

# Corporate Overview and Scrutiny Committee

## Agenda

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**Date:** Thursday, 5th September, 2019  
**Time:** 2.00 pm  
**Venue:** Committee Suite 1,2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Minutes of Previous meeting** (Pages 3 - 6)

To approve the minutes of the meeting held on 6 June 2019.

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. **Declaration of Party Whip**

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**

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For any apologies or requests for further information, or to give notice of a question to be asked by a member of the public

**Contact:** Mark Nedderman

**Tel:** 01270 686459

**E-Mail:** [mark.nedderman@cheshireeast.gov.uk](mailto:mark.nedderman@cheshireeast.gov.uk)

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. **Best for Business Programme Update** (Pages 7 - 14)

To consider a report from the Executive Director, Place.

7. **Forward Plan** (Pages 15 - 30)

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

8. **Work Programme Progress Report** (Pages 31 - 38)

To review the work programme

**CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Corporate Overview and Scrutiny Committee**  
held on Thursday, 6th June, 2019 at Committee Suite 1,2 & 3, Westfields,  
Middlewich Road, Sandbach CW11 1HZ

**PRESENT**

Councillor J Clowes (Chairman)  
Councillor B Murphy (Vice-Chairman)

Councillors S Brookfield, B Evans, JP Findlow, R Fletcher, M Hunter,  
J Saunders, M Simon and L Wardlaw

**PORTFOLIO HOLDERS IN ATTENDANCE**

Councillor J Rhodes, Portfolio Holder for Public Health and Corporate  
Services  
Councillor A Stott, Portfolio Holder for Finance, ICT and Communications

**OFFICERS IN ATTENDANCE**

Kath O'Dwyer, Chief Executive and Head of Paid Service  
Frank Jordan, Acting Deputy Chief Executive and Executive Director of Place  
Mark Taylor, Interim Executive Director of Corporate Services  
Catherine Parkinson, Interim Director of Governance and Compliance  
Brian Reed, Head of Democratic Services and Governance

**1 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor J Bratherton.

**2 DECLARATION OF PARTY WHIP**

There were no declarations of the existence of a party whip.

**3 DECLARATIONS OF INTEREST**

Councillor A Moran advised the committee that, owing to his interest in the item to be considered as one of the six elected members that called-in the decision, he would not act as a member of the committee for the consideration of the item.

The Interim Director of Governance and Compliance (Monitoring Officer) confirmed that this was the appropriate action to be taken, based on the interest declared in the item.

**4 PUBLIC SPEAKING TIME/OPEN SESSION**

Councillor A Moran made representation to the committee and expressed his view that members of the 2019/20 Corporate Overview and Scrutiny Committee that had previously been members of the Cabinet in 2018/19 (when the called-in

decision was taken,) should be required to declare an interest in the item and be exempted from partaking in the consideration of the called-in decision.

The Interim Director of Governance and Compliance (Monitoring Officer) responded to the concerns raised by Councillor A Moran. The committee was advised that, as the called-in decision was taken by the 2018/19 Portfolio Holder for Finance and Communications and not the Cabinet, members of the Cabinet were not conflicted on this matter and would therefore not be required to be exempted from the deliberation and decision on the item.

### **5 EXCLUSION OF PUBLIC AND PRESS**

#### **RESOLVED**

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

### **6 CALL-IN OF DECISION RELATING TO ASDV PROGRAMME UPDATE**

The Interim Director of Governance and Compliance (Monitoring Officer) introduced the report of the Interim Executive Director of Corporate Services (Deputy Monitoring Officer), and advised the committee of their role in determining the matter.

As per the Council's procedure for call-in meetings, the Chairman called on Councillor S Pochin, as the nominated spokesperson for the call-in group, to explain the reasons why the decision was called-in.

Following this, the Acting Deputy Chief Executive and Executive Director of Place was asked to, in light of the fact that the then Portfolio Holder for Finance and Communications was not re-elected on 2 May 2019, explain the reasons for the decision and provide context in respect of the issue under which the decision was called-in.

The committee unanimously agreed that it should accept the call-in request and proceed to its deliberation as to whether it would provide any advice to the decision taker.

