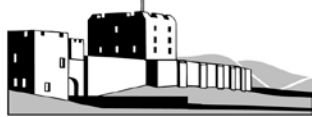


**CARLISLE
CITY COUNCIL**



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COMMUNITY OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 26th August 2010

Title: Overview Report and Work Programme

Report of: Overview and Scrutiny Officer

Report reference: OS 19/10

Summary:

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

Recommendations:

Members are asked to:

- Agree Development Session Notes (Appendix 1) as correct and approve amended Work Programme (Appendix 2)
- Agree an area for in-depth Scrutiny Review and appoint Members to Task and Finish Group
- Note arrangements for special meeting of the Panel on 12th October 2010 and consider which partners should be invited to this meeting
- Consider Forward Plan items (para 2) and agree whether the Panel wish to include in their Work Programme

Contact Officer: Nicola Edwards

Ext: 7122

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. Development Session

Members attended a development session on 15th July 2010 to look at the Panel's Work Programme for this Civic Year. Notes of the session are attached at Appendix 1 for information. The work programme has been amended to reflect the decisions made at the Development Session and Members are asked to approve the amended Work Programme which is attached at Appendix 2.

Members who attended the session may recall that no decision was made on an area to undertake a in-depth scrutiny review although some ideas were proposed. Members are encouraged to make a decision at this meeting.

The following were appointed as Lead Members:

CDRP	Cllr Parsons
Health	Cllr Riddle

2. Forward Plan Items

The Forward Plan of the Executive covering the period 1 September to 31st December 2010 was published on 16th August 2010. (Appendix 3 to follow)The issues which fall within the remit of this Panel are as follows.

KD026/10 - Charging for Statutory Notices under the Housing Act 2004 – the Panel are requested to consider whether they wish to consider this item at the next meeting of the Panel on 7th October 2010.

KD006/10 – Women and Families Homelessness Accommodation – the Panel are requested to consider whether they wish to consider this item at the next meeting of the Panel on 7th October 2010. See paragraph 4.

3. Special Meeting

A special meeting for the Panel has been arranged for **10am on Tuesday 12th October 2010 at Harraby Community Centre**. This meeting is to consider the evaluation of the Community Empowerment Pilot as agreed at the meeting of the Panel on 10th June 2010. Members are requested to consider if they wish to invite any partners to this meeting. The Rural Policy will be considered at the ordinary meeting of the Panel on 7th October 2010.

4. Women and Families Homelessness Accommodation

This is a project for the replacement of the hostel for women and families who are homeless which is at 69 London Road. That facility has been in use as a hostel since 1975 and the facilities need to be replaced and brought up to modern standards. A specification for replacement accommodation has been worked on since 2008. Currently

further work is being undertaken to review all sites within local authority ownership to look for the site that fits the criteria for the project in order to take it forward. This work will be reported to the Executive on 4/10/10 and will be available for scrutiny by this Panel at the meeting on 7th October 2010.

5. Accommodation and Foyer Service Development for Young People

The original proposal was that a partnership between the City Council and the YMCA (England) would convert the building owned by the YMCA in Fisher Street into a self contained foyer with 17 units of accommodation and support/training facilities on site. This project had to be reviewed due to the lack of capital funding available through the bids made by the YMCA (England) to Government. It is envisaged that accommodation and foyer services will be taken forward including a number of partners working together using a 'pathway' approach to service delivery for young people in need of accommodation and/or support. The resource centre currently being built by the Council will be the 'hub' for provision of the support services. It is expected that a report on this issue will be available in the Autumn.

Community Overview and Scrutiny Development Session 15th July 2010

Present:

Cllr Mrs N Clarke, Cllr S Bowman , Cllr, Mrs Bradley, Cllr Cape, Cllr McDevitt, Cllr Mrs Riddle.

