

## Work Programme – Corporate Policy Committee – 2022/23

A Report title in Bold indicates that this is a significant decision

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/43/23-24	15 Jun 2023	Service Budgets 2023-24	To set out the allocation of approved budgets for 2023-24 for services under the Committee's remit, as determined by the Finance Sub-Committee.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/2/23-24	15 Jun 2023	Appointments to Sub-Committees, Working Groups, Joint Committees and Boards	To appoint a number of sub-committees and working groups, and to appoint to joint committees and boards, for the 2023-24 municipal year.	Director of Governance and Compliance (Monitoring Officer)	Discussions with Group Leaders and administrators	No	Yes	Open	No
CP/3/23-24	15 Jun 2023	Review of Outside Organisations	To consider the outcome of a member working group review of the arrangements around outside organisations to ensure that they remain fit for purpose and in line with the aims and objectives of the Corporate Plan.	Director of Governance and Compliance (Monitoring Officer)	No	No	No	Open	No
CP/4/23-24	15 Jun 2023	<b>Targeted Review of Members' Allowances</b>	To recommend to Council member allowances for the new Council.	Director of Governance and Compliance (Monitoring Officer)	Discussions with Group Leaders in January-February 2023.	No	Yes	Open	No
CP/5/23-24	15 Jun 2023	Annual Review of the Committee System	To give effect to the MTFS proposal agreed by Council in February 2023 to reduce the number of committees and to recommend to Council the consequent changes to the Constitution.	Director of Governance and Compliance (Monitoring Officer)	No	No	Yes	Open	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/6/23-24	6 Jul 2023	<b>Integrated Health Care Partnership</b>	TBC	Executive Director Adults, Health and Integration	TBC	TBC	TBC	Open	TBC
CP/47/23-24	6 Jul 2023	Health and Safety Update 2022/23	To ensure Members of the Corporate Policy Committee are briefed on the health, safety and wellbeing of the organisation and understand how the Council's responsibilities as an employer and to members of the public are met.	Executive Director Corporate Services	No	No	No	Open	No
CP/1/23-24	6 Jul 2023	<b>Office Estate Rationalisation Project</b>	Report seeking authority to commence consultation with staff that may be impacted through reducing the number of buildings in the Corporate Estate.	Director of Finance and Customer Services (s151 Officer)	To include formal consultation with staff and Trade Unions. Timeline TBC	Yes	Yes	Open	No
CP/8/23-24	6 Jul 2023	Appointments to Outside Organisations	Following the review of Outside Organisations, to appoint to those bodies.	Director of Governance and Compliance (Monitoring Officer)	No	No	No	Open	No
CP/9/23-24	6 Jul 2023	Final Outturn 2022-23	The report will outline how the Council managed its resources to achieve positive outcomes and value for money in the delivery of services in the 2022-23 financial year. The purpose of the report will be to invite the Committee to note and comment on the final financial and performance outturn positions and, if necessary, approve supplementary estimates and virements.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/10/23-24	6 Jul 2023	Strategic Risk Register Assurance Report Q4 2022-23	To provide an update on the activity of the Council's strategic risk register for Quarter 4 2022-23.	Executive Director Corporate Services	No	No	Yes	Open	No
CP/11/23-24	6 Jul 2023	Performance Outturn Report Q4 2022-23	To provide an update on performance against the Corporate Plan.	Director of Policy and Change	No	No	No	Open	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/12/23-24	6 Jul 2023	Communications Strategy for Residents 2022-25 - Progress Update	To report progress towards the aims and priorities set out in the Communications Strategy for Residents 2022-25.	Executive Director Corporate Services	No	No	No	Open	No
CP/13/23-24	6 Jul 2023	Cyber Security Update	To provide a six-monthly update on cyber security, outlining key aspects and ongoing measures to protect against threats to CEC.	Executive Director Corporate Services	No	No	No	Open	No
CP/14/23-24	6 Jul 2023	<b>Developing a New Corporate Plan</b>	To approve a process and timeline for the development of a new Corporate Plan.	Chief Executive	Yes	Yes	No	Open	No
CP/15/23-24	6 Jul 2023	<b>The Medium Term Financial Strategy</b>	To approve a process and timeline for the development of the Medium Term Financial Strategy.	Director of Finance and Customer Services (s151 Officer)	Details to be confirmed	Yes	Yes	Open	No