Members of the committee then directed questions to the officers present to ensure that it would be able to take informed and well-evidenced decision.

A motion was proposed and seconded which stated that the Committee accept the call-in and advise the relevant portfolio holder now responsible for this matter, that adequate consultation needed to be undertaken with the appropriate persons and bodies in respect of the decision that was taken.

The vote on the motion was tied and, following the Chairman's decision to not exercise a ruling vote, the proposition failed.

The Chairman proposed that the committee accept the call-in and, instead of providing advice direct to the decision taker, recommend that the Constitution

Committee review the constitutional process for providing elected members with Part 2 (exempted) information, and the time that is provided to review such information when it is provided to elected members; and that this would conclude the matter.

The motion was seconded and unanimously carried.

The Chairman confirmed that this meant that the committee would not be issuing advice to the relevant portfolio holder in respect of the called-in decision, and that the decision would therefore be implemented with immediate effect.

### **RESOLVED**

That the committee accept the call-in request of the call-in group and, instead of providing advice direct to the decision taker or appropriate portfolio holder, recommend that the Constitution Committee review the constitutional process for providing elected members with Part 2 (exempted) information, and the time that is provided to review such information when it is provided to elected members; and that this would conclude the matter.

The meeting commenced at 2.00 pm and concluded at 5.23 pm

Councillor J Clowes (Chairman)

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## **Corporate Overview and Scrutiny**

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**Date of Meeting:** 05 September 2019

**Report Title:** Best for Business Programme Update

**Portfolio Holder:** Cllr Amanda Stott – Finance, Communications and IT  
Cllr Jill Rhodes – Public Health and Corporate Services

**Senior Officer:** Frank Jordan Executive Director - Place

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### **1. Report Summary**

1.1. The purpose of this report is to update Members on the latest position with regard to implementation of the replacement HR and Finance system for Cheshire East Council and Cheshire West and Chester Council.

### **2. Recommendations**

2.1. That the Overview and Scrutiny Committee

2.1.1. Notes the current work being undertaken to review and reset the programme as outlined at paragraph 5.7 of this report.

2.1.2. Notes that the proposal for the Shared Services Committee to meet more often to provide additional overview of the programme.

### **3. Reasons for Recommendations**

3.1. The establishment of more sessions of the Shared Services Committee will provide additional assurance and overview to the councils in relation to the delivery of this programme.

### **4. Other Options Considered**

4.1. There are no other options being considered

## 5. Background

- 5.1. The Best for Business Programme is aimed procuring and implementing a new system to replace the existing Finance and HR systems for both Cheshire East Council and Cheshire West and Chester Council.
- 5.2. Agilisys have been appointed to implement a system called Business World developed by a company called Unit 4.
- 5.3. The delivery date for the implementation of the programme has been put back a number of times with the latest target go-live date being set as 1 April 2019.
- 5.4. However this date was contingent on successful testing of the system and the solution being signed off as being ready for implementation.
- 5.5. At the end of the most recent phase of testing, both Councils were unable to sign-off the programme. On 26 February 2019 a communication was issued which confirmed that the programme had taken the decision to defer the April 2019 go live date. At this stage a revised date has not been set.
- 5.6. As a consequence it is necessary to review the programme in terms of its governance, scope and timeframes and then to reset the programme based on this review.
- 5.7. The councils have therefore undertaken a procurement exercise to secure external expertise to assist the councils and Agilisys in undertaking the following:
  - 5.7.1. Undertaking a review and redesign of the programme governance arrangements
  - 5.7.2. Reviewing the expertise, capacity and resources allocated to the programme
  - 5.7.3. Creating a clear accountability structure for the delivery of the programme
  - 5.7.4. Establishing a revised scope, specification and timeline for the programme
  - 5.7.5. Preparing a revised business case for the programme
- 5.8. The delivery of the programme is being managed jointly between the two councils and as such the senior sponsors have provided reports to the Shared Services Committee.
- 5.9. It is proposed that the Shared Services Committee meets more often whilst this programme is being delivered. This is to provide additional assurance to the councils regarding the delivery of the programme.



