

EXECUTIVE

MONDAY 19 DECEMBER 2016 AT 4.00 PM

PRESENT:

Councillor Glover (Leader / Chairman)
Councillor Dr Tickner (Deputy Leader, and Finance, Governance and Resources Portfolio Holder)
Councillor Mrs Bradley (Economy, Enterprise and Housing Portfolio Holder)
Councillor Ms Quilter (Culture, Heritage and Leisure Portfolio Holder)
Councillor Miss Sherriff (Communities, Health and Wellbeing Portfolio Holder)
Councillor Southward (Environment and Transport Portfolio Holder)

OFFICERS:

Deputy Chief Executive
Corporate Director of Governance and Regulatory Services
Corporate Director of Economic Development
Chief Finance Officer

ALSO PRESENT:

Councillor Burns (Chairman of the Community Overview and Scrutiny Panel)
Councillor Nedved (Chairman of the Environment and Economy Overview and Scrutiny Panel)
Councillors Allison, Bloxham and Mitchelson (Observers)

WELCOME

The Leader welcomed all those present to the meeting and particularly those members of the public in attendance.

APOLOGY FOR ABSENCE

An apology for absence was submitted on behalf of the Town Clerk and Chief Executive.

DECLARATIONS OF INTEREST

There were no declarations of interest affecting the business to be transacted at the meeting.

PUBLIC AND PRESS

RESOLVED – That the Agenda be agreed as circulated.

CALL-IN

The Leader announced that The Mayor had, on 12 December 2016, agreed that the following items should be exempt from call-in as call-in procedures would overlap the City Council meeting on 10 January 2017 when the matters were scheduled for consideration:

- Tullie House Business Plan 2017– 2020
- Review of Polling Arrangements
- Scheme of Housing Assistance

BUDGET PROCESS 2017/18

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder drew attention to Agenda items A.1 (a), (b), (c) and (d) and outlined the process he would adopt in presenting those items to the Executive.

EX.125/16 BUDGET UPDATE - REVENUE ESTIMATES 2017/18 TO 2021/22 (Key Decision – KD.21/16)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

Pursuant to Minute EX.98/16, the Deputy Leader, and Finance, Governance and Resources Portfolio Holder submitted report RD.40/16 providing an update to the Chief Finance Officer's report to the Executive of 21 November 2016 (RD.35/16).

The report considered the revised revenue base estimates for 2016/17, together with the base estimates for 2017/18 and forecasts up to 2021/22 for illustrative purposes. Members were asked to note that the Revenue Support Grant (RSG) figures, only received on 15 December, had now been incorporated within the Executive Budget Proposals 2017/18 which would be issued for consultation later in the meeting.

An overview of the outstanding key issues and resource assumptions; together with the potential new spending pressures that needed to be considered was also provided at Sections 4 and 5.

Turning to the issue of savings and additional income proposals, the Deputy Leader reiterated that the current MTFP included a savings requirement to be found by 2018/19 of £3.475 million. Further savings / additional income had already been identified in the budget process for 2017/18, details of which were set out at Section 6 of the report.

The Council's current levels of balances set out at Appendix A included any impact of the proposed pressures and savings outlined in the report. The Projects Reserve had been used as a first call for the current projected revenue budget deficit however, maintaining the current level of reserves was dependent upon the achievement of the transformation savings. A risk based review of reserve levels had been undertaken which showed that the minimum level of General Fund Reserves should remain at £2million.

The Deputy Leader reiterated that the Executive would issue its budget for consultation purposes later in the meeting, following which the final consultation feedback would be considered on 18 January 2017. A recommended Executive budget would subsequently be recommended to Council on 7 February 2017.

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder then moved the recommendations, which were duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

- (i) noted the revised base estimates for 2016/17 and base estimates for 2017/18;
- (ii) noted that the RSG figures had now been incorporated into the Executive Budget Proposals 2017/18 for consultation purposes;
- (iii) noted the current MTFP projections, which would continue to be updated throughout the budget process as key issues became clearer and decisions were taken;
- (iv) noted the budget pressures/savings needing to be taken into account as part of the 2017/18 budget process;
- (v) Noted the Statutory Report of the Chief Finance Officer outlining the risks associated with the draft budget figures and that minimum reserves may need to be increased in the future depending upon the outcome of the Local Government Finance review.

Reasons for Decision

To ensure that a balanced budget is set

EX.126/16 REVISED CAPITAL PROGRAMME 2016/17 AND PROVISIONAL CAPITAL PROGRAMME 2017/18 TO 2021/22
(Key Decision – KD.21/16)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

Pursuant to Minute EX.103/16, the Deputy Leader, and Finance, Governance and Resources Portfolio Holder submitted report RD.41/16 providing an update to the Chief Finance Officer's report to the Executive of 21 November 2016 (RD.36/16).