CP/50/23-24	6 Jul 2023	Complaints Annual Report 2022-23	To provide an update on complaints and customer contact for the period 1 April 2022 to 31 March 2023, and to provide assurance that actions arising from complaints, and improvements identified, are actioned.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/49/23-24	6 Jul 2023	Health and Wellbeing Board Terms of Reference Review	To seek approval of changes to the terms of reference of the Health and Wellbeing Board. The terms of reference form part of the Constitution and will therefore require Council approval following consideration by the Corporate Policy Committee.	Executive Director Adults, Health and Integration	No	No	No	Open	No
CP/44/23-24	6 Jul 2023	Business Travel Study	The report will contain the findings of a study into the current business travel impacts of Cheshire East Council and recommend approaches that can be taken to minimise the carbon impact of these journeys.	Executive Director Corporate Services	No	Yes	Yes	Green	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/46/23-24	6 Jul 2023	Central Crewe Business Improvement District (BID) Proposal	To provide information on the emerging draft Crewe Central BID proposal, and the anticipated implications of the notification. The report will seek approval to enable officers to respond appropriately to the notification.	Director of Growth and Enterprise	No	No	No	Green	No
CP/16/23-24	5 Oct 2023	First Financial Review 2023-24	To note and comment on the first financial review and performance position of 2023-24, including progress on policy proposals and material variances from the MTFs and, if necessary, approve supplementary estimates and virements.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/17/23-24	5 Oct 2023	Performance Report for Quarter 1 2023-24	To provide an update on performance against the Corporate Plan.	Executive Director Corporate Services	No	No	No	Open	No
CP/18/23-24	5 Oct 2023	Strategic Risk Register Assurance Report Q1 2023-24	To provide an update on the activity of the Council's strategic risk register for Quarter 1 2023-24.	Executive Director Corporate Services	No	No	No	Open	No
CP/19/23-24	5 Oct 2023	Customer Experience Strategy Update	To provide an update on achievements in relation to the Council's Customer Experience Strategy.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/20/23-24	5 Oct 2023	Digital Strategy Update	To provide an update on achievements in relation to the Council's Digital Strategy.	Director of Finance and Customer Services (s151 Officer)	No	No	No	Open	No
CP/21/23-24	5 Oct 2023	Medium Term Financial Strategy Consultation for 2024/25-2027/28	To approve the pre-budget consultation survey and material for the four years 2024-28. The consultation will run from October to December 2023 and will enable stakeholders and residents to engage in the budget for the coming four years.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/22/23-24	5 Oct 2023	Developing a New Corporate Plan - Update	To provide an update on progress against the development of the new Corporate Plan.	Chief Executive	Yes	Yes	Yes	Open	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/23/23-24	5 Oct 2023	ICT Hybrid Programme Implementation Update	To provide an update on progress with the mobilisation of the ICT Hybrid Programme.	Executive Director Corporate Services	No	No	Yes	Open	No
CP/24/23-24	5 Oct 2023	<b>Procurement of Contract to Secure Temporary/Agency Staff</b>	To approve the procurement of a contract to replace the current Comensura contract.	Executive Director Corporate Services	TBC	TBC	TBC	Open	TBC
CP/25/23-24	30 Nov 2023	Workforce Strategy Update Report	To provide an update on achievements in relation to the Council's Workforce Strategy.	Executive Director Corporate Services	No	No	No	Open	No
CP/26/23-24	30 Nov 2023	ICT Strategy Annual Update	To provide an update on achievements in relation to the Council's ICT Strategy.	Executive Director Corporate Services	No	No	No	Open	No
CP/28/23-24	30 Nov 2023	Second Financial Review of 2023-24	The report will outline how the Council is managing its resources to provide value for money services in the 2023-24 financial year.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/29/23-24	30 Nov 2023	Strategic Risk Register Assurance Report Q2 2023-24	To provide an update on the activity of the Council's strategic risk register for Quarter 2 2023-24.	Executive Director Corporate Services	No	No	No	Open	No
CP/30/23-24	30 Nov 2023	Performance Report Quarter 2 2023-24	To provide an update on performance against the Corporate Plan.	Executive Director Corporate Services	No	No	No	Open	No
CP/31/23-24	30 Nov 2023	Equality, Diversity and Inclusion - Annual Report	<b>To provide an update on Equality, Diversity and Inclusion in line with the statutory duty to report annually.</b>	Executive Director Corporate Services	No	No	No	Open	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/32/23-24	30 Nov 2023	Medium Term Financial Strategy Consultation 2024/25-2027/28	All committees are being asked to provide feedback in relation to their financial responsibilities as identified within the Constitution and linked to the budget alignment approved by the Finance Sub-Committee in March 2023. Responses to the consultation will be reported to the Corporate Policy Committee to support the Committee in making recommendations to Council on changes to the current financial strategy.	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	Open	No
