

# **Economic Growth Scrutiny Panel**

## **Agenda**

**Thursday, 27 February 2020 AT 10:00**

**In the Flensburg Room, Civic Centre, Carlisle, CA3 8QG**

**\*\*A preparatory meeting for Members will be held at 9.15am in the Flensburg Room\*\***

The Press and Public are welcome to attend for the consideration of any items which are public.

### **Members of the Economic Growth Scrutiny Panel**

Councillor Brown (Chair), Councillors Mrs Atkinson, Denholm, Meller (Vice Chair), Mitchelson, Mrs McKerrell, Paton, and Rodgerson.

### **Substitutes:**

Councillors Alcroft, Bainbridge, Betton, Birks, Bomford, Mrs Bradley, Mrs Bowman, Collier, Ms Ellis-Williams, Mrs Finlayson, Mrs Glendinning, Glover, McNulty, Morton, Patrick, Robinson, Robson, Shepherd, Miss Sherriff, Southward, Tarbitt, Dr Tickner and Tinnion.

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

**Apologies for Absence**

To receive apologies for absence and notification of substitutions.

**Declarations of Interest (including declarations of “The Party Whip”)**

Members are invited to declare any disclosable pecuniary interests, other registrable interests, and any interests, relating to any item on the agenda at this stage.

**Public and Press**

To agree that the items of business within Part A of the agenda should be dealt with in public and that the items of business within Part B of the agenda should be dealt with in private.

**Minutes of Previous Meeting**

**7 - 14**

The Chair will move the minutes of the meeting held on 16 January 2020 as a correct record. The only part of the minutes that may be discussed is their accuracy.

**A.1 CALL-IN OF DECISIONS**

To consider any matter which has been the subject of call-in.

**A.2 BORDERLANDS INCLUSIVE GROWTH DEAL / KEY PROJECTS**

**15 - 28**

Portfolio: Economy, Enterprise and Housing

Directorate: Economic Development

Officer: Steven Robinson, Regeneration Manager

Report: ED.08/20 herewith

**Background:**

The Corporate Director of Economic Development to submit a report which updates Members on the Borderlands Inclusive Growth Deal and Key Projects.

**Why is this item on the agenda?**

Item agreed by Panel as part of it's Work Programme.

**What is the Panel being asked to do?**

Note the activity and progress being made.

### **A.3 CITY CENTRE BUSINESS SUPPORT**

**29 - 34**

Portfolio: Economy, Enterprise and Housing

Directorate: Economic Development

Officer: Steven Robinson, Regeneration Manager

Report: ED.11/20 herewith

#### **Background:**

The Corporate Director of Economic Development to submit a report summarising the schemes and proposals developed for the City Centre Business Support Fund.

#### **Why is this item on the agenda?**

Item agreed by Panel as part of its Work Programme.

#### **What is the Panel being asked to do?**

- Note the provisions of the proposed City Centre Business Fund and provide feedback on the proposals.
- Note that £40,000 has been allocated for the City Centre Business Support Fund in the 2020/21 Budget.

### **A.4 FREE AFTER THREE PARKING TRIAL**

**35 - 44**

Portfolio: Environment and Transport

Directorate: Community Services

Officer: Colin Bowley, Neighbourhood Services Manager

Report: CS.08/20 herewith, Minute Excerpt EX.27/20 herewith

#### **Background:**

The Deputy Chief Executive to submit a report providing an update on the Free After Three parking trial and confirming its extension from April 2020 to August 2020.

#### **Why is this item on the agenda?**

The item was added to the Work Programme by the Panel at its meeting of 1 July 2019 (Minute excerpt EGSP.43/19 refers).

#### **What is the Panel being asked to do?**

Receive and comment on the report.

## **A.5 LOCAL ENVIRONMENT (CLIMATE CHANGE) STRATEGY**

**45 - 82**

Portfolio: Environment and Transport

Directorate: Community Services

Officer: Steven O'Keeffe, Policy and Communications Manager

Report: PC.09/20 herewith, Minute Excerpt EX.18/20 herewith

### **Background:**

The Corporate Director of Economic Development to submit a report which provides an overview of the background and development context of the Local Environment (Climate Change) Strategy.

### **Why is this item on the agenda?**

This item is a Key Decision (KD.01/20) and was considered by the Executive on 10 February 2020.

### **What is the Panel being asked to do?**

Comment on the strategy, action plan and proposed methodology for carbon accounting; note the opportunities for county wide work.

## **A.6 QUARTER 3 PERFORMANCE REPORT 2019/20**

**83 - 96**

Portfolio: Finance, Governance and Resources

Directorate: Community Services

Officer: Gary Oliver, Policy and Performance Officer

Report: PC.05/20 herewith

### **Background:**

The Policy and Communications Manager to submit the third quarter performance against current services standards and a summary of the Carlisle Plan 2015-18 actions.

### **Why is this item on the agenda?**

Quarterly performance monitoring report.

### **What is the Panel being asked to do?**

Consider the performance of the City Council presented in the report with a view to seeking continuous improvement in how the Council delivers its priorities.

Portfolio: Cross Cutting

Directorate: Cross Cutting

Officer: Rowan Jones, Overview and Scrutiny Officer

Report: OS.04/20 herewith

**Background:**

To consider a report providing an overview of matters related to the Economic Growth Scrutiny Panel.

**Why is this item on the agenda?**

The Economic Growth Scrutiny Panel operates within a Work Programme which is set for the 2019/20 municipal year. The Programme will be reviewed at every meeting so that it can be adjusted to take into account items relevant to this Panel in the latest Notice of Executive Key Decisions.

**What is the Panel being asked to do?**

- Note the items (within Panel remit) on the most recent Notice of Executive Key Decisions
- Discuss the Work Programme and prioritise as necessary.

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

-NIL-

Enquiries, requests for reports, background papers etc to:

Jacqui Issatt, Committee Clerk (01228) 817557 or  
[jacqui.issatt@carlisle.gov.uk](mailto:jacqui.issatt@carlisle.gov.uk)

A copy of the agenda and reports is available on the Council's website at [www.carlisle.gov.uk](http://www.carlisle.gov.uk) or at the Civic Centre, Carlisle.



## **ECONOMIC GROWTH SCRUTINY PANEL**

**16 JANUARY 2020 AT 10.00AM**

**PRESENT:** Councillor Brown (Chair), Councillors, Denholm, Meller, Mitchelson, McKerrell, McNulty (as substitute for Councillor Mrs Atkinson), and Rodgerson.

**ALSO**

**PRESENT:** Councillor J Mallinson – Leader  
Councillor Ellis – Deputy Leader and Finance, Governance and Resources Portfolio Holder  
Councillor Christian – Environment and Transport Portfolio Holder  
Councillor Nedved – Economy, Enterprise and Housing Portfolio Holder  
Mr Mounsey – Flood and Coastal Erosion Risk Manager (Environment Agency)  
Mr Lawton – Senior Flood and Coastal Risk Management Adviser (Environment Agency)

**OFFICERS:** Corporate Director of Economic Development  
Policy and Communications Manager  
Overview and Scrutiny Officer

### **EGSP.01/20 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor Mrs Atkinson.

### **EGSP.02/20 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

### **EGSP.03/20 PUBLIC AND PRESS**

It was agreed that the items of business in Part A be dealt with in public and Part B be dealt with in private.

### **EGSP.04/20 MINUTES OF PREVIOUS MEETINGS**

**RESOLVED** – It was noted that Council, at its meeting on 7 January 2020, received and adopted the minutes of the meetings held on 17 October and 28 November 2019. The Chair signed the minutes.

### **EGSP.05/20 CALL IN OF DECISIONS**

There were no items which had been the subject of call-in.

### **EGSP.06/20 FLOOD RISK MANAGEMENT AND COMMUNITY RESILIENCE**

The Policy and Communications Manager submitted report PC.03/20 which provided an overview of Flood Risk Management Scheme and Cumbria Strategic Flood Partnership's work: he introduced Mr Mounsey, Flood and Coastal Erosion Manager, Environment Agency and Mr Lawton, Senior Adviser, Environment Agency to the Panel.

Mr Mounsey and Mr Lawton gave a presentation covering: the Carlisle Scheme objectives and how the scheme was to be assessed; the programme of works for each phase; the areas comprising the three different phases of work being undertaken; updates on the progress in

each phase; risks and opportunities associated with the scheme; work being undertaken in other areas of the district, and the longer term strategy for flood defence in the city.

In considering the report and presentation, Members raised the following questions and comments:

- What level of flood protection would the works currently being undertaken provide to the district?

Mr Lawton responded that when the works were finalised the defences would offer protection against a 1 in 200 year flood event. The scheme currently under construction had an expected lifetime of more than 100 years, at the end of which it was anticipated that the defences would provide protection against a 1 in 75 year event. As Climate Change continued to progress more intense rainfall events would be experienced more commonly, thus a Storm Desmond event was likely, over time become comparatively more the norm.

- Was the area around Botcherby Bridge fully flood protected whilst it was being reinstated to pre-works condition?

Mr Lawton confirmed that the area in the vicinity of Botcherby Bridge were at the agreed Standard Of Protection (SOP), as the reinstatement related to minor repairs following works.

Responding to a further question from a Member regarding dredging of the river Petteril near Botcherby Bridge, Mr Lawton stated that none had taken place nor was any dredging planned as survey work had revealed a main sewer was situated at the riverbed. Such an infrastructure constraint meant such works were not feasible, however, reprofiling works would be undertaken on the bank at that section of the Petteril which would improve flow.

A Member asked whether the Agency undertook dredging work elsewhere.

The works required to manage and maintain watercourses were set out in Management Plans which, depending on the nature of the river, may include gravel removal. In some instances that was not necessary as the channels began to incise. Were any obvious problems with gravel accumulation to occur, the Agency would take steps to address that.

- How many local companies were involved in delivering the scheme?

Mr Mounsey explained that the Agency's contract for the work was with Volker Stevin, a Preston based company, it was expected that the main contractors would sub-contract work out to smaller local firms as part of the project delivery. Given the county's large geographic scale, it was likely that a number of local contractors would be used.

A Member commented that local firms had been involved in the Agency's works in and around the Botcherby area, he noted that those working on the project helped with the community understanding the works as they were able to communicate it to family and friends etc.

Mr Mounsey thanked the Member for the information and stated that he would feed that detail back to colleagues at the Agency.

- When weather prevented work at a particular location, were teams reassigned to work upstream?



Mr Lawton stated it was likely that in such cases teams would be redirected to work on part of another phases, for example, workers unable to carry out their duties in relation to a Phase 1 site may be redirected to participate in the preparation works for Phase 2.

The Chairman noted the tight timescale for the construction aspect of the Phase 2 scheme and that it ran in parallel with work in the Phase 1 scheme, she asked what the impact of not securing Planning Permission for Phase 2 would have on the project timetable and whether the Agency had sufficient resources to deliver both phases in tandem.

Mr Lawton confirmed that the Agency had sufficient resources to run both Phases concurrently.

In terms of a delay, as a result of not securing Planning Permission he advised that the impact on the timetable would depend on the reason(s) permission was refused. It was hoped that the application would be assessed as a Statutory application which had an eight week determination period, rather than a Major application which had a thirteen week determination period.

The Corporate Director commented that the Agency were well versed in submitting planning applications and undertook effective pre-application discussions with the Council which was an opportunity for any potential issues to be highlighted and where necessary for appropriate mitigation to be identified and incorporated into a scheme.

All planning applications were subject to a twenty-one day consultation period, in the event of no objections being received, the application may be dealt with by an Officer under powers delegated to them by the Council's Constitution. In such a case, the determination period for the application may be less than eight weeks.

- The Chairman noted that following the 2005 flood event in the district work on defences commenced relatively quickly. It was now 5 years since Storm Desmond and some aspects of the flood resilience programme had not commenced, she asked why the works following Storm Desmond had taken longer.

Mr Lawton explained that work on a flood alleviation scheme for Carlisle had been set in motion prior to the 2005 flood event. The process for developing schemes had several phases including; survey; design; business case development, and assurance, all of which took time to process correctly.

Mr Mounsey added that it was important that the right schemes were identified, developed and delivered, were a scheme not to be right it had the potential to generate public liability concerns for the Agency.

- What level of influence did interest groups such as Carlisle Flood Action Group have on the Agency's plans and projects for the district?

Organisations such as the Carlisle Flood Action Group acted as a critical friend to the Agency who discussed, commented on and provided feedback on proposals. It was noted that interest groups often had a particular vision, or wanted specific works undertaken which the Agency was not always able to undertake.

A number of Members commented that it was important that the Agency made its community engagement activities as open access as possible so that all views on its proposals were taken on board and considered.

Mr Mounsey and Mr Lawton indicated their agreement. Whilst broad community engagement was an important factor in developing and delivering the scheme, it was recognised that not everyone would support each of the project being carried out.

- How could Elected Members support the Agency in making its community engagement available to a broad range of residents/businesses?

The Agency timetabled its community engagement activities in advance and aligned them to key points in the delivery of a project, for example prior to the submission of a planning application. Mr Lawton noted that the activities in residential areas such as Brunton Park had higher levels of attendance than activities around the Civic Centre where the residential population was lower. He invited suggestions from Members on locations for the next tranche of community engagement which was scheduled for March/April.

The Corporate Director undertook to circulate to Panel Members the dates of the next community engagement events.

- A Member asked how the responses received during community engagement activities influenced the Agency's work.

Mr Lawton explained that due to the Agency's processes and procedures for developing flood alleviation works, its community engagement work in the district was now more focussed on providing information rather than consultation.

Mr Mounsey noted that following flood events the Agency and the Lead Local Flood Authority (Cumbria County Council) were responsible for producing a Section 19 report which detailed the cause(s) and sequence of events that had occurred. Using the evidence and information contained in the Section 19 report as a baseline the Agency developed its current flood alleviation programme by: generating a list of Options; consulting on the Options; shortlisting the options; consultation on the shortlist; identify Preferred Options.

Once Preferred Options had been agreed more detailed preparation work was carried out on individual projects, each of which was presented to the Agency's internal Assurance Board to be assessed against the following criteria: economic viability; technical feasibility; public acceptability, and environmental sustainability. When a project was approved by the Board a Business Case was developed for submission to the Treasury: this aspect was crucial to drawing down central government funding. All of those processes had been carried out in Carlisle and had formed the flood alleviation programme that the Agency was currently seeking to provide in the area.

- What upstream water and land management projects were being undertaken with a view to reducing flood risk in the future?

Mr Mounsey outlined a number of schemes of that nature taking place Cumbria. They were currently small scale in nature, but it was hoped they could be learned from, and where appropriate incorporated into other areas in the future.

A Member noted that the Caldew upstream of Holme Head Weir had undergone significant changes, he asked what actions the Agency would take there to minimise flood risk.

Mr Lawton acknowledged the erosion and channel movement that had taken place on that part of the watercourse. None of those changes directly impacted the flood risk management

options for the city in relation to the Caldew River. The Agency was of the view that the city was able to be defended from flood events from that river by increasing the physical defences provided downstream from Holme Head Weir. The existing defences had primarily been installed on the right hand side of the river channel, the works carried out in Phase 3 of the overall Carlisle scheme would focus on the left hand side of the channel.

The River Caldew had not overtopped nor breached the existing defences during Storm Desmond: the lower level of impact on properties along with the technical difficulties of working in an area with numerous existing properties and infrastructure, that area of the city comprised the last phased stage of work as part of the scheme.

The Corporate Director of Economic Development commented that she was a member of the Cumbria Strategic Flood Partnership, and those representing the Upper Eden area were very conscious of the need to explore ways to manage the watercourse effectively throughout the entirety of its catchment area.

- How much funding had the Agency given to businesses for flood defences?

