

# Corporate Overview and Scrutiny Committee

## Agenda

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**Date:** Monday, 2nd February, 2015  
**Time:** 2.00 pm  
**Venue:** Committee Suite 1,2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

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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)

To approve the minutes of the meeting held on 20 January 2015.

3. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

4. **Declaration of Party Whip**

To provide an opportunity for Members to declare the existence of a party whip in relation to any item on the agenda.

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

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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](mailto:mark.nedderman@cheshireeast.gov.uk)

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.

6. **Digital Customer Services**

Paul Bayley Principal Manager Local Community Services to provide a presentation.

7. **Work Programme Progress Report** (Pages 5 - 10)

To consider a report of the Head of Corporate Resources and Stewardship.

8. **Forward Plan** (Pages 11 - 18)

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 Overview and Scrutiny Committee** held on Tuesday, 20th January, 2015 at Committee Suite 1,2 & 3, Westfields, Middlewich Road, Sandbach CW11 1HZ

**PRESENT**

Councillor S Wilkinson (Chairman)  
Councillor B Murphy (Vice-Chairman)

Councillors G Baxendale, K Edwards, M Grant, P Groves, P Hoyland, W Livesley, D Neilson and J Saunders

**Apologies**

Councillors A Moran and M Simon

**1 MINUTES OF PREVIOUS MEETING**

RESOLVED – That the minutes of the meeting held on 2 December 2014 be confirmed as a correct record and signed by the Chairman.

**2 ALSO PRESENT**

Councillor Peter Raynes – Finance Portfolio Holder  
Councillor Barry Moran – Performance Portfolio Holder  
Councillor Paul Findlow – Governance Portfolio Holder  
Councillor Peter Mason – Deputy Cabinet Member

**3 OFFICERS PRESENT**

Mike Suarez – Chief Executive  
Peter Bates – Chief Operating Officer  
Lorraine Butcher - Executive Director of Strategic Commissioning  
Tony Crane - Director of Children's Services  
Caroline Simpson - Director of Economic Growth & Prosperity  
Steph Cordon - Head of Communities  
Angharad Jackson – Programme Manager – Adult Social care  
Alex Thompson - Corporate Manager Strategy & Reporting  
Steve Reading – Principal Accountant

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5 DECLARATION OF PARTY WHIP**

There were no declarations of the existence of a party whip.

**6 PUBLIC SPEAKING TIME/OPEN SESSION**

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

**7 2015/16 BUDGET**

The committee considered a report of the Chief Operating Officer which set out the draft budget proposals for 2015/16 and provided details of estimated medium term net budgets for 2016/17 and 2017/18.

The report included proposed savings that were within the range of the Pre-Budget Report which had been considered by this committee at its meeting held on 2 December 2014. The following budget principles had been reported to this Committee during the engagement process in 2014, and the Committee was informed that each point remained valid as part of the final stages of balancing the 2015/16 budget:

- i. Freeze Council Tax for a fifth consecutive year.
- ii. Enter into no additional external borrowing in 2015/16.
- iii. Maintain appropriate reserves levels that protect against risks.
- iv. React to changes in demand and existing budget proposals that can achieve a balanced budget for 2015/16, including:
  - a. Increasing spending in Adult Services.
  - b. Forecasting income from growth in the tax base and increasing returns on investments.
  - c. Reducing overall spending in all other service areas by targeted interventions.

The Capital Budget, approved by Council in February 2014, included a three year programme of schemes, with indicative spending profiles which would be adjusted based on availability of associated funding.

An outline of the additional schemes to be proposed as part of the 2015/16 budget had been included in the report also. The phasing and timing of these schemes was still to be finalised.

The Chief Operating Officer informed the Committee that the provisional Revenue Support Grant settlement was broadly in line with what had been expected at the draft budget stage, which, in effect, reduced the Council's overall grant by about 20%.

The Committee reviewed the various elements of the budget consultation report on a section by section basis, and representatives of each of the

service areas was invited to explain the principal elements of the budget proposals as they related to their service area and were then questioned by Members of the Committee.

