinet Members. No additional items were offered to the Committee by Cabinet.
- 10.2 The work programme therefore remains as approved by this committee on the 12 July 2010.
- 10.3 Members may recall that at the meeting held on 12 July, the Committee indicated that it wished to set up Task and Finish Groups in relation to the following items:
- ICT harmonisation
 - Outsourcing of discretionary leisure facilities
 - Assets
- 10.4 The monitoring Officer has now issued advice to Overview and Scrutiny Committees on the Membership of Task and Finish Group on a proportional basis as follows:
- 10.5 The constitution currently requires that Task and Finish Groups are organised on a proportional basis, but this has proved difficult with such small numbers (they usually consist of 5 or 6 members).
- 10.6 If the constitutional requirement for proportionality were removed, there is still a statutory requirement. By virtue of the Local Government and Housing Act 1989, Schedule 1, advisory committees are subject to the proportionality rules contained in the act. Unlike the constitutional requirement, however, the Act permits proportionality to be dispensed with, provided that the scrutiny committee so decides on a 'nem con' vote. Removing the requirement in the constitution would therefore provide greater flexibility.
- 10.7 In effect this means that if members are mindful to set up a task and finish group on a non proportional basis, this can only be done by a 'nem con' vote ie a vote without objection, otherwise the task and finish group must be set up on a proportional basis
- 10.8 In reviewing the work programme, Members must pay close attention to the Corporate Plan and Sustainable Communities Strategy. Both of these documents have now been approved and adopted by Council.
- 10.9 Members must also have regard to the general criteria which should be applied to all potential items when considering whether any Scrutiny activity is appropriate. Matters should be assessed against the following criteria:
- 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

If during the assessment process any of the following emerge, then the topic should be rejected:

- The topic is already being addressed elsewhere
- The matter is subjudice
- Scrutiny cannot add value or is unlikely to be able to conclude an investigation within the specified timescale

11 *Access to Information*

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

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Designation: Senior Scrutiny Officer
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Email: mark.nedderman@cheshireeast.gov.uk

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Corporate Overview and Scrutiny Committee Work Programme 15 September 2010

Issue	Description/Comments	Suggested by	Portfolio Holder	Corporate Priority	Current Position R,A,G	Date for completion
Budget	Consultation group set up to review consultation arrangements for 2011/2012.	Committee	F Keegan	Being an excellent Council and working with others-to truly deliver in Cheshire East – Value for money	The group guided the 2010/2011 consultation process, but its main body of work will be to determine consultation arrangements in subsequent years. The group is due to meet again on 16 September.	Start date June 2010 and ongoing
Cheshire East Culture	Part of the transformation agenda to inculcate a new 'Cheshire East Culture'	Committee	F Keegan	Being an excellent Council and working with others-to truly deliver in Cheshire East – Value for money	No action taken to date	Ongoing
ICT harmonisation and Improvement	Harmonisation and improvement ICT facilities across the Council	Committee	F Keegan	Being an excellent Council and working with others-to truly deliver in Cheshire East – Value for money	Presentation received by the Committee on 12 July 2010. Consideration to be given to setting	To be determined

					up a Monitoring Group	
Risk Management	Assess the Council's Risk management arrangements	Committee	D Brown	Being an excellent Council and working with others-to truly deliver in Cheshire East – Value for money	Presentation given to Members on 12 July 2010.	Ongoing
Local Transport/liaison committees	Consider setting up local political arrangements to advise/determine local highway and transportation issues	Chairman	R Menlove	The growth and development of a sustainable Cheshire East	Item not yet prioritised	TBA
Libraries Progress Report	Matter referred from Sustainable Communities Committee as a result of the realignment of remits	Sustainable Communities	A Knowles	The growth and development of a sustainable Cheshire East	Item not yet prioritised	TBA
Outsourcing of discretionary Leisure and Cultural Services	Matter referred from Sustainable Communities Committee as a result of the realignment of remits	Sustainable Communities	A Knowles	The growth and development of a sustainable Cheshire East	Presentation received on 12 July with a view to setting up a Task and Finish group. A further report will be considered in October 2010	TBA
Communications Service	Presentation on the structure and range of responsibilities covered by the communications service	Scrutiny Chairs group	D Brown	Being an excellent Council and working with others-to truly deliver in Cheshire East	item not yet prioritised	Presentation to future meeting
Assets register	Presentation on the assets	Committee	P Mason	The growth and	Presentation at	TBA

