

# AGENDA

## **Business & Transformation Scrutiny Panel**

**Thursday, 13 February 2020 AT 16:00**  
**In the Flensburg Room, Civic Centre, Carlisle, CA3 8QG**

### **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 item 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 that the items of business within Part B of the agenda should be dealt with in private.

### **Minutes of Previous Meeting**

**7 - 14**

To note that Council had, at its meeting on 7 January 2020, received and adopted the minutes of the meeting held on 3 December 2019.

The Chair will be asked to sign the minutes. Minute Book Volume 46(4).

The Chair will move the minutes of the meeting held on 2 January 2020 as a correct record. The only part of the minutes that may be discussed is their accuracy.

(Copy minutes herewith)

## **PART A**

**To be considered when the Public and Press are present**

### **A.1 CALL-IN OF DECISIONS**

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

### **A.2 OVERVIEW REPORT**

**15 - 18**

Portfolio: Cross Cutting

Directorate: Cross Cutting

Officer: Rowan Jones, Overview and Scrutiny Officer

Report: OS.02/20 herewith

#### **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 programme which has been set for the 2019/20 municipal year. The Programme 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 Notice 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 REVENUE BUDGET OVERVIEW AND MONITORING REPORT APRIL TO DECEMBER 2019**

**19 - 40**

Portfolio: Finance, Governance and Resources

Directorate: Finance and Resources

Officer: Alison Taylor, Corporate Director of Finance and Resources

Report: RD.51/19 herewith and Minute Excerpt to follow

**Background:**

The Corporate Director of Finance and Resources to submit a report providing an overview of the Council's General Fund revenue budgetary position for the period April to December 2019 which was considered by the Executive on 10<sup>th</sup> February 2020.

**Why is this item on the agenda?**

Budget monitoring report

**What is the Panel being asked to do?**

To scrutinise the overall budgetary position for the period April to December 2019.

**A.4 CAPITAL BUDGET OVERVIEW AND MONITORING REPORT 41 - 60**  
**APRIL TO DECEMBER 2019**

Portfolio: Finance, Governance and Resources

Directorate: Finance and Resources

Officer: Alison Taylor, Corporate Director of Finance and Resources

Report: RD.52/19 herewith and Minute Excerpt to follow

**Background:**

The Corporate Director of Finance and Resources to submit a report providing an overview of the budgetary position of the City Council's capital programme for the period April to December 2019 which was considered by the Executive on 10 February 2020.

**Why is this item on the agenda?**

Budget monitoring report

**What is the Panel being asked to do?**

To scrutinise the overall budgetary position for the period April to December 2019.

## **A.5 QUARTER 3 PERFORMANCE REPORT 2019/20**

**61 - 74**

Portfolio: Finance, Governance and Resources

Directorate: Community Services

Officer: Gary Oliver, Policy and Performance Officer

Report: PC.06/20 herewith

### **Background:**

The Policy and Communications Manager to submit a report containing the Quarter 3 2019/20 performance against the current Service Standards and a summary of the Carlisle Plan 2015-18 actions as defined in the 'plan on a page'. Performance against the Panel's 2019/20 Key Performance Indicators (KPIs) are also included.

### **Why is this item on the agenda?**

Annual monitoring of performance.

### **What is the Panel being asked to do?**

Scrutinise the performance of the City Council with a view to seeking continuous improvement in how the Council delivers its priorities and consider the proposed KPI changes for 2020/21

## **A.6 SICKNESS ABSENCE REPORT 2019/20**

**75 - 112**

Portfolio: Finance, Governance and Resources

Directorate: Finance and Resources

Officer: Sue Kaveney, HR Manager

Report: RD.56/19 herewith

### **Background:**

The Corporate Director of Finance and Resources to submit a report on the authority's sickness absence levels 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?**

Scrutinise and comment on the information on sickness absence provided in the report. Consider establishing a task and finish group with Member input to assist the HR Manager in reviewing the Attendance Management policy with the aim of more effectively managing absence levels

**PART B**

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

**B.1 SICKNESS ABSENCE REPORT 2019/20**

- Information which is likely to reveal the identify of an individual;

**Members of the Business & Transformation Scrutiny Panel**

Councillor Bainbridge (Chair) , Councillors Alcroft, Allison, Mrs Birks (Vice Chair), Mrs Bowman, McNulty, Mitchelson, Paton

Substitutes:

Councillors Mrs Atkinson, Betton, Bomford, Mrs Bradley, Mrs Brown, Collier, Ms Ellis-Williams, Mrs Finlayson, Mrs Glendinning, Glover, Mrs McKerrell, Meller, Morton, Patrick, Robinson, Robson, Rodgerson, Shepherd, Miss Sherriff, Southward, Tarbitt, Dr Tickner, Tinnion

Enquiries, requests for reports, background papers etc to:

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