

New Delivery Vehicles and Environment Overview and Scrutiny Committee

Agenda

Date: Thursday, 6th November, 2014
Time: 2.00 pm
Venue: Committee Suite 1,2 & 3, Westfields, Middlewich Road,
Sandbach CW11 1HZ

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 disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Whipping Declarations**

To provide an opportunity for Members to declare the existence of a party whip in relation to any item on the agenda.

For requests for further information

Contact: Katie Small

Tel: 01270 686465

E-Mail: katie.small@cheshireeast.gov.uk with any apologies

4. **Public Speaking**

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.

5. **Minutes of the Meeting held on 2 October 2014** (Pages 1 - 4)

To approve the minutes of the last meeting as a correct record

6. **Fuel Poverty in Cheshire East**

To receive a presentation on the position regarding fuel poverty in Cheshire East.

7. **Transport Service Solutions Ltd** (Pages 5 - 12)

To give consideration to the Cabinet report on Transport Service Solutions Ltd

8. **Quarter 2 Ansa and Orbitas Reports** (Pages 13 - 26)

To receive the second quarter Ansa and Orbitas reports.

9. **Highway Services Contract - Extension to the Service Period** (Pages 27 - 32)

To give consideration to the Cabinet report seeking approval to extend the Highway Service Contract. The Strategic Commissioning Manager for Highways will also provide a verbal update on the Permit to Work Scheme.

10. **Forward Plan** (Pages 33 - 46)

To note the current forward plan, identify any new items, and to determine whether any further examination of new issues is appropriate.

11. **Work Programme** (Pages 47 - 52)

To give consideration to the work programme

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **New Delivery Vehicles and Environment
Overview and Scrutiny Committee**
held on Thursday, 2nd October, 2014 at Macclesfield Library - Macclesfield

PRESENT

Councillor W Livesley (Chairman)
Councillor K Edwards (Vice-Chairman)

Councillors G Barton, H Davenport, R Fletcher, M Hardy, A Martin and
B Murphy

In attendance

Councillor D Topping – Portfolio Holder for Strategic Commissioning
L Butcher - Executive Director of Strategic Commissioning
A Dunstone - Waste Monitoring and Evaluation Officer

10 APOLOGIES FOR ABSENCE

There were no apologies for absence.

11 DECLARATIONS OF INTEREST

There were no declarations of interest

12 DECLARATIONS OF PARTY WHIP

There were no declarations of a party whip

13 PUBLIC SPEAKING

There were no members of the public present wishing to speak

14 MINUTES OF PREVIOUS MEETING

Consideration was given to the minutes of the meeting held on 4 September 2014.

RESOLVED

That the minutes be approved as a correct record and signed by the Chairman.

15 WASTE MANAGEMENT STRATEGY

Further to the meeting held on 4 September 2014, consideration was given to the Municipal Waste Management Strategy 2030, outlining the key aims and

objectives for future waste management in Cheshire East, the public consultation on the objectives and steps that would be needed to implement them.

During consideration of the strategy the following points were raised:

- The core aim of the strategy was to gain energy from waste rather than bury it; several options to achieve this were outlined in the strategy. Members felt that this aim should be made clearer.
- It was noted that in the short term, there were no plans to close any of the Household Waste Recycling Centres sites. However, in an ever changing market, the authority needed to be flexible and consider all viable options up to 2030.
- The Strategic Environmental Assessment had gone out to consultation, all comments received had been positive.
- A feasibility study was currently being undertaken on the possible location of the anaerobic digester.
- With regard to commercial opportunities, it was agreed that a robust business case was required. Members requested to receive a copy of the SWOT analysis.
- It was important to ensure that the service to Cheshire East residents remained excellent and focused. There was currently no drive to expand the service.
- A strategic review of the HWRC's contract which terminated in 2018 was required.
- With regard to table 5.2 on page 62 of the report (optimisation of HWRC network), Members raised significant doubts regarding the statement 'Highly viable option being considered and introduced elsewhere'.

RESOLVED

That Cabinet be recommend to approve the draft Municipal Waste Strategy 2030

16 FORWARD PLAN

Consideration was given to the forward plan. With regard to key decision CE14/15-24, Highway Services Contract – Service Period Extension, Members requested that the report be submitted to the Overview and Scrutiny Committee prior to Cabinet. It was also agreed that an update on the permit to work scheme for utility companies be considered at that meeting and the Commissioning Manager be invited to attend.

RESOLVED

1. That Key Decision CE14/15-24, Highway Services Contract – Service Period Extension be considered at the Committee scheduled to be held on 6 November 2014.
2. That an update on the permit to work scheme for utility companies be considered at the meeting scheduled to be held on 6 November

2014 and the Commissioning Manager be invited to attend that meeting.

17 WORK PROGRAMME

Consideration was given to the work programme. It was agreed that the options appraisal for Planning Support Company would be considered at the meeting scheduled to be held on 6 November 2014.

RESOLVED

That the options appraisal for Planning Support Company be considered at the meeting scheduled to be held on 6 November 2014.

The meeting commenced at 10.30 am and concluded at 11.55 am

Councillor W Livesley (Chairman)

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CHESHIRE EAST COUNCIL

REPORT TO: Cabinet

Date of Meeting: 11 November 2014

Report of: Lorraine Butcher, Executive Director of Strategic Commissioning

Subject/Title: Transport Service Solutions Ltd

Portfolio Holder: Cllr D Topping

1.0 Report Summary

- 1.1 Cheshire East Council has over the preceding 5 years been successful in securing improved transport provision for residents in the Borough while simultaneously securing better value from the financial investments made. These improvements have been secured by having a stronger focus upon the needs of residents while also bringing a strengthened approach to the contractual arrangements with providers. In order to build upon these strong foundations and with a focus on stimulating further innovation, efficiency and staff involvement whilst delivering against challenging budgetary targets Cabinet approved (29 April 2014) the implementation of Transport Service Solutions Ltd (TSSL), a council owned and controlled company, for the delivery of transport services.
- 1.2 That proposal was in accord with the Councils' declared intent of becoming a strategic commissioning authority with a hard split between commissioning and service delivery.
- 1.3 Since the original approval was secured, further 'due diligence' work has been undertaken, along with the detailed work regarding the Contract between the Council and TSS Ltd. This work required the 'go live' date for staff to transfer to the new company to be paused.
- 1.4 Notwithstanding this development, new governance arrangements are being put in place through a Service Level Agreement with TSS Ltd which encourages the management team and staff to adopt the commercial culture that will support the company's ambitions. This interim arrangement will continue until the proposed revised go-live date of 1 Jan 2015
- 1.5 The work that has subsequently been undertaken has resulted in some changes to the business case that had previously been approved. This report seeks approval to establish a contract between Cheshire East Council and TSS Ltd for the delivery of its transport functions as identified in the previous Cabinet report (29th April 2014), based upon the revised financial detail contained in section 11 below.

2.0 Recommendation

- 2.1 Consider the revised financial detail set out in section 11, including the income targets from year 3 onwards.
- 2.2 Reconfirm the earlier decision to establish the company.
- 2.3 Approve, through a contract, the transfer of Council transport services business to the TSSL company on 1 January 2015.
- 2.4 Give any necessary delegated authority to the Executive Director of Strategic Commissioning, the Head of Local Communities, the Head of Legal Services and the Chief Operating Officer, in consultation with the Portfolio Holder for Environment to proceed with that implementation in accordance with the project plan. That plan includes negotiating appropriate contractual arrangements, arranging leases and central support services plus novating contracts where necessary
- 2.5 To agree to the commencement of a formal consultation period with all the staff who might be affected by any proposed TUPE transfer.

