

20 March 2007

Meeting of Executive Member for Corporate Services and Advisory Panel

Report of the Business Support Manager - Resources

FUTURE AGENDA FOR CORPORATE SERVICES EMAP

Summary

1. This report provides an outline of the business currently scheduled for meetings of the Executive Member for Corporate Services and Advisory Panel during the forthcoming year, April 2007 – April 2008. Items for EMAP are listed at Annex 1 and items for other meetings, specifically the Executive and Audit & Governance Committee, are listed at Annex 2, which accompany this report.

Background

2. Members of the Corporate Services EMAP Advisory Panel have expressed concerns in recent months about the dwindling number of agenda items for this meeting. At least one meeting has been cancelled because of insufficient business and, at other times, the number of agenda items is so low as to hardly make a meeting worthwhile. This report, provided at the request of Members, seeks to set out those items of forthcoming Resources business that are scheduled for Corporate Services EMAP.

Consultation

3. Members of Resources Management Team have been consulted about which items of future business they will be putting forward to the Corporate EMAP meeting and which items are destined for other Member meetings.

Options

4. Resources reports to Members currently go to Corporate Services EMAP, to the Executive and to the newly constituted Audit and Governance Committee.

A significant proportion of reports from the Finance, and IT&T Divisions of Resources have always been taken to the Executive; these include all corporate finance reports, strategic IT reports and IT Development Plan proposals. This is also the case for issues arising out of significant corporate projects, such as the Administrative Accommodation Review and the easy@york Project. However, under the terms of the new Council

Constitution, almost all Property reports have now been moved to the Executive and Internal Audit and District Audit reports go to the Audit and Governance Committee.

Other corporate business, generated by the Chief Executive's department, is taken to City Strategy EMAP. As a result, less business remains for Corporate Services EMAP than was previously the case, and certainly not enough business overall for seven or eight full meetings a year.

There are seven meeting scheduled for Corporate Services EMAP in 2007/08 in the draft Council Diary. These are:

June 12th 2007, July 24th 2007, September 11th 2007, October 30th 2007, December 11th 2007, January 22nd 2008 and March 18th 2008.

Analysis

5. The Resources Forward Plan is submitted to Members at each meeting of the Corporate Services EMAP as a standing agenda item. Items listed on the Forward Plan are either generated as recurring Business Cycle items or are one-off or update reports at either the request of Members, Management Team or the report author.

Items currently listed on the Forward Plan for Corporate Services EMAP from April 2007 to March 2008, which is attached at Annex 1 include:

- Short Term Options for Investment in the Guildhall (deferred from this agenda)
- Information Management Outturn Report
- Resources Performance and Finance Outturn Report
- Corporate Procurement Strategy
- Treasury Management Annual Report & Prudential Indicators 2006-7
- Accounts Submitted for Write-off
- Resources Performance & Finance Monitors
- Resources Departmental Strategy
- Resources Service Plans (including Revenue & Capital Budget Proposals 2007/8-2009/10)
- Progress against the 2006/07 Internal Audit Plan
- Resources Service Plans for Approval

Members may wish to suggest additions to this list as they will observe that it represents only about a fifth of the business of Resources and, at present, there are no other reports scheduled for Corporate Services EMAP during the next financial year.

Corporate Priorities

6. This report relates to the Council's Corporate Priority to improve leadership at all levels to provide clear, consistent direction to the organisation.

Implications

7.

- **Financial** There are no financial implications
- **Human Resources (HR)** There are no HR implications
- **Equalities** There are no Equalities implications
- **Legal**

There may be Legal implications if, as a result of this report, any decision is taken to alter the programme and business of Corporate Services or any other Member meeting.

- **Crime and Disorder** There are no Crime and Disorder implications
- **Information Technology (IT)** There are no IT implications
- **Property** There are no Property implications
- **Other** There are no other known implications

Risk Management

8. There are no known risks.

Recommendations

9. That the Advisory Panel advise the Executive Member that:

- 1) Consideration needs to be given to the future content of agendas and frequency of Corporate Services EMAP meetings.

Reason: There will not be sufficient business to sustain eight full EMAP meetings during 2007/08.

Contact Details

Author:

Tricia Pearce

Title

Business Support Manager

Dept Name

Resources

Tel No.

01904 552911

Chief Officer Responsible for the report:

Chief Officer's name *Simon Wiles*

Title *Director of Resources*

Report Approved

Date *7 March 2007*

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers: *Resources Forward Plan 97*

Annex 1 – Papers Scheduled for Corporate Services EMAP

Annex 2 – Papers Scheduled for Other Meetings