

Environment Overview and Scrutiny Committee

Agenda

Date: Thursday, 17th September, 2015
Time: 10.30 am
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. **Minutes of Previous meeting** (Pages 1 - 2)

To approve the minutes of the meeting held on 30 July 2015

3. **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.

4. **Whipping Declarations**

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

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

For requests for further information

Contact: Katie Small

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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.

6. **Energy Programme Update**

To receive a presentation by the Major Projects Manager

7. **Highway Asset Management Policy and Strategy** (Pages 3 - 22)

To review the draft Highway Asset Policy and Strategy

8. **Quarter 1 Ansa and Orbitas reports** (Pages 23 - 42)

To receive the first quarterly reports for Ansa and Orbitas

9. **Forward Plan** (Pages 43 - 52)

To give consideration to the areas of the forward plan which fall within the remit of the Committee.

10. **Work Programme** (Pages 53 - 60)

To give consideration to the work programme

CHESHIRE EAST COUNCIL**Minutes of a meeting of the Environment Overview and Scrutiny
Committee**

held on Thursday, 30th July, 2015 at Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor J Wray (Chairman)

Councillors H Davenport, M Hardy, N Mannion, A Martin, M Parsons and
B Roberts

In Attendance

Councillor R Menlove

Councillor D Stockton

R Kemp – Strategic Commissioning Manager –Waste and Environment

P Traynor - Strategic Commissioning Manager - Highways

Apologies

Councillors G Barton

75 DECLARATIONS OF INTEREST

There were no declarations of interest

76 WHIPPING DECLARATIONS

There were no whipping declarations

77 PUBLIC SPEAKING

There were no members of the public present wishing to speak

78 MINUTES OF THE LAST MEETING

Consideration was given to the minutes of the meeting held on 24 March 2015

RESOLVED

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

**79 THE RECYCLING OF GARDEN AND FOOD WASTE THROUGH
ANAEROBIC DIGESTION TO GENERATE ENERGY AND A HIGH
QUALITY COMPOST.**

Consideration was given to a presentation on recycling Green Waste and Food Waste through Anaerobic Digestion to generate energy and a high quality compost, prior to a report being submitted to Cabinet in September 2015.

The presentation detailed the current situation and following drivers for change:

- The current contract for the processing of kerbside garden waste would expire in March 2016 (extendable to 2017). Savings needed to be made on the current contract costs. Currently only garden waste could be collected due to the process used.
- As part of its Waste and Energy Strategy, the Council would be seeking to utilise waste streams as a resource for energy production.
- Initial indications from the EC suggested there would a 70% recycling rate by 2030 and a ban.

An initial feasibility study indicated that there was a potential of 5-6,000 tonnes of food waste from kerbside collection, £12.5 million capital build over a 2 year period and net present value of £10.35m over 27 years.

Technical specialists were carrying out a feasibility study of potential sites and revising the business case which would be submitted to Cabinet in September for a joint venture project. If approval were to be given, procurement engagement with potential suppliers would commence in Autumn 2015.

Members questioned how the facility would cope in winter, when there was less garden waste. R Kemp highlighted that there would continue to be a garden waste collection throughout the year, however the process would slow down due to the type of waste being digested i.e. grass cutting in summer and woody material during the winter.

It was suggested that the possibility of a partnership with schools and hospitals be investigated as they would have a large amount of food waste. Another possibility would be to use the energy to run Council vehicles.

Following a discussion regarding tyres and chemical waste, it was requested that a description of the various types of waste and how it can be disposed of be circulated to the Committee.

RESOLVED

That a description of the various types of waste and how it can be disposed of be circulated to the Committee.

The meeting commenced at 10.30 am and concluded at 11.30 am

Councillor J Wray (Chairman)

CHESHIRE EAST COUNCIL

Environment Overview & Scrutiny Committee

Date of Meeting: > 17th September 2015
Report of: > Paul Traynor – Strategic Commissioning Manager
Subject/Title: > Highway Asset Management Policy and Strategy

1.0 Report Summary

- 1.1 This report proposes that Cheshire East Council formalises the use of Asset Management principles for the future management and maintenance of its adopted Highway Infrastructure.
- 1.2 This will be achieved by adopting a new Highway Asset Management Policy and Highway Asset Management Strategy aligned to the current Department for Transport (DfT) spending review period of 2015 to 2021.
- 1.3 This approach will ensure that the Council can maintain the integrity and resilience of the highway infrastructure and business continuity whilst maintaining the public confidence, image and reputation of the Council.
- 1.4 It will also allow the Council the best opportunity to attain a high banding in terms of its performance, which is directly linked to the level of Incentive funding that will be awarded by the Department for Transport; and support the Council in bidding for Tranche 2 Challenge funding.

2.0 Recommendation

- 2.1 That the Committee examine the draft Highway Asset Policy and Strategy and recommend that the Cabinet Member for Highways approve the two documents. See Appendix 1 for Highway Asset Management Policy and Appendix 2 for the Highways Asset Management Strategy.

3.0 Reasons for Recommendations

- 3.1 In December 2014, the Secretary of State for Transport announced that £6 billion will be made available between 2015/16 and 2020/21 for local highways maintenance capital funding. Of this, £578 million has been set aside for an incentive fund scheme, to reward councils who demonstrate they are delivering value for money in carrying out cost effective improvements.
- 3.2 Each local highway authority in England will be invited to complete a self-assessment questionnaire, in order to establish the share of the incentive fund they will be eligible for in 2016/17.

- 3.3 Local authorities are not competing with each other for funding, but are demonstrating that efficiency measures are being pursued in order to receive their full share of the funding.

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

6.0 Policy Implications

- 6.1 The policy and strategy will have an influence on the service contribution to the delivery of the Cheshire East Council Three Year Plan outcomes:
- Outcome 1 – Our local communities are strong and supportive
 - Outcome 2 – Cheshire East has a strong and resilient economy
 - Outcome 4 – Cheshire East is a green and sustainable place
- 6.2 An effective Asset Management approach will ensure that the highway infrastructure assets support the delivery of services and the local economy, taking into account the long term performance of the asset. Local communities will see the positive effects of investment and will support initiatives to deliver the optimum community infrastructure within available resources.

7.0 Financial Implications

- 7.1 The Department for Transport allocates highway maintenance capital funding to local authorities based on local need, through a “needs based” formula. The DfT have calculated the “needs” allocations for the period 2015 -2021 with the first 3 years defined and the second 3 years indicative. This funding is then topped up with funding provided from an incentive fund.
- 7.2 The incentive funding allocations for Cheshire East Council are subject to achieving the highest performance band each year:

Year	Needs Based Funding	Incentive Fund
2015/16	£10,450,000	£0
2016/17	£9,580,000	£580,000
2017/18	£9,290,000	£870,000
2018/19	£8,409,000	£1,751,000
2019/20	£8,409,000	£1,751,000
2020/21	£8,409,000	£1,751,000

- 7.3 If Cheshire East Council does not adopt an Asset Management approach to its Highway Infrastructure then there will be a significant risk to the level of Incentive funding that will be awarded to the Council.

- 7.4 From 2015/16 DfT will assess the level of performance being achieved by local authorities

8.0 Legal Implications

- 8.1 No legal implications have been identified

9.0 Risk Management

- 9.1 In order to manage the Highways assets in Cheshire East, valued at approximately £4.97billion, it is essential that the proposed Asset Management Policy and Strategy is approved by Council.
- 9.2 If the use of Asset Management principles is not adopted for highway infrastructure assets, they will not be managed and maintained effectively. This will result in further deterioration in their condition that will lead to an increased risk to the safety of highway users and an increased risk of third party claims against the Council. This could be both costly and damaging to the Councils current good reputation.
- 9.3 Additionally, the Council will not be awarded the highest banding for performance which will limit the level of Incentive funding and also limit the Councils ability to bid for future Challenge funding.
- 9.4 The risk of the Highways Service not following approved policies and strategies is that development of programmes could become fragmented and may not follow best practice guidance to provide best value. This could result in financial, operational and reputational risks to Cheshire East Council.

10.0 Background and Options

- 10.1 The highway network is the largest and most visible publicly owned asset. It is used daily by the majority of the travelling public for commuting, business, social and leisure activities. It is fundamental to the economic, social and environmental wellbeing of local communities and to the prosperity of the nation as a whole.
- 10.2 At a national level our economic prosperity relies on reliable movement of goods and people around the highway network. At a local level the highway network helps to shape the character and quality of local areas and makes an important contribution to wider local authority priorities, including regeneration, social inclusion, community safety, education and health.
- 10.3 Like any physical asset, the highway network requires maintenance and renewal to counter deterioration. New infrastructure, once built, also needs to be maintained over its useful life in order to deliver expected benefits. Poor quality roads can create congestion through road works and delays, which costs businesses and individuals through reduced productivity, increased fuel consumption, delayed deliveries and damage to vehicles.

