

Resources Overview and Scrutiny Panel

Agenda Item:

A.3

Meeting Date: 28th November 2013
 Portfolio: Finance, Governance and Resources
 Key Decision: No
 Within Policy and Budget Framework
 Public / Private Public

Title: OVERVIEW REPORT AND WORK PROGRAMME
 Report of: Overview and Scrutiny Officer
 Report Number: OS 27/13

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 Notice of Key Executive Decisions should be included in the Panel's Work Programme for consideration.
- Note and/or amend the Panel's work programme

Tracking

Executive:	-
Overview and Scrutiny:	28th November 2013
Council:	-

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 15th November 2013. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1**:

KD.026/13 Asset Review Business Plan – Refresh of Disposal Programme - The Executive will be asked to consider and recommend changes to the Disposal Programme for approval by Council. Report is available for this meeting of the Panel.

KD.027/13 Polling Station Review 2013/14 – the Executive will consider a report at their meeting on 16th December and will be asked to make recommendations to Council on polling arrangements within the City Council area.

KD.030/13 Budget Process 2014/15 – to be considered at this meeting of the Panel and the Panel meeting on 6th January 2014.

KD.031/13 Review of Reserves and Balances – report available for this meeting of the Panel.

2. References from the Executive

Applicable references from the Executive meeting held on 18th November will be circulated to all Members and Members of the Panel are requested to bring these along to this meeting.

3. Work Programme

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

Contact Officer: Nicola Edwards

Ext: 7122

Appendices

attached to report:

1. Notice of Key Decisions

2. Resources O&S Work Programme 2013/14

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

CORPORATE IMPLICATIONS/RISKS: None

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.026/13
Decision Title:	Asset Review Business Plan - Refresh of Disposal Programme
Decision to be taken:	The Executive will be asked to consider and recommend changes to the Disposal Programme for approval by Council
Date Decision to be considered:	28 October 2013 (EX.121/13)
Date Decision to be taken:	16 December 2013
Is the Decision Public or Private?:	The decision will be taken in both public and 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:	Report RD.47A/13 - Asset Review Business Plan - Refresh of Disposal Programme on 28 October 2013
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:	Resources Overview and Scrutiny Panel

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.027/13
Decision Title:	Polling Station Review 2013/14
Decision to be taken:	The Executive will be asked to make recommendations to Council on polling arrangements within the City Council area.
Date Decision to be considered:	
Date Decision to be taken:	16 December 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 Director of Governance's report will be available five working days before the meeting
Contact Officer for this Decision:	Director of Governance, 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:	Resources Overview and Scrutiny Panel

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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.030/13
Decision Title:	Budget Process 2014/15
Decision to be taken:	<p>To consider strategic financial issues arising from the budget setting process:</p> <p>(a) Budget Update – Revenue Estimates (18th November 2013)</p> <p>(b) Individual Charges Reviews (Local Environment, Governance , Economic Development, Community Engagement) (18th November 2013)</p> <p>(c) New Revenue Spending Proposals (18th November 2013)</p> <p>(d) New Savings Proposals (18th November 2013)</p> <p>(e) New Capital Spending Proposals and Provisional Capital Programme (18th November 2013)</p> <p>(f) Repair and Maintenance (18th November 2013)</p> <p>(g) Treasury Management and Prudential Borrowing Implications (18th November 2013)</p> <p>(h) Consideration of Overview and Scrutiny Consultation feedback (9th December 2013)</p> <p>(i) Draft Revenue Support Grant Settlement (if available) (16th December 2013)</p> <p>(j) Summary Overall Revenue and Capital Position (16th December 2013)</p> <p>(k) Draft Treasury Management and Investment Strategy including MRP Strategy (16th December 2013)</p> <p>(l) Executive Draft Budget Proposals for consultation (16th December 2013)</p> <p>(m) Final Revenue Support Grant and Final Revenue Budget Summary (15th January 2014)</p> <p>(n) Provisional Capital Programme (15th January 2014)</p> <p>(o) Treasury Management and Investment Strategy including MRP Strategy (15th January 2014)</p> <p>(p) Consideration of Final Budget Consultation (15th January 2014)</p> <p>(q) Pension Fund Revaluation (15th January 2014)</p> <p>(r) Executive's Final Budget Proposals (15th January 2014)</p>
Date Decision to be considered:	18 November 2013, 9 December 2013, 16 December 2013 and 15 January 2014 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	18 November 2013, 9 December 2013, 16 December and 15 January 2014

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:	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)
Relevant or Lead Overview and Scrutiny Panel:	Resources Overview and Scrutiny Panel, Environment & Economy Overview and Scrutiny Panel and Community 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.

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.031/13
Decision Title:	Review of Reserves and Balances
Decision to be taken:	To review the Council's reserves and balances and to recommend to Council any reserves that can be released.
Date Decision to be considered:	18 November 2013
Date Decision to be taken:	16 December 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 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)
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.

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2013/14

Date last revised: 15 November 2013

Issue	Type of Scrutiny						Comments/Current Status	Meeting Dates								
	Performance Management	Notice of Key Decision /Referred from Executive	Policy Review or Development	Scrutiny of Partnership/ External Agency	Budget	Monitoring		6 Jun 13	18 Jul 13	29 Aug 13	10 Oct 13	28 Nov 13	6 Jan 14	20 Feb 14	3 Apr 14	
Current Meeting - 28th November 2013																
Organisational Development Plan	✓					✓	To consider review of Plan July - monitor performance in Nov & Feb		✓			✓		✓		
Budget					✓		Budget setting 2014/15-2018/19					✓	✓			
Performance Monitoring						✓	Quarterly monitoring of performance within remit of Panel	✓		✓		✓		✓		
Budget Monitoring 13-14					✓	✓	Monitoring of budget			✓		✓		✓		
Corporate Programme Board						✓	Quarterly monitoring of significant projects	✓		✓		✓		✓		
Asset Management		✓				✓	Monitor disposal and investment programme Review of Plan currently					✓				

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							being undertaken - date TBC by Executive									
Task & Finish Groups																
Saving Paper Task Group			✓				To monitor recommendations and investigate further savings			✓						
Future Meetings																
Corporate Risk Register						✓	Bi-annual Monitoring				✓				✓	
Sickness Absence	✓						To consider reports relating to the authority's sickness absence levels to invite OH		✓		✓			✓		
Transformation Board						✓	To receive six monthly updates				✓				✓	
Employee Opinion Survey							To inform Members of								?	

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							feedback and action plan									
Significant Partnerships				✓			Bi-Annual scrutiny			✓			✓			
Scrutiny Annual Report							Draft report for comment before Chairs Group							✓		
COMPLETED ITEMS																
Member Training Report 2012-13						✓	Annual training report				✓					
Localisation of Business Rates							To consider a report detailing the impact of the policy				✓					
Medium Term Financial Plan		✓			✓					✓						
Asset Management Plan		✓			✓		2013-18 Plan			✓						
Carlisle Leisure Ltd				✓			Continued scrutiny of	✓								

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2013/14

Date last revised: 15 November 2013

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							contract monitoring - Audit Report and update									
Treasury Management Counterparties		✓					Scrutinise report recommending amendments to Treasury Management	✓								
2012/13 Provisional Outturn Reports					✓		Outturn reports and requests to Council	✓								

For Information	