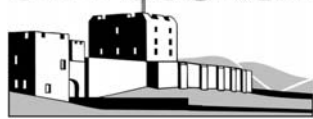


**CARLISLE
CITY COUNCIL**



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RESOURCES OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 3rd January 2013

Title: Overview Report and Work Programme

Report of: Overview and Scrutiny Officer

Report reference: OS 01/13

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 Notice of Key Decisions 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)

Contact Officer: Nicola Edwards

Ext: 7122

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 14th December 2012. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1**:

KD.033/12 Budget Process 2012/13 – *on the agenda of this meeting.*

KD.037/12 Carlisle Plan – *to be considered by this Panel at the next meeting on 21st February 2013.*

KD.044/12 Asset Review Disposal Programme – Land at Morton – *the Executive are to be asked to approve the release and exchange of land at their meeting on 11th February 2013.*

2. References from the Executive

Saving Paper Task Group

The Executive considered the Task Groups report at their meeting on 17th December. The excerpt from the minutes of the meeting is attached at Appendix 2 (to follow)

3. Work Programme

The Panel's current work programme is attached at **Appendix 3** for comment/amendment.

Items relevant to the Resources Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.033/12
Decision Title:	Budget Process 2013/14
Decision to be taken:	<p>The Executive will be asked to consider strategic financial issues arising from the budget setting process:</p> <ul style="list-style-type: none"> (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 (14th January 2013) (n) Provisional Capital Programme (14th January 2013) (o) Treasury Management and Investment Strategy including MRP Strategy (14th January 2013) (p) Consideration of Final Budget Consultation (16th January 2013) (q) Executive's Final Budget Proposals (16th January 2013).
Date Decision to be considered:	19 November 2012 (EX.132/12, EX.133/12, EX.134/12, EX.135/12, EX.136/12, EX.138/12, EX.139/12, EX.140/12, EX.141/12, EX.142/12) , 13 December 2012, 17 December 2012 and 14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	19 November 2012, 13 December 2012, 17 December 2012 and 14 January 2013

Items relevant to the Resources Overview and Scrutiny Panel:

Is the Decision Public or Private?:	The decision will be taken in public.
Documents submitted for consideration in relation to the Decision:	<p>Report RD.43/12 - Revised Revenue Base Estimates and Updated Medium Term Financial Plan Projections 2013/14 to 2017/18 on 19 November 2012</p> <p>Report LE.34/12 - Review of Charges 2013/14 Local Environment on 19 November 2012</p> <p>Report CD.53/12 - Review of Charges 2013/14 Community Engagement on 19 November 2012</p> <p>Report ED.35/12 - Review of Charges 2013/14 Economic Development on 19 November 2012</p> <p>Report GD.64/12 - Review of Charges 2013/14 Governance and Resources on 19 November 2012</p> <p>Report RD.44/12 - Summary if New Revenue Spending Pressures on 19 November 2012</p> <p>Report RD.45/12 - Summary of New Saving Proposals and Additional Income on 19 November 2012</p> <p>Report RD.46/12 - Revised Capital Programme 2012/13 and Provisional Capital Programme 2013/14 to 2014/18 on 19 November 2012</p> <p>Report RD.53/12 - Corporate Assets 3 Year Repair and Maintenance Programme on 19 November 2012</p> <p>Report RD.47/12 - Treasury Management July - September 2012 and Forecasts for 2013/14 to 2017/18 on 19 November 2012</p>
Contact Officer for this Decision:	Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Cross cutting

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website www.carlisle.gov.uk.

Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Resources Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.037/12
Decision Title:	Carlisle Plan 2012-13
Decision to be taken:	The Executive is requested to: 1. Consider and comment upon the presentation and content of the Plan with a view to seeking continuous improvement in the way the Council delivers services to its local communities. 2. Consider the comments of the Overview and Scrutiny Panels on the draft Plan. 3. Refer the Plan to full Council for approval.
Date Decision to be considered:	14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	8 April 2013
Is the Decision Public or Private?:	The decision will be taken in public.
Documents submitted for consideration in relation to the Decision:	The report of the Policy and Communications Manager will be available five working days before the meeting
Contact Officer for this Decision:	Town Clerk and Chief Executive, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Cross cutting

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Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Resources Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.044/12
Decision Title:	Asset Review Disposal Programme - Land at Morton
Decision to be taken:	The Executive will be asked to approve the release and exchange of land at Morton, Carlisle in accordance with the Asset Review Disposal Programme.
Date Decision to be considered:	
Date Decision to be taken:	11 February 2013
Is the Decision Public or Private?:	The decision will be taken in private. The report is not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information)
Documents submitted for consideration in relation to the Decision:	The report of the Director of Resources will be available five working days before the meeting
Contact Officer for this Decision:	Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner) and Economy and Enterprise (Councillor Glover)
Relevant or Lead Overview and Scrutiny Panel:	Resources Overview and Scrutiny Panel

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Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Appendix 3

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 18 December 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 – 3rd January 2013																
Budget						✓	Budget setting 2012/13–2016/17					✓	✓			
Significant Partnerships				✓			Further budget information required for CLL and Tullie House Trust				✓		✓		✓	
Projects Assurance Group						✓	Quarterly monitoring of significant projects		✓		✓		✓		✓	
Task & Finish Groups																
Saving Paper			✓			✓	Response from Executive to Task Group recommendations				✓	✓	✓			
Future Meetings																
Carlisle Plan							To consider draft plan							✓		

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Date last revised: 18 December 2012

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	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	
Performance Monitoring Reports	✓					✓	Service Standards relevant to the remit of the Panel	✓		✓		✓		✓		
Organisational Development	✓					✓	Quarterly monitoring of OD plan	✓		✓		✓		✓		
Transformation Board						✓	To receive six monthly updates				✓				✓	
Sickness Absence						✓	Exception performance report on sickness absence	✓			✓			✓		
Corporate Risk Register						✓	Quarterly Monitoring		✓		✓			✓	✓	
Asset Management Business Plan			✓				To monitor implementation of plan		✓					✓		
Employee Opinion Survey							To inform Members of feedback and action plan								?	
Budget Monitoring 12-13					✓	✓	Monitoring of budget			✓		✓		✓		

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	Performance Management	Forward Plan Item/Referred from Executive	Policy	Review/Development	Scrutiny of Partnership/ External Agency	Budget		Monitoring	14	26	30	18	4	3	21	4
									Jun 12	Jul 12	Aug 12	Oct 12	Dec 12	Jan 13	Feb 13	Apr 13
Scrutiny Annual Report							Draft report for comment before Chairs Group								✓	
COMPLETED ITEMS																
Proposals for Implementation of Council Tax Technical Reforms		✓					Consideration of Executive proposals					✓				
Savings Proposals						✓	To consider Executive savings proposals				✓					
Localisation of Council Tax							Draft scheme how Council will administer Council Tax Benefit discount from 1/4/12				✓					
Medium Term Financial Plan						✓				✓						

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 18 December 2012

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	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
2011/12 Provisional Outturn Reports					✓		Outturn reports and recommendations on carry forward requests to Council	✓								

For Information	
Budget Process and Timetable	18 th October 2012