3.0 Reasons for Recommendations

- 3.1 The Council has recognised the need to change the way services are provided in the future in order to create opportunities for innovation and provide service efficiencies. As a result the Council has determined to take a more strategic commissioning role.
- 3.2 The Council has developed a Three Year plan and the development of a new delivery model for transport services is identified as one of the major change projects within that plan: Priority 6; Redefining the Council's role in core place-based services; 6.1 Develop new delivery models; 6.1F Transport.
- 3.3 As part of the development of the service contract and the due diligence required by ODPM guidance the need to update and re-base the financial projections has been identified. This will ensure that the ongoing contractual relationship is robust and delivers against the Council's expectations and that the Council can properly demonstrate all relevant factors have been considered when taking the decision to proceed.

4.0 Wards Affected

- 4.1 All wards are affected

5.0 Local Ward Members

- 5.1 All local Ward Members

6.0 Policy Implications

- 6.1 The project is identified in the Council's Three Year plan as part of the major change programme to re-define the council's role in the commissioning and delivery of services.

7.0 Financial Implications (authorised by Chief Operating Officer)

- 7.1 The revised financial projections are shown in detail in section 11 and demonstrate that the company will deliver a net surplus of £1.8M over the first five years of operation

8.0 Legal Implications (Authorised by the Head of Legal Services)

- 8.1 The Council must adhere to good practice principles and ODPM guidance when assessing the business case for proposed transfers to an alternative delivery vehicle. Such considerations were part of the development of the original proposals. They included:
- Ensuring there is a good case for change and that the business case states whether any relevant parties have been consulted;
 - Clarifying how the change will affect the accountability of the Council;
 - Undertaking a thorough options appraisal to ensure the most cost-effective and efficient option is chosen;
 - Identifying and managing the costs associated with the proposed reorganisation as accurately as possible;
 - Identifying and realising the benefits of the proposed change;
 - Ensuring the proposed change is well managed and delivered;
 - Putting in place effective review arrangements to monitor whether the long-term objectives of the proposed change have been achieved.
 - Identifying the scope of the company and its objects and the relationship with the Council;
 - Identifying the Board of Directors and how their role is to be reconciled with any role within the Council, taking into account actual and perceived conflicts of interest and bias;
 - Considering the necessary constitutional and administrative processes which the Council has and making any necessary amendments to these to ensure that the subsidiary can be used effectively and efficiently to improve service delivery;
 - The effective drafting of the Memorandum and Articles of Association of the Company, to give the Council the necessary degree of control (e.g. the Council would approve any Business Plan (i.e. the overarching "envelope" of the Company's activities), scrutinise the Company's performance and Board activities (directing the Board where necessary to act or not act in a certain way) and exercise a veto at Board level on all or key, strategic decisions affecting the Company), without hampering the day-to-day operations of the Company or discretion of its Board so it retains agility and flexibility.

- 8.2 The due diligence exercised during the above processes has identified the changes proposed in this report and its submission therefore complies with that good practice. The deferral of the 'go-live' date ensures that there is sufficient time to follow due process in establishing the company.

9.0 Risk Management

- 9.1 The risks within the ASDV programme are identified and managed at 3 levels: Project, Programme and Corporate.
- 9.2 The project risks for this company were detailed within the original business case and will be used as a living document; being revisited and updated and ultimately moving into the ownership of TSSL.

10.0 Background

- 10.1 At the meeting of Cheshire East Council on 4th February 2013 it was agreed that the Council should proceed to becoming a strategic commissioning organisation where a small core of commissioners under the strategic direction of the Executive, identify and prioritise local needs, develop the outcomes that people require and then commission the services most appropriate to the delivery of those outcomes.
- 10.2 The basis of this decision was recognition that the landscape under which local public services are designed, purchased and delivered is changing rapidly under new Government policy and legislation. The establishment of Police and Crime Commissioners, the creation of Clinical Commissioning Groups for health and well being services, and the transfer of Directors of Public Health to become statutory officers of local authorities, all represent this strategic shift in how public services are secured and delivered. In order then to align public services locally, the Council is changing the way it operates to become a strategic commissioning body.
- 10.3 Since LGR significant progress has been made in transforming the model of transport delivery previously inherited, resulting in the formation of Cheshire East Transport Service and significant financial savings of approximately £6.6m. The service has implemented policy changes from both the Adults and Children's Services resulting in the following:
- Decommissioning of internally-provided adult social care transport
 - Withdrawal of entitlement to home to school transport – faith education
 - Reduction of entitlement to home to school transport – post 16 education
- Additionally, further savings have been secured in the following areas:
- Reductions in supported public transport
 - Reductions in associated support for public transport
- We have now reached the point where it is difficult to deliver further contributions to the Council's challenging budget targets without the freedoms, flexibilities, greater entrepreneurship and business development options that an ASDV will allow
- 10.4 It is expected that there will be efficiency savings, business development and growth opportunities arising from having a trading arm with the potential to generate

additional income. These will continue to be developed during the interim period prior to go-live and beyond. Delivery of these will be included in the company's business plan and monitored in accordance with the performance regime specified in the service contract.

11.0 Financial Detail

- 11.1 The services under consideration currently have a gross budget of £16,432,000 in the current financial year. This now incorporates all the savings identified in the Council's Medium Term Financial Strategy (MTFS).

2014/15 GROSS BUDGETS	TOTAL £K
Employees (including driver attendants and school crossing patrol staff)	1,504
Premises	55
Transport Fleet	128
Transport operated under contract / grant	10,555
Supplies & Services	621
Concessionary fares and other transport support	3,102
Net Expenditure	15,965
Support service recharges to service	467
Gross Expenditure	16,432

The figure in the original business case presented to Cabinet was a baseline budget £17,767,000. The main differences are the incorporation of the MTFS savings for 2014/15 of £460K (Home to School Transport), £300K (Concessionary Fares), £379k reduction in LSTF funded expenditure and a number of cross cutting savings related to staffing and procurement.

- 11.2 Close working between the Transport Team and Commissioning service managers has already identified savings of £469,000 in 2014/15 (part year effect). This work is planned to continue, ultimately delivering savings of over £1,000,000 per annum as reflected in the MTFS. Revised financial projections for the company are shown below delivering an operating surplus of £1,801,000 by the end of year 2018/19. This is less than the projection of £2,011,000 set out in the original business case.

	YEAR 1 CEC Apr-Dec	YEAR 1 TSS Jan-Mar	YEAR 2	YEAR 3	YEAR 4	YEAR 5	* TOTAL TSS only
	2014/15	2014/15	2015/16	2016/17	2017/18	2018/19	5 years
	£k	£k	£k	£k	£k	£k	£k
Gross cost	12,443	3,989	15,352	15,128	15,078	15,029	64,576
Service income	1,141	381	741	1,016	1,082	1,349	4,569
Net Operating cost	11,302	3,608	14,611	14,112	13,996	13,680	60,007
Management Fee	11,182	3,616	14,548	14,548	14,548	14,548	61,808
Net profit/loss	120	(8)	63	(436)	(552)	(868)	(1,801)
Revised Management Fee	0	3,616	14,611	14,485	14,548	14,548	
Net cost	120	(8)	0	(373)	(552)	(868)	(1,801)

**The 5 year Totals column excludes the figures allocated to CEC shown in italics in column 1 above*

11.3 The projected underlying trading position for 2015/16 will result in an anticipated deficit of £63k. This results from the removal of LSTF grant funding, which along with the one off project work it funded, also financed some core service costs. This cost has now fallen to the service budget and led to the small deficit in that year. The deficit will be financed, if necessary, through a temporary uplift in the 2015-16 management fee payable by the Council. This one off funding of £63k will be repaid by the company in 2016-17 and the projected surplus of £373k shown for 2016/17 reflects this. The projected Management Fee to be paid to the Transport Company reflects the existing MTFS policy options. As such it does not include any allowance for additional funding for any inflationary pressures in transport contracts.

