

Bristol City Council – Overview & Scrutiny

Work Programme 2012/13

Commission: Resources (updated December 20th 2012)

| Meeting Date/Time | Agenda Items | Comments/Outcome |
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| June 22nd 2012 2pm | Annual Business Report | |
| | Setting the 2012/13 Work Programme Steve Chapman, Scrutiny Officer | |
| | Bristol Workplace (<i>was New Ways of Working</i>) Programme Business Case Graham Sims/Graham Skinner | The Commission endorsed the aims of this programme. There was an ongoing role for RSC in monitoring project costs and savings. |
| | The Bristol Pound Steve Hilton/Jason Thorne | The Commission welcomed this initiative and requested that the Council helped raise its profile by considering using the Bristol £ where possible, for example when procuring contracts. |
| July 20th 2012 9:30am | New Local Taxation Benefits System Julia James – Service Director Integrated Customer Services | There was a consensus that decisions about the single person’s Council Tax discounts should be made at a local level. It was agreed that the Chair should write to Party leaders to request that they lobby the Secretary of State for Communities & Local Government to this end. |
| | Review of the Budget Scrutiny Process Peter Robinson – Service Director Finance | It was agreed that the Chair would write to the Leader of the Council to share the Commission’s concerns about preserving the strengths of the current scrutiny process in the changed political environment following the mayoral election. |
| | Combined Revenue Outturn and Directorate Scorecards for 2011/12 Financial Year Peter Robinson – Service Director Finance | The finance and performance outturn for 2011/12 was generally good but there was a concern that the number of BME employees had declined. |
| | Performance Management Strategy Peter Robinson – Service Director Finance | Members supported the new style of “headline” reporting but were reassured that more detailed information was readily available if required. |

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| | Revenue Budget Monitoring – 1 st Quarter 2012/13 Peter Robinson – Service Director Finance | The situation as reported was challenging but members felt that the management controls were sufficiently robust. |
| | Quarterly monitor of capital programme - 1 st Quarter 2012/13 Peter Robinson – Service Director Finance | The Commission noted that a significant level of capital spending was being maintained despite the impact of the recession. |
| | Treasury Management Annual Report for 2011/12 Peter Robinson – Service Director Finance | Members requested that future reports include details of the risks associated with investments. Officers were asked to look into the feasibility of using an ethical bank such as Triodos. |
| September 21st 2012 9:30am | Briefing on The City Deal Will Godfrey – Strategic Director Corporate Services | The deal would give increased financial freedom and flexibility but the implications needed careful analysis. In particular clarification was required on how the people and skills strand would be funded. |
| | Energy Procurement Strategy Paul Isbell, Energy Manager | The Commission supported the strategy in particular the work being done with neighbouring for the joint procurement of energy supplies and the plans to increase the usage of locally sourced low carbon biomass fuel. |
| | Energy Usage in Bristol City Council (including progress on achieving carbon reduction targets) Paul Isbell, Energy Manager and Alex Minshull, Sustainable City Group Manager | The Commission welcomed the progress that had been made in reducing energy usage and overall carbon emissions. . |
| | Bus Rapid Transit (BRT), Ashton to City Centre route – focus on project control, capital spend/ financial risks (funding gap) and overall business case Peter Robinson – Service Director Finance | The Commission took the view that the project management structure and overall financial control were commensurate with the size and complexity of the project. |
| | Outcome Performance Reports – 2 nd Quarter 2012/13 Peter Robinson – Service Director Finance | Discussion was deferred until the October meeting |
| October 19th 2012 9:30am | Outcome Performance Reports – 1 st Quarter 2012/13 Peter Robinson – Service Director Finance | New reporting framework |

