

# **Corporate Scrutiny Committee**

## **Agenda**

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<b>Date:</b>	<b>Friday, 25th November, 2011</b>
<b>Time:</b>	<b>10.00 am</b>
<b>Venue:</b>	<b>Council Chamber, Municipal Buildings, Earle Street, Crewe CW1 2BJ</b>

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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)
3. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests and for members to declare the existence of a party whip in relation to any item on the agenda.

#### **4. Public Speaking Time/Open Session**

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.

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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)

5. **Quarter 2 Finance /Performance Report**

To consider a report of the Director of Finance and Business Services.(to follow)

6. **Temporary Agency Staff**

To consider a report of the Head of HR and Organisational Development.(to follow)

7. **Work Programme Progress Report** (Pages 5 - 12)

To consider a report of the Borough Solicitor.

8. **Business Generation Centres**

To receive an update on the progress of the Business Generation Task and Finish Group final report.

9. **Forward Plan - Extracts** (Pages 13 - 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 Scrutiny Committee**  
held on Tuesday, 1st November, 2011 at Committee Suite 1,2 & 3,  
Westfields, Middlewich Road, Sandbach CW11 1HZ

**PRESENT**

Councillor J P Findlow (Chairman)  
Councillor D Newton (Vice-Chairman)

Councillors G Barton, G Baxendale, B Burkhill, S Corcoran, W S Davies,  
F Keegan, G Morris, D Neilson and D Topping

**Apologies**

Councillor B Moran

142 **ALSO PRESENT**

Councillor P H Mason - Procurement and Shared Services Portfolio Holder

143 **OFFICERS PRESENT**

Lisa Quinn - Director of Finance and Business Services  
Jackie Gray – Shared Services manager  
Mark Nedderman – Senior Scrutiny Officer

144 **MINUTES OF PREVIOUS MEETING**

RESOLVED – That the minutes of the meeting held on 4 October 2011 be confirmed as a correct record and signed by the Chairman.

145 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

146 **PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public present at the meeting who wished to address the Committee.

147 **SHARED SERVICES**

Lisa Quinn, and Jackie Gray, attended the meeting and gave a presentation on Shared Services.

In October 2010, the Committee had received an introductory briefing on the Shared Service arrangements put in place between Cheshire East (CE) and Cheshire West and Chester (CWaC) Councils post Local Government Review. At that time the Committee had been made aware of:

- 32 sharing arrangements in place and current status
- Underpinning legal agreements
- Governance arrangements
- Key achievements
- Developments to move the Shared Services forward

During the last year, it had been decided to put in place separate alternative arrangements in each Council for several of the transitional Shared Services. It was therefore anticipated that by the end of the year only ten Shared Services would remain.

Jackie explained the process to be followed to create a Separate Legal Entity (SLE) involving ICT, HR and Occupational Health, which was anticipated to seek approval in December 2011, with a view to introduction in April 2012.

Any remaining shared services would be subject to a continual improvement programme. In addition opportunities would be explored to share services with partners including the Association of Greater Manchester Authorities (AGMA).

RESOLVED – That the presentation be noted.

#### 148      **WORK PROGRAMME PROGRESS REPORT**

The Committee considered a report of the Borough Solicitor containing the Committee's Work programme for 2011/2012.

The Committees attention was drawn to the two issues added to the work programme on 4 October 2011 relating to:

- Political management arrangements – to explore the range of options likely to be available to local authorities in the Localism Bill;
- Agency staff – to be consulted on the procurement of temporary agency staff.

RESOLVED –

- (a) That the report be received;
- (b) That items relating to Political Management Arrangements and Agency staff be placed on the agenda for the next meeting to be held on 25 November 2011.

#### 149      **FORWARD PLAN - EXTRACTS**

The Committee considered items listed in the current forward plan.

RESOLVED – That the Forward Plan be received and noted.

