

Joint Extra Care Housing Management Board Agenda

Date: Tuesday, 7th September, 2010
Time: 4.15 pm
Venue: Room 5 , First Floor, Wyvern House, The Drumber,
Winsford, CW7 1AH

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. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda

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

Members of the public wishing to address the Joint Extra Care Housing Management Board on reports contained within the agenda for the meeting shall be given the opportunity to do so subject to:

- 1 the opportunity being extended to one person to speak in support of each agenda item and one person to speak against each agenda item when called to do so by the Chairman;
- 2 an indication of the desire to speak on the agenda item being made by the person just prior to the meeting and the name supplied to the Democratic Services Officer in attendance. The first person registering to have precedence in the event of more than one person wishing to speak either for or against the agenda item;

For any apologies or requests for further information

Contact: Rachel Graves
Tel: 01270 686473
E-Mail: rachel.graves@cheshireeast.gov.uk

- 3 each person addressing the Joint Extra Care Housing Management Board being limited to three minutes speech;
- 4 an opportunity being provided for an expression of a contrary view, even though no prior notice has been given, when a member of the public has spoken for or against the item;
- 5 in the event of the person having registered to speak on an agenda item not wishing to take up their right to speak on the agenda item because it was deferred, the person will automatically be given the right to speak on the agenda item at the next meeting of the Joint Extra Care Housing Management Board;
- 6 the Chairman of the meeting having discretion to rule that a person wishing to address the meeting shall not be heard if, in his/her opinion, that issues or the organisation or the person wishing to make representations on that issue has received an adequate hearing.

4. **Minutes of the Previous Meeting** (Pages 1 - 4)

To approve the Minutes of the meeting held on 15 June 2010 as a correct record.

5. **Submission to Homes & Communities Agency** (Pages 5 - 6)

To consider a status report on the progress of the Councils' submission on the Extra Care Housing Round 5 bid to the Homes & Communities Agency

6. **Resource Needs for Round 5** (Pages 7 - 20)

To consider a report on the likely resource implications should the Round 5 Extra Care Housing bid receive approval

7. **Exclusion of the Press and Public**

The reports relating to the remaining items on the agenda have been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

**PART 2 - MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS
PRESENT**

8. **Extra Care Housing Catering Services** (Pages 21 - 26)

To consider a report outlining the current position regarding the Catering Services within the current Extra Care Housing Schemes.

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CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Joint Extra Care Housing Management Board** held on Tuesday, 15th June, 2010 at Room 1 - Wyvern House, The Drumber, Winsford, CW7 1AH

PRESENT

Councillor R Domleo (Chairman)
Councillor B Dowding (Vice-Chairman)

Councillors L Ford, F Keegan, H Manley and P Mason

OFFICERS

Chris Chapman, Borough Solicitor, Cheshire East Council
Phil Lloyd, Head of Adult Services, Cheshire East Council
Lynn Glendenning, Extra Care Housing Project Manager, Cheshire East Council
John Gregson, Project Accountant, Cheshire East Council
Mick Howarth, Head of Operations, Adult Social Care & Health, Cheshire West and Chester Council

1 APOLOGIES FOR ABSENCE

No apologies were received.

2 DECLARATIONS OF INTEREST

No declarations of interest were made.

3 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present.

4 MINUTES OF PREVIOUS MEETING**RESOLVED:**

That the minutes of the meeting held on 12 May 2010 be approved as a correct record.

5 ROUND FIVE ~ OUTLINE BUSINESS CASE RESUBMISSION

Consideration was given to a report on the changes made to the Outline Business Case following discussions with the Home and Communities Agency (HCA) in response to their requests for additional information in advance of the resubmission of a final Outline Business Case.