	register and the 'assets Challenge' process			development of a sustainable Cheshire East	this meeting with a view to setting up a task and Finish Group	
Procurement	Presentation on procurement arrangements in Cheshire East	Portfolio Holder	P Mason	Being an excellent Council and working with others-to truly deliver in Cheshire East	Not yet prioritised	TBA
Shared Services	Presentation to raise Member awareness of Shared Service arrangements across Cheshire.			Being an excellent Council and working with others-to truly deliver in Cheshire East	No yet prioritised	TBA

Items to Monitor or consider at future Meetings

Shared Services – presentation to future meeting



FORWARD PLAN 1 SEPTEMBER 2010 - 31 DECEMBER 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 September and will then contain all key decisions expected to be taken between 1 October and 31 January 2011. 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 686463

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 September 2010 to 31 December 2010

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE09/10-37 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	20 Sep 2010	Children and Families Scrutiny Committee and the Children in Care Council.	John Weeks, Strategic Director People
CE10/11-44 Review of Home Improvement Agency Services	To consider the future provision of home improvement agency services.	Cabinet	20 Sep 2010	Service commissioners, current home improvement agency services.	John Weeks, Strategic Director People
CE10/11-45 Procurement of Utilities	To assess the procurement options for utilities (gas and electricity) for the Council for contracts due to expire in June 2011.	Cabinet	20 Sep 2010	Stakeholders, OGC and West Mercia Supplies	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
CE10/11-46 Cheshire Rights of Way Improvement Plan	To approve the Rights of Way Improvement Plan Strategy for 2011-2026, setting out the prioritisation of work in relation to the Public Rights of Way Network and wider countryside access.	Cabinet Member for Health and Wellbeing	Not before 1st Oct 2010	Public meetings, focus groups, questionnaires and web based consultation.	John Weeks, Strategic Director People
CE10/11-49 Future Operation of Crewe Lyceum Theatre and Knutsford Cinema	To decide on the future running and preferred operating model for both venues	Cabinet	18 Oct 2010	Voice for Crewe, local community groups, Crewe Charter Trustees and Town Councils.	Guy Kilminster, Head of Health and Wellbeing Services
CE10/11-50 Capital Strategy 2011 - 2014	To agree the Capital Strategy for the Council.	Cabinet	20 Sep 2010	Consultation with key stakeholders throughout the process.	Lisa Quinn, Borough Treasurer and Head of Assets (Section 151 Officer)
CE10/11-51 Asset Management Plan	To agree the asset management plan for the coming years asset strategy.	Cabinet	20 Sep 2010	Ongoing consultation with all service areas.	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
CE10/11-52 Homeless Strategy	To adopt the strategy.	Cabinet	20 Sep 2010	Until 13 August, with residents, and wide range of partners including Police, Probation, health, mental health, drug and alcohol services, Connexions, CAB, benefits and housing associations.	Phil Lloyd, Director of Adult, Community Health and Wellbeing Services
CE10/11-53 16-19 Learning Needs Commissioning Priorities	To agree the commissioning priorities for 16-19 year olds for 2011-12 to ensure their learning needs are being met through various providers including schools and colleges.	Cabinet	18 Oct 2010	Through Sub Regional Group, involving Warrington and Cheshire West and Chester Councils.	Lorraine Butcher, Director of Children and Families

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made
CE10/11-54 Future housing provision in Cheshire East; including a draft interim policy to ensure an adequate supply of housing land; and an interim policy and Supplementary Planning Guidance on affordable housing	Approval of draft interim policies on housing supply and affordable housing and supplementary guidance for consultation.	Cabinet	20 Sep 2010	Four week consultation period - Through the Strategic Housing Market Partnership, by a Focus Group and on line.	John Nicholson, Strategic Director Places
CE10/11-55 Cheshire East Leisure Facilities: A Potential Vision for the Future	To agree a vision for the future of Cheshire East's leisure facilities.	Cabinet	Before 20 Dec 2010	Through the Leisure Facilities Sub-Committee and consulting users.	Guy Kilminster, Head of Health and Wellbeing Services

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