

RESOURCES OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 21st July 2011

Title: Overview Report and Work Programme

Report of: Overview and Scrutiny Officer

Report reference: OS 20/11

Summary:

This report provides an overview of matters related to the Resources O&S Panel's work. It also includes the latest version of the work programme.

Recommendations:

Members are asked to:

- Agree items for consideration by Scrutiny which are included in the Forward Plan (Para 1 & Appendix 1)
- Note the meeting of the Scrutiny Chairs Group 5/7/11
- Note and/or amend the Panel's work programme (to be tabled at meeting)

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1. Forward Plan Items

The Forward Plan of the Executive covering the period 1st July – 31st October 2011 was published on 17th June 2011.

The following items fall within the remit of this Panel and full details are provided at Appendix 1.

KD.016/11 – The Medium Term Financial Plan (including the Corporate Charging Policy) and the Capital Strategy 2012/12 to 2017/18 – Panel Members decided at their meeting on 16th June that they would consider this report at the Panel meeting on 25th August 2011.

KD.017/11 – Asset Management Plan 2011-16 - 2010/11 Provisional Outturn Reports- Panel Members decided at their meeting on 16th June that they would consider this report at the Panel meeting on 25th August 2011.

2. Scrutiny Chairs Group

The Group met on 5th July 2011. Notes of the meeting are attached at Appendix 2 for information:

3. Capital Projects Task and Finish Group

The Task Groups report is due to be considered by the Executive at its meeting on 25th July 2011. A response to the Task Groups recommendations has been requested to the next meeting of the Panel on 25th August.

4. Work Programme

The Panel's annual Development Session is due to be held on 11th July to consider the current work programme. The amended Work Programme will therefore be tabled at the meeting of the Panel.

**Index of Active Executive Key Decisions relevant to:
Resources Overview and Scrutiny Panel**

| Key Decision Ref Nos: | Subject: | Date of Executive Meeting |
|------------------------------|--|------------------------------------|
| KD.016/11 | The Medium Term Financial Plan (including the Corporate Charging Policy) and the Capital Strategy 2012/13 to 2017/18 | 25 July 2011 30 August 2011 |
| KD.017/11 | Asset Management Plan 2011-2016 | 25 July 2011 30 August 2011 |

FORWARD PLAN
Active Executive Key Decisions relevant to:
Resources Overview and Scrutiny Panel

Ref: KD.016/11

Portfolio Area Governance and Resources

Subject The Medium Term Financial Plan (including the Corporate Charging Policy) and the Capital Strategy 2012/13 to 2017/18

Key Decisions:

To consider the Council's Medium Term Financial Plan and Corporate Charging Policy, and the Council's Capital Strategy and make recommendations to Council on 13 September 2011.

To be considered initially by Executive: 25 July 2011

Decision to be taken at Executive on: 30 August 2011

Responsible or Lead Overview and Scrutiny Panel:

Resources Overview and Scrutiny Panel

Date when the matter will be available for consideration by Overview and Scrutiny Panel

Policy and Budget Framework matter which will be available for consideration by the Resources Overview and Scrutiny Panel on 25 August 2011.

Consultees: Overview and Scrutiny

Date for Consultees' comments: August 2011

Relevant reports/background papers which are available:

The Assistant Director (Resources) report will be available five working days before the meeting

Further Information From:

Assistant Director (Resources), Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Ref: KD.017/11

Portfolio Area Governance and Resources

Subject Asset Management Plan 2011-2016

Key Decisions:

To consider the Council's Asset Management Plan and make recommendations to Council on 13 September 2011.

To be considered initially by Executive: 25 July 2011

Decision to be taken at Executive on: 30 August 2011

Responsible or Lead Overview and Scrutiny Panel:

Resources Overview and Scrutiny Panel

Date when the matter will be available for consideration by Overview and Scrutiny Panel

Policy and Budget Framework matter which will be available for consideration by the Resources Overview and Scrutiny Panel on 25 August 2011

Consultees: Overview and Scrutiny

Date for Consultees' comments: August 2011

Relevant reports/background papers which are available:

The Assistant Director (Resources) report will be available five working days before the meeting

Further Information From:

Assistant Director (Resources), Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

SCRUTINY CHAIRS GROUP MEETING

5 July 2011 at 10.00am

Attended: Councillor Mrs Luckley, Chairman of the Community Overview and Scrutiny Panel
Councillor Mrs Rutherford, Chairman of the Environment and Economy Overview and Scrutiny Panel
Councillor Craig, Vice Chairman of the Environment and Economy Overview and Scrutiny Panel
Councillor Layden, Chairman of the Resources Overview and Scrutiny Panel
Councillor Allison, Vice Chairman of the Resources Overview and Scrutiny Panel
Nicola Edwards, Scrutiny Officer
Rachel Rooney, Lead Committee Clerk
Jason Gooding, Deputy Chief Executive
Darren Crossley, Strategic Director
Keith Gerrard, Assistant Director (Community Engagement)

09/11 APOLOGIES FOR ABSENCE

Apologies for absence were submitted from Councillor Glover, Vice Chairman of the Community Overview and Scrutiny Panel and Maggie Mooney, Town Clerk and Chief Executive.