The key developments which affected the Outline Business Case since its original submission were:

- an increase in PFI credits from £59.9 million to £66.1 million, which was considered essential to ensure affordability
- a reduction in the number of units from 400 to 300, still retaining the 200 PFI units to ensure planning obligations were met and to respond to the changes in the housing market and the appetite of developers to provide for sale/shared ownership units
- a combined contribution of up to £300k per annum from the Councils would be required, which has already been agreed by both Councils
- removal of any cross subsidy from development units
- a significantly improved position in relation to deliverability as outline planning permission had been secured on two sites, with a high likelihood of success on the remaining sites
- an agreed and working set of governance arrangements, and a well developed inter authority agreement

The resubmission of the Outline Business Case would allow the Councils' interests in the extra care PFI to be considered by the HCA prior to a decision later in the year.

RESOLVED:

That the resubmission of the Outline Business Case to the Home and Communities Agency be authorised.

6 PROCUREMENT OF ADVISORS

Consideration was given to a report on the likely resourcing requirements and method of procurement for external advice to the Extra Care PFI project.

The Project would, if approved, be procured using the Competitive Dialogue process. This process was complex and hugely resource intensive and would require external advice to support in-house capacity to ensure timely project delivery. The ability to demonstrate a robust project delivery resource was a pre-requisite of the grant of PFI credits and a key concern of HCA in terms of project delivery. When Round 3 had been undertaken external advisors in legal, finance, project management, technical and insurance had been used.

The bespoke procurement of this support could take 3-4 months to comply with EU procurement but there were some alternatives which would allow the time and effort involved in bespoke procurement to be minimised. These included the use of call-off contract arrangements; the restructuring of existing staff workloads and supplementing as necessary with external provision; and the engagement of experienced agency staff to work on the project in place of/to minimise external advise.

The key to the process was to ensure that adequate time and resources were made available both for the procurements and for the project itself. Officers would continue to develop the ideas outlined and report back to the Management Board at a future meeting.

RESOLVED:

The report be noted.

7 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That the press and public be excluded from the meeting during consideration of the following item pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involved the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing this information.

8 INTER AUTHORITY AGREEMENT

Consideration was given to a report on the latest draft of the Inter Authority Agreement.

The Inter Authority Agreement set out the responsibilities of the respective Councils and the governance arrangements for the Extra Care Housing PFI project.

RESOLVED:

- (1) The draft Inter Authority Agreement be approved for submission as part of the revised Submission to the Homes and Communities Agency, subject to the clause, schedules and references being completed.
- (2) The Borough Solicitor and Head of Legal & Democratic Services be authorised to settle the final version of the Inter Authority Agreement and execute the document on behalf of the respective Councils that they advise, in consultation with the Portfolio Holders.

The meeting commenced at 4.15 pm and concluded at 4.45 pm

Councillor R Domleo (Chairman)

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CHESHIRE EAST COUNCIL

REPORT TO : JOINT EXTRA CARE HOUSING MANAGEMENT BOARD

Date of Meeting: 7 September 2010
Report of: Lynn Glendenning, Commissioning Manager
Subject/Title: Submission to Homes & Communities Agency

1.0 Report Summary

1.1 This report is to provide a status report on the progress of the Councils' submission on the Extra Care Housing Round 5 bid to the Homes & Communities Agency (HCA).

2.0 Recommendation

2.1 That the report be noted.

3.0 Reasons for Recommendations

3.1 To inform Members of the progress with the Round 5 Submission.

4.0 Wards Affected

4.1 Poynton and Sandbach East & Rode in Cheshire East.

4.2 Blacon and Sutton & Manor, (Ellesmere Port) in Cheshire West and Chester.

5.0 Local Ward Members

5.1 Poynton – Cllr Roger West, Cllr Chris Beard, Cllr Howard Murray
Sandbach East & Rode – Cllr Elsie Alcock, Cllr Rhoda Bailey, Cllr Andrew Barrett

5.2 Blacon – Cllr Reggie Jones, Cllr Marie Nelson, Cllr Alex Tate
Sutton & Manor (Ellesmere Port) – Cllr Kimberley Anderson, Cllr Bob Crompton,
Cllr Paul Donovan

6.0 Policy Implications including - Climate change - Health

6.1 To assist in addressing the significant demographic shift toward the over 65 population in Cheshire East and Cheshire West and Chester.

