



CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

Committee Report

Public

Date of Meeting: 2nd April 2009

Title: Overview Report and Work Programme

Report of: Scrutiny Officer

Report reference: OS 17/08

Summary:

This report provides an overview of matters related to the Corporate Resources Committee's work. It also included the latest version of the work programme.

Recommendations:

Members are asked to:

- Agree date for Sept meeting of CROS
- Nominate Members for Budget Scrutiny Task and Finish Group
- Delegate approval for finalising the Lease Car Review report to the Chair of the Task and Finish Group.
- To note the Committee's work programme (Appendix 2).

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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

1. Future Meeting Of The Committee

1.1. Report LDS.05/09 relating to the dates and times of meetings for 2009/10 approved by Council on 13 January 2009 included a scheduled meeting of this Committee on 3 September 2009. Members are asked to consider and approve the rearrangement of that meeting to 25 August 2009 in order to facilitate consideration of the Council's MTFP and Capital Strategy by this Committee.

2. Budget Scrutiny Task and Finish Group

2.1. As part of the review of scrutiny, only 21% of scrutiny Members who responded to the questionnaire they were sent thought that the budget scrutiny process was effective. Furthermore at the Review of Scrutiny Workshop on 25th February, many Members said that they felt the budget scrutiny started too late and so it was difficult to contribute effectively. It was therefore considered that the most appropriate way of resolving this would be to carry out a piece of Task and Finish Group work considering how budget scrutiny could be improved with particular reference to examining best practice from elsewhere.

2.2. CROS will lead on this piece of work but Members of the Task Group will be drawn from all three scrutiny committees. Members are asked to nominate two representatives from the Committee to be involved in the Task and Finish Group.

3. Lease Car Task and Finish Group

3.1. The initial meeting of the Task and Finish Group was held on 10th March 2009. It was agreed that Councillor Allison would Chair the group and Terms of Reference for the Scrutiny were agreed (attached for information at Appendix1).

3.2. The Task Group will be meeting with relevant officers at the beginning of April and in order for the final report to be submitted to the Executive without any further delays, the Committee are asked to delegate approval for the task group's report to the Task Group Chairperson, in consultation with the Chair of the Committee and members of the task group. Committee Members will be circulated a full copy of the draft report for comment.

Lease Car Scheme Task and Finish Group

The task and finish group has been set up to look at the Authority's Lease Car Scheme and to evaluate the cost effectiveness and appropriate use of the scheme.

Membership

The members of the group are:

- Councillor Allison – Corporate Resources
- Councillor Clarke – Corporate Resources
- Councillor Glover – Corporate Resources

They will be supported and guided by officers from the Scrutiny Team.

Terms of Reference

The Terms of Reference for the group are suggested as:

- To gain an overview of the current Lease Car Scheme and Car User Allowances
- To examine a detailed picture of users, car types, environmental impact and cost to the Authority
- To clarify the status of timetable of any ongoing review within the Authority's Green Travel Plan.

Method

Members to request information on the cost, car types, usage and environmental impact on lease cars along with the administrative cost of maintaining the scheme. This will assist the group in determining the appropriateness of the Lease Car Scheme.

Members may choose to speak to officers within Personnel, Finance and Environmental Services.

Members will also benchmark against other Cumbrian authorities and elsewhere.

A report on the decisions of the task and finish group will then form the basis for recommendations to the Corporate Resources Overview and Scrutiny Committee to take back to the Executive and agree, prior to the next round of reporting to committees.

CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2008/09

Issue	Type of Scrutiny						Comments/Current Status	Meeting Dates								
	Performance Management	Forward Plan Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Budget	Monitoring		3	12	24	4	16	11	8	11	2
								Apr	Jun	Jul	Sep	Oct	Dec	Jan	Feb	Apr
MEETING - 2nd April 2009																
Pay & Workforce Strategy			✓			✓	Standing Agenda Item Monitoring report on progress	✓	✓	✓	✓	✓		✓	✓	✓
Reorganisation of Carlisle City Council			✓				To inform Members of the project									✓
Corporate Risk Register	✓					✓	Routine quarterly monitoring					✓			✓	✓
Lease Cars			✓				Currently subject to Task and Finish Scrutiny Review. Cllrs Allinson/Clarke/Glover									✓
Sickness Absence	✓						Update on sickness absence statistics and management action					✓		✓		✓
Capital Projects Board	✓					✓	Bi-annual report detailing Corporate Projects					✓				✓

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Safeguard Policy, Housing Benefit & Local Housing Allowance		✓				✓	Progress report following adoption of Policy									✓
COMPLETED ITEMS/*CARRIED FORWARD TO 09/10 CIVIC YEAR																
Carlisle Renaissance*			✓			✓	To scrutinise the Action Plan for Carlisle Renaissance on a 6 monthly basis	✓		✓	Special 17/11/08		Special 28/1/09			
Proposals for Caldew Riverside		✓					To scrutinise proposals for the development of Caldew Riverside									
Customer Contact Centre*	✓		✓				To inform Members of remits of review and update of progress									

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SERCO Report – Shared Management Arrangements with Allerdale BC		✓	✓				Workshop and special meeting 08/12/08 with requests for additional information made					Special 8/12/08		✓		
Budget Monitoring 08/09					✓	✓	Monitoring of budget expenditure. To look at overspends/underspends and variance of budget lines			✓	Special 07/08/08	✓		✓		
Shared ICT Services*			✓			✓	Scrutinise Business Plan for shared services between Allerdale BC and Carlisle CC	✓	✓	✓	Special 07/08/08			✓		
Property Portfolio Options*		✓	✓				Workshop held 13/10/08 to feedback findings of Consultant							✓		
Performance Monitoring Reports*	✓					✓	Quarterly Monitoring of PI's.					✓		✓		
Vacancy Management			✓			✓	Update reports on effectiveness of Policy			✓	✓		✓			

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Employee Opinion Survey & Improvement Plan						✓							✓			
Corporate Communications Policy & Corporate Consultation Policy		✓				✓			✓				✓			
Use of Resources					✓								✓			
Member Training Annual Report	✓					✓		✓								
Corporate Complaints Annual Report*	✓					✓		✓								
Cumbria Wide Property Review		✓					✓	✓								

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							property assets with the County Council and other public sector agencies									
ICT Strategy		✓				✓	Update of implementation of strategy	✓								
Review of Corporate Improvement Plan		✓					To feedback comment to Executive on draft Plan			✓						
Partnership Policy Annual Report	✓					✓	Considered by CROS 18/10/07. Agreed to monitor in 12 months					✓				
Procurement Activity Monitoring			✓			✓	To receive update on progress following implementation of Policy					✓				
Medium Revenue Provision Update					✓				✓							
Treasury Management					✓		Annual Report		✓							
Provisional Outturn					✓	✓	Monitoring & examination		✓							

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							of variation.									
Capital Strategy 2009/10-2001/12						✓	Monitoring of predictions, level of reserves and future trends	✓	✓ Special 07/08/08							
Asset Management Plan 2008-2013						✓			✓ Special 07/08/08							
Medium Term Financial Plan & Corporate Charging Policy						✓			✓ Special 07/08/08							
INFORMATION ONLY ITEMS																
Details								Date Circulated								
Freedom of Information Monitoring Report								03/06/08								
Budget Timetable								07/10/08								
Refresh of the Local Area Agreement								13/01/09								