Apologies:

Cllr Parsons, Cllr Glover, Cllr Mrs Farmer

Members were informed that the purpose of the session was to:

- Review Work Programme
- Identify areas for Subject Review/Task and Finish work
- Identify Lead Members for topics
- Identity gaps in knowledge

Members started the session by having a general discussion on the workings of the Panel. Members generally believed that the Panel worked well last year and the Chair was thanked for the amount of work that she had put in behind the scenes.

In the Civic Year 2009/10 the Panel held 14 meetings, including 3 special meetings and spent nearly 30 hours in formal meetings considering a total of 34 substantive agenda items. This is compared with the year previous whereby the Panel had the same amount of meetings but only spent 20 hours scrutinising 42 substantive items.

Task and Finish groups were discussed and generally Members felt that this was a positive way of working and enabled them to get really involved in a topic which could produce real outcomes. It was agreed that there should be more Task and Finish Groups over the next year.

Members had a discussion about the Community Centre work, particularly the working group. Protocol had now been developed for scrutiny members appointed to working groups, however it was agreed that this was not be the preferred way of working.

Cllr McDevitt stated that he would like the Panel to undertake some further work on Community Centres. It was felt that this would occur naturally through developments from locality working especially after the meeting re Harraby and Longtown Pilots. Community Centres should continue to be monitored via improved scrutiny of the budgets.

Members discussed the areas where there could be duplication of work, particularly regarding Tullie House Governance and the Sands Centre Business Plan and probably scrutiny of the budgets. It was agreed that Community O&S would like to continue with the Tullie House Trust Development and invite two Members of Resources O&S. Resources O&S could then be responsible for the scrutiny of the Sands Centre Business Plan and invite

2 Members of Community O&S to their deliberations. Thus enabling a saving around scrutiny administration time and resource, and would broaden the view of both scrutiny panels with this joint input.

Session with Portfolio Members and Officers

Councillor Luckley attended the session along with Jason Gooding, Deputy Chief Executive, Keith Gerrard, Assistant Director (Community), Allan Dickson, Principal Housing Officer (Private Sector), Simon Taylor, Housing & Health Services Manager and Steven O'Keefe, Policy and Performance Manager.

The objective of this session was to inform Members of priorities, ongoing work and future developments of Policy over the next 12 months. Scrutiny Members would then be able to plan their work programme accordingly and may also identify areas of pre-policy work.

The following were suggested:

- Opportunities for O&S to engage with the community in policy development.
- Locality Working could be an area that they Panel undertake further work. This may be in conjunction or parallel to any work undertaken by Economy & Environment O&S on Area Working Teams. Ideally T&F should spring from special meeting around Harraby & Longtown Pilots
- Healthy City and Economic Development, how the Council makes a contribution
- Cuts in services/protection of services – how scrutiny can influence decisions and prioritise services - Better Scrutiny of the financial plans
- Affordable Warmth – The panel need to meet the new officer Affordable Warmth Officer with Alan Dickson and remember that Affordable Warmth will be normally be considered in conjunction with Affordable Housing and Health by the Alan – so the panel to see what he presents and could light the way to T&F
- Changes to performance indicators and assessments

Panel's Work Programme and Topics for Review

Members decided that they would like to consider where to undertake some new Task and Finish Group work and make a decision at the next Panel.

It was agreed that the Older People Policy Development Work undertaken by Cllrs Clarke and Riddle would continue.

Members agreed that at times, they received update reports which are not a good use of scrutiny time. It was therefore decided that where appropriate updates would be contained within the Scrutiny Officers Overview Report.

Budget Scrutiny was discussed and it was agreed that Cllrs Clarke and Bradley would attend the meeting of ROSP on 29th July 2010 where the Medium Term Financial Plan was to be discussed.

