



# **CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

## ***Committee Report***

**Public**

**Date of Meeting:** 6 December 2007

**Title:** THE FORWARD PLAN - ITEMS RELEVANT TO CORPORATE  
RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

**Report of:** Director of Legal and Democratic Services

**Report reference:** LDS.105/07

### **Summary:**

To inform Members of issues within the ambit of the Corporate Resources Overview and Scrutiny Committee.

### **Questions for / input required from Scrutiny:**

To consider if any variations have impacted on effective scrutiny.

### **Recommendations:**

To review issues within the ambit of the Corporate Resources Overview and Scrutiny Committee contained within the Forward Plan for 1 December 2007 to 31 March 2008.

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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: Forward Plan of Executive Decisions 1 December 2007 to 31 March 2008

## **1. BACKGROUND**

- 1.1 An item highlighting Forward Plan issues relevant to each Overview and Scrutiny Committee is now being included on each agenda.

## **2. FORWARD PLAN ISSUES**

- 2.1 The Forward Plan of the Executive, covering the period 1 December 2007 to 31 March 2008 was published on 16 November 2007.
- 2.2 The Appendix to this report sets out those issues which fall within the ambit of this Committee.

## **3. RECOMMENDATION**

- 3.1 To review issues within the ambit of the Corporate Resources Overview and Scrutiny Committee contained within the Forward Plan for 1 December 2007 to 31 March 2008.

## FORWARD PLAN

Index of Active Executive Key Decisions Relevant to :

### Corporate Resources Overview & Scrutiny

| <b>Key Decision<br/>Ref Nos:</b> | <b>Subject:</b>   | <b>Date of Executive<br/>Meeting:</b>  |
|----------------------------------|---|--|
| KD.068/06                        | Carlisle Renaissance (EX.300/06 on 18 December 2006, EX.35/07 on 19 February 2007, EX.057/07 on 19 March 2007, EX.084/07 on 26 March 2007, EX.086/07, EX.087/07 on 23 April 2007, EX.156/07 on 2 July 2007, EX.204/07 on 28 August 2007, EX.247/07 on 8 October 2007) | <p>a) Overview Progress Reports - 18 December 2006, 19 March 2007, 2 July 2007, 22 October 2007, 17 December 2007, 17 March 2008</p> <p>b) Development Framework and Movement Strategy - 19 March 2007 &amp; 23 April 2007</p> <p>c) Consultation Draft Economic Strategy for Carlisle- 23 April 2007, 8 October 2007 &amp; 19 November 2007</p> <p>d) North West Development Agency Funding - 28 August 2007 &amp; 17 December 2007</p> |
| KD.049/07                        | Customer Contact Centre   | December 2007 or January 2008  |

|           |  |  |
|-----------|--|--|
| KD.051/07 | Budget Strategy 2008/09                                    | (a), (b), (c), (d),<br>(e), (f), (g) and (h)<br>on 28 November<br>2007<br>(i) on 10<br>December 2007<br>(j), (k), (l) and (m)<br>on 17 December<br>2007. (m) to be<br>tabled at meeting<br>(n), (o), (p), (q)<br>and (s) on 21<br>January 2008 |
| KD.068/07 | Corporate Procurement Strategy and<br>Code of Conduct      | 22 October 2007<br>as General<br>Exception and 17<br>December 2007   |
| KD.054/07 | Local Asset Vehicle  | 17 December<br>2007 and 21<br>January 2008   |
| KD.073/07 | Corporate Feedback Policy<br>(Corporate Complaints Policy) | 17 December<br>2007 and 21<br>January 2008   |
| KD.075/07 | Counter Fraud and Corruption Policy                        | 19 November<br>(under General<br>Exception) 17<br>December 2007  |
| KD.03/08  | Corporate Partnership Policy                               | 21 January 2008  |

## **Carlisle City Council**

### **Forward Plan of Executive Decisions**

#### **Items Relevant to Corporate Resources Overview & Scrutiny**

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**Reference:** KD.068/06

**Subject:**

Carlisle Renaissance (EX.300/06 on 18 December 2006, EX.35/07 on 19 February 2007, EX.057/07 on 19 March 2007, EX.084/07 on 26 March 2007, EX.086/07, EX.087/07 on 23 April 2007, EX.156/07 on 2 July 2007, EX.204/07 on 28 August 2007, EX.247/07 on 8 October 2007)

**Portfolio Area:** Promoting Carlisle

**Key Decisions**

To consider progress on Carlisle Renaissance and approve specific actions as appropriate to support the Renaissance agenda.

