



RESOURCES OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 21st February 2013

Title: Overview Report and Work Programme

Report of: Overview and Scrutiny Officer

Report reference: OS 05/13

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 2)

Contact Officer: Nicola Edwards

Ext: 7122

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 8th February 2013. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1**:

KD037/12 Carlisle Plan 2013-16 – to be considered on the agenda of this meeting of the Panel

KD.044/12 Asset Review Disposal Programme – Land at Morton – the Executive to be asked to approve the release and exchange of land at Morton at their meeting on 11th February. Members are to receive a full update of the Asset disposal plan at their next meeting on 4th April 2013.

2. References from the Executive

There are no references from the Executive from their meeting on 14th January 2013. The next meeting of the Executive is to be held on 11th February which is after publication of this report. Any relevant references will be brought to the Panel meeting.

3. Saving Paper Task Group – update on pilot

8 Members have signed up to the MyCMIS pilot which will run for two months - February and March 2013. The group include Cllr Craig, who led the Task Group, and he will provide a verbal update to Panel Members of his experience. A full evaluation of the project will be undertaken in March with a view to rolling out the programme to other Members.

4. Scrutiny of Significant Partnerships – Carlisle Leisure Ltd

Members of the Panel requested that a special meeting of ROSP be held to continue the scrutiny of Carlisle Leisure Ltd. This meeting has now been arranged for 5 March 2013 and Members are requested to add this date to their diary. Members of Community O&S Panel are to be invited to participate in the meeting.

5. Scrutiny Annual Report

All Scrutiny Members were sent an e-mail asking if there were particular issues they wished to see discussed in the annual report. If Members have not given their views yet, they are invited to do so at today's meeting or by e-mail soon afterwards. A draft of the annual report will come to the Panel's final meeting of this civic year, on Thursday 4th April 2013.

6. Work Programme

The Panel's current work programme is attached at **Appendix 2** 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.037/12
Decision Title:	Carlisle Plan 2013-16
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:	11 February 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

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.

RESOURCES OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 11 February 2013

Appendix 2

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 – 21 st February 2013																
Sickness Absence						✓	Exception performance report on sickness absence	✓			✓			✓		
Carlisle Plan							To consider draft plan							✓		
Performance Monitoring Reports	✓					✓	Service Standards relevant to the remit of the Panel	✓		✓		✓		✓		
Organisational Development	✓					✓	Quarterly monitoring of OD plan	✓		✓		✓		✓		
Budget Monitoring 12–13					✓	✓	Monitoring of budget			✓		✓		✓		
Task & Finish Groups																
Saving Paper			✓		✓		Update on pilot and implementation of recommendations				✓	✓	✓	✓	✓	

Last Revised: 11/02/2013

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Future Meetings																
Significant Partnerships				✓			Continue scrutiny of Carlisle Leisure Ltd				✓		✓	Special Meeting to be held March 2013		
Asset Management Business Plan			✓				To monitor implementation of plan		✓						✓	
Corporate Risk Register						✓	Quarterly Monitoring		✓		✓				✓	
Transformation Board						✓	To receive six monthly updates				✓				✓	
Employee Opinion Survey							To inform Members of feedback and action plan								?	
Corporate Programme Board						✓	Quarterly monitoring of significant projects		✓		✓		✓		✓	
Scrutiny Annual Report							Draft report for comment before Chairs Group								✓	

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COMPLETED ITEMS															
Budget					✓		Budget setting 2012/13–2016/17					✓	✓		
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					✓					✓					

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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
Members Training Report 2011-2012	21 st February 2013