11.4 The income variations shown above are due to the following factors in each year

- Year 2 – cessation of LSTF Funding (value £782k)
- Year 3 onwards – growth from new business as detailed in section 11.5

11.5 The original estimates for new business generation remain unchanged and are included in the table above. They arise from:

- Year 3 – Operating contracts with other local authorities (£200K), Contracts with local companies/educational establishments (£65K) and consultancy work (£9K)
- Year 4 – Operating contracts with other local authorities (£200K), Contracts with local companies/educational establishments (£130K) and consultancy work (£9K)
- Year 5 – Operating contracts with other local authorities (£400K), Contracts with local companies/educational establishments (£195K) and consultancy work (£9K)

TSSL's proposals to deliver these challenging targets from year three onwards are key elements of its first business plan which will need a clear focus on specific actions and initiatives to ensure its financial viability. At this stage these targets are not yet based on any detailed plans.

- 11.6 Transport for pupils with Special Educational Needs (SEN) will continue to be a pressure during 2014/15 but will be addressed by close working between the Transport service and Children's services in order to re-assess and robustly challenge the needs of individuals taking into account the long term goal of fostering independence and inclusivity

12.0 Access to Information

The original detailed business case and supporting documents can be found at:
[Moderngov](#)

Other background papers relating to this report can be inspected by contacting the author:

Name:	Lorraine Butcher
Designation:	Executive Director, Strategic Commissioning
Tel No:	01270 686021
Email:	lorraine.butcher@cheshireeast.gov.uk

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Report

REPORT TO: New Delivery Vehicles and Environment Overview and Scrutiny Committee

Date of Meeting: 6 November 2014
Report of: Ralph Kemp Strategic Commissioning
Subject/Title: Quarter 2 Ansa and Orbitas reports
Portfolio Holder: Service Commissioning Portfolio – Councillor David Topping

1.0 Report Summary

- 1.1 The two reports are the second quarterly reports to commissioning and scrutiny Ansa and Orbitas.

2.0 Recommendation

- 2.1 That the Committee examine the quarterly reports.

3.0 Wards Affected

- 3.1 All

4.0 Local Ward Members

- 4.1 All

5.0 Background to Ansa and Orbitas Quarterly Reports

- 5.1 Ansa and Orbitas were formed as wholly owned Council companies on the 1st April 2014 to deliver Environmental and Bereavement services. This is part of a move to becoming a Strategic Commissioning Council with these initial companies agreed at Cabinet on the 4th Feb 2014.

Ansa Environmental Services

- 5.2 In this second quarter Ansa Environmental Services reports anticipated annual costs within the agreed management fee. In doing so it is set to deliver the agreed 1.3 million of savings negotiated in the management fee for the first year.
- 5.3 The report does highlight three areas of pressure relating to savings associated with the garden waste shut down, the discount on chargeable garden waste bins and capital replacement of worn out bins.
- 5.4 The company continues to provide a high level of service reporting a green status on the contractual performance indicators. The commissioning team is currently working to fine tune the specification and KPI's as required by the contract in this first year.

Report

Orbitas

- 5.5 In the first six months of Orbitas's operation there has been a 3% reduction in burials and cremations undertaken which is in line with a decrease nationally of 5%.
- 5.6 The report forecasts a shortfall in income meaning the Bereavement Services budget is currently projecting an overall annual pressure of £179,000 against a net budget of £1.3m. The financial pressure is due to a combination of issues. There is a positive reduction in the death rate in Cheshire East during the first six months of the year which also mirrors national reductions. This year there has been an increase in competition to provide local bereavement services with the earlier than anticipated opening of a nearby private facility and there has also been a noticeable reduction in the number of other service requests to date. OBSL are working with Cheshire East staff to consider a range of potential mitigations that can be delivered in year.
- 5.7 The company remains compliant with its other key performance indicators gaining a green flag for sandbach cemetery.

6.0 Access to Information

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

Name: Ralph Kemp

Designation: Corporate Manager Commissioning - Waste and Environmental Services (Acting)

Tel No: 01270 686683

Email: Ralph.kemp@cheshireeast.gov.uk

Ansa Environmental Services Ltd



PERIOD

Q 2 2014 (July- September inclusive)

DEVELOPMENT & PROGRESS

Successes and events

- Quarter 2 saw us build on our successes at The National Recycling Awards. Friends of Queens Park (ANTs) in Crewe were finalists at the Association for Public Excellence Awards (APSE) in the Best Public Voluntary Partnership working initiative category.



- Ansa also supported Cheshire East at The Cheshire Show, Tatton Flower Show and Nantwich Show.
- The Waste Awareness Team promoted the Love Food Hate Waste message and other environmental messages through a series of very successful events including; the Nantwich Baby Fair at Nantwich Civic Hall; the Primary Schools event at South Cheshire College; the Bollin Valley Taster Day at Riverside Park in Macclesfield; the Bump, Birth & Baby Fair at Macclesfield District General Hospital; the Cheshire County Show where our staff supported Cheshire East Council with the planting; the two day Nantwich Food & Drink Festival and the Fresher's Fair at MMU, Crewe.

Communications

- A series of staff Newsletters have been produced giving key information and advice on employee benefits, health, safety and welfare etc.
- Ansa is now on Facebook and Twitter promoting the services we provide.
- We also engage with Facebook users via the Waste & Recycling Facebook page for Cheshire East Council on key subjects including Love Food, Hate Waste, the benefits of reusable nappies, consultations on key documents, the Nantwich Food & Drink Festival etc.
- Adverts have been placed in a series of match day programmes with Crewe Alexandra Football Club and Macclesfield Town Football Club

Report

to stress the need to make better use of the food they buy which can result in a saving of up to £60 per month. We are also placing a Christmas advert to make people aware they can have extra cash this festive season by following our top tips.

- We have developed our selection of Ansa branded merchandise for our events and marketing, including pens, pencils, pencil sharpeners, pencil cases, paper clips and torches to name just a few.
- Worked with various housing associations to find ways to work with their tenants to promote recycling and love food, hate waste and re-enforcing environmental messages (such as fly-tipping).

Commercial Activities



- We are marketing Driver CPC and specialist training such as LGV, driving assessments, manual handling, abrasive wheels, trailer training and other bespoke courses.
- The LGV vehicle has already shown itself to be an asset with firm orders and enquiries for training from a variety of external customers such as Ringway Jacobs, Wakefield Council, CWAC and L&R Lining Co based in Ellesmere Port and Congleton.
- We are producing a graphic to promote the wide range of training available with Ansa which will be displayed on the rear of the training vehicle.
- We are in discussion with Ringway Jacobs regarding hiring our event trailer for events which will generate £100 per day for Ansa.
- Ansa's commercial waste collection offering has been further developed in Q2 working with CEC assets to service Council premises.
- We are holding internal and external driver briefing sessions for minibus drivers in Crewe and Macclesfield.

Staffing

- **Apprentices** - a considerable amount of work has been carried out to develop Ansa's own Apprenticeship Scheme. The scheme provides for up to 15 placements in its first year encompassing operational front line and office-based apprenticeships. Priority has been given to providing placements for children in or leaving care and Ansa has liaised with Cheshire East's Children's Services to promote the scheme. Our apprentices will be required to carry out a work-based project and in accordance with the Company's wish to

give something back to the community and add social value, wherever possible this will be a community based initiative.