## **6. Implications of the Recommendations**

### **6.1. Legal Implications**

- 6.1.1. Each Council has signed a contract with Agilisys. Cheshire East Council is responsible for the implementation phase on behalf of both Councils.
- 6.1.2. A comprehensive Inter Authority Agreement has been entered into by both Councils, ensuring that both Council's obligations, including financial contributions, to the programme are documented, and ensuring Cheshire East Council are in a position to meet their contractual obligations on behalf of both Councils during the implementation phase.
- 6.1.3. The proposed changes to the programme timeline and associated cost impacts are being addressed in contractual terms by Cheshire East Council and Agilisys through agreed contract mechanisms (following programme approval). These changes will then be reflected in amendments to the Inter Authority Agreement where appropriate. As part of this process the Councils have sought ongoing external legal advice from Sharpe Pritchard, who supported the finalisation and award of the Councils' contracts with Agilisys and the Inter Authority Agreement at the conclusion of the procurement process.

### **6.2. Finance Implications**

- 6.2.1. In July 2017, the Cabinet of each Council approved a package of investment and savings for the programme. The total investment was £11.8m (£5.9m per Council) based on a September 2018 go-live date. The annual net savings were £2.3m, to be phased in over 2 years post go-live. The savings comprised £2.2m for decommissioning legacy systems (mainly Oracle) and £1.2m in business process efficiencies (total £3.4m), offset by £1.1m for running and support costs of the new system.
- 6.2.2. In May 2018, an additional implementation budget provision of £1.2m was forecast, increasing the total expected investment to £13m. There were no changes to the total forecast revenue savings.
- 6.2.3. As at 31 March 2019, actual implementation expenditure to this date was £11.5m.

6.2.4. This expenditure comprised:

	<b>£m</b>
Agilisys – purchase of user licences	1.4
Agilisys – implementation	5.0
Council resources – programme management / functional teams	2.9
Council resources – business change	1.0
Council - technical	1.1
Other Council costs	0.1
<b>Total expenditure to March 2019</b>	<b>11.5</b>

6.2.5. The delay in the programme has inevitably delayed delivery of the projected savings. The current expectation is that the majority of the £3.4m of gross savings will still be delivered once the system goes live. The phasing of these savings will be reviewed later in the year. Some limited savings have already been delivered from the replacement of Oracle Taleo with Business World Recruitment, and in a reduction in legacy system support.

6.2.6. The original estimated annual costs of £1.1m consisted of support and maintenance payments to Agilisys system hosting and maintenance based on 5,464 users, and for a small internal support team. The payments to Agilisys will not commence until Business World goes live. The design of the new support team has not been finalised, but is likely to be in place a few months before Business World implementation is complete.

6.2.7. As part of the prudent financial management approach taken by both Councils, the increasing costs will be reported to elected members through the normal quarterly and outturn reporting cycle.

**6.3. Policy Implications**

6.3.1. The additional assurance provided by the joint scrutiny working group supports the council's corporate objective of being a responsible and effective organisation.

**6.4. Equality Implications**

6.4.1. There no direct Equality implications.

**6.5. Human Resources Implications**

6.5.1. The review of the programme may require additional staffing resources to be allocated to the programme. This is not quantifiable at this stage.

**6.6. Risk Management Implications**

6.6.1. A revised risk management assessment and governance arrangement will be designed as part of the proposed reset of the programme. This will form part of the information presented to the joint working group.

**6.7. Rural Communities Implications**

6.7.1. There are no direct implications for rural communities.

**6.8. Implications for Children & Young People/Cared for Children**

6.8.1. There are no direct implications for children and young people.

**6.9. Public Health Implications**

6.9.1. There are no direct implications for public health.

**6.10. Climate Change Implications**

6.10.1. There are no direct climate change implications.

**7. Ward Members Affected**

7.1. All wards

**8. Consultation & Engagement**

8.1. A revised communication and engagement plan will be prepared as part of the reset of the programme

**9. Access to Information**

9.1. Previous reports to Cabinet and the Overview and Scrutiny Committee regarding this programme are available on request.