The report set out the proposed capital programme for 2017/18 to 2021/22 in the light of new capital proposals identified, and summarised the estimated capital resources available to fund the programme.

Members' attention was drawn to the fact that the resources available to support the capital programme could only be estimated during the year. The final position was dependent in particular on how successful the Council had been in achieving Capital Receipts from the sale of assets against its target.

The cost of externally borrowing £1m to fund the capital programme would result in a charge to the revenue account in the next full year of approximately £65,000. That was made up of £25,000 for the cost of the interest payable (2.50% of £1m equated to

£45,000) and a principal repayment provision of 4% of the outstanding sum (4% of £1m equates to £40,000).

Executive Members were asked to note an increase to the 2016/17 Capital Programme of £75,000 for upper floor refurbishment work at John Street. The ground floor reinstatement works as a result of flood damage were covered under the Council's insurance. The work for the upper floor was required to ensure that, when the building was reopened, the whole building was available for occupation. Funding for those works would be provided from the Flood Reserve on completion of an Officer Decision Notice by the Chief Finance Officer.

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder then moved the recommendations, which were duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

- (i) Noted the revised capital programme and relevant financing for 2016/17 as set out in Appendices A and B to Report RD.41/16;
- (ii) Had given consideration and views on the proposed capital spending for 2017/18 to 2021/22 given in the report in the light of the estimated available resources;
- (iii) Noted that any capital scheme for which funding had been approved by Council may only proceed after a full report, including business case and financial appraisal, has been approved.

Reasons for Decision

To ensure that a balanced budget is set

**EX.127/16 DRAFT TREASURY MANAGEMENT STRATEGY STATEMENT,
INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION
STRATEGY 2017/18**
(Key Decision – KD.21/16)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

Pursuant to Minute EX.105/16, the Deputy Leader, and Finance, Governance and Resources Portfolio Holder submitted report RD.42/16 setting out the Council's draft Treasury Management Strategy Statement for 2017/18 in accordance with the CIPFA Code of Practice on Treasury Management.

He informed Members that the draft Investment Strategy and the draft Minimum Revenue Provision Strategy for 2017/18 were incorporated as part of the Statement, as were the Prudential Indicators as required within the Prudential Code for Capital Finance in Local Authorities.

The Deputy Leader indicated that the report would be considered by the Audit Committee and the Resources Overview and Scrutiny Panel on 22 December 2016 and 5 January 2017 respectively.

In conclusion, the Deputy Leader, and Finance, Governance and Resources Portfolio Holder moved the recommendation, which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive noted the Draft Treasury Management Strategy Statement for 2017/18, which incorporated the Draft Investment Strategy and the Draft Minimum Revenue Provision (MRP) Strategy, together with the Prudential Indicators for 2017/18 for draft budget consultation purposes as set out in Appendix A and the Treasury Management Policy Statement as set out at Appendix D to Report RD.42/16.

Reasons for Decision

To enable the Executive's draft Budget proposals to be prepared for consultation purposes

EX.128/16 REVIEW OF CHARGES 2017/18
(Key Decision – KD.21/16)

Portfolio Cross-cutting

Relevant Overview and Scrutiny Panel Community; Environment and
Economy; and Resources

Subject Matter

Pursuant to Minutes EX.99/16, EX.100/16, EX.101/16 and EX.102/16, further consideration was given to the Charges Reviews in respect of charges falling within the responsibility of the Community Services; Economic Development; Governance and Regulatory Services Directorates; and the Licensing Section. The proposed charges were contained within Reports SD.27/16, ED.45/16; GD.62/16 and GD.57/16.

Copy Extracts from the Minutes of the meetings of the Community Overview and Scrutiny Panel on 24 November 2016 (COSP.79/16); Environment and Economy Overview and Scrutiny Panel on 1 December 2016 (EEOSP.76/16); and Resources Overview and Scrutiny Panel on 6 December 2016 (ROSP.92/16) in respect of the proposed charges were submitted.

An Addendum providing an update to Report SD.27/16 (Charges Review Report – Community Services) and details of the proposed car parking charges for 2017/18 was also submitted. The amended charges specifically related to Paddy's Market; the Sands; and Devonshire Walk (Castle) car parks.

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder began by thanking Members of Overview and Scrutiny for their deliberations which the Executive had considered in detail.

He summarised the issues raised during Members' scrutiny of the draft Charges Review Reports, responding to the key points as follows:

- Talkin Tarn – it was felt that the proposed increase in rate for the Annual Membership Parking Permit at Talkin Tarn (which equated to an increase from 14 pence to 28 pence per day) was excessive. However, the Executive's view was that the increased figure was reasonable, particularly bearing in mind that the revenue received was ring-fenced and spent on Talkin Tarn park.
- Allotments –in response to concerns expressed regarding the proposal to remove the pensioner discount for anyone over 60 years of age and associated health implications, that proposal had been deleted from the Executive's draft Budget Proposals.

