

Meeting Date: 1st March 2022

Public/Private*: Public

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

FINANCIAL SERVICES

The budget for 2022/23 was agreed at the previous Council meeting on 1st February and the changes proposed are now being incorporated into managers budgets in readiness for 1st April.

Work continues to be undertaken in support of the LGR process and preparations are being made for the year-end closedown and production of the Statement of Accounts for 2021/22.

HR & PAYROLL

- **LGR:** The HR & Payroll Manager is actively involved in the LGR HR/OD workstream acting as joint lead for various work packages including Resourcing, Policy and Pay and Grading.
- **COVID-19:** The team has continued to support staff and managers with Covid needs including supporting communications through updated FAQs and guidance documents
- **Returning to the Civic Centre:** From 19th January the government is no longer asking people to work from home if they can. The team had been actively supporting work streams relating to the Civic Centre once again becoming the main place of work.
- **Kickstart:** Two Kickstart employees joined the team in November to help create some capacity to support the iTrent implementation and a Data Retention Project. The Kickstart's will be employed for a six-month period and the programme is being accessed via Cumbria Chamber. The Kickstart's are over two months into their contract and are settling in well
- **Occupational Health:** Choose OH, the Council's Occupational Health provider, met with the team to preview the new referral system. The implementation of this new system has been paused while OH further develop the functions that would allow for a more streamlined OH referral process

- **Special Severance Payments Guidance Consultation:** Consultation closed on 13th August 2021. We await the government's response to the consultation which will inform the approach for both Carlisle City Council and the new Cumbrian authorities

ORGANISATIONAL DEVELOPMENT

Carlisle City Council achieved the Continuing Excellence Better Health at Work Award and continues to provide support and guidance to the workforce. We also provide some advice to other organisations as part of the award evidence and sharing of best practice.

ICT UPDATE

- Revs and Bens services move to Hosted eClaim and Forms for Carlisle, and Copeland are live and work is continuing for Allerdale due to some configuration issues with the product
- ICT workload and priorities presented to SMT which highlighted areas that we can engage with 3rd parties to provide services. Costs and options are being gathered to be returned for SMT approval
- Iken (Legal System) has been upgraded and migration to new Windows 2019 server so old Windows 2008 server has now been decommissioned
- Windows 10 upgrade to 20H2 – rollout to Windows 1909 (interim step) has started on end user laptops then once complete rollout of 20H2 will commence
- Windows 2008 server for the flexi system has now been decommissioned after not renewing the contract
- Civica Lalpac (Licensing) migration to new servers has been scheduled with the supplier for March
- LGR – working on the requirements for the Shadow Authority requirements, Microsoft contract, and day 1 options/priorities

ELECTORAL REGISTRATION

Plans are underway for the Cumberland Council Elections on 5th May, with staff and venues being approached for availability. The Count for the 18 wards will be held at 10.00 p.m. on Thursday, 5th May in the Civic Centre.

INFORMATION MANAGEMENT – LEGAL SERVICES

- Recent counts for information requests (From 11th December 2021 – 6th Feb 2022):
- Environmental Information Regulations requests received - 10
- Environmental Information Regulations requests responded to - 6
- Freedom of Information Act requests received – 98
- Freedom of Information Act requests responded to - 82
- Data Protection Act requests received – 4
- Data Protection Act requests responded to – 5