**10. Contact Information**

10.1. Any questions relating to this report should be directed to the following officer:

Name: Frank Jordan

Job Title: Executive Director - Place

Email: [frank.jordan@cheshireeast.gov.uk](mailto:frank.jordan@cheshireeast.gov.uk)



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## FORWARD PLAN FOR THE PERIOD ENDING 30<sup>TH</sup> NOVEMBER 2019

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, Executive Democratic Services Officer  
[paul.mountford@cheshireeast.gov.uk](mailto: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

<b>Key Decision and Private Non-Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-55 Sandbach School - Authority to Enter into a Grant Agreement	To enter into a grant agreement with Sandbach School to a value of £1,545,095 in order to passport funding to them for the purposes of undertaking a scheme which increases the capacity of the school from a published admission number of 210 to 240.	Chief Executive	Not before 16th May 2019		Jacky Forster, Director of Education and 14-19 Skills	N/A

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 18/19-65 SMDA Infrastructure Procurement Strategy	<p>In accordance with the authority delegated by Cabinet to the Executive Director of Place on 8<sup>th</sup> May 2018:</p> <p>To procure the infrastructure, utilities and ground stabilisation works at South Macclesfield Development Area; to enter into any contracts or agreements required under the SCAPE Civil Engineering and Infrastructure Framework; and to utilise an NEC ECC Type C construction contract with Early Contractor Involvement.</p>	Executive Director Place	Not before 12th Jun 2019			N/A

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-66 SMDA Infrastructure and Funding Agreement	<p>In accordance with the authority delegated by Cabinet to the Executive Director of Place on 8<sup>th</sup> May 2018:</p> <p>To enter into a funding agreement (infrastructure agreement) with the principal landowner in respect of the Council's landholding at South Macclesfield Development Area.</p>	Executive Director Place	Not before 12th Jun 2019			Partly exempt by virtue of paras 3 and 5.

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 18/19-69 Acquisition of the Willows, Macclesfield	<p>In accordance with Chapter 2, Part 6, Paragraph 52 of the constitution of Cheshire East Borough Council dated 12<sup>th</sup> February 2019:</p> <p>To approve the acquisition of the property known as The Willows, Macclesfield, Cheshire SK11 8LF and to instruct the Council's Legal Officers to proceed to legal completion of the purchase and any related legal documentation on terms and conditions to be determined by the Assets Manager and the Director of Governance and Compliance.</p>	Executive Director Place	Not before 19th Jun 2019			Fully exempt under para 3
CE 19/20-8 Sandbach High School - Authority to Enter into a Grant Agreement	To enter into a grant agreement with Sandbach High School and Sixth Form School to a value of £1,100,000 in order to passport funding to them for the purposes of undertaking a scheme which increases the capacity of the school from a published admission number of 210 to 240.	Chief Executive	Not before 5th Aug 2019		Jacky Forster, Director of Education and 14-19 Skills	N/A

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-50 Environment Strategy	To seek approval for the draft Environment Strategy and agreement that a borough wide public consultation takes place seeking views on the draft Environmental Strategy, with the decision on all final consultation materials being delegated to the Executive Director of Place. The outcomes of the consultation and any resultant changes to the draft strategy will be reported to and approved by Cabinet in due course.	Cabinet	10 Sep 2019		Paul Bayley	
CE 18/19-53 Site Allocations and Development Policies Document - Public Consultation	To seek approval to publish a Publication Draft of the Cheshire East Site Allocations and Development Policies Document, along with its supporting evidence, for a further six weeks' public consultation.	Cabinet	10 Sep 2019		Jeremy Owens	N/A

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-64 Framework for Domestic Repairs and Adaptations	To approve the establishment of a framework to commission low value domestic repairs and adaptations on behalf of vulnerable residents, and to authorise the Executive Director Place in consultation with the Portfolio Holder for Housing, Planning and Regeneration to award and enter into a framework.	Cabinet	10 Sep 2019		Karen Whitehead	N/A
CE 19/20-4 Poynton Relief Road - Final Approval to Underwrite Funding Gap, Appoint Contractor and Submit Final Business Case	To seek approval to confirm the formal underwriting of the funding gap for the Poynton Relief Road, submit the final business case to the Department for Transport, confirm the selection of the winning contractor and appoint the contractor to undertake limited advance works.	Cabinet	10 Sep 2019		Paul Griffiths	N/A

