



Report to

Council

Meeting Date: 9th November 2021

Public/Private*: Public

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

FINANCIAL SERVICES

At the time of writing the audit of the 2020/21 Statement of Accounts is ongoing and nearing its conclusion with an expectation from the Auditors that this can be completed by the end of October.

Work is starting on the budget process for 2022/23 with initial reports to be considered by the Executive on 22nd November which will then be followed by all Scrutiny Panels receiving the Reports for consideration.

Work is starting to support the LGR process.

HR & PAYROLL

- **COVID-19:** The team has continued to support staff and managers with Covid needs including; supporting communications through FAQs and guidance documents, reports to relevant Government departments as well as internally to SMT.
- **HR & Payroll Software Procurement:** The new contract has been implemented. The implementation was seamless.
- **Recruitment:** Development of the iTrent Recruitment module has been paused pending consideration by the appropriate LGR HROD Workstream
- **Improving Attendance Policy:** At their meeting on 14th September 2021, the Employment Panel approved the proposed Improving Attendance Policy. The new policy came into effect from 22nd September 2021. Transition arrangements have been set out for those staff who are currently subject to the formal policy

ELECTORAL REGISTRATION

The Elections Team are well into the annual canvass and have commenced door knocking. There are just over 4000 properties outstanding out of approximately 54,000. The revised Register Of Electors will be published on 1st December.

We are now liaising with the Elections Teams in Allerdale and Copeland, ahead of the May 2022 elections for the new Shadow Council of “Cumbria West”. This early planning is to ensure we have a consistency across the three council areas and is in the very early stages.

INFORMATION MANAGEMENT – LEGAL SERVICES

- Recent counts for information requests (From 21st August 2021 – 15th October 2021):
- Environmental Information Regulations requests received - 14
- Environmental Information Regulations requests responded to - 8
- Freedom of Information Act requests received – 93
- Freedom of Information Act requests responded to - 108
- Data Protection Act requests received – 4
- Data Protection Act requests responded to – 4

REGULATORY SERVICES

On 8th September, a former Carlisle woman pleaded guilty to a charge of animal cruelty and three offences of breaching her dog breeding and dog day care licences. She appeared in front of magistrates on 6th October and received a 16-week custodial sentence, suspended for 18 months. She was ordered to pay the City Council costs of £16,961.83 and a Victim Surcharge of £128 within 28 days. She is banned from owning, keeping, dealing, or transporting animals, and from working in a business involving animals. She may not appeal to have the ban lifted for three years. She is banned for life from having a Local Authority licence to run a business involving animals. The successful prosecution followed an extensive investigation by Officers of the Food & Public Protection Team, responsible for the enforcement of licensable activities involving animals. This result demonstrates the City Council take our licensing responsibilities very seriously and highlights the serious issues of animal welfare.