In relation to Car Parking Charges, the Deputy Leader explained that the Executive was asked to:

1. approve the charges as set out in the body of Report SD.27/16, relevant appendices and addendum, with effect from 1 April 2017.
2. approve variations to the charges for car parking permits and car parking ticket charges set out in the Report, relevant appendices and addendum, to a maximum 20% variation either upwards or downwards. The decision to so vary be delegated to the Deputy Chief Executive, following consultation with the Portfolio Holder for Environment and Transport and the Chief Finance Officer, with such a decision being recorded in an Officer Decision Notice. The power to vary is to be used where it is considered appropriate to either maintain revenue from and/or maintain demand for a car park. The ability to vary charges may be applied from time to time to one or more car park(s).

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder then moved the Overview and Scrutiny Panel Minutes and the level of charges to be applied as not yet resolved for the Community Services; Economic Development; and Governance and Regulatory Services Directorates; and the Licensing Section.

The Leader seconded the recommendation.

Summary of options rejected a number of alternative charges as detailed in the above reports

DECISION

1. That the fees and charges for 2017/18 relating to those services falling within the responsibility of the Community Services Directorate (set out in Report SD.27/16 and relevant Appendices; and the Addendum to the Report), including the retention of the over 60 discount for allotments, be approved with effect from 1 April 2017.
2. That the variations to the charges for car parking permits and car parking ticket charges set out in the Report, relevant appendices and addendum, to a maximum 20% variation either upwards or downwards be approved. The decision to so vary be delegated to the Deputy Chief Executive, following consultation with the Portfolio Holder for Environment and Transport and the Chief Finance Officer, with such a decision being recorded in an Officer Decision Notice. The power to vary is to be used

where it is considered appropriate to either maintain revenue from and/or maintain demand for a car park. The ability to vary charges may be applied from time to time to one or more car park(s).

3. That the fees and charges for 2017/18 relating to those services falling within the responsibility of the Economic Development Directorate (set out in Report ED.45/16 and accompanying Appendices) be approved with effect from 1 April 2017.
4. That the fees and charges for 2017/18 relating to the areas falling within the responsibility of the Governance and Regulatory Services Directorate, as set out in Report GD.62/16 and accompanying Appendices, be approved with effect from 1 April 2017.
5. That the Executive noted the Licensing Charges which had been approved by the Regulatory Panel on 26 October 2016; and that the fees under the Scrap Metal Dealers Act 2013 had been determined for a three year period on 1 August 2016.
6. That the Overview and Scrutiny Panels be thanked for their consideration of and contribution to the matter.

Reasons for Decision

The proposed charges and options reflected the Corporate Charging Policy as set out in the Medium Term Financial Plan, whilst attempting to recognise service pressures and trends

EX.129/16 EXECUTIVE RESPONSE ON THE 2017/18 BUDGET (Key Decision – KD.21/16)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Leader indicated that the Executive was issuing their 2017/18 Budget Proposals for consultation, copies of which were tabled.

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder began by formally placing on record thanks to the Chief Finance Officer and her Team for their excellent work on the Budget, including the incorporation of the RSG figures and associated implications.

The Deputy Leader stated that the Executive Budget Proposals 2017/18 comprised 21 pages, however, further detail could be found in the numerous reports considered as part of the Budget Process.

Over the next four weeks, the Executive would be consulting on its budget proposals with business, trade unions and its residents. The deadline for comments (which would be accepted in writing or via e-mail) was 9.00 am on 16 January 2017. The Executive would respond to consultees' feedback at its meeting on 18 January 2017.

The Deputy Leader informed the meeting that the Budget assumed a £5 increase in Council Tax for a Band D property, which equated to less than 10 pence per week. The Executive was aware of the financial difficulties faced by many families. It was not therefore their intention to revise the Council Tax Discount Scheme which would continue at the statutory levels thus protecting vulnerable groups.

Referencing Schedule 2, he highlighted proposed Budget reductions in respect of

- Inflation –an annual budget reduction of £104,000 was predicted
- A Review of base budgets had been undertaken to identify areas where budgets had been underspent historically and where savings could be made by reducing to a realistic and achievable level - £403,000
- The Council had undertaken a review of its Minimum Revenue Provision (MRP) Policy and the amounts charged as MRP since 2003/04. It had been identified that an MRP holiday could be taken due to over provision in previous years and also a reduced MRP charge in future years by charging MRP at 3% straight line, rather than 4% reducing balance - £363,000
- New Homes Bonus allocations had been adjusted for the Local Government Finance Settlement announced in December 2016

The Deputy Leader also outlined in some detail the key Budget pressures which included:

- Treasury Management as a result of reduced interest rate forecasts
- Salary Turnover Savings
- Income shortfalls due to tenants vacating the Civic Centre, although it should be noted that the Council was actively marketing the building
- Recurring budgets included for Homelife and Clean Up Carlisle in line with corporate priorities
- Income shortfalls on car parks in order to limit fee increases to 10 pence per charging band

Nevertheless, the Executive had been able to produce a balanced budget over the lifetime of the Medium Term Financial Plan. The Budget proposals would support the Executive's priorities, including maintaining their commitment to invest in new leisure facilities and public realm (e.g. Harraby campus, Old Fire Station, new cycle track, new tennis facility and new swimming pool); and continue to support Small Community Projects where each Member would receive £1,000 to spend on local community projects in their Ward.