Mr Mounsey explained that the Agency did not provide monies directly to businesses, rather they were factored into the planning, design and business cases relating to the projects the Agency planned to deliver. He added that the Agency needed to consider how it would engage with the Local Enterprise Partnership and the Chamber of Commerce to increase flood resilience for businesses. Nationally, the Agency was lobbying government for a business fund to provide financial support to those businesses seeking to incorporate flood resilience measures at their premises.

The Corporate Director gave an overview of the Resilience Grants fund the Council on behalf of government after Storm Desmond, she further noted that government was being lobbied to make that a permanent fund rather than one only available in the aftermath of a flood event.

The Panel discussed the resilience works being self-funded and carried out by some of the larger businesses in the city who had previously been affected by flooding.

- Once government funding had been secured how long would it remain available for?

Mr Lawton responded that the government's spending review processes meant that any funds currently allocated to projects would need to be drawn down by March 2021. Therefore, contracts for works would need to be agreed by that time.

A Member noted that the government had allocated £25M for flood alleviation works, he questioned whether the entirety of that sum was available for Carlisle District.

Mr Mounsey advised that the £25m was a nation-wide allocation for distribution to individual projects.

The Chairman asked what certainty there was that the funding needed for the scheme in the district could be secured.

Mr Mounsey explained that the internal assurance processes undertaken in the Agency were well developed to support the production of effective business cases. Moreover, the Chief Executive and Chairman of the Agency considered Carlisle to be a key flood defence priority.

On that basis, Mr Mounsey was confident that the funds required to deliver the proposed scheme would be secured.

Another Member asked whether Councillors were able to help support the Agency's funding bids.

Mr Mounsey thanked the Member for the offer, he explained that the Agency worked closely with the Council's Town Clerk and Chief Executive and its Corporate Development of Economic Development regarding the Business Cases. Should letters of support or other items be required, that may be communicated to Members via those Officers.

RESOLVED – 1) That Mr Mounsey and Mr Lawton be thanked for the presentation and attendance at the meeting.

2) That Environment Agency staff be thanked for their works thus far on the Carlisle Flood Alleviation Scheme.

3) That the Corporate Director of Economic Development circulate the dates for the Environment Agency's next community engagement exercises to Members of the Panel.

4) That report PC.03/20 Flood Risk Management and Community Engagement be noted.

#### **EGSP.07/20 OVERVIEW REPORT AND WORK PROGRAMME**

The Overview and Scrutiny Officer presented report OS.32/19 which provided an overview of matters relating to the work of the Economic Growth Scrutiny Panel. The Panel's 2019/20 Work Programme had been attached to the report for consideration.

That the Overview Report incorporating the Work Programme and Key Decision items relevant to the Economic Growth Scrutiny Panel (OS.32/19) be noted.

The report made reference to the most recent Notice of Executive Key Decisions (published on 17 December 2019), copies of which had been circulated to all Members and made available to the public on the Council's website. Two items within the remit of the Panel were included:

- Budget Process 2020/21 – 2045/25, the matter had been considered by the Panel at its meeting of 28 November 2019;

- Future High Street Fund (KD.24/19) – which was scheduled to be considered by the Panel at its meeting of 27 February 2020.

The Work Programme had been attached to the report, during discussion the Panel agreed the following amendments:

- That the Economic and Housing Strategy item earmarked for the 27 February meeting be removed and that a workshop on the draft strategy be arranged by the Overview and Scrutiny Officer in conjunction with the Corporate Director of Economic Development;

- That the Borderlands Inclusive Growth Deal / Key Projects reports scheduled for the April meeting be removed from the Programme.

- That the Overview and Scrutiny Officer invite the Chairman of the Local Enterprise Partnership to attend the April meeting of the Panel where a report on the Partnership was to be presented.

- That the Overview and Scrutiny Officer make arrangements for a scoping meeting to be held with the Chairs of the Economic Growth and Health & Wellbeing Scrutiny prior to the Transport Joint Inquiry Day scheduled for Spring 2020.

RESOLVED – 1) That report OS.32/19 be received.

2) That the following amendment be made to the Economic Growth Scrutiny Panel's Work Programme:

- i) That the Economic and Housing Strategy item earmarked for the 27 February meeting be removed and that a workshop on the draft strategy be arranged by the Overview and Scrutiny Officer in conjunction with the Corporate Director of Economic Development;
- ii) That the Borderlands Inclusive Growth Deal / Key Projects reports scheduled for the April meeting be removed from the Programme.
- iii) That the Overview and Scrutiny Officer invite the Chairman of the Local Enterprise Partnership to attend the April meeting of the Panel where a report on the Partnership was to be presented.
- iv) That the Overview and Scrutiny Officer make arrangements for a scoping meeting to be held with the Chairs of the Economic Growth and Health & Wellbeing Scrutiny prior to the Transport Joint Inquiry Day scheduled for Spring 2020.

(The meeting ended at 11:45am)



# Economic Growth Scrutiny Panel

Agenda  
Item:

**A.2**

Meeting Date: 27 February 2020

Portfolio: Economy, Enterprise and Housing

Key Decision: No

Within Policy and  
Budget Framework NO

Public / Private Public

Title: BORDERLANDS INCLUSIVE GROWTH DEAL / KEY PROJECTS

Report of: Corporate Director of Economic Development

Report Number: ED08/20

## Purpose / Summary:

The purpose of the paper is to provide an update to Members of the Economic Growth Scrutiny Panel on the Borderlands Inclusive Growth Deal and key projects.

## Recommendations:

That Members of the Economic Growth Scrutiny Panel note the activity and progress made with regards to the Borderlands Inclusive Growth Deal and key projects.

## Tracking

Executive:	
Scrutiny:	27 February 2020
Council:	

## **1. BORDERLANDS INCLUSIVE GROWTH DEAL**

### **1.1 General Update**

- 1.1.1 Report ED24/19 provided an update to Members of the Economic Growth Scrutiny Panel following the Borderlands Heads of Terms announcement in July 2019 for a £350m investment from UK and Scottish Governments in the Borderlands region. The report ED24/19 also gave an overview of the key projects for the Carlisle District.
- 1.1.2 Since then there has been substantial activity by the Borderlands Partnership in progressing the elements of work necessary in order to ensure that progression to Full Deal remains on track. This has included further project / business case development work, the establishment of the Programme Management Office (PMO) and the drafting of a Collaboration Agreement.
- 1.1.3 The Borderlands PMO will ensure that the Deal runs smoothly and complies with both UK and Scottish Governments' reporting requirements. It forms an integral part of the Deal's governance structure and procedures and is essential to the effective and efficient delivery of the projects and programmes. The budget has been for the PMO has been agreed by the Partnership, the recruitment for the posts has now been completed and it will begin operation in April 2020.
- 1.1.4 The Collaboration Agreement sets out the governance structure to facilitate the relationships between the five participating local authorities in the Borderlands Partnership in order to effectively manage the delivery of the Deal. The Collaboration Agreement set out in the report ED35/19 was approved by Council on 5 November 2019.

### **1.2 Carlisle Station Project**

- 1.2.1 A funding package of £15million for improvements to Carlisle station was confirmed in the Heads of Terms. The development of an outline business case funded by Carlisle City Council, Cumbria County Council and Cumbria LEP is now underway. There have been two public consultations on the potential options, the most recent running from 24 January – 14 February 2020. The feedback from these consultations will inform the selection of the preferred option. A submission of a draft business case to government is planned for March/April 2020.

### **1.3 Citadels Project**

- 1.3.1 The strategic outline business case for the Citadels project was approved in principle by the government in December 2019. The concept for the site is a mixed-use development with the University of Cumbria as the anchor occupier. A consultancy



has recently been appointed to support the preparation of an outline business case, funded by the University of Cumbria, Carlisle City Council, Cumbria County Council and Cumbria LEP. A submission of a draft business case to government is planned for November 2020.

#### **1.4 Caldew Riverside Project**

- 1.4.1 The City Council have been working with Homes England on the potential redevelopment of the site. This work has highlighted that a major obstacle is the contamination on the site, as it was a former gas works. More certainty is needed in relation to the approach to the remediation of the site and the costs involved. Therefore, the City Council has commissioned consultants to undertake an appraisal of the site and prepare a remediation strategy. This will give more accurate costings and timescales for the removal of the contamination. This work will be completed by the end of March 2020 and following this, more detailed masterplanning will be undertaken.

#### **1.5 Place Programme**

- 1.5.1 The Place Programme was included in the Heads of Terms and the Borderlands Partnership are currently preparing an outline business case. This will set out the methodology for developing Place Plans and the governance and assurance frameworks. A submission of the outline business case to government is planned for June 2020.
- 1.5.2 The City Council must select a town in the District for inclusion in the Programme this will be done through the application of the methodology set out in the strategic outline business case.

### **2. UPDATE ON KEY PROJECTS**

#### **2.1 Towns Fund**

- 2.1.1 Carlisle was selected in September 2019 for the £3.6 billion Towns Fund and the City Council was invited by the Ministry for Housing, Communities and Local Government (MHCLG) to create proposals for a Town Deal. Up to £25m of investment is available. The City Council has received £173,000 from MHCLG to support the process.
- 2.1.2 MHCLG has outlined a two-stage procedure:
- Stage 1: Carlisle City Council as the 'Lead Council' establishing a Town Deal Board, which will assist in the production of a Town Investment Plan

- Stage 2: Agree a Town Deal and investment quantum with MHCLG based on the completion of a business case based on selected content of the Town Investment Plan.

2.1.3 The Stage 1 activity has now commenced, with the inaugural meeting of the Town Deal Board held on 27 January. The Board considered the priorities of the Fund:

- Regeneration: to unlock the development potential of sites by addressing economic viability issues, including acquisition and remediation
- Skills and enterprise: to drive private sector investment and support skills and small business development by ensuring places have the right kinds of workspace
- Connectivity: to drive economic growth and competitiveness by improve urban and inter-urban transport connectivity and digital infrastructure

2.1.4 The Town Investment Plan must be produced and submitted by the end of Summer 2020. The publication of further details on the Stage 2 process and how MHCLG will agree Town Deals is expected imminently.

## 2.2 **FUTURE HIGH STREET FUND**

2.2.1 Carlisle was also selected in August 2019 for the £1 billion Future High Street Fund (FHSF) and the City Council was invited by MHCLG to develop and submit a business case for investment. The Council will have the opportunity to bid for funding of up to £25m. This is a separate funding pot from the Towns Fund.

2.2.2 Eligible investment under the FHSF falls under the following themes:

- Physical infrastructure, including improving public and other transport access, improving flow and circulation within a town / city centres
- Congestion-relieving infrastructure
- Physical infrastructure needed to support new housing and workspace development
- Regeneration of heritage high streets and assets
- Adaptation of the high street in response to changing technology
- Land assembly, including to support the densification of residential and workspace.

2.2.3 The Council has received £150,000 from MHCLG to develop the business case and with this funding. The City Council has used some of this to appoint the consultancy firm Mott Macdonald to assist in the preparation of the business case.

- 2.2.4 A working group has been established with Carlisle City Council and Cumbria County Council officers. A workshop was held on 11 December 2019 to identify the objectives and themes to be progressed in the business case.
- 2.2.5 The objectives identified were:
- Renewing Carlisle City Centre as a place to live and work
  - Reactivating Historic Quarter
  - Growing the night time economy
- 2.2.6 A second stakeholder workshop is arranged for 24 February in order to review the concept proposals that are proposed to be included in the draft business case to be submitted to MHCLG on the 15 March.
- 2.2.7 MHCLG will provide feedback on the draft business case and the Council have opportunity to respond to this before the submission of the final business case on 30 June.

### **3. Heritage High Street Action Zone bid**

- 3.1 The City Council submitted a competitive Expression of Interest to Historic England's High Street Heritage Action Zone Fund on the 12 July 2019. The proposal focussed on Botchergate and included projects to renovate the Dias building and improve Christchurch Gardens. The City Council received confirmation that the application has been unsuccessful in September 2019. The feedback from Historic England was that 200 applications for the funding has been received and the field was hugely competitive.

## **4. CONCLUSIONS AND RECOMMENDATIONS**

- 4.1 That Members of the Economic Growth Scrutiny Panel note the activity and progress made with regards to the Borderlands Inclusive Growth Deal and key projects.

## **5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES**

- 5.1 The Borderlands Inclusive Growth Deal and the key projects contribute to all five of the Carlisle Plan priorities:
- P1: Supporting business growth and skills development to improve opportunities and economic prospects for the people of Carlisle.
  - P2: Further develop sports, arts and cultural facilities to support the health and well-being of our residents.

- P3: Improving the quality of our local environment and green spaces so that everyone can enjoy living, working and visiting Carlisle.
- P4: Address current and future housing needs to protect and improve residents' quality of life.
- P5: Promoting Carlisle regionally, nationally and internationally as a place with much to offer - full of opportunities and potential.

**Contact Officer: Steven Robinson**

**Ext: 7535**

**Appendices attached to report: Borderlands Newsletter February 2020**

**Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:**

- None

## **CORPORATE IMPLICATIONS:**

### **LEGAL**

Borderlands sets the scene for a number of specific projects all of which will have a relevant business case, procurement and detailed agreements. The Council has the power to acquire and dispose of land subject to appropriate safeguards regarding best consideration/disposal at less than best consideration. In addition, s1 of the Localism Act 2011 provides the Council with the general power of competence.

### **FINANCE**

Borderlands:

Revenue funding has been provided in the 2020/21 budget process to support the Borderlands Growth Deal in terms of providing financial support to the Project Management Office, on a recurring basis, and a one off sum of £50,000. These budget allocations will assist in developing the Growth Deal to a Full Deal, including, but not restricted to, undertaking evidence based work and studies, and producing detailed business cases. No capital funding has been allocated within the MTFP therefore any capital considerations, including the option of gifting certain land/property assets, will be subject to Executive and/or

Council approved following consideration and support of these individual business cases for the specific projects.

#### Towns Fund

The Council has received £173,029 to support the development of a business case to access a potential £25million capital pot as part of the £3.6billion Towns Fund initiative.

#### Future High Street Fund

The Council has received £150,000 to support the development of a business case to access a potential £25million capital pot for investment on the High Street, as part of the £1billion Future High Street Fund.

In terms of any co-funding or match funding requirements from the Council for both of these initiatives, this has not yet been quantified, and would require further reports to the Executive, and potentially full Council, if any financial support could not be accommodated within existing resources utilising the Council's virement regulations.

