

# AGENDA

## Business & Transformation Scrutiny Panel

Thursday, 26 August 2021 AT 16:00  
In the Council Chamber, Civic Centre, Carlisle, CA3 8QG

**\*\*A pre meeting for Members to prepare for the Panel will  
take place 45 minutes before the meeting\*\***

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 Bainbridge (Chair) , Councillors Alcroft (Vice Chair), Allison, Mrs Bowman, Mrs Mitchell, Mitchelson, Sunter, Dr Tickner

#### Substitutes:

Councillors Mrs Atkinson, Mrs Birks, Brown, Collier, Ms Ellis-Williams, Mrs Finlayson, Mrs Glendinning, Glover, Lishman, Mrs McKerrell, Meller, Morton, Patrick, Robson, Shepherd, Miss Sherriff, Southward, Mrs Tarbitt, Miss Whalen.

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

### **MINUTES OF PREVIOUS MEETINGS**

**9 - 12**

To note that Council, on the 20 July 2021, received and adopted the minutes of the meetings held on 1 April and 3 June 2021. The Minutes will be signed by the Chair.(Minute Book Volume 48(1)).

The Chair will move the minutes of the meeting held on 15 July 2021 as a correct record. The only part of the minutes that may be discussed is their accuracy.

(Copy minutes herewith).

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

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

Executive Decision EX.78/21 - Outcome of Old Fire Station Tender has been called in. Due to the original decision having been taken in private, the Call-in will also be considered in private. Therefore the matter is listed in the Part B section of this agenda.

**A.2 DRAFT MEDIUM TERM FINANCIAL PLAN 2022/23 to 2026/27****13 -  
64**

Portfolio:	Finance, Governance and Resources
Directorate:	Finance and Resources
Officer:	Alison Taylor, Corporate Director of Finance and Resources
Report:	RD.28/21 and Minute Excerpt herewith

**Background:**

The Corporate Director of Finance and Resources to submit the Medium Term Financial Strategy 2022/23 to 2026/27.

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

The matter was included in the Notice of Executive Key Decisions and was considered by the Executive on 2 August 2021.

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

Consider the report and make recommendations back to the Executive for consideration at its meeting of 31 August 2021.

**A.3 DRAFT CAPITAL INVESTMENT STRATEGY 2022/23 – 2026/27****65 -  
102**

Portfolio:	Finance, Governance and Resources
Directorate:	Finance and Resources
Officer	Steven Tickner, Financial Services Manager
Report	RD.29/21 and Minute Excerpt herewith

**Background:**

The Corporate Director of Finance and Resources to submit the Capital Strategy 2022/23 - 2026/27.

**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 2 August 2021. The matter is part of the annual budget process.

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

Consider the report and make any recommendations back to the Executive for consideration at its meeting of 21 August 2021.

**A.4 DRAFT ASSET MANAGEMENT PLAN 2022 TO 2027****103 -  
128**

Portfolio:	Finance, Governance and Resources
Directorate:	Governance and Regulatory Services
Officer:	Mark Walshe, Property Services Manager
Report:	GD.54/21 and Minute Excerpt herewith

**Background:**

The Corporate Director of Governance and Regulatory Services to submit the Asset Management Plan 2022 to 2027.

**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 2 August 2021.

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

Note the report and make comments and provide feedback to the Executive in order to inform the way forward for the Council.

**A.5 EXTERNAL AUDIT REPORT ACTION PLAN AND RECOMMENDATIONS  
FOLLOW UP****129 -  
138**

Portfolio:	Finance, Governance and Resources
Directorate:	Finance and Resources
Officer:	Steven Tickner, Financial Services Manager
Report:	RD.35/21 and Minute Excerpt herewith

**Background:**

The Corporate Director of Finance and Resources to submit a report concerning the External Audit report and associated action plan and recommendations follow up.

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

The Audit Committee had considered the External Audit Findings for Carlisle City Council at its meeting of 20 May 2021 (Minute Excerpt AUC.17/21 refers) and referred it to the Business and Transformation Scrutiny Panel for information and ongoing monitoring.

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

Consider the progress on implementation of the recommendations in the External Audit Findings report for 2019/20.

**A.6 SICKNESS ABSENCE REPORT QUARTER 1 2021/22****139 -  
148**

Portfolio:	Finance, Governance and Resources
Directorate:	Community Services
Officer:	Bibian McRoy, HR Manager Gary Oliver, Policy and Performance Officer
Report:	CS.30/21 herewith

**Background:**

The Deputy Chief Executive to submit a report on the authority's quarter one sickness absence levels and other absence information.

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

Quarterly 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.

**A.7 QUARTER 1 PERFORMANCE REPORT 2021/22****149 -  
164**

Portfolio:	Finance, Governance and Resources
Directorate:	Community Services
Officer:	Gary Oliver, Policy and Performance Officer
Report:	PC.33/21 herewith

**Background:**

The Policy and Communications Manager to submit a report containing the Quarter 1 2021/22 performance against current Service Standards and a summary of the Carlisle Plan 2016-2019 actions defined in the 'plan on a page'. Performance against the Panel's 2021/22 Key Performance Indicators are also included. The recommendations from the Member Task and Finish Group on performance reporting are also detailed.

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

Quarterly 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 its priorities;
- Consider and agree the recommendations made by the Task and Finish Group regarding future performance reports.

**A.8 OVERVIEW REPORT**

**165 -  
170**

Portfolio:	Cross Cutting
Directorate:	Cross Cutting
Officer:	Rowan Jones, Overview and Scrutiny Officer
Report:	OS.21/21 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 2021/22 municipal year. The Programme is 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 Panel remit on the most recent Notice of Executive Key Decisions;
- Note the current Work Programme.

## **PART B**

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

### **B.1 CALL IN OF DECISIONS**

- 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:  
[committeeservices@carlisle.gov.uk](mailto:committeeservices@carlisle.gov.uk)