7.0 Financial Implications

7.1 Any further contributions required would be referred to the respective Councils.

8.0 Legal Implications (Authorised by the Borough Solicitor)

8.1 The Outline Business Case was submitted some time ago and the current discussions with the HCA are to develop the detail in the Business Case prior to a final submission.

8.2 Submission of the Business Case does not bind the Council to accept any offer made by the HCA for PFI credits.

8.3 If approval of the Business Case is forthcoming, then it is for the respective Councils to consider the issues of affordability and the terms on which the grant is offered before it is accepted..

9.0 Risk Management

9.1 The submission of additional information does not commit the Councils at this stage.

10.0 Background and Options

10.1 The Project Director and officers of both Councils have been in active discussions with the HCA in response to their request for additional information in advance of the resubmission of a final Outline Business Case. Further information regarding development works, planning strategy and financial modelling was sent to HCA on 10 June 2010. A further e-mail was received from HCA on 6 August asking for information on benchmarking of the costs against the Round 3 scheme. This information was sent to HCA on 19 August 2010. The Project Plan has been amended to cover the delays in resubmission and at present there is no impact on the date of Financial Close.

11.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

Name: Lynn Glendenning

Designation: Commissioning Manager

Tel No: 01270 375349

Email: lynn.glendenning@cheshireeast.gov.uk

CHESHIRE EAST COUNCIL

REPORT TO: JOINT EXTRA CARE HOUSING MANAGEMENT BOARD

Date of Meeting: 7 September 2010
Report of: Lynn Glendenning, Commissioning Manager
Subject/Title: Resource Needs for Round 5

1.0 Report Summary

- 1.1 This report is to inform the Board of the likely resource implications should the Round 5 Extra Care Housing bid receive approval.

2.0 Recommendation

- 2.1 That the resource implications be agreed by the Board.
- 2.2 That the Board agree to the procurement of financial, legal and technical advisors on receipt from the HCA of the date that the Councils and Treasury Project Review Group will meet to discuss the Councils' submission. This is prior to any offer being made to the Councils by the Treasury or the respective Councils consideration of the affordability of the project and acceptance of an offer if it is made.

3.0 Reasons for Recommendations

- 3.1 To ensure that should the bid be successful the necessary resources are in place to take the project forward.
- 3.2 To enable the timely procurement of advisors to assist with the tendering procedures.

4.0 Wards Affected

- 4.1 Poynton and Sandbach East & Rode in Cheshire East.
- 4.2 Blacon and Sutton & Manor, (Ellesmere Port) in Cheshire West and Chester.

5.0 Local Ward Members

- 5.1 Poynton – Cllr Roger West, Cllr Chris Beard, Cllr Howard Murray
Sandbach East & Rode – Cllr Elsie Alcock, Cllr Rhoda Bailey,
Cllr Andrew Barrett
- 5.2 Blacon – Cllr Reggie Jones, Cllr Marie Nelson, Cllr Alex Tate
Sutton & Manor (Ellesmere Port) – Cllr Kimberley Anderson, Cllr Bob Crompton,
Cllr Paul Donovan

**6.0 Policy Implications including - Climate change
- Health**

6.1 The proposed schemes will assist in addressing the significant demographic shift toward the over 65 population in Cheshire East and Cheshire West and Chester.

7.0 Financial Implications

7.1 Budgets have already been identified by both Cheshire East and Cheshire West and Chester to cover the engagement of financial, legal and technical consultants.

8.0 Legal Implications (Authorised by the Borough Solicitor)

8.1 It is possible to procure external legal advisors in the timescales outlined in the Project Plan.

8.2 Procuring external legal advisors will require significant internal legal resource prior to any determination by the Councils as to the affordability of the project or a decision to accept any offer made by the Treasury.

9.0 Risk Management

9.1 Costs will be incurred by the Councils in the procurement of advisors. Should the bid not be successful these internal costs would not be recoverable. No commitment will be given to advisors until the success of the bid is confirmed by HM Treasury.

10.0 Background and Options

10.1 A project plan has been developed showing the staff resources that would be required by the Councils to implement the tender process for the PFI project (see Appendices A & B). The time shown is inclusive of work that will be delivered by advisors. The time shown for Cheshire West and Chester is indicative. As Cheshire East are leading on the project Cheshire West and Chester can agree the level of involvement that they feel is appropriate.

