

Corporate Scrutiny Committee

Agenda

Date:	Tuesday, 6th March, 2012
Time:	2.00 pm
Venue:	Committee Suite 1,2 & 3, Westfields, Middlewich Road, Sandbach CW11 1HZ

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

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

1. **Apologies for Absence**
2. **Minutes of Previous Meeting** (Pages 1 - 6)
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.

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. **Budget Task Group** (Pages 7 - 14)

To consider a report of the Borough Solicitor.

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.

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Corporate Scrutiny Committee**
held on Friday, 3rd February, 2012 at Executive Meeting Room 1 - Town Hall,
Macclesfield SK10 1DX

PRESENT

Councillor J P Findlow (Chairman)
Councillor D Newton (Vice-Chairman)

Councillors G Baxendale, B Burkhill, S Corcoran, B Moran, D Neilson and
D Topping

Apologies

Councillors W S Davies and G Wait

169 **APOLOGIES FOR ABSENCE**170 **OFFICERS PRESENT**

Lisa Quinn – Director of Finance and Business Services.

Mark Nedderman – Senior Scrutiny Officer

171 **MINUTES OF PREVIOUS MEETING**

RESOLVED – That the minutes of the meeting held on 10 January 2012 be confirmed as a correct record and signed by the Chairman.

172 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

173 **PUBLIC SPEAKING TIME/OPEN SESSION**

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

174 **QUARTER 3 FINANCE/PERFORMANCE REPORT**

The Committee considered a joint report of the Director of Finance and Business Services and Places and Organisational Capacity summarising the financial and non- financial performance of the Council at the three year review stage of 2011/12.

Annex 1 of the report provided an update on the overall Financial Stability of the Council, including the positions on Grants, Council Tax and Business Rates, Treasury Management, Centrally held budgets, and the Management of the Council's Reserves.

Annex 2 provided projections of service financial performance for the 2011-12 financial year. It focused on the key financial pressures which the Council's services were facing, and areas of high financial risk to the Council, and highlighted significant changes to forecasts since the mid year review.

Annex 3 provided a summary of the key performance headlines at the end of Quarter Three.

The Director of Finance and Business Services drew attention to key points that had emerged at the three quarter year stage, which were expanded upon in the report and which centred around:

Service Revenue Outturn

- The Council was forecasting an £11m overspend against services' budgets.
- Around £4m of this could be mitigated by a capital financing underspend, surplus grants, and capitalisation of VR costs.
- The Council was seeking to identify further significant remedial actions to address the net £7m budget shortfall.

Reserves

- Together with the budgeted contribution to balances, and other items including surplus earmarked reserves, it was estimated that the level of general reserves at 31st March 2012 would be approximately £13.2m, before the impact of any further remedial measures were taken into account. The 2011-14 Reserves Strategy included an original forecast reserves position as at 31st March 2012 of £15m with a risk assessed minimum level of £14.7m.

Capital Programme

- The forecast variance from budget of £16m in 2011-12 was largely explained by slippage, with costs being re-phased to future years.

Debt

- Outstanding debt over 6 months old remained at around £2m.

Performance

- From the retained former statutory indicators (National Indicators and Best Value Performance Indicators) reported corporately during the first three quarters of the year, 50% of measures were reported as performing below target and agreed tolerances.

Questions

The following responses were given in respect of a number of questions raised by Members:

- The Council cautiously planned for a Council Tax collection rate of 99%. In fact the Council actually collected in excess of 99.5% but always pursued the 100% that was billed. If less than expected was collected, and was a significant figure, the shortfall was collected from the precepting authorities. If there was a significant surplus, it was shared amongst the precepting authorities. The Collection Fund was managed in such a way that the balance was as close to nil as possible.
- Information regarding the current rules with regard to Business Rates or empty business premises would be circulated to Members outside of the meeting
- Actuarial charges of £3.9m referred to in paragraph 33 on page 15 of the report, related to the pension fund liability brought about by staffing reductions. The actuarial payments compensated the pension fund for contributions lost due to the release of some individuals. Payments to the pension fund were made over five years.
- Capitalisation of VR (Voluntary Redundancy) costs was sustainable as the intention was to fund the capitalisation of VR costs by applying available capital receipts. This was a prudent way of dealing with the up-front costs of redundancies. The pay-back period for the costs of staffing reductions had tended to be well within two years.
- The current position on the increment freeze involved a 1 year freeze to be reviewed with a view to moving to a performance related scheme, subject to consultation with trade unions.
- Due to funding by Capital Receipts, VR costs would be afforded within one financial year. Capitalisation of redundancy costs, in the past, had been viewed as a last resort. However, in 2011/12 the Government recognised the difficulties faced by LA's in delivering against the Comprehensive Spending Review cuts and therefore boosted the level of the redundancy capitalisation mechanism. Under the current situation, service areas could not absorb all of the additional costs of redundancies and the Council had to be cautious with the reserves position, therefore, the Council applied for a capitalisation direction of just in excess of £3m, which had been approved by DCLG.
- The impact of school redundancies was covered in para 13, page 23 of the report. The Council was concerned about the pension liability resulting from school redundancies and was pursuing the matter vigorously through the Schools Forum.
- Exceptional inflation e.g. related to oil prices, over and above the planned position, would have to be dealt with by use of reserves after the achievement of mitigating savings where possible. The Reserves Strategy included a fully risk assessment that was intended to deal with such exceptional situations. This was known as the risk assessed minimum level of reserves.

- The redundancies outlined in paragraph 38 on page 16 had been financially justified as they had been dealt with in the same way as all business cases made for staffing reductions. The figures reported to Cabinet, and in this case the Joint Committee, always included the pension costs, which were budgeted for centrally. Pay back was calculated against the total cost of redundancy, including pension costs. The split of the upfront costs and pension costs would be provided separately.
- In connection International Financial Reporting Standards, the Finance Team had been trained, and would continue to be trained appropriately, but the situation reported by the Audit Commission with regard to the audit for the 2010/11 accounts had been exacerbated by the introduction of a new ORACLE system and revenue and benefits system. This was acknowledged by the Audit Commission in the Annual Audit Letter and the result was a clean audit and a good value for money conclusion. It was also noted that Members had been included in some of the briefing/training sessions.
- A new risk assessment had been carried out on the minimum level of reserves as part of the updated Reserves Strategy that would be reported to Cabinet on 6th February as part of the Council's Business Plan. The figure was still close to the £14.7 million, now £15m, but was based on an up to date assessment of risk. The Council also had to bear in mind from a sustainability point of view, the uncertain position from 2013/14 onwards.
- The 3rd quarter projection was a realistic projection. The Services were still aiming for improvement beyond the 3rd Quarter position but it was not advisable to count on this outcome given the uncertainty of the final quarter e.g. severe weather impact.
- A breakdown of the £2.4 million contribution of earmarked reserves referred to on page 46 was provided at the mid-year point but, as the figure has increased at the 3rd Quarter point, an updated breakdown would be provided separately.
- Additional costs in connection with the Waste PFI project had been incurred during 2011/12, such as the legal challenge. A summary breakdown would be provided separately.
- Details of the earmarked reserves referred to on page 22, paragraphs 5 and 7 would be provided separately.

RESOLVED –That the report be received and noted.

175 **WORK PROGRAMME PROGRESS REPORT**

The Committee reviewed the work programme for 2011/2012.

RESOLVED – That the report be received.

176 **REVIEW OF GOVERNANCE ARRANGEMENTS**

The Senior Scrutiny Officer reported that the Constitution Committee at its meeting held on 26 January 2011 had supported the recommendation of this Committee from its meeting held on 10 January 2010 to set up a joint Member working group to review governance arrangements in Cheshire East. The working group would consist of 10 Members on a cross party basis.

