



# Business and Transformation Scrutiny Panel

Meeting Date: 07/10/2021  
Portfolio: Cross-cutting  
Key Decision:  
Policy and Budget Framework No  
Public / Private Public

Title: Overview Report  
Report of: Overview and Scrutiny Officer  
Report Number: OS.24/21

## 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:	<b>Not applicable</b>
Scrutiny:	<b>BTSP 07/10/21</b>
Council:	<b>Not applicable</b>

## 1. Notice of Key Decisions

1.1. The most recent Notice of Key Executive Decisions was published on 27 August 2021. This was circulated to all Members and is available on the CMIS section of the Council's webpages. The following items fall within the remit of this Panel:

Items that are included in the Panel's work programme:

- KD 10/21 Budget Process 2022/23 – 2026/27

Items that are not included in the Panel's work programme:

- KD 19/21 Review of the Statement of Gambling Policy

## 2. References from the 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.

	<b>Meeting date</b>	<b>Minute reference</b>	<b>Action</b>	<b>Status</b>
1	03/06/21	BTSP 43/21	2) That consideration be given to removing non sickness absence from the Covid-19 sickness figures.	Complete
2	15/07/21	BTSP 53/21	That a future Scrutiny Arrangements Task and Finish Group be established.	Pending
3	26/08/21	BTSP 69/21	2) That the Scrutiny Chairs Group meet at the earliest convenience to discuss how the Future Arrangements Task and Finish Group should be progressed.	Complete

## 4. Scrutiny Chairs Group

4.1. Scrutiny Chairs Group met on 16<sup>th</sup> September 2021, at their meeting they discussed future scrutiny arrangements and the work that Business and Transformation Scrutiny Panel planned to carry out on this through a Task and finish Group. The Chairs of other Panels agreed that there should be cross panel engagement on this and a terms of reference is being drafted that will be shared with an email to all Members inviting them to participate in this group.

## **5. Contribution to the Carlisle Plan Priorities**

5.1. The overview and scrutiny of the Carlisle Plan items that fall within the remit of this Panel contribute to ongoing policy development.

**Contact Officer: Rowan Jones**

**Ext: 7257**

**Appendices  
attached to report:**

**1. Draft Scrutiny Panel Work Programme 2021-22**

**Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:**

- None

### **CORPORATE IMPLICATIONS:**

**LEGAL –**

**PROPERTY SERVICES -**

**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

BTSP Date	Title	Lead Officer	Type of Scrutiny
03/06/2021	End of Year Performance Report	Gary Oliver	Monitoring
	Financial Update on the Impact of Covid-19	Alison Taylor	Monitoring
	Sands Centre Project Monitoring Report	Darren Crossley	Monitoring
	Outturn Reports	Steven Tickner	Monitoring
	Sickness Absence - end of year report 2020/21	Gary Oliver	Monitoring
15/07/2021	Update on IT projects	David Strong/ Martine Kelly/ Jason Gooding	Monitoring
	Business Rates Outturn 2020/21	Alison Taylor	Monitoring
	Future Scrutiny Arrangements	Rowan Jones	Policy Development
	Draft Carlisle Plan	Steven O'Keeffe	Policy Development
26/08/2021	Medium Term Financial Plan	Alison Taylor	Policy Development
	Asset Management Plan and Annual Property Survey	Mark Walshe	Policy Development
	Capital Investment Strategy	Alison Taylor	Policy Development
	Performance Report Q1	Gary Oliver	Monitoring
	Sickness Absence Q1	Bibian McRoy	Monitoring
	External Audit Report - Action Plan & recommendations	Alison Taylor	Monitoring
	Outcome of Old Fire Station Tender (EX.78/21) - call-in	Darren Crossley	Call- in
07/10/2021	Budget monitoring Q1 2021/22	Steven Tickner	Monitoring
	Squad working	Darren Crossley	Policy Development
	Commercialisation Strategy T&F group report	Alison Taylor	Policy Development
	Sands Centre Project Monitoring Report	Darren Crossley	Monitoring
	Civic Centre Re-instatement and Development	Darren Crossley	Monitoring
	Update on IT projects - Part B report	David Strong/ Martine Kelly/ Jason Gooding	Monitoring
	Emerging agile working policy/ findings of staff survey	Darren Crossley	Policy Development
07/12/2021	Budget Setting	Alison Taylor	Budget
	Performance Report Q2	Gary Oliver	Monitoring
	Sickness Absence Q2	Gary Oliver	Monitoring
	Budget monitoring Q2 2021/22	Steven Tickner	Monitoring
06/01/2022	Budget Setting (Incl. Treasury Management Strategy Statement)	Alison Taylor	Budget
	Covid-19 financial impacts - wrap up report	Alison Taylor	Policy update
	Local Government Re-organisation	Jason Gooding	Policy Development
	Sands Centre Project Monitoring Report	Darren Crossley	
31/03/2022	Performance Report Q3	Gary Oliver	Monitoring
	Sickness Absence Q3	Gary Oliver	Monitoring
	Budget monitoring Q3 2021/22	Steven Tickner	Monitoring
24/02/2022	Scrutiny annual Report	Rowan Jones	
	Corporate Projects	Jason Gooding	Monitoring
	Corporate Risk Register	Darren Crossley	Monitoring
	Sands Centre Project Monitoring Report	Darren Crossley	