

# FORWARD PLAN OF EXECUTIVE DECISIONS

1 April 2004 to 31 July 2004

The Forward Plan contains the key decisions to be taken by the Executive over a four month period. The Forward Plan is updated and published monthly.

A key decision is one which will -

- (a) involve significant expenditure or savings to the Authority in excess of £60,000; or
- (b) have a significant effect on two or more Wards in the City; or
- (c) have a significant impact on communities.

#### FORWARD PLAN - INDEX OF ACTIVE EXECUTIVE KEY DECISIONS

Key Decision Ref Nos:	Subject:	Date of Executive Meeting
KD.110/03	Benefits Advice Centre Management Review [EX.018/04 on 4 February 2004]	(a) 04 February 2004 (b) 26 April 2004
KD.014/04	Corporate / Performance Plan	(a) 29 March 2004 (b) 26 April 2004 (c) 17 May 2004
KD.015/04	Sheepmount Project	Special meeting to be held during April 2004
KD.101/03	Comprehensive Performance Assessment (CPA) Action Plan/Prioritisation	April or May 2004
KD.107/03	Joint Carlisle and Eden Community Strategy	Special meeting of Executive to be held some time between 1 and 8 April 2004; and 17 May 2004
KD.114/03	Review of Carlisle District Local Plan	Special meeting to be held during April 2004
KD.003/04	Talkin Tarn	26 April 2004
KD.009/04	Longtown Market Town Initiative (MTI)	26 April 2004
KD.010/04	Council Tax Discount for Second Homes	26 April 2004
KD.072/03	Procurement Strategy	26 April 2004
KD.005/04	Parkhouse Electricity Supply Issues	May 2004
KD.008/04	People Strategy	17 May 2004
KD.115/03	Street Lighting Improvements	17 May 2004

#### FORWARD PLAN - INDEX OF ACTIVE EXECUTIVE KEY DECISIONS

Key Decision Ref Nos:	Subject:	Date of Executive Meeting
KD.073/03	Best Value Review of Risk Management and Health and Safety and Corporate Risk Register	June 2004
KD.007/04	Housing Strategy	19 July 2004
KD.011/04	Diversity Policy	(a) 19 July 2004 (b) 16 August 2004
KD.012/04	Partnership Policy	(a) 19 July 2004 (b) 16 August 2004

Reference:	KD.110/03	Active:	Yes
Subject:			
Benefits Ac 2004]	dvice Centre Manageme	nt Review [EX.018/04 on 4	February
Portfolio Area:	:		
Health and	Community Activities		
Key Decisions	<b>3:</b>		

- (a) To note the progress of the Management Review of Benefits Advice Centre and agree that the Community Overview and Scrutiny Committee be consulted.
- (b)To approve the recommendations of the Review

#### Decision to be taken at Executive meeting on:

- (a) 04 February 2004
- (b) 26 April 2004

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

Community 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:

Community Overview and Scrutiny Committee on 12 February 2004, verbal update on 18 March 2004 and following approval of recommendations by Executive, update reports will be submitted to Community O&S Committee, starting June 2004.

#### Consultees:

A range of consultees have contributed to the Management Review, including: Benefits Advice Centre staff; other Advice Centres; other local authorities which provide similar advice services; Business Units, including Economic and Community Development, Customer Services, Executive Management, Member Support and Employee Services; Trade Unions; Carlisle Housing Association; Carlisle Primary Care Trust; Cumbria Community Legal Services Partnership; Cumbria County Council Social Services.

#### **Date for Consultees' comments:**

Consultation period has taken place from November 2003 and will end mid-March 2004

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

All papers relating to previous reviews of Advice Agencies in Carlise. Notes from the consultation process.

Information from other local authorities.

Report CE.02/04 - Benefits Advice Centre Management Review - Initial Update (at Executive on 4 February 2004 and Community Overview and Scrutiny Committee on 12 February 2004).

Maggie Mooney, Executive Director's report will be available five working days before the Executive meeting

#### **Further Information from:**

Executive Director (M Mooney), Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Reference:	KD.014/04	Active:	Yes
Subject:			
Corporate	/ Performance Plan		
Portfolio Area	:		
Policy, Per	formance, Finance and F	Resources	
Key Decisions	s:		
Corporate (b) Tocor put it out	e/Perfromance Plan nsider an initial draft Corp for consultation nsider a Corporate/Perfro	needs to be included in the porate/Performance Plan ar mance Plan for recommend	J
Decision to be	e taken at Executive me	eting on:	
(a) 29 Mar (b) 26 Apr (c) 17 May	il 2004		
Responsible of	or Lead Overview and S	Scrutiny Committee:	
Corporate	Resources Overview and	d Scrutiny Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
•	e Resources Overview ar I 13 May 2004	nd Scrutiny Committee on 1	April
Consultees:			
Corporate	Management Team; Ove	rview and Scrutiny Commit	tee
Date for Cons	ultees' comments:		
Various da	ates for consultation		

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

The Head of Strategic and Performance Services' report will be available five working days before the Executive meeting.