- **Training** - training and development is key to ensuring that the Company operates effectively. In addition to regular, scheduled training, five Managers/Team Leaders are currently studying under the Institute of Leadership and Management and two employees have begun professional training in their job-related discipline. A Company Skills and Training Matrix has been established and following further development will form the basis for future succession planning. We have had our first LGV passes for Ansa.
- **Ansa Aces** - the Company's Recognition Scheme is now taking shape and will be ready to launch this winter. Colleagues and managers will be encouraged to nominate employees who they feel have gone above and beyond what would normally be expected of them and in doing so, have demonstrated that they are modelling the Company's values.
- **Ansa Code of Conduct for Employees** - the Code of Conduct has been developed in consultation with our Trade Unions and issued to every employee of the Company. This provides the workforce with a quick reference of the action and behaviours expected of them and what they can expect from Ansa in return.
- **Ansanet** - we have continued to develop the Company's intranet – adding HR policies and procedures; staff benefits and promoting the salary sacrifice schemes that are available to all employees.
- **Health & Wellbeing** - a number of health and well-being promotion events have been carried out. CTC, our physiotherapy providers, held on-site events where employees were able to have their blood pressure, weight and general health assessed. We have promoted cycling and our salary sacrifice scheme as part of the National Cycle to Work Day. CTC also returned to give advice about how to deal with, and prevent, back and neck pain over three days including National Back Care Day. The Company also gave mini-massages, workstation set up advice and exercises that can be done at the desk.

Report

Cheshire East
Council

PERFORMANCE INDICATORS

Contract Based Key Performance Indicators (KPIs)

- 1. Increase customer satisfaction** – to be reported annually, survey completed. It is anticipated that the outcome will be reported in q3 update.
- 2. Maintain waste prevention volunteers** – Based on initiative established within CWAC and CEC shared service.

Target - 25

Current Number of Volunteers – 25

Community Volunteers – In excess of 250

Hours Secured Mid-Year – In excess of 4000hrs

Status - **GREEN**

- 3 Maintain reuse of household waste at a minimum of 977t** – waste predominantly collected from civic amenity sites and separated out for re-use.

Target – 977t

Mid-Year position – 575t

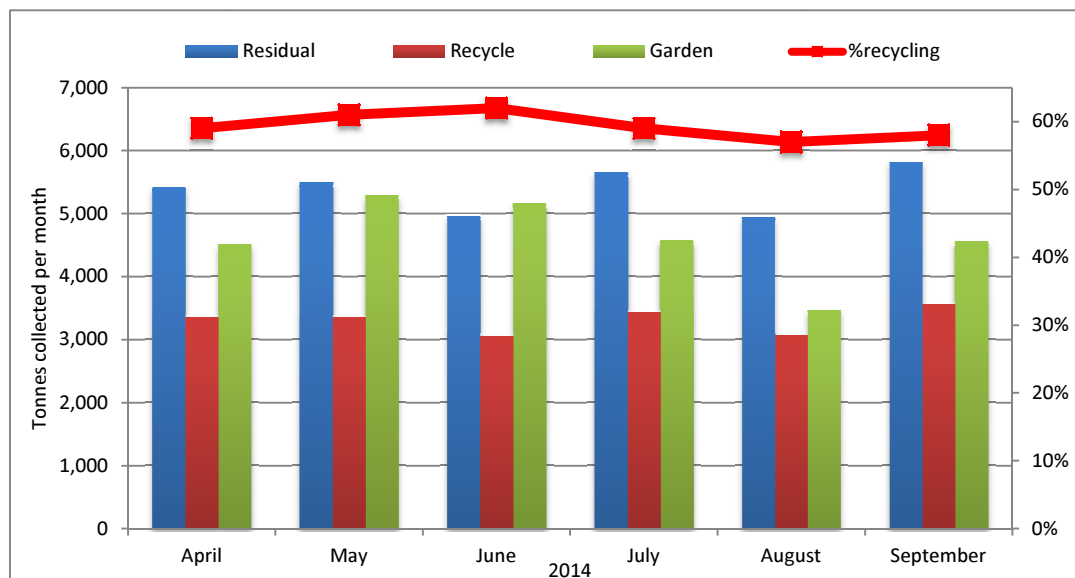
Status - **GREEN**

- 4. Continue to exceed national recycling target (50%) and current performance levels (2013/14) of 54%**

Target – >54%

Mid-Year position – 59.4%

Status - **GREEN**



5 Maintain the percentage of Local Authority collected residual waste sent to landfill – Historically 100% but reduced during 2013/14 to 57% following waste to energy initiative.

Target – <57%

Mid-Year position – <57%

Status – **GREEN**

6 Maintain at least four Green Flag Awards (in conjunction with Orbitas for Sandbach cemetery) (CEC currently have seven, four of which are controlled by Ansa)

Target – >4

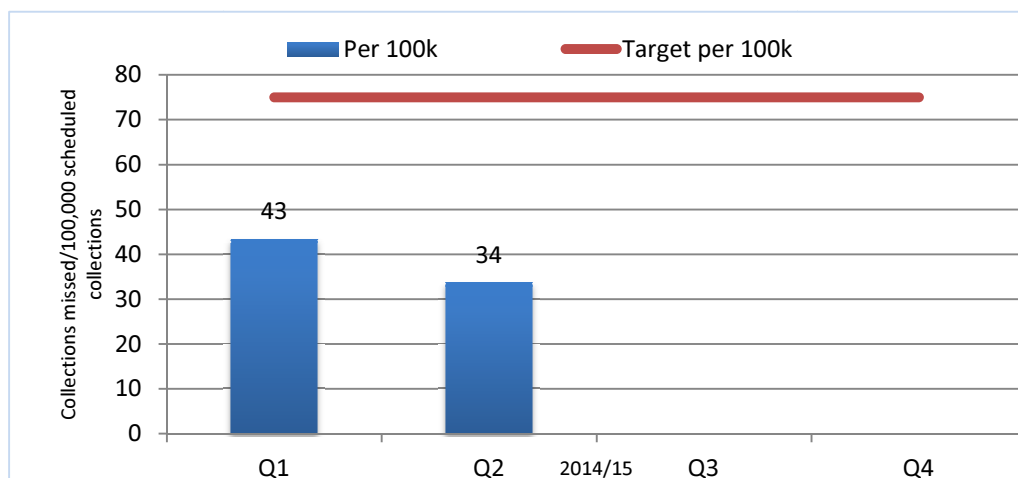
Mid-Year position – 4 currently secured.

Status – **GREEN**

Operational Performance Indicators

- **Missed collections** - the proportion of collections completed as scheduled during Q1 was 99.957%. In Q2 we worked with crews to further improve performance increasing completed collections to 99.964%.

The graph shows 2014/15's missed collection performance.



FINANCIAL**AGAINST
MANAGEMENT
FEE****UPDATE-
QUARTER 2**

- The Ansa Ltd Management Fee for 2014/15 is £27.2m and is **net of annual policy savings of £1.3m**, covering efficiency, contract and new company savings. At quarter 2 the contracted services are being delivered at forecasted underspend of £21,000.
- Based on information to September, the overall annual operational forecast for 2014/2015 is projected at **net profit of £315k** before tax, however, currently Ansa are absorbing the costs of items that are the result of decisions made after the setting of the management fee for 2014-15 or are the result of issues emerging in year that are beyond the management fee. These additional items are currently forecast at £294k and hence reducing the reported net profit to £21k. – The items relate to:
 - Green Waste suspension savings £50k
 - Ansa incurring the cost of the 2013-14 Green Waste (GW) discount /refund totaling £21k
 - £223k pressure associated with provision of new bins. Comprising of , newly developed properties (£52k) and replacing aged/end of life wheeled bins (in service since late 1980's) (£171k)

QUARTERLY PERFORMANCE REPORT

Mid Year Review

July – Sept 2014

Orbitas is committed to continuous improvement and excellence in all that it influences and delivers. This report gives summary and detailed information about its financial and non-financial performance together with other operational matters during the first half of 2014/15.