CP/33/23-24	30 Nov 2023	Council Tax Base 2024-25	The report will notify the Council Tax base for Cheshire East, and identify any changes to the calculation of the tax base for 2024-25, and will recommend the amount calculated to Council. In accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the Council is required to agree its tax base before 31 <sup>st</sup> January 2024.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/34/23-24	30 Nov 2023	Annual Review of Committee Decisions 2022-23	To report on the decisions made by service committees in 2022-23.	Director of Policy and Change	No	No	No	Open	No
CP/48/23-24	30 Nov 2023	Health and Safety Update 2023/24 Mid Year	To ensure Members of the Corporate Policy Committee are briefed on the health, safety and wellbeing of the organisation and understand how the Council's responsibilities as an employer and to members of the public are met.	Executive Director Corporate Services	No	No	No	Open	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/51/23-24	30 Nov 2023	Six-Monthly Complaints Report (April 2023 to September 2023)	To provide an update on complaints and customer contact for the period April to September 2023, and to provide assurance that actions arising from complaints, and improvements identified, are actioned.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/35/23-24	18 Jan 2024	Medium Term Financial Strategy Consultation 2024/25-2027/28 Provisional Settlement Update	All committees are being asked to provide feedback in relation to their financial responsibilities as identified within the Constitution and linked to the budget alignment approved by the Finance Sub-Committee in March 2023. Responses to the consultation will be reported to the Corporate Policy Committee to support the Committee in making recommendations to Council on changes to the current financial strategy.	Director of Finance and Customer Services (s151 Officer)	Yes	No	Yes	Open	No
CP/36/23-24	18 Jan 2024	<b>Pay Policy Statement 2024/25</b>	To seek approval of the Pay Policy Statement 2024/25. The changes from the 2023/24 PPS will be highlighted in the report and a copy of the revised PPS will be enclosed once drafted.	Executive Director Corporate Services	Yes	No	No	Open	No
CP/37/23-24	18 Jan 2024	Third Financial Review 2023-24	To note and comment on the third financial review and performance position or 2023-24 and, if necessary, approve supplementary estimates and virements.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/38/23-24	8 Feb 2024	ICT Hybrid Programme Implementation Update	To provide an update on progress with the implementation of the ICT Hybrid Programme.	Executive Director Corporate Services	No	No	Yes	Open	No
CP/27/23-24	8 Feb 2024	Cyber Security Update	To provide a six-monthly update on cyber security, outlining key aspects and ongoing measures to protect against threats to the Council.	Executive Director Corporate Services	No	No	No	Open	No

Reference	Committee Date	Report title	Purpose of Report	Report Author /Senior Officer	Consultation and Engagement Process and Timeline	Equality Impact Assessment Required and Published (Y/N)	Part of Budget and Policy Framework (Y/N)	Corporate Plan Priority	Exempt Item and Paragraph Number
CP/39/23-24	8 Feb 2024	<b>Medium Term Financial Strategy 2024/25-2027/28</b>	To recommend the Medium Term Financial Strategy for 2024-2028 to Council for approval. The report will incorporate the Council's priorities, budget, policy proposals and capital programme. The report will also include the capital, treasury management, investment and reserves strategies.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/40/23-24	21 Mar 2024	Performance Report - Quarter 3 of 2023-24	To report on performance against the Corporate Plan.	Executive Director Corporate Services	No	No	No	Open	No
CP/41/23-24	21 Mar 2024	Strategic Risk Register Assurance Report Q3 2023-24	To provide an update on the activity of the Council's strategic risk register for Quarter 3 2023-24.	Executive Director Corporate Services	No	No	No	Open	No
CP/45/23-24	13 June 2024	Service Budgets 2024-25	To set out the allocation of approved budgets for 2024-25 for services under the Committee's remit, as determined by the Finance Sub-Committee.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No
CP/52/23-24	4 July 2024	Complaints Annual Report 2023-24	To provide an update on complaints and customer contact for the period 1 April 2023 to 31 March 2024, and to provide assurance that actions arising from complaints, and improvements identified, are actioned.	Director of Finance and Customer Services (s151 Officer)	No	No	Yes	Open	No