



Meeting Date: 3rd January 2023

Public/Private*: Public

Title: **Finance, Governance & Resources Portfolio Holder's Report –
Councillor Gareth Ellis**

FINANCIAL SERVICES

Work is continuing to support the budget process for Cumberland and further support is beginning to increase on supporting LGR across a number of work packages.

HR AND PAYROLL

LGR: Updates on progress of the various workstreams associated with LGR activity are provided to stakeholders on a regular basis through the dedicated Communications group.

TUPE: The HR and Payroll Service is busy preparing for the TUPE of Carlisle City Council staff to the new Cumberland Authority on 1st April 2023. The preparation involves a significant amount of information checking and preparation of records for handover, which will utilise any spare time the team may have from now until the process is complete early next year.

ICT UPDATE

- LGR – Carlisle ICT are leading on the design and implementation of the new network for both Cumberland and Westmorland and Furness. To date the project has been successful and testing of the next phase takes place this week
- LGR – Carlisle ICT continues to be responsible for the systems requirements for HR and Payroll. Work is continuing to ensure that existing systems can continue for day one whilst working on the setup of two new systems for the short to medium term
- LGR – Service Management – Carlisle ICT is responsible for the design of the ICT service for day one
- Successfully recruited to the long-term vacancies for the Service Desk Supervisor, Service Desk Analyst, and the Senior Infrastructure Engineer. Unfortunately, there were no suitable candidates for the two vacant posts in the Applications team, which continues to put pressure on the Applications Manager.

- New network switches now installed and migrating Civic centre users is ongoing and will be complete by the end of January. All remote sites have been migrated

ELECTORAL REGISTRATION

The Elections Team have completed the Annual Canvass and were unable to get responses from 2,684 properties out of just over 54,000. The new Electoral Register was published on 1st December 2022.

Work continues on the LGR process and plans are being made for the Parish Elections on 4th May 2023.

ORGANISATIONAL DEVELOPMENT

Support for the LGR process continues. The team have prepared staff training records and checked content ready for transferring data. The team are also mapping all essential and desirable aspects of development aligned to key roles, this will support ongoing skill development to deliver services.

In the new year work will start on aligning some eLearning modules ready for transfer. We continue to deliver development workshops across the Council and in particular CV and interview skills support to enable colleagues to apply where necessary for opportunities.

Dignity and Respect face to face training was recently delivered to over 80 front line staff. The OD team prepared a flyer and have added details to the SharePoint site with top tips and support regarding the cost of living crisis.

Starting work on the preparation for the last Celebration of Learning event.

INFORMATION MANAGEMENT – LEGAL SERVICES

Recent counts for information requests (From 18/10/2022 – 02/12/2022):

- Environmental Information Regulations requests received - 5
- Environmental Information Regulations requests responded to - 7
- Freedom of Information Act requests received – 71
- Freedom of Information Act requests responded to - 82
- Data Protection Act requests received – 3
- Data Protection Act requests responded to – 3