The Deputy Leader commented that the draft Revenue Support Grant figures recently announced by the DLG were very much in line with the Council's figures. Proposals were in place to maintain reserves at an acceptable level.

Public Service budgets had been subject to ongoing reductions. Since 2010/11 it had been necessary to find some £7 million in savings, with a further £1.201 million to be found in 2016/17 and £2.274million more by 2020. That affected the authority's ability to deliver and maintain services. Ratepayers continued to pay the same amount of Council tax however the central government cuts effectively reduced every £1 paid to around 60p; a 40% reduction.

The Deputy Leader indicated that thanks to the good work undertaken by Officers in conjunction with the Executive it had been possible to produce a Budget they could be proud of.

In conclusion, the Deputy Leader, and Finance, Governance and Resources Portfolio Holder formally moved the draft Budget Proposals 2017/18 for consultation.

Whilst seconding the recommendation, the Leader emphasised that the continued pressure on local government finance meant that all Councils faced difficult choices. Despite the reduction in City Council staffing numbers the Executive would do everything in their power to protect front line services.

The Leader commended the draft Budget for consultation and looked forward to receiving feedback, particularly from opposition parties during the consultation period.

Summary of options rejected a number of options which had been considered as part of the Council's 2017/18 budget deliberations as identified in various reports

DECISION

The Executive's draft Budget proposals, as tabled at the meeting and appended to these Minutes as Appendix A, be agreed and circulated for consultation.

Reasons for Decision

To produce the draft Budget proposals for consultation purposes

EX.130/16 **TULLIE HOUSE BUSINESS PLAN 2017– 2020
(Key Decision – KD.20/16)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Culture, Heritage and Leisure

Relevant Overview and Scrutiny Panel Community

Subject Matter

Pursuant to Minute EX.108/16, the Culture, Heritage and Leisure Portfolio Holder submitted report SD.33/16 presenting the Tullie House Museum and Art Gallery Trust 2017-2020 Business Plan.

Members were reminded that the purpose of the report was to allow consideration of the Business Plan in order that the Council may, in due course, agree core funding for the Trust. That was in line with Section 5 of the Partnership Agreement signed at the establishment of the Trust; that the Business Plan submitted by the Trust to the City Council should be used as the basis for the agreement of funding.

The Community Overview and Scrutiny Panel had, on 24 November 2016, considered the matter (COSP.76/16) and resolved that Mr Cooke and Mr Mackay be thanked for their detailed presentation of the Tullie House Business Plan 2017/18 (Report SD.29/16). A copy of the Minute Excerpt had been circulated.

The Chairman of the Community Overview and Scrutiny Panel stated that the Minute represented a good reflection of Members' discussion. The Panel were impressed by the more positive approach adopted by Tullie House and looked forward to the Business Plan coming to fruition.

The Culture, Heritage and Leisure Portfolio Holder endorsed the Chairman's comments and thanked the Panel for their observations on the matter. She then moved the recommendations, which were duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

1. Had considered Report SD.33/16 and the proposed Tullie House Museum and Art Gallery Trust 2017– 2020 Business Plan in the light of the comments and feedback provided by the Community Overview and Scrutiny Panel.
2. Approved the Business Plan and recommended it to Council for consideration and approval in January 2017.

Reasons for Decision

The recommendations allowed the report, the associated Business Plan and core funding to be approved in line with the Partnership Agreement

EX.131/16 NORTH WEST COAST CONNECTIONS PROJECT - S42 CONSULTATION RESPONSE
(Key Decision – KD.15/16)

Portfolio Economy, Enterprise and Housing

Relevant Overview and Scrutiny Panel Environment and Economy

Subject Matter

The Economy, Enterprise and Housing Portfolio Holder submitted report ED.43/16 setting out issues for consideration in relation to the National Grid's consultation on the North West Coast Connections Project (NWCC). Appended to the report was a Preliminary Environmental Impact (PEI) Headlines report from consultants WYG which detailed issues regarding the preliminary environmental assessment of the Project and proposed mitigation measures.