#### **Further Information from:**

Head of Strategic and Performance Services, Carlisle City Council, Civic

Centre, Carlisle CA3 8QG

Reference:	KD.015/04	Active:	Yes
Subject:			
Sheepmou	unt Project		
Portfolio Area	:		
Health and	Wellbeing		
Key Decision	s:		
To consid	er the funding requiremer	nts for the Sheepmount Pro	oject.
Decision to be	e taken at Executive me	eting on:	
Special m	eeting to be held during A	pril 2004	
Responsible	or Lead Overview and S	crutiny Committee:	
Communit	y Overview and Scrutiny	Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
the Proje Special n	ct at previous meeting.	Committee have been cor erview and Scrutiny Comm beginning of April 2004	
Consultees:			
Overview a	and Scrutiny Committee, S	Sport England, Football Fo	undation
Date for Cons	ultees' comments:		
April 2004			

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

Sheepmount Project Tender, Executive Reports

Report CLS.74/03 - PRIVATE REPORT - Sheepmount Tenders (at

Executive on 19 January 2004 and at Community O&S Committee on 23 January 2004)

Report CLS.1/04 - Sheepmount Project Update (at Community O&S Committee on 23 January 2004)

Report CLS.2/04 - PRIVATE RÉPORT - Sheepmount Project Update (at Executive on 4 February 2004)

Report CLS.3/04 - Sheepmount Project Update - PRIVATE REPORT (at

Community O&S Committee on 12 February 2004)
PRIVATE NOTE from Community O&S Committee to Executive (at Executive on 1 March 2004)

#### **Further Information from:**

Head of Culture Leisure and Sport Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.101/03	Active:	Yes
Subject:			
Comprehe Plan/Priori	nsive Performance Assetisation	ssment (CPA) Action	
Portfolio Area	:		
Policy, Per	formance Management, I	Finance and Resources	
Key Decisions	S:		
recomme		lan to address CPA revised corporate objectives	s/priorities
	ct officers appropriately.	evised corporate objectives	5/ PHOHICO
Decision to be	e taken at Executive me	eting on:	
April or Ma	ay 2004		
Responsible of	or Lead Overview and S	crutiny Committee:	
Corporate	Resources Overview and	Scrutiny Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
Corporate 2004	e Resources Overview ar	nd Scrutiny Committee in Ap	oril or May
Consultees:			
•	groups; Corporate Mana City Vision partners	gement Team; Overview ar	nd
Date for Cons	ultees' comments:		
Various da	tes scheduled for consul-	tation	

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

Head of Strategic and Performance Services' report will be available five working days before the Executive meeting

#### **Further Information from:**

Head of Strategic and Performance Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.107/03	Active:	Yes
Subject:			
Joint Carli	sle and Eden Community	Strategy	
Portfolio Area	:		
Policy, Per	formance Management, F	inance and Resources	
Key Decisions	<b>s</b> :		
		den Community Strategy commend it to the City Co	
Decision to be	e taken at Executive mee	eting on:	
Special mo April 2004 17 May 20	; and	neld some time between 1	and 8
Responsible of	or Lead Overview and So	crutiny Committee:	
Communit	y Overview and Scrutiny (	Committee	
	R reason why the matte	red by that Overview and r does not need to go to	_
Corporate Infrastruc Commun	e Resources O&S - 27 No ture O&S - 23 October, 4 ity O&S - 13 November 20	December 2003	
Consultees:			
	and Scrutiny Committees; ected Members	City Vision partners; Envir	onment
Date for Cons	ultees' comments:		
Various da	ites		

Relevant reports/background papers which are available:

