



RESOURCES OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 30th August 2012

Title: Overview Report and Work Programme

Report of: Overview and Scrutiny Officer

Report reference: OS 22/12

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:

- Decide whether the items on the Leader's Forward Plan should be included in the Panel's Work Programme for consideration. (para 1 & Appendix 1)
- Note and/or amend the Panel's work programme (Appendix 3)

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1. Forward Plan Items

The Forward Plan of the Executive covering the period 1st July – 31st October 2012 was published on 17th August 2012. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1**:

KD.015/12 The Medium Term Financial Plan & the Capital Strategy 2012/14-2018/19 – *the Panel will consider this report at this meeting.*

KD.016/12 Asset Management Plan – *the Panel will consider this report at this meeting.*

KD.019/12 Revision of Statement of Gambling Policy – *The routine revision of the Gambling Policy is being considered by the Executive on 3rd September and 29th October prior to being referred to Council. The Chair is to make a decision whether the Panel will include this on the Agenda for the meeting on 18th October 2012.*

KD.021/12 Localisation of Council Tax – *on agenda for this Panel on 18th October*

KD.027/12 Highways Claimed Rights Review – *the Environment and Economy O&S Panel are to consider this report at their meeting on 13th September. Members of this Panel have been invited to attend that meeting to take part in the scrutiny of the report*

KD.029/12 Tullie House Museum and Art Gallery Trust Business Plan 2013/14 – *the Community O&S Panel will consider the Plan at their meeting on 22nd November. Members of ROSP are invited to attend this meeting.*

KD.033/12 Budget Process 2012/13 – *ROSP will consider budget report at their meetings on 4th December 2012 and 3rd January 2013.*

2. References from the Executive

None

3. Task and Finish Groups

4. Work Programme

The Panel's current work programme is attached at **Appendix 2** for comment/amendment.

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

| Key Decision Ref Nos: | Subject: | Date of Executive Meeting |
|------------------------------|--|--|
| KD.015/12 | The Medium Term Financial Plan (including the Corporate Charging Policy) & the Capital Strategy 2013/14 to 2017/18 (EX.090/12, EX.091/12 on 8 August 2012) | 6 August 2012 3 September 2012 |
| KD.016/12 | Asset Management Plan (EX.092/12 on 8 August 2012) | 6 August 2012 3 September 2012 |
| KD.019/12 | Revision of Statement of Gambling Policy | 3 September 2012 29 October 2012 |
| KD.027/12 | Highways Claimed Rights Review | 3 September 2012 1 October 2012 |
| KD.030/12 | Transformation Savings Progress Report | 3 September 2012 |
| KD.033/12 | Budget Process 2012/13 | 16 November 2012, 13 December 2012, 17 December 2012, 16 January 2013 16 November 2012, 13 December 2012, 17 December 2012, 16 January 2013 |

FORWARD PLAN

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

Ref: KD.015/12

Portfolio Area: Finance, Governance and Resources

Subject The Medium Term Financial Plan (including the Corporate Charging Policy) & the Capital Strategy 2013/14 to 2017/18 (EX.090/12, EX.091/12 on 8 August 2012)

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 11 September 2012

To be considered initially by Executive: 6 August 2012

Decision to be taken at Executive on: 3 September 2012

Consultees:

Date for Consultees' comments:

Relevant reports/background papers which are available:

Report RD.30/12 - Draft Capital Strategy 2013/14 to 2017/18 (at Executive 8 August 2012)

Report RD.29/12 - Draft Medium Term Financial Plan (incorporating the Corporate Charging Policy) 2013/14 to 2017/18 (at Executive 8 August 2012)

The Director of Resource's report will be available five working days before the meeting

Further Information From:

Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Ref: KD.016/12

Portfolio Area: Finance, Governance and Resources

Subject Asset Management Plan (EX.092/12 on 8 August 2012)

Key Decisions: To consider the Council's Asset Management Plan and make recommendations to Council on 11 September 2012

To be considered initially by Executive: 6 August 2012

Decision to be taken at Executive on: 3 September 2012

Consultees:

Date for Consultees' comments:

Relevant reports/background papers which are available:

Report RD.27/12 - Draft Asset Management Plan 2012-2017 (at Executive 8 August 2012)

The Director of Resource's report will be available five working days before the meeting

Further Information From:

Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Ref: KD.019/12

Portfolio Area: Finance, Governance and Resources

Subject Revision of Statement of Gambling Policy

Key Decisions: Approve decision of Licensing Committee to consult on revision of statement of gambling policy

To be considered initially by Executive: 3 September 2012

Decision to be taken at Executive on: 29 October 2012

Consultees:

Date for Consultees' comments:

Relevant reports/background papers which are available:

The Director of Governance's report will be available five working days before the meeting

Further Information From:

Director of Governance, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Ref: KD.027/12

Portfolio Area: Environment and Transport

Subject Highways Claimed Rights Review

Key Decisions: Whether to keep the Highway Claimed Rights Service at Carlisle City Council or hand it back to Cumbria County Council

To be considered initially by Executive: 3 September 2012

Decision to be taken at Executive on: 1 October 2012

Consultees:

Date for Consultees' comments:

Relevant reports/background papers which are available:

The Director of Local Environment's report will be available five working days before the meeting

Further Information From:

Director of Local Environment, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Ref: KD.030/12

Portfolio Area: Finance, Governance and Resources

Subject Transformation Savings Progress Report

Key Decisions: To update on progress on delivering Transformation Savings to date and draft savings proposals for 2013/14

To be considered initially by Executive:

Decision to be taken at Executive on: 3 September 2012

Consultees:

Date for Consultees' comments:

Relevant reports/background papers which are available:

The Director of Resources' report will be available five working days before the meeting

Further Information From:

Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Ref: KD.033/12

Portfolio Area: Finance, Governance and Resources

Subject Budget Process 2012/13

Key Decisions: To consider strategic financial issues arising from the budget setting process:

- (a) Budget Update - Revenue Estimates (19th November 2012)
- (b) Individual Charges Reviews (Local Environment, Governance , Economic Development, Community Engagement) (19th November 2012)
- (c) New Revenue Spending Proposals (19th November 2012)
- (d) New Savings Proposals (19th November 2012)
- (e) New Capital Spending Proposals and Provisional Capital Programme (19th November 2012)
- (f) Repair and Maintenance (19th November 2012)
- (g) Treasury Management and Prudential Borrowing Implications (19th November 2012)
- (h) Consideration of Overview and Scrutiny Consultation feedback (13th December 2012)
- (i) Draft Revenue Support Grant Settlement (if available) (17th December 2012)
- (j) Summary Overall Revenue and Capital Position (17th December 2012)
- (k) Draft Treasury Management and Investment Strategy including MRP Strategy (17th December 2012)
- (l) Executive Draft Budget Proposals for consultation (17th December 2012)
- (m) Final Revenue Support Grant and Final Revenue Budget Summary (16th January 2013)
- (n) Provisional Capital Programme (16th January 2013)
- (o) Treasury Management and Investment Strategy including MRP Strategy (16th January 2013)
- (p) Consideration of Final Budget Consultation (16th January 2013)
- (q) Executive's Final Budget Proposals (16th January 2013)

To be considered initially by Executive: 16 November 2012, 13 December 2012, 17 December 2012, 16 January 2013

Decision to be taken at Executive on: 16 November 2012, 13 December 2012, 17 December 2012, 16 January 2013

Consultees: Overview and Scrutiny Panels, Business Community, Trade Unions, Citizens and Staff

Date for Consultees' comments:

Relevant reports/background papers which are available:

The Director of Resource's report will be available five working days before the meeting

Further Information From:

Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 17 August 2012

| 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 | | 14 Jun 12 | 26 Jul 12 | 30 Aug 12 | 18 Oct 12 | 4 Dec 12 | 3 Jan 13 | 21 Feb 13 | 4 Apr 13 | |
| | | | | | | | | | | | | | | | | |
| Current Meeting – 30th August 2012 | | | | | | | | | | | | | | | | |
| Medium Term Financial Plan | | | | | ✓ | | | | ✓ | | | | | | | |
| Budget Monitoring 12-13 | | | | | ✓ | ✓ | Monitoring of budget | | ✓ | | ✓ | | ✓ | | | |
| Performance Monitoring Reports | ✓ | | | | | ✓ | Service Standards relevant to the remit of the Panel | ✓ | | ✓ | | ✓ | | ✓ | | |
| Organisational Development | ✓ | | | | | ✓ | Quarterly monitoring of OD plan | ✓ | | ✓ | | ✓ | | ✓ | | |
| Task & Finish Groups | | | | | | | | | | | | | | | | |
| Members Small Scale Projects | | | ✓ | | | | Cllrs Bowman/Bainbridge | | | | | | | | | |
| Saving Paper | | | ✓ | | ✓ | | Cllrs Craig/Watson/Franklin | | | | | | | | | |
| Future Meetings | | | | | | | | | | | | | | | | |
| Transformation Board | | | | | | ✓ | To receive six monthly updates | | | | ✓ | | | | ✓ | |

Last Revised: 17/08/2012

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 17 August 2012

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| Sickness Absence | | | | | | ✓ | Exception performance report on sickness absence | ✓ | | | ✓ | | | ✓ | |
| Localisation of Council Tax | | | | | | | Draft scheme how Council will administer Council Tax Benefit discount from 1/4/12 | | | | ✓ | | | | |
| Savings Proposals | | | | | ✓ | | To consider savings proposals from JMT | | | Special meeting September? | | | | | |
| Projects Assurance Group | | | | | | ✓ | Quarterly monitoring of significant projects | | ✓ | | ✓ | | ✓ | | ✓ |
| Corporate Risk Register | | | | | | ✓ | Quarterly Monitoring | | ✓ | | ✓ | | ✓ | | ✓ |
| Asset Management Business Plan | | | ✓ | | | | To monitor implementation of plan | | ✓ | | | | | | |
| Budget | | | | | ✓ | | Budget setting 2012/13-2016/17 | | | | | ✓ | ✓ | | |
| Significant Partnerships | | | | ✓ | | | Bi-Annual review of | | | | ✓ | | | | ✓ |

Last Revised: 17/08/2012

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 17 August 2012

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|-------------------------------------|------------------------|---|---------------------------|---|--------|------------|--|---------------|-----------|-----------|-----------|----------|----------|-----------|----------|---|
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| | | | | | | | significant partnerships | | | | | | | | | |
| Employee Opinion Survey | | | | | | | To inform Members of feedback and action plan | | | | | | | | | ? |
| Scrutiny Annual Report | | | | | | | Draft report for comment before Chairs Group | | | | | | | | | ✓ |
| COMPLETED ITEMS | | | | | | | | | | | | | | | | |
| 2011/12 Provisional Outturn Reports | | | | | ✓ | | Outturn reports and recommendations on carry forward requests to Council | ✓ | | | | | | | | |

For Information

Budget Process and Timetable

18th October 2012