#### **EQUALITY**

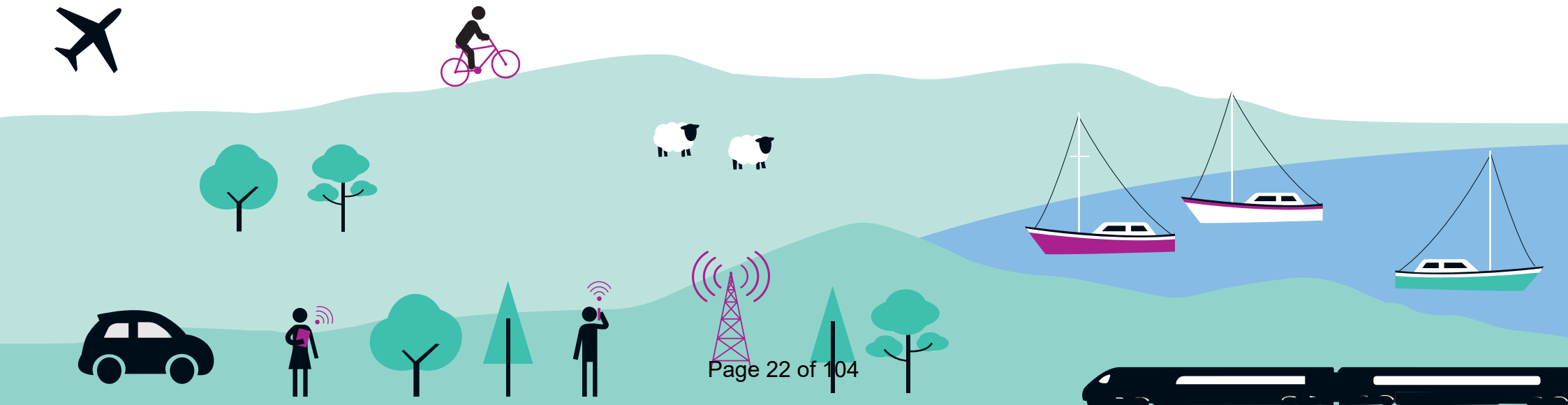
None

#### **INFORMATION GOVERNANCE**

There are no information governance implications with this report

# **Borderlands Inclusive Growth Deal**

## Progress Update - February 2020

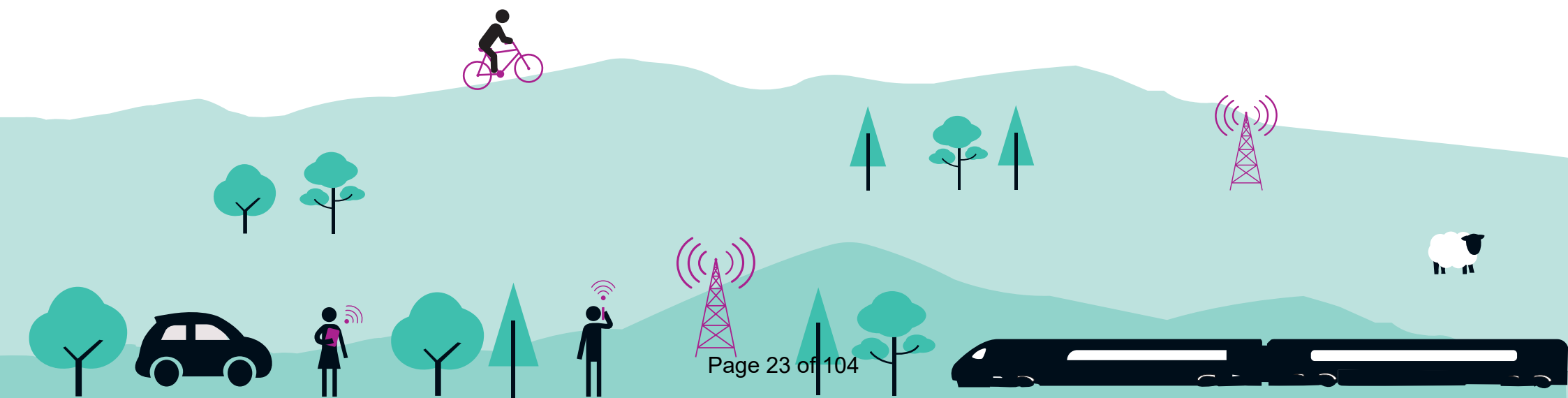


# Introduction

Back in July 2019, the Leaders of the Borderlands Councils and UK and Scottish Government Ministers signed a Heads of Terms agreement setting out the framework, projects and programmes that are included in the Borderlands Inclusive Growth Deal.

This announcement was the result of collaborative cross-border working between the Borderlands Councils and has secured a £394.5million investment package for the benefit of our region. This is made up of UK and Scottish Governments' investment combined with financial support from the Borderlands partners.

Since then we've been continuing the work of the partnership and engaging with the UK and Scottish Governments to develop project business cases and move towards agreement on the Final Deal package.



## Second sell-out Borderlands Conference a big success

Delivery of schemes under the Borderlands Inclusive Growth Deal will start this year - delegates at the second Borderlands Conference in November 2019 were told.

More than 300 people came to Slaley Hall in Northumberland for a showcase on the steps the partnership has taken so far and take part in a series of workshops on future plans.

Director at the Northern Powerhouse Henri Murison gave a keynote address and stressed how the cross-border deal would allow local authorities to work together to lever funding which would benefit all their communities.

Chief Executive of Dumfries and Galloway Council Gavin Stevenson told the conference how detailed work is now taking place on business cases, which would then need to be approved by government before money is released for projects - with delivery scheduled to start in 2020.

Specific funding has already been confirmed for some projects, including £8million for a Dairy Innovation Centre in Dumfries and Galloway, £10million to support natural capital innovation across the Borderlands region, £19million for the Mountain

Biking Innovation Centre at Glentress in the Borders, £15million for Carlisle Station in Cumbria, £5million for Alnwick Garden in Northumberland. A feasibility study into the extension of the Borders Railway from Carlisle to Tweedbank will also be funded to the tune of £10million.

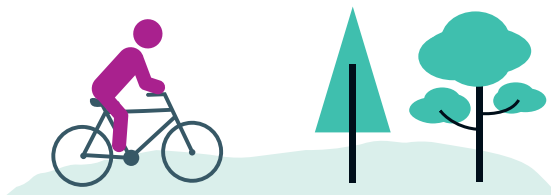
The Deal will also mean an investment of £31million in green energy projects and £7million to develop key skills needs to boost the visitor economy in the South of Scotland.





## Ideas Shared at Conference Workshops

The second Borderlands Conference played host to a series of workshops covering place and destination, energy, digital, business infrastructure and natural capital which provided a great opportunity to share ideas and help shape the final deal. Here's what came out of the various workstreams.



## Place and Destination

The workshop included discussion of how the Deal will deliver for places across the region. The towns across the Borderlands are vital to the economic success, resilience and social sustainability of the region. The Place programme will target investment to create and sustain economically vibrant towns and town centres and take a place-based, systemic, collective and community led approach - aimed at future proofing our region's towns. Selected towns will also produce Town Investment Plans to drive forward their investments, facilitating maximised devolution with this capital investment.

Delegates examined how the Deal will build upon the strength of Borderlands as a destination. They heard that priorities are to grow international visitors to the region while managing pressure on the most visited areas and promoting a cohesive offer to drive economic growth. Seven priority projects have been identified: Lillidorei at Alnwick Garden; Hadrian's Wall and the Wider Roman Frontier; The River Tweed Route; Berwick Theatre and Conference Centre; See More Lake District; The Star of Caledonia, and Stranraer Marina. Alongside this, investment to enhance existing network of long-distance cycling and walking routes will link up the rural and urban areas of Borderlands and connect these priority projects. The next steps for the Destination programme are to develop Strategic Outline Business Cases (SOBCs) to submit to the government this Spring.



## Energy

Delegates were told that since the Heads of Terms agreement, the partners have been working towards commissioning the Borderlands Energy Masterplan. A project board has been established with representation from both UK and Scottish Governments, LEPS, Scottish Enterprise and the partner Councils.

The board is seeking to broaden its membership with private sector and community participation.

The Masterplan will establish the framework for more detailed local area energy plans (LAEP) which will provide a clear understanding of the energy generation and consumption opportunities in the Borderlands.

These local energy plans will set out the opportunities for green energy production, efficient energy use and projects that will contribute to delivering the net zero target.

The Masterplan will also establish the framework for the investment programme which is identified in Heads of Terms.



## Digital

At the workshop attendees heard about the two phases of activity that are currently being progressed. The first phase includes a ‘top-up’ voucher scheme for Cumbria and Northumberland that is aligned to the Government’s Rural Gigabit Connectivity voucher scheme and specifically designed to help fund the infrastructure costs for full fibre connectivity for businesses and communities in our more remote superfast ‘not-spot’ locations. It’s hoped this scheme will be ready to start from April 2020.

The second phase is focused on improving mobile infrastructure to improve 4G coverage across the Borderlands region.

The development of this business case will need to be aligned with the Government’s Shared Rural Network that is currently under negotiation with the four mobile network operators. We recognise the importance of mobile and full fibre connectivity to the future prosperity of the region and we will continue to engage with Government and other partners to make the case for these essential infrastructure improvements in the Borderlands.



## Business Infrastructure

The Business Infrastructure Programme recognises there’s not enough business space to meet the needs of expanding local business or inward investment.

At the workshop attendees heard it’s not possible to meet policy drivers of both UK and Scottish Governments with a single solution, so two business cases are being developed.

In Scotland, the focus will be on sites and premises which will be supported by the South of Scotland Economic Partnership’s planned Property Study.

In England, Cumbria and Northumberland Councils are working with the Local Enterprise Partnerships to ensure sites and premises are aligned to the Local Industrial Strategies. There is a lot of demand for this type of investment across the region and the Partnership is keen to spread the investment as widely as possible.



## Natural Capital

Delegates heard about the ambition to establish the whole of the Borderlands as a Natural Capital Innovation Zone (NCIZ), complemented by the provision of two Innovation Centres, one focused on Forestry and the other on Dairy. The NCIZ will provide a vehicle, at a whole landscape level, to develop integrated, place-based and locally-led pathfinders that will showcase the full value of our countryside.

The UK and Scottish Governments have pledged a combination of £10million (evenly split on both sides of the Border) to facilitate this approach and work has now started on developing a detailed proposition.

The proposal for a Dairy Innovation Centre is being developed by Scotland’s Rural College (SRUC) focused on developing sustainable dairy farming practices that remain financially viable. Over the common months, a similar approach will be pursued for the forestry sector.



## Collaboration Agreement signed

The five Borderlands Council Leaders signed a Collaboration Agreement at the end of January 2020. This provides the governance framework to enable all the councils to work together to deliver the Deal. It also contains the detail to allow the Deal to be managed, monitored and reported back to the Scottish City Region and Growth Deal Delivery Board.

As part of the agreed governance framework, a private sector Economic Forum is being established. Recruitment of members to the Forum will take place soon, creating an opportunity for the private sector to participate in the collaborative work of the Partnership and act as champions for investment into the Borderlands region.



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## Next Steps

A great deal of work is going on behind the scenes to ensure all aspects of the Deal run smoothly. The Programme Management Office (PMO) will be formally established from April 2020. This will provide support to the differing tiers within the governance framework and ensure that projects and programmes are delivered on time and on budget.

The PMO will also monitor and evaluate performance and provide reports to the Partnership Board and onwards to both Scottish and UK governments.

Its initial staff will consist of a Senior PMO Manager, two Senior Project officers and an Admin Assistant and recruitment to these posts is currently being finalised.

We'll announce the new team in our next newsletter. In the meantime, for updates, please visit **[www.Borderlandsgrowth.com](http://www.Borderlandsgrowth.com)**



The Borderlands Inclusive Growth Deal is being delivered by the following partners:

# Economic Growth Scrutiny Panel

Agenda  
Item:

**A.3**

Meeting Date: 27 February 2020  
Portfolio: Economy, Enterprise and Housing  
Key Decision: No  
Within Policy and Budget Framework: No  
Public / Private: Public

Title: Carlisle City Centre Business Support  
Report of: The Corporate Director of Economic Development  
Report Number: ED 11/20

## Purpose / Summary:

This report provides a summary of the schemes and proposals developed for the City Centre Business Support Fund, to ensure that Carlisle City Centre remains resilient to the changes on the high street.

## Recommendations:

That Members of the Panel:

- Note the provisions of the proposed City Centre Business Support Fund and provide feedback on the proposals.
- Note that £40,000 has been allocated for the City Centre Business Support Fund in the 2020/21 Budget.

## Tracking

Executive:	<b>15 January 2020</b>
Scrutiny:	<b>27 February 2020</b>
Council:	



## **1. INTRODUCTION**

- 1.1 High Street contraction is a national problem, mainly due to changing needs of shoppers and growth of online shopping. To date Carlisle has been relatively resilient to change, retaining its anchor department stores and remaining a sub-regional hub for shopping. Despite this the vacancy rate has grown to 12% (rising by 2.9% since 2012). However, Carlisle is potentially vulnerable to decline as compared to larger cities, due to the limited ability to backfill units, particularly empty department stores. A city centre resilience strategy will enable the Council to prepare for all contingencies.
- 1.2 Several capital investment projects, through the Borderlands Inclusive Growth Deal, the Future High Street Fund (which Carlisle City Council is currently developing business cases for as part of the competitive process to secure the funding) and the Towns Fund are planned to regenerate the city- creating a stronger sense of place, improving the evening economy and connectivity across the city centre. Providing additional revenue funding to support city centre businesses would maximise the benefits and opportunities of these significant capital investments to improve the vitality and viability of the city centre.

## **2. PROPOSALS**

### **2.1 Business rates relief**

- 2.1.1 The proposal is to use the £10,000 allocation included in the 2020/21 Council budget to top up Retail Discount through a new discretionary rate relief policy. This rate relief aims to support new businesses to trade in the city centre, noting that business rates are often seen as a barrier for new start-up businesses to secure premises and begin a physical presence from which to trade from
- 2.1.2 The original proposal presented to the Executive (ED05/20) was to top-up the then existing government-funded national discount of 33% to 50% for businesses with a rateable value under £51,000 in Castle Street, Victoria Viaduct and Lowther Street, with the Council funding the 17% top up. These streets have been selected due to the high number of vacant units- as of August 2019, 44% of units were vacant on Castle Street, 25% were vacant on Victoria Viaduct, and 22% on Lowther Street, compared to a city centre vacancy rate of 12%. The rate relief offered here will incentivise businesses to move to these locations and improve vitality and viability.
- 2.1.3 However, in a Written Ministerial Statement on 27 January 2020 the Government announced it would extend the value of the Retail Discount from 33% to 50%. Therefore, it is now proposed to apply the proposed top-up to this new rate, thereby increasing it from 50% to 67%.

- 2.1.4 Eligible businesses include retail, cafes, bars and restaurants (excluding hot food takeaways) – essentially A1, A3 and A4 uses. It is proposed that in order to qualify for this new discretionary policy the premises would need to be vacant for a minimum of three months.

## **2.2 Business grants and funding**

- 1.2.1 The proposal is to use the £25,000 allocation included in the 2020/21 Council budget to enable the Council to fund a small grant scheme for businesses in the city centre. The purpose of this fund would be to encourage new starter / growing SME local businesses to occupy vacant units. An example of how the grant could be used is to support capital works, such as shop frontage improvements and signage.
- 1.2.2 The maximum grant per business would be £5,000, with an anticipated average grant of £2,000. This grant scheme would complement the proposed rate relief scheme aimed at addressing vacancy hot spots within the city centre.

## **1.3 Business Improvement District:**

- 1.3.1 The proposal is to use the £5,000 allocation included in the 2020/21 Council budget to enable the Council to support businesses in the development of a BID for the city centre.
- 1.3.2 The Regeneration Team, with support from the Revenues and Benefits team, has undertaken some optioneering work on potential BID proposals. The proposals entail introducing a levy on businesses of between 1%-2% to fund improvements in the city centre. Estimates for a Carlisle BID income raised by the levy range between £171,876 and £379,412 based on size of the BID area.
- 1.3.3 Whilst the Council may take steps to support and facilitate the establishment of a BID, any proposal for a BID would need to be 'bottom-up', coming from and led by businesses, and with a constituted BID body formed that is wholly separate from the Council.

## **3. CONCLUSION AND REASONS FOR RECOMMENDATIONS**

- 3.1 This scheme will help deliver key strategic objectives for the Council, including supporting the growth of small and medium sized and micro businesses, supporting job growth, supporting more visitors and higher spend in the city centre. Alongside this, the schemes will support the capital regeneration projects, including Borderlands and Stronger Towns Fund with revenue funding. As a 'resilience strategy' the purpose of this scheme is also preventative- supporting businesses in this challenging national

environment to adjust to the changes in the high street, and ensure the Council has the contingencies in place to manage further high street contraction.

3.2 It is recommended that Members of the Executive:

- Note the provisions of the proposed City Centre Business Support Fund and provide feedback on the proposals.
- Note that £40,000 will be allocated for the City Centre Business Support Fund in the 2020/21 Budget.

#### **4. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES**

4.1 The proposals support three of the Carlisle Plan priorities:

- P1: Supporting business growth and skills development to improve opportunities and economic prospects for the people of Carlisle.
- P3: Improving the quality of our local environment and green spaces so that everyone can enjoy living, working and visiting Carlisle.
- P5: Promoting Carlisle regionally, nationally and internationally as a place with much to offer - full of opportunities and potential.

