

**INFRASTRUCTURE OVERVIEW AND SCRUTINY COMMITTEE****THURSDAY 11 SEPTEMBER 2003 AT 10.00 AM**

PRESENT: Councillor Mrs Rutherford (Chairman), Councillors Bowman C S, Mrs Crookdake, Dodd, Hendry (as substitute for Councillor Glover), McDevitt (as substitute for Councillor Miss Martlew) and Im Thurn.

ALSO

PRESENT: Councillor Earp attended the meeting as an observer;

Councillor Bloxham, Portfolio Holder for Environment, Infrastructure and Transport, and Councillor Mrs Bowman, Portfolio Holder for Economic Prosperity.

**IOS.69/03 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Aldersey, Farmer (in his capacity as substitute Member of the Committee), Glover and Miss Martlew.

Councillor McDevitt advised that he had a prior appointment and would require to leave the meeting, but would return as soon as possible. He submitted his apologies for the period of his absence.

**IOS.70/03 AGENDA**

RESOLVED – That Agenda item A.9 – Supporting Communities Best Value Review be moved up the Agenda and considered as the first item of business, the items of business requiring Officer input then be taken in order, with items A.1 – A.3 being considered thereafter.

**IOS.71/03 DECLARATIONS OF INTEREST**

There were no declarations of interest affecting any item on the Agenda.

**IOS.72/03 MINUTES**

The Minutes of the meetings held on 31 July and 22 August 2003 were signed by the Chairman as a correct record of the meetings.

**IOS.73/03 SUPPORTING COMMUNITIES BEST VALUE REVIEW**

The Executive Director, Ms Mooney, submitted report CE.18/03 updating Members on progress as regards the Supporting Communities Best Value Review.

Ms Mooney advised that the Scoping Workshop, held on 3 September 2003, had provided an opportunity for Members and Officers to discuss a number of issues using the Baseline

Assessment, a copy of which was attached at Appendix 1 to the report.

The Workshop had been structured to ensure that all issues raised were noted and a copy of the notes taken was attached at Appendix 2. The notes followed the structure of the Baseline Assessment and incorporated the key issues identified by the Review Team at their meeting of 11 August 2003. It was helpful, therefore, to note that those issues did coincide with the views voiced by Members at the Workshop.

The Workshop had been helped by the support of an external 'Challenger' (Mr Peter Bargh, Head of Regeneration at Prestorn City Council) who would continue to give support and challenge to the Team during the Review period, with particular emphasis on purpose and direction, policy and strategy and service delivery. Mr Bargh had sent supporting information which would particularly benefit the development of the Improvement Plan and test ideas during the course of the Review.

Throughout the Workshop Members and Officers acknowledged the unique nature of the Review in that it was not a Review of a service, but rather that of a lead role Partnership (Sure Start Carlisle South), the findings of which needed to be transferred to the wider issues the Council required to address in terms of Supporting People and Regeneration. It was further acknowledged that, given the past difficulties in making progress, the Review Team, supported by the Infrastructure Overview and Scrutiny Committee, needed to ensure that the scope of the Review was manageable, yet robust enough to enable the Improvement Plan to be used in the wider setting of Supporting People and Regeneration.

Ms Mooney advised that a wealth of information had been provided via the Workshop, which had helped to shape the proposed framework within which the Review Team would work during the Review period. The key issues would provide the challenge to the Council for real improvements to be made in its leadership and involvement in Supporting People and Regeneration and she particularly wished to thank Members and the Review Team for their input.

Ms Mooney indicated that the following areas would not be included and gave the reasons why:

- The role of the Council as champion for the under 4s
- Consultation with other partnerships
- Comparison of the induction of Sure Start staff with other partnerships.

The proposed framework would rather have the following seven themes:

1. Purpose and Direction – of the Council's partnership role.
2. Policy and Strategy – of the Council's partnership work.
3. Service Delivery/How the Council 'delivered' its partnership role.
4. Resources – needed to undertake the partnership role.
5. User Satisfaction.
6. Staff Satisfaction.

## 7. Performance Results.

Each theme had a number of key issues and challenges which the Review Team would work on, details of which were provided, and it was felt that these would provide a rigorous framework by which to progress the Review. Progress on each of the themes would be reported to this Committee commencing on 23 October 2003, together with relevant timescales. In addition, a consultation event would take place at the end of October/beginning of November.

Ms Mooney then responded to Members' questions.

