

Meeting Date: 20th July 2021

Public/Private*: Public

Title: **Finance, Governance & Resources Portfolio Holder's Report –
Councillor Gareth Ellis**

FINANCIAL SERVICES

The draft Statement of Accounts for 2020/21 are in the process of being prepared and will be published before the revised statutory deadline of 31st July 2021. They will then be subject to external audit process.

Work is beginning on preparation of the Medium-Term Financial Plan and Capital Investment Strategy covering the period 2022/23 – 2026/27.

HR & PAYROLL

- The interim HR & Payroll Manager and HR Adviser vacancies have been filled by Bibian McRoy and Lisa Bell respectively. Both Bibian and Lisa commenced with the Council in May
- The consultation for the Improving Attendance policy closed in March and feedback has been incorporated into the final version of the policy. Consultees included employees, SMT, Unions and the Business and Transformation Scrutiny Panel. The final policy is being submitted to the Employment Panel for approval at a meeting in early September

ORGANISATIONAL DEVELOPMENT

Time to Talk pilot underway for front line staff at Boustead's, including a request for a confidential call back.

ICT development page launched; learning sessions recorded and includes how to notes. Squad working project underway to include; review how we project manage, review handbook and tools and enhance engagement in projects.

ELECTORAL REGISTRATION

The Elections Team successfully delivered the Police & Crime Commissioner Election and four local by-elections on 6th May 2021, under very challenging circumstances with the Covid-19 restrictions and risks. The team have had numerous comments about how safe the staff felt and that their wellbeing was considered, and they were appreciative of this.

We are hopeful that we can utilise door knocking in our canvass this year, if Covid-19 restriction ease.

INFORMATION MANAGEMENT – LEGAL SERVICES

Recent counts for information requests (From 7th April 2021 – 25th June 2021):

- Environmental Information Regulations requests received - 9
- Environmental Information Regulations requests responded to - 8
- Freedom of Information Act requests received – 145
- Freedom of Information Act requests responded to - 157
- Data Protection Act requests received – 10
- Data Protection Act requests responded to – 6

ICT UPDATE

- We are seeking authorisation from SMT to release funding for replacement of the end-of-life Konica photocopiers and out of manufacture support laptops
- We are looking to procure replacement of the Council network infrastructure which is out of manufacture support

PERFORMANCE REPORTING

The End of Year Performance Report was discussed at Scrutiny Panels in June and Executive in July. The Member Task and Finish Group looking at the content of future reports has now concluded, and recommendations will be brought to Scrutiny Panels and Executive in the 2021/22 Quarter 1 report later in the Summer.