The Portfolio Holder explained that National Grid planned to build a 400 kilovolt (kV) connection from the proposed new nuclear power station at Moorside in West Cumbria, to the national electricity grid at Harker, near Carlisle, and Heysham near Lancaster. NWCC

was a nationally significant infrastructure project which would be decided by the Secretary of State through the Development Consent Order (DCO) process. She further summarised the consultation process, commenting that the City Council (as a host authority) was a statutory consultee since new infrastructure would be located within its administrative area.

At this late stage in the development of the NWCC project, there were significant omissions and gaps in information, which had not been presented with the S42 consultation and its supporting Preliminary Environmental Information.

The Portfolio Holder advised Members that Section 2 of attached Report ED.42/16 set out the details of the proposals and the potential impacts based on consideration of the Preliminary Environmental Information which formed the S42 consultation material. In consideration of the information the attached report set out a number of recommendations for the Council's response in relation to a variety of topic areas.

The Environment and Economy Overview and Scrutiny Panel had, on 1 December 2016, endorsed those recommendations, as well as considering some of the specific details as the project impacted on Carlisle District.

As well as the detail contained in the attached report, the Overview and Scrutiny Panel raised serious concerns about the impact of the 400kV line on the village of Rockcliffe. It was considered that National Grid should reconsider their proposed alignment near to Rockcliffe due to the significant impacts on local residents.

The Portfolio Holder reported that, following a meeting with Rockcliffe Parish Council, a number of issues had been raised of a broad and comprehensive nature. Those issues would be included as part of the consultation response. She added that the City Council would be asking National Grid to look again and to properly assess all alternative routes through Rockcliffe Parish which appeared to be most affected by the project.

The Portfolio Holder further wished to assure the residents of Rockcliffe that their concerns were being taken very seriously.

An Excerpt from the Minutes of the Environment and Economy Overview and Scrutiny Panel (EEOSP.78/16) was also submitted.

The Chairman of the Environment and Economy Overview and Scrutiny Panel began by thanking the Corporate Director of Economic Development and the Development Manager for their very comprehensive report, which had proved helpful and had informed the meeting.

The Chairman provided an overview of the Panel's concerns, including the number and type of pylons; the impact upon listed buildings, tourism and future skills and employment; which particular transport mode would be used to deliver the project; whether it was feasible for transmission lines to be laid underground; and the cumulative effect of tall structures on Little Orton.

In conclusion, the Chairman thanked the Portfolio Holder for her assurance regarding Rockcliffe Parish.

In response the Economy, Enterprise and Housing Portfolio Holder indicated that Officers were seeking specialist advice and reports from various organisations. In addition a cross local authority working group was looking into the matter. In some areas of the district, for example, Little Orton, the cumulative effect of the structures had the potential to cause significant impact on the visual landscape, although it should be noted that was a cross border issue with Allerdale. The issues raised would be compiled into a final report once all necessary information was received.

The Economy, Enterprise and Housing Portfolio Holder then moved the recommendations.

The Leader seconded the recommendations, and thanked the Overview and Scrutiny Panel and community for their very helpful feedback which, as stated earlier, would be incorporated into the Councils response to the consultation.

The Leader further thanked the members of the public for taking the time to attend the meeting today.

Summary of options rejected None

DECISION

Having given detailed consideration to the draft consultation response, the Executive made the following resolutions:

1. That the Executive agreed to submit Report ED.43/16 and Appendices as the Council's response to National Grid's formal consultation on the North West Coast Connections Project, and authority is delegated to the Corporate Director of Economic Development following consultation with the Portfolio Holder to agree any amendments.
2. That Executive delegated authority to the Corporate Director of Economic Development following consultation with the Portfolio Holders to approve the technical response prepared by the consultant team on behalf of the Council and the local authorities within the Planning Performance Agreement group.

Reasons for Decision

At this late stage in the development of the NWCC project, there were significant omissions and gaps in information, which had not been presented with the S.42 consultation and its supporting Preliminary Environmental Information

There were also major concerns over potential impacts on the environment, especially landscape and visual impacts, and there was scope for further mitigation such as rationalisation of the ENW infrastructure, notwithstanding the level of undergrounding afforded elsewhere on the route of the line.

It was noted that during consideration of the Overview and Scrutiny report, Officers were still waiting for additional information for specialist advisers and given that the consultation continued until 6 January 2017 additional relevant information may be forthcoming which should be taken into account

EX.132/16 **REVIEW OF POLLING ARRANGEMENTS

(Key Decision – KD.24/16)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder submitted report GD.70/16 presenting the results of the annual review of polling arrangements as required by the Representation of the People Act 1983. The Directorate Plan provided for an annual polling review to be carried out and it had been the practice in previous years to review the arrangements in those Wards having local elections in the following May. He added that, whilst there were no scheduled City Council elections in May 2017, the Cumbria County Council elections were scheduled to be held.

Set out within the report were details of the statutory provisions and the criteria which had been used in carrying out the review; a number of separate and unconnected reviews of electoral arrangements undertaken over the last few years; the request made by the City Council in April 2011 that the Local Government Boundary Commission for England carry out an electoral review of current arrangements with a view to securing a significant reduction in the number of Councillors; and the consultation undertaken.