Report CE.24/03 - Carlisle and Eden Draft Joint Community Strategy (at

Community O&S on 13 November 2003)
Minutes of Overview and Scrutiny Committees

The Head of Stategic and Perfromance Services' report will be available

five working days before the Executive meeting

#### **Further Information from:**

Head of Strategic and Performance Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.114/03	Active:	Yes
Subject:			
Review of	Carlisle District Local Pla	ın	
Portfolio Area	:		
Environme	nt, Infrastructure and Tra	nsport	
Key Decision	s:		
	•	vised Carlisle District Local Pistrict Local Plan on deposi	
Decision to be	e taken at Executive me	eting on:	
Special m	eeting to be held during	April 2004	
Responsible	or Lead Overview and S	crutiny Committee:	
Infrastruct	ure Overview and Scrutir	y Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
Infrastruc 2004	cture Overview and Scruti	ny on 22 January 2004 and	4 March
Consultees:			
General Pu	ublic, statutory consultees	and local organisations	
Date for Cons	ultees' comments:		
First perio	d of consultation has bee	n completed, additional con	sultation

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

will take place when this version has been approved.

Head of Planning Services' report will be available one week before the Executive meeting

Carlisle District Local Plan

Review Issues paper - Spring 2003

Carlisle District Local Plan Review report (at Community O&S Committee on 4 March 2004)

#### **Further Information from:**

Local Plans and Conservation Manager, Planning Services, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Reference:	KD.003/04	Active:	Yes
Subject:			
Talkin Tar	n		
Portfolio Area	:		
Health and	Wellbeing		
Key Decision	s:		
occur bas	ed on information obtaine	alkin Tarn to the City Couned from the the County Coufinancial implications will be	ncil as a
Decision to be	e taken at Executive me	eting on:	
26 April 20	004		
Responsible	or Lead Overview and S	crutiny Committee:	
Communit	y Overview and Scrutiny	Committee	
	R reason why the matte	ered by that Overview and or does not need to go to	•
To be arr	anged when the Civic Ca	lendar for 2003/04 is compl	eted
Consultees:			
Hayton Pa		tiny, Brampton Parish Cour sh Council, Cumbria County Agency.	
Date for Cons	ultees' comments:		
12 April 20	004		

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

Head of Culture, Leisure and Sport Services' report will be available five working days before the meeting.

CLS.58/03 - Talkin Tarn (PRIVATE REPORT) (at Executive on 28 August 2003)

Head of Culture, Leisure and Sport's report will be available five working days before the Executive meeting

#### **Further Information from:**

Head of Culture Leisure and Sport Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.009/04	Active:	Yes
Subject:			
Longtown	Market Town Initiative (M	ITI)	
Portfolio Area	:		
Economic	Prosperity and cross cutt	ing some other areas	
Key Decision	s:		
_		n Market Town linitiative an ountable Body for the progr	
Decision to b	e taken at Executive me	eting on:	
26 April 20	004		
Responsible (	or Lead Overview and S	crutiny Committee:	
Communit	y Overview and Scrutiny	Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
Commun	ity Overview and Scruting	Committee on 6 May 200	4
Consultees:			
_	and District Enterprise Tra	ust.	
Date for Cons	ultees' comments:		
15 April 20	004		
Relevant repo	rts/background papers	which are available:	
The Head	Action Plan of Economic and Commu ve working days before th	nity Development's report ne Executive meeting.	will be

Economic Development Manager, Economic and Community

Development, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

**Further Information from:** 

Reference:	KD.010/04	Active:	Yes
Subject:			
Council Ta	ax Discount for Second H	omes	
Portfolio Area	:		
Economic	Prosperity and Health and	d Community Activities	
Key Decision	s:		
To agree used.	how the income from Cou	uncil Tax on second homes	is to be
Decision to be	e taken at Executive me	eting on:	
26 April 20	004		
Responsible	or Lead Overview and S	crutiny Committee:	
Infrastruct	ure Overview and Scrutin	y Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
Infrastruc	ture Overview and Scruti	ny Committee on 27 May 2	004
Consultees:			
Carlisle As Partnershi		cils; Carlisle and Eden Loca	l Strategic
Date for Cons	ultees' comments:		
15 April 20	)04		
Relevant repo	rts/background papers	which are available:	
	of Economic and Commu ve working days before th	nity Development's report vone Executive meeting	vill be

#### **Further Information from:**

Head of Economic and Community Development Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.072/03	Active:	Yes
Subject:			
Procureme	ent Strategy		
Portfolio Area	:		
Policy, Per	formance Management, Fina	ance and Resources	
Key Decisions	<del></del> 3:	_	
	er comments of the Overview ent Strategy and recommend	•	
Decision to be	e taken at Executive meetir	ng on:	
26 April 20	)04		
Responsible (	or Lead Overview and Scru	tiny Committee:	
Corporate	Resources Overview and So	crutiny Committee	
	e matter will be considered R reason why the matter de		•
Novembe	e Resources Overview and S er 2003 and 12 January 2004 11 February 2004)	•	
Consultees:			
No externa	l consultees		
Date for Cons	ultees' comments:		
N/A			
Relevant repo	rts/background papers whi	ich are available:	
Head of St	Procurement Strategy (at Exrategic and Performance Servs before the meeting		