10/11 SCRUTINY CHAIRS GROUP LEAD

AGREED – That Councillor Mrs Rutherford would Lead the meetings of the Scrutiny Chairs Group for 2011-12.

11/11 MINUTES OF PREVIOUS MEETINGS

AGREED – 1) That the minutes of the Joint meeting of the Scrutiny Chairs Group and the Executive held on 5 April 2011 be agreed as a correct record of the meeting.

2) That the minutes of the Scrutiny Chairs Group held on 11 April be agreed as a correct record of the meeting.

12/11 SCRUTINY CHAIRS GROUP – TERMS OF REFERENCE

AGREED – That the Terms of Reference for the Scrutiny Chairs Group as circulated be agreed.

13/11 ANNUAL REPORT 2010/11

The Scrutiny Officer submitted the recommendations from the Overview and Scrutiny Annual Report 2010/11 that were relevant to the Scrutiny Chairs Group.

The Scrutiny Officer circulated a copy of the Scrutiny Review Scoping Document which she had prepared, the document would allow Task and Finish Groups to clearly set out the scope of their work and who the relevant officers were and what was expected from them.

The Strategic Director asked that financial implications of the Task Group work be added to the Scoping Document and the Assistant Director asked that the reasons for the review column be moved underneath the title.

A Member asked if timelines for responses from the Executive to the Task and Finish Group recommendations could also be included in the Scoping Document. The Deputy Chief Executive reminded the Group that not all recommendations or findings from Task and Finish Groups had to go through the Executive. Recommendations from Task and Finish Group work would only be considered by the Executive if the matter fell within their remit, recommendations could also be implemented by officers or other organisations.

The Group agreed that substitute Members would be invited to join Task and Finish Group work and non Scrutiny Members would also be encouraged to participate in Panel and Task and Finish Group work.

The Group were concerned that the current level of support from designated officers and members of the SMT would alter when the Town Clerk and Chief Executive left in August 2011. Dr Gooding informed the Group that, for the interim period, the Assistant Director (Community Engagement) would become the designated SMT officer for the Community Overview and Scrutiny Panel.

AGREED –1) That Recommendation 1 be noted

2) That the Scrutiny Review Scoping Document be used at the start of each Task and Finish Group to provide structure to the Task and Finish Group work.

3) That financial implications, risks and timescales of the Task and Finish Group work be included in the Scrutiny Review Scoping Document.

4) That the Scrutiny Panels and Scrutiny Chairs Group continue to take Recommendation 3 forward and improve on the involvement of non Scrutiny Members, the public and service users in Scrutiny Panels and Task and Finish Groups.

5) That the Scrutiny Chairs Group continues to monitor the scrutiny support arrangements.

14/11 TRIPARTITE MEETINGS

A draft Terms of Reference for Tripartite Meetings had been developed by a small working group of Cllr Rutherford, Cllr Ellis, Darren Crossley and Nicola Edwards and was circulated to the Group

The Lead Member commented that the meetings would improve the working relationship between the Executive and Scrutiny and help both plan their work better.

AGREED – That the Terms of Reference for the Tripartite Meetings be agreed.

15/11 SCHEDULE 1 OF THE LEADER'S SCHEME OF DELEGATION

The Scrutiny Officer had previously circulated Schedule 1 of the Leader's Scheme of Delegation which outlined the policy areas and Executive functions included in Portfolios along with each of the Overview and Scrutiny Panels remits.

The Scrutiny Officer asked the Group to consider the remits and make any changes that they felt were necessary, she highlighted Food Standards, Carlisle Partnership and Town Twinning as areas that had been allocated to the incorrect Panel.

The Group discussed the document and clarified what the Carlisle Partnership covered.

AGREED – That the Assistant Director (Community Engagement) look at the Overview and Scrutiny remits in relation to Portfolio Holder remits in more detail and meet with the Chairmen of the Community and Environment and Economy Overview and Scrutiny Panels to discuss any suggested amendments. The Strategic Director would discuss the matter with the Environment and Housing Portfolio Holder and give his feedback to the Assistant Director for input into the amended document.

16/11 ANY OTHER BUSINESS

There was no other business

17/11 DATE OF NEXT MEETING

AGREED – That the next meeting of the Scrutiny Chairs Group take place on 3 November 2011 at 1.00pm.

(The meeting ended at 11.08am)