With regard to the Work Programme it was agreed:

Item	Details/Action Required
Comprehensive Equality Scheme Performance Report	Added to 26 th August meeting
Performance Monitoring Reports (PIs)	Receive 6 monthly for scrutiny and alternative quarters for information. To be at start of agenda.
Crime and Disorder Reduction Partnership	Lead Member – Cllr Parsons CDRP Joint Panel with Eden currently being set up
Play Strategy	Continue to monitor on a quarterly basis. Play Areas also need to be added and Scrutiny Officer will contact Phil Gray to find out further information as the item has been removed from the Forward Plan.
Community Empowerment Pilot	Special meeting to be held in October. Local Councillors to be invited, together with other partners, stakeholders, service users. To be held at Harraby Comm Centre
Tullie House Governance Options and Development Plan Proposals	Scrutiny Officer to check dates when this to be presented to scrutiny. 2 Members of ROSP to be invited.
Riverside Carlisle: (1) Future of Sheltered Housing (2) Asset Management (3) Audit Commission report on Riverside Carlisle	} To be scrutinised at the same meeting
Riverside Carlisle/City Council Partnership Agreement – Action Plan	
Housing Strategy Action Plan	
Sands Centre Development	Resources O&S to lead and invite 2 members from Community O&S
Women and Facilities Replacement Homelessness Accommodation	Change “approve” to “update” – update required within Overview Report in August this to remain a priority for the panel
Scrutiny Annual Report	24 th March 2011
Accommodation and Foyer Service Development for Young People	update required within Overview Report in August
Carlisle Partnership	Scrutiny Officer to check with Partnership Manager
Affordable Warmth	Scrutiny Officer to check with Principal Housing Officer to bring forward to 7 th October meeting.
Transformation Programme for Carlisle City Council	Update required 26 th August 2010.
Budget	Cllrs Clarke and Bradley to attend ROSP 29 th July and feedback to Panel.
Rural Strategy	To be included within Special Meeting to look at Community Pilots in October.

APPENDIX 2

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2010/11

Date last revised: 20 August 2010

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Forward Plan Item /Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring			10	15	26	7	25	13	10	24
								Jun	Jul	Aug	Oct	Nov	Jan	Feb	Mar
							10	15	26	7	25	13	10	24	
							10	10	10	10	10	11	11	11	
CURRENT MEETING – 26th August 2010															
Performance Monitoring Reports (PIs)	✓						Reporting of PI's relevant to remit of Panel	✓		✓					
Play Strategy	✓		✓				Quarterly monitoring of Action Plan rural/urban split requested	✓		✓		✓		✓	
Play Areas							Update required			✓					
Comprehensive Equality Scheme Performance Report							To receive update of draft scheme		✓	✓					
Women and Facilities Replacement Homelessness Accommodation		✓	✓				To receive update within Overview Report			✓	✓				

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	Performance Management	Forward Plan Item / Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring			10 Jun 10	15 Jul 10	26 Aug 10	7 Oct 10	25 Nov 10	13 Jan 11	10 Feb 11	24 Mar 11
Accommodation and Foyer Service Development for Young People		✓					To receive update within Overview Report			✓					
FUTURE MEETINGS															
Annual Equality Report	✓						Monitoring role. To include update on progress with Migrant Workers review recommendations				✓				
Crime and Disorder Reduction Partnership	✓		✓				Select 3 Members and 3 Substitutes for the Joint Carlisle and Eden CDRP Scrutiny Panel	✓							
Community Empowerment Pilot			✓				To receive update on pilot special meeting to be held	✓			Special meeting 12/10/10				

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	Performance Management	Forward Plan Item /Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring											
								10 Jun 10	15 Jul 10	26 Aug 10	7 Oct 10	25 Nov 10	13 Jan 11	10 Feb 11	24 Mar 11	
Tullie House Governance Options and Development Plan Proposals		✓	✓				To consider report proposing move to Trust Status	✓			✓					
Riverside Carlisle: Partnership agreement and Action Plan (4) Future of Sheltered Housing (5) Asset Management (6) Audit Commission report on Riverside Carlisle				✓			Role is monitoring progress under the partnership agreement	✓						✓		
Housing Strategy Action Plan							Monitoring Role							✓		✓ ?