10.2 The authority will be given 12 weeks notice from Homes and Communities Agency of the meeting with the HM Treasury Project Review Group to discuss the bid. Once the date is established it is the intention to commence procurement of advisors.

11.0 Access to Information

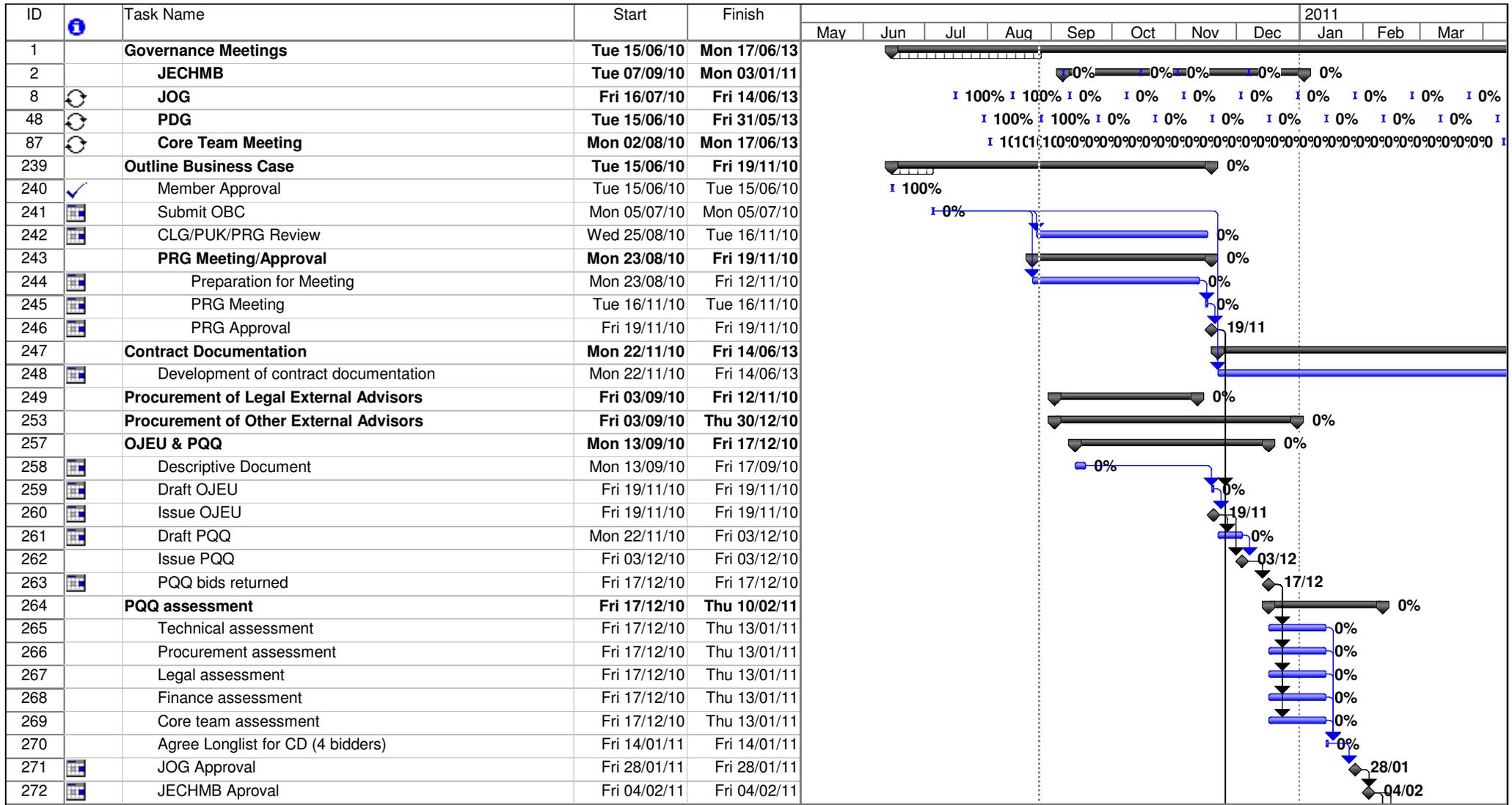
The background papers relating to this report can be inspected by contacting the report writer:

Name: Lynn Glendenning

Designation: Commissioning Manager

Tel No: 01270 375349

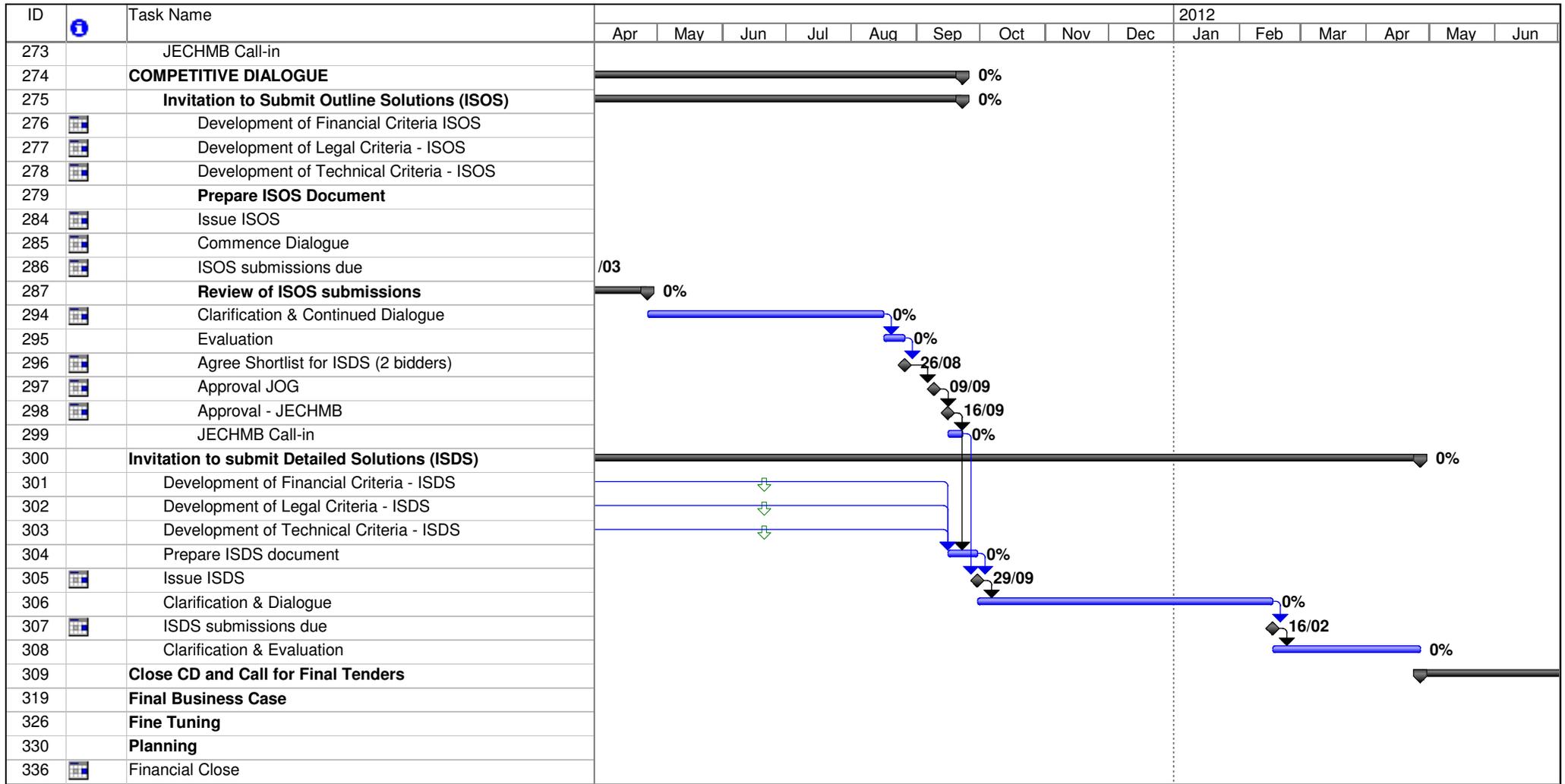
Email: lynn.glendenning@cheshireeast.gov.uk