Members would recall that a number of polling station locations could not be used in 2016 due to the effects of the Floods in December 2015. The locations at Botcherby Community Centre, St Aidan's Church Hall, West End Temperance Hall, Crosby on Eden Village Hall and Downagate Community Centre were all flooded and were not available for use for some, or all elections/ referendums in 2016. All of those premises were either back in use or were expected to be back in use in time for the scheduled elections in May 2017.

The current polling places and electorate were listed in Appendix 1 and those locations had been reviewed in the light of any representations and comments received.

The Deputy Leader summarised the action taken to ensure that, so far as was reasonable and practicable, every polling place was accessible to electors who were disabled. He also drew Members' attention to the information provided on the use of mobile polling stations and schools as polling places.

As part of the current review Officers had taken the opportunity to look ahead at the possible impact of future residential developments on polling districts and polling district boundaries.

Planning Services had provided details of outstanding planning permissions for residential developments within the City Council's area and outline permissions. There were a number of potential developments in the City with outstanding or outline permissions for 50 properties and above. In forecasting the potential impacts of developments on electoral numbers the usual formula used was 1.8 electors per unit. Details of the position following

the use of that formula to forecast the impact of major developments within the City on current electoral registers for that area were provided.

The figures indicated that if the developments referred to were fully built then some realignment of the register for Dalston (Districts OA and OC) and Stanwix Rural (District PAG1) would be required. No further representations had been received during the review with regard to polling district boundaries in the City Council area.

Whilst noting the position on the potential impact of future developments It was recommended that no changes be made to current polling district boundaries this year, but Officers investigate possible changes to polling arrangements, particularly in respect of polling districts OA and OC (Dalston Ward) and PAG1 (Stanwix Rural Ward), and discuss proposals with Ward Members prior to making recommendations for change as part of a future polling review report.

The large majority of polling places were satisfactory and had remained unchanged for many years. The choice of suitable buildings was limited and in most cases there was no alternative to the present arrangements. Change was therefore only considered where the current premises were no longer available or satisfactory, or representations had been received in respect of particular buildings.

In the absence of representations, it was recommended that there be no change to polling arrangements at the present time and Officers continue to respond to circumstances where existing polling station locations either become unavailable or unsuitable.

The Deputy Leader indicated that the usual booking requests would be sent early in the New Year in respect of polling stations to be used at the Cumbria County Council elections in May 2017, therefore confirmation of availability has not been received for the premises set out in appendix 1. In order to ensure that polling stations were provided for all electors it was recommended that the Returning Officer be given authority, after consultation with relevant Ward Councillors and Portfolio Holder, to change polling place locations at the Cumbria County Council elections if the usual premises proved to be unavailable due to unforeseen circumstances.

The Finance, Governance and Resources Portfolio Holder wished to place on record his thanks to the Electoral Services Officer and his team for their work in relation to the review. He then moved the recommendations contained within the report, which were duly seconded by the Leader.

Summary of options rejected a number of options set out in Report GD.70/16 with regard to polling arrangements

DECISION

That Report GD.70/16 and the recommendations therein be referred to Council for consideration, the recommendations being that:

1. No changes be made to current polling district boundaries this year but Officers investigate possible changes to polling arrangements, particularly in respect of polling districts OA and OC (Dalston Ward) and PAG1 (Stanwix Rural Ward), and discuss proposals with Ward Members prior to making recommendations for change as part of a future polling review report. (Paragraph 32)

2. It is recommended that there be no change to polling arrangements at the present time. (Paragraph 34)
3. Officers continue to monitor the use of portable cabins as polling stations and continue to investigate potential alternatives (paragraph 24) and Officers discuss with the supplier the use of a number of self contained units and improved units with a wider door, as detailed in paragraph 22 of the Report, at a number of polling station locations where portable cabins are currently used.
4. The Returning Officer be given authority, after consultation with relevant Ward Councillors and Portfolio Holder, to change polling place locations at the Cumbria County Council elections if the usual premises prove to be unavailable due to unforeseen circumstances. (Paragraph 36)

Reasons for Decision

To provide polling stations for electors as per the statutory duty under the Representation of the People Act 1983

EX.133/16 **SCHEME OF HOUSING ASSISTANCE (Key Decision – KD.28/16)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Communities, Health and Wellbeing

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Communities, Health and Wellbeing Portfolio Holder submitted report GD.73/16 concerning the Scheme of Housing Assistance.

The Portfolio Holder reminded Members that, following a significant increase in the City Council's Disabled Facilities Grant (DFG) funding (to help disabled, elderly and vulnerable people to live independently), it was recommended that the City Council introduced additional discretion into its Housing Renewal Assistance Policy by broadening the scope of work that could be covered under a DFG and by using specific DFG funding for wider purposes.