**Contact Officer: Steven Robinson**

**Ext: 7535**

**Appendices  
attached to report:**

**Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:**

- None

#### **CORPORATE IMPLICATIONS:**

##### **LEGAL**

None. The proposals within the report will require appropriate approvals in due course. The Discretionary Rate Relief policy forms part of the Council's Budget and Policy Framework and will, therefore, need to follow the usual amendment process.

##### **FINANCE**



There is a non-recurring £40,000 budget provision allocated within the Executive's 2020/21 budget to provide support to businesses within the City Centre in line with the proposals set out in this report.

## **EQUALITY**

None

## **INFORMATION GOVERNANCE**

None



# Report to Economic Growth Scrutiny Panel

Agenda  
Item:

**A.4**

Meeting Date: 27 February 2020  
Portfolio: Environment and Transport  
Key Decision: No  
Within Policy and  
Budget Framework Yes  
Public / Private Public

Title: Free After Three Parking Trial  
Report of: The Deputy Chief Executive  
Report Number: CS 08/20

## Purpose / Summary:

This report provides an update on the Free After Three parking trial and confirms the extension of the trial for a further period from April to end of August 2020.

## Recommendations:

Report presented for information and comment.

## Tracking

Executive:	10 February 2020
Overview and Scrutiny:	27 February 2020
Council:	

## **1.0 INTRODUCTION**

- 1.1 The Free After Three trial started on Thursday 01 August 2019 offering free car parking after 3.00pm in three city centre car parks (Castle, Caldew Riverside and Viaduct) with the aim of supporting local retailers and businesses and to increase use of the city after 3.00pm.
- 1.2 The trial was originally intended to run for a period of eight months from 01 August 2019 to 31 March 2020. After a further period of consultation with stakeholders, Executive at its meeting on Monday 10 February 2020 confirmed its approval to extend the trial for a further period to 31 August 2020.
- 1.3 This report provides an update on the impact of the trial to date, confirms the decision to extend the trial for a further period and highlights the predicted financial implications in relation to income generated from car parking.

## **2.0 Extending the trial**

- 2.1 A Portfolio Holder Decision Notice was published on 23 January 2020 confirming the intention to extend the trial for a further period subject to the outcome of consultation with key stakeholders. The Constitution allows the Portfolio Holder to make non-key decisions in their area of responsibility under £70,000. The trial scheme including the impact of any extension period falls within this financial limit
- 2.2 Formal consultation with stakeholders ended on Friday 07 February 2020. The Council did not receive a single comment in response to the consultation.
- 2.3 Executive approved the extension of the trial at its meeting on Monday 10 February 2020. The trial is now scheduled to end on Monday 31 August 2020 subject to any future decision to extend the arrangements further.
- 2.4 A formal S35c notice will be advertised, end of February 2020, in the local newspaper to confirm the charging arrangements for all car parks to be implemented from 01 April 2020. This notice is published annually to confirm any changes to car park charges from April.

## **3.0 Reasons for the extension of the trial**

- 3.1 Extending the trial will provide data across a longer period to allow for a more robust assessment of the impact of the scheme whilst at the same time, continuing to support

our local retailers and businesses to meet the challenging conditions on the high street. The extension recognises that:

- The closure of Victoria Viaduct to pedestrians and cars has in all-likelihood distorted take-up of the free offer in one of the car parks
- Feedback from car park users was generally positive although further work is needed to assess the impact on footfall in the high street
- Despite the marketing campaign, further work is needed to raise awareness of the scheme – during the trial some car park-users continued to pay for parking after 3.00pm despite clear notices in the car parks
- The ‘cost’ of the trial, measured in lost revenue from sale of car park tickets after 3.00pm, is currently falling within the forecast figures. There is confidence therefore that the cost of the extension period will likewise fall within forecast.
- Extension of the trial into month13 (to end of August 2020) supports the peak, school summer holiday period.

#### 4.0 FINANCIAL IMPACT OF THE TRIAL AND EXTENSION

4.1 Based on current take-up levels and assuming full awareness of the scheme, it is estimated that the trial is costing £3,000 per month based on the loss of income the sale of car park tickets across the three trial car parks. And, taking account of ‘drift’ from other car parks as people seek out free parking alternatives. Across a full year, the cost is predicted to be in the region of £36,000 (£39,000 for the 13 months to end of August 2020 in lost revenue). There are of course other factors affecting car park income which are not accounted for in these assumptions.

<b>Trial Car park</b>	<b>Participation (reduction in ticket sales) Est. Full year</b>	<b>Predicted lost revenue Est. Full year</b>
Caldew Riverside	2,448	£5,832
Castle	2,703	£5,878
Viaduct	6,285	£14,632
Pay by mobile	528	£1,303
<b>Total:</b>	<b>11,964</b>	<b>£27,645</b>

- 4.2 As mentioned above, a further factor to consider is the drift from non-trial car parks as people seek out the free alternative. This is best illustrated in West Walls car park which is just a short walk from Caldew Riverside car park and where we have seen a reduction in ticket sales. There will be other factors to consider but it is safe to assume that many will have sought out the free alternative just a short walk away, relocating existing car park users and not necessarily generating new or additional footfall. The picture for the short stay car park also suggests that car park users are prepared to pay for the convenience of parking closer to the centre – ticket sales and income for the Civic Centre car park are consistent or up. The impact on Lowther Street car park is low.

<b>Drift from other car parks</b>	<b>Participation (reduction in ticket sales) Est. Full year</b>	<b>Predicted lost revenue Est. Full year</b>
Lowther Street	330	£291
Sands Centre	873	£3,432
West Walls	2,679	£5,040
Civic Centre	(+228)	(+£999)
<b>Total:</b>	<b>3,654</b>	<b>£7,764</b>

- 4.3 Income across our car parks is below target creating a pressure on budgets in 2019-20. Clearly, any decision to extend free parking offers impacts on our ability to hit the income targets, adding to a pressure on budgets. This has been identified in the 2020/21 budget process. The current predicted position for 2019/20 year-end is as follows:

<b>All car parks</b>		
2019-2020	Target income:	£1,209,900
2019-2020	Forecast income:	£1,056,951
<b>Shortfall/ Pressure:</b>		<b>Est. £152,948</b>

Includes income from ticket sales, contracts & Penalty Charge Notices

## 5.0 FEEDBACK ON THE CURRENT TRIAL

- 5.1 During the initial weeks of the trial, officers carried out short surveys with car park users on their level of awareness of the scheme, whether this affected their decision to visit

Carlisle that day and to capture their thoughts generally of the initiative. Car park users were also encouraged to complete an on-line survey. A total of 219 surveys were completed.

- 5.2 Officers also engaged with retailers / businesses in the city centre to gather views on the scheme and whether there had been any noticeable impact in terms of customer numbers.
- 5.3 Users of the trial car parks were invited to complete a short on-line survey. Surveys (39 responses received) were also carried out with local business owners / shopkeepers to ascertain their views on the initiative and to help to assess its impact
- 5.4 There is limited information available to form any clear views as to the impact of the trial on footfall and spend in the city centre.
- 71% of businesses commented that they had not noticed any increase in customer spending; 65% had not noticed any increase in footfall.
  - Feedback on the scheme was generally positive from businesses; a number of business owners commented that the free period should be earlier in the day.
  - Almost 40% of car park users indicated they would simply park in the same car park if the free parking was not available
  - 27% of car park users confirmed that they would have chosen a private car park or an on-street space should the scheme not have been available
  - The closure of Viaduct Rd has impacted on numbers using the Viaduct car park.

## **6.0 PROMOTION AND AWARENESS RAISING**

- 6.1 Publicity and promotion of the trial included:
- Webpage [www.carlisle.gov.uk/freeafterthree](http://www.carlisle.gov.uk/freeafterthree)
  - Printed banners in each participating car parks
  - Changed signage / artwork on the pay and display machines
  - Digital Banner - side of the civic centre
  - Social Media - Facebook (Carlisle City Council and Discover Carlisle), Twitter, Instagram and LinkedIn
  - A4 poster distributed to local businesses
  - Press coverage
  - TIC screen advert
  - Carlisle Focus residents' magazine advert (back page)
  - A6 postcard
- 6.2 Despite the above, we know that a small number of people continued to pay for their parking, purchasing parking tickets after 3.00pm. It will be important therefore to

continue to promote the trial and engage further with local retailers to assist with promotion to maximise awareness and take-up.

## **7.0 MONITORING AND EVALUATION**

- 7.1 Further work is needed to monitor the impact of the trial extension. Whilst it is relatively easy to assess and draw conclusions of the impact of the trial on car park revenue (reduction in sale of tickets) making the link with increased footfall into the city centre is more difficult. Consideration will be given to how we can further gather the view of businesses / retailers in this regard to inform planning and decision making going forward.
- 7.2 Due to the timescales for consulting on changes to car parking charges, Executive will be asked to consider options for the future of the Free After Three trial, considering options as early as June 2020. Options going forward will be as follows:

<b>Option</b>	<b>Action</b>
Extend or vary the trial for a further period	<ul style="list-style-type: none"><li>• Consultation with stakeholders required</li><li>• Executive to approve options, after consultation and assessing the benefits against financial implications.</li><li>• S35c notice to be published to confirm arrangements from 01 September 2020</li></ul>
Confirm the arrangements	
The trial ends on 31 August 2020	<ul style="list-style-type: none"><li>• Standard charges will apply from 01 September 2020.</li><li>• No need for formal action / consultation.</li><li>• No need to publish S35c notice</li><li>• Awareness raising needed in the car parks</li></ul>

## **8.0 CONCLUSION AND REASONS FOR RECOMMENDATIONS**

- 8.1 The extension of the Free After Three parking trial for a further period will allow for a more robust evaluation to be carried out on the impact of the trial over a full year and at the same time to continue to provide support for businesses and retailers on the high street to meet the ongoing challenging conditions and to encourage use of the city later in the day. It is anticipated across that other parking initiatives will also be developed and tested across the year to support the local economy, such as:



- 8.2 Scrutiny Panel is recommended to receive the report for information and comment.

## 9.1 The trial supports the Council in delivering its key priority...

**Contact Officer:**      **Colin Bowley**                                  **Ext: 7124**  
**Neighbourhood Services Manager**

**Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:**

- ## CORPORATE IMPLICATIONS:

**FINANCE** – The financial implications of the extension to this trial are set out in the main body of the report with a potential annual reduction in income of approximately £36,000 across a full year; however, the benefits to city centre businesses and retailers will need to be considered as part of the review process. The estimated shortfall in total income

generated from car parking is recognised and a budget pressure identified as part of the 2020/21 budget process.

**EQUALITY –**

**INFORMATION GOVERNANCE –**

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## **EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 10 FEBRUARY 2020**

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**EX.27/20      EXTENSION OF FREE AFTER THREE TRIAL**  
(Non Key Decision)

**Portfolio**      Environment and Transport

**Relevant Scrutiny Panel**      Economic Growth

### **Subject Matter**

The Environment and Transport Portfolio Holder reported (CS.07/20) that the Free After Three trial had commenced on 1 August 2019 offering free car parking after 3.00 pm in three city centre car parks (Castle, Caldew Riverside and Viaduct) with the aim of supporting local retailers and businesses and to increase use of the city after 3.00 pm.

The trial was currently scheduled to end on 31 March 2020, with standard charges being applicable in the 'trial' car parks from 1 April 2020 unless action was taken to extend the scheme. Options to extend the trial for a further period formed part of the early considerations. Consideration was also being given to parking provision for large events / pay on exit.

Portfolio Holder Decision (PF.1/20) confirming the intention to extend the trial for a further period, subject to the outcome of consultation with key stakeholders, was published on 23 January 2020. Details of the reasons for extension; the financial impact of the trial / extension; and feedback on the current trial were provided at Sections 3, 4 and 5 of the report.

The Environment and Transport Portfolio Holder further reported that no feedback had been received in response to consultation on the extension of the trial; before moving the recommendation set out.

**Summary of options rejected**      that the extension of the Free After Three trial should not be confirmed

### **DECISION**

That, having considered the impact and costs of the trial, the Executive confirmed the extension of the Free After Three trial to 31 August 2020 for the reasons outlined in Report CS.07/20.

### **Reasons for Decision**

The trial supports the Council in delivering its key priority – To support business growth and skills development to improve opportunities and economic prospects for the people of Carlisle

# Economic Growth Scrutiny Panel

Agenda  
Item:

**A.5**

Meeting Date: 27<sup>th</sup> February 2020  
 Portfolio: Environment and Transport  
 Key Decision: Yes  
 Within Policy and Budget Framework: Yes  
 Public / Private: Public  
 Title: Local Environment (Climate Change) Strategy  
 Report of: Corporate Director of Economic Development  
 Report Number: PC 09/20

## Purpose / Summary:

The purpose of this report is to provide background and context to the development of the draft Local Environment (Climate Change) Strategy.

## Recommendations:

- Scrutiny Panels are asked to comment on the strategy and relevant actions in the action plan.
- Panels are asked to note the opportunities for countywide work listed in the appendix B, relevant to this panel.

## Tracking

Scrutiny:	Health & Wellbeing Scrutiny Panel 20 February 2020 Economic Growth Scrutiny Panel 27 February 2020
Executive	22 June 2020
Council	

## 1. BACKGROUND

### 1.1 Introduction

This draft Local Environment (Climate Change) Strategy draws together the work undertaken by Members, Officers and partners since the Council's resolution in March 2019.

This strategy has been developed from the Council's own data and information, with additional evidence from Cumbrian authorities who are also progressing strategies and action plans.

The purpose of this report is to provide the background for the development of this draft strategy, which is now considered to be in a sufficiently mature state to publish for public consultation.

### 1.2 Developing the new strategy

In March 2019 the Council passed a motion to declare a Climate Change Emergency, since then the Council has undergone a transformation in both the number of wards and councillors.

In April 2019, the Council adopted the Joint Public Health Strategy which included the key aim to become a "carbon neutral" County and to mitigate the likely impact of existing climate change.

In June 2019, the Portfolio Holder for Environment and Transport reported to Council his intention to set up a Climate Change Working Group. The Climate Change Working Group (CCWG) is a cross-party Member and Officer working group, chaired by the Portfolio Holder. The group is supported and guided by the Corporate Director of Economic Development; members of the Policy & Communications Team; and lead officers from across all functions, where appropriate. Through their Terms of Reference the CCWG agreed to respond to:

- the Government's announcement (of 12<sup>th</sup> June 2019) to amend the Climate Change Act 2008 to require net United Kingdom carbon emissions to be zero by 2050
- Council's Climate Emergency motion (of 5<sup>th</sup> March 2019) to *inter alia* make the Council's activities net-zero carbon by 2030.

The CCWG met in June, July and September 2019 to create a long list of potential actions which could be prioritised into a short list, the following key themes emerged from this work:

- Communication, Community, Education
- Economy, Transport, Waste management
- Finance, Property, Fleet, Technology
- Environment
- Partnerships, Policy

Alongside the member-led CCWG, an internal officer group has been convened, drawn from all Directorates. The internal group will focus on the technical detail that will underpin the actions

helping to identify 'quick wins' from within current budgets and ensure that any future proposed actions are fully costed.

In parallel to this work, and cross-referenced throughout, a Cumbria-wide approach to the challenge has emerged. The Cumbria Leaders Board and Chief Executives met in June 2019 and agreed to establish Countywide Climate Change Working Group (C\_CCWG). The Countywide Climate Change Working Group have commissioned a Countywide Carbon Footprint from Small World Consulting (Cumbria Carbon Baseline).

