

## **CHESHIRE EAST**

### **Cabinet**

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**Date of meeting:** 17 July 2008  
**Report of:** Policy Support Team  
**Title:** Progress Reporting Paper

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#### **1.0 Purpose of Report**

- 1.1 The purpose of this paper is to provide Members with an update on the programme; to draw attention to progress made against key milestones and highlight what the next steps will be for the forthcoming months.

#### **2.0 Decisions Required**

The Cheshire East Cabinet is recommended to:

- 2.1 note progress made during June (appendix 1);
- 2.2 acknowledge revised milestones (as listed at the end of appendix 1);
- 2.3 recognise activities to be undertaken throughout July and August (appendix 2)

#### **3.0 Financial Implications for Transition Costs**

- 3.1 None

#### **4.0 Financial Implications 2009/10 and beyond**

- 4.1 None

#### **5.0 Risk Assessment**

- 5.1 All milestones should be considered against the full Risk Register.

#### **6.0 Background - Appendix 1: Progress during June**

- 6.1 Appendix 1 sets out the key milestones, as taken from the High Level Implementation Plan, which were due for completion in June. The status of each milestone and a brief description of what has been achieved can be found here.
- 6.2 Also listed at the end of appendix 1 is a table that contains details of revised milestones.

## **7.0 Options - Appendix 2: Next Steps**

- 7.1 Appendix 2 highlights the key milestones to be achieved in July and August.

## **8.0 Appendix 3 – Milestone Plan**

- 8.1 Appendix 3 provides a visual representation of progress to date in the form of a Milestone Plan.

## **9.0 Reasons for Recommendations**

- 9.1 Members of the Cabinet are invited to comment on:

- achievements to date; and
- activities that need to be undertaken next month

### ***For further information:-***

*Portfolio Holder:* TBC

*Officer:* Alistair Jeffs

*Tel No:* 01244 9 72228

*Email:* [alistair.jeffs@cheshire.gov.uk](mailto:alistair.jeffs@cheshire.gov.uk)

### ***Background Documents:-***

*Documents are available for inspection at:*

*Member Support Team, Westfields, Middlewich Road, Sandbach, CW11 1HZ*

## PROGRESS DURING JUNE

Listed below are a number of key milestones that were due to be completed in June. The status of each milestone and a brief summary of what has been achieved can be found in the paragraphs following the table. **(Benefit Critical Milestones appear in bold text)**

<b>People</b>	1.1 Commissioning Arrangements Health Social Care and Supporting People 1.2 Health & Social Care Integration 1.3 Options paper on Local Safeguarding Children's Board and Adult Safeguarding
<b>Performance &amp; Capacity</b>	1.4 <b>Define Area &amp; Neighbourhood Working and Community Empowerment Principles</b> 1.5 Options on office locations, Headquarters and approach to Flexible and Mobile Working
<b>Finance &amp; Asset Management</b>	1.6 <b>Advise on budget setting for 2009/10 - Initial Financial Cost Envelope 2009/10 (and beyond) included Dedicated Schools Grant and other funding streams</b> 1.7 <b>Production of Asset Register</b>
<b>IT / Knowledge Management</b>	1.8 Shadow Authority websites operational 1.9 Develop a high level ICT Protocol

1.1 Commissioning Arrangements Health Social Care and Supporting People - COMPLETE

The paper on Health and Social Care Integration was discussed at the meeting of the Joint JIT on 18 April where it was endorsed by officers as a way forward. Furthermore, it was agreed that discussions would need to take place between the block leads (for People, Places and Performance & Capacity) to further develop and refine the proposals for commissioning and these discussions will take place at a meeting scheduled for 14<sup>th</sup> July 2008.

1.2 Health & Social Care Integration - COMPLETE

The paper on Health & Social Care Integration was received and endorsed by the Cheshire East Executive on 16 June.

1.3 Options paper on Local Safeguarding Children's Board and Adult Safeguarding -COMPLETE

Proposals for the disaggregation of Adult Safeguarding Services and Children Safeguarding Units have been outlined. Discussions have taken place about the possibility of bringing together Adult Safeguarding, Children Safeguarding

and Domestic Abuse services. Further work on that will take place once final resolution has been achieved on political portfolios and Directorate structures.

In addition, a strategic review of Adult Safeguarding has been undertaken identifying in excess of 20 recommendations for improving Adult Safeguarding. Many of these recommendations will need an early political steer from Members (e.g. creation of East and West Adult Safeguarding Board and Adult Safeguarding Units). Members will receive a detailed report on the recommendations at a future Cabinet meeting.