The meeting commenced at 2.00 pm and concluded at 3.30 pm

Councillor J P Findlow (Chairman)

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**.CHESHIRE EAST COUNCIL****REPORT TO: CORPORATE SCRUTINY COMMITTEE**

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**Date of Meeting:** 25 November 2011  
**Report of:** Borough Solicitor  
**Subject/Title:** Work Programme update

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**1.0 Report Summary**

- 1.1 To review items in the 2011/2012 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

**2.0 Recommendations**

That the 2011/2012 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 since the last meeting. It had been intended to consider a report on the Localism Bill. However, the Bill received Royal assent on the 15 November, and it appears that there have been a number of procedural changes to the options available to local authorities to review governance arrangements, which will need to be researched further before a report can be brought to the Committee. Guidance is awaited from GCLG and it is hoped to be able to report to the next meeting of the Committee on 6 January 2012.
- 10.2 Members are asked to review the schedule and if appropriate add new items. When selecting potential topics, Members must have regard to the Corporate Plan and Sustainable Community Strategy – ‘Ambition for all’ and also to the general criteria which should be applied to all potential items when considering whether any Scrutiny activity is appropriate. Matters should be assessed against the following criteria:
- 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
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**11    *Access to Information***

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

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Corporate Overview and Scrutiny Committee Work Programme 25 November 2011

<b>Issue</b>	<b>Description/Comments</b>	<b>Suggested by</b>	<b>Portfolio Holder as at October 2011</b>	<b>Corporate Priority</b>	<b>Current Position R,A,G</b>	<b>Date for completion</b>
Budget	Consultation group set up to review consultation arrangements for 2011/2012.	Committee	Resources	Nurture Strong Communities	Next meeting 12 December 2011.	Start date July 2011 and ongoing
Business Generation Centres	Review the formal response of Cabinet and subsequent actions	Portfolio Holder	Prosperity	Create Conditions for Business growth	Formal Cabinet response expected in December 2011	6 March 2012
Mayoralty/Civic arrangements in Cheshire East	Review procedures and support for the mayoralty and arrangements for civic duties.	Portfolio Holder	Resources	Nurture Strong Communities	To be reviewed in 6 months time.	17 April 2011
Procurement	To review procurement arrangements in Cheshire to ensure that the Council is achieving best value.	Portfolio Holder	Procurement and Shared Services	Nurture Strong Communities	Presentation received on 4 October 2011	4 October 2011
Shared Services	Of the original 28 shared services, 11 have been disaggregated, and 5 are in transitional stage. The committee to receive a position statement on the current shared services	Portfolio Holder	Procurement and Shared Services	Nurture Strong Communities	Presentation received on 1 November 2011.	TBA

	arrangements and on proposals to set up Separate Legal entities(SLE's)					
Future Political Management arrangements in Cheshire East	To review the range of options likely to be available to local authorities in the Localism Bill in respect political management structures	The Committee	Resources	Nurture Strong Communities	The Bill received Royal assent on 15 November 2011.	6 January 2012
Temporary Agency Staff Contract	To be consulted on the procurement of temporary agency staff – a joint arrangement with Cheshire West and Chester Council.	The Committee	Procurement and Shared Services	Nurture Strong Communities	Report on today's agenda,	25 November 2011



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## **FORWARD PLAN 1 DECEMBER 2011 - 31 MARCH 2012**

This Plan sets out the key decisions which the Executive expect to take over the next four months. The Plan is rolled forward every month. It will next be published in mid December and will then contain all key decisions expected to be taken between 1 January and 31 April 2012. Key decisions are defined in the Councils Constitution.

Reports relevant to key decisions, and any listed background documents may be viewed at any of the Councils Offices/Information Centres 6 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 686463

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 decision notice 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, Council Information Centres and Council Offices.