Section 1 of this report provides details of the company's financial performance associated with its Service Contract with Cheshire East at the midyear position.

Section 2 provides a summary of the key non financial performance update.

Section 3 looks at the operational headlines, during the first six months of operation.

2.0 SECTION 1 – FINANCIAL INFORMATION – Notes provided from Finance

3.0 SECTION 2 – NON FINANCIAL PERFORMANCE UPDATE

3.1 KPI 1 – Maintain current levels of cremation carried out (2690)

Number of Cremations for the period 1st April 2013 to 30th September 2014

The table below provides details of the number of cremations taken place at Macclesfield and Crewe Crematoria, for the period April to September inclusive, with comparative data in the same periods last year.

Month	2013/14	2014/15
April	188	218
May	274	253
June	227	209
July	232	238
August	214	187
September	178	181
Total	1313	1286

3.2 KPI 2 – Maintain Current Levels of interments carried out (356)

Number of full interments for the period 1st April 2013 to 30th September 2014

The table below provides details of the number of full interments taken place throughout all of the Council's cemeteries, for the period April to June inclusive, with comparative data in the same periods last year.

Month	2013/14	2014/15
April	31	38
May	48	38
June	31	11
July	36	32
August	17	25
September	24	24
Total	187	168

3.3 In summary there were a total of 1454 burials and cremations undertaken during the period 1st April to 30th September inclusive, compared to 1500 in the same period last year, a decrease of 46 (3%).

Report

3.4 Information from the Office of National Statistics, shows that for the months of April, May, June, July August and September the number of deaths registered in England and Wales was 327,305 Compared to the same months in 2013 when the number of deaths registered was 344240. This represents a decrease of 16,935 (5%).

3.5 Information from the Office of National Statistics shows that for the months of April, May, June, July, August and September the number of deaths registered in Cheshire East was 1291. This represents a decrease of 168 (11.5%) deaths in comparison to the same months in 2013.

3.6 KPI3 – Working with Ansa, maintain at least four Green Flag Awards, (1 in Sandbach Cemetery)

Green Flag Application

A KPI set for the Company was for the year 2014 to apply and be successful in attaining Green Flag status in one of the Council's cemeteries. I am pleased to advise that we have been successful, with an 80+ score.

3.7 Other Agreed KPIs

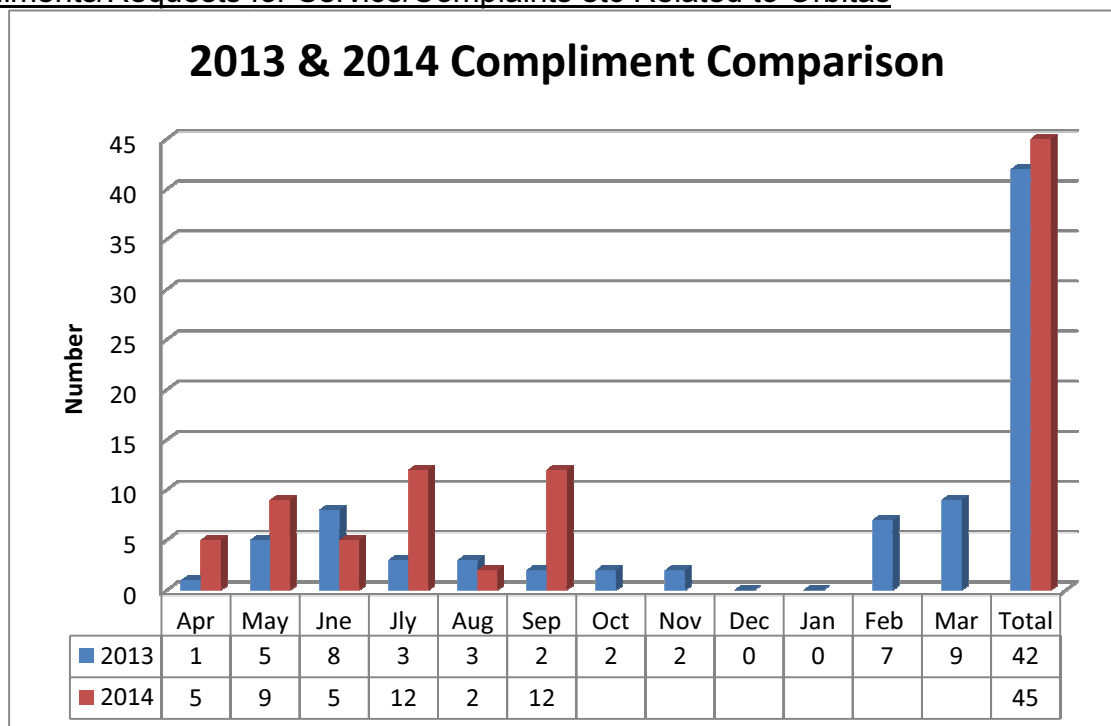
Ministry of Justice fines to be one or less	Nil
Number of exhumations due to erroneous burial to be 3 or less	Nil
Number of Local Government Ombudsman complaints upheld 2 or less	Nil
ICCM Charter for the Bereaved to be Silver or Gold	No result yet

3.8 **Local Pls**

MP Letters

Letters received from MP's have been answered within 15 working days.

3.9 Compliments/Requests for Service/Complaints etc Related to Orbitas



Report

Cheshire East
Council

4.0 SECTION 3 – OPERATIONAL HEADLINES

4.1 The Valley Project , Macclesfield Cemetery

Cllr Lesley Smetham, is leading on this project for Orbitas, and has had regular meetings with Assets. The last meeting was on 10th September, when it was agreed that Assets would look at the financial implications and report back.

4.2 Floral Tributes for WW1 Commemoration

July saw the completion of two floral tributes, located at Crewe and Macclesfield Cemeteries



4.3 WW1 Commemoration – Drumhead Ceremony



On Monday 4th August 2014 at 19:30, Orbitas Bereavement Services hosted a Drumhead Ceremony to commemorate the start of hostilities in 1914, Taking part in the Ceremony were the Royal British Legion, together with the Sea Cadets, Army Cadets and Air Cadets, representing the three armed services.

Historically, the drum was the method of communication used by the Army in the field. Its sound carried above the sound of battle, to direct and lift the spirit of the soldiers.

It was a small step to use the drums, 'piled up' to provide a makeshift altar for Church Services in the field and this subsequently became a formal tradition. In addition to field services, a Drumhead' will often be set

4.4 Cremation and Burial Conference and Exhibition

This conference is a well established and highly regarded event within the Bereavement industry, and is arranged by the Cremation Society of Great Britain; Federation of Burial and Cremation Association; and the Association of Private Crematoria and Cemeteries. It was therefore a privilege for Kevin to be invited to present a paper on "A New Approach to Bereavement Services" outlining the drivers for change and the associated benefits. The paper was extremely well received by delegates and generated a lot of interest, since the conference in July there have been 5 local authorities who have wanted to know more about Orbitas.

4.5 Refurbishment of Crewe Crematorium

A work package instruction has been sent to Assets to enable them to progress this project. It is

Anticipated that the work will commence in May with completion being end of September.