RESOLVED – That the proposals to review governance arrangements at the Council be noted.

177 **FORWARD PLAN - EXTRACTS**

The Committee considered items listed in the current forward plan.

RESOLVED – That the Forward Plan be received and noted.

The meeting commenced at 10.30 am and concluded at 11.50 am

Councillor J P Findlow (Chairman)

This page is intentionally left blank

.CHESHIRE EAST COUNCIL**REPORT TO: CORPORATE SCRUTINY COMMITTEE**

Date of Meeting: 6 March 2012
Report of: Borough Solicitor
Subject/Title: Budget Task Group –Business Planning

1.0 Report Summary

- 1.1 To review the budget task groups involvement in the business planning process 2011/2012

2.0 Recommendations

- 2.1 To note the report
- 2.2 To consider offering advice to Cabinet on the involvement of Overview and Scrutiny in future business planning consultation processes.
- 2.3 To determine whether the group should continue in the new civic year.

3.0 Reasons for Recommendations

- 3.1 Overview and Scrutiny is a formal part of the Business Planning consultation process.

4.0 Wards Affected

- 4.1 All

5.0 Local Ward Members

- 5.1 Not applicable.

**6.0 Policy Implications including - Carbon reduction
- Health**

- 6.1 Not known at this stage.

7.0 Financial Implications

- 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 In line with Corporate Scrutiny Committee's role to oversee the budgetary process, in June 2011, the Committee set up a Budget task group consisting of the following 6 Members:

Councillor P Findlow (Chairman), Councillors B Burkhill, D Newton, B Moran, F Keegan, and G Wait.

10.2 The Group initially met on 25 July and tasked itself with providing an 'effective and timely input into the budget setting (Business Planning) process to 'influence the budget setting process and to submit initial comments on the draft budget prior to approval'.

10.3 The group met on nine occasions throughout the business planning process for 2012/2015, the last meeting being held on 13 February 2012.

10.4 This report summarises the activity of the group throughout that 8 month period and recommends some improvements to the process for future years.

11.0 Meetings

11.1 25 July 2011

11.2 The meeting held on 25 July agreed the terms of reference for the group. The group identified 8 main issues:

1. What is the rationale behind major growth items/savings
2. Establish what has been discounted at this stage and why
3. What is the approach to efficiency in light of the projected savings expected from the government's comprehensive spending review
4. have the wishes of Portfolio Holders/departments and Members been taken into account (possibly achieved through 1:1s)
5. Are the levels of reserves appropriate?
6. Ensure the timetable allows O&S views to be taken into account
7. Identify any unexpected/unintended consequences.

11.3 The group considered a draft Cabinet report setting out the business planning process expected to be followed for the period 2012/15. The draft business plan had been set in the context of the Council's proposals to downsize services to address the funding gap brought about the Government's comprehensive spending review.

- 11.4 The group was informed that the aim of the business plan was to focus on major themes and transformation ideas and therefore set out the Council's policies, priorities and financial position and the process to be followed. Thus, the group was informed that the business planning process would create an integrated document incorporating the corporate plan and budget. This approach received broad support from the group.
- 11.5 On this occasion, as there was not a convenient scheduled meeting of the Corporate Scrutiny committee, the group reviewed the Budget outturn 2010/2011. This was acknowledged to be a unique circumstance, and that in future, this role would be fulfilled by the parent Committee alone.
- 12.0 **12 September 2011**
- 12.1 At the second meeting, the group received an update on the business planning process which included a number of key milestones that guided the process through the summer. Members were informed that the Business planning process had been approved by Cabinet on 1 August and launched through an all Member briefing on 2 August 2011. These events were followed by internal briefings for senior managers. In addition, proposals to post the business plan on CEntranet were published in order to provide Members with a single point to access the Business Planning Process.
- 12.2 The group raised with the Borough Treasurer the possibility of implementing tracking mechanisms to ensure that the savings target of £32 million in connection with the 2011/12 budget was being met. The group was advised that a system had been developed and details would be provided on an exception basis.
- 12.3 The group was informed that it was too early to report emerging themes in the Business Planning process but was reminded of the 7 priorities contained in the Sustainable Communities Strategy as follows:
1. Nurture strong communities;
 2. Create conditions for business growth;
 3. Unlock the potential of our towns;
 4. Support our children and young people;
 5. Ensure a sustainable future;
 6. Prepare for an increasingly older population;
 7. Drive out the causes of poor health
- 12.4 The group debated whether it would help to understand the budget challenge process better if information could be provided to distinguish between statutory and discretionary services. However, it was noted that provision of Council services had evolved to provide the current mix of statutory and discretionary provision in an effective way. This meant it was very difficult to simply stop a certain service without implications elsewhere.

