

# AGENDA

## Business & Transformation Scrutiny Panel

**Tuesday, 07 December 2021 AT 16:00**  
**In the Cathedral Room, Civic Centre, Carlisle, CA3 8QG**

**\*\*A pre meeting for Members to prepare for the Panel will  
take place 45 minutes before the meeting\*\***

The Press and Public are welcome to attend for the  
consideration of any items which are public.

### **Members of the Business & Transformation Scrutiny Panel**

Councillor Bainbridge (Chair) , Councillors Alcroft (Vice Chair), Allison, Mrs  
Bowman, Mrs Mitchell, Mitchelson, Sunter, Dr Tickner

#### **Substitutes:**

Councillors Mrs Atkinson, Mrs Birks, Brown, Collier, Ms Ellis-Williams, Mrs  
Finlayson, Mrs Glendinning, Glover, Lishman, Mrs McKerrell, Meller, Morton,  
Patrick, Robson, Shepherd, Miss Sherriff, Southward, Mrs Tarbitt, Miss  
Whalen.

## **PART A**

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

### **APOLOGIES FOR ABSENCE**

To receive apologies for absence and notification of substitutions.

### **DECLARATIONS OF INTEREST**

Members are invited to declare any disclosable pecuniary interests, other registrable interests and any interests, relating to any items on the agenda at this stage.

### **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, on the 9 November 2021, received and adopted the minutes of the meetings held on 26 August and 7 October 2021. The Minutes will be signed by the Chair.  
Minute Book Volume 48(3)

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

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

Portfolio: Finance, Governance and Resources  
Directorate: Finance and Resources

**Members are reminded that the Budget Book was circulated to all Councillors on 12 November 2021 and are asked to bring it to the meeting.**

**The Executive Decisions from 22 November 2021 are attached.**

**(a) Minutes of the Health and Wellbeing Scrutiny Panel and Economic Growth Scrutiny Panel**

To receive the views of the Health and Wellbeing Scrutiny Panel and the Economic Growth Scrutiny Panel on the service implications of the Budget reports.

(Copy Minutes of 25 November and 2 December 2021 to follow)

**Revenue Budget Reports:**

**(b) Budget Update – Revenue Estimates 2022/23 to 2026/27**

Report: RD.46/21

Officer: Alison Taylor, Corporate Director of Finance and Resources  
Budget Book Pages 1 - 28

To consider and comment on the summary of the Council's revised revenue base estimates for 2021/22, together with base estimates for 2022/23 and forecasts up to 2026/27 for illustrative purposes. Potential new spending pressures and savings are also considered along with new savings proposals and additional income generation.

**(c) Individual Charges Reviews –  
Background:**

To consider and comment upon Individual Charges review reports as follows:

**Community Services**

Report: CS.37/21

Officer: Darren Crossley, Deputy Chief Executive  
Budget Book pages 29 - 54

**Economic Development**

Report: ED.39/21

Officer: Jane Meek, Corporate Director of Economic Development

Budget Book Pages 55 - 64

**Governance and Regulatory Services**

Report: GD.55/21

Officer: Mark Lambert, Corporate Director of Governance and Regulatory Services

Budget Book Pages 65 - 96

**Licensing**

Report: GD.82/21

Officer: Mark Lambert, Corporate Director of Governance and Regulatory Services

Budget Book Pages 97 - 116

**(d) Revised Capital programme 2021/22 and Provisional Capital Programme 2022/23 to 2026/27**

Report: RD.79/21

Officer: Alison Taylor, Corporate Director of Finance and Resources

Budget Book Pages 117 - 128

To consider and comment on the revised capital programme for 2021/22, together with the proposed method of financing and the proposed programme for 2022/23 to 2026/27 the light of new capital proposals identified, and the estimated capital resources available to fund the programme.