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	Performance Management	Forward Plan Item /Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring			10 Jun 10	15 Jul 10	26 Aug 10	7 Oct 10	25 Nov 10	13 Jan 11	10 Feb 11	24 Mar 11
Sands Centre Development		✓	✓				Reps from Panel to co-opt to ROSP scrutiny of Business Case								
Scrutiny Annual Report			✓		✓		Draft report for comment before Chairs Group								✓
Carlisle Partnership	✓						Monitoring progress but also opportunity to do more detailed work.								
Affordable Warmth		✓					Panel would like to meet Post holder and discuss progress.					✓			
Transformation Programme for Carlisle City Council		✓	✓				Panel expecting to be involved in all future stages of Transformation								
Budget		✓	✓				Consideration of service implications					✓			

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Date last revised: 20 August 2010



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	Performance Management	Forward Plan Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring			10 Jun 10	15 Jul 10	26 Aug 10	7 Oct 10	25 Nov 10	13 Jan 11	10 Feb 11	24 Mar 11
Rural Policy	✓		✓				Monitoring Role				✓				
FINISHED ITEMS															
Carlisle & Eden Partnership Plan		✓		✓			Report of plan for 2010/11	✓							

INFORMATION ONLY ITEMS

Details

Date Circulated

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

Key Decision Ref Nos:	Subject:	Date of Executive Meeting
KD.024/10	Comprehensive Equality Scheme (EX.109/10 on 28 June 2010)	4 June 2010, 28 June 2010 and 2 September 2010
KD.026/10	Charging for Statutory Notices under the Housing Act 2004	2 September 2010 (meeting moved from 31 August 2010) and 25 October 2010
KD.028/10	Tullie House Governance Options	2 September 2010 and 25 October 2010
KD.029/10	Budget Process 2011/12	(a), (b), (c), (d), (e), (f) and (g) on 22 November 2010 (h) on 13 December 2010 (i), (j), and (k) on 20 December 2010 (l), (m), (n) (o) and (p) on 17 January 2011
KD.030/10	Discretionary Rate Relief Policy	2 September 2010 and 25 October 2010
KD.006/10	Women and Families Homelessness Accommodation (EX.044/10 on 15 March 2010)	11 October 2010 and 25 October 2010

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

Ref: KD.024/10 **Portfolio Area** Community Engagement

Subject Comprehensive Equality Scheme (EX.109/10 on 28 June 2010)

Key Decisions:

The Executive is requested to:

1. Consider and comment upon the presentation and content of the final draft Comprehensive Equality Scheme with a view to promoting equality of opportunity in all of the Council's functions.
2. Consider how the Comprehensive Equality Scheme, in defining the approach of the Council, supports the implementation of the Corporate Plan.
3. Delegate any further amendments to the scheme to the Chief Executive and the Chair of the Corporate Equality Group
4. Recommend the Scheme to full Council

Decision to be taken at Executive on: 4 June 2010, 28 June 2010 and 2 September 2010

Responsible or Lead Overview and Scrutiny Panel:

Community Overview and Scrutiny Panel

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

Will be available to be considered by Community Overview and Scrutiny Panel on 10 June 2010 and 26 August 2010

Consultees: Corporate Equality Group, Members of the Achieving Equality in Cumbria Project, Members of the Achieving in Cumbria Working Group, Consortium (AWAZ, OutReach Cumbria, Cumbria Disability Network), Senior Management Team, Community Overview and Scrutiny Panel

Date for Consultees' comments: Deadline for comments is 26 September 2010
Any comments after that date will be taken by the Corporate Equality Group

Relevant reports/background papers which are available:

Report PPP.27/10 - Comprehensive Equality Scheme (at Executive 28 June 2010)
The Policy and Performance Manager's report will be available five working days before the meeting

Further Information From:

Policy and Performance Manager, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Ref: KD.026/10

Portfolio Area Community Engagement

Subject Charging for Statutory Notices under the Housing Act 2004

Key Decisions:

To decide whether or not the City Council should charge for the carrying out of Enforcement Action.

