

# AGENDA

## EXECUTIVE

**MONDAY, 19 JULY 2004 at 2.00 pm**

**\*\*\* (Please note the change of start time of the meeting) \*\*\***  
in the Flensburg Room, Civic Centre, Carlisle

### **Apologies for Absence**

To receive apologies for absence and notification of substitutions.

### **Public and Press**

- (a) To agree that items of business within Part A of the agenda should be dealt with in public;
- (b) To agree that items of business within Part B of the agenda should be dealt with when the public and press are excluded from the meeting.

### **Declarations of Interest**

Members are invited to declare any personal interests, and any personal interests which are prejudicial, relating to any item on the agenda at this stage.

### **Minutes of Previous Meetings**

To confirm the Minutes of the meetings held on 26 April and 7 and 17 May 2004.

## **PART A**

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

## **NON-KEY DECISIONS**

#### **A.1 PETITION RE – CONEY STREET CUL DE SAC**

The Head of Commercial and Technical Services to submit a report on a petition signed by 44 persons seeking improvements to the cul de sac in Coney Street, Carlisle. Mr Bushby or a representative of the petitioners has been invited to attend the meeting to speak for not more than 5 minutes on the subject matter of the petition.

(Copy Report CTS.10/04 herewith)

#### **A.2 PETITION RE - RYDAL STREET PLAY AREA**

The Head of Property Services to submit a report on a petition signed by 62 persons objecting to all or any part of the Rydal Street play area being leased or sold. Ms Smith, or a representative of the petitioners has been invited to attend the meeting to speak for not more than 5 minutes on the subject matter of the petition.

(Copy Report PS.12/04 herewith)

#### **A.3 PETITIONS – LAND AT FUSEHILL STREET**

The Head of Property Services to submit a report on petitions received in favour of the development of land at Fusehill Street for a medical centre:-

(a) a petition from Dr A R Horne signed by 619 people;

(b) a petition from Mrs J Carrick signed by 336 people;

A representative for each petition has been invited to attend the meeting to speak for not more than 5 minutes on the subject matter of the petition.

(Copy Report PS.11/04 herewith)

## **KEY DECISIONS**

#### **A.4 DRAFT MEDIUM TERM FINANCIAL PLAN 2005/06 TO 2007/08**

The Head of Finance to report on feedback from the Corporate Resources Overview and Scrutiny Committee on the draft Medium Term Financial Plan in order that a recommendation can be made on the final content of the Plan to the City Council.

(Copy Report FS.07/04 and Minute Excerpt herewith)

**A.5 DRAFT CORPORATE CHARGING POLICY 2005/06 TO 2007/08**

The Head of Finance to report on feedback from the Corporate Resources Overview and Scrutiny Committee on the draft Corporate Charging Policy will guide the budget process for 2004/05 in order that a recommendation can be made on the final content of the Policy to the City Council.

(Copy Report FS.08/04 and Minute Excerpt herewith)

**A.6 DRAFT CAPITAL STRATEGY 2005/06 TO 2007/08**

The Head of Finance to report on feedback from the Corporate Resources Overview and Scrutiny Committee on the draft Capital Strategy for 2005/06 to 2007/08 in order that a recommendation can be made on the final content of the Strategy to the City Council.

(Copy Report FS.09/04 and Minute Excerpt herewith)

**A.7 DRAFT ASSET MANAGEMENT PLAN 2005/06 TO 2007/08**

The Head of Property Services to report on feedback from the Corporate Resources Overview and Scrutiny Committee on the draft Asset Management Plan for 2005/06 to 2007/08 in order that a recommendation can be made on the final content of the Plan to the City Council.

(Copy Report PS.13/04 and Minute Excerpt herewith)

**A.8 THREE YEAR BUDGET 2005/06 TO 2007/08 – FIRST FORECAST AND TIMETABLE**

The Head of Finance to submit a report containing the First Budget Forecast and Budget Timetable as part of the Budget Strategy for 2005/06.

(Copy Report herewith)

**A.9 PARTNERSHIP POLICY**

The Head of Strategic and Performance Services to submit a report considering initial draft proposals for a Partnership Policy and agree to put them out for consultation.

(Copy Report CE21/04 herewith)

#### **A.10 2003/04 PROVISIONAL OUTTURN REPORTS**

(a) General Fund Outturn 2003/04

The Head of Finance to submit a report on the General Fund Outturn for 2003/04.