The Countywide Climate Change Working Group has identified a set of contacts for the main economic sectors that give rise to Greenhouse Gas (GHG) emissions. The Countywide Climate Change Working Group will continue to connect with these sectors to communicate and influence on the challenge of becoming a net-zero carbon county. The key sectors are: Energy; Housing; Transport; Waste; Industry/Infrastructure; Farming and rural economy; Tourism. The Countywide Climate Change Working Group has established a Local Authority Climate Policy Group (LACPG) to contribute to this work.

In addition, the C\_CCWG has collaborated on a Lottery Bid for the 'Climate Action Fund', led by Cumbria Action for Sustainability (CAfS). The aim of this bid is to source funding for additional capacity to help with the transformational work required to meet the challenge.

### **1.3 Action to date and projects in the pipeline**

The Council's Economy & Environment Overview & Scrutiny Panel received reports on the Environmental Performance of the Council, up until 2014.

This report including progress against National Indicator 185, the percentage CO<sub>2</sub> reduction from local authority operations. This was an annually measured reduction of emissions against a set baseline. The 2014 report presents a chart showing the cumulative 2012/13 year on year reduction of Carbon Dioxide emissions compared to the baseline year of 2007/08 of 3,058 tonnes. A percentage reduction in cumulative terms compared with the actual emissions in 2007/8 of 49% was reported.

The Council has continued to make progress on energy efficiency through a number of projects and investments. The most significant have been:

- Micro-energy generation project. through the installation of Solar Photo-Voltaic Cells on the roofspaces of the Civic Centre and Sands Centre.
- Replacement of inefficient waste and recycling fleet with more efficient vehicles

The Council and its partners continue to develop and deliver Climate Change adaptation and mitigation. The following projects are underway, together they will significantly reduce the Council's greenhouse gas emissions:

- Sands Centre Redevelopment
- Civic Centre Ground Floor Reinstatement
- Replacement of footway lighting with energy efficient lamps

- Replacement of fleet and plant with lower carbon vehicles and equipment
- Waste management and recycling initiatives at operational sites.

The Council is delivering projects to help reduce Carlisle district's greenhouse gas emissions:

- Community Electric Vehicle Charging Points
- Improvements to the cycling and walking infrastructure, increasing the network for active transport.

The Council is also working in partnership to adapt to Climate Change, over the next three years Carlisle will benefit from the delivery of new flood defences and upstream natural flood management projects.

#### **1.4 Emerging national strategies and plans**

The UK Government's announcement (of 12<sup>th</sup> June 2019) to amend the Climate Change Act 2008 to require net United Kingdom carbon emissions to be zero by 2050, this legally binding target has renewed the national focus on this agenda.

The Queens Speech, December 2020, includes a number of bills, strategies and plans which will further this work, most notably:

- Climate Change Bill
- Environment Bill
- [Agriculture Bill](#)
- Fisheries Bill
- National infrastructure strategy
- [Green Finance Strategy](#)
- [Resources and Waste Strategy](#)
- [Clean Air Strategy](#)
- [Carbon Capture, Usage and Storage Action Plan](#)

The LACPG will keep the Countywide Climate Change Working Group well-informed of this legislative programme as it is brought forward.

#### **1.5 Countywide action planning**

The LACPG has been set the objective to work towards a combined action plan for Cumbrian local authorities, embedding this work in policy and decision-making frameworks. This work is closely linked to the implementation of the Joint Public Health Strategy, adopted by all local authorities in 2019.

The LACPG has compiled a discussion document which highlights the opportunities for joint action planning. This countywide summary of existing strategy and policy opportunities is presented in Appendix B and will inform our action planning.



## 1.6 Strategy: vision, objectives and actions

The work on methodologies is not currently seen as a barrier to setting the vision, objectives and action planning. A pragmatic approach has enabled these workstreams to progress in tandem.

The overall vision is taken from the Joint Public Health Strategy, it is 'to become a "carbon neutral" County and to mitigate the likely impact of existing climate change.'

The draft strategy presents actions grouped under five objectives:

### **Objective 1:**

*Reducing emissions from the City Council estate and operations.*

This objective focuses on the GHG emissions from our operations, fleet and estate. The main components being the procurement of electricity, gas and vehicle fuel. It will also include the energy efficiency of our estate and the fuel consumed through business miles.

### **Objective 2:**

*Reducing energy consumption and emissions from homes and businesses in Carlisle and tackling fuel poverty, by promoting energy efficiency measures, sustainable construction, renewable energy sources and behaviour change.*

Domestic energy consumption is a major component of our district carbon footprint, the local roll-out of smart meters and the Council's own initiatives to tackle fuel poverty and improve energy efficiency are good medium term actions. The longer term challenge is around the sustainable construction and local renewable energy networks.

### **Objective 3:**

*Reducing emissions from transport by promoting sustainable transport, reducing car travel and traffic congestion and encouraging behaviour change.*

Transport is the likely to be the largest component of our district carbon footprint and continues to present a risk the success of the national strategies aimed at reducing GHG. This objective will focus on the opportunities for countywide and local action.

### **Objective 4:**

*Reducing consumption of resources, increasing recycling and reducing waste.*

As a waste collection authority this is our core business, the GHG emission from the service need to be considered alongside the whole process of collection and disposal. As well as the 'embodied carbon' in the waste itself. This is the service that all of our residents use and has come to symbolise the 'greenness' of a Council and an area through its recycling rate. This objective is linked directly to objective 1 and 5.

### **Objective 5:**

*Supporting Council services, residents and businesses to adapt to the impacts of Climate Change.*

This broad objective recognises that the challenge of adaption to the known impacts, such as severe weather and interruption to private water supplies, are felt by our residents and businesses.

A simple approach to the timescale using the terms short, medium or longterm is proposed. These timescales are best described in terms of financial planning:

**Short:** Within the current budget year or budget cycle for the following year

**Medium:** Within the period of the current Medium-Term Financial Plan (currently 2020-25)

**Long:** Beyond the Medium Term Financial Plan period but before the target date for net-zero

Each objective has a set of draft actions, listed with relevant service areas and proposed timescale for delivery. Each action will be linked to the baselining work and will be updated once it is completed. This approach will ensure that the relevant actions are linked to organisations production of greenhouse gases. This will enable informed decision-making, with the actions likely to have the biggest impact on reducing the organisation's carbon footprint being considered as a priority.

Where an action falls outside of the organisational footprint then it will be measured through the Cumbria Carbon Baseline, with a reference to a specific economic sector or activity. We would take a decision on reporting this as an 'additional emission'.

The timescale for the delivery of any actions is inextricably linked to capacity, resources and impetus. The adoption of an over-arching organisational or Cumbria wide target is a clear statement of intent, however a pragmatic approach based on an annual review with the option of revisions could provide a more flexible way forward.

## **1.7 Definitions and carbon accounting**

At the root of this strategy development has been detailed work on definitions and methodologies for measurement. The definitions adopted by the Carlisle and Countywide Member Working Group, and therefore the internal officer group, are all consistent.

A balance between adaptation and mitigation actions will be explored both through this local strategy and the countywide groups. Two definitions that warrant specific attention are 'carbon footprint' and 'net-zero' or 'carbon neutral', clarity on these two terms will be a critical factor in the success of any strategy.

### *Carbon Footprint*

*A carbon footprint measures the total greenhouse gas emissions caused directly and indirectly by a person, organisation, event or product.<sup>1</sup>*

### *Net- zero carbon or carbon neutral*

*Carbon neutral or net zero carbon is the goal of ensuring that any given activity does not cause any additional carbon dioxide (or other greenhouse gas) to be added to the atmosphere. The net zero position can be achieved by balancing a measured amount of carbon released with an equal amount of carbon offsetting activities.*

It is impossible for Cumbria to reach a target of 'zero carbon by 2030, 2040 or 2050' without first understanding its carbon footprint. It is difficult to judge if the actions undertaken to reach this goal are actually working without a baseline, target and agreed milestones. In short, the methodologies that will measure this strategy are as important as the activities themselves.

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<sup>1</sup> [Carbon Trust](#)

The Local Authority Climate Policy Group has been set a number of objectives that directly relate to this 'methodological challenge', within the climate change challenge. These include:

- To support and advise the main Climate Action Group on the implications that the definition of "Net Zero Carbon" will have on local authorities;
- Identify and agree standard carbon footprinting approaches and local indicators to be measured and reported against;

It is on this second objective, 'standard carbon footprinting', that the LACPG has focused its initial work. This work has been running simultaneously to the Small World Consulting commission, on a Cumbria Carbon Baseline. It is anticipated that this second objective could lead to the greatest degree of divergence in methodologies and therefore the greatest. To prevent any potential for confusion and misinterpretation the LACPG have set out a clear approach.

The LACPG are recommending a methodology much closer aligned to the [International Greenhouse Gas Protocol](#) for carbon footprinting than the methodology used by Small World Consulting. A detailed paper on the proposed methodology, which will underpin the Council's approach, is presented in Appendix A.

In summary, the LACPG are recommending a 'production approach' to the organisational carbon footprinting while Small World Consulting have a preference for a 'consumption approach' to the Cumbria footprint. The terms are defined as follows:

***Production*** accounting only considers day-by-day emissions from sources such as buildings and vehicles;

***Consumption*** accounting includes 'upstream' emissions, also referred to as 'embodied carbon'. 'Downstream' emissions – those related to disposal of the item - may also be included.

These two approaches are compatible. Each organisations 'production carbon footprint' would be included within the overall 'consumption Cumbria footprint'. The Council's carbon footprint would be a very small part of the overall Cumbria footprint. The Cumbria Carbon Baseline report will deal with the issues of double and triple-counting that will arise from this deliberate divergence.

A final consideration when reporting the baselines, targets and actual performance is to be fully aware of the assumptions and caveats that are built into the models and methodologies. These considerations bring into focus questions on data accuracy and reporting precision. It has been proposed through the LACPG that a 'bandwidth' approach to baseline reporting would be more accurate than a precise figure, which will need revision as new information is made available.

It has been noted that the Business & Transformation Panel requested that a Key Performance Indicator (KPI) be added to future performance reports to monitor the response to the Climate Emergency. This KPI will be developed and reported once the carbon footprinting work is completed and the measures have been assured.

## **2. PROPOSALS**

This is a new strategy and is therefore not listed in the Council's Policy and Budgetary Framework (Article 4). There is a reference to Agenda 21 on Policy and Budgetary Framework, this pre-dates the Climate Change Act 2008. Agenda 21 was developed out of the 1992 Earth Summit in Rio and is no longer referred to as an ongoing initiative. Executive will be requested, after consultation, to ask Council to update the 'Agenda 21' item on the Policy Framework to 'Climate Change'.

The Council adopted the Joint Public Health Strategy in June 2019, this strategy included the commitment to become a "carbon neutral" County and to mitigate the likely impact of existing climate change, this draft strategy is delivering against this commitment.

The initial recommendation to Executive is to publish the draft for consultation. The outline timetable for consultation has the finalised version ready for the Executive meeting in June. This will then be recommended to Council.

## **3. RISKS**

There are a number of risks associated with this strategy:

- That the Council reputation will be damaged if it does not translate the resolution made in March 2019 into a working strategy and action plan.
- That the absence of a strategy may prevent the Council from accessing external funding that would mitigate and/or adapt to Climate Change.
- That the action plan may be too ambitious for the Council to deliver on its own and require additional capacity and resources.
- That the action plan may not deliver the 'net-zero' within the 2030 timescale as expected.
- That expectations on assessing impacts and carbon foot printing may delay the taking of key decisions, which in turn could lead to the Council incurring additional costs or suffering a loss of income.

## **4. CONSULTATION**

The draft strategy has been informed by correspondence and awareness raising activity undertaken by CAFS and Sustainable Carlisle, this has included Carbon Literacy Training delivered in partnership with Carlisle College. Their views as well, as the views of a wide range stakeholders, will be sought on this draft.

This report will be presented to the Health & Wellbeing Scrutiny Panel on 20<sup>th</sup> February, it has also been included in the work programme for the Economic Growth Scrutiny Panel for 27<sup>th</sup> February.

The topics within the remit of the Economic Growth Scrutiny Panel that link to each objective are listed in the table below:

	Objective	EGSP Remit
1	<i>Reducing emissions from the City Council estate and operations.</i>	Property (Strategic) (Joint responsibility with Finance, Governance & Resources Portfolio Holder)
2	<i>Reducing energy consumption and emissions from homes and businesses in Carlisle and tackling fuel poverty, by promoting energy efficiency measures, sustainable construction, renewable energy sources and behaviour change.</i>	Private Sector relationships including Cumbria Chamber; Housing Partnerships; Housing Strategy and Support; Economic Development; Building Control; Business Support and Sector Development; Development Control
3	<i>Reducing emissions from transport by promoting sustainable transport, reducing car travel and traffic congestion and encouraging behaviour change.</i>	Rural/Urban Policy; Strategic Transport & Infrastructure; Car Parking and Civil Enforcement  Strategic Regeneration; Borderlands; Highways and Transport; Highways Partnership; Movement Strategy
4	<i>Reducing consumption of resources, increasing recycling and reducing waste.</i>	
5	<i>Supporting Council services, residents and businesses to adapt to the impacts of Climate Change.</i>	Relationships with Environment Agency/DEFRA; Land Drainage

The draft action plan is cross-cutting so we would welcome the views of members of the Business & Transformation Scrutiny Panel. To this end it has been suggested to the chair/vice-chair of the Health & Wellbeing Scrutiny Panel that they invite the chair/vice-chair of the Business & Transformation Scrutiny Panel for this agenda item.

The public consultation on the strategy will be accompanied by a consultation document, setting out the background, context. A variety of events will be delivered during the consultation period aimed at engaging with communities, businesses and the general public.

Once the public consultation is completed the Member Working Group and internal officer group will review the responses to the draft strategy and action plan. The finalised documents will be presented to the Executive and then Council for approval.

An annual report on the strategy will be made available to Health & Wellbeing Scrutiny Panel for inclusion in their work programme.

The outline timetable for consultation is:

<b>Date</b>	<b>Function</b>	<b>Action</b>
10 <sup>th</sup> February	Executive	Agree draft for consultation
20 <sup>th</sup> February	Health & Wellbeing Scrutiny Panel	Scrutinise and comment on draft
27 <sup>th</sup> February	Economic Growth Scrutiny Panel	Scrutinise and comment on draft
20 <sup>th</sup> February – 25 <sup>th</sup> March	Engagement events	Engage with the widest range of stakeholders Period of additional sensitive requires a pause in the consultation activity
8 <sup>th</sup> May – 29 <sup>th</sup> May 2020	Engagement events	Consultation continues after the pause
29 <sup>th</sup> May 2020	End of consultation	Final date for feedback and comments
To be arranged	Internal Officer Group	Review and appraise responses
To be arranged	Member Working Group	Review and appraise responses
22 <sup>nd</sup> June 2020	Executive	Recommend final version to Council

## **5. CONCLUSION AND REASONS FOR RECOMMENDATIONS**

Through a combination of elected, representative leadership and officer work it is possible to coordinate a comprehensive programme of decision-making and activity at all tiers of government to tackle the challenge of climate change.

The work so far is sufficiently advanced to form a draft strategy and action plan. The continued progress at a countywide and national level means that these documents will need to be agile and responsive to new developments. It is therefore recommended that a draft strategy is published to focus the debate and discussions on the best way to move forward, together.

The recommendation to Executive is was to publish the draft for consultation.

Scrutiny Panels are asked to comment on the strategy, action plan and the proposed methodology for carbon accounting. Panels are asked to note the opportunities for countywide work listed in the appendix B.

## **6. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES**

Clarity on a set of Climate Change objectives and actions will support the implementation of the Joint Public Health Strategy.

Climate Change adaptation and mitigation must be pursued to help to improve the health, wellbeing and economic prosperity of the people of Carlisle.