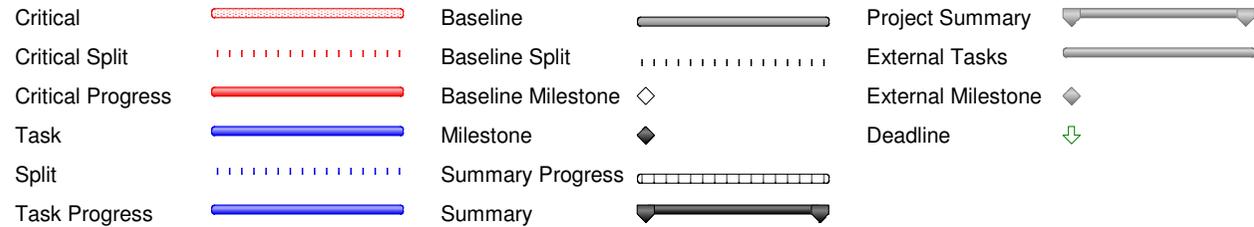
Project: Round 5 Procurement Project Date: Thu 26/08/10	Critical		Baseline		Project Summary	
	Critical Split		Baseline Split		External Tasks	
	Critical Progress		Baseline Milestone		External Milestone	
	Task		Milestone		Deadline	
	Split		Summary Progress			
	Task Progress		Summary			

ID	Task Name													2012					
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
1	Governance Meetings																		
2	JECHMB																		
8	JOG	%	I 0%																
48	PDG	I 0%																	
87	Core Team Meeting	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
239	Outline Business Case																		
240	Member Approval																		
241	Submit OBC																		
242	CLG/PUK/PRG Review																		
243	PRG Meeting/Approval																		
244	Preparation for Meeting																		
245	PRG Meeting																		
246	PRG Approval																		
247	Contract Documentation																		
248	Development of contract documentation																		
249	Procurement of Legal External Advisors																		
253	Procurement of Other External Advisors																		
257	OJEU & PQQ																		
258	Descriptive Document																		
259	Draft OJEU																		
260	Issue OJEU																		
261	Draft PQQ																		
262	Issue PQQ																		
263	PQQ bids returned																		
264	PQQ assessment																		
265	Technical assessment																		
266	Procurement assessment																		
267	Legal assessment																		
268	Finance assessment																		
269	Core team assessment																		
270	Agree Longlist for CD (4 bidders)																		
271	JOG Approval																		
272	JECHMB Approval																		

Project: Round 5 Procurement Project Date: Thu 26/08/10	Critical	Baseline	Project Summary
	Critical Split	Baseline Split	External Tasks
	Critical Progress	Baseline Milestone	External Milestone
	Task	Milestone	Deadline
	Split	Summary Progress	
	Task Progress	Summary	



Project: Round 5 Procurement Project
Date: Thu 26/08/10



ID	Task Name	2013														
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	Governance Meetings	4%														
2	JECHMB															
8	JOG	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%
48	PDG	0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%	I 0%
87	Core Team Meeting	I 0%														
239	Outline Business Case															
240	Member Approval															
241	Submit OBC															
242	CLG/PUK/PRG Review															
243	PRG Meeting/Approval															
244	Preparation for Meeting															
245	PRG Meeting															
246	PRG Approval															
247	Contract Documentation	0%														
248	Development of contract documentation	0%														
249	Procurement of Legal External Advisors															
253	Procurement of Other External Advisors															
257	OJEU & PQQ															
258	Descriptive Document															
259	Draft OJEU															
260	Issue OJEU															
261	Draft PQQ															
262	Issue PQQ															
263	PQQ bids returned															
264	PQQ assessment															
265	Technical assessment															
266	Procurement assessment															
267	Legal assessment															
268	Finance assessment															
269	Core team assessment															
270	Agree Longlist for CD (4 bidders)															
271	JOG Approval															
272	JECHMB Approval															