RESOLVED – (1) That the issues raised at the Best Value Scoping Workshop held on 3 September 2003 be noted.

(2) That the framework for the Review, which identified the areas and key issues for investigation by the Review Team over the Review period, be approved.

### **IOS.74/03 BEST VALUE REVIEW – WASTE MANAGEMENT AND PUBLIC CONVENIENCES**

The Head of Environmental Protection Services submitted report EPS.65/03 reviewing progress against the current Action Plan relating to the Best Value Review of Waste Management and Public Conveniences.

Mr Speirs outlined progress achieved, namely:

#### Development of Pilot Recycling Schemes

The pilot schemes, operated in partnership with Eden District Council, had continued satisfactorily and were providing valuable information. Of greatest importance, however, was the outcome of a bid to Defra for capital funding to extend kerbside recycling to the majority of households in both Authorities.

Defra had supported the submitted bid, subject to conditions, and reports on implementation were currently under consideration by Members of both Councils. A meeting would be held on Monday of next week to ensure that the letter to be sent in response to Defra's offer met their conditions.

Should Defra confirm the funding offer, then the timetable to ensure that all capital expenditure was complete prior to 31 March 2004 would be extremely tight. In order to satisfy Defra conditions all grant funded works must be complete and recycling collections commenced by the end of the financial year. The introduction of the proposed kerbside recycling schemes would enable both Councils to move substantially closer to their statutory recycling targets.

#### Revision of Street Cleaning Frequencies

The flexibility in working relationships for the delivery of the street cleaning service continued to enable adjustments of frequencies to meet changing demands, which was particularly useful in addressing some of the issues identified through changes to the Best Value Performance Indicator for street cleaning. A new Indicator (BV 199) required a much more detailed survey and analysis of the effectiveness of cleaning and that the Council monitor conditions over three 4 month periods each year. The results from the first 4

months indicated that the Council's service was still of a high standard, however, a further monitoring period was essential in order to more accurately determine performance and identify areas where frequency changes may be beneficial.

#### Automatic Public Convenience

Although several meetings had taken place with the bus companies concerned and the site owners it had, to date, proved impossible to secure agreement. That was primarily due to concerns regarding site ownership, liability, duration of contract and operational costs. The suitability of the bus station site for a 24 hour automatic toilet and the suitability of such a facility in that location were also still open to question.

More appropriate, however, could be changes at Court Square which housed the most frequently used, but least liked, of all the Council's public toilets. Discussions with the County Council were ongoing as regards potential highway improvements to Court Square, and further discussions were scheduled regarding the viability of possible options for that sensitive location.

#### Adaptation of Upperby Park Toilets

Plans had been finalised for facilities for the disabled and initial estimates confirmed that works could be undertaken within the existing budget. Improvements were anticipated to commence and be completed within the current financial year.

Detailed discussion then arose, which included the Head of Environmental Protection Services, the Head of Commercial and Technical Services and the Portfolio Holder for Environment, Infrastructure and Transport responding to Members' questions on the following matters:

- a. Building works had already started on the composting area to be provided at Hespin Wood landfill site (at the partners' own risk) to take advantage of the recent dry weather and could be complete in early 2004, which site would also be used by Eden District Council. The Willow Holme site would continue, but on a much reduced scale. In addition, on-farm composting was also being investigated which would reduce the haulage rates.
- b. The Council's statutory recycling target was extremely high (30% by 2005/06). However, should the scheme be extended, it was hoped that a target of around 27/28% could be achieved.
- c. Clarification of the Executive's commitment towards the revenue implications of accepting the grant funding was sought, to which Mr Speirs advised that it was anticipated that a commitment to consider the same as part of the Budgets for forthcoming financial years would satisfy the commitment condition imposed by Defra.

Councillor Bloxham added that the Government was undoubtedly directing Authorities towards increased levels of recycling and those people currently participating in the scheme felt it to be one of the better Council initiatives. In the event that the submitted bid was supported by Defra he would be extremely disappointed if the Executive failed to agree to meet any ongoing budgetary and revenue consequences arising from the proposals. He believed that here was an opportunity which should be grasped by the Authority and any assistance which this Committee could give would be most welcome.

- d. There was concern that the Council may be financially at risk if its partner was not similarly committed to the development of the recycling schemes.

Mr Speirs advised that the City Council had been the lead Authority, but our partners were now totally enthusiastic, and the legal advisers to both were looking to ensure that the element of risk was equally apportioned.