The following points were raised:

That the word 'responsibilities' should be used throughout the report instead of the word 'burden'

That additional information be provided to members outside of the meeting to:

- Detail the total number of young people who would be 'in transition' to adult social care during 2015/16;
- Provide more detailed information to explain how back office savings would be achieved in adult social care to increase productivity;
- Set out a more clear explanation as to the impact of the discontinuation of government grants;
- Supply additional information to members outside of the meeting on the proposals relating to home to school transport

Finally, the Vice Chairman Adult Social Care Overview and Scrutiny Committee undertook to monitor the proposed savings of £858,000 in relation to the review of Supported Living, investment in Shared Lives, Review Supporting People Commissioned Services and review of Respite Services, in view of uncertainty regarding the precise number of individuals likely to be involved in these proposals.

RESOLVED – That the report and budget proposals be received and noted.

The meeting commenced at 2.00 pm and concluded at 4.40 pm

Councillor S Wilkinson (Chairman)

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## **.CHESHIRE EAST COUNCIL**

### **REPORT TO: CORPORATE SCRUTINY COMMITTEE**

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**Date of Meeting:** 2 February 2015  
**Report of:** Head of Corporate Resources and Stewardship  
**Subject/Title:** Work Programme update

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#### **1.0 Report Summary**

- 1.1 To review items in the 2014/2015 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

#### **2.0 Recommendations**

That the 2014/2015 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 to reflect the decisions taken by the Committee at its previous meeting.

10.2 Members are asked to review the schedule attached to this report, and if appropriate, add new items or delete items that no longer require any scrutiny activity. When selecting potential topics, Members should have regard to the Council's new three year plan and also to the general criteria listed below, which should be applied to all potential items when considering whether any Scrutiny activity is appropriate.

The following questions should be asked in respect of each potential work programme item:

- 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: Scrutiny Manager  
Tel No: 01270 686459  
Email: [mark.nedderman@cheshireeast.gov.uk](mailto:mark.nedderman@cheshireeast.gov.uk)

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## Corporate Overview and Scrutiny Committee

Upcoming Meetings	Date:2/02/15 Time:2.00pm Venue: Committee Suite, Westfields	Date: 30/03/15Time:2.00pm Venue: Committee Suite Westfields	Date: 27/04/15Time:2.00pm Venue: Committee Suite Westfields	
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Item	Notes	Lead Officer/ Portfolio Holder	Action to be Taken	Key Dates/Deadlines
Performance Management Information	Quarterly reports on Performance and Budget	COO, Resources and Policy and performance portfolio holders		Ongoing -Quarter 3 to be considered on 2 February 2015
Budget Consultation 2015/16	Corporate will begin the 2014/15 budget consultation process and finally will collate ,on behalf of the 5 other O&S committees, a formal 'scrutiny' response	COO, Resources Portfolio Holder		Formal consultation on the draft budget took place on– 20 January 2015
Capital Programme	To be fed into the budget consultation process	COO, Resources Portfolio Holder		Formal consultation on the draft budget took place on– 20 January 2015
Digital Customer Services	The electronic interface with the public. Is the interface at Cheshire East sophisticated/radical enough for a modern council.	COO, Strategic Outcomes Portfolio Holder		2 February 2015
ORACLE/Cosocious	To review whether	COO, Strategic		TBA

## Corporate Overview and Scrutiny Committee

	ORACLE is fit for purpose.	Outcomes and Resources Portfolio Holders		
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## FORWARD PLAN TO 31 MAY 2015

This Plan sets out the key decisions which the Executive expect to take over the four month period indicated above. The Plan is rolled forward every month. Key decisions are defined in the Councils Constitution as:-

“an executive decision which is likely –

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

*For the purpose of the above, savings or expenditure are “significant” if they are equal to or greater than £500,000.”*

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

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

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

A record of the decision 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, at Council Information Centres and Council Offices.

This Forward Plan also provides notice that the Cabinet may decide to take a decision in private. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 28 days notice must be given of any decisions to be made in private by the Cabinet, with provision for the public to make representations as to why they should be made in public. In these cases Members of the Council and the public may make representations in writing to the Democratic Services Team Manager using the contact details below. A further notice of intention to hold the meeting in private must then be published 5 clear days before the meeting setting out any representations received about why the meeting should be held in public with a response from the Leader and the Cabinet.

