

# **AGENDA**

## **Business & Transformation Scrutiny Panel**

**Thursday, 23 July 2020 AT 16:00**

**This meeting will be a virtual meeting and therefore will not take place in a physical location.**

### **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 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, Miss Whalen.

### **PART A**

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

## **Register of Attendance and Declarations of Interest**

A roll call of persons in attendance will be taken and 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.

## **Apologies for Absence**

To receive apologies for absence and notification of substitutions

## **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**

To note that Council, at its meeting on 14 July 2020, received and adopted the minutes of the meetings held on 13 February 2020 and 28 May 2020. The Chair will sign the minutes at the first practicable opportunity. [Copy minutes in Minute Book 46(6) and Minute Book 47(1)]

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

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

### **A.2 DRAFT MEDIUM TERM FINANCIAL PLAN 2021/22 TO 2025/26**

**9 - 50**

Portfolio: Finance, Governance and Resources

Directorate: Finance and Resources

Officer: Alison Taylor, Corporate Director of Finance and Resources

Report: RD.09/20 herewith, Minute Excerpt to follow via email

#### **Background:**

The Corporate Director of Finance and Resources to submit the Medium Term Financial Plan 2021/22 to 2025/26.

**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 20 July 2020. This matter is part of the annual budget process.

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

To provide feedback to the Executive for consideration at their meeting on 17 August 2020 as part of the consultation process on the Medium Term Financial Plan 2021/22 to 2025/26.

**A.3 DRAFT CAPITAL INVESTMENT STRATEGY 2021/22 TO 2025/26****51 -  
80**

Portfolio: Finance, Governance and Resources

Directorate: Finance and Resources

Officer: Alison Taylor, Corporate Director of Finance and Resources

Report: RD.08/20 herewith, Minute Excerpt to follow via email

**Background:**

The Corporate Director of Finance and Resources to submit the Capital Strategy 2021/22 to 2025/26.

**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 20 July 2020. The matter is part of the annual budget process.

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

To provide feedback to the Executive for consideration at their meeting on 17 August 2020 as part of the consultation process on the Capital Strategy 2021/22 to 2025/26.

**A.4 DRAFT ASSET MANAGEMENT PLAN 2021 to 2026****81 -  
102**

Portfolio: Finance, Governance and Resources

Directorate: Governance and Regulatory Services

Officer: Mark Walshe, Property Services Manager

Report: GD.33/20 herewith, Minute Excerpt to follow via email

**Background:**

The Corporate Director of Governance and Regulatory Services to submit the Asset Management Plan 2021 – 2026 and Annual Property Survey Report.

**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 20 July 2020.

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

To provide feedback to the Executive as part of the consultation process on the Asset Management Plan.

**A.5 EMPLOYEE OPINION SURVEY 2020**

**103 -  
118**

Portfolio:	Cross Cutting
Directorate:	Finance and Resources
Officer:	Gary Oliver, Policy and Performance Officer
Report:	RD.16/20 herewith

**Background:**

The Corporate Director of Finance and Resources to submit a report on the results of the Employee Opinion Survey 2020.

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

Monitoring report

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

Scrutinise the results of the Employee Opinion Survey 2020.

**A.6 END OF YEAR PERFORMANCE REPORT 2019/20**

**119 -  
136**

Portfolio:	Finance, Governance and Resources
Directorate:	Corporate Support

Officer:	Gary Oliver, Policy and Performance Officer
Report:	PC.11/20 herewith

**Background:**

The Town Clerk and Chief Executive to submit an update on the Council's service standards that help measure performance. It also includes updates on key actions contained within the Carlisle Plan.

**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.

## **A.7 CORPORATE PROJECT STATUS REPORT**

**137 -  
178**

Portfolio: Cross Cutting

Directorate: Corporate Support

Officer: Jason Gooding, Town Clerk and Chief Executive

Report: CE.03/20

**Background:**

The Town Clerk and Chief Executive to submit an update on the Council's corporate projects.

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

Monitoring report

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

The Panel is asked to note and comment on the most recent summary of projects and governance arrangements in place as contained in Appendix One, and the actions being taken to support projects with issues. At Appendix Two is a summary of the standalone IT projects and their current status. Appendix Three is the internal audit report of Project Management, attached for Members' information, as this is referenced within the report.

## **A.8 OVERVIEW REPORT**

**179 -  
184**

Portfolio: Cross Cutting

Directorate: Cross Cutting

Officer: Rowan Jones, Overview and Scrutiny Officer

Report: OS.13/20 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 plan which has been set for the 2020/21 municipal year. The Plan 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 Panel remit) on the most recent Notice of Executive Key Decisions
- Discuss the work programme and prioritise if necessary

**PART B**

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

**B.1 ASSET MANAGEMENT OF KINGSTOWN INDUSTRIAL ESTATE AND  
PARKHOUSE BUSINESS PARK - UPDATE ON PROGRESS**

- 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:

Rachel Plant, Democratic Services Officer - [rachel.plant@carlisle.gov.uk](mailto:rachel.plant@carlisle.gov.uk)