4.6 Hollywood visits Macclesfield cemetery

Thriller, The Messenger a new film, which features model Lily cole, and Hollywood star Joely Richardson recently used Macclesfield cemetery for scenes in this new film, due to be released Spring 2015.

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CHESHIRE EAST COUNCIL

Cabinet

Date of Meeting:	11 November 2014
Report of:	Lorraine Butcher, Executive Director of Strategic Commissioning
Subject/Title:	Highway Services Contract - Extension to the Service Period
Portfolio Holder:	Cllr David Topping

1.0 Report Summary

- 1.1 This report seeks Cabinet approval to extend the Highway Service Contract following the achievement of the contractual Key Strategic Indicator (KSI) targets in 2012/13 and 2013/14.
- 1.2 The Highway Service, over the first 3 years of the Contract, has delivered significant improvement across the highway network, in particular through the Councils commitment to the Highway Investment Programme. Achievements to date have delivered measurable improvements for the residents and businesses of Cheshire East.
- 1.3 The Highway Services Contract was awarded to Ringway Jacobs on 6 October 2011 for an initial service period of 5 years, with the option for up to a 2 year extension depending on contract performance.

2.0 Recommendations

- 2.1 It is the Strategic Commissioning Director's recommendation that Cabinet, acting in its role of Employer under the Contract, award an extension to the service period of 2 years.

3.0 Reasons for Recommendations

- 3.1 The performance of the Contract is continually reviewed and assessed by the Contract Strategic Board. The Contract is eligible for a one year extension to the Service Period for each Financial Year in which they achieve satisfactory KSI performance. The board met on 8 August 2014 and assessed the Contractor's performance for 2012/13 and 2013/14, the outcomes in relation to the contract extension were:
 - **2012/13** - The Strategic Board considered that the Highway Service met or exceeded the KSIs that could be measured effectively at this stage of the Contract, and achieved the qualification criteria for an initial one year extension.
 - **2013/14** - The Strategic Board considered that the Highway Service met or exceeded the KSIs that could be measured

effectively at this stage of the Contract, and achieved the qualification criteria for a further one year extension.

- 3.2 Of particular note is the substantial improvement in *Employer Satisfaction* levels across 2012/13 and 2013/14 which have exceeded the target levels. Further areas of significant improvement above the target levels include *Delivering Value for Money*, the use of *Recycled Aggregates* and *Diverting Waste from Landfill*.

4.0 Wards Affected

- 4.1 All Wards are affected by the proposal.

5.0 Local Ward Members

- 5.1 All Ward Members are affected by the proposal.

6.0 Policy Implications

- 6.1 The extension of the Highway Service Contract will allow the Council to continue delivering greater value for money whilst reducing costs. The Contract actively contributes to the delivery of the Cheshire East Council Three Year Plan outcomes:

- Outcome 2: Cheshire East has a strong and resilient economy
- Outcome 4: Cheshire East is a green and sustainable place

- 6.2 The Contract Strategic Board will continue to monitor Contract performance against the 11 KSI in addition to the 18 Key Performance Indicators and 17 'Non-scoring' Performance Indicators.

7.0 Financial Implications

- 7.1. To date the volume of work delivered through the Contract has significantly exceeded that which was originally anticipated at the time of tender. This has come about for a number of reasons but the main sources relate to significant investment in the maintenance of the highway network via the Highway Investment Programme (HIP), the carbon reduction programme and a number of major strategic schemes.

- 7.2. The contract spend profile is demonstrated in Appendix A. This indicates that, based on expenditure to date and confirmed expenditure plans, the original Estimated Total Value (ETV), as specified in the original OJEU notice, is likely to be exceeded early in 2017 i.e. the 2nd quarter of the first potential extension year. It will go on to exceed the ETV by approximately 13%.

8.0 Legal Implications

- 8.1 The Employer may notify the Contractor that the Service Period is to be extended for a further period or periods not exceeding 2 years in total. Ringway Jacobs has satisfied the acceptable KSI Performance levels to entitle it to 2 years extension to the Service Period. Notwithstanding the Contractor achieving the acceptable KSI performance levels the

Employer has the discretion not to award an extension to the Service Period but only if acting reasonably.

8.2 The ETV appearing in the OJEU Notice that advertised the Contract will be exceeded. The ETV is not a strict cap that cannot be exceeded, however an increase in the ETV arising from substantial change or variation to the contract is not acceptable and is open to challenge as a direct award of a new contract. The increase in contract value in this Highways Services Contract is covered within the original scope of the Contract and has arisen from additional works, unforeseen at the time of tender.

8.3 Article 72 of the New Procurement Law Directive sets out new provisions relating to the modification of contracts during their term to clarify the law in this area. Flexibility is introduced to allow the contract to be adapted in the event of external circumstances that cannot be foreseen. Specifically, substantial modification will not require a new procurement procedure where the following cumulative conditions are met:

- The need for modification has been brought about by circumstances which a diligent contracting authority could not foresee;
- The modification does not alter the overall nature of the contract; and
- Any increase in price is not higher than 50% of the value of the original contract.

In the current circumstances these conditions appear to have been met.

9.0 Risk Management

9.1 The decision to award an extension would be unlikely to attract a legal challenge. However it is important that members are aware of the risk, however small, associated with a decision to award an extension.

9.2 There is a risk that performance levels are not maintained over the remaining contract period. To mitigate this, the Contract performance is linked to financial penalties/incentives to ensure the Service delivers continual improved performance.

10.0 Background and Options

10.1 The service period of the Contract may be extended by one or two years. This is subject to satisfying two conditions:

- i. Ringway Jacobs meeting certain qualifying performance criteria as specified in the contract (outlined in **3.0**); and
- ii. The overall value of the work delivered through the contract should comply with the rules associated with the ETV as specified in the original OJEU notice. The ETV for this contract is £147m.

