

Transformation and Resources Overview and Scrutiny Committee Annual Work Plan Review

Committee Name: Transformation and Resources Overview and Scrutiny Committee

Chair: Cllr Paul Waring

Vice-Chair: Cllr Sylvia Burgess

Portfolio Holder(s) Covering the Committee's Remit:

Cllr Gareth Snell – Communications, Policy and Partnerships

Cllr Mike Stubbs – Finance and Resources

Cllr Terry Turner – Economic Regeneration, Business & Town Centres

Date of Meeting	Topic	Outcomes / Recommendations	Further Action Required / Feedback
20 th May 2013	The Reporter Magazine	<p>That a questionnaire be included in an issue of The Reporter, asking a number of multiple choice questions relating to its future direction.</p> <p>That the number of hits The Reporter receives on the website be determined.</p> <p>That the difference in cost between black and white and colour printing of The Reporter be determined.</p>	Scrutiny recommendations were considered by the Leader and officers – no further action taken at this stage
	Budget Preparation		Budget agreed by Full Council 22nd February 2014.
	Constitution Working Party	Working Party was reconvened with Cllr Shenton in the chair.	Report due to go to meeting on 26th March 2014 before submission to Full Council in April 2014.

	Modernisation of the Post Office Network	<p>That Officers meet with Staffordshire County Council to consider a three way working approach with the Post Office.</p> <p>That the Scrutiny Committee receives a further report in the future when more information is available.</p>	On work plan for future consideration.
	Keele Golf Course	<p>That Cabinet be asked to consider a junior rate at Keele golf Course.</p> <p>That a further report on Keele Golf Course, with a particular focus on the financial position, be commissioned for the extra meeting of the Scrutiny Committee proposed for July.</p>	<p>Reports also brought to meetings on 22nd July, 2nd September, 9th October</p> <p>Ongoing</p>
	Recommendations from Cabinet meeting held on 5th March in relation to Keele Golf Course	<p>a) That officers be authorised to engage with nearby/adjacent land owners with a view to jointly commissioning a comprehensive master-planning exercise, involving Borough Council owned land in the area in order to establish the most appropriate long term use for the Keele Golf Course site.</p> <p>b) That officers report back on the outcome of the land owner engagement process and to seek approval for a two stage master planning exercise beginning with a scoping report to identify its physical parameters, with any budgetary approval being sought from Council as necessary.</p> <p>c) That officers be authorised to undertake a limited maintenance regime on the basis described in the report until the outcome of the master planning exercise is known.</p> <p>d) That officers be authorised to undertake security measures described in the report.</p> <p>e) That officers be authorised to see expressions of interest in some form(s) of interim use for a period of up to three years.</p> <p>f) That officers keep under review the holding costs attributed to the</p>	

		Keele Golf Course and take all appropriate steps to minimise the same. g) That a wider, broader leisure use be kept in mind.	
	Financial and Performance Management Report	Regular reports continue to be received	Ongoing
22 nd July 2013	UK Mail	Added to work Programme due to the poor level of service that the company appeared to be providing	Agreed at meeting held on 2nd September that the Committee would look at the Council's mail arrangements when the contract came up again for renewal.
	Budget Consultation and Budget Review Group		Budget approved by Full Council 22nd February 2014
2 nd September 2013	Portfolio Holders Question time added to work programme	Opportunity for the Committee to question the Portfolio Holders on their priorities and work objectives for the next 6 months and to address any issues or concerns that they may be facing.	Ongoing every 6 months
	Capital Strategy 2014 to 2014	The time limit for Right to Buy house purchases to be ascertained and circulated to the Committee. The Portfolio Holders for Finance and Resources and Economic Development, Regeneration and Town Centres to provide a response detailing how the Asset Management Strategy is compiled. The Executive Director, Resources and Support Services to review the wording of the Capital Strategy 2014 to 2017, with particular reference to paragraph 6.11 and amend if necessary.	Agreed by Full Council on 22nd February 2013
6 th November	Medium Term Financial Strategy	The Portfolio Holder for Finance and Resources to ascertain whether the Medium Term Financial	Strategy had previously been agreed by Cabinet

2013		Strategy can be received by the Committee prior to Cabinet in future and provide a formal explanation as to why the strategy was received by Cabinet before the scrutiny committee.	at the meeting held on 16th October 2013.
	Asset Management Strategy	Approved by Cabinet at the meeting held on 15th January 2014 – decision was called in and rejected by Economic Development O&S Committee	
3 rd December 2013	Budget Consultation Process	Update from the Head of Communications on the outcomes of the consultation process	
	Treasury Management Strategy	That the Committee approve the strategy for submission to the Full Council on 26 February 2014.	Agreed by Full Council on 22nd February 2014.
	First Draft Savings Plans 2014/2015	General discussion regarding savings plan - further discussions held during the Scrutiny Café on 14 th January and the next meeting of the Committee.	
	Revenue and Capital Budgets 2014/2015	Agreement that the report be submitted to Cabinet.	Agreed by Full Council on 22nd February 2014.
14 th January	Budget Scrutiny Cafe	Feedback on budget proposals received from Elected Members.	
22 nd January 2014	Council Plan	Members requested to provide any feedback on the draft plan to the Head of Business Improvements, Central Services and Partnerships.	

Task and Finish Groups:	Review of the Constitution Working Group – action to look at scrutiny committee remits
Future Task and Finish Groups:	
Suggestions for Potential Future Items:	<ul style="list-style-type: none"> • Modernisation of the Post Office Network • Council Plan • Universal Credit • Ryecroft • Concurrent Functions – Request from Cabinet that scrutiny undertake a review in order to report back to Cabinet in time for implementation of a revised scheme for 2015/2016.

REMIT

Transformation and Resources Overview and Scrutiny Committee is responsible for:

- Communications and consultation
- Council structure and democracy and constitutional review
- Customer contact and customer service centres