**Contact Officer:**

**Steven O’Keeffe**

**Ext: 7258**

**Appendices attached to report:**

A: Proposed carbon accounting methodology
B: Countywide summary of existing strategies and policies
C: Draft Local Environment (Climate Change) Strategy

**Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:**

- None

#### **CORPORATE IMPLICATIONS:**

**LEGAL** - As the Report states, Article 4 of the Council's Constitution reserves 'Agenda 21' to full Council. Whilst no longer an 'ongoing initiative', Agenda 21 is a topic area which has evolved to become known as 'Climate Change'. Given Council's decision that it views the matter (sustainability) as so important it wished to reserve it to full Council, it is sensible that the Climate Change policy be viewed as the evolution of Agenda 21. Accordingly, it is planned that it will follow the Council's Budget and Policy Framework procedure. As stated in the report, it is timely for the Council to update the terminology from Agenda 21 to whatever it believes best captures the updated policy.

**FINANCE** – There are no immediate financial implications arising from this strategy, which is subject to a full consultation process; however, any future climate change projects or initiatives which require council funding, outwith the base budget, will require reports to the Executive or full Council, as appropriate.

**EQUALITY** – None

**INFORMATION GOVERNANCE** – There are no information governance implications with this report.

## **Appendix A: Proposed carbon accounting methodology**

(Adapted by Local Authority Climate Policy Group, original work produced by Sustainability Adviser, Lake District National Park Authority)

The purpose of this methodology is to ensure that a consistent framework for carbon accounting and reporting is followed.

### **Definitions**

#### **1. Greenhouse Gases (GHG)**

The Kyoto Agreement identified six GHG emissions:

carbon dioxide (CO<sub>2</sub>)

methane (CH<sub>4</sub>)

nitrous oxide (N<sub>2</sub>O)

hydrofluorocarbons (HFCs)

perfluorocarbons (PFCs)

sulphur hexafluoride (SF<sub>6</sub>)

A carbon footprint is measured in tonnes of CO<sub>2</sub> equivalent (tCO<sub>2e</sub>) to create a common unit for ease of comparison of these six GHG.

#### **2. CO<sub>2</sub> equivalent (CO<sub>2e</sub>)**

A carbon footprint is measured in tonnes of CO<sub>2</sub> equivalent (tCO<sub>2e</sub>) to create a common unit for ease of comparison.

It is calculated using the activity data collated and then multiplied by standard emissions factors. The official set of standard emission factors are published by the UK Government, the 2019 UK Government Greenhouse Gas Conversion Factors for Company Reporting (2019 GHG Conversion Factors) are the most recent set.

The use of a factor is a substitute for the actual measurement of emissions, allowing for the calculation of GHG emissions from a range of activities, including energy use, water consumption, waste disposal and recycling, and transport activities. The factors include estimates within the calculations and are subject to annual review which has led to significant changes from year to year.

#### **3. Net-zero**

In simple terms, net-zero is achieved when greenhouse gas (GHG) emissions (measured as carbon-equivalents, CO<sub>2e</sub>) are balanced and neutralised (offset<sup>2</sup>) by carbon sequestration and/or other measures which result in a net decrease in atmospheric GHGs.

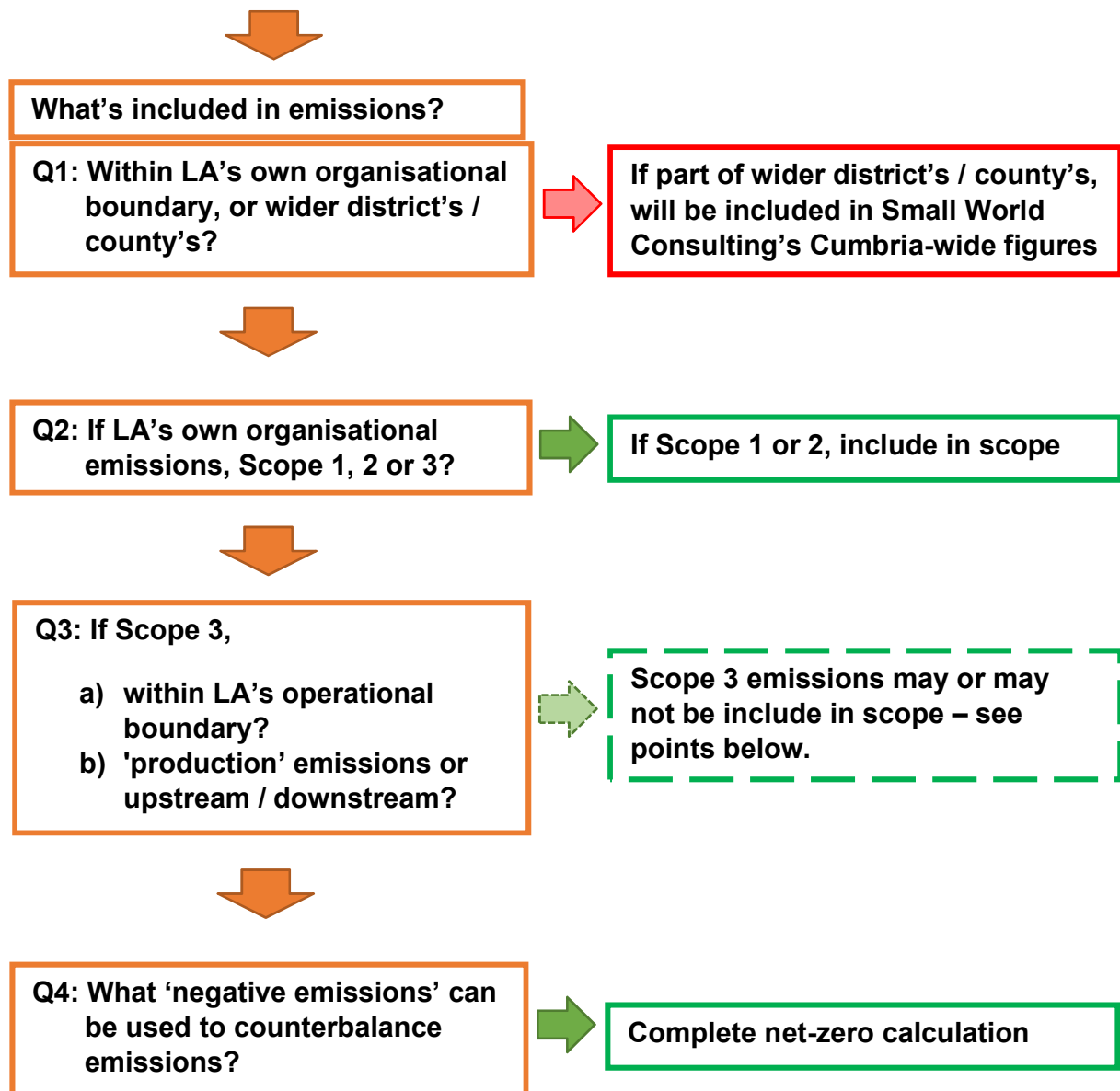
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<sup>2</sup> The term 'offsetting' can have a more specific technical meaning, but used here in a more general way



#### 4. Scope and organisational boundary

It is therefore crucial that the Council has a clear understanding and rationale for the components which comprise its emissions and any future offsetting. This is defined by the scope and organisational boundary, and can be answered with a cascade of questions:



## Q1: Organisational boundary

We need to distinguish between the Council's own-operation carbon emissions and those of other organisations, the wider district or county or beyond. This is defined as the organisational boundary.

Emissions relating to the Council's owned assets are straightforward, but it is less straightforward with leased assets. **It is proposed that leased-in assets are included in the scope and leases-out assets are excluded from the scope.**

It makes sense to either include leased-in or leased-out assets but not both; and on balance, the user/occupier of a building has more control over its GHG emissions than the owner. **The exceptions to this rule are explored in scope 3.**

The Council's operational and investment assets have been assessed to produce Display Energy Certificates (DECS) and Energy Performance Certificates (EPCS), where required. This information is being used to assess the assets against the Minimum Energy Efficiency Standards (MEES), these are the minimum level of energy efficiency required to let non-domestic property under the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015.

## Q2: Scope 1 and 2

Since organisational reporting standards were introduced around 2009, Local Authorities have reported on their own greenhouse gas (GHG) emissions following Government guidelines<sup>2</sup>. These are based on the International Greenhouse Gas Protocol<sup>3</sup>, and divide emissions into Scopes 1, 2 and 3.

Scope 1 are direct emissions, these are the emissions from owned plant (such as boilers, vehicles and machinery).

Scope 2 is indirect energy, these are emissions from energy purchased from an external supplier (primarily electricity but also may be heat or cooling).

**It is proposed that scope 1 and 2 activities are included in the accounting.**

## Q3: Scope 3

Scope 3 are other indirect emission. These can be from processes or transport not owned by the Council (such as business travel by public transport, emissions linked to waste disposal). Scope 3 items are optional and are included at the organisation's discretion, dependent on any specific goals determined.

The Council is free to decide what to include in scope, depending on either:

- Equity share
- Financial control
- Operational control

<sup>2</sup>[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/791529/ENv-reporting-guidance\\_inc\\_SECR\\_31March.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/791529/ENv-reporting-guidance_inc_SECR_31March.pdf)

<sup>3</sup> <http://ghgprotocol.org/sites/default/files/ghgp/standards/ghg-protocol-revised.pdf>

The Council may or may not include upstream / downstream emissions, known as ‘embodied’ carbon. This is analogous to a consumption approach rather than the preferred production approach.

Scope 3 will therefore be the biggest grey area in terms of organisational boundary but may also represent a high proportion of overall emissions so is an important factor in justifying a ‘net-zero’ declaration.

The two main areas of distinction within Scope 3 are in determining the operational boundary. Where a source of emissions is shared with an external party, such as an operation function which is outsourced. This is a question of operational boundary (as defined in the GHG Protocol).

There are three alternative ways to determine whether to include this emissions source in scope:

- Equity share. This is mainly suited to commercial companies rather than Local Authorities
- Financial control. This is recommended (but not prescribed) by UK government for Local Authorities. The determination hinges on how much financial interest there is in the operation.
- Operational control. This is the party which has operational control who has the greatest influence in the way that the operation is run and hence the carbon intensity.

**The proposal is to include activities that the Council has a clear operational and/or financial control.**

### **Production or consumption accounting**

The key decision is whether ‘production’ or ‘consumption’ accounting is used – i.e. whether ‘upstream’ and possibly also ‘downstream’ emissions are included.

- Production accounting only considers day-by-day emissions from sources such as buildings and vehicles;
- Consumption accounting includes ‘upstream’ emissions, also referred to as ‘embodied carbon’. ‘Downstream’ emissions – those related to disposal of the item - may also be included.

Production emissions are relatively straightforward to measure and account for, but consumption emissions are much more difficult to quantify – not least because most emissions are occurring elsewhere and produced by other parties. Consumption emissions are also more one-off (for instance, those associated with building a new building), making it harder to compare one year with another.

**The proposal is to use production accounting for the Council’s carbon footprint and consumption accounting for the Cumbria Carbon Baseline.**

## **‘Negative emissions’**

Negative emissions are generally referred to as ‘offsetting’, but care must be taken to distinguish between two aspects:

- Carbon sequestration  
The actual removal of CO<sub>2</sub> (or other GHG) from the atmosphere by plant growth, incorporation of carbon into soil, carbon capture and storage (CCS) or some similar process.
- Emission avoidance  
This covers many things which might be referred to as offsetting, such as:
  - Renewable electricity generation;
  - Recycling or other diversion of waste from landfill;
  - Stabilisation of peat erosion.

**The proposal is to use the emissions avoidance activities of the Council, such as renewable electricity generation and recycling of waste as part of the accounting.**

## **Summary of proposals**

It is proposed that:

- Leased-in assets are included in the scope and leases-out assets are excluded from the scope. The exceptions to this rule are explored in scope 3.
- That scope 1 and 2 activities are included in the accounting.
- For scope 3, the proposal is to include activities where the Council has a clear operational and/or financial control.
- Production accounting is used for the Council’s carbon footprint and consumption accounting for the Cumbria Carbon Baseline.
- The emissions avoidance activities of the Council, such as renewable electricity generation and recycling of waste are part of the accounting.

## **Annual calculations**

In applying these proposals the Council should use the following figures in the annual reporting and net-zero calculations:

1. Net GHG emissions: Scope 1 + Scope 2 emissions plus Scope 3 as defined above
2. Gross GHG emissions: As per (1) with additional reference to:
  - Full electricity emissions (if taking advantage of renewable tariff discount)
  - Full biomass emissions (including CO<sub>2</sub>)
3. Additional emissions: separately quoted significant ‘upstream’ emissions, such as the embodied carbon associated with a new building.

Appendix B: Countywide summary of existing strategies and policies

Plan/Strategy	Owner and Status and summary	Contact/Working Group/Scope to Influence
Cumbria Transport Strategy (Previously Local Transport Plan LTP)	Cumbria County Council – In development stages.	Internal working group within Cumbria County Council
Public Health Strategy	Cumbria County Council – Published. Contain key climate change objective.	Influence through existing groups – Climate Change Working Group, Health and Well-Being Board
Cumbria Development Design Guide	In November 2017 the County Council adopted its updated Cumbria Development Design Guide. The updated Cumbria Development Design Guide takes account of recent national standards and include guidance in relation to Sustainable Drainage Systems (SuDS) as well as detailed guidance in relation to highways, rather than having two separate guidance documents. The update has ensured that County Council's policy is in line with national guidance.	Internal working group within Cumbria County Council. Regular reviews of the guide will provide the opportunity to engage. Senior officers are aware of the climate change working group and through the policy team connections will continue to be made.
Local Energy Plan	Local Economic Partnership – Consultation draft published in July 2018. 'Cumbria is an internationally-recognised centre of nuclear excellence, with the capability to lead on a range of large-scale, nationally significant nuclear infrastructure projects which will contribute towards economic growth, locally, regionally and for the UK as a whole.'	To be confirmed

<b>Plan/Strategy</b>	<b>Owner and Status and summary</b>	<b>Contact/Working Group/Scope to Influence</b>
Flood Risk Management Strategy	Published and adopted as policy – to cover period 2015 – 2020 - Cumbria County Council	Flood Risk Management Strategy to be reviewed in 2019. Influence review and Environmental Assessment criteria.
Minerals and Waste Local Plan	Published and adopted as policy – to cover period 2015 – 2030 – Cumbria County Council The plan sets out the planning policy for assessing proposals for mineral extraction and waste management related development within those parts of Cumbria that are outside of the Lake District and Yorkshire Dales National Parks. The Plan has been prepared by the County Council because it is the minerals and waste planning authority.	County Council Minerals and Waste policy officers. Potential to influence during review phases and annual reports. Strategic Environmental Assessments (SEAs) are also carried out – climate indicators could be built into these.
Cumbria Cycling Strategy / Cycling and Walking Infrastructure Plan(s) (CWIPs)	Cumbria County Council – Emerging strategy	Internal working groups – likely to be consultation
LEP Local Industrial Strategy	Local Economic Partnership – Emerging – likely to be published later in 2019. Final draft with government.	Use existing contacts with LEP and thematic/sector led working groups.



# Carlisle Local Environment (Climate Change) Strategy





## Foreword

Human activity is damaging the environment in which we live and changing the world climate.

This Strategy aims to ensure that Carlisle City Council plays its full role in protecting the environment and in the worldwide movement which aims to tackle climate change.

Our commitment is, subject to public consultation and legal constraints, that all the activities of the Council, all strategic decisions, budgeting, and, in so far as the Council can influence, arrangements with partners, are in line with eliminating pollution and achieving net zero carbon emissions at the earliest possible date.

The challenge is deciding what can the City Council do? If we try to do everything, we will squander our resources and achieve nothing: it is important that we focus where we can influence change.

I would like to thank the members who attended the working group for their contribution to this work. I would also like to thank all for the contribution we have had so far. All ideas and opportunities to address climate change or improve environmental performance should be drawn together and incorporated into appropriate actions, plans, strategies and future presented committee agendas for consideration.