- 10.4 The level of funding allocated to local highway authorities is now based on the local authority's record in pursuing efficiencies and asset management.

11.0 Access to Information

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

Highway Asset Management Policy

Highway Asset Management Policy

The local highway network is the largest and most visible community asset for which local authorities are responsible. It is used daily by the majority of residents and those passing through the Borough and is fundamental to the economic, social and environmental wellbeing of the community. It helps to shape the character and quality of the local areas that it serves and makes an important contribution to wider local authority priorities, including regeneration, social inclusion, community safety and health.

Cheshire East's highway network is the single largest asset that the authority maintains. The current gross replacement cost for the highway network with associated assets and land value, stands at approximately £4.97 billion.

The Council recognises the vital role played by Cheshire East's local highway network in supporting the authority's vision and its strategic priorities. Our primary focus will be on achieving the following objectives:

1. Cheshire East Council is committed to making the best use of its budgets, and advocates an asset management approach for the maintenance of the local highway network, in order to help deliver the best long term outcomes for residents, businesses and highway users.
2. The Asset Management Strategy will set out how Highway Asset Management will be delivered in Cheshire East. This strategy will take into account current and projected financial pressures and will explain how available funds and resources should be utilised to maximise their benefit.
3. Cheshire East Council will continue to be a high performing authority that uses its resources well, investing in the '**right treatment, at the right place, at the right time**' to secure a long term sustainable future for the highway infrastructure for the borough.
4. The work we do contributes to the achievement of the outcomes and priorities, outlined in Cheshire East Council's Three Year Plan. In order to support its vision and help achieve and meet the outcomes the Highway Asset Management Strategy will seek to:

Outcome 1 – Our local communities are strong and supportive:

Adopt an effective Asset Management Strategy which will support the development of an effective transport system that helps facilitate a high quality of life, by meeting the needs of the individual, whilst remaining responsive to the changing needs of businesses and the local economy. This approach will ensure that the condition and performance of highway assets are enhanced and continuously monitored, in order to help optimise planned maintenance programmes.

Outcome 2 – Cheshire East has a strong and resilient economy:

Adopt an effective Asset Management approach that will ensure that the highway infrastructure assets support the delivery of services and the local economy, taking into account the long term performance of the asset. Local communities will see the positive effects of investment and will support initiatives to deliver the optimum community infrastructure within available resources.

Provide the most optimum levels of planned maintenance activities over the lifecycle of all asset types. This will allow the effective coordination of works to reduce road closures and their impacts, as well as providing maximum network availability and reliability, which supports the forward visibility of planned maintenance works.

Outcome 4 – Cheshire East is a green and sustainable place:

Set out a framework that will provide an integrated transport system that maximises cost over time, value to the community and environmental contribution, whilst keeping people healthy and supporting lower carbon transport choices. It will also integrate sustainable solutions and treatments, which minimise waste and landfill, at the centre of our approach to highway maintenance. In addition, an effective Asset Management Strategy will support the delivery of road safety initiatives, to help to reduce road traffic accidents.

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Highway Asset Management Strategy

1. Introduction

- 1.1. Cheshire East Council (CEC) recognises the importance of its highway infrastructure and how an effectively maintained and managed network contributes to the achievement of its corporate goals. It understands that effective Asset Management is a platform to deliver clarity around standards and levels of service, and to make best use of its available resources.
- 1.2. An Asset Management Policy has been developed that defines how the implementation of asset management will support CEC in delivering its corporate vision. The Highway Asset Management Strategy (HAMS) sets out how the Council will best manage the Highway Network taking into consideration customer needs, local priorities, asset condition and the best use of available resources.
- 1.3. It has been produced following the assessment of customer needs, local priorities and asset condition. It also ensures that both short and long term needs are appropriately considered, whilst delivering a minimum whole life cost approach to our Highway Assets.
- 1.4. The Strategy will be used to inform the highway maintenance schemes that are to be implemented within Cheshire East's Council 3 Year Plan.
- 1.5. This strategy will be used to inform priorities in the Business Planning Process and will be used to support the continuous improvement of our highway asset management by capturing the outcomes of using the optimum treatments or interventions over the whole life cycle of the different asset groups.

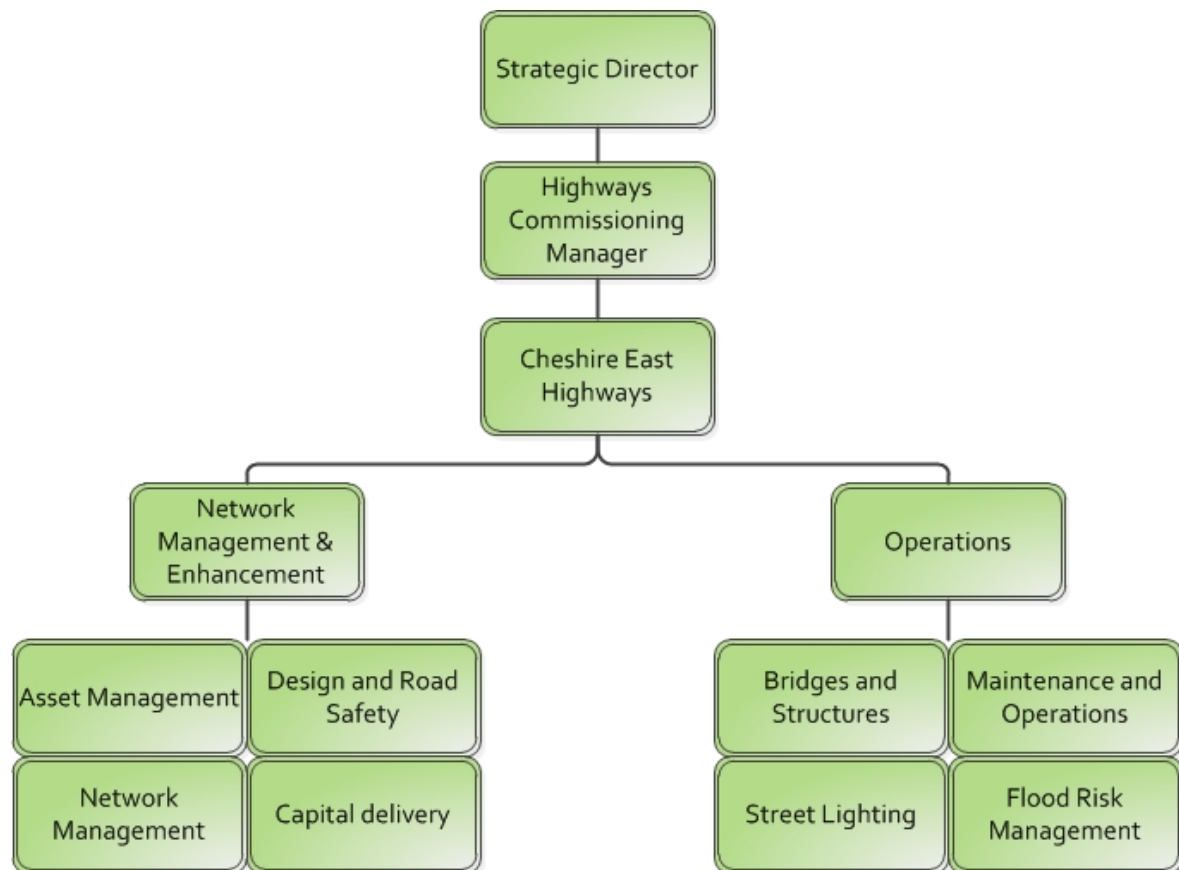
2. The Highway Asset

- 2.1. Cheshire East's highway network comprises just over 2,670 kms of carriageway. This is a mixture of rural and urban network either classified as A, B, C roads or unclassified local roads. The unclassified network represents 58% of the overall network length. The footway and cycleway network is 2,000 kms, of which just under ???kms is shared cycleway/footway. The highway asset also includes 106 signalised junctions and 126 signal pedestrian crossings, 33,700 traffic signs of which 3,700 are lit, about 57 kms of safety fencing and approximately 40,000 street lights. In terms of structures, the Council is responsible for approximately 1,400 road bridges, foot bridges, underpasses, subways, culverts, and retaining walls. The highway asset also includes drainage, street furniture, road markings and soft estate.
- 2.2. The Council has calculated the asset value in accordance with the requirements for Whole of Government Accounts. In July 2015 the gross replacement cost was estimated to be £4.97 billion, and the depreciated replacement cost was £4.36 billion.
- 2.3. The Council, as the Highway Authority, has a statutory duty to maintain the highway network in a condition to enable the safe passage of the travelling public. The borough's highway network comprises many diverse assets; this strategy describes how the principles of asset management are applied to all highway infrastructure assets that are the responsibility of the Council.

