

Business and Transformation Scrutiny Panel

Agenda
Item:

A.5

Meeting Date: 15 July 2021
 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.17/21

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
- Note the current work programme

Tracking

Executive:	Not applicable
Scrutiny:	BTSP 15/07/21
Council:	Not applicable

1. Notice of Key Decisions

1.1 The most recent Notice of Key Executive Decisions was published on 8 March 2021. 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 01/21 – Carlisle Plan
- KD 08/21 – Medium Term Financial Plan and Capital Investment Strategy
- KD 10/21 – Budget Process 2022/23 – 2026/27
- KD 13/21 – Business Rates Outturn 2020/21
- KD 14/21 – Asset Management Plan 2022 - 2027

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	01/04/21	BTSP 29/21	2) That the Head of Digital and Technology provide an update report on the projects of the IT service in three months' time.	Complete
2	03/06/21	BTSP 40/21	2) That Corporate Director of Finance and Resources provide the Panel with the following written responses: - details of the commercial underspend at the Market Hall - details of the Premises Costs as set out in the table at 3.1.1 of report RD.09/21.	Complete

3	03/06/21	BTSP 43/21	2) That consideration be given to removing non sickness absence from the Covid-19 sickness figures.	Pending
4	03/06/21	BTSP 44/21	2) That the question raised regarding the Local Environment Climate Change Strategy be picked up by either the Health and Wellbeing Scrutiny Panel or the Economic Growth Scrutiny Panel.	Complete

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.

Contact Officer: Rowan Jones

Ext: rowan.jones@carlisle.gov.uk

**Appendices
attached to report:**

1. Draft Scrutiny Panel Work Programme 2021-22

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 2021-22

Title	Type of Scrutiny	Lead Officer	BTSP Date
End of Year Performance Report (including appendix on comparison of targets for climate change)	Monitoring	Gary Oliver	03/06/2021
Financial Update on the Impact of Covid-19	Monitoring	Alison Taylor	
Sands Centre Project Monitoring Report	Monitoring	Darren Crossley	
Outturn Reports	Monitoring	Steven Tickner	
Sickness Absence - end of year report 2020/21	Monitoring	Gary Oliver	
Update on IT projects	Monitoring	David Strong/ Martine Kelly/	15/07/2021
Business Rates Outturn 2020/21	Monitoring	Alison Taylor	
Future Scrutiny Arrangements	Policy Development	Rowan Jones	
Draft Carlisle Plan	Policy Development	Steven O'Keeffe	
Medium Term Financial Plan	Policy Development	Alison Taylor	26/08/2021
Asset Management Plan & Annual Property Survey Report	Policy Development	Mark Walshe	
Capital Investment Strategy	Policy Development	Alison Taylor	
Sands Centre Project Monitoring Report	Monitoring	Darren Crossley	
Performance Report Q1	Monitoring	Gary Oliver	
Sickness Absence Q1	Monitoring	Gary Oliver	
Commercialisation Strategy T&F group report	Policy Development	Alison Taylor	
Local Government Re-organisation	Policy Development	Darren Crossley	
External Audit Report - Action Plan and recommendations follow up	Monitoring	Alison Taylor	
Civic Centre Re-instatement and Development	Monitoring	Darren Crossley	
Budget monitoring Q1 2021/22	Monitoring	Steven Tickner	07/10/2021
Covid-19 financial impacts - wrap up report	Policy update	Alison Taylor	
Squad working	Policy Development	Darren Crossley	
Emerging agile working policy/ findings of staff survey	Policy Development	Darren Crossley	
Budget Setting	Budget	Alison Taylor	
Sands Centre Project Monitoring Report		Darren Crossley	07/12/2021
Performance Report Q2	Monitoring	Gary Oliver	
Sickness Absence Q2	Monitoring	Gary Oliver	
Budget monitoring Q2 2021/22	Monitoring	Steven Tickner	
Budget Setting (Including Treasury Management Strategy Statement)	Budget	Alison Taylor	06/01/2022
Sands Centre Project Monitoring Report		Darren Crossley	24/02/2022
Performance Report Q3	Monitoring	Gary Oliver	
Sickness Absence Q3	Monitoring	Gary Oliver	
Budget monitoring Q3 2021/22	Monitoring	Steven Tickner	31/03/2022
Scrutiny annual Report		Rowan Jones	
Corporate Projects	Monitoring	Jason Gooding	
Corporate Risk Register	Monitoring	Darren Crossley	