**(e) Corporate Assets –3 Year Repair and Maintenance Programme 2022/23 – 2024/25**

Report: GD.79/21

Officer: Mark Lambert, Corporate Director of Governance and Regulatory Services

Budget Book Pages 129 - 134

To consider and comment on the repair and maintenance programme budget proposals for the Council's Corporate Property assets for the three year period 2022/23 to 2024/25 together with an update on building maintenance.

**(f) Treasury Management Quarter 2 2021/22 and Forecasts for 2022/23 to 2026/27**

Report: RD.49/21

Officer: Alison Taylor, Corporate Director of Finance and Resources

## Budget Book Pages 135 - 148

To receive the regular quarterly report on Treasury Transactions and the City Council's Treasury Management estimates for 2022/23 with projections to 2026/27.

### **(g) Local Taxation 2022/23 – 2026/27**

Report: RD.48/21

Officer: Alison Taylor, Corporate Director of Finance and Resources  
Budget Book Pages 149 - 158

To receive the considerations as part of the budget process that need to be made in relation to aspects of funding received by the Council from Local Taxation.

#### **Why are these items on the agenda?**

Annual scrutiny as part of the Budget process

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

Scrutinise the reports and provide feedback to the Executive.

### **A.3 REVENUE BUDGET OVERVIEW AND MONITORING REPORT APRIL TO SEPTEMBER 2021**

**17 -  
42**

Portfolio: Finance, Governance and Resources

Directorate: Finance and Resources

Officer: Alison Taylor, Corporate Director of Finance and Resources

Report: RD.50/21 and Minute Excerpt herewith

The Corporate Director of Finance and Resources to submit a report providing an overview of the Council's overall budgetary position for the period April to September 2021 for revenue schemes only. The matter was considered by the Executive on 22 November 2021.

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

Budget monitoring report.

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

To scrutinise the overall budgetary position for the period April to September 2021.

**A.4      CAPITAL BUDGET OVERVIEW AND MONITORING REPORT APRIL TO SEPTEMBER 2021** **43 - 62**

Portfolio: Finance, Governance and Resources  
Directorate: Finance and Resources  
Officer: Alison Taylor, Corporate Director of Finance and Resources  
Report: RD.51/21 and Minute Excerpt herewith

The Corporate Director of Finance and Resources to submit a report providing an overview of the budgetary position of the City Council's capital programme for the period April to September 2021. The matter was considered by the Executive on 22 November 2021.

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

Budget monitoring report

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

To scrutinise the overall budgetary position for the period April to September 2021.

**A.5      SICKNESS ABSENCE QUARTER 2 2021/22** **63 - 72**

Portfolio: Finance, Governance and Resources  
Directorate: Community Services  
Officer: Darren Crossley, Deputy Chief Executive  
Report: CS.45/21 herewith

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The Deputy Chief Executive to submit a report on the authority's quarter 2 sickness absence levels for the period 1 April to 30 September 2021 and other sickness absence information.

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

Annual monitoring of sickness absence within the authority.

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

Scrutinise and comment on the information on sickness absence provided in the report.

**A.6      QUARTER 2 PERFORMANCE REPORT 2021/22** **73 - 90**

Portfolio: Finance, Governance and Resources  
Directorate: Corporate Support

Officer: Gary Oliver, Policy and Performance Officer  
Report: PC.40/21 herewith

The Policy and Communications Manager to submit a report on the Quarter 2 2021/22 performance against the Council's current Service Standards and a summary of the Carlisle Plan 2021-23 actions as defined in the Plan. Performance against the Panel's 2021/22 Key Performance Indicators (KPIs) are also included.

**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 OVERVIEW REPORT**

**91 -  
96**

Portfolio: Cross Cutting  
Directorate: Cross Cutting  
Officer: Rowan Jones, Overview and Scrutiny Officer  
Report: OS.29/21 herewith

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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 2021/22 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

Note the current work programme

## **PART B**

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

- NIL -

Enquiries, requests for reports, background papers etc to:  
[committeeservices@carlisle.gov.uk](mailto:committeeservices@carlisle.gov.uk)