



Business and Transformation Scrutiny Panel

Meeting Date: 06/01/2022
Portfolio: Cross-cutting
Key Decision:
Policy and Budget Framework No
Public / Private Public

Title: Overview Report
Report of: Overview and Scrutiny Officer
Report Number: OS.02/22

Purpose / Summary:

This report provides an overview of matters related to the Scrutiny Panel's work. It also includes the latest version of the work programme.

Recommendations:

Members are asked to:

- Note the items within Panel remit on the most recent Notice of Key Executive Decisions
- Note the current work programme

Tracking

| | |
|------------|-----------------------|
| Executive: | Not applicable |
| Scrutiny: | BTSP 06/01/22 |
| Council: | Not applicable |

1. Notice of Key Decisions

1.1. The most recent Notice of Key Executive Decisions was published on 19 November 2021. This was circulated to all Members and is available on the CMIS section of the Council's webpages. The following items fall within the remit of this Panel:

Items that are included in the Panel's work programme:

- KD 10/21 Budget Process 2022/23 – 2026/27

Items that are not included in the Panel's work programme:

- KD 19/21 Review of the Statement of Gambling Policy

2. References from the Executive

2.1. None

3. Progress on resolutions from previous meetings

3.1. The following table sets out the meeting date and resolution that requires following up. The status is presented as either "completed", "pending" (date expected), or "outstanding". An item is considered outstanding if no update or progress has been made after three panel meetings. All the completed actions will be removed from the list following the meeting.

| | Meeting date | Minute reference | Action | Status |
|---|--------------|------------------|--|---|
| 1 | 07/10/21 | BTSP 75/21 | 2) The Property Services Manager provide the Panel an update on the number of outstanding rent reviews at Kingstown Industrial Estate. | Complete |
| 2 | 07/10/21 | BTSP 76/21 | 2) That the Corporate Director of Finance and Resources provides the Panel with information on the budget for the Gateway 44 Project and the projected return on capital. | Pending |
| 3 | 07/10/21 | BTSP 80/21 | 2) That the Deputy Chief Executive circulate a briefing note in plain English to the Panel. 3) That an update on Squad Working be submitted to the Panel at a future meeting. | Complete Complete Added to workplan |
| 4 | 07/10/21 | BTSP 84/21 | 3) That an update on the recruitment process be circulated to the Panel along with details of the next steps should the process be unsuccessful. | Complete |
| 5 | 07//12/22 | BTSP 90/21 (C) | 3) That the Neighbourhood Services Manager provide the Panel with information on the number of charges that were paid early and received a discount. | Complete |
| 6 | 07/12/21 | BTSP 90/21 (j) | 2) That the Panel recommends to the Executive that the City Council freeze their portion of the Council Tax for 2022/23. | Complete |

| | | | | |
|----|----------|---------------|---|----------|
| 7 | 07/12/21 | BTSP 92/21 | 2) That the Corporate Director of Economic Development provide the Panel with information on the use of S.106 funding (Affordable Homes commuted Sums) to bring empty properties back into use, specifically: - would all of the money be used to bring empty properties back into use; - how many houses were brought back into use; - who were payments made to. | Pending |
| 8 | 07/12/21 | BTSP 93/21 | 2) That the HR Manager circulate the next quarter return to work figures to the Panel as soon as they were available. | Pending |
| 9 | 07/12/21 | BTSP 94/21 | 2) That the Policy and Performance Officer provide the Panel with further information on the Test and Trace Support payments and how the additional work was staffed. | Pending |
| 10 | 07/12/21 | BTSP 95/21 | 2) That the following amendments be made to the Work Programme: - Add Talkin Tarn Management Arrangements to 24/02/22 - Defer Covid 19 financial implications wrap up report from 06/01/22 until after 31/03/22. | Complete |

4. Contribution to the Carlisle Plan Priorities

4.1. The overview and scrutiny of the Carlisle Plan items that fall within the remit of this Panel contribute to ongoing policy development.