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

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

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

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

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

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

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

Forward Plan to 31 May 2015

<b>Key Decision and Private Non-Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 14/15-1 Medium Term Financial Strategy 2015-18	To recommend Council to approve the Medium Term Financial Strategy for 2015-18, incorporating the Council's priorities, budget, policy proposals and capital programme.	Cabinet	3 Feb 2015		Alex Thompson	No
CE 14/15-28 Commissioning of 5-19 Healthy Child Programme (School Health Service)	To authorise officers to take all necessary actions to follow the procurement process re: the commissioning of 5-19 years Healthy Child Programme (School Health Process), including delegated authority to Portfolio Holders, the Director of Public Health and the Executive Director of Strategic Commissioning to award and conclude the contractual documentation with the successful tenderer.	Cabinet	3 Feb 2015		Jane Branson	No

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 14/15-29 Crewe Town Centre Regeneration Delivery Framework	To consider recommendations on a regeneration framework for Crewe town centre.	Cabinet	3 Feb 2015		Jez Goodman	No
CE 14/15-37 Cheshire East Council Energy Framework	To endorse and approve the proposed Energy Framework for Cheshire East.	Cabinet	3 Feb 2015			No
CE 14/15-45 School Funding Formula 2015-16	To authorise officers to implement the 2015-16 Schools Funding Formula.	Cabinet Member for Safeguarding Children and Adults	February 2015		Fintan Bradley, Head of Strategy, Planning and Organisation	No
CE14/15-18 Cheshire Homechoice - Allocation Policy Review	To approve the final version of the Cheshire Homechoice Policy for adoption and authorise officers to take all necessary steps to implement the revised Housing Allocation Policy.  Cheshire Homechoice is the Choice Based Lettings Partnership between Cheshire East Council and Registered Providers who allocate Social Housing in Cheshire East.	Cabinet	3 Mar 2015		Karen Carsberg	

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-41 Congleton Lifestyle Offer	<p>To note the outcome of assessments and consultation to date and approval to:</p> <ol style="list-style-type: none"> <li>1. Progress the modernisation of the existing leisure facilities by undertaking all required consultation, supporting assessments and studies to develop a detailed design; and</li> <li>2. Delegate all necessary powers to the Executive Director for Strategic Commissioning to undertake procurement of a delivery partner and progress the scheme to a submission of a planning application.</li> </ol>	Cabinet	3 Mar 2015			No

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 14/15-44 Energy Procurement - Corporate Buildings, Street Lighting and Schools	To seek agreement to use the procurement method recommended.  To appoint West Mercia Energy as the preferred provider.	Cabinet	3 Mar 2015			No
CE 14/15-47 Community Equipment Service - Provision of Larger Equipment	To authorise officers to take all necessary actions to procure two equipment framework agreements. One framework will be to enable the purchase of adult equipment. The second framework will be to enable the purchase of children's equipment.	Cabinet	3 Mar 2015			No
CE 14/15-43 Digital Customer Services	To authorise officers to take all necessary actions to implement the future 'digital by design' operating model for customer contact.	Cabinet	31 Mar 2015		Paul Bayley	No
CE 14/15-46 Determination of Local Authority Co-ordinated Scheme and Admission Arrangements	To approve the Local Authority's Co-ordinated Scheme and Admission Arrangements for 2016/17.	Cabinet	31 Mar 2015		Barbara Dale	No

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 14/15-33 Strategic Asset Management Plan	To accept the new Strategic Asset Management Plan and authorise the officers to take all necessary actions to implement it.	Cabinet	28 Apr 2015		Julian Cobley	No
CE 14/15-38 Cheshire East Housing Strategy 2016-2021	Initially to authorise officers to release a draft version of the Strategy for public consultation.  Subject to the consultation response, ratify the Strategy and authorise officers to implement all initiatives and actions contained therein.	Cabinet	28 Apr 2015		Karen Carsberg	No
CE 14/15-48 Alderley Park Development Framework	To consider the outcome of the public consultation and approve the use of the Development Framework for development management purposes.	Cabinet	28 Apr 2015		Adrian Fisher, Head of Planning and Policy	No
CE 14/15-42 Cheshire East Indoor Facility and Playing Pitch Strategies	To adopt both the Indoor Facility and the Playing Pitch Strategies in support of the Council's Local Plan.	Cabinet	28 Apr 2015		Mark Wheelton	No

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