- e. It was anticipated that adequate resources were available in house to ensure that all necessary work was complete before the end of the financial year, based on the proviso that certain other issues would remain in abeyance until that time.

The time taken to obtain information from Defra was, however, cause for concern, e.g. there was a 3/4 month delivery period for refuse vehicles from the date of order. Therefore an indication of the Council's whole-hearted support for an initiative which was of value to the community may be of help, and that could be included within the response to Defra.

Members suggested that the local MPs should be briefed on the matter at an early stage.

- f. Alternatives to wheelie bins should be investigated, particularly for use in the rural area. It was recognised, however, that plastic bags could result in deterioration of the quality of the finished compost which would not be acceptable.
- g. The Government was trying to address the issue of waste minimisation with manufacturers at a national level. The City Council was working with the County Council and the waste minimisation message would primarily come from the latter Authority. That could be helped by the introduction of separate collection services which would make people more aware of the types of waste they produced. Local Authorities should also have in place effective "green" purchasing policies.
- h. A Member indicated that the people of Denton Holme had a great deal of praise for the dedicated road cleanser who operated in that area, and who was a credit to the Council.

The Council had identified ownership as an important issue and was striving to engender a "patch approach". It was hoped to extend that philosophy over the coming months. In addition, Carlisle Housing Association had established a task force to tidy up the worst areas and the Council was working with the Association to extend that further.

(i) In response to concerns raised, an assurance was given that the frequency of street cleaning in areas e.g. around shops, fast food outlets, etc would be delivered quickly upon demand.

As regards back lanes/unadopted roads, the Council had identified a budget to enable monthly visits to be undertaken to address the worst of those. Rural roads were cleaned when necessary.

If Members had specific problems the number to call was 625016.

(j) A national campaign was ongoing to address the issue of litter and the Council was a partner in a scheme to get the message across. A list of the worst

lay-bys had been compiled and forwarded to the County Council. There was also a need to ensure the availability of sufficient litter bins for use by the public and, if these were provided, the City Council would empty them.

In response to a Member's question, Mr Speirs confirmed that all of the recommendations made by the Audit Commission following the inspection of the Review had been integrated into the Action Plan and acted upon.

A Member congratulated Officers on the enormous amount of work undertaken as regards the bid.

RESOLVED – (1) That the report be received and progress against the Action Plan for 2003/04 noted.

(2) That the Executive be advised that this Committee whole heartedly supports the development of the pilot recycling schemes and the proposed response to Defra, which should be copied to the local MPs.

(3) That this Committee endorses the submission of a bid to fund the provision of additional litter bins within the Carlisle District.

### **IOS.75/03 SUBJECT REVIEW – ENVIRONMENTAL PERFORMANCE OF THE COUNCIL**

Pursuant to Minutes IOS.60/03 and IOS.62/03(b) (copy Minute Excerpts of which had been circulated), the Head of Commercial and Technical Services and the Environment Officer were present at the meeting to assist Members in gathering further evidence to progress this Review.

Mr Battersby stressed that although Commercial and Technical Services could lead by example, implementation of environmental improvements would rest in the hands of individual Business Units.

Discussion arose during which the following issues were raised to which the Officers responded:

*Previous efforts to establish a plan to improve environmental performance had not succeeded. What were the obstacles to success and what level of commitment was necessary from Members to rectify that situation?*

Members would require to identify the development of such a plan as a corporate priority and allocate the resources necessary to ensure its implementation and the monitoring thereof. It was, however, stressed that the energies of Officers would be totally devoted to Waste Management for the foreseeable future.

For policies to work in practice they must be clear and have the support of the Authority as a whole.

In addition, the Authority needed to be seen to be operating in an environmentally friendly manner. The Government expected that to be achieved as part of the corporate working of the Authority.

*Was it unrealistic therefore to demand the development of a plan at this time?*

If that was identified as a high priority, then it would require to mesh into the Budget cycle, consideration of which was ongoing at the moment.

*Establishing the Council's baseline position was clearly essential. Could that information be researched by staff in another Business Unit?*

It would be possible, but they would still rely heavily upon information provided by our staff.

*Are you aware of other Authorities which are setting the pace in this area and could be used as a role model?*

There were a number of good examples of systems which the City Council could adopt.

*How much energy did the Council use, and what steps could be taken quickly, within existing resources, to reduce energy and water consumption?*

The Council currently spends £1/3m on energy. It was not possible to identify the amount of energy used by individual Units because of the current metering arrangements. Clearly financial accountability may achieve reductions in energy usage within Business Units.