**Decision taken at Executive meeting on:**

- a) Overview Progress Reports - 18 December 2006, 19 March 2007, 2 July 2007, 22 October 2007, 17 December 2007, 17 March 2008
- b) Development Framework and Movement Strategy - 19 March 2007 & 23 April 2007
- c) Consultation Draft Economic Strategy for Carlisle- 23 April 2007, 8 October 2007 & 19 November 2007
- d) North West Development Agency Funding - 28 August 2007 & 17 December 2007

**Responsible or Lead Overview and Scrutiny Committee:**

Cross Cutting

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

Will be considered on:

- a) Corporate Resources O&S- 11 January 2007, 12 April 2007, 26 July 2007, 18 October 2007, 10 January 2008, 3 April 2008
  - b) Infrastructure O&S - 14 February 2007 (private informal workshop) & 28 March or 19 April
  - c) Joint Infrastructure O&S and Community O&S - 1 March 2007, Community O&S 11 October 2007, Corporate Resources O&S 18 October 2007, Infrastructure O&S 25 October 2007.
  - D) Concept Proposal was considered by Corporate Resources O&S on 28 June 2007. The full application is in accordance with the programme of work present in the Concept Proposal.
- Community O&S - NWDA Programme & Evening & Late Night Time Economy update - 18 January 2007

Corporate Resources O&S - NWDA Programme - 22 February 2007  
Community O&S - NWDA Programme - 29 March 2007

**Consultees:**

Cumbria County Council

(c) The preparation of the Carlisle Economic Strategy is being led by the Economy and Enterprise Priority Group for the Carlisle Partnership.

**Date for Consultees' comments:**

30 November 2006

(c) Consultation period runs from 4 October 2007 to 19 November 2007

**Relevant reports/background papers which are available:**

Report DS.92/07 - Growing Carlisle - An Economic Strategy for the Carlisle Region: Consultation Draft (at executive 8 October 2007)

Report CE.34/07 - Carlisle Renaissance - North West Development Agency Funding Application (at Executive on 28 August 2007)

Report CE.29/07 - Carlisle Renaissance - Quarterly Progress Report (at Executive 2 July 2007)

Report DS.40/07 - An Economic Strategy for Carlisle in its Region (at Executive 23 April 2007)

Report CE.22/07 - Carlisle Renaissance - Policy Statement - Development Framework and Movement Strategy (at Executive 23 April 2007)

Report CE.16/07 - Development and Framework Movement Strategy (at Executive 26 March 2007)

Report CE.15/07 - Carlisle Renaissance - Progress Report (at Executive on 19 March 2007)

Report CE.10/07 - Development Framework and Movement Strategy (at Executive on 19 February 2007)

Report CE.30/06 - Carlisle Renaissance - Progress Report (at Executive 18 December 2006)

Report CE.19/06 - Carlisle Renaissance - Development Framework and Movement Strategy 2nd Phase Consultation (at Executive 29 August 2006)

Report CE.23/06 - Carlisle Renaissance - Funding for Economic initiatives (at Executive 25 September 2006)

Report CE.12/06 - Carlisle Renaissance - Regenerating Rickergate (at Executive 24 April 2006)

Report DS.21/06 - Carlisle Renaissance - NWDA Funding Proposal 06/07 (at Executive 24 April 2006)

Report DS.14/06 - Carlisle Renaissance - Criteria for Acquisition of Assets (at Executive 24 April 2006)

Report CE.10/06 - Carlisle Renaissance - Development Framework and Movement Strategy - Public Consultation Findings (at Executive 24 April 2006)

Report CE.09/06 - Carlisle Renaissance - Development Framework and Movement Strategy - Members Sub Group - Terms of

