

<b>Title of Report:</b>	<b>Resource Management Select Committee</b>
<b>Report to be considered by:</b>	Overview and Scrutiny Management Commission
<b>Date of Meeting:</b>	7 December 2010

**Purpose of Report:** To provide an update on the work of the Select Committee.

**Recommended Action:** To note the information.

<b>Resource Management Select Committee Chairman</b>	
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# Executive Report

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## 1. Introduction

- 1.1 The Select Committee met on 11 November 2010 and the draft minutes are attached at Appendix A. A summary of the main discussions held are as follows:

### **Community Services Directorate budget**

- 1.2 Concerns were raised in relation to a number of budget pressures within the Community Services Directorate and it was agreed that this issue will be returned to at a future meeting. The primary focus of this work will be on Adult Social Care.

### **Property contracts and contractors in schools**

- 1.3 An update was provided on the work undertaken to improve the services provided to schools. A Maintenance Term Contract (MTC) working group has been formed to produce the specification for the new MTC which is due for renewal in April 2011. This group includes representatives from schools to ensure that the requirements of schools are met where possible. Work on the new MTC is well advanced and a final draft/completed document will be presented at the special Select Committee being held on 14 December 2010. The latest information on the level of buy back from schools will also be reported.
- 1.4 The existing process for approving work/invoices within the Council and schools was explored. This did have some safeguards to help ensure that work was completed satisfactorily and the cost was reasonable and appropriate. However, it was not possible to enhance this process to ensure that schools approved invoices for all works undertaken due to the restrictions of the existing contract. Members felt that the new MTC should enable schools to approve all work undertaken before payment is made.
- 1.5 The level of minor work provided within the existing MTC has been reduced as previously resolved by the Select Committee. The majority of schools are utilising the handy person provided by Property or have a caretaker.
- 1.6 A school satisfaction survey is planned six months after the introduction of the new MTC.

### **Chief Executive Directorate budget**

- 1.7 Nick Carter attended the meeting to provide information on the level of underspend within the Directorate budget in recent financial years, particularly in the latter part of previous years.
- 1.8 The increase to the underspend in 2008/09 was felt to be fairly reasonable. However, Nick Carter accepted that the increase in 2009/10 was significant (a month 9 forecast of £133k underspent to an outturn position of £416k underspent). The factors contributing to this were explored and are detailed in the minutes.

1.9 Members agreed to undertake more detailed analysis at the next meeting to identify any trends causing such increases. This will be supported by data covering the previous four financial years.

1.10 The month 5 budget position across the Council was also reported and noted.

## **2. Discussion items scheduled for the next meeting**

2.1 A special meeting of the Select Committee has been arranged for 14 December 2010 and the draft agenda items are as follows:

(1) To receive and comment on the draft Asset Management Plan prior to its presentation at Executive.

(2) Month 6 revenue and capital budget reports. This is an exception to the budget reporting process as, at the request of the Leader of the Council, the Select Committee will be considering a quarterly report prior to its approval at Executive. This is due to the cancellation of the Executive meeting scheduled for 25 November 2010.

(3) Information will also be provided as described in the above section.

2.2 It has also been agreed to hold a further special meeting in January 2011. This will discuss pressures within the Community Services Directorate budget, the month 8 position for the Council and the work undertaken to assess and ensure value for money.

## **3. New item for consideration**

3.1 Members supported the addition of an item relating to the Local Land and Property Gazetteer (LLPG), this holds a range of property related information and links to a number of separate Council databases. This was forwarded from the Stronger Communities Select Committee Housing Register Task Group where it was identified that it was not possible for non Council maintained systems to link to the LLPG. The Resource Management Select Committee will review the potential for improvement in this area. The Commission is asked to approve this addition to the work programme.

## **4. Work Programme**

4.1 The latest work programme for the Select Committee is contained within Appendix A of item 15 of this agenda.

## **Appendices**

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Appendix A – Resource Management Select Committee minutes from 11 November 2010.