Decision to be taken at Executive on: 2 September 2010 (meeting moved from 31 August 2010) and 25 October 2010

Responsible or Lead Overview and Scrutiny Panel:

Community Overview and Scrutiny Panel

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

Will be available to be considered by Community Overview and Scrutiny Panel on 7 October 2010

Consultees: None

Date for Consultees' comments:

Relevant reports/background papers which are available:

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

Further Information From:

Assistant Director (Community Engagement), Carlisle City Council, Civic Centre, Carlisle,

Ref: KD.028/10

Portfolio Area Performance and Development

Subject Tullie House Governance Options

Key Decisions:

1. To approve the Business Case for consideration by Community Overview and Scrutiny Panel
2. To consider the Overview and Scrutiny comments before making a recommendation to full Council

Decision to be taken at Executive on: 2 September 2010 and 25 October 2010

Responsible or Lead Overview and Scrutiny Panel:

Community Overview and Scrutiny Panel and Resources Overview and Scrutiny Panel

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

Will be available to be considered by Community Overview and Scrutiny Panel on 7 October 2010 and Resources Overview and Scrutiny Panel on 14 October 2010

Consultees: None

Date for Consultees' comments:

Relevant reports/background papers which are available:

Armstrong Watson's Business Case

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

Further Information From:

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

Subject Budget Process 2011/12

Key Decisions:

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

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

Decision to be taken at Executive on: (a), (b), (c), (d), (e), (f) and (g) on 22 November 2010
(h) on 13 December 2010
(i), (j), and (k) on 20 December 2010
(l), (m), (n) (o) and (p) on 17 January 2011

Responsible or Lead Overview and Scrutiny Panel:

Resources Overview & Scrutiny Panel for all budget issues except the detailed service estimates.

Community and Environment & Economy Overview and Scrutiny Panels for New Spending Proposals, Savings and Charges pertaining to their individual areas of responsibility)

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

Will be available on:

- (a), (b), (c), (d), (e), (f) and (g) - Community O&S Panel on 25 November 2010, Environment and Economy O&S Panel on 2 December 2010
- (a), (b), (c), (d), (e), (f) , (g) (i), (j) and (k) - Resources O&S Panel on 7 December 2010

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

Date for Consultees' comments: Consultation period 20 December 2010 to 17 January 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.030/10

Portfolio Area Governance & Resources and Community Engagement

Subject Discretionary Rate Relief Policy

Key Decisions:

To consider whether to amend current policy or increase the budget available to support current schemes.

Decision to be taken at Executive on: 2 September 2010 and 25 October 2010

Responsible or Lead Overview and Scrutiny Panel:

Community Overview and Scrutiny Panel and Resources Overview and Scrutiny Panel

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

Will be available to be considered by Community Overview and Scrutiny Panel on 7 October 2010 and Resources Overview and Scrutiny Panel on 14 October 2010.

Consultees: Overview and Scrutiny

Date for Consultees' comments:

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.006/10

Portfolio Area Community Engagement

Subject Women and Families Homelessness Accommodation (EX.044/10 on 15 March 2010)

Key Decisions:

To receive a report on the project to provide accommodation for women and families who are homeless.

Decision to be taken at Executive on: 11 October 2010 and 25 October 2010

Responsible or Lead Overview and Scrutiny Panel:

Community 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 Community Overview and Scrutiny Panel on 7 October 2010

Consultees: Community Overview and Scrutiny Panel

Date for Consultees' comments:

Relevant reports/background papers which are available:

Report DS.11/10 - Women and Families Homelessness Accommodation (at Executive 15 March 2010)

The Housing and Health Services Manager's report will be available five working days before the meeting

Further Information From:

Housing and Health Services Manager, Carlisle City Council, Civic Centre, Carlisle, CA3 8