#### **Further Information from:**

Executive Director (J Gooding), Carlisle City Council, Civic Centre, Carlisle, CA3 8QG

Reference:	KD.005/04	Active:	Yes
Subject:			
Parkhouse	e Electricity Supply Issues	3	
Portfolio Area	1:		
•	rformance Management, F Prosperity.	Finance and Resources and	
<b>Key Decision</b>	s:		
To decide	e wheteher to invest public	c funds into service infrastru	cture.
Decision to b	e taken at Executive me	eting on:	
May 2004			
Responsible	or Lead Overview and S	crutiny Committee:	
	Resources Overview and ture Overview and Scrutin		
	R reason why the matte	ered by that Overview and er does not need to go to (	•
		nd Scrutiny Committee on 1 ny Committee on 15 April 2	
Consultees:			
	Park, Cumbria Inward Inv et Development Agency, p	estment Agency, County Corivate businesses	ouncil,
Date for Cons	ultees' comments:		
April 2004			

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

Head of Property Services' report will be available five working days before the meeting

Head of Economic and Community Development Services' report will be available five working days before the meeting

PS.12/03 - ECD.35/03 - Parkhouse and North Carlisle Infrastructure Issues - Capital Bid in respect of Electricity Provision (at Executive on 18 December 2003, Infrastructure Overview and Scrutiny Committee on 12 January 2004 and Corporate Resources Overview and Scrutiny Committee on 12 January 2004)

#### **Further Information from:**

Head of Property Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.008/04	Active:	Yes
Subject:			
People St	rategy		
Portfolio Area	1:		
Corporate	Resources		
Key Decision	s:		
To appro	ve a new People Strategy		
Decision to b	e taken at Executive meet	ing on:	
17 May 20	004		
Responsible	or Lead Overview and Scr	utiny Committee:	
Corporate	Resources Overview and S	Scrutiny Committee	
	ne matter will be considered OR reason why the matter		•
Corporat 2004	e Resources Overview and	Scrutiny Committee on	13 May
Consultees:			
·	Resources Portfolio holder; ; Corporate Management Te	•	Itative on 14
Date for Cons	ultees' comments:		
2 May 200	)4		
Relevant repo	orts/background papers w	nich are available:	
The Head	of Member Support and Em	ployee Services' report	will be

#### **Further Information from:**

Head of Member Support and Employee Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

available five working days before the meeting

Reference:	KD.115/03	Active:	Yes
Subject:			
Street Lig	hting Improvements		
Portfolio Area	1:		
Environme	ent, Infrastructure and Tra	nsport	
<b>Key Decision</b>	s:		
	tcome of the budget and v	for lighting improvements, whether the bid for lighting	•
Decision to b	e taken at Executive me	eting on:	
17 May 20	)04		
Responsible	or Lead Overview and S	crutiny Committee:	
Infrastruct	ture Overview and Scrutin	y Committee	
	R reason why the matte	ered by that Overview and er does not need to go to	•
	cture Overview and Scrution the outcome of the budg	ny Committee on 15 April 2 get	2004 -
Consultees:			
Carlisle Ho	ousing Association, Crime	and Disorder reduction Pa	artnership
Date for Cons	ultees' comments:		
15 April 20	004		
Relevant repo	orts/background papers	which are available:	
Head of C	ommercial and Technical	Services' report will be ava	ailable one

#### **Further Information from:**

week before the Executive meeting

Head of Commercial and Technical Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.073/03	Active:	Yes	
Subject:				
	e Review of Risk Manaç Risk Register	gement and Health and Safety	y and	
Portfolio Area	:			
Policy, Per	formance Management	, Finance and Resources		
Key Decision	s:			
Corporate	e Risk Register, conside	v of Risk Management and the rany comments from the Overments from the City Court	erview	
Decision to b	e taken at Executive m	neeting on:		
June 2004	1			
Responsible	or Lead Overview and	Scrutiny Committee:		
Corporate	Corporate Resources Overview and Scrutiny Committee			
	R reason why the mat	dered by that Overview and ter does not need to go to (	•	
Corporat	e Resources O&S Com	mittee on 1 April 2004		
Consultees:				
	rvice users, authorities up", Overview and Scru	within the Council's benchma tiny	rking	
Date for Cons	ultees' comments:			
Consultati	on has been undertaker	n as part of the Best Value Re	eview	
Relevant repo	rts/background paper	s which are available:		
CTS.002/0 14 January		olicy Statement and Strategy	(Council	