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 19/20-9 North West SEND Purchase System	To approve the development of a North West 'Purchasing System' in order to procure and award contracts for school places at independent and non-maintained special schools for those pupils with complex Special Educational Needs and Disabilities. To delegate authority to award contracts to the Acting Executive Director of People.	Cabinet	10 Sep 2019		David Leadbetter	
CE 19/20-10 Re-Commission of Supported Accommodation/ Independent Living for Cared for Children	To approve the re-commissioning of Supported Accommodation/Independent Living Provision and delegate authority to the Acting Executive Director People, following consultation with the Portfolio Holder for Children and Families, to make a decision on award of contract.	Cabinet	10 Sep 2019		David Leadbetter	

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 19/20-12 Managed Provision for Consultancy	To delegate authority to the Executive Director of Corporate Services to enter into the necessary legal documentation to appoint a partner and all incidental legal agreements for the managed provision of consultancy requirements utilising a NEPO framework to appoint Bloom Procurement Services Ltd.	Cabinet	10 Sep 2019		Lianne Halliday	
CE 19/20-14 Agency Worker Contract Procurement	To delegate authority to officers to award the contract.	Cabinet	10 Sep 2019		Sara Barker, Head of HR	N/A



<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 19/20-15 Commissioning of Community Equipment Services	To delegate authority to the Executive Director People to enter into a Memorandum of Understanding and S75 Agreement with local authority and health partners; approve the procurement of a contract for community equipment services; and delegate authority to the Executive Director People to award a contract to a supplier of community equipment services.	Cabinet	10 Sep 2019		Nichola Glover-Edge, Director of Commissioning	N/A
CE 19/20-16 Improved Better Care Fund 2019/20	To endorse the Improved Better Care Fund schemes and associated expenditure.	Cabinet	10 Sep 2019		Nichola Glover-Edge, Director of Commissioning	N/A
CE 18/19-51 ASDV Programme Update	To authorise officers to take all necessary actions to implement the recommendations made in the ASDV Review report approved by Cabinet on 12th March 2019.	Deputy Leader of the Council	September 2019			Fully exempt - paras 3 & 4

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-67 Macclesfield Town Centre Regeneration - Strategic Regeneration Framework and Future Programme	Taking into account the outcome of a public consultation on a draft Strategic Regeneration Framework for Macclesfield Town Centre, to approve a final version of the Framework and agree further actions stemming from its recommendations.	Cabinet	8 Oct 2019		Jo Wise	N/A
CE 19/20-11 Re-Commission of Children with Disability Short Breaks	To approve the re-commissioning of Children with Disability short breaks services and delegate authority to the Acting Executive Director People, following consultation with the Portfolio Holder for Children and Families, to make a decision on award of contract.	Cabinet	8 Oct 2019		David Leadbetter	
CE 19/20-13 The Cheshire East Partnership Five Year Plan	To approve the Partnership Five Year Plan for submission to the Cheshire and Merseyside Health and Care Partnership and to authorise Officers to take all necessary actions to submit the Plan.	Cabinet	8 Oct 2019		Guy Kilminster	

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-54 Crewe Station Hub Area Action Plan - Public Consultation	To seek approval for a further six week consultation period on the Crewe Station Hub Area Action Plan.	Cabinet	8 Oct 2019		Adrian Fisher, Head of Planning Strategy	N/A
CE 19/20-5 Recommissioning of Housing-Related Support Contracts	To seek approval to the recommissioning of Housing-Related Support Contracts to be awarded from 1 <sup>st</sup> April 2020, and to delegate authority to the Executive Director Place to authorise and award the contracts.	Cabinet	8 Oct 2019		Karen Carsberg, Strategic Housing and Intelligence Manager	N/A
CE 19/20-7 Everybody Sport and Recreation Annual Performance Report 2018/19 and Leisure Centre Capital Improvement Programme	Cabinet will be asked to: 1. note the annual performance report for 2018/19 from Everybody Sport and Recreation; and 2. approve the letting of a series of contracts for future capital improvement works at leisure centre provision in Knutsford, Middlewich, Nantwich, Poynton and Wilmslow.	Cabinet	8 Oct 2019		Mark Wheelton	N/A

