

Report to:

**Council**

Agenda  
Item:

11(b)(ii)

Meeting Date: 6<sup>th</sup> March 2018

Public/Private\*: Public

Title: **Finance, Governance and Resources Portfolio Holder's Report –  
Councillor Dr Les Tickner**

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## **FINANCIAL SERVICES**

### **Strategic Planning**

The Council, at its meeting on 6<sup>th</sup> February, approved the revenue and capital budgets for 2018/19, including a £5 per annum increase for a Band D property for 2018/19 for the city and surrounding areas. Tonight's Council, which is the final element of the 2018/19 budget process, will formally approve the overall council tax for the Carlisle area.

### **2017/18 Final Accounts Process**

Work is commencing on providing the timetables and instructions to budget holders to support the year end process and training sessions are also planned to enable the Statement of Accounts to be prepared and approved by the Chief Finance Officer by the new statutory deadline of 31 May (one month earlier than previous years).

## **ELECTORAL REGISTRATION**

The section have organised and administered the Referendum for the Dalston Neighbourhood Plan. The referendum was held on Thursday 22<sup>nd</sup> February.

A refresh of the Absent Vote Signature process has been completed. This year there were 4376 signatures which required a refresh.

Arrangements are being made for the City Council elections which this year will be held on Thursday 3<sup>rd</sup> May. There are 17 Wards where there will be scheduled elections this year.

## **INFORMATION MANAGEMENT**

Recent counts for information requests (From 9 December – 9 February 2018):

- Environmental Information Regulations requests received - 9
- Environmental Information Regulations requests responded to - 10
- Freedom of Information Act requests received – 64
- Freedom of Information Act requests responded to - 66
- Data Protection Act subject access requests received - 1
- Data Protection Act subject access requests responded to – 0
- Data Protection Act s29/s35 requests received - 0
- Data Protection Act s29/s35 requests responded to – 0

## **ORGANISATIONAL DEVELOPMENT**

The apprenticeship programme continues to grow and we are currently developing a process to support the salary costs of additional apprenticeships. This will provide the Council with the opportunity to support development in key areas to aid future progression planning. Access to this provision will be available at three points during the year.

Cholesterol Checks and a Finance Awareness day were delivered at the Civic Centre and also at Bousteads Grassing, this was very well supported. Further Health and Wellbeing events have been planned and include sleep awareness and additional mental health support. The recent review with the 'Better Health at Work' award co-ordinator confirmed the excellent work the City Council is doing and that we are working at a higher level.

We have listened to staff comments and are discussing options to create a temporary rest /staff room facility, this will provide a relaxation area where staff can go to eat and meet colleagues.

Skill Gate the eLearning programme continues to grow in use and we are now planning to develop key learning modules for specific service areas resulting in the attainment of certificates. This will contribute to the identification of a bespoke learning experience for service areas without a qualification framework in place.

We have 5 Managers undertaking a level 4 management development programme with the University, fully funded, we will evaluate the success of this once completed and may be able to repeat this opportunity.