



Customer Services & Resources Scrutiny Committee

<p>Scrutiny Committee Members: Councillors Bradnack, Ellis-Miller, Hughes, Hymans, Liddle (Vice-Chair), McPherson, J. Rosenstiel, Taylor (Chair). James (alt)</p> <p>Executive Councillor Customer Services & Resources: Cllr Cantrill</p>	<p>Agenda</p> <p>A</p>
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Agenda despatched and placed on public deposit: 2 November 2006

Date: Tuesday 14 November 2006

Time: 5.00pm

Place: Committee Room 1

Contact: Cristina Marsh

Direct Dial: 01223 457086

Agenda A

1 **Minutes**

To approve the minutes of the last meeting on 4 July 2006 as a correct record.

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4 **Apologies**

To receive any apologies for absence.

5 **Declarations Of Interest**

Members are asked to declare at this stage any interests that they may have in an item shown on this agenda. If any member of the Committee is unsure whether or not they should declare an interest on a particular matter, they should seek advice from the Head of Legal and Democratic Services **before** the meeting.

6 **Public Questions**

You can ask questions on an issue included on either agenda above, or on an issue which is within this committee's powers. Questions can only be asked during the slot on the agenda for this at the beginning of the meeting, not later on when an issue is under discussion by the committee.

If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

Non- Key Decision for pre-scrutiny

The following item has been referred to the committee for scrutiny before the Executive Councillor makes a decision

- 5 [St Matthew's Piece Land And Citylife Community Innovation Centre](#)
(Contact Officer: Desmond Hirsch, Chief Estates Surveyor, telephone 01223 457432)

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Key Decision

- 6 [Departmental Restructuring](#) (Contact Officer: Rob Hammond, Chief Executive, telephone 01223 457)

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Non- Key Decision for pre-scrutiny

The following item has been referred to the committee for scrutiny before the Executive Councillor makes a decision

- 7 [Service Plan Performance Review 2006-07 and Revised Revenue and Capital Budgets](#) (Contact Linda Thompson, Accountant, telephone 01223 458)

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This mid-year review enables Members to monitor progress against service plans for 2006-07 and to agree any changes to the plan and/or activities and resources needed to achieve year-end performance targets.

Appendix E 2006/07 Service Performance Reviews:

- [Accountancy and Support Services](#) Page 39
- [External Trading \(City Services\)](#) Page 43
- [Democratic Services](#) Page 46
- [Human Resources](#) Page 49
- [Internal Audit](#) Page 55
- [ICT Contract Management](#) Page 59
- [Legal Services and Land Charges](#) Page 62
- [Markets](#) Page 65
- [Procurement](#) Page 69
- [Property and Building Services](#) Page 72
- [Reception & Office Services](#) Page 77
- [Revenue and Benefits Services](#) Page 81

To note: Strategy & Partnerships – there are no exceptions or variations that report to the Customer Services & Resources portfolio, therefore there is no report.

Key Decisions

- 8 [Guildhall Working Party's proposals for The Guildhall](#) (Contact Officer: Desmond Hirsch, Chief Estates Surveyor, telephone 01223 457432)

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- 9 [ICT Infrastructure Upgrades](#) (Contact James Nightingale, Head of ICT Client Services, telephone 01223 457461)

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Non- Key Decision for pre-scrutiny

The following item has been referred to the committee for scrutiny before the Executive Councillor makes a decision

- 10 [Human Resources Best Value Review](#) (Contact Officer: Jackie Condon, Head of Human Resources, telephone 01223 458101)

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Exclusion of the press and public

Before considering **the appendices only** to the next items on this agenda, the Committee is recommended to exclude members of the public from the meeting on the grounds that, if they were present, there would be disclosure to them of information defined as exempt from publication by Category 2 and 3 as defined in the Local Government (Access to Information) (Variation) Order 2006.

Key Decisions

- 11 [Land at Clay Farm](#) (Contact: John Cowin, Head of Property & Building Services, telephone: 01223 457431)

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- 12 [127-159 New Street](#) (Contact: John Cowin, Head of Property & Building Services, telephone: 01223 457431)

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General Item

- 13 [Record of Decision - urgent action – disposal of land to the rear of 124-154 Wulfstan Way](#)

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Information for the public

Next scheduled meeting

The next meeting of the Customer Services & Resources Scrutiny Committee is scheduled for **16 January 2007**.

Public attendance

You are welcome to attend this meeting as an observer, although it may be necessary to ask you to leave the room during the discussion of matters which are described as confidential.

Emergency Evacuation In the event of a fire or other emergency you will hear a continuous ringing alarm. You should leave the building by the nearest exit and proceed to the assembly point in St Mary's Passage on the left hand side of Great St Mary's churchyard.

Do not attempt to use the lifts. Do not attempt to re enter the building until given the all clear by a member of the City Council Staff. City Council staff will provide assistance with leaving the building.