1.4 Define Area & Neighbourhood Working and Community Empowerment Principles - COMPLETE

A number of options had been pulled together by a working group within the Performance & Capacity Block to address the future of Area & Neighbourhood Working and Community Empowerment. This formed a significant part of the recent Performance & Capacity induction event in June which provided an initial Member steer for the further work required in outlining the approach to Area & Neighbourhood Working and Community Empowerment in Cheshire East. This work will need to be Member led and one option is to establish a Member sub-group (possibly drawn from the Policy Advisory Panel) to lead the work on this important matter.

1.5 Options on office locations, Headquarters and approach to Flexible and Mobile Working - COMPLETE

The process of examining the various possible options for the Cheshire East Council is continuing and a report on this is included elsewhere on this agenda.

1.6 Advise on budget setting for 2009/10 - Initial Financial Cost Envelope 2009/10 (and beyond) including Dedicated Schools Grant and other funding streams - COMPLETE

An initial report detailing the Financial Planning Process for 2009-10 and beyond was put before the East Cabinet on 16 June. The high level planning process and next steps as outlined in the document were agreed. The report also highlighted the initial assessment of the notional 2008-09 budget and key dependencies with other workstreams and with Cheshire West.

1.7 Production of Asset Register - COMPLETE

This milestone will be achieved by the end of June. The asset register is largely complete. The asset register as it stands will not require a report to Members. It will be swept into a wider report on the disaggregation of the County balance sheet. Work is currently underway on the timing of finance related reports and once finalised the Implementation Plan will be updated accordingly.

## 1.8 Shadow Authority websites operational - COMPLETE

The website for Cheshire East Shadow Authority is fully operational and accessible at <http://www.cheshireeast.gov.uk/>

## 1.9 Develop a high level ICT Protocol - COMPLETE

A draft high level ICT Protocol document has been produced setting out the framework for how Information and Communication Technology (ICT) will operate as a strategic enabler of change. Consultation with the Cabinet Member for Finance, HR, Legal, Democratic and IT will now be undertaken to seek formal approval of this protocol.

## 2.0 REVISED MILESTONES

The deadlines of the following milestones have been proposed following discussions with Members and the relevant Lead Officers. Amended dates have been reflected in the High Level Implementation Plan and Milestone Plan.

Human Resources			
Milestone	<i>Original Deadline</i>	<b>Revised Deadline</b>	<b>Lead Officer</b>
Severance Report	<i>May 2008</i>	July 2008	Trish Barnett
Staff Retention Strategy	<i>July 2008</i>	September 2008	Trish Barnett
Flexible and Mobile Working Principles	<i>July 2008</i>	September 2008	Trish Barnett
liP Arrangements for New Authority	<i>July 2008</i>	November 2008	Trish Barnett

## NEXT STEPS

The following milestones have been grouped under the relevant Block, Joint Transitional Project or Overall Programme and are to take place throughout June. **(Benefit Critical Milestones appear in bold text)**

JULY	
Overall Programme	<ul style="list-style-type: none"> <li>▪ <b>Chief Executive Appointment</b></li> <li>▪ <b>Organisational Design Principles and Management Structure</b></li> <li>▪ <b>Service Delivery Model – Aggregation / Disaggregation recommendations</b></li> </ul>
People	<ul style="list-style-type: none"> <li>▪ SEN and Inclusion decision</li> <li>▪ Business Support Reviews</li> </ul>
Places	<ul style="list-style-type: none"> <li>▪ Waste disposal and collection issues paper</li> <li>▪ Alderley Edge By Pass contract</li> </ul>
Performance & Capacity	<ul style="list-style-type: none"> <li>▪ <b>Area and Neighbourhood Working – consultation with the wider community commences</b></li> <li>▪ Decision on Shared Service</li> </ul>
HR	<ul style="list-style-type: none"> <li>▪ Severance Report</li> </ul>
Finance & Asset Management	<ul style="list-style-type: none"> <li>▪ <b>Financial Cost Envelope 2009/10 (and beyond) included Dedicated Schools Grant and other funding streams</b></li> <li>▪ Disaggregation of County Budget, Assets and Liabilities and Formula Grant</li> </ul>

AUGUST	
People	<ul style="list-style-type: none"> <li>▪ School Admissions Forums to be created</li> <li>▪ Recommend the Shadow Authority to agree the approach being taken to redesigning Social Care</li> </ul>
HR	<ul style="list-style-type: none"> <li>▪ Principles for location of staff</li> </ul>
Finance & Asset Management	<ul style="list-style-type: none"> <li>▪ Medium Term Financial Strategy Report / Update</li> <li>▪ Agreement on assets to be transferred to the successor Authorities</li> </ul>