3. Managing the Highway Asset

- 3.1 This HAMS sits within the wider Highway Asset Management Framework and is one of the key strategic documents related to the delivery of the Council's highways services.
- 3.2 Encompassed within the framework are a number of key documents including the Council's Highway Asset Management Policy and the Local Transport Plan. These documents reflect the guidance laid down in the suite of national Codes, in particular the following Codes of Practice:
- Well-maintained Highways;
 - Well Lit Highways; and
 - Management of Highway Structures.
- 3.3 In addition, the Department for Transport has worked with the highways sector to develop the Highway Maintenance Efficiency Programme (HMEP) which allows local highway authorities to connect and share their practices of 'what works' across the sector that will allow Cheshire East Council to achieve greater efficiency in maintaining its highway infrastructure assets in the future.
- 3.4 The Council has established an organisational structure (Figure 1) that reflects the importance that asset management plays in the delivery of its highways and transport services. This structure enables the development, continual review and embedment of strategic documents and promotes asset management practices.

Figure 1: Organisational Structure



- 3.5 This Asset Management Strategy describes the initiatives and processes that enable the implementation of asset management. It also makes reference to the enablers, both tools and information, necessary for delivering the highway service effectively and efficiently.
- 3.6 One of the Highway Service priorities for 2013 to 2018 has been the “Highway Investment Programme” which aimed to improve Cheshire East’s roads by developing a five year capital investment programme which began with £23m in 2013 and a further £16.5m from 2015.
- 3.7 Cheshire East has implemented asset management principles for a number of years. This approach is further demonstrated by the “Highway Investment Programme” which is providing additional capital funding to support the road asset and demonstrates the council’s objective to enhance the highway network, providing residents and the economy with a better place to live and do business in.

4. Asset Management

- 4.1 Asset management is defined as

“A systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the performance requirements of the authority in the most efficient and sustainable manner”

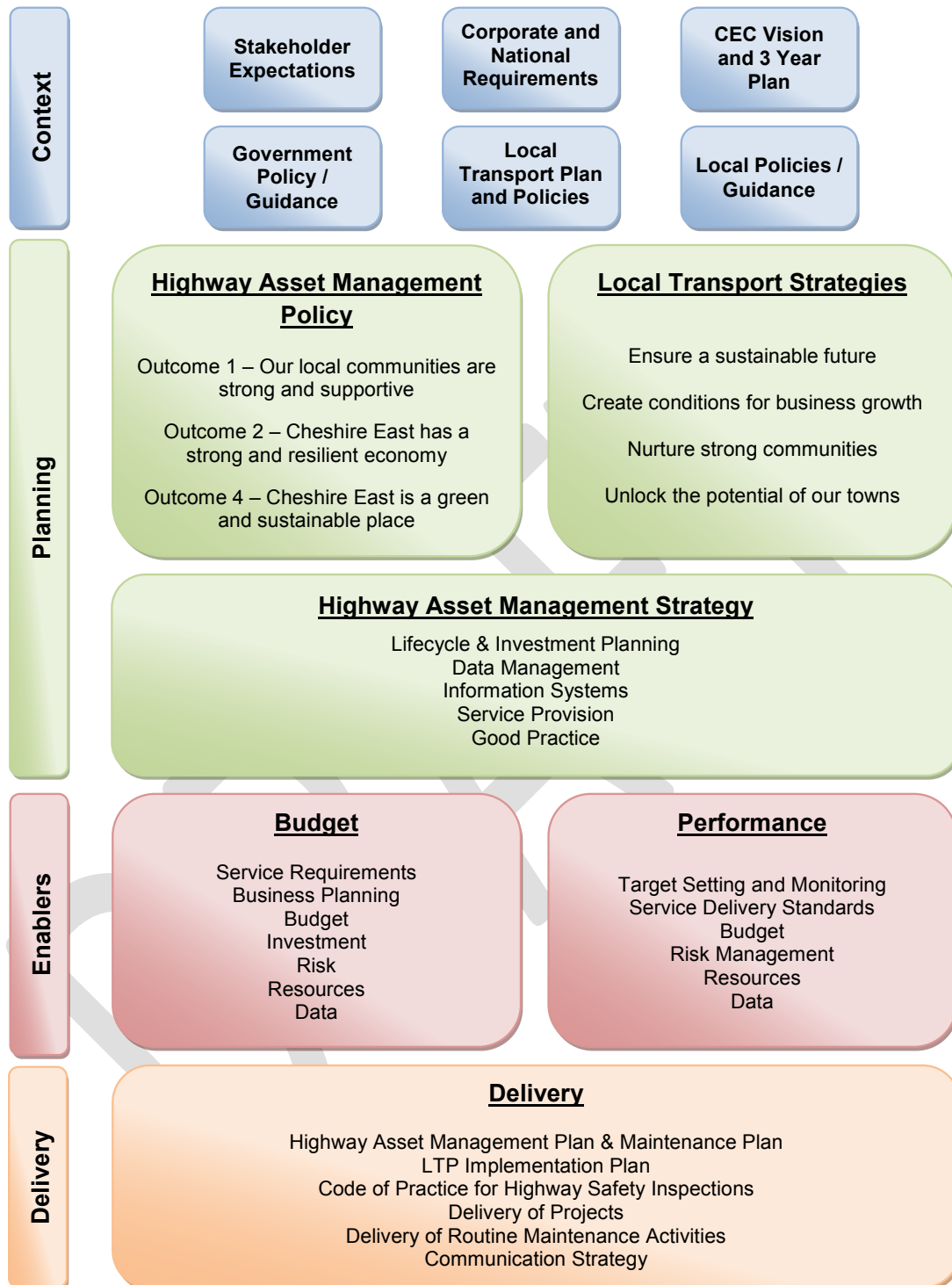
[Highway Infrastructure Asset Management Guidance – UKRLG/HMEP, May 2013]

- 4.2 This definition puts emphasis on the systematic approach that asset management plays in managing the strategic needs of highway assets within an organisation and highlights the need for optimal allocation of resources and long term planning.
- 4.3 The adoption and implementation of asset management principles, strategies and plans provides a means for CEC to face the challenges of managing the highway asset, through the development of a systematic approach. The aim is to deliver the most efficient and effective maintenance regime over the lifecycle of the asset, ensuring that the performance of that asset reflects the requirements of the Council.
- 4.4 In addition, the adoption of asset management is seen as a tool to enable the Council to establish appropriate budget allocations by demonstrating the effects of under-investment and the implications of not meeting safety and serviceability requirements of the customers using the network. "Highway Investment Programme" is a good example of how asset management has demonstrated the case for additional capital funding.

5. Asset Management Framework

- 5.1 This Strategy sets out how the Council's Highway Asset Management Policy will be achieved. In particular, it describes how the Service continues to work towards implementing an asset management approach to the management of the Authority's highway infrastructure and network. It provides the framework for delivering our corporate priorities through effective, informed and defensible decision making.
- 5.2 This strategy serves as a basis for the development of a detailed Highway Asset Management Plan and its implementation, including enabling the organisation, its technology and its processes to adapt to change.
- 5.3 This strategy is based on the framework shown schematically in Figure 2, and outlined in the following sections. This framework clearly identifies the relationships between asset management, the influences of corporate and national drivers and internally the Council's Local Transport Strategy and Plan.
- 5.4 The HAMS will inform priorities in the planning and delivery process and therefore support continual improvement in the management of the highway asset.

Figure 2: Asset Management Framework



- 5.5 This strategy covers all maintenance led activities including activities funded by capital and revenue streams. Decisions related to capital improvements and the transport needs of the network are not presently covered in this strategy.
- 5.6 This strategy explains how individual asset groups and components fit into the framework, describes how the asset management planning process is implemented and refers to tools currently employed, as well as links to other key documents.

- 5.7 Finally, the strategy describes how the Council will embed a continuous improvement approach to highway asset management, including how national developments and good practice are taken into consideration, as well as how the work carried out in Cheshire East can influence the regional and national asset management agenda.

6. Strategy for Individual Assets

- 6.1 As part of the highway asset management framework, and in accordance with other national guidance, the highway infrastructure assets have been divided into individual asset groups. Each group is then broken down into asset components and maintenance activities. The asset groups and components are described in the following sections.
- 6.2 A key function of the asset management process is to understand the spending needs of each asset group, component and maintenance activity against performance, aims and objectives. This means understanding funding needs to meet:
- Cheshire East Three Year Plan objectives;
 - Local Transport Plan
 - Service Delivery and Planning; and
 - Performance Targets.
- 6.3 Inherent to this process is a need to understand the influence of budget decisions on customer satisfaction and delivery of the corporate priorities. Furthermore, the impact that investing on one asset component may have on the overall performance of other asset components, as well as the whole asset, is examined. To this end, a Needs Based Budgeting (NBB) approach has been developed and is being used.
- 6.4 In line with national guidance and good practice, Cheshire East Council is developing a lifecycle approach to managing its highway maintenance activities.
- 6.5 Understanding the individual asset's condition, how long specific maintenance treatments last, the relative cost of these treatments and the Levels of Service (LoS) provided are essential pre-requisites to good asset management. Cheshire East Council's goal is to improve residents' satisfaction with its highway services, whilst maintaining value for money and continuing to provide a safe highway network, in line with corporate priorities.
- 6.6 Cheshire East Council's NBB approach to delivering the principles of lifecycle management planning employs a risk management approach in assessing the influences across the following criteria; Legislative, Safety, Environmental, Economy and Customer.
- 6.7 This approach allows for the available budgets to be split at a strategic level based on a common set of criteria. Successful implementation of this approach relies on a good understanding of the asset, its current and future performance, expenditure and customer feedback; as well as an understanding of the various service levels that may be achieved for the different funding options.
- 6.8 This understanding can only be achieved through reliable, current and robust data. Cheshire East Council has developed a range of data and information capture systems and processes, which prioritises its data collection needs, data management requirements and the IT infrastructure necessary to process, manage and present this information.