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 18/19-44 Local Transport Plan	Cheshire East Council as the Local Transport Authority has a duty to produce, and keep under review, a Local Transport Plan (LTP) in accordance with the Local Transport Act 2008. Council will be asked to approve the LTP for adoption following consideration by Cabinet.	Council	17 Oct 2019		Richard Hibbert	N/A
CE 19/20-6 Care4CE	In connection with a strategic review of Care4CE, to seek approval to establish a wholly-owned community interest company (CiC), and to introduce new terms and conditions for new staff in the Single Legal Entity (SLE).	Cabinet	5 Nov 2019			N/A
CE 18/19-60 The Minerals and Waste Development Plan	To seek approval to consult on the first draft of the Minerals and Waste Development Plan.	Portfolio Holder for Planning	November 2019		Adrian Fisher, Head of Planning Strategy	N/A

<b>Key Decision</b>	<b>Decisions to be Taken</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>How to make representation to the decision made</b>	<b>Private/ Confidential and paragraph number</b>
CE 19/20-17 Well-Managed Highway Infrastructure	To seek authority for the Executive Director Place, in consultation with the Portfolio Holder for Highways and Waste, to approve amendments to the Council's Highway Inspection Code of Practice and Adverse Weather Plan to ensure that they accord with the document ' Well-Managed Highway Infrastructure'.	Cabinet	14 Jan 2020		Paul Traynor	N/A
CE 18/19-68 Medium Term Financial Strategy 2020-24	To approve the Medium Term Financial Strategy for 2020-24, incorporating the Council's priorities, budget, policy proposals and capital programme. The report will also include the capital, treasury management, investment and reserves strategies.	Council	20 Feb 2020		Alex Thompson, Director of Financial and Customer Services	N/A

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## CHESHIRE EAST COUNCIL

### REPORT TO: CORPORATE SCRUTINY COMMITTEE

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5 September 2019

**Date of Meeting:**

**Report of:**

**Subject/Title:**

Head of Governance and Democratic Services

Work Programme update

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#### **1.0 Report Summary**

- 1.1 To review items in the 2018/2019 Work Programme listed in the schedule attached, together with any other items suggested by Committee Members.

#### **2.0 Recommendations**

That the 2018/2019 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**

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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.

10.3 When selecting potential topics, Members should have regard to the Council's six corporate outcomes 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:

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Name: Mark Nedderman  
Designation: Scrutiny Manager  
Tel No: 01270 686459  
Email: mark.nedderman@cheshireeast.gov.uk

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Date: <b>05.09.19</b> Time: 2.00pm Venue: Committee suite, Westfields	Date: <b>26.09.19</b> Time: 2.00pm Venue: Committee suite, Westfields	Date: <b>31.10.19</b> Time: 2.00pm Venue: Committee suite, Westfields	Date: <b>09.01.20</b> Time: 2.00pm Venue: Committee suite, Westfields	Date: <b>03.02.20</b> Time: 2.00pm Venue: Committee suite, Westfields	Date: <b>02.04.20</b> Time: 2.00pm Venue: Committee suite, Westfields
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<b><u>Item</u></b>	<b><u>Purpose</u></b>	<b><u>Lead Officer</u></b>	<b><u>Portfolios</u></b>	<b><u>Suggested by</u></b>	<b><u>Scrutiny role</u></b>	<b><u>Corporate priorities</u></b>	<b><u>Date</u></b>
ORACLE (Best4Business)	To monitor the work of the joint working group with Cheshire West and Chester Council.	Interim Executive Director of Corporate Services	Finance and Communications	Portfolio Holder	Monitor the development and progress of the project.	Cheshire East has a strong and resilient economy	Every meeting starting on 05.06.19
Communications Protocol	To review the Council's current communications protocols.	Interim Executive Director of Corporate Services	Finance and Communications	Committee	Review the current protocols and arrangements and make recommendations for improvements as necessary.	A responsible effective and efficient organisation	The Portfolio Holder to report back on progress TBA
Fly-Tipping Group	To receive a quarterly update report on the activity and performance of the Fly-Tipping working group. (Last report received 4 February 2019).	TBA	TBA	Committee	Performance monitoring	Our local communities are strong and supportive	31.10.19