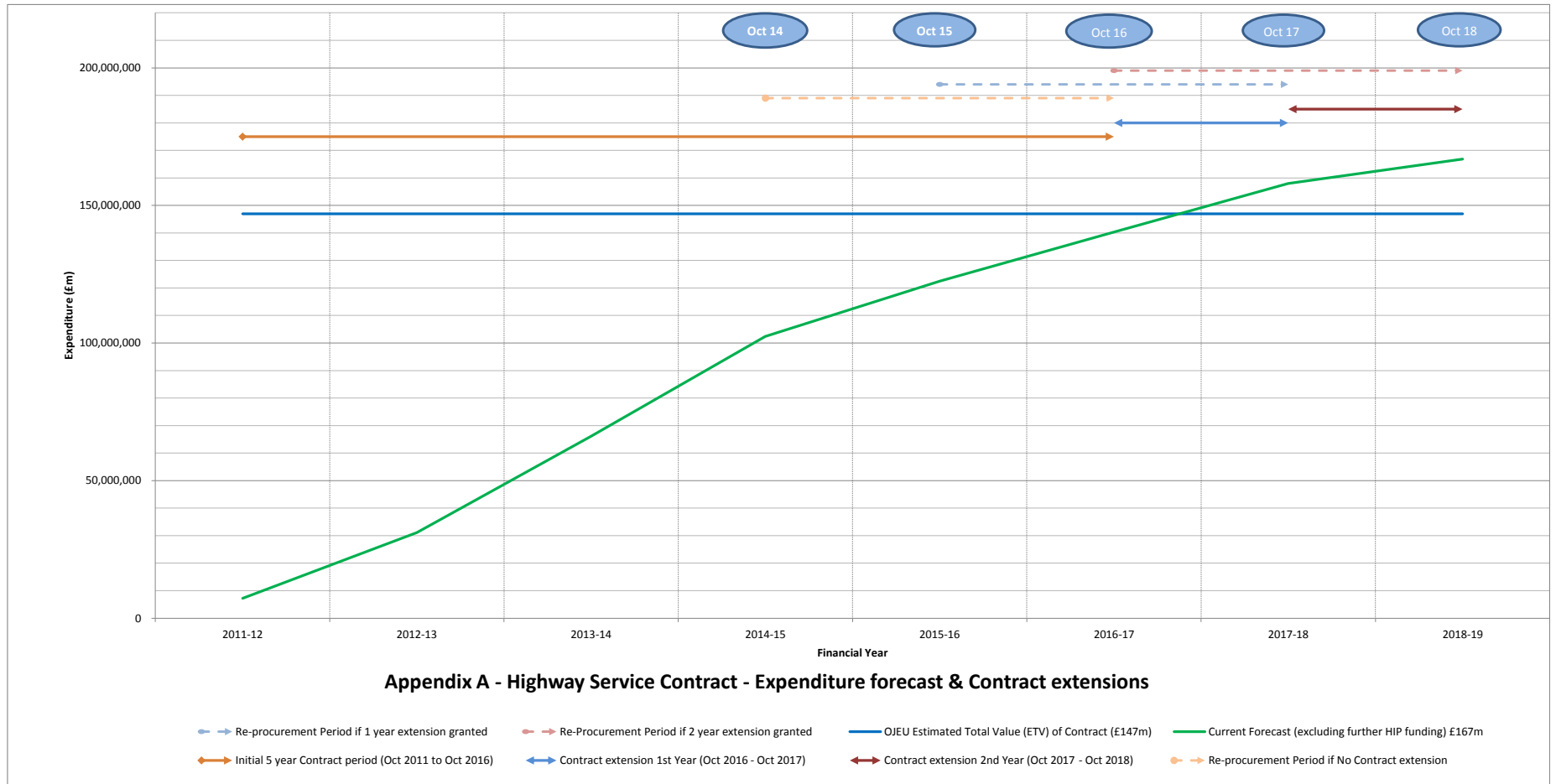
10.2 Notwithstanding the fact that Ringway Jacobs has met the specified performance criteria, the Employer retains the discretion whether to

award any extension to the service period. The Contract requires that any decision not to award an extension to the service period when the performance criteria has been met must be exercised reasonably.

11.0 Access to Information

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

Name: > Paul Traynor
Designation: > Strategic Commissioning Manager - Highways
Tel No: > 01260 371055
Email: > paul.traynor@cheshireeast.gov.uk



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FORWARD PLAN TO 28 FEBRUARY 2015

This Plan sets out the key decisions which the Executive expect to take over the four month period indicated above. The Plan is rolled forward every month. Key decisions are defined in the Councils Constitution as:-

“an executive decision which is likely –

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising one or more wards or electoral divisions in the area of the local authority.

For the purpose of the above, savings or expenditure are “significant” if they are equal to or greater than £500,000.”

Reports relevant to key decisions, and any listed background documents, may be viewed at any of the Councils Offices/Information Centres 5 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 686472

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 record of the decision 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, at Council Information Centres and Council Offices.

This Forward Plan also provides notice that the Cabinet may decide to take a decision in private. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 28 days notice must be given of any decisions to be made in private by the Cabinet, with provision for the public to make representations as to why they should be made in public. In these cases Members of the Council and the public may make representations in writing to the Democratic Services Team Manager using the contact details below. A further notice of intention to hold the meeting in private must then be published 5 clear days before the meeting setting out any

representations received about why the meeting should be held in public with a response from the Leader and the Cabinet.

The list of decisions in this Forward Plan indicates whether a decision is to be taken in private, with the reason category for that decision being taken in private being drawn from the list overleaf:

1. Information relating to an individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including to authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal and professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation of prosecution of crime

If you would like to make representations about any decision to be conducted in private at a meeting then please email

Paul Mountford, Democratic Services Officer paul.mountford@cheshitreeeast.gov.uk

Such representations must be received at least 10 clear working days before the date of the Cabinet or Portfolio Holder meeting concerned.

Where it has not been possible to meet the 28 day rule for publication of notice of a key decision or intention to meet in private the relevant notices will be published as soon as possible in accordance with the requirements of the Constitution.

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

Forward Plan to 28 February 2015

Key Decision and Private Non-Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-15 Fostering Capacity Scheme	To approve proposed amendments to the Council's Foster Carer Capacity Scheme. The amendments will ensure equity of response to all carers under the scheme.	Cabinet Member for Safeguarding Children and Adults	October 2014		Julie Lewis	No
CE 14/15-6 Macclesfield Movement Strategy	To approve the scope and timescale for the completion of a 'Macclesfield Movement Strategy', including early prioritisation of schemes and allocation of budget provision for their delivery.	Cabinet	14 Oct 2014		Paul Griffiths	No
CE 14/15-13 Cheshire East Waste Strategy 2030	To adopt the waste strategy to 2030 which is based on the Environment PDG and Cabinet approved high level objectives, and consulted on with members of the public and local interest groups.	Cabinet	14 Oct 2014		Ralph Kemp	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-16 Cheshire East Energy Supply Company	<p>To approve the selection of the preferred bidder identified through the competitive dialogue procurement process to appoint a delivery partner.</p> <p>To delegate the decision to award the contract to officers in consultation with the relevant Portfolio Holder.</p>	Cabinet	14 Oct 2014			Yes - para 3
CE 14/15-25 Hurdsfield Community Hub	<p>To agree that it is appropriate to utilise the original allocation of £995K to redevelop Hurdsfield as both a family centre and a community hub (within the physical restrictions of the site).</p> <p>To authorise the Head of Communities and the Principal Manager – Early Help to proceed with the commissioning of the necessary capital works subject to a robust detailed business case being endorsed.</p>	Cabinet	14 Oct 2014		Stephanie Cordon, Head of Communities	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 13/14-58 Crewe Deep Geothermal Energy Project	To note the outcomes of the viability studies as endorsed at the meeting on 22 nd July 2013.	Cabinet	11 Nov 2014			No
CE 14/15-4 Alternative Service Delivery Vehicles and Pensions Issues	To determine whether the Council wishes to close access to the Local Government Pension Scheme for new employees of its Alternative Service Delivery Vehicles and instead enrol them in an alternative defined contribution scheme. If agreed, to authorise officers to take all necessary actions to implement the proposal.	Cabinet	11 Nov 2014			TBC
CE 14/15-7 Poynton Relief Road - Preferred Route Announcement	To approve and protect a preferred route, and to approve ongoing development of the scheme to support a planning application.	Cabinet	11 Nov 2014		Paul Griffiths	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-10 Crewe Northern Growth Corridor and Sydney Road Bridge - Highway Capacity Improvements along the Corridor, including Additional or Replacement Bridge	Strategy of highway improvements from Crewe Green to the A530 to support Local Plan strategic site allocations and committed sites. Decision on preferred option for the structure at this location; authority to forward fund developer contributions and increase CEC contribution; own and maintain a new/modified structure at this location; approve procurement/delivery strategy and grant authority, if required, to enter into agreement /contract with Network Rail Infrastructure Projects for the delivery of the scheme; authority to implement procurement strategy for the delivery of this scheme; commence negotiations for 3 rd party land required to deliver the scheme and if necessary to implement a compulsory purchase order; take all other necessary actions to implement the proposal.	Cabinet	11 Nov 2014		Andrew Ross	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-12 Footpath 53, Step Hill, Macclesfield	To consider the options for the remedial works required to enable the reopening of Footpath 53, Step Hill, Macclesfield which has been closed for a number of years and to authorise the officers to take all necessary actions to implement the agreed way forward.	Cabinet	11 Nov 2014		Denise Griffiths	No
CE 14/15-14 Macclesfield Town Centre Housing Strategy	To decide whether to approve and adopt the strategy in light of the public consultation outcome, and to authorise the officers to implement all associated actions and initiatives.	Cabinet	11 Nov 2014	There will be a public consultation exercise in July, the outcome of which will be reported to Cabinet.	Karen Carsberg	No
CE 14/15-21 Public Health Sexual Health Service Recommissioning	To grant delegated authority to the Director of Public Health and the Executive Director of Strategic Commissioning, in consultation with the relevant Portfolio Holders, to award a contract for Public Health Sexual Health Services.	Cabinet	11 Nov 2014		Lucia Scally, Manager of strategic Commissioning	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-23 Development of Car Parking Cost Neutral Pricing Policy	To authorise the Head of Communities to develop a cost neutral car parking pricing policy by November 2014.	Cabinet	11 Nov 2014		Stephanie Cordon, Head of Communities	No
CE 14/15-24 Highway Services Contract - Service Period Extension	In accordance with the terms of the Highway Services Contract, to consider and decide on the possible award to Ringway Jacobs of an extension to the service period of one or two years. Additionally, to authorise officers to take all necessary actions to implement the proposed outcome.	Cabinet	11 Nov 2014			No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-11 Homelessness Strategy 2014-17	<p>To authorise the officers to begin a six week consultation phase with the public and professionals, internally, externally and in all sectors (including voluntary and third sector), on the proposed Homeless Strategy, commencing at the end of July 2014. The consultation will be authorised by the Portfolio Holder for Housing and Jobs on 28th July 2014.</p> <p>Subject to the outcome of the consultation, Cabinet on 14th October 2014 will be asked to approve the Homeless Strategy for adoption.</p>	Cabinet	9 Dec 2014			No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE14/15-18 Cheshire Homechoice - Allocation Policy Review	<p>To approve the final version of the Cheshire Homechoice Policy for adoption and authorise officers to take all necessary steps to implement the revised Housing Allocation Policy.</p> <p>Cheshire Homechoice is the Choice Based Lettings Partnership between Cheshire East Council and Registered Providers who allocate Social Housing in Cheshire East.</p>	Cabinet	9 Dec 2014		Karen Carsberg	
CE14/15-19 Planning (Building Control) Alternative ASDV	To seek approval to go with the preferred option for the delivery of the Planning Service and authorise officers to take all necessary actions to implement the proposal, including the commencement of the Oracle build.	Cabinet	9 Dec 2014		Angela Davies	