7. Asset Groups and Components

- 7.1 Cheshire East Council's highway infrastructure has been divided into key assets groups and components, as described in Table 1.

Table 1: Asset Groups and Components

Asset Group	Asset Component
All Classification of Roads	Carriageway, footways and cycleways,
Structures	Bridges, Retaining Walls, Culverts
Street Lighting	Street Lights, Illuminated Traffic Signs and Traffic Bollards
Surface Water Drainage	Pipes, Gullies, Chambers, Headwalls, Ditches
Traffic Signs and Street Furniture	Non-Illuminated Traffic Signs and Traffic Bollards, Street Name Plates
Traffic Signals and Information Systems	Traffic Signals, Information Signs and Control Equipment
Fences, Walls and Safety Barriers	Fences, Walls and Safety Barriers
Road Markings	Road Markings
Environment	Highway Verges, Trees, Weeds
Weather Emergencies	Depots, Pumps and Salt Storage Barn

- 7.2 This approach has been adopted to allow a clear understanding of budget allocation across the different asset components and facilitating the recording of where money is invested linked to expenditure to activities.
- 7.3 Identifying where money is invested, allows the Council to monitor performance against service delivery and the implementation of a continuous improvement process, within the constraints of available funds.
- 7.4 Dividing the highway infrastructure into component parts and identifying the relative costs and demand for planned, routine and reactive maintenance activities is seen as an essential process upon which NBB can be developed.

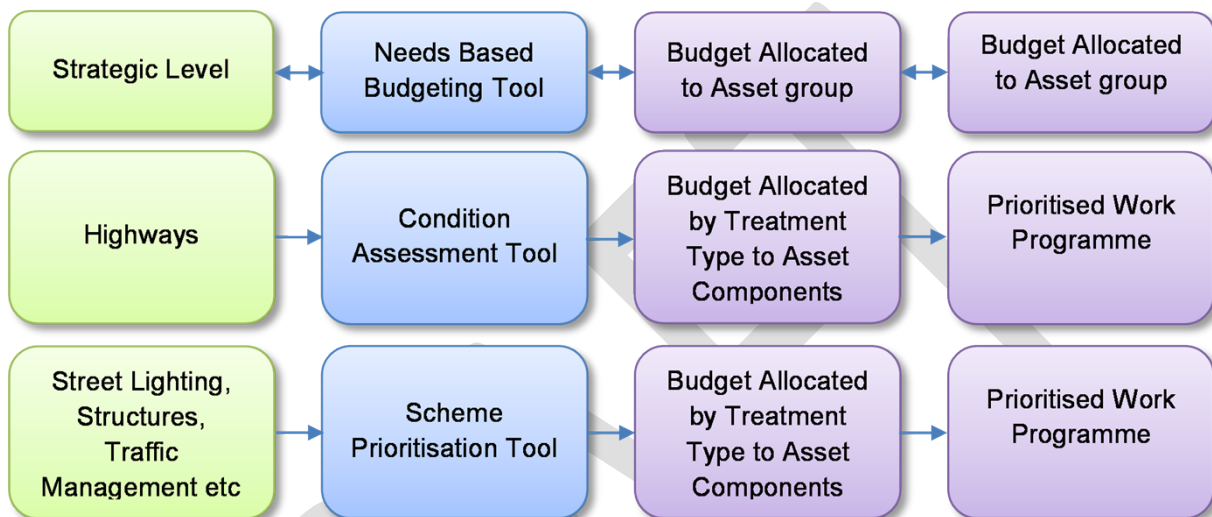
8. Asset Management Planning

- 8.1 The asset management strategy supports continual review and improvement of its processes and procedures, ensuring, as far as possible, that the standards identified in relevant legislation and codes of practice are adopted and that our customers receive a good and efficient service that reflects the resources available.
- 8.2 At the asset group level the forward looking work programmes are developed and aligned to reflect the Government's Comprehensive Spending Review period, which runs from 2015-2021. This allows the Council to develop a longer term programme of work, which can be

critical where short duration windows of opportunity exists to carry out preventative treatments, such as application of surface dressing treatments or protective coating systems.

- 8.3 Cheshire East Council considers that NBB is fundamental to good asset management planning and robust investment and lifecycle planning decisions. Substantial resources have therefore been focussed on and will continue to support the development of processes and tools to inform budget decisions at strategic and asset group levels. An overview of the budget allocation process is shown below in Figure 3.

Figure 3: Budget Allocation Process



- 8.4 This budget allocation approach allows a consistent process and relates high level aspirations to scheme level decisions. At the Strategic Level processes and tools have been developed which allow informed budget allocation decisions to be measured across a range of criteria.
- 8.5 In broad terms, three treatments sets have been developed for our Asset Groups;
- Planned Maintenance – replace or enhance;
 - Preventative Maintenance – arrest deterioration pro-long life cycle; and
 - Reactive Maintenance – maintain public safety.
- 8.6 Targeted investment and informed decisions are therefore encouraged, to deliver the **‘right treatment, at the right time, in the right place’**, by identifying the level of service that can be achieved for a given budget allocation.
- 8.7 We have also developed a number of tools to assess the impact of changing funding levels of each activity to the overall service. At the Highways service level, a tool for carriageways and footways has been developed, which allows lifecycle aspirations to be considered and compared with condition targets, budget constraints and stakeholders wishes, offering options for route and treatment strategies, with ‘preventative’ treatments having higher priority weightings.
- 8.8 Where suitable data is available and where appropriate this concept will be extended to encompass other asset groups, such as Street Lighting, Structures and Traffic Management. This will allow decisions to be made that consider criteria other than condition and determine

programmes that are not necessarily 'worst condition first'. Unless the asset condition would pose a risk to public safety.

- 8.9 At the Asset Component level packages of information are prepared annually, allowing teams to formulate programmes of work based on the allocations identified in the previous strategic and service level decision phases.

9. Gross Replacement Cost and Depreciated Replacement Cost

- 9.1 Whole of Government Accounts (WGA) has set requirements for the way the value of the highway asset is reported to HM Treasury in the Authority's audited accounts. When the WGA process has been fully implemented, Authorities will be required to meet the strict requirements for financial reporting of their highway asset.
- 9.2 For this to be achieved there is a clear need for accurate and detailed inventory information and performance data. This requirement will support asset management by providing an improved understanding of network deterioration and combining that with the levels of service to be achieved.
- 9.3 A strategy has been developed with the Council's Section 151 Officer to ensure asset management practices are in place to satisfy the financial reporting requirements defined in the Transport Infrastructure Assets Code, published by the Chartered Institute of Public Finance and Accountancy (CIPFA) in May 2010.
- 9.4 Cheshire East Council embraces this approach and has developed the processes for collating the data needed to meet the WGA requirements, whilst developing good asset management practices that will lead ultimately, to a refinement of the service.

10. Data Management and Information Systems

- 10.1 Cheshire East Council recognises that good and robust data is critical to implementing asset management and delivering potential benefits. However, the Authority believes that the collection, management and use of data need to be based on a process, which identifies;
- Ownership;
 - Data Requirements;
 - Responsibilities; and
 - Costs to store, manage and maintain data;
- all of which need to be clearly defined.
- 10.2 To this end, Cheshire East Council has developed a comprehensive asset information system, backed up with condition surveys and data that provide the optimum use of available information. This system covers data collection, highway infrastructure data management, reporting requirements (business information) and corporate IT needs. It is used to inform current data collection needs for both inventory and condition information.
- 10.3 Cheshire East Council also recognises that effective asset management and its implementation relies on systems, which can be used as tools to support decision making at all levels. The following tools are currently in use by the Authority:

- Pitney Bowes Confirm Asset Management System - covering most of highway infrastructure management needs, including works order, public enquiries, asset register, street works register and inspection regimes;
- YOTTA Horizons system – asset condition modelling :
- GIS (as the corporate asset management mapping system)

11. Maintainability

- 11.1 One of the aims of good asset management is to improve co-ordination between highway improvement and highway maintenance schemes. Taking into account the cost and implications of maintaining the asset at the design stage will ensure that whole life costs of schemes are optimised. The HAMS aims to raise awareness of this issue, in accordance with national guidance, by ensuring that any new infrastructure has adopted the most appropriate design option and the most appropriate materials.
- 11.2 Cheshire East Council has developed and is implementing a process for incorporating new works into the existing highway network. The process advocates lifecycle management values and introduces early communication between developers or clients and the Council to ensure that asset management principles have been considered and agreed as part of the scheme implementation.
- 11.3 This process aims to ensure that all capital and revenue investment options have been considered fully, where new works should only require maintenance in line with expected lifecycles.