The group also recognised that the devolution proposals and transfer of services would have a significant impact on the budget, and asked for additional updates on the plethora of legislation that was going through the parliamentary process at the time. It was agreed that a report would be submitted to the next meeting on 27 October 2011. Finally the group also requested to be involved in the setting of fees and charges.

13.0 27 October 2011

- 13.1 This meeting had been convened to consider the post challenge outcomes arising from the Cabinet/CMT away day held on 25 October. The meeting was attended by the Resources Portfolio Holder. The group sought assurances from the portfolio holder about how the group would be involved in the substantive formative budget issues.
- 13.2 The group was provided with an update on a number of key government funding issues including:
- the Council Tax freeze grant 2012/13; a one off 2 ½% grant which was being offered in addition to the 4 year grant already in place.
 - The local government resource review consultation concerning a mechanism to enable Council's to retain a greater share of business rates collected in their area.
 - Proposals regarding localising support for Council tax which proposed to transfer Council tax benefit to Councils or groups of councils to make savings on Council tax benefit through scheme design and promoting employment opportunities.
- 13.3 The group concluded by agreeing to hold an additional meeting on 1 November to consider emerging budgetary issues.

14.0 1 November 2011

- 14.1 The group considered the following 3 documents:
- An analysis of savings in policy options 2011/12 on an exception basis in respect of each service area with the level of risk indicated by a Red, Amber symbol (Green not provided)
 - A summary of the projected position on the 2011/12 budget and projected 2012/13 position.
 - A Business planning process timetable 2012/15
- 14.2 The group was informed that the worst case scenario for a planned budget position for 2012/13 indicated a funding gap of £17.9 million but that this should be read in the context of the original 3 year budget position which had projected a gap of £14.6 million in 2012/13.
- 14.3 The group was informed of unavoidable additional costs on the budget resulting from school pension contributions. It was also explained that if the Council intended to take up the offer of the one off Council tax grant, that it should be

used strategically only to avoid creating immediate pressures on the following years budget.

15.0 12 December 2011

15.1 At this meeting, the group was given the full list of proposals which had been considered by informal cabinet earlier in the day. The proposals indicated a potential budget gap of £3.3 million. The group questioned the Resources Portfolio Holder about the proposals.

15.2 The group was informed that the government had announced the provisional formula grant figure for 2012/13, which indicated that the Council's grant settlement was unchanged from that issued in January 2011 as part of a two year settlement.

16.0 10 January 2012

16.1 The group received the draft Business Planning Development Plan ahead of the all member briefing sessions held in January.

17.0 16 January 2012

17.1 The group took its first look at the draft business plan 2012/15. The group commented that the new presentation style, which in effect combined 2 documents, had made the document difficult to understand. Members were particularly mindful that the public and stakeholders would also have difficulty understanding the new format. The group asked the Director of Finance to produce a more explicit narrative within the document and also asked for impact assessments to be included in respect of each of the proposals.

17.2 The group raised specific queries regarding the capital programme, in particular, highlighted apparent large fluctuations in the projected total capital spend between 2012/13 to 2014/15. The group was informed that the figure for 2012/13 was considerably higher than the latter figures due to a large sum earmarked to rationalise the 600 ICT systems operating at the Council.