Reference (at Executive 24 April 2006)  
Report CE.06/06 - Carlisle Renaissance Update (at Executive 20 March 2006)  
Report CE.01/06 - Carlisle Renaissance (at Executive 23 January 2006)  
CONFIDENTIAL Report LDS.46/05 - Carlisle Renaissance - Management Arrangements in Respect of the Implementation Team (at Executive 24 October 2005)  
Report CE.26/06 - Carlisle Renaissance - Development Framework and Movement Strategy (at Executive 24 October 2005)  
Report ECD.12/05 - Carlisle Renaissance - Implementation Team (at Executive 30 August 2005)  
Promoting Carlisle Portfolio Holder Reports to Full Council on 8 November 2005, 17 January 2006, 7 March 2006, 2 May 2006, 18 July 2006, 12 September 2006 and 7 November 2006.  
The Director of Carlisle Renaissance' report will be available five working days before the Executive meeting.

**Further Information from:**

Director of Carlisle Renaissance, Carlisle City Council, Civic Centre, Carlisle, C

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**Reference:** KD.049/07

**Subject:**

Customer Contact Centre

**Portfolio Area:** Learning and Development

**Key Decisions**

To decide on proposals for amending the management structure of the Customer Contact Centre

**Decision taken at Executive meeting on:**

December 2007 or January 2008

**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

December 2007 or January 2008

**Consultees:**

Portfolio Holder

**Date for Consultees' comments:**

**Relevant reports/background papers which are available:**

Director of Community Services' report will be available five working days before the meeting

**Further Information from:**

Head of Culture and Community Services, Carlisle City Council, Civic Centre,

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**Reference:** KD.051/07

**Subject:**

Budget Strategy 2008/09

**Portfolio Area:** Finance and Performance Management

**Key Decisions**

To consider strategic financial issues arising as part of the budget making process:

- (a) Budget Update - General Fund Revenue Estimates
- (b) Individual Charges Reviews (Community Services, Legal & Democratic Services & Development Services)
- (c) New Revenue Spending Pressures
- (d) New Savings Proposals
- (e) New Capital Spending Proposals and Provisional Capital Programme
- (f) Renewals Reserve
- (g) Repair and Maintenance
- (h) Treasury Management and Prudential Borrowing Implications
- (i) Consideration of Overview and Scrutiny Consultation feedback
- (j) Draft Revenue Support Grant Settlement (if available)
- (k) Summary Overall Revenue and Capital Budget Position
- (l) Draft Treasury Management and Investment Strategy
- (m) Executive Draft Budget Proposals for consultation
- (n) Final Revenue Support Grant and Final General Fund Revenue Budget Summary
- (o) Provisional Capital Programme
- (p) Treasury Management and Investment Strategy
- (q) Consideration of Final Budget Consultation
- (s) Executive's Final Budget Proposals

**Decision taken at Executive meeting on:**

- (a), (b), (c), (d), (e), (f), (g) and (h) on 28 November 2007
- (i) on 10 December 2007
- (j), (k), (l) and (m) on 17 December 2007. (m) to be tabled at meeting
- (n), (o), (p), (q) and (s) on 21 January 2008



**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee for all budget issues except the detailed service estimates.  
Community and Infrastructure O&S Committees for Budget Bids, Savings and Charges pertaining to their individual areas of responsibility.

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

(a), (b), (c), (d), (e), (f), (g) and (h) - Community O&S Committee on 3 December 2007, Infrastructure O&S Committee on 29 November 2007 and Corporate Resources O&S Committee on 6 December 2007  
(j), (k), (l) - Corporate Resources O&S Committee on 10 January 2008

**Consultees:**

Overview and Scrutiny, Business Community, Trade Unions and Citizens

**Date for Consultees' comments:**

Consultation period - 17/12/07 to 21/01/08

**Relevant reports/background papers which are available:**

The Director of Corporate Services' reports will be available five working days before the Executive meetings.

**Further Information from:**

Head of Financial Services, Carlisle City Council, Civic Centre, Carlisle CA3 8Q

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**Reference:** KD.068/07

**Subject:**

Corporate Procurement Strategy and Code of Conduct

**Portfolio Area:** Finance and Performance Management

**Key Decisions**

The Executive is recommended to endorse the revised Procurement Strategy and associated Code of Conduct for recommendation to Council.