12. Good Practice

- 12.1 Cheshire East Council is committed to the development and implementation of good practice and benefits from lessons learnt at National, Regional and Local levels. Officers from Cheshire East Council regularly contribute to and attend:
- National and regional conferences;
 - The Chartered Institute of Public Finance and Accountancy (CIPFA);
 - Midland Service Improvement Group Highways Asset Management Partnership Network;
 - HMEP events; and
 - CIPFA Highway Asset Management Updates
- 12.2 Furthermore, Cheshire East Council is committed to the sharing of knowledge and experiences in implementing asset management with other Highway Authorities across the country. To this end, officers from Cheshire East Council present examples of good practice nationally at workshops and conferences and are members of the following groups:
- APSE Highways, Street Lighting and Winter Maintenance group
 - North West Traffic Managers Group

- Institute of Asset Management
- Highways Maintenance Efficiency Programme (HMEP)

13. Review Process

13.1 This strategy will be updated annually with minor amendments if required and fully reviewed on a six yearly basis to align with the Government's current Integrated Transport Block capital funding cycle. This process will be managed and implemented by the Highways Asset Management Team.

14. Benefits of our Asset Management Strategy

14.1 The benefits of implementing the HAMS are summarised below:

- Encourages engagement with other stakeholders, including Elected Members, Senior Officers and the public;
- Readiness to respond to changes resulting from climate change, weather emergencies, contractors, resilience and finance;
- Close working and integration of efforts with other parts of the Council, including Corporate aims and objectives;
- Improved delivery within budget constraints – including procurement;
- Efficiencies and Collaboration – better ways of doing things, or improved service, enhancing performance in a challenging environment;
- Improved understanding of customer aspirations and expectations;
- Aids our understanding of what we do by identifying, explaining and providing outcomes to key stakeholders; and
- To influence and focus on the better use of resources.

REPORT TO: Environment Overview and Scrutiny Committee

Date of Meeting: 17 September 2015
Report of: Ralph Kemp Strategic Commissioning
Subject/Title: Quarter 1 Ansa and Orbitas reports
Portfolio Holder: Service Commissioning Portfolio – Councillor Don Stockton

1.0 Report Summary

- 1.1 The two reports are the first quarterly reports to commissioning and scrutiny for 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. They operate through an agreed management fee paid monthly under a contract with the Council for service delivery.

Ansa Environmental Services

- 5.2 In this first quarter Ansa Environmental Services reports anticipated annual costs within the agreed management fee. As part of this fee Ansa is set to deliver £500k of savings. There is a £200k pressure this year associated with the need to profile savings targets that were to be achieved by re-letting the waste disposal contract. This will be delayed 12 months until completion of the current Environmental hub infrastructure program.

Report

Orbitas

- 5.3 In this first quarter Orbitas is forecasting that it will deliver services within the management fee and is reporting compliance with its performance indicator targets.

6.0 Documents

Orbitas First Quarter Performance Report
Ansa Quarter 1 April – June 2015

Report writer:

Name: Ralph Kemp

Designation: Corporate Manager Commissioning - Waste and Environmental Services

Tel No: 01270 686683

Email: ralph.kemp@cheshireeast.gov.uk

**Ansa Environment
Services Ltd**

Quarter 1 Report April – June 2015 Corporate Scrutiny





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- 🍃 **Safety, Health, Environment and Quality**
- 🍃 **Performance**
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 - 🍃 Financial



Successes and Events

1st Anniversary Tour

Ansa celebrated its first year of operation with a directors' tour of the depots and some celebratory hospitality.

Ansa Chairman John Hammond, MD Kevin Melling, board members Roger West and Steve Hogben, together with senior managers, visited all three depots. This entailed an early start to greet the teams with breakfast snacks before they set off on their rounds. Later on the tour party visited parks and grounds teams at West Park in Macclesfield before concluding the tour at HQ at Pym's Lane, Crewe by meeting staff from all remaining Ansa departments over a light lunch.



Staff at Pym's Lane depot celebrating Ansa's 1st successful year

 Successes and Events

Launch of Step Up Programme – Team Leader Development



Following on from a staff suggestion, the bespoke Ansa *Step Up* Team Leader training programme was launched this quarter.

The programme has been designed to identify and develop staff with the potential to fill key leadership positions within the Company. Part of ongoing excellence, is resilience. Ansa sees investment, training and upskilling of our staff as an opportunity to reinforce our corporate values, elevate operational performance and ensure continuity. We recognise the link between organisational objectives and individual goals, and understand how succession planning impacts on our bottom line.

At its core, *Step Up* is about leadership development and planning to manage challenging transitions and our workforce profile.



Successes and Events

Community Engagement and Events

Ansa celebrated with primary schools from all over Cheshire at the Junior Recycling Officer of the Year event in June at Quarry Bank Mill, Styal.

This successful programme, delivered by Ansa in Primary and Special Schools across Cheshire East promotes recycling education, waste and environmental awareness.

The Junior Recycling Officers' role is to spread the message of the '3Rs': **Reduce, Reuse, Recycle**, to friends, family and the school community. Each School nominates usually two Junior Recycling Officers who attend local launch ceremonies in late September or early October; each receiving a recycling pack full of information, books and stationery to get them started!

With support from Ansa the Junior Recycling Officers are encouraged to prepare and present assemblies, run competitions, set up recycling schemes and collections and encourage pupils to adopt the 3Rs.

Supporting material is provided throughout the year to all Junior Recycling Officers, linking where possible to current Cheshire East recycling campaigns via newsletters, posters and ideas for competitions.

Teachers and parents were invited to the ceremony where each shortlisted school gave a short presentation on the work they have done throughout the year.

The Junior Recycling Officer programme delivered by Ansa on behalf of Cheshire The winners received a £150 prize to spend on an environmental project for their school. There was a Connecting Cheshire 'Dragon's Den' activity in the morning and in the afternoon there was a Science Roadshow and Recycling Workshop.



Winners of JRO of the Year 2015 : Ryan Cartlidge and Maddison Hughes from Scholar Green School

We continued our waste minimisation engagement during the quarter around a number of waste themes. The highlights include 5 events during real nappy week (20-26 April). These events included two sessions at Leighton Hospital, two sessions at Macclesfield hospital and a session with Cheshire Independent Midwives. Following the week applications for the nappy incentive almost doubled to 35 enquires (against 18 for the same period last year).



We supported 2 eco days - the first at Mablins Lane Primary School, Crewe where we worked with 60 year 5 pupils and 5 staff and the second at Gawsworth Primary where we worked with 74 year 5 pupils and 5 staff. During these events we ran games and interactive sessions to support waste minimisation and to help reduce contamination. We also delivered talks to two Probus groups (Knutsford 5 May and Audlem 28 May). The talks, to over 100 residents, highlighted the new company, the work we are delivering and the main waste minimisation messages of the three bin system, composting at home, real nappies and how we dispose of the recycling and waste we collect.

Successes and Events

Green Flag Awards – New Award Winner

Sandbach Park is the latest park maintained by Ansa to secure the highly prized Green Flag award. Ansa staff and hard-working volunteers have earned the award, given by the Department for Communities and Local Government (DCLG) and Green Flag,



Sandbach Town Mayor Cllr Gill Merry, Sandbach Town Councillor Mike Benson with our partners from The Sandbach Partnership, Sandbach Park Steering Group, Sandbach Park Friends and Sandbach Park Bowling Club.

The prestigious Green Flag Award – the mark of a quality park or green space is a sign to the public that the space boasts the highest possible standards, is beautifully maintained and has excellent facilities. For Sandbach Park the award signifies the culmination of a number of years work by volunteer groups and Ansa staff. Facilities have been improved, between 2013 and 2014, seating was renovated and a new wetland habitat area was established for wildlife.

Other Ansa maintained parks have retained their Green Flag status: Bollington Recreation Ground; The Moor, Knutsford and Congleton Park.

Cheshire Show

Ansa once again contributed to the success of Cheshire East's premier event, The Cheshire Agricultural Show in June.