The City Council was able to introduce such flexibility using freedoms given to it following the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and recent Technical Guidance issued with the Better Care Fund.

Members' attention was also drawn to the further background information included in the Briefing Paper attached at Appendix 2, together with the revised Policy for Housing Renewal Assistance 2017 provided at Appendix 1. The revised Policy confirmed the position regarding Mandatory Disabled Facilities Grants.

The Community Overview and Scrutiny Panel had considered the matter on 24 November 2016, resolving:

- “1) That the changes to the Housing Assistance Policy 2017 be welcomed (GD.68/16);
- 2) That Section 1.1 of the Policy Document be amended to reflect the contribution from all Housing Associations not just Riverside.”

A copy of Minute Excerpt COSP.78/16 was submitted.

The Chairman of the Community Overview and Scrutiny Panel pointed out that the Panel noted that Riverside was the only Housing Association referenced in the report. Since other Associations provided money towards DFGs it was felt that they should also be included within the final document.

In response, the Corporate Director of Governance and Regulatory Services advised that an amended 1.1 had now being included within the Policy to address the issue raised (Section 6.3 of the report referred).

The Communities, Health and Wellbeing Portfolio Holder confirmed that the authority would work with all Housing Associations. She concluded by moving the recommendations detailed within the report.

The Leader commented upon the importance of the issue in terms of the Council’s work and in meeting its Health and Wellbeing priority. He was therefore pleased to second the recommendations.

Summary of options rejected None

DECISION

That the Executive:

1. Approved the proposed revised Housing Renewal Assistance Policy 2017, attached at Appendix 1 to Report GD.73/16.
2. Referred the said Policy to full Council for consideration in accordance with the Council’s Budget and Policy Framework.

Reasons for Decision

The revised Housing Renewal Assistance Policy would assist in ensuring that best use was made of the increased level of DFG capital funding whilst making use of existing capacity and expertise within the Housing and Pollution and Homelife teams

The introduction of such flexibility into the process was being promoted as good practice nationally and in line with government and local policies

EX.134/16 NOTICE OF EXECUTIVE KEY DECISIONS
(Non Key Decision)

Portfolio Cross-Cutting

Relevant Overview and Scrutiny Panel

Community; Environment and
Economy; and Resources

Subject Matter

The Notice of Executive Key Decisions dated 18 November 2016 was submitted for information.

The Chief Finance Officer was scheduled to submit a Review of Reserves and Balances report and a report on the Draft Revenue Support Grant Settlement (KD.21/16). The RSG report was deferred as the draft settlement figures had not yet been received. The review of Reserves and Balances was to be deferred and would be reviewed as part of the 2016/17 provisional outturn report.

The Corporate Director of Economic Development was scheduled to submit a report on Public Realm / Green Market (KD.27/16). The matter was deferred to allow for the provision of additional information on the options for public realm improvements in the Green Market area.

Summary of options rejected None

DECISION

That, subject to the changes identified above, the Notice of Executive Key Decisions dated 18 November 2016 be noted.

Reasons for Decision

Not applicable

EX.135/16 SCHEDULE OF DECISIONS TAKEN BY PORTFOLIO HOLDERS
(Non Key Decision)

Portfolio Finance, Governance and Resources; Environment and Transport; Leader

Relevant Overview and Scrutiny Panel

Environment and Economy; and
Resources

Subject Matter

Details of decisions taken by Portfolio Holders under delegated powers were submitted.

Summary of options rejected None

DECISION

That the decisions, attached as Appendix B, be noted.

Reasons for Decision

Not applicable

EX.136/16 SCHEDULE OF DECISIONS TAKEN BY OFFICERS
(Non Key Decision)

Portfolio Cross-Cutting

Relevant Overview and Scrutiny Panel Community; Environment and Economy;
and Resources

Subject Matter

Details of decisions taken by Officers under delegated powers were submitted.

Summary of options rejected None

DECISION

That the decisions, attached as Appendix C, be noted.

Reasons for Decision Not applicable

EX.137/16 TRIPARTITE MEETING
(Non Key Decision)

Portfolio Various

Relevant Overview and Scrutiny Panel Community; Environment and Economy;
and Resources

Subject Matter

The Minutes of the Tripartite Meeting held on 24 October 2016 were submitted for information.

Summary of options rejected None

DECISION

That the Minutes of the Tripartite Meeting held on 24 October 2016, attached as Appendix D, be noted.

Reasons for Decision

Not applicable

EX.138/16 SECOND QUARTER PERFORMANCE REPORT 2016/17
(Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Community; Environment and Economy;
and Resources

Subject Matter

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder submitted report PC.26/16 containing the 2nd quarter performance against the current service standards, together with a summary of the Carlisle Plan actions 2015-18.