**Decision taken at Executive meeting on:**

22 October 2007 as General Exception and 17 December 2007

**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

Will be available to be considered on 6 December 2007

**Consultees:**

The Cumbrian Procurement Shared Service Group EPiC, Senior Management Team, Corporate Procurement Working Group

**Date for Consultees' comments:**

National Procurement Strategy

**Relevant reports/background papers which are available:**

The Director of Corporate Services report will be available five working days before the Executive meeting

**Further Information from:**

Development and Support Manager, Carlisle City Council, Civic Centre, Carlisle

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**Reference:** KD.054/07

**Subject:**

Local Asset Vehicle

**Portfolio Area:** Economic Development & Enterprise and Finance & Resources

**Key Decisions**

To consider a report on the feasibility of whether a Local Asset Vehicle is appropriate for the management of some or all of the City Council's property assets.

To refer the report to Corporate Resources Overview and Scrutiny Committee.

Subject to the findings of the report and the views of the Executive and Overview and Scrutiny Committee, to refer any decision to proceed to full Council.

**Decision taken at Executive meeting on:**

17 December 2007 and 21 January 2008

**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

Policy and Budget Framework matter which will be considered on 10 January 2007 by Corporate Resources O&S

**Consultees:**

**Date for Consultees' comments:**

**Relevant reports/background papers which are available:**

Corporate Resources Overview & Scrutiny Minutes on 12 April 2007  
Report DS.37/07 - Asset Review (Corporate Resources O&S on 12 April 2007)  
Report CE.11/07 - Asset Review (Executive on 19 February 2007)  
The Director of Development Services' reports will be available five working days before the Executive meetings.

**Further Information from:**

Director of Development Services, Carlisle City Council, Civic Centre, Carlisle,

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**Reference:** KD.073/07

**Subject:**

Corporate Feedback Policy (Corporate Complaints Policy)

**Portfolio Area:** Learning and Development

**Key Decisions**

To consider a new Corporate Feedback Policy for adoption by the Council

**Decision taken at Executive meeting on:**

17 December 2007 and 21 January 2008

**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

Policy and Budget Framework matter which will be considered by Corporate Resources Overview & Scrutiny Committee on 10 January 2008.

**Consultees:**

Services Heads, SMT, Customer Services, Legal Services

**Date for Consultees' comments:**

September - November 2007

**Relevant reports/background papers which are available:**

Report PPP.34/07 - Unreasonable and unreasonably persistent complaints policy (at Executive on 23 April 2007)  
The Director of People, Policy & Performance Services report will be available five working days before the Executive meeting

**Further Information from:**

Policy and Performance Manager, Carlisle City Council, Civic Centre, Carlisle

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**Reference:** KD.075/07

**Subject:**

Counter Fraud and Corruption Policy

**Portfolio Area:** Finance and Performance Management

**Key Decisions**

To agree a formal Counter Fraud and Corruption Policy

**Decision taken at Executive meeting on:**

19 November (under General Exception) 17 December 2007

**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

Policy and Budget Framework matter which will be considered on 6 December 2007 by Corporate Resources Overview & Scrutiny Committee

**Consultees:**

SMT and Service Heads

**Date for Consultees' comments:**

2 November 2007

**Relevant reports/background papers which are available:**

The Director of Corporate Services report will be available five working days before the Executive meeting

**Further Information from:**

Head of Revenues and Benefits Services, Carlisle City Council, Civic Centre, C

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**Reference:** KD.03/08

**Subject:**

Corporate Partnership Policy

**Portfolio Area:** Finance and Performance Management

**Key Decisions**

The Executive is recommended to endorse the revised Partnership Policy for recommendation to Council.

**Decision taken at Executive meeting on:**

21 January 2008

**Responsible or Lead Overview and Scrutiny Committee:**

Corporate Resources Overview and Scrutiny Committee

**Date when the matter will be considered by that Overview and Scrutiny Committee OR reason why the matter does not need to go to Overview and Scrutiny:**

21 February 2008

**Consultees:**

Senior Management Team, Presentation to Management Briefing

**Date for Consultees' comments:**

**Relevant reports/background papers which are available:**

CORP.52/07 - Management and Review of Partnerships (at Executive 19 November 2007)

The Director of Corporate Services' report will be available five working days before the Executive meeting

**Further Information from:**

Development and Support Manager, Carlisle City Council, Civic Centre, Carlisl

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