The key to the success of this strategy, reaching net zero, will depend upon a co-ordinated and comprehensive programme of communication and engagement to encourage behavioural change by residents and businesses.

Working in partnership will be essential to reduce the carbon footprint for the whole of Carlisle.



[Councillor Nigel Christian](#): Portfolio Holder for Environment and Transport

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## Vision and High-Level Strategy

In March 2019 the Council passed a motion to declare a Climate Change Emergency.

In April 2019, the Council adopted the [Joint Public Health Strategy](#). The Strategy included the key aim:

**‘To become a “carbon neutral” County and to mitigate the likely impact of existing climate change.’**

In June, the Government announced an amend the Climate Change Act 2008 to require net United Kingdom carbon emissions to be zero by 2050. The Council is committed to achieving net zero greenhouse gas emissions (GHG) at the earliest possible date.

The Joint Public Health Strategy sets out a vision for a Healthier Cumbria based on the five capitals, taking inspiration from the World Health Organization’s Healthy Cities Model. The future for a healthier Cumbria can be seen as having five key components:

**Planet:** Cumbria’s natural environment, from our world-class landscapes to the centre of our towns, will be protected and enhanced. Sustainability will be at the heart of future development and Cumbria will reduce its ecological footprint even as it develops economically.

**People:** Everyone in Cumbria will have the opportunity to develop and use their skills and talents in a way that recognises the value they bring to society and to enjoy a varied and fulfilling life.

**Participation:** Cumbrian communities will be strong, resilient and inclusive, with well developed social networks and widespread engagement with community life.

**Place:** Cumbria’s physical infrastructure will promote health and wellbeing, with good quality housing, a high quality urban environment and good access to the services needed for a healthy lifestyle.

**Prosperity:** Cumbria’s economy will develop sustainably, with growth particularly focused on tackling poverty and providing quality employment for all.

## The work done so far

### Local Plan Policies

The [Carlisle District Local Plan 2015-2030](#) sets out the long-term vision through the spatial strategy and strategic planning policies, seeking to ensure that future growth is sustainable. The Local Plan has four policy objectives that are directly related to this strategy:

#### Spatial Strategy and Strategic Policies Objectives

- To promote a sustainable pattern of development, which will contribute to building a strong, responsive and competitive economy, to support the vision for managed growth.
- To support strong, vibrant and healthy communities, by meeting the housing needs of present and future generations, in a high quality environment with accessible local services.
- To contribute to protecting and enhancing our natural, built and historic environment (including improving biodiversity), using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change including moving to a low carbon economy.

#### Climate Change and Flood Risk Objectives

- To reduce emissions of greenhouse gases, including through securing energy from renewable sources, and avoid inappropriate development in areas at risk of flooding to ensure that the District is more resilient and less vulnerable to the effects of climate change and can successfully adapt to its effects.

#### Health, Education and Community Objectives

- To create a thriving, successful and healthy community for all by promoting cohesive mixed communities and ensuring that everyone can have a decent home, in a safe environment, with good access to health care, educational provision and other community facilities by sustainable modes, including walking and cycling.

#### Green Infrastructure Objectives

- To protect, enhance and increase the provision of the green and blue infrastructure across the District to create and maintain multifunctional, interconnected and attractive recreational and ecological networks for the benefit of residents, businesses, visitors and the wider natural environment.

## Property, estate and fleet

The Council owns over £120.7 million in assets<sup>1</sup> across the whole district area, delivering a range of statutory and discretionary services. The operational and investment assets have been assessed to produce Display Energy Certificates (DECS) and Energy Performance Certificates (EPCS), where required. This information is being used to assess the assets against the Minimum Energy Efficiency Standards (MEES), these are the minimum level of energy efficiency required to let non-domestic property under the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015.

The 3 Year Repair and Maintenance Programme (2020/21 – 2022/23) delivers on the duty to manage property assets, particularly operational assets, in a safe and efficient manner and which contributes to the quality of service delivery. This maintenance strategy is fully integrated with the Asset Management Plan and environmental policy.

The Council has developed a Fleet and Plant Strategy that delivers on the commitment to reducing its impact on the local environment and improve local air quality by reducing vehicle emissions. Controlling fleet costs and conducting a robust 'fleet challenge' to determine genuine business need to support all fleet decisions is a key part of this strategy.

Recent projects that are making a positive impact include:

- Review of depots and efficient use of operational assets
- Replacement of waste and recycling fleet with modern efficient vehicles
- Continued investment in cycling and walking infrastructure
- Renewable electricity generation through Photo-Voltaic installations on the roof spaces of the Sands Centre and Civic Centre
- Programmed maintenance to improve the energy efficiency of the estate
- Homelife grants tackling energy efficiency and fuel poverty

The Council and its partners continue to develop and deliver Climate Change adaptation and mitigation. The following projects are underway, together they will significantly reduce the Council's greenhouse gas emissions:

- Sands Centre Redevelopment
- Civic Centre Ground Floor Reinstatement
- Replacement of footway lighting with energy efficient lamps
- Ongoing replacement of fleet and plant with lower carbon vehicles and equipment
- Waste management and recycling initiatives at operational sites

The Council is delivering projects to help reduce Carlisle district's greenhouse gas emissions:

- Community Electric Vehicle Charging Points
- Improvements to the cycling and walking infrastructure, increasing the network for active transport.

The Council is also working in partnership to adapt to Climate Change, over the next three years Carlisle will benefit from the delivery of new flood defences and upstream natural flood management projects.

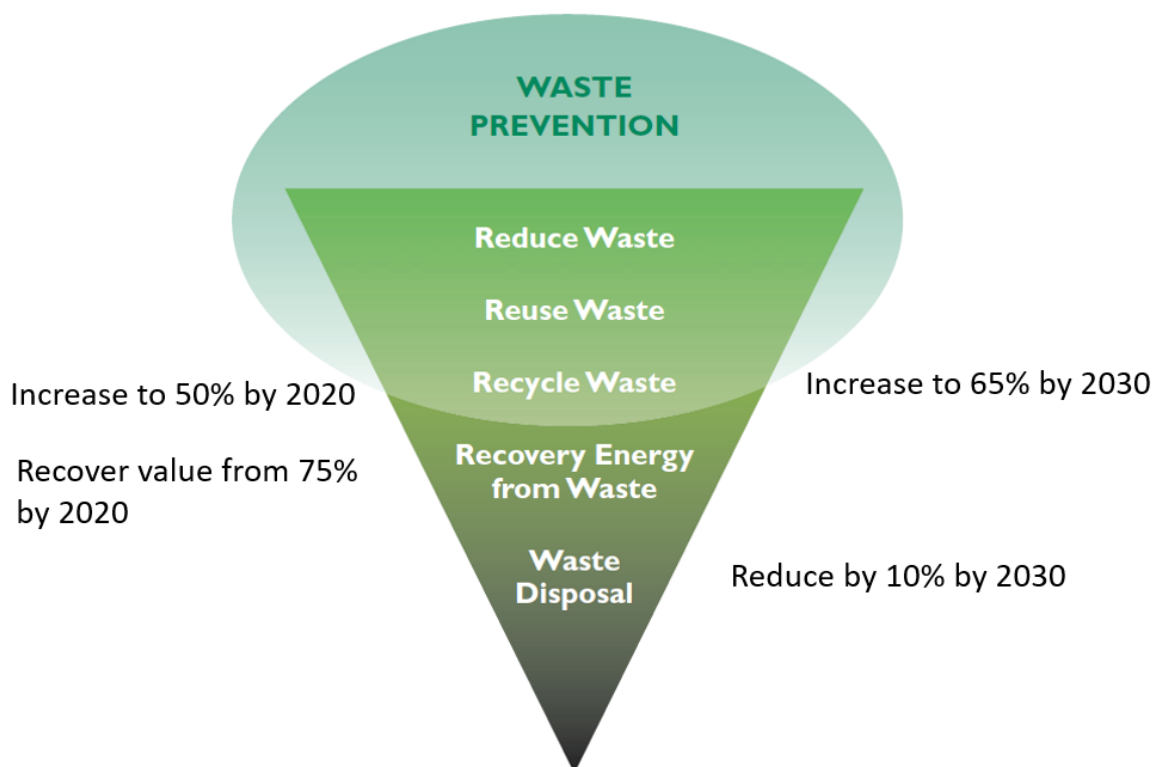
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<sup>1</sup> Asset Management Plan 2020-2025

## Waste and recycling

The collection of waste is a duty of the Council, since 2004 the Council has provided extensive kerbside and community recycling services, leading the way on waste recycling.

The Joint Cumbria Waste Management Strategy 2008-20 and Cumbria Minerals and Waste Plan 2015-30 sets out the overall countywide strategy for waste and recycling. The simple goal is to climb the Waste Hierarchy, whilst remaining self-sufficiency and dealing with waste as close as practicable to the point at which it is generated. The key targets from the strategy are presented below alongside the hierarchy.



The goal of increasing the recycling rate to 50% (by 2020) and 65% (by 2030) is reported as a Key Performance Indicator. The collected recycling rate for 2018/19 is 41.3%.

When the collection recycling rate is combined with the tonnages from the Household Waste Recycling Centres and the recovery of materials during disposal, this rate of recycling increases to 55.7%<sup>2</sup> (CSe05/2018/19).

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<sup>2</sup> March to February 2018/19

## Determining Carlisle's Carbon Footprint

A carbon footprint measures the total greenhouse gas emissions caused directly and indirectly by a person, organisation, event or product.<sup>3</sup>

Carbon emission largely come from several main sectors of the Cumbria Economy:

- Energy
- Housing
- Transport
- Waste
- Industry/Infrastructure
- Farming and Rural
- Tourism

The Countywide Climate Change Working Group will connect into these sectors to influence and communicate what will be needed to become zero carbon. The purpose of this group is to plan and oversee a radical programme of action that will enable Cumbria to become a carbon neutral county and to mitigate the likely impact of existing climate change. In order to do this, the group will:

- Propose a shared definition of “carbon neutral”
- Propose a target date by which this is to be achieved
- Commission a baseline carbon audit for the County and agree ongoing monitoring mechanisms
- Identify leadership for developing action across key topics
- Establish a programme of action by key partners
- Lead joint campaigning to encourage wider public awareness and action.

The Countywide Climate Change Working Group has commissioned work from Small World Consultancy which will be pivotable to establishing a robust and consistent methodology.

The Council has also been working in partnership with all the local authorities in Cumbria to develop a methodology for organisation carbon footprinting. This combined approach will enable the Council to report a carbon footprint alongside the Carlisle district footprint, whilst putting these figures into the wider Cumbria and national context.

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<sup>3</sup> [Carbon Trust](#)

## Objectives

To achieve the strategic goal of net zero GHG emissions the following objectives will be progressed:

Objective 1:

Reducing emissions from the City Council estate and operations.

Objective 2:

Reducing energy consumption and emissions from homes and businesses in Carlisle and tackling fuel poverty, by promoting energy efficiency measures, sustainable construction, renewable energy sources and behaviour change.

Objective 3:

Reducing emissions from transport by promoting sustainable transport, reducing car travel and traffic congestion and encouraging behaviour change.

Objective 4:

Reducing consumption of resources, increasing recycling and reducing waste.

Objective 5:

Supporting Council services, residents and businesses to adapt to the impacts of Climate Change.

Each objective has a set of draft actions, listed with relevant service areas and proposed timescale for delivery. Each action will be linked to the carbon footprint and baselining work, using scopes (1,2,3) and district options.

The timescale for the delivery of any actions is linked to capacity and resources. A simple approach to the timescale using the terms short, medium or longterm is included. These timescales are best described in terms of financial planning:

Short: Within the current budget year or budget cycle for the following year

Medium: Within the period of the current Medium-Term Financial Plan (currently 2020-25)

Long: Beyond the Medium-Term Financial Plan period but before the target date for net-zero



## Key Actions

### OBJECTIVE 1: Reducing emissions from the City Council estate and operations.

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
1.1	Develop new Carbon Management Plan for 2020-2025 to reduce energy and fuel consumption for the City Council's estate and operations.	Policy & Communications Property Services Neighbourhood Services Finance and Resources	Short	Scope 1 and 2
1.2	Take opportunities to improve the energy efficiency of the operational and commercial properties owned by the Council as they arise.	Property Services	Short	Scope 1 and 2
1.3	Explore the potential for introducing Environmental Management System in key services and operational sites.	Property Services Policy & Communications Health & Wellbeing Neighbourhood Services	Short	Scope 3 and district
1.4	Develop and implement a Council Employee Travel Plan including promoting and incentivising alternative methods of transport for Council business e.g. through provision of pool bikes, cycle mileage allowance, travel warrants, train travel and the provision of electric pool cars.	Human Resources & Payroll Organisational Development Policy & Communications	Medium	Scope 1, 2 and 3
1.5	Review of the procurement guide for staff to promote and support sustainable procurement.	Finance and Resources Internal Audit	Short	Scope 3
1.6	Work with partners to develop partnership projects to reduce greenhouse gas emissions, including the development of Energy Masterplan (Borderlands Inclusive Growth Deal)	Corporate Director of Economic Growth Regeneration Planning	Short	District

**OBJECTIVE 2: Reducing energy consumption and emissions from homes and businesses in Carlisle and tackling fuel poverty, by promoting energy efficiency measures, sustainable construction, renewable energy sources and behaviour change.**

	<b>Action/Outcomes:</b>	<b>Service Area:</b>	<b>Timescale</b>	<b>Carbon footprint scope</b>
2.1	Support residents to improve the energy efficiency of their property.	Regulatory Services Investment & Policy Development Management Building Control	Long	District
2.2	Work with voluntary and community groups to provide advice to businesses on reducing energy consumption and emissions as part of wider advice on sustainability.	Policy & Communications Carlisle Partnership Property Services Investment & Policy	Long	District
2.3	Require new non-domestic properties to be constructed to BREEAM Excellent Sustainability Standards, through policies in the revised Local Plan.	Investment & Policy Development Management Building Control	Long	District
2.4	Work with developers to deliver sustainable housing developments in Carlisle and promoting sustainable construction methodologies.	Investment & Policy Development Management Building Control	Long	District
2.5	Work in partnership with social landlords, developers and architects to share knowledge and learning on sustainable construction and promote the application of these principles on new development.	Investment & Policy Development Management Building Control	Long	District
2.6	Promoting low carbon and renewable energy provisions in new developments through Local Plan policies.	Investment & Policy	Long	District
2.7	Work in partnership where appropriate, including County wide on projects to promote energy efficiency and low carbon energy	Policy & Communications Carlisle Partnership Investment & Policy	Long	District

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
2.8	Develop a co-ordinated and comprehensive programme to encourage behavioural change by residents and businesses to reduce their carbon footprint.	Policy & Communications Carlisle Partnership	Long	District
2.9	Introduce consequential improvements policy as part of the Local Plan.	Investment & Policy Development Management Building Control	Long	District

**OBJECTIVE 3: Reducing emissions from transport by promoting sustainable transport, reducing car travel and traffic congestion and encouraging behaviour change.**

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
3.1	Work in partnership with the Local Transport Authority in improvements to transport infrastructure to tackle congestion, reduce journey times, reduce greenhouse gases emissions and improve air quality.	Policy & Communications Health & Wellbeing Neighbourhood Services Investment & Policy	Long	District
3.2	Work with partners and developers to ensure that new developments are served by public transport connections as well as making provision for cyclists and pedestrians.	Investment & Policy Development Management Carlisle Partnership	Long	District
3.3	Working with partners to promote and encourage a programme of improvements to cycling facilities, including remodelling street corners and junctions.	Health & Wellbeing Investment & Policy Development Management Carlisle Partnership	Long	District
3.4	Work with partners to facilitate provision of electric charging hubs for all types of vehicles in Carlisle, including bikes.	Health & Wellbeing Investment & Policy Development Management Carlisle Partnership	Long	District

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
3.5	Support and promote a Travel for Work Partnership to develop travel options for employees in the city.	Policy & Communications Carlisle Partnership	Long	District