The key driver for change was via the Best Value Performance Indicators. BVI 180 now gave higher emphasis to energy management, as a result of which there was greater scope for improvement.

Energy management was the next priority, with resources to undertake an energy audit of all operational buildings being sought from the Planned Maintenance Budget through the Budget process. The results of that audit would require to be in place before an Action Plan could be prepared to improve performance.

On the 9<sup>th</sup> floor the lights now came on with movement, rather than burning continuously, which was an energy saving measure.

Referring to transport, the Council had signed up to the Local Transport Plan which embraced environmentally sustainable transport initiatives. Action had also been taken as regards dual fuel and a pilot 'Park and Ride' scheme for Carlisle at Christmas time. The latter scheme was ready to go, subject to confirmation of funding from the County Council. The County Council was also looking into the potential for park and ride in Carlisle and it was hoped that the outcomes of the pilot would be fed into that assessment.

It was hoped to promote a Green Commuter Plan for the Council during the next financial year, the first step being to hold an event to which all the major employers within the City Centre would be invited. The input of this Committee would also be welcomed.

*Had a survey of staff's current travel habits been undertaken?*

A survey may have been undertaken some time ago. Ownership of any travel plan by staff was vital to its success and therefore it would be important to appraise staff of the options under consideration and seek their views.

*How long would it be before completion of the Civic Centre window replacement programme was achieved?*

The strategy was to complete a façade per year over a three year period, therefore one remained outstanding at the present time.

*Did a corporate Procurement Policy exist within the Authority?*

From a bulk purchasing perspective, a number of criteria had been adopted e.g. the use of recycled paper wherever possible, bio-degradable cleaning products, etc. On occasion products were deemed to be inferior and more expensive. The Council was now beginning to demand that companies take account of environmental issues in the production of their products, but it would take time for the industry to catch up with demand in that area. The new computerised system would enable increased monitoring to take place.

*Would it be possible to better integrate the knowledge of the Environment Officer into helping with the procurement process?*

The Council was not at that level of expertise yet. A clear policy would be required. Climate change was also relevant and the Executive had requested that the Head of Environmental Protection Services produce a Climate Change Strategy, in consultation with the Carlisle Environment Forum, Strategic Partners and relevant Overview and Scrutiny Committees, with a view to a final Strategy being submitted to the City Council for approval in early 2004.

Dr Taylor indicated that he would draft a report on behalf of the Committee for submission to the next meeting, which course of action was agreed.

RESOLVED – (1) That this Committee recommends that the Executive make improving the environmental performance of the Council a priority and allocate resources so that this can be pursued in the next financial year.

(2) That this Committee notes the intention that an energy audit of all of the Council's operational buildings be undertaken during the next financial year and would urge the Executive to agree to resource the same from the Planned Maintenance Budget.

(3) That this Committee would welcome the opportunity to be represented at the event proposed to take place during the next financial year to promote a Green Commuter Plan.

(4) That the Overview and Scrutiny Support Officer prepare a draft report concerning Climate Change Strategy for submission to the next meeting of this Committee.

The meeting adjourned at 12.25 pm and reconvened at 12.30 pm.

### **IOS.76/03 PERFORMANCE MONITORING – UPDATE ON PLANNING APPLICATIONS**

The Head of Planning Services submitted report P.39/03 providing an update on performance as regards the consideration of planning applications.



Mr Eales reminded Members of the background to the matter.

The information available was for the period 1 April 2003 to 31 July 2003. The Council's performance against BV1 109 (percentage of applications determined in line with the Government's new Development Control targets) showed a considerable improvement when compared with the figures provided in report P.11/03. All the percentages had increased and in respect of BVI 109c (other applications determined in 8 weeks) the Council had met the Government's target for that period.

The recruitment of two additional Development Control Officers had now begun to take effect and the recruitment of a further Planning Student, using Planning Delivery Grant, would continue to help that improvement. Further improvement was, however, required to meet the major application target where there were major problems with consultation responses, particularly from the Highway Authority.

Following the Council's decision on 15 July 2003 to amend the Constitution with regard to delegation of decisions to the Head of Planning Services, it was considered appropriate to include information on Best Value Indicator 188 (Percentage of Applications Delegated to Officers) in order to provide a base line for future comparison of how the changes were operating in practice. The target for BVI 188 was that 90% of all applications should be delegated to Officers. The Council's performance for the period 1 April to 31 July 2003 being 75.6% of applications determined under delegation.