#### **Further Information from:**

Head of Commercial and Technical Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.007/04	Active:	Yes	
Subject:				
Housing S	trategy			
Portfolio Area	:			
Environme	nt, Infrastructure and Trar	sport		
Key Decisions	s:			
To approving North Wes	re the Housing Strategy fo st	r submission to Governm	ent Office	
Decision to be	e taken at Executive mee	eting on:		
19 July 20	04			
Responsible of	or Lead Overview and So	crutiny Committee:		
Communit	y Overview and Scrutiny (	Committee		
	e matter will be conside R reason why the matte :		•	
	Community Overview and Scrutiny Committee have been involved in the development of the final Housing Strategy			
Consultees:				
Registered	Registered Social landlords, housing and health providers			
Date for Cons	ultees' comments:			
June 2004				
Relevant repo	rts/background papers v	which are available:		
	of Environmental Protection	•	available	

**Further Information from:** 

Head of Environmental Protection Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.011/04	Active:	Yes	
Subject:				
Diversity P	olicy			
Portfolio Area:				
Policy, Perf	ormance, Finance and	Resources		
<b>Key Decisions</b>	:			
put them c (b) To con	ut for consultation	sals for a Diversity Policy an onses and recommend a Div		
Decision to be	taken at Executive m	eeting on:		
(a) 19 July (b) 16 Aug				
Responsible o	r Lead Overview and	Scrutiny Committee:		
Corporate	Resources Overview a	nd Scrutiny Committee		
	R reason why the mat	dered by that Overview an ter does not need to go to	•	
Corporate 2004	Corporate Resources Overview and Scrutiny Committee on 22 July 2004			
Consultees:				
•	Corporate Management Team; Overview and Scrutiny; relevant pratner organisations			
Date for Consເ	Iltees' comments:			
Various dates for consultation				

#### Commission for Racial Equality's Standards

Relevant reports/background papers which are available:

The Head of Strategic and Performance Services' report will be available five working days before the Executive meeting.

#### **Further Information from:**

Head of Strategic and Performance Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

Reference:	KD.012/04	Active:	Yes
Subject:			
Partnership	Policy		
Portfolio Area:			
Policy, Perf	ormance, Finance and F	Resources	
Key Decisions	<b>:</b>		
to put ther (b) To con	n out for consultation	als for a Partnership Policy	
Decision to be	taken at Executive me	eting on:	
(a) 19 July (b) 16 Aug			
Responsible o	or Lead Overview and S	Scrutiny Committee:	
Corporate	Resources Overview an	d Scrutiny Committee	
	R reason why the matte	ered by that Overview an er does not need to go to	•
Corporate 2004	Corporate Resources Overview and Scrutiny Committee on 22 July 2004		
Consultees:			
-	Corporate Management Team; Overview and Scrutiny Committee; partner organisations		
Date for Consu	ıltees' comments:		
Various da	tes for consultation		

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

The Head of Strategic and Performance Services' report will be available five working days before the Executive meeting

#### **Further Information from:**

Head of Strategic and Performance Services, Carlisle City Council, Civic Centre, Carlisle CA3 8QG

#### How to make comments on this Plan

Anyone wishing to make comments on anything in this Forward Plan should do so by the date set out in each Section entitled "Date for consultees' comments" by either:

Writing to the Head of Legal and Democratic Services, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG; or

Sending an email to <a href="mailto:CommitteeServices@Carlisle-city.gov.uk">CommitteeServices@Carlisle-city.gov.uk</a>

Members of the Executive:	Areas of responsibility:
Councillor Michael Mitchelson (Leader of the Council)	Promoting Carlisle
Councillor Edward Firth (Deputy Leader)	Policy, Performance Management, Finance and Resources
Councillor Ray Knapton	Health and Community Activities
Councillor Mrs Jacquelyne Geddes	Corporate Resources
Councillor Marilyn Bowman	Economic Prosperity
Councillor Ray Bloxham	Environment, Infrastructure and Transport

Forward Plan prepared by Councillor Michael Mitchelson, Leader of Carlisle City Council

Date: 18 March 2004