18.0 1 February 2012

18.1 A revised business plan 2012/2015 was considered by the group, which had been subject to substantial amendment since the previous meeting of the group. They spent some time discussing chapter 1 (supported by annex 3) which considered financial stability and the assumptions relating to inflation, pensions and reserves.

18.2 The group was informed that the formula grant position had remained at the original level reported to the group before Christmas, but that this still left the Council with a reduction in grant of £ 7.1 million.

18.3 The group also discussed arrangements to fund the Capital programme. To date the council had not borrowed externally, but the group was informed that

the situation was expected to change. The Council would also be making use of capital receipts.

18.4 The group sought assurances about the level of reserves which currently amounted to £14.7 million. The updated reserves strategy assessed the minimum level at £15 million.

18.5 Members noted the current list of fees and charges.

19.013 February 2012

19.1 The group restricted its deliberations to annex 7 (Financial Summary Tables) of the Draft Business plan.

19.2 The group questioned the portfolio holder and Director of Finance on a number of issues

19.3 The group also highlighted the uncertain position in respect of budgeting for health and the fact that it was impossible at this stage to budget for the impact the Health and Wellbeing Board would have on the Council's finances.

19.4 The Director of Finance was asked how the Council could influence the projected savings of £3.386 million in the Children's and Families budget which were to be determined by schools. The Director of Finance reported that this would be pursued through the schools forum, and it would be matter for the schools themselves to balance their own budgets which may involve using reserves.

19.5 Members expressed disappointment that the detailed figures which underpin the headline figures in the business plan were not made available to them at this stage and were informed that these would be included in the budget book, which was expected to be published at the end of March. The Director of Finance advised the group that this additional information would be provided to the Group in advance.

A number of questions were taken away on specific proposals in Children's and Families and answers subsequently provided to the Group.

20.0 General Comments on the process

20.1 The group made the following observations on the process throughout the period:

- Although it is important for Corporate Scrutiny Committee, through this group, to take a holistic view of the budget, the other 5 Scrutiny Committees should not be ignored and in future years, opportunities should be made for all Overview and Scrutiny committees to have an input into the business planning process on a committee by committee basis.

- It is imperative that Members have timely access to up to date information on the proposed budget. It has been noted that the new style of business plan went through several mutations during the current process and it was not always clear to Members whether they had in their possession the latest version of the plan. It had been suggested to the group that the best solution to this problem was to access the information electronically, and if that is to be the case in future, serious consideration should be given to making sure that members have appropriate hardware to access the information and, moreover, that the electronic financial information tracks changes as the plan progresses particularly to highlight any savings and growth items that have been added.
- Although the concept of linking the budget to corporate priorities is commended, in practice, Members have found the new style document difficult to follow and lacking in detail and have requested that consideration be given to improving the narrative in future years and to providing more detailed figures.
- The recent attempts by the Scrutiny Chairmen's group to formally recognise the involvement of the 6 Overview and Scrutiny committees in the Business Planning Process in future years is supported and as a first step in that direction, the group considers that Overview and Scrutiny Committees should be given an opportunity to comment on the emerging priorities influencing the business plan by September of each year.

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

This page is intentionally left blank

.CHESHIRE EAST COUNCIL**REPORT TO: CORPORATE SCRUTINY COMMITTEE**

Date of Meeting: 6 March 2012
Report of: Borough Solicitor
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2011/2012 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

That the 2011/2012 work programme be reviewed.

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 - Carbon reduction
- Health**

- 6.1 Not known at this stage.