Ansa's experienced construction, horticultural and landscape team worked with the Council's communication team to design, develop and then deliver a stand that was both eye catching and accessible to all. The stand formed the backdrop for a range of services to successfully deliver their messages to the 80,000+ show visitors including the Countess of Wessex. The stand design also delivered a relaxing area for show goers to take the weight off their feet and enjoy their picnics. Once the stand build was complete the business development team took over and delivered a fair ground themed waste minimisation / contamination event aimed at residents of all ages. Residents had to test the knowledge of what to recycle, how to make the most of their food budget and how composting is good for the environment and good for the garden. The games were supported with key facts around recycling rates, numbers of bins emptied per week and putting the resident first. The combination of excellent design, clear messages and resident engagement resulted in the stand receiving a 'special stand award' from the show committee. Live tweets throughout the two days kept interest up.



Ansa Staff and Waste Volunteers flying the Ansa flag

Safety, Health Environment & Quality

ISO 9001

This quarter we have worked hard at putting into place the appropriate processes to develop the company's quality manual with a view to securing external accreditation and meet the required standards of the ISO 9001 quality management system within our Waste Collection and Street Cleansing business areas. Certification will demonstrate that Ansa has robust and demonstrable systems and processes in place increasing our credibility when submitting tenders and allow us to access preferred supplier lists. It will also demonstrate our commitment to delivering a high quality services in a sustainable, safe and cost effective way and provide assurance that we are compliant with all regulatory requirements applied to our sector.

RoSPA




The RoSPA Occupational Health and Safety Awards are internationally recognised and are the most sought after accolade by organisations from every sector.

This quarter Ansa was honoured with the RoSPA Gold Award. This award recognises the dedication of the company's managers, site teams, staff and partners in maintaining the very highest safety standards across all our operating areas. Extensive training programmes ensure that our staff are up to date with the latest working practices and legislation. We are proud that the success of this approach has been highlighted through the RoSPA awards.

"These health and safety awards promote the importance of occupational health and safety. HSE appreciates and commends RoSPA's work to raise awareness of a sensible and proportionate approach to managing risks in the workplace." Health and Safety Executive



Company Performance

-  **Contractual and Operational Performance** -reported at two levels – contract based key performance indicators (KPI's) and operational performance indicators (OPI's).

Contract Based Key performance Indicators (KPI's)

Following the first year of reporting these indicators, Ansa and CEC reviewed their effectiveness and applicability to the business. As a consequence the indicators have been revised to better reflect Ansa's activities and CEC's priorities. KPI's marked with an asterisk * denote those that are new or amended.

- 1. *Maintain CE residents customer satisfaction levels within the waste collection service at or above 75% (Baseline – 75% satisfaction – Spring 2014) – to be reported annually.**

Cheshire East will carry out their annual satisfaction survey in the autumn. Results will be available in the New Year.

- 2. To maintain and enhance the number of volunteers in waste awareness (baseline 25 in 2013-14).**

Target- 25

Current Number of Volunteers-28

Status- GREEN

- 3. *We will increase the tonnage of materials re-used by 1% per year from a base of 977 tonnes in 2012/13 – waste predominantly collected from civic amenity sites and separated out for re-use.**

Target – Year-end -1,007t

Quarter 1 position– 310t

Status – **GREEN**

- 4. *Maintain the percentage of household waste sent for recycling, reuse and composting above the national target for 2020 of 50%**

Target – end of year >50%

Quarter 1 – projected to be 59%

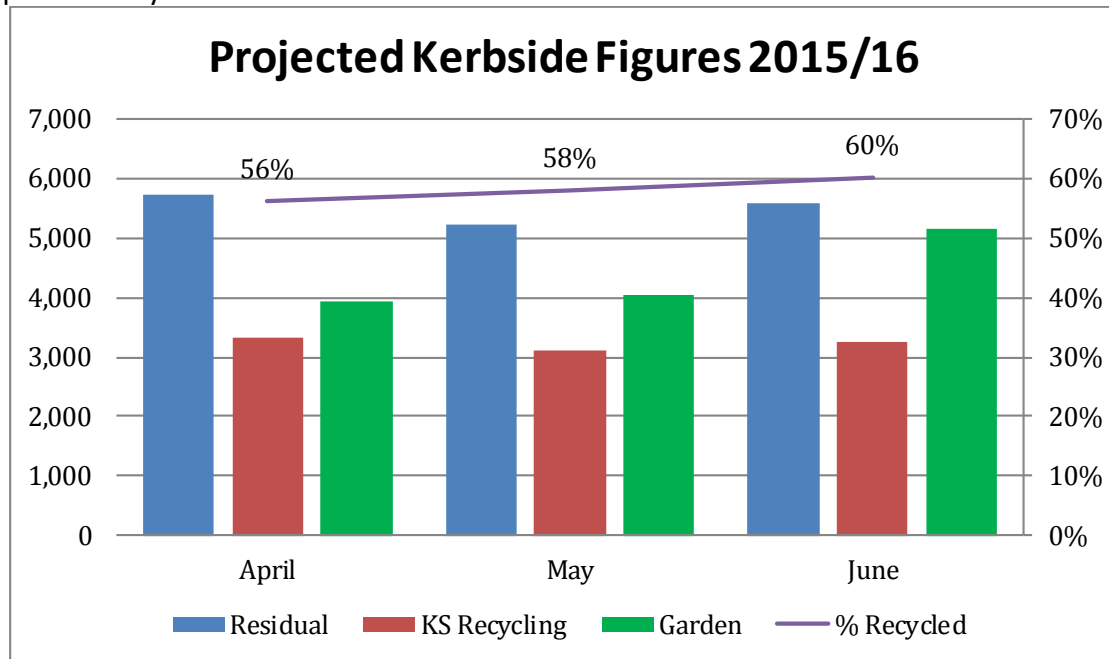
Status – **GREEN**

The graph below shows the quantity of household waste collected at the kerbside only and the corresponding recycling performance.

Recycling tonnages remain steady.

At the current rate CEC are exceeding the national recycling target of 50% of household waste sent for recycling, reuse and composting. **Please note:** Historically, in the first half of

each year, recycling figures are higher due to garden waste input this is reduced in the latter part of the year.



5. ***Reduce the percentage of waste going to landfill to 0% by 2030 (expressed as a percentage of total waste and recycling)**

Target – Baseline of 38.5% in 2013-14 –
 Quarter 1- 25%
 Status – **GREEN**

6. **Maintain at least four Green Flag Awards per annum (CEC 2014-15 outturn - maintained, 4 of which are maintained solely by Ansa- Bollington Recreation Ground, The Moor Knutsford, Congleton Park and Sandbach Park)**

Target >4
 Quarter 1-4 currently secured
 Status- **GREEN**

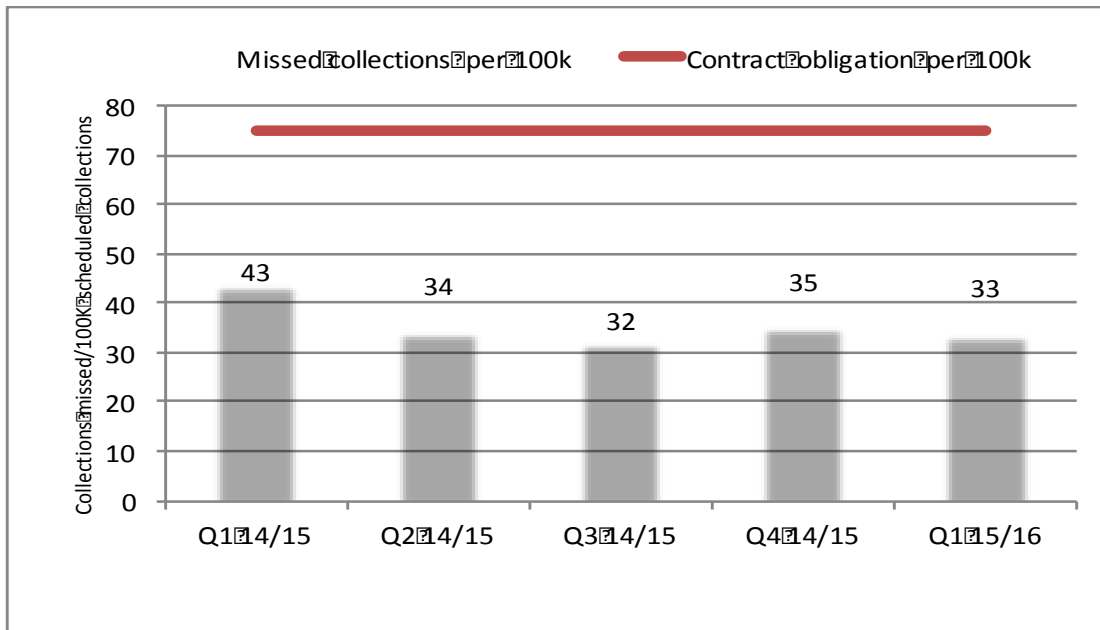
7. ***(New) Increase the use of waste for energy generation (expressed as a percentage of total waste and recycling) (Baseline 5.85% in 2013-14)**