Mr Eales then provided details of the amended figures for the period 1 April – 31 August 2003 which demonstrated an improvement –

BVI 109a 29% of major applications were determined in 13 weeks;

BVI 109b 60% of minor applications were determined in 8 weeks; and

BVI 109c 83% of other applications were determined in 8 weeks.

Members' raised a number of points, including:

- a. Concern as regards the major problems experienced with consultation responses, particularly from the Highway Authority. Members questioned whether, if the County Council was unable to respond due to staffing difficulties, it would be in order for the City Council to approach an adjacent Authority which had suitably qualified staff to undertake that work. Mr Eales undertook to take the matter up with the County Council.

In addition, Councils were placed in difficulty since on the one hand there was a need to deal with such applications properly, whilst on the other they were penalised if the decision was taken outwith the 13 week period. Where applications were deferred through no fault of the Council, was it possible to remove those from the overall performance figures.

Mr Eales advised that he would raise the above with the ODPM and also Planning colleagues within Cumbria.

- b. Members questioned whether the BVI 188 target that 90% of all applications should be delegated to Officers was achievable and politically acceptable.

Mr Eales commented that the matter had been highlighted in debate on the changes to the Constitution at which time some Members were clearly unhappy. There was a need to look again at performance in say 2/3 months time to identify the benefits emanating from the increased level of delegation. If performance was not moving towards that target then the matter should be reported back to the Development Control Committee.

RESOLVED – That the report be noted and the Head of Planning Services be requested to action the above points raised by Members.

### **IOS.77/03 SUSPENSION OF COUNCIL PROCEDURE RULE**

It was noted that the meeting had been in progress for three hours. It was moved and seconded, and

RESOLVED – That Council Procedure Rule 9 in relation to the duration of meetings be suspended in order that the meeting could continue over the time limit of three hours.

### **IOS.78/03 PLANNING SERVICES BEST VALUE REVIEW – UPDATE**

The Local Plans and Conservation Manager presented report P.41/03 providing an update on the Best Value Review of Planning Services as follows:

#### Development Control Application Sample

The analysis of the sample of applications was progressing. It was, however, taking longer to process than anticipated due to the volume of applications involved. Approximately 30% of the applications had been analysed and a number of issues identified, full details of which were provided.

#### Benchmarking

Benchmarking with other Local Authorities had continued and a number of local Indicators had been sent for comparison of the Building Control function as there were no national Indicators. Information was being returned, especially from those contacts through the PSBS.

As regards the timescale, then clearly the amount of work in setting up the analysis had taken longer than expected, as a consequence of which delays in the distribution of questionnaires to consultees involved in the process had arisen. Work was progressing in that area and would continue into October.

In addition, only a small proportion of the benchmarking had commenced. Additional questions were being identified and it was likely to be mid-October before all results were collated.

Mr Hardman reminded Members that they had previously deferred discussion of the issue of Member involvement until today's meeting. He suggested that Members may wish to discuss the format of a potential workshop/meeting to determine the length of time and whether that should be in groups e.g. Committee or individual sessions/interviews. Members' views on the particular issues to be discussed, which could include the Committee reporting process, delegated powers, performance indicators, role of the local Ward Member, quality versus speed, etc, were also welcomed.

At a previous meeting a training need had been identified by new Members and a training event for all Members of the Council would be held on 18 November 2003.

Mr Hardman then responded to a number of questions from Members.

RESOLVED – (1) That the report be noted.

(2) That arrangements be made for a Planning Best Value Review Members' Workshop to take place on Thursday 4 December 2003 commencing at 2.00 pm, which would be preceded by lunch.

### **IOS.79/03 BURGH BY SANDS PARISH DESIGN STATEMENT AND PARISH PLAN**

The Local Plans and Conservation Manager presented report P.42/03 setting out the process followed in order to consider the Burgh by Sands Parish Design Statement as Supplementary Planning Guidance.

Mr Hardman outlined the background to the matter, commenting that Burgh by Sands was the first Parish Council to produce their Parish Plan (an excerpt of which was appended to the report) and identify the need to prepare a Design Statement. The Burgh by Sands Parish Design Statement was also attached, both documents having been prepared in consultation with the Council's Planning Services Division in order to avoid any conflict with national and local planning policy.