7.0 Financial Implications

- 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 schedule attached has been updated since the last meeting.
- 10.2 Members are asked to review the schedule and if appropriate add new items. When selecting potential topics, Members must have regard to the Corporate Plan and Sustainable Community Strategy – ‘Ambition for all’ and also 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;
- 10.3 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:

Name: Mark Nedderman
Designation: Senior Scrutiny Officer
Tel No: 01270 686459
Email: mark.nedderman@cheshireeast.gov.uk

This page is intentionally left blank

Corporate Overview and Scrutiny Committee Work Programme 6 March 2012 2012

Issue	Description/Comments	Suggested by	Portfolio Holder as at October 2011	Corporate Priority	Current Position R,A,G	Date for completion
Budget	Consultation group set up to review consultation arrangements for 2011/2012.	Committee	Resources	Nurture Strong Communities	Final meeting held on 13 February 2012. A report is elsewhere on this agenda.	Start date July 2011 and ongoing
Business Generation Centres	Review the formal response of Cabinet and subsequent actions	Portfolio Holder	Prosperity	Create Conditions for Business growth	Formal Cabinet response received January 2012. Actions to be reviewed in 6 months time.	July 2012
Mayoralty/Civic arrangements in Cheshire East	Review procedures and support for the mayoralty and arrangements for civic duties.	Portfolio Holder	Resources	Nurture Strong Communities	To be reviewed in 6 months time.	17 April 2012
Procurement	To review procurement arrangements in Cheshire to ensure that the Council is achieving best value.	Portfolio Holder	Procurement and Shared Services	Nurture Strong Communities	Presentation received on 4 October 2011. No further action planned at the moment but	TBA

					the situation to be kept under review.	
Shared Services	The Committee received a presentation on the latest position with regard to shared services and the possible creation of a Separate legal entity for certain core services on 1 November 2011	Portfolio Holder	Procurement and Shared Services	Nurture Strong Communities	The general position on shared services to be reviewed again in June 2012. A report on the creation of an SLE is elsewhere on this agenda.	12 June 2012
Future Political Management arrangements in Cheshire East	To review the range of options likely to be available to local authorities in the Localism Bill in respect political management structures	The Committee	Resources	Nurture Strong Communities	This committee on 10 January 2012 agreed to set up a joint working group with Constitution Committee. These arrangements have now been approved by Council.	TBA
Temporary	To be consulted on the	The	Procurement and	Nurture Strong	Report on	12 June 2012

Agency Staff Contract	procurement of temporary agency staff – a joint arrangement with Cheshire West and Chester Council.	Committee	Shared Services	Communities	considered on 25 November 2011. The matter to be reviewed in 6 months.	
-----------------------	---	-----------	-----------------	-------------	--	--

This page is intentionally left blank



FORWARD PLAN 1 MARCH 2012 - 30 JUNE 2012

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 March and will then contain all key decisions expected to be taken between 1 April and 31 July 2012. 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 March 2012 to 30 June 2012

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE11/12-4 Business Planning Process 2012/2015 - Business Plan	To approve the Business Plan for 2012/2015 incorporating updated budget and policy proposals.	Cabinet, Council	23 Feb 2012	With all Members and a range of local stakeholders including PCT's, Parish Councils, social care representatives, businesses, trades unions, the schools forum and the public.	To be determined but expected to be a scrutiny budget consultation group.	Lisa Quinn, Director of Finance and Business Services
CE11/12-31 Crewe Rail Exchange	To consider accepting grant funding from the Dept of Transport and arrangements for the transfer of the necessary land.	Cabinet	6 Feb 2012	Consultations as part of the planning application process.	Corporate; Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE10/11-49/1 Future Operation Knutsford Cinema	To decide on the future running and preferred operating model.	Cabinet Member for Environmental Services, Cabinet Member for Prosperity	Not before 1st Mar 2012	Local community groups and Knutsford Town Council.	Health and Wellbeing	John Nicholson, Strategic Director (Places and Organisational Capacity)