Project: Round 5 Procurement Project Date: Thu 26/08/10	Critical		Baseline		Project Summary	
	Critical Split		Baseline Split		External Tasks	
	Critical Progress		Baseline Milestone		External Milestone	
	Task		Milestone		Deadline	
	Split		Summary Progress			
	Task Progress		Summary			

ID	Task Name	2013														
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
273	JECHMB Call-in															
274	COMPETITIVE DIALOGUE															
275	Invitation to Submit Outline Solutions (ISOS)															
276	Development of Financial Criteria ISOS															
277	Development of Legal Criteria - ISOS															
278	Development of Technical Criteria - ISOS															
279	Prepare ISOS Document															
284	Issue ISOS															
285	Commence Dialogue															
286	ISOS submissions due															
287	Review of ISOS submissions															
294	Clarification & Continued Dialogue															
295	Evaluation															
296	Agree Shortlist for ISDS (2 bidders)															
297	Approval JOG															
298	Approval - JECHMB															
299	JECHMB Call-in															
300	Invitation to submit Detailed Solutions (ISDS)															
301	Development of Financial Criteria - ISDS															
302	Development of Legal Criteria - ISDS															
303	Development of Technical Criteria - ISDS															
304	Prepare ISDS document															
305	Issue ISDS															
306	Clarification & Dialogue															
307	ISDS submissions due															
308	Clarification & Evaluation															
309	Close CD and Call for Final Tenders	0%														
319	Final Business Case	0%														
326	Fine Tuning	0%														
330	Planning	0%														
336	Financial Close	18/06														

Project: Round 5 Procurement Project Date: Thu 26/08/10	Critical		Baseline		Project Summary	
	Critical Split		Baseline Split		External Tasks	
	Critical Progress		Baseline Milestone		External Milestone	
	Task		Milestone		Deadline	
	Split		Summary Progress			
	Task Progress		Summary			

Appendix B: Resources Required based on v2 of the Project Plan

Resources Required for Round 5 Procurement Project: Days Work per Month by Function
(based on v2 of the Project Plan)

Team/Function	2010							2011											
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CHESHIRE EAST																			
Core Team	2.0	4.5	8.8	36.9	8.9	49.9	44.1	26.1	69.6	39.8	60.7	96.3	95.6	93.6	87.3	41.6	92.3	95.6	97.6
CE Legal	0.5	1.0	1.0	9.3	4.3	10.3	7.0	3.8	9.5	6.7	9.7	23.0	23.0	22.5	20.7	12.0	22.0	23.0	23.5
CE Finance	0.5	1.0	1.0	1.3	1.3	9.3	7.0	3.8	10.0	6.7	9.6	23.0	23.0	22.5	20.7	12.0	22.0	23.0	23.5
CE Procurement						15.0	26.1	1.9	7.0	4.4	6.0	22.0	22.0	21.0	19.7	11.0	21.0	22.0	22.0
CE Contracts						7.0	4.1	1.9	7.0	4.4	6.0	22.0	22.0	21.0	19.7	11.0	21.0	22.0	22.0
CE Property & Assets						0.9	1.1	0.9	4.5	2.7	5.3								
CE Social Care	0.5	1.0	1.0	1.3	1.3	1.3	1.8	1.0	1.0	5.1	9.0	1.0	1.0	1.5	1.0	1.0	1.0	1.0	1.5
CE Comms Manager	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1.9	3.2	0.5	0.5	1.0	0.5	0.5	0.5	0.5	0.5
CE Housing						0.9	1.1	0.9	4.5	1.4	2.7								
CE Planning						0.9	1.1	0.9	4.5	1.4	2.7								
CE Catering										1.4	2.7								

Resources Required for Round 5 Procurement Project: Days Work per Month by Function
(based on v2 of the Project Plan)