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| | Quarterly monitor of capital programme – 2 nd Quarter Peter Robinson – Service Director Finance | |
| | Revenue Budget Monitoring – 2 nd Quarter Peter Robinson – Service Director Finance | |
| | Medium Term Financial Plan Will Godfrey – Strategic Director Corporate Services | |
| | Performance Management Development Scheme (PMDS) and its relationship to the overall performance of the Council Will Godfrey – Strategic Director Corporate Services | |
| | Changing Bristol Portfolio Update – 6 monthly (includes new financial systems) Paul Arrigoni – Service Director, ICT | |
| December 14th 2012 9:30 am | Briefing on the 2011/12 Balance Sheet Peter Robinson – Service Director Finance | Recommendation from the Audit Committee 28 th September. |
| | Outcome Performance Reports – 2 nd Quarter 2012/13 Peter Robinson – Service Director Finance | |
| | Six monthly economic briefing Clive Hammond, Senior Accountant, Corporate Services | Replaces the quarterly information reports. It will also be circulated to other scrutiny commissions to look at particular aspects (housing, economic development etc.) |
| | Establishment of a Local Crisis and Prevention Fund Anne James - Social Fund Project and Commissioning Officer | Pre-decision scrutiny |
| | Review of Avon Pension Scheme Mark Williams , Service Manager, Corporate HR | |
| | Localisation of Council Taxation Benefits System Julia James – Service Director Integrated Customer Services | Pre-decision scrutiny (Cabinet meeting 20 th December) |
| January 14th 2013 6pm | <ul style="list-style-type: none"> • CYPS Budget (6.00pm) • Health and Adult Social Care Budget (7.00pm) Strategic Directors/Mayor/Cabinet Members | 2013/14 Budget Scrutiny Meeting 1 CYPS/HASC Scrutiny Commission members to be invited to take part in meeting |

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| January 16th 2013 6pm | <ul style="list-style-type: none"> • Neighbourhoods and City Development Budget <p>Proposal is to split the budget by the 3 relevant scrutiny commissions i.e.</p> <ul style="list-style-type: none"> ○ Quality of Life (6.00pm) ○ Sustainable Development and Transport (7.00pm) ○ Community Cohesion and Safety (8.00pm) <p>Strategic Directors/Mayor/Cabinet Members</p> | <p>2013/14 Budget Scrutiny Meeting 2</p> <p>Members of the QOL/SD&T/CC&S Scrutiny Commissions to be invited to take part in the meeting</p> |
| January 21st 2013 6pm | <ul style="list-style-type: none"> • Housing Revenue Account • Capital Programme • Treasury Management Strategy • Corporate Services Budget <p>Strategic Directors/Mayor/Cabinet Member</p> | <p>2013/14 Budget Scrutiny Meeting 3</p> <p>Consolidated report from all Resources meetings will need to be drafted for consideration by Mayor/Cabinet on the 24th Jan (provisional date)</p> |
| January 25th 2013 9:30am | <p>Local Authority Mortgage scheme – progress report Valerie Watkis/Tim Southall, N&CD</p> <p>Business Rate Benefit and Enterprise Zone Peter Robinson – Service Director Finance/Alun Owen – Service Director Major Projects</p> <p>Neighbourhood Partnerships (including use of Section 106 money and impact of the introduction of Community Infrastructure Levy) Jim Cliffe, Section 106 Monitoring Officer</p> | <p>Deferred from Dec 14th</p> <p>Deferred from Dec 14th</p> |
| February 8th 2013 9:30am | <p>Medium Term Financial Plan (MTFP) Strategic Director – Corporate Services</p> <p>Revenue Budget 2013/14 Report - including 3rd Quarter monitor for 2012/13 Peter Robinson – Service Director Finance</p> | |
| February 22nd 2013 | | |

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| April 12th 2013 9:30am | Annual Review Steve Chapman, Scrutiny Officer | |
| | Outcome Performance Reports – 3 rd Quarter 2012/13 Peter Robinson – Service Director Finance | |

Work Programme items remaining to be scheduled during 2012/13

| Item | Availability/Timescale/ Comments |
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| The impact of actual and predicted population growth on financial resources and service planning | To be scheduled when the relevant data from 2011 Census is available |
| Personalisation of adult social care funding - financial implications | Members to discuss and agree what is required |
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