<b><u>Item</u></b>	<b><u>Purpose</u></b>	<b><u>Lead Officer</u></b>	<b><u>Portfolios</u></b>	<b><u>Suggested by</u></b>	<b><u>Scrutiny role</u></b>	<b><u>Corporate priorities</u></b>	<b><u>Date</u></b>
Performance Scorecard - Quarter 4, 2018/19	To scrutinise the mid-year review of performance.	Interim Executive Director of Corporate Services	Adult Social Care and Integration  Health  Corporate Policy and Legal Services  Finance and Communications  Leader	Committee	Performance Monitoring	A responsible effective and efficient organisation	26. 09 2019
MTFS	To receive an update on the half year position	Interim Executive Director of Corporate Services	Corporate Policy and Legal Services  Finance and Communications  Leader	Interim Executive Director of Corporate Services	Performance Monitoring	A responsible effective and efficient organisation	26. 09 2019
Pre Budget Consultation							26. 09 2019

<b><u>Item</u></b>	<b><u>Purpose</u></b>	<b><u>Lead Officer</u></b>	<b><u>Portfolios</u></b>	<b><u>Suggested by</u></b>	<b><u>Scrutiny role</u></b>	<b><u>Corporate priorities</u></b>	<b><u>Date</u></b>
ASDV	There had been a review on alternative service delivery vehicles (ASDVs) to monitor the effectiveness of the new shareholders board. Update in 6 months' time to review progress	TBA	Finance and Communications	Chairman	To review progress.	A responsible effective and efficient organisation	TBA
Members' Facilities, Accommodation and Culture	To review members' facilities and accommodation.  Task and finish group last met on 10 December 2018 and finalised its findings.  Final report TBA.	Executive Director of Place and Deputy Chief Executive Officer	Finance and Communications	Chairman	Task and finish group appointed on 7 July 2016.	A responsible effective and efficient organisation	26 Sept 2019
ICT Investment (IIP)	To scrutinise the joint ICT investment by Cheshire East and Cheshire West and Chester Councils.	Gareth Pawlett (Project Lead); Interim Executive Director of Corporate Services	Finance and Communications	CLT	Performance monitoring	A responsible effective and efficient organisation	TBA
Re-development of Blue Light Services	To review arrangements to re-develop Blue Light Services in Cheshire East	Executive Director of People	Adult Social Care and Integration	Chairman	Monitoring	A responsible effective and efficient organisation	TBA
Anti-social Behaviour	To consider the future planned	Director of	Adult Social	Referred by	Performance	Our local	TBA

<b><u>Item</u></b>	<b><u>Purpose</u></b>	<b><u>Lead Officer</u></b>	<b><u>Portfolios</u></b>	<b><u>Suggested by</u></b>	<b><u>Scrutiny role</u></b>	<b><u>Corporate priorities</u></b>	<b><u>Date</u></b>
Task and Finish Group	arrangements for how anti-social behaviour cases will be dealt with, and monitor the performance of housing association partners (Peaks and Plains Housing Trust, Guinness Partnership, Plus Dane Housing)	Commissioning	Care and Integration	the Health and Adult Social Care and Communities OSC	monitoring / policy development	communities are strong and supportive	
Statutory Scrutiny Guidance	To consider how the Council will have regard to new statutory guidance on Overview and Scrutiny issued by the Government in May 2019	Interim Executive Director of Corporate Services	Corporate Policy and Legal Services	Acting Chief Executive	Policy development	A responsible effective and efficient organisation	31.10.2019

**Possible Future Items/briefings notes**

Review the Council's working arrangements with partners and other third parties specifically in relation to value for money.