

Business and Transformation Scrutiny Panel

Agenda
Item:
A.8

Meeting Date: 23 July 2020

Portfolio: Cross-cutting

Key Decision: No

Within Policy and
Budget Framework

Private/Public Public

Title: Overview Report

Report of: Overview and Scrutiny Officer

Report Number: OS.13/20

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
- Review the current work programme and resolutions and make recommendations for the future work programme

Tracking

Executive:	Not applicable
Scrutiny:	BTSP 23/07/20
Council:	Not applicable

1. Notice of Key Decisions

1.1 The most recent Notice of Key Executive Decisions was published on 19/06/20. This was circulated to all Members. The following items fall within the remit of this Panel:

Items which are included in the Panel's Work Programme:

- KD 13/20 – The Asset Management Plan 2021 – 2026
- KD – 15/20 – The Medium-Term Financial Plan (including the Corporate Charging Policy) & the Capital Investment Strategy 2021/22 to 2025/26.

Items which are not included in the Panel's Work Programme:

- None

2. References from 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	06/06/19	BTSP 49/19	That a monitoring report which included a range of Key Performance Indicators on the redevelopment project be submitted to the Panel on a quarterly basis should the project be approved on 25 June 2019;	Complete Addressed in 6 monthly Corporate Project Report, provided from July 2020 onwards.
2	13/02/20	BTSP 14/20	2) That the Corporate Director of Finance and Resources provide the Panel with written responses as follows: - the reasons for the shortfall in car parking income - the Council's return on the £101,000 investment with Chancerygate.	Pending
3	13/02/20	BTSP 15/20	2) That the Development Manager attend a future Panel meeting to inform the Panel of the Section 106 planning process and to	Complete Confirmed for 15/10/20

			discuss the most appropriate time for Ward Member input when determining how Section 106 monies were allocated.	
4	13/02/20	BTSP 16/20	2) That future performance reports include the actual number of corporate complaints received and dealt with in respect of Service Standard SS05 (proportion of corporate complaints dealt with on time).	Complete
5	28/05/20	BTSP 25/20	3) That the 2020/21 Work Programme be amended as follows: <ul style="list-style-type: none"> - Corporate Project Report be moved in the work programme to July - That the Asset Management Plan and the Annual Property Survey Report be combined into one report for scrutiny in July - That the Corporate Peer Challenge Feedback Report be added to the Work Programme for scrutiny as soon as possible. 	Complete Complete Complete – scheduled for October
6	28/05/20	BTSP 26/20	That the Scrutiny Annual Report (OS.06/20) be agreed subject to the inclusion of the Corporate Peer Challenge Feedback Report as an important topic of scrutiny moving forward.	Complete

4. SCRUTINY CHAIRS GROUP

4.1 Scrutiny Chairs Group met on 18th June. At this meeting it was agreed that the Chairs Group would hold an additional meeting to focus on the findings of the Corporate Peer Review.

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

5.1 The overview and scrutiny of the Carlisle Plan items that match the panel remit contribute to ongoing policy development.

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Appendices **1. Draft Scrutiny Panel Work Programme 2020-21**
attached to report:

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- **None**

CORPORATE IMPLICATIONS:

LEGAL -

FINANCE –

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

INFORMATION GOVERNANCE –

APPENDIX 1: Draft Scrutiny Panel Work Programme 2020-21

Title	Lead Officer	BTSP Date
Scrutiny Annual Report 2019/20	Rowan Jones	28/05/2020
End of Year Performance Report - for info report	Gary Oliver	May 2020
Outturn Reports	Steven Tickner	July 2020
Medium Term Financial Plan and Capital Strategy	Alison Taylor	23/07/2020
Asset Management Plan and Annual Property Survey Report	Mark Walshe	23/07/2020
Employee Opinion Survey	Gary Oliver	23/07/2020
End of year Performance Report	Gary Oliver	23/07/2020
Corporate projects	Jason Gooding	23/07/2020
Asset Management of Kingstown Industrial Estate and Parkhouse Business Park - Update on Progress - Part B item	Mark Walshe	23/07/2020
Sickness Absence EOY 19/20 and Q1 20/21	Sue Kaveney	03/09/2020
Annual Equality Report & Action Plan - for info report	Rebecca Tibbs	Sept 2020
Performance Report	Gary Oliver	03/09/2020
Corporate Risk Register	Darren Crossley	03/09/2020
Budget monitoring Q1 20/21	Steven Tickner	03/09/2020
Civic centre reinstatement and development	Darren Crossley	15/10/2020
Review of Attendance Management Policy - T&F Group Report	Sue Kaveney/ T&F Group	15/10/2020
Corporate Peer Review	Darren Crossley	15/10/2020
Allocation of S.106 funds	Chris Hardman	15/10/2020
Planning for a no Deal Brexit		15/10/2020
Performance Report	Gary Oliver	01/12/2020
Budget setting	Alison Taylor	01/12/2020
Budget monitoring Q2 20/21	Steven Tickner	01/12/2020
Sickness Absence Q2 20/21	Sue Kaveney	07/01/2020
Budget setting (including Treasury Management Strategy Statement)	Alison Taylor	07/01/2020
Civic centre reinstatement and development	Darren Crossley	18/02/2020
Performance Report	Gary Oliver	18/02/2020
Budget monitoring Q3 20/21	Steven Tickner	18/02/2020
Sickness Absence Q3 20/21	Sue Kaveney	01/04/2020
Scrutiny Annual Report 2020/21	Rowan Jones	01/04/2020
Corporate projects	Jason Gooding	01/04/2020
Corporate Risk Register	Darren Crossley	01/04/2020