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE11/12-21 Cheshire Homechoice - Allocation Policy Review	To approve the allocation policy for adoption.	Cabinet Member for Prosperity	Not before 1st Mar 2012	Partner housing providers, Homechoice officers, housing benefits, Police and community safety, tenants and residents.	Environment and Prosperity 21st February 2012	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-30 Strategic Tenancy Strategy	In accordance with the Localism Act to publish a Tenancy Strategy setting out the broad objectives to be taken into consideration by Social Landlords when producing their own policies, and on the granting and reissuing of tenancies.	Cabinet Member for Prosperity	Not before 1st Mar 2012	Registered Providers and their Board Members, Stakeholders. Further guidance awaited from DCLG.	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-34 Proposed Expansion of Oakefield Primary and Nursery School, Crewe	To approve the expansion of Oakefield Primary and Nursery School, Crewe from 315 to 420 school places, with a proposed implementation date of September 2012.	School Organisation Sub-Committee	Not before 1st Mar 2012	School organisations, East Cheshire Association of Primary School Heads, local Headteachers through meetings and the School Organisation website.	Children and Families	Lorraine Butcher, Strategic Director (Children, Families and Adults)

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE11/12-32 Land at Pyms Lane and Minshull New Road, Crewe	To consider the sale of the freehold interest at Pyms Lane, and to explore the sale of land at Minshull New Road.	Cabinet	5 Mar 2012	N/A	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-33 Improvements to Adults Social Care Services	To approve the decommissioning of named social care establishments and invest in other respite and day service provision to improve service delivery.	Cabinet	5 Mar 2012	Public meetings, day centre and stakeholder meetings, questionnaires, Council web site.	Adult Social Care	Lorraine Butcher, Strategic Director (Children, Families and Adults)
CE11/12-35 Options for Waste Treatment PFI Project	To approve the recommendations of the Joint Waste Board to formally abandon the Waste Treatment PFI procurement project and to write off capital expenditure.	Cabinet, Council	5 Mar 2012	N/A	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-36 Connecting Cheshire - Superfast Broadband	To consider the Cheshire, Warrington and Halton local broadband plan and investment to provide for 90% coverage across the borough.	Cabinet	5 Mar 2012	Public launch, presentations to local business groups, town and parish councils and the telecommunications sector.	Sustainable Communities	Lisa Quinn, Director of Finance and Business Services

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE11/12-38 Review of the Local Development Scheme	To consider the revised Local Development Scheme 2012-2014 which sets out the timetable for the preparation of the Local Plan.	Cabinet	5 Mar 2012	N/A	Sustainable Communities	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-39 Cheshire Shared Services Legal Entity	To consider the actions necessary to set up a Separate Legal Entity (SLE) for the ICT, HR and Finance and Occupational Health Shared Services, in shadow operation from 1 April 2012 prior to transfer to a SLE proper from 1 April 2013.	Cabinet	5 Mar 2012	With Chester West and Chester Council.	Corporate	Lisa Quinn, Director of Finance and Business Services
CE10/11-49/2 Future Operation of Crewe Lyceum Theatre	To decide on the future running and preferred operating model.	Cabinet	2 Apr 2012	Voice for Crewe, local community groups, Crewe Charter Trustees,	Health and Wellbeing	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-27 Private Sector Housing Financial Assistance Policy	To approve the policy.	Cabinet	2 Apr 2012	The public and the third sector, including on line consultation.	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE11/12-28 Admission Arrangements and Local Authority Co-ordinated Scheme 2013	To approve changes in admission arrangements for community and voluntary controlled schools for which the LA is the admission authority.	Cabinet	2 Apr 2012	With admission authorities and neighbouring authorities.	Children and Families 14th December 2011	Lorraine Butcher, Strategic Director (Children, Families and Adults)
CE11/12-29 Crewe Green Link Road Highway Scheme - Revised Area of CPO	To consider an amended area for the compulsory purchase of land associated with this scheme.	Cabinet	2 Apr 2012	Affected land owners and developers.	Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-37 Tatton Vision - Catering Service Delivery	To consider outsourcing the catering facilities, to include special event catering.	Cabinet	2 Apr 2012	N/A	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)