(Copy Report FS. /04 to follow)

(b) Capital Outturn 2003/04

The Head of Finance to submit a report on the Capital Outturn for 2003/04.

(Copy Report FS.12/04 herewith)

(c) Housing Revenue Account 2003/04

The Head of Finance to submit a report on the Housing Revenue Account for 2003/04.

(Copy Report FS. /04 to follow)

(d) Treasury Management Outturn 2003/04

The Head of Finance to submit a report on the Treasury Management Outturn for 2003/04.

(Copy Report FS.18/04 to follow)

(e) Members Allowances Outturn 2003/04

The Head of Member Support and Employee Services to submit a report on the Members Allowances Outturn for 2003/04.

(Copy Report ME.13/04 herewith)

(f) Council Tax and National Non-Domestic Rates Outturn 2003/04

The Head of Revenues and Benefits Services to submit a report on the Council Tax and National Non-Domestic Rates Outturn for 2003/04.

(Copy Report RB04/04 herewith)

#### **A.11 STATEMENT OF ACCOUNTS 2003/04**

The Head of Finance to submit a report seeking consideration and approval of the 2003/04 Statement of Accounts.

(Copy Report FS.21/04 herewith)

**A.12 LOCAL GOVERNMENT ACT 2003 – REGULATION OF COSMETIC PIERCING AND SKIN COLOURING BUSINESSES**

The Head of Environmental Protection Services to submit a report seeking the adoption of the provisions for the Registration of Cosmetic Piercing and Skin Colouring Businesses.

(Copy Report EPS.39/04 herewith)

**A.13 PROCUREMENT STRATEGY**

Dr Gooding, Executive Director to submit a report seeking approval to a Procurement Strategy to be recommended to the full Council for adoption.

(Copy Report CE.19/04 herewith)

**A.14 MEMBERS LEARNING AND DEVELOPMENT**

The Head of Member and Employee Services to submit a report seeking recommendations to the Council for the formal adoption of the Members Learning and Development Framework.

(Copy Report ME.16/04 herewith)

**A.15 HEALTH AND SAFETY POLICY**

The Head of Member Support and Employee Services to submit a report seeking approval to a draft Health and Safety Policy as the basis of consultation with the Overview and Scrutiny Committee and other stakeholders.

(Copy Report ME15/04 herewith)

**A.16 EXTENSIONS TO EXISTING CAR PARKS**

**(Subject to the Leader agreeing to accept this item for key decision, although not in the Forward Plan.)**

The Head of Commercial and Technical Services to submit a report presenting proposals for several extensions to existing car parks.

(Copy Report CTS.11/04 herewith)

## **NON KEY DECISIONS**

### **A.17 COMPREHENSIVE PERFORMANCE ASSESSMENT 2003 – DAYS LEAVE GRANTED TO STAFF**

The Town Clerk and Chief Executive to submit a report on the day's leave granted to staff as a result of the outcome of the Comprehensive Performance Assessment in 2003.

(Copy Report CE.17/04 herewith)

### **A.18 FORWARD PLAN**

The Forward Plan of key decisions of the Executive for the period 1 August to 30 November 2004 is submitted for information.

(Copy Forward Plan to follow)

The following items were included in the Forward Plan for July to October 2004 but have been deferred/deleted for the reasons stated:-

KD.7/04 – Housing Strategy – Capacity issues and the need to fully address the CPA Action Plan for Balancing Housing Markets require additional time to redraft the Strategy. The draft will now be presented to Executive on 16 August 2004.

KD.22/04 – Strategic Sourcing - The original proposal from Capita in relation to Strategic Sourcing was presented as an option for funding the Customer Contact Centre in Capita's outline proposals in response to the Council's issued specification. The specification did not specifically require a Strategic Sourcing. The Council has used IEG grant and capital reserves to fund the Customer Contact Centre. Advice from Legal and Democratic Services indicates that if there was no specific agreement with Capita in the specification/contract for them to provide Strategic Sourcing such that this service could be said to have been properly tendered already, it constitutes a new service beyond the original specification for the Customer Contact Centre. The Council will therefore be required to issue an invitation to tender for Strategic Sourcing should it require that service and cannot directly employ Capita to deliver this service under the terms of the Customer Contact Centre contract and comply with the Council's financial standing orders. This report is therefore withdrawn from the Forward Plan.

