

Community Overview and Scrutiny Panel

Agenda
Item:
A.3

Meeting Date: 11th September 2014

Portfolio: Cross Cutting

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 21/14

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:

- Decide whether the items on the Notice of Key Executive Decisions should be included in the Panel's Work Programme for consideration.
- Note and comment on the progress of the Task and Finish Groups.
- Note the arrangements for the training for scrutiny members and to confirm attendance.
- Note and/or amend the Panel's work programme

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 15th August 2014 and was circulated to Members on that date. The following issues fall into the remit of this Panel.

KD.19/14 Proposed Leasing Arrangement - The Executive will be asked to approve the principle and terms for the transfer of a property by lease at their meeting on 15th September 2015. This will be a private item on the agenda.

2. References from the Executive

The Executive considered the following item at their meeting on 18th August 2014 and the relevant excerpt from the minutes of that meeting is attached at **Appendix 1**.

- EX.78/14 Arts Centre Business Plan

3. Task and Finish Groups

(a) Member Involvement and Empowerment

Resources O&S Panel have commissioned a cross-panel Task Group to look at Member Involvement and Empowerment. A request for volunteers from this Panel was circulated on 8th August 14 and Cllrs Burns and Prest were subsequently appointed to the Group. Due to the holiday period the first meeting of the group will be held in September.

(b) Asset Based Community Development (ABCD)

At the last meeting of the Panel on 31st July 2014 Members agreed to appoint a Task Group to undertake work on ABCD. A request for volunteers was circulated on 7/8/14 and subsequently Cllrs Bloxham, Burns, Mallinson (E) and McDevitt were appointed to the Group. Due to the holiday period the first meeting of the group will be held in September.

4. Scrutiny Training

A training session for all Members of O&S Panels, led by John Cade, Visiting Lecturer from Institute of Local Government Studies (INLOGOV), has been arranged for **Wednesday 17th September 2014, 10am-2:30pm.** All scrutiny members were invited to attend the session by email on 19th August. Please could Members inform the Scrutiny Officer if you wish to attend the training but have not yet confirmed.

5. 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. Executive Minute EX78/14
2. Community O&S Work Programme 2014/15

**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**

EX.78/14 BUSINESS PLAN – ARTS CENTRE

(Key Decision – KD.10/14)

Portfolio Culture, Leisure and Young People

Relevant Overview and Scrutiny Panel Community

Subject Matter

Pursuant to Minute EX.53/14, the Leader submitted report SD.15/14 presenting the proposed Business and Operating Plan for the Old Fire Station Arts Centre. The Plan had been produced to reflect the lessons learned from the pilot programme (undertaken throughout autumn and winter 2013/14) and was designed to provide a viable model to operate the Old Fire Station as an Arts Centre within existing budgetary projections.

The Leader reminded Members that the proposed Business and Operating Plan made a range of proposals and assumptions which were detailed fully within the Plan itself. He added that the key proposals could be summarised by the operating principles outlined within the Plan.

The Business and Operating Plan had been developed following ongoing discussion and consultation with a range of artists and arts groups as part of the pilot programme. Informal discussion and consultation had also been ongoing with a wide range of other existing and potential Old Fire Station users and stakeholders during the period of the pilot programme and had been reflected in the operating principles referred to above.

The Community Overview and Scrutiny Panel had, on 31 July 2014, scrutinised the matter and resolved:

- “1. That report SD.14/14 be noted.
2. That the Business Plan be updated to include the cost of Officers’ time in respect of the Arts Centre.
3. That the risks associated with the Arts Centre be evaluated to determine whether they should be on the Corporate Risk Register.”

A copy of Minute Excerpt COSP.43/14 had been circulated.

The Chairman of the Community Overview and Scrutiny Panel was in attendance at the meeting. He stated that the comments and recommendations of the Panel were as laid out in the Minute. A number of concerns had been raised, most of which were accentuated by the Town Clerk and Chief Executive. In response to the Panel’s recommendations the Leader confirmed that:

Resolution 2 - the Executive would work with Officers with a view to updating the Business Plan to include the cost of Officers' time in respect of the Arts Centre; and

Resolution 3 – the Executive wished to refer the matter to the Corporate Risk Management Group for consideration.

In conclusion, the Leader moved the recommendations, which were seconded by the Deputy Leader and Environment and Transport Portfolio Holder.

Summary of options rejected None

DECISION

That the Executive had considered the comments and recommendations of the Community Overview and Scrutiny Panel (as set out in Minute COSP.43/14); and would respond as follows:

Resolution 2 - the Executive would work with Officers with a view to updating the Business Plan to include the cost of Officers' time in respect of the Arts Centre; and

Resolution 3 – the Executive wished to refer the matter to the Corporate Risk Management Group for consideration.

Reasons for Decision

The pilot programme at the Old Fire Station had demonstrated real market demand for a mid-size Arts Centre within Carlisle. It had shown that the Arts Community themselves could proactively offer support for such a facility, if they were provided with the right platform. In doing so, they also offered a significant boost to the long term sustainability of such an Arts Centre.

By necessity the pilot programme saw a low cost, flexible operating model emerge which had proven to be successful and sustainable within limited budgetary provision.

The principles of that approach had been refined within the business and operating plan presented in the report, and used to make financial projections based on known market data and take up and usage during the pilot programme. Those financial projections had been deliberately conservative but still showed that the Arts Centre could sustainably operate within proposed budgetary provision.

The proposed business and operating plan for the Old Fire Station therefore presented a low-cost start up proposal for an Arts Centre, operating within proposed budgetary provision.

COMMUNIITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAME 2014/15

Date last revised: 21 August 2014



Issue	Type of Scrutiny						Comments/status	Meeting Dates								
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnerships/	External Agency	Monitoring		Budget	19	31	11	23	25	15	26	9
									Jun	Jul	Sep	Oct	Nov	Jan	Feb	Apr
CURRENT MEETING – 11th September 2014																
Performance Monitoring Reports	✓						Reporting of performance relevant to remit of Panel Customer Contact Centre, YMCA Resource Centre and the Gypsy and Traveller Site	✓		✓		✓		✓		
Carlisle Leisure Ltd							Annual Performance Report			✓						

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									Jun	Jul	Sep	Oct	Nov	Jan	Feb	Apr
							14	14	14	14	14	15	15	15		
Corporate Equality Scheme							Details of review of scheme and determine scrutiny involvement			✓						
TASK AND FINISH GROUPS																
Asset Based Community Development							Scoping Review			✓						
Hate Crime			✓				Monitoring of implementation of recommendations	✓					✓			
FUTURE MEETINGS																

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								Jun	Jul	Sep	Oct	Nov	Jan	Feb	Apr
							14	14	14	14	14	15	15	15	
Riverside Carlisle				✓			Monitoring progress and developments of joint working		✓						✓
Scrutiny Annual Report			✓		✓		Draft report for comment before Chairs Group								✓
Tullie House Trust							Business Plan 2014/15 - 2017/18					✓			
Budget 15/16 - 19/20		✓	✓				Consideration of service implications					✓			
COMPLETED ITEMS															

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									Jun	Jul	Sep	Oct	Nov	Jan	Feb	Apr
								14	14	14	14	14	15	15	15	
Carlisle's Sports Strategy							To scrutinise Playing Pitch Strategy.		✓							
Arts Centre		✓					Scrutiny of Business Plan		✓							
Mobile Home Act		✓	✓				Pre-decision scrutiny	✓								
INFORMATION ONLY ITEMS																
Details								Date Circulated								
Food Law Enforcement Service Plan								With papers for 31 st July meeting								