Members' attention was drawn to Section 1 which provided details of each service standard. The table illustrated the cumulative year to date figure; a month-by-month breakdown of performance; and, where possible, an actual service standard baseline established either locally or nationally.

The updates against the actions in the Carlisle Plan followed on from the service standard information in Section 2. As many of the key actions contained within the outgoing Carlisle Plan had been completed, actions and projects had recently been refreshed in the 2015-18 Carlisle Plan. Work was continuing on the future report content and the best way of presenting that information to future Executive meetings. The views of the Executive were welcomed as part of that process.

In conclusion the Deputy Leader, and Finance, Governance and Resources Portfolio Holder moved the recommendation, which was seconded by the Leader.

Summary of options rejected None

DECISION

1. That the Executive had given consideration to the performance of the City Council, presented in Report PC.26/16, with a view to seeking continuous improvement in how the Council delivered its priorities.
2. That the Executive was working with the Policy and Communications Manager on future report content with a view to showing progress in delivering the Carlisle Plan and associated City Council performance.

Reasons for Decision

To seek continuous improvement in how the Council delivered its priorities

EX.139/16 LAND AND PROPERTY TRANSACTION – DOWNAGATE COMMUNITY CENTRE
(Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder submitted report GD.69/16 seeking Executive approval to the surrender and re-grant of a lease to the Trustees of the Downagate Community Centre.

The Deputy Leader summarised the background position as recorded at Section 1, commenting that the Downagate Community Centre Association had been in discussions with the Football Association (FA) regarding the availability of grant funding to bear the cost of proposed repair and flood resilience works. Speaking in terms of the proposals he explained that the FA had confirmed that the Community Centre Association needed to have a lease in place for a minimum unexpired term of 30 years to support any grant funding application.

The Community Centre Association had approached the City Council with a request to surrender their existing lease and take a new lease for a term of 30 years. It was proposed to accept a surrender of the current lease agreement and grant a lease to the current Trustees of the Community Centre Association for a new term of 30 years, at a Peppercorn Rent, on the same terms as the passing lease to allow the funding application to be submitted.

By virtue of Section 123 of the Local Government Act 1972, the Council was required to obtain best value in all land and property transactions. It was considered that, due to the nature of the facility and the community offer it provided, coupled with the characteristics and lack of development potential of the land on which the facility sat, the granting of a lease for a further term of 30 years to the Trustees of the Downagate Community Centre, represented best value to the Council.

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder then moved the recommendation which was seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive agreed to a surrender and re-grant of a lease of Downagate Community Centre to the Trustees of the Downagate Community Association on the principally agreed terms outlined within Report GD.69/16.

Reasons for Decision

Agreement to the surrender and re-grant of a longer term lease would allow the Community Centre Association to put forward an application for funding to pay for the building to be repaired with flood resilience measures built in. That protected the asset into the future and supported the community function the Centre provided

EX.140/16 REPRESENTATIVES ON OUTSIDE BODIES
(Non Key Decision)

Portfolio Cross-cutting

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Leader reported that the Corporate Director of Governance and Regulatory Services sought the nomination of Members to serve as representatives on PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee Services and the National Association of Councillors.

The Leader moved that:

Councillor Southward be nominated to serve on PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee Services; and

Councillor Dr Tickner be nominated to serve on the National Association of Councillors

The Economy, Enterprise and Housing Portfolio Holder seconded the recommendations.

Summary of options rejected None

DECISION

That Councillor Southward be nominated to serve as a City Council representative on PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee Services; and Councillor Dr Tickner be nominated to serve on the National Association of Councillors.

Reasons for Decision

To make appointments to Outside Bodes

EX.141/16 REFERENCE FROM OVERVIEW AND SCRUTINY
(Non Key Decision)

Portfolio Leader's

Relevant Overview and Scrutiny Panel Community

Subject Matter

Consideration was given to a reference from the Community Overview and Scrutiny Panel on 24 November 2016, at which time the Panel had resolved:

"5) That the Executive consider a change to the City Council's Constitution which set out that the three Scrutiny Panels be Chaired by 1 Labour Group Member, 1 Conservative Group Member and 1 Member from the next largest Political Group."

A copy of Minute Excerpt COSP.82/16 had been circulated.

The Deputy Leader, and Finance, Governance and Resources Portfolio Holder moved that no further change be made to the City Council's Constitution for the time being.

The Leader outlined the background position commenting that the change suggested by the Panel would have the effect of preventing a minority Group or any other Member from being elected Chairman of an Overview and Scrutiny Panel. For that reason he seconded the recommendation that no change be made at the present time.

Summary of options rejected None

DECISION

That the Executive had given consideration to the reference from the Community Overview and Scrutiny Panel (COSP.82/16); and responded to their recommendation as outlined above.

Reasons for Decision

To respond to a reference from the Community Overview and Scrutiny Panel

(The meeting ended at 4.47pm)