Target > 5.85%
 Quarter 1- 14%
 Status- **GREEN**

Operational Performance Indicators (OPI)

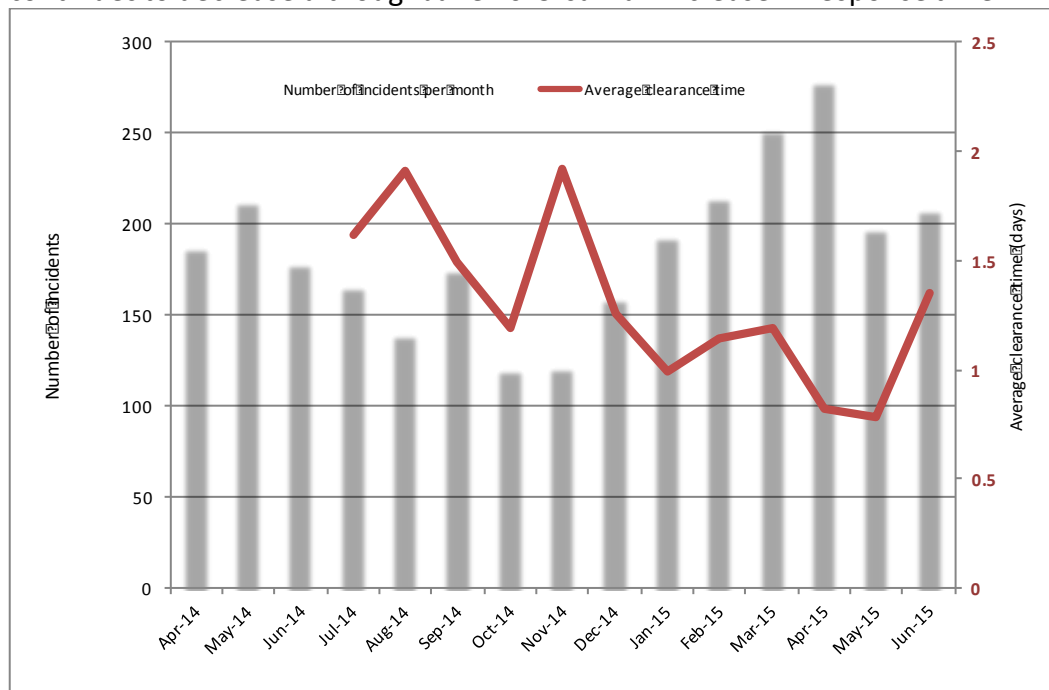
1. Missed Collections – Contract obligation to achieve less than 75 missed bins per 100,000 scheduled collections.

Missed collections in Q1 reduced slightly from the previous quarter and were lower than the five quarter average. The downward trend continues as this OPI remains to be a key customer service priority.



2. Flytipping performance –

April 2015 saw the fifth consecutive month of increases in flytipping incidents. However May and June then saw a significant reduction. The trend for rectification response times continues to decrease although June 2015 saw an increase in response time.



 **Financial Performance**

A significant proportion of time has been spent during Q1 preparing and finalising the annual Strategic Company Report and Financial Statements whilst at the same time supporting Ansa's external auditors (Grant Thornton) during their inaugural audit of accounts – Early indications are that the audit is on schedule with feedback expected early September 2015.

The Ansa Ltd management fee for 2015/16 is £25.572m and is net of annual policy savings of £0.527m, covering efficiency, contract and new company savings. These savings being in addition to the £1.3m savings delivered in 2014/15.

Based on the financial information reported at the First Quarter (Qtr1 – based on data to July15), the forecast outturn for 2015/16 is within the council's financial provision. More detailed information will be provided at the end of Q2.



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1.0 INTRODUCTION

- 1.1 Orbitas is committed to continuous improvement and excellence in all that it influences and delivers. This report gives summary and detailed information about the company's financial and non-financial performance during the first quarter of 2015/16 Financial Year. It also details the improvements that the Company has made to the service, new services introduced; personnel matters; headline stories and what the future holds.
- 1.2 Section 1 of this report provides details of the company's financial performance for the period.
- 1.3 Section 2 provides a summary of the key non-financial performance.
- 1.4 Section 3 looks at the operational side of the business during the period.
- 1.5 It is over 15 months since the launch of Orbitas, Bereavement Services Limited, and it has not all been plain sailing. We have seen Westerleigh Limited open a new crematorium in Northwich and already during this period, we have been finalising arrangements for the extension works to commence at our Crewe facility. In respect of the Bereavement side of the business we are making positive efforts to achieve our performance targets within the contract.
- 1.6 Since the launch of Orbitas in April 2014 there has been the inclusion of the Electricians team and in May of this year Orbitas took over the Handyperson service.
- 1.7 We believe that the foundations are now firmly in place to enable the company to differentiate itself through innovation, entrepreneurship, and trustworthiness whilst balancing the interests of our stakeholders including the shareholders; employees; the bereaved; funeral directors etc.

2.0 FINANCE

2.1 A significant proportion of time has been spent during Q1 preparing and the annual Strategic Company Report and Financial Statements whilst at the same time supporting Orbitas' external auditors (Grant Thornton) during their inaugural audit of accounts – Early indications are that the audit is on schedule with feedback expected early September 2015.

2.2 Finance Summary – Q1

At the end of July 2015, the financial forecast indicates that the predicted level of services will be provided within the Council's financial budget provision.

2.3 The annual forecast reflects current activity plus a projection for August to March based on prior year activity/trends. Clearly though the position may change on a month by month basis and a more robust forecast, based on end of September information would be more reliable.

3.0 KEY PERFORMANCE INDICATORS (KPIs)

3.1 To maintain 70% of deaths registered within Cheshire East

April – June number of registered deaths = 939

Target – 657 - 70%

Actual (April – June) - 719 = 76.5%

Status – **GREEN**

3.2 Ministry of Justices Fines

Target – Nil

Actual – Nil

Status – **GREEN**

3.3 Number of exhumations due to erroneous burial

Target – Nil

Actual – Nil

Status – **GREEN**

3.4 Number of Local Government Ombudsman complaints upheld

Target – Nil

Actual – Nil

Status – **GREEN**

3.5 ICCM Charter for the Bereaved Achievement

Target – Silver or Gold

Actual – Submitted

Status – Awaiting confirmation

4.0 OPERATIONAL MATTERS

4.1 Projects

4.1.1 The Valley Project (Macclesfield) - Following recent meetings, where the Client, and Assets were in attendance, it has been agreed that the Valley will be transformed into a Bog Garden, with a stream running through it. The dam will be restored, although the bridge will not be rebuilt. The aim of the scheme is to enhance the environment, whilst also being low maintenance.

4.1.2 Refurbishment of Crewe Crematorium – Work commenced on the refurbishment of Crewe Crematorium in late June and the contract is on target for completion in early November. During this period the Crematorium will be operating a shorter working week to allow long week end working. An analysis of the number of cremations undertaken during this period shows that capacity should not be an issue during the period of reduced operating hours. Consultation is taking place on a regular basis with the local funeral directors. During the early stages of construction activity, a negative article was published in the local press.

4.1.3 Alderley Edge Memorial Garden – Work continues to be carried out by Orbitas staff and the Probation Services to develop an area, previously unused, at Alderley Edge cemetery to enable a memorial garden to be established. The plan is to divide the garden so that one third is dedicated to children with the other two thirds being for adults. This project is on target for completion in September 2015.

3.2 Partnership Working

3.2.1 The Orbitas Funeral - Funeral Directors were asked to tender for the supply of services in respect of the “Orbitas Funeral”. The aim being to provide the bereaved with more financial transparency over the cost of a funeral, and to lower the cost of a funeral. The Orbitas Funeral has been awarded to Andrew Smith, based in Macclesfield and Gavin Palin based in Nantwich. We look forward in the next period to the official launch.

3.2.2 Community Payback Scheme – A good working relationship exists between Orbitas and the managers of the Community Payback

Scheme, and they have provided a valuable contribution to Orbitas schemes these include: preparation of the ground at Alderley Edge Cemetery for the new Memorial Garden; Shrub clearance at Wilmslow Cemetery. It is hoped that we will be able to work with the Community Payback team within Crewe cemetery during the winter period.

3.3 Working with Volunteers

We want to encourage more people to become volunteers/friends to be part of our cemeteries. We believe that volunteers are a valued way for people to be involved in what we do.

RED LETTER DAYS

APRIL	Chairman's Chat took place at Macclesfield and Crewe. Giving staff the opportunity to discuss issues directly with the Chairman. The chats are on an informal basis.
MAY	The Handyperson service was transferred from Cheshire East to Orbitas
JUNE	Carpet bedding in Crewe represents the 2 nd year of the centenary of WW1 with the words "lest we forget" on one side and two poppies (signifying the 2 nd year) on the other.