#### **A.19 SCHEDULE OF DECISIONS TAKEN BY INDIVIDUAL PORTFOLIO HOLDERS**

A Schedule of Decisions taken by individual Portfolio Holders under delegated powers is attached for information.

(Copy Schedule herewith)

#### **A.20 SCHEDULE OF DECISIONS TAKEN BY OFFICERS**

A Schedule of Decisions taken by Officers under delegated powers is attached for information.

(Copy Schedule herewith)

#### **A.21 JOINT MANAGEMENT TEAM MINUTES**

The Minutes of the meetings of the Joint Management Team held on 29 April 2004 and 13 May 2004 are submitted for information.

(Copy Minutes herewith)

#### **A.22 CARLISLE AND EDEN JOINT COMMITTEE**

The Minutes of the meeting of the Carlisle and Eden Joint Committee held on 14 May 2004 are submitted for information.

(Copy Minutes herewith)

The Executive is requested to identify any items they wish to be placed on the Agenda for the next meeting of the Carlisle and Eden Joint Committee.

#### **A.23 REFERENCES FROM THE OVERVIEW AND SCRUTINY COMMITTEES**

##### **(a) Talkin Tarn**

To consider a reference from the Community Overview and Scrutiny Committee of 6 May 2004 regarding the future of Talkin Tarn.

(Copy Minute Excerpt herewith)

### **(b) Monitoring Rural Policy**

To consider references from the Community Overview and Scrutiny Committee of 6 May 2004 and the Infrastructure Overview and Scrutiny Committee of 27 May 2004 commenting on issues relating to monitoring rural policy.

(Copy Minute Excerpts herewith)

### **(c) Democratic Engagement Best Value Review**

To consider a reference from the Overview and Scrutiny Management Committee of 3 June 2004 on the final report on the Democratic Engagement Best Value Review prior to its submission to the City Council for formal approval.

(Copy Minute Excerpt and Report SP.24/04 herewith)

## **A.24 RENEWAL OF THE CITY COUNCIL'S INSURANCES**

The Head of Finance to submit a report on the renewal of the City Council's insurances.

(Copy Report FS.19/04 herewith)

## **A.25 REPRESENTATIVES ON OUTSIDE BODIES**

The Head of Legal and Democratic Services to submit a report seeking nominations for the appointment of representatives on outside bodies.

(Copy Report LDS.32/04 herewith)

## **A.26 CUMBRIA BRANCH OF THE LOCAL GOVERNMENT ASSOCIATION**

- (a) To receive minutes of a meeting of the Cumbria Branch of the Local Government Association held on 18 June 2004.

(Copy Minutes herewith)

- (b) Matters Arising

- (i) Item 8 Renewable Energy

To note actions of City Council to liaise with Eden District Council to contact relevant MP's re: Renewable Energy



**PART B**  
**To be considered in Private**

**KEY DECISIONS**

-NIL-

**NON KEY DECISIONS**

**B.1 LAND AND PROPERTY TRANSACTION – FREEHOLD TRANSFER OF LAND AT VICTORIA VIADUCT WITH ASSOCIATED RIGHTS**

The Head of Property Services to submit a report about the transfer of freehold land and associated rights at Victoria Viaduct to the County Council (acting as Highway Authority) in an equality of exchange which would divest the City Council of any maintenance and ownership of bridge structures.  
(Copy Report PS.10/04 herewith)

**B.2 SHEEPMOUNT BRIDGE**

The Head of Commercial and Technical Services to submit a report to define the preferred solution regarding the capacity of the existing Sheepmount Bridge.  
(Copy Report CTS.12/04 herewith)

**Members of the Executive:**

Councillor Mitchelson (Leader & Promoting Carlisle Portfolio Holder)  
Councillor Knapton (Health & Community Activities Portfolio Holder)  
Councillor Geddes (Corporate Resources Portfolio Holder)  
Councillor Firth (Policy, Performance Management, Finance and Resources Portfolio Holder)  
Councillor M L Bowman (Economic Prosperity Portfolio Holder)  
Councillor Bloxham (Environment, Infrastructure and Transport Portfolio Holder)

**Enquiries to Committee Clerk:**

**Stephen Halstead Ext 7035**

**Notes to Members:**  
**in, will become live on 29 July 2004.**

**Decisions made at this meeting, if not subject to call-**