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-26 Congleton Link Road - Updated Position and Refinements to Preferred Route	<p>To agree modifications and refinements to the published preferred route for Congleton Link Road and linking spur roads to Radnor Park and Congleton Business Park. Approve that the necessary steps are taken to protect the updated preferred route from future development including introducing the necessary modifications to the submission draft of the Local Plan Core Strategy at the earliest opportunity. To note that the revised route will not significantly affect the cost of the scheme.</p> <p>To note that the proposed boundaries of the 'strategic locations' as set out in the submission draft of the Core Strategy will be allocated in the local plan.</p> <p>To update members on project timescales.</p> <p>To authorise officers to continue on the development of the scheme on the same basis as the current preferred route.</p>	Cabinet	9 Dec 2014		Paul Griffiths	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-27 Building and Planning Consultancy ASDV	To seek approval to go with the preferred option for the delivery of the planning services as outlined in the report and authorise officers to take all necessary actions to implement the proposal, including the commencement of the Oracle Build.	Cabinet	9 Dec 2014			No
CE 14/15-29 Crewe Town Centre Regeneration Framework	To consider recommendations on a regeneration framework for Crewe town centre.	Cabinet	9 Dec 2014		Jez Goodman	No
CE 14/15-1 Medium Term Financial Strategy 2015-18	To recommend Council to approve the Medium Term Financial Strategy for 2015-18, incorporating the Council's priorities, budget, policy proposals and capital programme.	Cabinet	3 Feb 2015		Alex Thompson	No

Key Decision	Decisions to be Taken	Decision Maker	Expected Date of Decision	Proposed Consultation	How to make representation to the decision made	Private/ Confidential and paragraph number
CE 14/15-28 Commissioning of 5-19 Healthy Child Programme (School Health Service)	To authorise officers to take all necessary actions to follow the procurement process re: the commissioning of 5-19 years Healthy Child Programme (School Health Process), including delegated authority to Portfolio Holders, the Director of Public Health and the Executive Director of Strategic Commissioning to award and conclude the contractual documentation with the successful tenderer.	Cabinet	3 Feb 2015		Jane Branson	No

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CHESHIRE EAST COUNCIL

REPORT TO: NEW DELIVERY VEHICLES AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting:	6 November 2014
Report of:	Head of Governance and Democratic Services
Subject/Title:	Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2014/2015 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

That the 2014/2015 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 Members are asked to review the schedule attached to this report, and if appropriate, add new items or delete items that no longer require any scrutiny activity. When selecting potential topics, Members should have regard to the Council's new three year plan and also to the general criteria listed below, which should be applied to all potential items when considering whether any Scrutiny activity is appropriate.

The following questions should be asked in respect of each potential work programme item:

- 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;

10.2 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

11 Access to Information

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

Name: Katie Small
Designation: Senior Scrutiny Officer
Tel No: 01270 686465
Email: katie.small@cheshireeast.gov.uk

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New Delivery Vehicles and Environment Overview and Scrutiny Committee

Upcoming Meetings	Date:06/11/2014 Time:2.00pm Venue: Committee Suite, Westfields	Date: 04/12/2014 Time:2.00pm Venue: Macclesfield Town Hall,	Date: 8/01/2015 Time: 2.00pm Venue: Westfields, Sandbach	Date:5/02/2015 Time: 2.00pm Venue: Macclesfield Town Hall
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Item	Notes	Lead Officer/ Portfolio Holder	Action to be Taken	Key Dates/Deadlines
Energy Supply Project	To receive a presentation on what the Council is trying to achieve and the progress made to date.	Cllr D Topping	presentation	Ongoing
Fuel Poverty		C Simpson Cllr D Stockton		6 November 2014
Monitoring ASDV's	To scrutinise the performance of ASDV's. Quarterly reports for ANSA and Orbitas	Councillor D Topping L Butcher/ R Kemp	Quarterly performance reports	6 November 2014 5 February 2015
Highway Services Contract and Permit to Work Scheme	To consider the possible award of the contract to Ringway Jacobs, prior to cabinet	P Traynor	Cabinet Report	6 November 2014
Options Appraisal for Planning Support Company	To give consideration to the options appraisal prior to it being submitted to Cabinet	I Bunn/C Simpson Councillor D Stockton	report	4 December 2014
Flood Risk	Under the Flood and Water Management Act 2010, its associated Regulations and expectations of the Pitt Review it is intended that the Council's scrutiny procedure should review work by public sector bodies and	P Reeves Cllr D Topping	report	5 March 2015

New Delivery Vehicles and Environment Overview and Scrutiny Committee

	essential service providers in order to manage flood risk. Also, that there should be an annual summary of actions taken locally to manage flood risk in order to meet the regulations and to implement the appropriate recommendations of the Pitt Review.			
The Role of Parking Services	To develop the role of parking services.	S Cordon Councillor D Topping	To give consideration to the options for the service.	TBC

Possible Future items

Street lighting

Transport Company – Shadow Board

Option appraisals for new companies