Team/Function	2012												2013					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CHESHIRE EAST																		
Core Team	96.6	89.6	95.6	92.3	79.6	93.6	56.6	55.6	7.6	8.3	94.6	93.6	7.6	7.6	7.6	8.3	9.6	1.8
CE Legal	23.0	21.5	23.0	22.0	19.0	22.5	10.0	1.0	1.0	1.0	22.8	22.3	1.0	1.0	1.0	1.0	1.5	
CE Finance	23.0	21.5	23.0	22.0	19.0	22.5	10.0	1.0	1.0	1.0	22.8	22.3	1.0	1.0	1.0	1.0	1.5	
CE Procurement	22.0	21.0	22.0	21.0	18.0	21.0	9.0				21.3	21.3						
CE Contracts	22.0	21.0	22.0	21.0	18.0	21.0	9.0				21.3	21.3						
CE Property & Assets											21.3	21.3						
CE Social Care	1.0	1.0	1.0	1.0	1.0	1.5	1.0	1.0	1.0	1.0	1.5	1.0	1.0	1.0	1.0	1.0	1.5	
CE Comms Manager	0.5	0.5	0.5	0.5	0.5	1.0	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1.0	
CE Housing											21.2	21.2						
CE Planning											21.2	21.2						
CE Catering																		

Resources Required for Round 5 Procurement Project: Days Work per Month by Function
(based on v2 of the Project Plan)

Team/Function	2010							2011											
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CHESHIRE WEST																			
CW EC Manager	0.5	0.5	0.5	0.5	0.5	7.5	4.6	2.4	7.5	6.2	9.1	22.5	22.5	22.0	20.2	11.5	21.5	22.5	22.5
CW Legal (indicative)	1.5	1.5	1.5	1.5	1.5	10.5	7.2	4.3	10.0	7.2	10.2	23.5	23.5	23.0	21.2	12.5	22.5	23.5	24.0
CW Finance (indicative)	0.5	1.0	1.0	1.0	1.0	9.0	6.7	3.8	10.0	6.7	9.6	23.0	23.0	22.5	20.7	12.0	22.0	23.0	23.5
CW Social Care		0.5	0.5	0.8	0.8	0.8	1.3	0.5	0.5	4.6	8.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1.0
CW Housing (indicative)						0.9	1.1	0.9	4.5										
CW Planning (indicative)						0.9	1.1	0.9	3.5	1.4	2.7								
CW Catering (indicative)										1.4	2.7								
MEMBERS																			
Cllr Domleo				0.3	0.3	0.3	0.3		<i>Further</i>										
Cllr Dowding				0.3	0.3	0.3	0.3		<i>JECHMB</i>										
Cllr Keegan				0.3	0.3	0.3	0.3		<i>meetings</i>										
Cllr Ford				0.3	0.3	0.3	0.3		<i>to</i>										
Cllr Manley				0.3	0.3	0.3	0.3		<i>be</i>										
Cllr Mason				0.3	0.3	0.3	0.3		<i>confirmed</i>										

Resources Required for Round 5 Procurement Project: Days Work per Month by Function
(based on v2 of the Project Plan)

Team/Function	2012												2013					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CHESHIRE WEST																		
CW EC Manager	22.5	21.0	22.5	21.5	18.5	22.0	9.5	0.5	0.5	0.5	21.8	21.8	0.5	0.5	0.5	0.5	1.0	
CW Legal (indicative)	23.5	22.0	23.5	22.5	19.5	23.0	10.5	1.5	1.5	1.5	23.3	22.8	1.5	1.5	1.5	1.5	2.0	1.0
CW Finance (indicative)	23.0	21.5	23.0	22.0	19.0	22.5	10.0	1.0	1.0	1.0	22.8	22.3	1.0	1.0	1.0	1.0	1.5	
CW Social Care	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1.0	0.5	0.5	0.5	0.5	0.5	0.5	
CW Housing (indicative)											21.3	21.3						
CW Planning (indicative)											21.2	21.2						
CW Catering (indicative)																		
MEMBERS																		
Cllr Domleo																		
Cllr Dowding																		
Cllr Keegan																		
Cllr Ford																		
Cllr Manley																		
Cllr Mason																		

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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