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

Forward Plan 1 December 2011 to 31 March 2012

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	Relevant Scrutiny Committee	How to make representation to the decision made
CE10/11-89 Cheshire East Housing Strategy	To adopt the Local Housing Strategy, a key document which articulates the housing vision for Cheshire East, setting out the housing priorities and way in which they will be delivered.	Cabinet	28 Nov 2011	With stakeholders, partners, general public during the development of the Strategy; the Draft Strategy will also be consulted upon.	Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-24 Proposed Expansion of Oakefield Primary School, Crewe	To authorise officers to proceed with the expansion of Oakfield Primary and Nursery School to two forms of entry with implementation for September 2010.	Cabinet	22 Dec 2011	School Organisation, East Cheshire Association of Primary Heads, local Headteachers.	Children and Families	Lorraine Butcher, Strategic Director (Children, Families and Adults)
CE11/12-18 Temporary Agency Staff Contract	To approve the award of this contract as a joint arrangement with Cheshire West and Chester Council.	Cabinet	9 Jan 2012	Supplier Briefing.	Corporate	Paul Bradshaw, Head of HR and Organisational Development



<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>Relevant Scrutiny Committee</b>	<b>How to make representation to the decision made</b>
CE11/12-20 Improvements to Adult Social Care Services	To agree to decommission named social care establishments.	Cabinet	9 Jan 2012	Users of day care centres and their carers and relatives, the wider public and stakeholder organisations.	Adult Social Care	Lorraine Butcher, Strategic Director (Children, Families and Adults)
CE11/12-22 Farms Estate Policy Review	To determine management policies for Farms Estates.	Cabinet	9 Jan 2012	Internal and external stakeholders including Government Office, National Farmers Union, Tenant Farmers Association, Reaseheath College, Confederation of Young Farmers and CE Council tenants.	Environment and Prosperity 22 November 2011	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-23 Transfer of Crewe Shopmobility Service	To agree to the transfer of the service from the Council to East Cheshire Community Transport based in Crewe.	Cabinet	9 Jan 2012	Internal and external services and East Cheshire Community Transport.	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE10/11-49/1 Future Operation Knutsford Cinema	To decide on the future running and preferred operating model.	Cabinet	6 Feb 2012	Local community groups and Knutsford Town Council.	Health and Wellbeing	Guy Kilminster, Head of Health and Wellbeing Services

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CE10/11-49/2 Future Operation of Crewe Lyceum Theatre	To decide on the future running and preferred operating model.	Cabinet	6 Feb 2012	Voice for Crewe, local community groups, Crewe Charter Trustees,	Health and Wellbeing	Guy Kilminster, Head of Health and Wellbeing Services
CE11/12-4 Business Planning Process 2012/2015 - Business Plan	To approve the Business Plan for 2012/2015 incorporating updated budget and policy proposals together with the Capital Programme.	Cabinet, Council	6 Feb 2012	With all Members and a range of local stakeholders including PCT's, Parish Councils, social care representatives, businesses, trades unions, the schools forum and the public.	To be determined but expected to be a scrutiny budget consultation group.	Lisa Quinn, Director of Finance and Business Services
Farms Estate Policy Review	To determine management policies for Farms Estates.	Cabinet	9 Jan 2012	Internal and external stakeholders including Government Office, National Farmers Union, Tenant Farmers Association, Reaseheath College, Confederation of Young Farmers and CE Council tenants.	Environment and Prosperity 22 November 2011	John Nicholson, Strategic Director (Places and Organisational Capacity)

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Transfer of Crewe Shopmobility Service	To agree to the transfer of the service from the Council to East Cheshire Community Transport based in Crewe.	Cabinet	9 Jan 2012	Internal and external services and East Cheshire Community Transport.	Environment and Prosperity	John Nicholson, Strategic Director (Places and Organisational Capacity)
CE11/12-21 Cheshire Homechoice - Allocation Policy Review	To approve the allocation policy for adoption.	Cabinet	5 Mar 2012	Partner housing providers, Homechoice officers, housing benefits, Police and community safety, tenants and residents.	Environment and Prosperity 21 February 2012	John Nicholson, Strategic Director (Places and Organisational Capacity)

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