Contact Officer: Rowan Jones

Ext: 7257

**Appendices
attached to report:**

1. Draft Scrutiny Panel Work Programme 2021-22

Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:

- None

CORPORATE IMPLICATIONS:

LEGAL –

PROPERTY SERVICES -

FINANCE –

EQUALITY – This report raises no explicit issues relating to the public sector Equality Duty

INFORMATION GOVERNANCE –

APPENDIX 1: Draft Scrutiny Panel Work Programme 2021-22

| BTSP Date | Title | Lead Officer | Type of Scrutiny |
|------------|---|---------------------|------------------|
| 03/06/2021 | End of Year Performance Report | Gary Oliver | Monitoring |
| | Financial Update on the Impact of Covid-19 | Alison Taylor | Monitoring |
| | Sands Centre Project Monitoring Report | Darren Crossley | Monitoring |
| | Outturn Reports | Steven Tickner | Monitoring |
| | Sickness Absence - end of year report 2020/21 | Gary Oliver | Monitoring |
| 15/07/2021 | Update on IT projects | D.Strong/ M.Kelly | Monitoring |
| | Business Rates Outturn 2020/21 | Alison Taylor | Monitoring |
| | Future Scrutiny Arrangements | Rowan Jones | Policy develop't |
| | Draft Carlisle Plan | Steven O'Keeffe | Policy develop't |
| 26/08/2021 | Medium Term Financial Plan | Alison Taylor | Policy develop't |
| | Asset Management Plan and Annual Property Survey | Mark Walshe | Policy develop't |
| | Capital Investment Strategy | Alison Taylor | Policy develop't |
| | Performance Report Q1 | Gary Oliver | Monitoring |
| | Sickness Absence Q1 | G. Oliver/ B. McRoy | Monitoring |
| | External Audit Report - Action Plan, recommendations | Alison Taylor | Monitoring |
| | Outcome of Old Fire Station Tender (EX.78/21) - call-in | Darren Crossley | Call- in |
| 07/10/2021 | Budget monitoring Q1 2021/22 | Steven Tickner | Monitoring |
| | Squad working | Darren Crossley | Policy develop't |
| | Commercialisation Strategy T&F group report | Alison Taylor | Policy develop't |
| | Sands Centre Project Monitoring Report | Darren Crossley | Monitoring |
| | Civic Centre Re-instatement and Development | Darren Crossley | Monitoring |
| | Update on IT projects - Part B report | D.Strong/ M.Kelly | Monitoring |
| | Emerging agile working policy/ findings of staff survey | Darren Crossley | Policy develop't |
| 07/12/2021 | Budget Setting | Alison Taylor | Budget |
| | Performance Report Q2 | Gary Oliver | Monitoring |
| | Sickness Absence Q2 | Gary Oliver | Monitoring |
| | Budget monitoring Q2 2021/22 | Steven Tickner | Monitoring |
| 06/01/2022 | Budget Setting (Incl. Treasury Management Strategy Statement) | Alison Taylor | Budget |
| | Future Scrutiny T&F group report | Rowan/ Darren | Policy develop't |
| | Update on IT projects - Part B report | Jason Gooding | Monitoring |
| 24/02/2022 | Performance Report Q3 | Gary Oliver | Monitoring |
| | Sickness Absence Q3 | Gary Oliver | Monitoring |
| | Squad working | Darren Crossley | Policy update |
| | Talkin Tarn Management Arrangements | Luke Leathers | |
| | Sands Centre Project Monitoring Report | Darren Crossley | Monitoring |
| | Chancerygate Annual KPI Report | Mark Walshe | |
| | Budget monitoring Q3 2021/22 | Steven Tickner | Monitoring |
| 31/03/2022 | Scrutiny annual Report | Rowan Jones | Policy update |
| | Corporate Projects | Jason Gooding | Monitoring |
| | Corporate Risk Register | Darren Crossley | Monitoring |
| | Sands Centre Project Monitoring Report | Darren Crossley | Monitoring |
| | LGR - Programme Clarity | Darren Crossley | Policy develop't |