

# **CHESHIRE EAST COUNCIL**

## **Cabinet**

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**Date of meeting:** 2 December 2008  
**Report of:** Leader  
**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 November (appendix 1);
- 2.2 recognise activities to be undertaken throughout December and January (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 high level Risk Matrix.

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

- 6.1 Appendix 1 sets out the key milestones, as taken from the High Level Implementation Plan, which were due for completion in November. The status of each milestone and a brief description of what has been achieved can be found here.

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

- 7.1 Appendix 2 highlights the key milestones to be achieved in December and January.

## **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 throughout December and January.

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

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

*Documents are available for inspection at:*

*Democratic Services Team, Westfields, Middlewich Road, Sandbach, CW11 1HZ*

**PROGRESS DURING NOVEMBER**

Listed below are a number of key milestones that were due to be completed in November. The status of each milestone and a brief summary of what has been achieved can be found in the paragraphs following the table.

<b>NOVEMBER</b>	
<b>People</b>	1.1 Agree Packages/Costs of Support Services for Schools 1.2 School Governors re-appointing 1.3 Setup Schools Forum
<b>Places</b>	1.4 Waste Disposal Contract Preferred Bidder
<b>Performance &amp; Capacity</b>	1.5 Establish Shadow Local Strategic Partnership 1.6 Corporate Plan Development
<b>HR</b>	1.7 liP arrangements for new Authority 1.8 Agree Core Values Framework 1.9 Employee Code of Conduct
<b>Finance &amp; Asset Management</b>	1.10 Transitional Cost Update 1.11 Disaggregate CCC Balance Sheet, Progress & Approval Report 1.12 Medium term Financial Strategy Update

### 1.1 Agree Packages/Costs of Support Services for Schools - DELAYED

This milestone has been delayed and will be reported at the next Cabinet meeting.

### 1.2 School Governors re-appointing – IN PROGRESS

The process of appointment was agreed at Governance Committee at the beginning of November. The next stage of the process has commenced and nominations are now being received.

### 1.3 Setup Schools Forum – IN PROGRESS

As above, the process for creating a Schools Forum was considered and agreed at the last Governance Committee. Nominations for the Forum have now been invited.

### 1.4 Waste Disposal Contract Preferred Bidder – RESCHEDULED

In July, Members of the Cabinet considered a report on the Waste Disposal and Waste Treatment PFI Contract.

The Preferred Bidder stage will not now be until December 2009 with some deselection of contractors early in 2009/

#### 1.5 Establish Shadow Local Strategic Partnership – IN PROGRESS

The Partnership Framework has been discussed informally with Cheshire East Members. A number of stakeholder workshops will be held from end of November to move this item forward.

#### 1.6 Corporate Plan Development – IN PROGRESS

Cheshire East Draft Corporate Plan has been considered by the Performance and Capacity Advisory Panel and at Cabinet Away Days on 27th October and 19th November. The plan has also been reviewed by the Chief Executive and the Cheshire East Management Team and is being amended accordingly. It is expected that the draft will go to Cabinet in time for approval to be recommended to Council with the budget in February 2009.

#### 1.7 LiP arrangements for New Authority – IN PROGRESS

A report is being considered by Cabinet Members on 2 December.

#### 1.8 Agree Core Values Framework – IN PROGRESS

An further update report will be made to Cabinet in January.

#### 1.9 Employee Code of Conduct – IN PROGRESS

The Employee Code of Conduct has been drafted and is on track to be agreed by Council in December.

#### 1.10 Transitional Cost Update – IN PROGRESS

At the 4<sup>th</sup> November Cabinet meeting, Members received an update on the mid-year review of Transitional Costs and existing sources of funding.

Approval was given to the amendments to the projected Transitional Costs as a result of previous Member decisions and required adjustments.

#### 1.11 Disaggregate CCC Balance Sheet, Progress & Approval Report – IN PROGRESS

On the 4<sup>th</sup> November, Cabinet Members were presented with a report which set out progress to date on the disaggregation of the County Council's Balance Sheet. It was noted that additional work on the disaggregation needs to take place in order to comply with Department of Communities and Local Government regulations.

It was agreed that the County Balance Sheet disaggregation package be delegated to the Borough Treasurer and Head of Assets in consultation with the Portfolio Holder for Resources, the Leader and the other Performance and Capacity Portfolio Holders.

#### 1.12 Medium Term Financial Strategy Update – IN PROGRESS

Work on the Medium Term Financial Strategy continues to progress at a steady pace. Portfolio Holder meetings are taking place during November and all Cabinet Members will be briefed on the MTFS and 2009/10 budget setting progress ahead of the report to Cabinet on 17<sup>th</sup> December 2008.

**NEXT STEPS**

The following milestones have been grouped under the relevant Block, Joint Transitional Project or Overall Programme and are to take place throughout December and January.

<b>DECEMBER</b>	
<b>Overall programme</b>	<ul style="list-style-type: none"> <li>Statutory Officers Appointed</li> </ul>
<b>People</b>	<ul style="list-style-type: none"> <li>Set up School Admin Forum</li> </ul>
<b>Places</b>	<ul style="list-style-type: none"> <li>Local Development Scheme</li> </ul>
<b>HR</b>	<ul style="list-style-type: none"> <li>Strategy for Pay and Policy</li> </ul>
<b>Finance &amp; Asset Management</b>	<ul style="list-style-type: none"> <li>Finalise 2009/10 Council Tax Base – Report to Cabinet 2<sup>nd</sup> December 2008</li> <li>Medium term Financial Strategy Update – Report to Cabinet 17<sup>th</sup> December 2008</li> <li>Agreement on disaggregation of CCC Balance Sheet</li> </ul>

<b>JANUARY</b>	
<b>HR</b>	<ul style="list-style-type: none"> <li>Transitional Structures agreed</li> </ul>
<b>Finance &amp; Asset Management</b>	<ul style="list-style-type: none"> <li>Formal Budget Consultation</li> <li>Planning Closure 2008/09 Accounts</li> <li>Medium Term Financial Strategy update</li> </ul>