

AGENDA

Business & Transformation Scrutiny Panel

Thursday, 31 May 2018 AT 14:00
In the Flensburg Room, Civic Centre, Carlisle, CA3 8QG

**** A preparatory meeting for Members will be held at 13:00 in the Flensburg Room****

The Press and Public are welcome to attend for the consideration of any items which are public.

Members of the Business & Transformation Scrutiny Panel

Councillor Birks (Chairman) , Councillors Alcroft, Allison, Mrs Birks, Mrs Bowman (Vice Chairman), Ellis, Mrs Mallinson, McDonald, and McNulty

Substitutes:

Councillors Bainbridge, Carrigan, J Mallinson, Shepherd, Mrs Warwick and Ms Williams

PART A

To be considered when the Public and Press are present

Apologies for Absence

To receive apologies for absence and notification of substitutions

Declarations of Interest

Members are invited to declare any disclosable pecuniary interests, other registrable interests and any interests, relating to any items on the agenda at this stage.

Public and Press

To agree that the items of business within Part A of the agenda should be dealt with in public and the items of business within Part B of the agenda should be dealt with in private.

Minutes of previous meetings

To note that Council, on the 24 April 2018, received and adopted the minutes of the meetings held on 15 February and 22 March 2018.
The Minutes will be signed by the Chairman.
Minute Book Volume 44(6)

A.1 CALL-IN OF DECISIONS

To consider any matter which has been the subject of call-in.

A.2 OVERVIEW REPORT

7 - 12

Portfolio: Cross Cutting

Directorate: Cross Cutting

Officer: Steven O'Keeffe, Policy and Communications Manager

Report: OS.12/18 attached

Background:

To consider a report providing an overview of matters related to the work of the Business and Transformation Scrutiny Panel.

Why is this item on the agenda?

The Business and Transformation Scrutiny Panel operates within a work plan which has to be set for the 2018/19 municipal year. The Plan will be reviewed at every meeting so that it can be adjusted to reflect the wishes of the Panel and take into account items relevant to this Panel in the latest Notices of

Executive Key Decisions.

What is the Panel being asked to do?

- Note the items (within the Panel remit) on the most recent Notice of Executive Key Decisions
- Discuss the work programme and prioritise if necessary

A.3 2017/18 PROVISIONAL OUTTURN REPORTS

Portfolio: Finance, Governance and Resources

Directorate: Corporate Support and Resources

Officer: Alison Taylor, Chief Finance Officer

Reports: RD.03/18, RD.04/18, RD.05/18, RD.06/18, RD.01/18 attached and minute excerpts to follow

Background:

The Chief Finance Officer to submit the Provisional Outturn Reports for 2017/18.

(a)	13 -
	36
Provisional General Fund Revenue Outturn 2017/18	
(b)	37 -
	54
Provisional Capital Outturn 2017/18 and Revised capital Programme 2018/19	
(c)	55 -
	72
Treasury Management Outturn 2017/18	
(d)	73 -
	86
Council Tax and NNDR Provisional Outturn 2017/18	
(e)	87 -
	94
Elected Members' Allowances - Provisional Outturn report for 2017/18	

Why is this item on the agenda?

The matter was included in the Notice of Executive Key decisions and was considered by the Executive on 30 May 2018. The matter is part of the annual budget process.

What is the Panel being asked to do?

To scrutinise and provide feedback on the options available to the Council as set out in the reports.

A.4 CUSTOMER SERVICES UPDATE

**95 -
104**

Portfolio: Communities, Health and Wellbeing

Directorate: Corporate Support and Resources

Officer: Matt Ward, Acting Customer Services/Services Improvement Manager

Report: CE.08/18 attached

Background:

The Town Clerk and Chief Executive to submit an update on Customer Services including current performance, upcoming improvements and ongoing actions that fall under the Smarter Delivery Project.

Why is this item on the agenda?

Monitoring report.

What is the Panel being asked to do?

Consider and note the recommendations in the report.

A.5 SICKNESS ABSENCE REPORT 2017/18

**105 -
114**

Portfolio: Finance, Governance and Resources

Directorate: Corporate Support and Resources

Officer: Gary Oliver, Policy and Performance Officer

Report: CE.07/18 attached

Background:

The Town Clerk and Chief Executive to submit a report on the authority's sickness absence levels for the period April 2017 to March 2018 and other sickness absence related information.

Why is this item on the agenda?

Annual monitoring of sickness absence within the authority.

What is the Panel being asked to do?

Consider and comment on the sickness absence information provided in the report.

A.6 END OF YEAR PERFORMANCE REPORT 2017/18

**115 -
130**

Portfolio: Finance, Governance and Resources

Directorate: Corporate Support and Resources

Officer: Gary Oliver, Policy and Performance Officer

Report: PC.05/18 attached

Background:

The Policy and Communications Manager to submit an update on the Council's service standards that help measure performance. It also includes updates on key actions contained within the Carlisle Plan.

Why is this item on the agenda?

Annual monitoring of performance.

What is the Panel being asked to do?

Consider the performance of the City Council presented in the report with a view to seeking continuous improvement in how the Council delivers its priorities.

PART B

To be considered when the Public and Press are excluded from the meeting

B.1 LAND AND PROPERTY TRANSACTION - PARKHOUSE INDUSTRIAL ESTATE

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

Enquiries, requests for reports, background papers etc to:

Rachel Plant, Democratic Services Officer, (01228) 817039 or
rachel.plant@carlisle.gov.uk