

Resources

Overview and Scrutiny

Panel

**Agenda
Item:**

A.2

Meeting Date: 5 January 2017

Portfolio: Cross Cutting

Key Decision: No

Within Policy and
Budget Framework

Public / Private Public

Title: OVERVIEW REPORT AND WORK PROGRAMME

Report of: Overview and Scrutiny Officer

Report Number: OS 01/17

Summary:

This report provides an overview of matters related to the Resources Overview and Scrutiny Panel's work. It also includes the latest version of the work programme.

Recommendations:

Members are asked to:

- Note the items (within Panel remit) on the most recent Notice of Key Executive Decisions
- Note and/or amend the Panel's work programme

Contact Officer: Dave Taylor

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**Appendix attached to
report:**

1. Resources Overview and Scrutiny Panel Work Programme 2016/17

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 18 November 2016. This was circulated to all Members. The following items fall into the remit of this Panel and were noted at the Panel's last meeting on 6 December 2016:

Items which have been included in the Panel's Work Programme:

KD.21/16 Budget Process 2017/18

Items which have not been included in the Panel's Work Programme:

KD.24/16 Polling Station Review 2016/17

2. References from the Executive

There is a reference from the Executive following their meeting on 12 December. This will be circulated separately.

- EX.124/16 – Budget 2017/18 – Feedback from the Overview and Scrutiny Panels on the draft Budget reports – **Community; Environment and Economy; and Resources O&S Panels**

3. Work Programme

The Panel's current work programme is attached at Appendix 1. Members are asked to note and/or amend the Panel's work programme and in particular consider the framework for the next meeting.

The following items are scheduled for the next meeting on 23 February 2017:

- Performance Report Options
- Budget Monitoring 2016-17
- Performance Monitoring
- Sickness Absence
- Carlisle Ambassadors Group (tentative)
- Flood Update Report
- Digital Vision and Technology 5 year strategy
- Smarter Service Delivery project

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

Appendix 1: Resources Overview and Scrutiny Panel Work Programme 2016/17

Issue Contact Officer	Type of Scrutiny						Comments/Current Status	Meeting Dates							
	Performance Management	Notice of Key Decision /Referred from Executive	Policy Review or Development	Scrutiny of Partnership/ External Agency	Budget	Monitoring		16 Jun 16	4 Aug 16	08 Sep 16	20 Oct 16	06 Dec 16	05 Jan 17	23 Feb 17	13 Apr 17
Current Meeting – 5 January 2017															
Budget setting 2017/18–2021/22 Alison Taylor					✓		Draft budget consultation						✓		
Task & Finish Groups															
Future Items															
Performance report options Steven O’Keeffe	✓						To consider changes to improve performance reporting to O&S Panels							✓	

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Budget Monitoring 16-17 Alison Taylor					✓	✓	Monitoring of budget – both revenue and capital				✓	✓		✓	
Performance Monitoring Gary Oliver	✓					✓	Quarterly monitoring of performance within remit of Panel	✓		✓		✓		✓	
Sickness Absence Gary Oliver	✓						To consider reports relating to sickness absence levels.	✓		✓		✓		✓	
Carlisle Ambassadors Group Alison Taylor				✓			Report requested 6/12/16 on contributions made and how used							✓ ?	
Corporate Risk Register Tracey Crilley						✓	Bi-annual monitoring				✓				✓
Flood Update Report Darren Crossley		✓	✓			✓	Areas within remit of Panel	✓	✓					✓	

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Digital Vision and Technology 5 year strategy Michael Scott						✓	Implementation of Digital (ICT) strategy - 6 monthly monitoring		✓					✓	
Kingstown Ind Estate Business Plan Mark Lambert				✓			To consider the Estate Business Plan. Staff from preferred partner to be invited to attend scrutiny of the Plan.								
Kingstown Ind Estate Contract Mark Lambert	✓			✓			Bi-annual monitoring of the Contract								
Smarter Service Delivery project Ben Renucci							6 monthly monitoring							✓	

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Scrutiny Annual Report Scrutiny Officer							Draft report for comment before Chairs Group approval								✓
COMPLETED ITEMS															
Market Hall – October Market Management Group and Managing Agent Relationship				✓								✓			
Proposed new O&S Panel remits (PART OF OVERVIEW REPORT) Steven O’Keeffe			✓				Consideration of proposed new O&S panel remits					✓			
Corporate Programme Board Tracey Crilley						✓	Bi-annual monitoring of significant projects	✓				✓			

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Significant Partnerships Alison Taylor				✓			Bi-annual scrutiny Deferred due to flood work	✓				✓			
Budget setting 2017/18–2021/22 Alison Taylor					✓		1 st forecast of overall budget proposals					✓			
Carlisle 4 year Efficiency Plan Peter Mason / Alison Taylor					✓	✓	Efficiencies delivered for 2016/17 and plans set out in the 4 year efficiency statement				✓				
Market Hall – Capital Contribution to Roof Repair Works Mark Lambert		✓					Pre-decision scrutiny of Executive decision				✓				
Employee Opinion Survey 2016 Steven O’Keeffe						✓	To consider the results of the Employee Opinion Survey.				✓				

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2015/16 Provisional Outturn Reports Peter Mason					✓		Outturn reports and requests to Council	✓							
Kingstown and Parkhouse Procurement Project Raymond Simmons		✓					To scrutinise options and proposals being considered. Postponed by 3–4 months due to flood.	✓							
Freedom of Information Requests Clare Furlong							Annual report on Freedom of Information requests <i>Future reports for information only</i>		✓						
Budget setting 2016/17– 2020/21 (MTFP) Peter Mason		✓			✓		Policy documents consultation		✓						

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Corporate Complaints Policy Jill Gillespie			✓				Consideration of reviewed Corporate Complaints policy		✓						
Asset Management Plan Barbara Vernon		✓					2016 to 2021Plan		✓						
FOR INFORMATION ONLY ITEMS															
Details							Date Circulated								