FORWARD PLAN FOR THE PERIOD ENDING 31ST DECEMBER 2015

This Plan sets out the key decisions which the Executive expects to take over the period indicated above. The Plan is rolled forward every month. A key decision is defined in the Council's 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 £1M."

Reports relevant to key decisions, and any listed background documents, may be viewed at any of the Council's 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 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 at Council Offices.

This Forward Plan also provides notice that the Cabinet, or a Portfolio Holder, may decide to take a decision in private, that is, with the public and press excluded from the meeting. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 28 clear days' notice must be given of any decision to be taken in private by the Cabinet or a Portfolio Holder, with provision for the public to make representations as to why the decision should be taken in public. In such 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, together 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 the 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 or prosecution of crime

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

Paul Mountford, Democratic Services Officer paul.mountford@cheshireeast.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 clear 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 provide for urgent key decisions to be made. Any decision made in this way will be published in the same way.

Forward Plan

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 15/16-14 Cheshire East Local Plan Strategy - Site Selection Progress Update and Suggested Revisions to Strategic Policies	To endorse further suggested revisions on strategic policies to the LPS (chapters 9-14) and to endorse progress on the site selection process.	Cabinet Member for Children and Families	17 Sep 2015		Adrian Fisher, Head of Planning and Policy	No
CE 15/16-11 Recycling of Garden Waste through Anaerobic Digestion to Generate Energy and High Quality Compost	To authorise the Chief Operating Officer and Portfolio Holder to take all necessary actions to procure and award a contract for a joint venture partner to design, build and operate a suitable anaerobic digestion facility.	Cabinet	22 Sep 2015		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 15/16-12 Agency Worker Contract Procurement	<ol style="list-style-type: none"> 1. To endorse the procurement process for a Vendor Neutral arrangement to be sourced through the Eastern Shires Purchasing Organisation, MStar2 Temporary Agency staff framework (Lot1) in collaboration with Cheshire West and Chester, and potentially Ansa and CoSocios; and 2. To grant the necessary delegated authority to the Portfolio Holder for Performance and the Chief Operating Officer to award this contract following a competitive tender exercise and take all necessary actions to implement the new contract. 	Cabinet	22 Sep 2015		Rosie Ottewill	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 15/16-13 Integrated Lifestyle and Wellness Support Services, including Lifestyle Area Fund	To authorise officers to take all necessary actions to implement the proposal to commission integrated public health services to promote healthy lifestyle and wellbeing, including smoking cessation, physical activity, obesity and sexual health services.	Cabinet	22 Sep 2015			No
CE 15/16-15 Congleton Leisure Centre - Preferred Option for Development	To approve the preferred option for the redevelopment of Congleton Leisure Centre.	Cabinet	22 Sep 2015		Mark Wheelton	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 15/16-6 Sydney Road Bridge Replacement Scheme	Sydney Road Bridge crosses the West Coast Main Line (Crewe to Manchester line). The existing bridge is a narrow signal controlled single carriageway structure. The scheme seeks to increase capacity at this pinch point by replacing the existing structure with a wider structure capable of allowing two-way traffic. The report will outline the work required to move the scheme forward through the statutory process and to authorise officers to take all necessary actions to implement the proposal.	Cabinet	13 Oct 2015			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 15/16-7 Congleton Link Road - Procurement Strategy	The Congleton Link Road focuses on development and growth within Congleton, securing employment opportunities, attracting investment and easing long standing traffic congestion and associated environmental issues in the town. The report will outline the work undertaken to identify the procurement process to appoint a contractor in order to construct the scheme. The report will also seek authority for the officers to undertake all necessary actions to implement the proposal.	Cabinet	10 Nov 2015		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 15/16-10 Cheshire East Playing Pitch Strategy	The primary purpose of the Playing Pitch Strategy (PPS) is to provide a strategic framework which ensures that the provision of outdoor playing pitches meet the local needs of existing and future residents within Cheshire East. The required decision is for the Strategy to be adopted by the Council and to authorise Officers to take all necessary actions to implement the strategy.	Cabinet	10 Nov 2015			No
CE 15/16-16 Approval of District Heating Joint Venture Partner	To note the outcome of the procurement process undertaken by officers; to approve the appointment of the identified joint venture partner for district heating; and to delegate authority to officers to take all necessary actions to establish the joint venture partnership with the identified partner.	Cabinet	10 Nov 2015			No
CE 14/15-42 Cheshire East Indoor Facility Strategy	To adopt the Indoor Facility Strategy in support of the Council's Local Plan.	Cabinet	8 Dec 2015		Mark Wheelton	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 15/16-8 Poynton Relief Road - Procurement Strategy	The Poynton Relief Road forms an important part of the Council's strategy of enabling job creation, delivering housing growth and addressing long standing traffic congestion and environmental issues in the town, as well as delivering an important part of the wider SEMMMS Strategy. The report will outline the work undertaken to identify the procurement process to appoint a contractor in order to construct the scheme. The report will also seek authority for the officers to undertake all necessary actions to implement the proposal.	Cabinet	9 Feb 2016		Paul Griffiths	No
CE 15/16-9 Medium Term Financial Strategy 2016-19	To approve the Medium Term Financial Strategy for 2016-19, incorporating the Council's priorities, Budget, Policy Proposals and Capital Programme.	Council	25 Feb 2016		Alex Thompson	No

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CHESHIRE EAST COUNCIL

REPORT TO: ENVIRONMENT SCRUTINY COMMITTEE

Date of Meeting: 17 September 2015
Report of: Head of Corporate Resources and Stewardship
Subject/Title: Work Programme update

1.0 Report Summary

- 1.1 To review items in the 2015/2016 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

2.0 Recommendations

That the 2015/2016 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 to reflect the decisions taken by the Committee at its previous meeting.
- 10.2 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.
- 10.3 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.
- 10.4 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;
- 10.5 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: Scrutiny Officer
Tel No: 01270 686465
Email: Katie.small@cheshireeast.gov.uk

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Environment Overview and Scrutiny Committee

Meetings

Date:17/09/15 Time:10.30am Venue: Committee suite, Westfields	Date:29/10/15 Time:10.30am Venue: Capesthorpe Room, Macclesfield Informal meeting	Date:26/11/15 Time:10.30am Venue: Committee suite, Westfields	Date:22/12/15 Time:10.30am Venue: Capesthorpe Room, Macclesfield Informal meeting	Date:28/01/16 Time:10.30am Venue: Committee suite, Westfields	Date:11/02/16 Time:10.30am Venue: Capesthorpe Room, Macclesfield Informal meeting	Date:24/03/16 Time:10.30am Venue: Committee suite, Westfields	Date:28/04/16 Time:10.30am Venue: Capesthorpe Room, Macclesfield Informal meeting
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Essential items

Item	Description/purpose of report/comments	Lead Officer/organisation/Portfolio Holder	Suggested by	Current position	Key Dates/Deadlines
Speed Management Policy	To prepare the Council's Speed Management Policy for a borough wide speed limit review. Cllr B Roberts to attend workshop on 13 August and report back to the Committee.	D Brown P Traynor	P Traynor/ Committee	Current policy is out of date	26/11/2015
Car Parking Strategy	To develop a car parking strategy for Cheshire East	S Cordon L Gilbert	S Cordon D Topping	Possible Task and Finish	24/03/2016
Parking Enforcement	To consider the review of the service	D Laycock S Cordon L Gilbert	D Laycock	Report	24/03/2016
Asset Management	To develop a strategy and policy	P Traynor	P Traynor	report	17/09/2015

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Strategy and Policy (highways)					
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Monitoring Items

item	Description/purpose of report/comments	Lead Officer/ organisation/ Portfolio Holder	Suggested by	Current position	Key Dates/ Deadlines
Developing the Environmental Services Hub	To assist in and monitor the development of an Environmental Services Hub	D Stockton R Kemp			11/02/2016
Monitoring Ansa and Orbitas	To scrutinise the performance of Ansa and Orbitas	R Kemp D Stockton	R Kemp		17 September 22 December 24 March
TSSL	To Scrutinise the performance Framework and performance	P Traynor/ J Marsden D Brown	P Traynor		26/11/2015 Performance monitoring reports to every public meeting after.
Civance	To scrutinise the performance	I Bunn A Arnold	Committee	To scrutinise the performance after 6 months of inception	December onwards
Anaerobic Digestion Plant	To scrutinise the feasibility study	R Kemp D Stockton	R Kemp	Update	29/10/2015
PROW/Countryside management	To receive information on access to the Countryside initiatives and	B Flanagan D Brown	B Flanagan	Presentation	29/10/2015

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	the Healthy Walks pilot				
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Possible Future/ desirable items

Street lighting

Option appraisals for new companies

Energy Company, Energy Policy, Geo Thermal Energy

Fly tipping – meeting to be arranged between, S Cordon, R Kemp, Cllrs B Roberts and N Mannion

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