As well as providing direct guidance for use in the Development Control process, the Statement included proposals for Conservation Areas and Listed Buildings, which the Parish wished the City Council to consider. As a consequence of the Statement, the Local Plans and Conservation Team had prioritised that investigation of Moorhouse for conservation area designation should be a priority in the current year's work programme.

Mr Hardman advised that a number of issues required to be satisfied before the Council could adopt the Statement as Supplementary Planning Guidance, namely that the guidance conformed with national planning policy; the guidance conformed with the Local Plan; and that appropriate consultation had been undertaken.

No matters that would conflict with national planning policy had been identified and the statement included an Appendix of appropriate Local Plan policies. Consultation was, however, the most difficult aspect of adopting guidance prepared by bodies outside the City Council. Details of that undertaken were provided, together with responses received, as a result of which Officers were satisfied that no further consultation should be undertaken before adoption of the Parish Design Statement.

The involvement of Council Officers throughout the process and the adoption of the Design Statement as Supplementary Planning Guidance (with or without amendments) indicated a willingness to assist with issues of concern to local communities.

Mr Hardman therefore recommended that Members endorse the process and forward any comment to the Executive when the adoption as Supplementary Planning Guidance was considered.

He then responded to Members' questions.

RESOLVED – That the Executive be advised that this Committee endorses the process for use as a format for future Design Statements.

### **IOS.80/03 CALL-INS**

RESOLVED – That it be noted that a special meeting of this Committee had taken place on 22 August 2003 to consider the Call-in of Regional Government – Update, the decision of the Committee being that the matter be referred back to the Executive for reconsideration.

### **IOS.81/03 MONITORING OF THE FORWARD PLAN**

The Overview and Scrutiny Support Officer presented Report LDS.57/03 highlighting the Forward Plan (1 September – 31 December 2003) issues which fell within the ambit of this Committee.

Dr Taylor then reported the present position on each matter within the Forward Plan.

RESOLVED – That the Forward Plan (1 September to 31 December 2003) issues which fell within the ambit of this Committee be noted.

### **IOS.82/03 WORK PROGRAMME 2003/04**

The Overview and Scrutiny Support Officer presented the Overview and Scrutiny Work Programme for 2003/04, which took into account matters scheduled to be dealt with by this Committee.

Dr Taylor explained the position as regards the various items of business.

Referring to the Subject Review of Streetworks, the Chairman commented that the Executive had, on 1 September 2003, noted the views of this Committee but had taken no action on the concerns raised. She considered that to be unacceptable and proposed that the report be referred back to the Executive with a request that they action the points raised and, if they could not, then they should state the reason why.

Referring to the Subject Review of Transport: Modal Balance in Carlisle, the Chairman sought Members' views as to the way forward. She suggested that the Committee may wish to concentrate on Carlisle, plus the larger villages that fed into it. A special meeting of the Committee would be required to progress the matter and potential invitees were discussed.

Dr Taylor stressed the need to ensure that the numbers invited were kept to a manageable level and undertook to produce a suggested list in time for the next meeting of the Committee.

Dr Taylor added that there was a need to arrange a further special meeting of the Committee to deal with the Council's Budget and it was agreed that that should take place on Wednesday 12 November 2003 at 10.00 am.

The Policy and Performance Officer was present at the meeting and updated Members on the arrangements in hand to provide training previously requested.

As regards Best Value training, then Ms Williams planned to organise that once the Best Value Handbook had been revised. Performance Management training had been arranged for 14 October 2003 (10.00 am – 2.00 pm) at the Northumbria University Conference Centre. Invitations were to be sent out, responses to which would be appreciated. The Chairman submitted apologies on behalf of herself and Councillor K Rutherford.

The Chairman advised that she would be unavailable for the next meeting of the Committee on 23 October 2003, at which the Vice-Chairman would preside.

RESOLVED – (1) That the work programme be noted.

(2) That the interim report of this Committee concerning the Review into Streetworks be referred back to the Executive with the request that they action the points raised therein and, if they could not, then they be requested to state the reason why.

(3) That a special meeting of the Committee be arranged for Thursday 15 January 2004 to progress the Subject Review of Transport: Modal Balance in Carlisle (the timing of which would be agreed at a later date).

(4) That arrangements be made for a special meeting of this Committee to take place on Wednesday 12 November 2003 at 10.00 am in order to consider Budget matters.

(5) That the arrangements for Members training as outlined above be noted.

[The meeting ended at 1.45 pm]