**OBJECTIVE 4: Reducing consumption of resources, increasing recycling and reducing waste.**

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
4.1	Work with partners on the Sustainable Food Action Plan to achieve Sustainable Food City Status.	Carlisle Partnership Health and Wellbeing	Medium	District
4.2	Maintain the current level of occupying rates at existing allotments and support take-up of new community gardens and allotments in development areas.	Health and Wellbeing Development Management	Medium	Scope 3 and district
4.3	Work with partners on a programme for healthy eating including cooking skills to help reduce reliance on processed and packaged food.	Carlisle Partnership Health and Wellbeing	Long	District
4.4	Increase food waste collections from commercial properties.	Policy & Communications Carlisle Partnership Neighbourhood Services	Medium	Scope 3 and district
4.5	Explore opportunities to increase recycling through the range of materials and the number of sites.	Neighbourhood Services	Medium	Scope 3 and district
4.6	Develop and implement targeted recycling and waste minimisation awareness campaigns, including promoting national Zero Waste Week.	Policy & Communications Neighbourhood Services	Short	District
4.7	Help to promote Voluntary and Community Groups to be involved in recycling and reuse activities.	Policy & Communications Carlisle Partnership	Medium	District

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
		Neighbourhood Services		

#### **OBJECTIVE 5: Supporting Council services, residents and businesses to adapt to the impacts of Climate Change**

	Action/Outcomes:	Service Area:	Timescale	Carbon footprint scope
5.1	Include policies in a Supplementary Planning Document of the Local Plan which will support residents to adapt to the impact of Climate Change including policies on: <ul style="list-style-type: none"> <li>- Designing buildings which are simple to keep cool and do not overheat in the hotter weather;</li> <li>- Requiring applications where appropriate to include Sustainable Drainage Systems (SUDs) and ensuring that development is not at risk from flooding and that it does not increase the risk of flooding elsewhere.</li> </ul>	Investment & Policy	Long	District
5.2	Work with Cumbria County Council and other partners in Cumbria Strategic Flood Partnership to manage climate change related flood risks.	Corporate Director of Economic Investment & Policy Development Management Policy & Communications	Long	District
5.3	Develop and implement a new tree strategy for managing risks and increasing the city's tree stock.	Health and Wellbeing	Medium	District
5.4	Work with partners of the Cumbria Local Resilience Forum to ensure that plans are in place to respond to climate change risks and that these are regularly tested and reviewed.	Policy & Communications Carlisle Partnership	Medium	District
5.5	Develop an evidence base for climate change adaption to enable us to have a better understanding of the climate risks facing the Council and district and the adaptation actions that will be the most effective.	Policy & Communications Carlisle Partnership Investment & Policy	Medium	District

## Partnerships and procurement

Everyone and every organisation can get involved in this strategy. The partnership stakeholder map recognises the many examples of positive actions already underway. In addition, this map identifies the key groups and organisations that have specific roles in driving forward this strategy and commitments.

The Council, along with its partners, is committed to ensuring that services are delivered in a way that protects the quality of the environment and minimises any adverse impact on health and wellbeing. The Council recognises that procurement and commissioning is fundamental in delivering more sustainable outcomes. To achieve this, it is necessary to ensure that environmental and broader sustainability considerations are considered throughout the procurement and commissioning process, along with the use of local suppliers where appropriate. Three key actions will help deliver this:

- *Carbon Footprint*
- *National and Countywide Citizens' Assembly, to involve the wider population*
- *Carlisle Partnership Climate Change focus, which will proactively include young people, ensuring that they have a voice in shaping the future.*

Procurement decisions will provide opportunities to continually improve our environmental performance, especially in major capital projects and service contracts. The key partners will include:

- *Carlisle Partnership*
- *Carlisle Ambassadors*
- *Borderlands Inclusive Growth Deal Partnership*
- *Cumbria Strategic Waste Partnership*
- *Cumbria Strategic Flood Partnership*
- *Cumbria Local Resilience Forum*
- *Cumbria Public Health Alliance*

## Performance

Alongside this strategy datasets will be identified and developed into management information for monitoring. As projects are initiated Key Performance Indicators will be established and monitored throughout the project lifecycle. This management information will be added to the Performance Dashboard and the KPIs will be included in the End of Year Performance Report for the Council's Executive and the Carlisle Partnership.

This strategy will be reviewed annually, and this review will be made available for public overview and scrutiny.

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## **EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 10 FEBRUARY 2020**

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**EX.18/20      LOCAL ENVIRONMENT (CLIMATE CHANGE) STRATEGY**  
(Key Decision)

(With the consent of the Chairman, and in accordance with Rule 15 of the Access to Information Procedure Rules; and Regulation 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 this item was included on the Executive Agenda as a Key decision, although not in the Notice of Executive Key Decisions)

**Portfolio**      Environment and Transport

**Relevant Scrutiny Panel**              Health and Wellbeing; Economic Growth

**Subject Matter**

The Environment and Transport Portfolio Holder submitted report PC.02/20 presenting the draft Carlisle Local Environment (Climate Change) Strategy which drew together the work undertaken by Members, Officers and partners subsequent to the Council's resolution in March 2019 to declare a Climate Change Emergency.

The report provided background and context to development of the draft Strategy, including information on action taken to date and projects in the pipeline; emerging national strategies and plans; and county wide action planning.

The Portfolio Holder indicated that the overall vision was taken from the Joint Public Health Strategy, namely 'to become a "carbon neutral" County and to mitigate the likely impact of existing climate change.' He added that the draft Strategy presented actions grouped under five objectives outlined at paragraph 1.6, with details of the definitions and carbon accounting being provided at paragraph 1.7.

Details of the risks associated with the strategy and the outline timetable for consultation were set out at Sections 3 and 4.

The Portfolio Holder stated that the Climate Change Working Group would be involved at all stages as the matter progressed, and he looked forward to the receipt of comments from as many people as possible on what was a very important document.

Moving forward, the Environment and Transport Portfolio Holder wished to see a greener city, with much greater resilience on public transport; people walking / cycling to work. Accordingly, he moved the recommendation that the Executive approve the draft Local Environment (Climate Change) Strategy for consultation and public engagement.

The Communities, Health and Wellbeing Portfolio Holder stated that she served on the Climate Change Working Group, which represented a continuation of her life-long work on environmental protection.

The Portfolio Holder acknowledged that much remained to be done, adding that available options would be taken into account. It was particularly pleasing that consideration was being given to the 'green agenda'. Trees are the lungs of any city and she was therefore an advocate of tree planting.

The Portfolio Holder commended the Green Spaces Team for their work, to which Members could contribute. The objectives of the draft Local Environment (Climate Change) Strategy mirrored the Cumbria wide local health document to which all Cumbrian authorities had signed up. It demonstrated that the green agenda was embedded in all that they did. Opportunities for environmental efficiency would also present themselves via projects such as the St Cuthbert's Garden Village.

Today Cumbria County Council had, in conjunction with the six District Councils, published a statement on tree cover; in addition to which the Local Government Association was undertaking work on climate change.

The Communities, Health and Wellbeing Portfolio Holder was therefore fully supportive of the Strategy.

Referring to page 22, the Deputy Leader was pleased that the Local Energy Plan (Local Economic Partnership – consultation draft published in July 2018) acknowledged the importance of nuclear power in reaching zero carbon emissions. He welcomed the fact that nuclear power was supported via the Strategy.

**Summary of options rejected** that the draft Strategy should not be approved for consultation

## **DECISION**

That the Executive approved the draft Local Environment (Climate Change) Strategy for consultation and public engagement.

## **Reasons for Decision**

Through a combination of elected, representative leadership and officer work it was possible to coordinate a comprehensive programme of decision-making and activity at all tiers of government to tackle the challenge of climate change



The work so far was sufficiently advanced to form a draft strategy and action plan. The continued progress at a countywide and national level meant that those documents would need to be agile and responsive to new developments. It was therefore recommended that a draft strategy is published to focus the debate and discussions on the best way to move forward together



# Report to Economic Growth Scrutiny Panel

Agenda  
Item:

**A.6**

Meeting Date: 27 February 2020  
Portfolio: Finance, Governance and Resources  
Key Decision: No  
Within Policy and Budget Framework: Yes  
Public / Private: Public

Title: QUARTER 3 PERFORMANCE REPORT 2019/20  
Report of: Policy and Communications Manager  
Report Number: PC 05-20

## Purpose / Summary:

This report contains the Quarter 3 2019/20 performance against the current Service Standards and a summary of the Carlisle Plan 2015-18 actions as defined in the 'plan on a page'. Performance against the Panel's 2019/20 Key Performance Indicators (KPIs) are also included.

## Recommendations:

1. Scrutinise the performance of the City Council with a view to seeking continuous improvement in how the Council delivers its priorities.
2. Consider the proposed KPI change for 2020/21.

## Tracking

Executive:	9/3/20
Scrutiny:	Health and Wellbeing 20/2/20 Economic Growth 27/2/20 Business and Transformation 13/2/20
Council:	N/A

## **1. BACKGROUND**

This report contains the Quarter 3 2019/20 performance against the Service Standards and a summary of the Carlisle Plan 2015-18 actions as defined in the 'plan on a page'. The Panel's Key Performance Indicators (KPIs) are also included as an appendix.

Service Standards are the measures judged to be the most important to our customers and therefore the mostly likely to influence the overall satisfaction with how the Council performs. The following pages contains the Council's performance against the Service Standards for this Panel.

The updates against the actions in the Carlisle Plan are presented in Section 3. Only actions within the remit of the Panel are included in this report. The intention is to give the Panel a brief overview of the current position without duplicating the more detailed reporting that takes place within the Scrutiny agendas and Portfolio Holder reports.

### **Summary of KPIs and Service Standards:**

Service Standards – 0 'red', 0 'amber' and 1 'green'

KPIs – 0 'red', 2 'amber', 10 'green'

### **Summary of Exceptions (RED)**

None

## **2. PROPOSALS**

None.

## **3. RISKS**

None.

## **4. CONSULTATION**

The report was reviewed by Directorate Management Teams in January, by the Senior Management Team on 27<sup>th</sup> January 2020 and has been considered at the other Scrutiny Panels.

## **5. CONCLUSION AND REASONS FOR RECOMMENDATIONS**

The Panel are asked to scrutinise the Quarter 3 Performance Report prior to it being submitted to Executive.

## **6. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES**

Detail in the report.

**Contact Officer:** Gary Oliver

**Ext:** 7430

**Appendices attached to report:**

Performance Dashboard

**Note:** in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- None

**CORPORATE IMPLICATIONS:**

**LEGAL** - This report raises no explicit legal issues.

**FINANCE** – This report raises no explicit financial issues.

**EQUALITY** – This report raises no explicit issues relating to the Public Sector Equality Duty.

**INFORMATION GOVERNANCE** – This report raises no explicit issues relating to Information Governance.

**PROPERTY SERVICES** - This report raises no explicit issues relating to Property Services

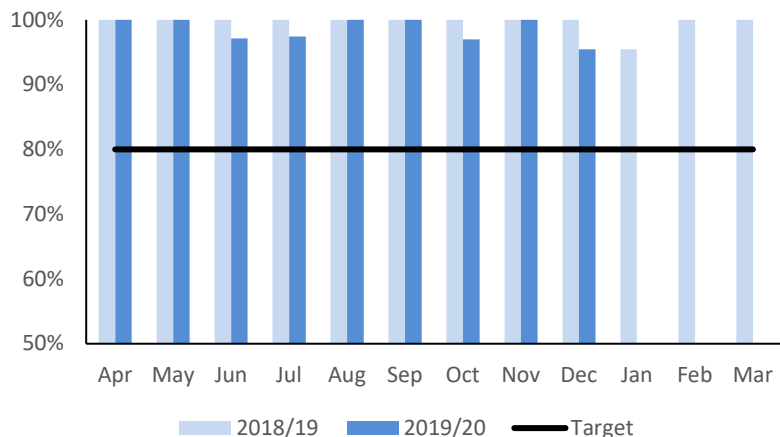

## **Section 1: Service Standards 2019/20**

Service Standards were introduced in 2012 after consultation with Service Managers, DMTs, SMT and JMT. Following a review of the initial set of five Service Standards, five further measures were introduced from Quarter 2 2017/18.

Service Standards are the measures judged to be the most important to our customers and therefore the mostly likely to influence the overall satisfaction with how the Council performs.

The following pages contains the Council's performance against the Service Standard within the Panel's remit.

SS01: Percentage of Household Planning Applications processed within eight weeks

Service Standard	To end of Quarter 3 2019/20	Performance by Month	Further Information																																																				
80% (Nationally set target)	98.4%  (Q3 2018/19: 100%)	 <table><caption>Monthly Performance Data (Estimated)</caption><thead><tr><th>Month</th><th>2018/19 (%)</th><th>2019/20 (%)</th><th>Target (%)</th></tr></thead><tbody><tr><td>Apr</td><td>100</td><td>100</td><td>80</td></tr><tr><td>May</td><td>100</td><td>100</td><td>80</td></tr><tr><td>Jun</td><td>100</td><td>98</td><td>80</td></tr><tr><td>Jul</td><td>100</td><td>98</td><td>80</td></tr><tr><td>Aug</td><td>100</td><td>100</td><td>80</td></tr><tr><td>Sep</td><td>100</td><td>100</td><td>80</td></tr><tr><td>Oct</td><td>100</td><td>98</td><td>80</td></tr><tr><td>Nov</td><td>100</td><td>100</td><td>80</td></tr><tr><td>Dec</td><td>100</td><td>95</td><td>80</td></tr><tr><td>Jan</td><td>100</td><td>95</td><td>80</td></tr><tr><td>Feb</td><td>100</td><td>100</td><td>80</td></tr><tr><td>Mar</td><td>100</td><td>100</td><td>80</td></tr></tbody></table>	Month	2018/19 (%)	2019/20 (%)	Target (%)	Apr	100	100	80	May	100	100	80	Jun	100	98	80	Jul	100	98	80	Aug	100	100	80	Sep	100	100	80	Oct	100	98	80	Nov	100	100	80	Dec	100	95	80	Jan	100	95	80	Feb	100	100	80	Mar	100	100	80	245 household planning applications have been processed in 2019/20 compared with 231 in the same period last year.
	Month		2018/19 (%)	2019/20 (%)	Target (%)																																																		
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## **Section 2: Key Performance Indicators (KPIs)**

Service Standards are not the only set of measures used to interrogate the performance of the Council. Alongside the review of Service Standards, a set of Key Performance Indicators, derived from the links between the service plans and Budget Resolution were developed. These are attached as a Dashboard.

2019/20 KPIs have been reviewed by service managers and one change to this Panel's KPIs has been proposed:

<b>Measure</b>	<b>Comments</b>
ED09 Proportion of hedgerow removal notifications determined within 6 weeks	Removal due to too few notifications – only five in whole of 2019.

## **Section 3: Carlisle Plan on a Page Delivery**

The current Carlisle Plan covered the period 2015-18 and many of the key actions are now either delivered or considered business as usual and feature within existing service plans. These were closed following the Quarter 1 report and will no longer be reported on. The following pages provide an update on the remaining key actions.



**Priority 1: Support business growth and skills development to improve opportunities and economic prospects for the people of Carlisle**

*Business Property & Infrastructure:*

<b>OUTCOME</b>	<b><u>2. City Centre redevelopment projects</u></b>
<b>SMT OWNER</b>	Jane Meek
<b>Scrutiny Panel</b>	Economic Growth / Business & Transformation
<b>Specific – What is the task</b>	Promote development opportunities and regeneration opportunities within the city centre (including Carlisle Station, Caldew Riverside, The Citadel, English Street and The Pools). Set out a strategy for the future vitality and viability of the city centre including development options for the regeneration opportunity sites (Carlisle Station, The Pools, Court Square, Caldew Riverside and the Citadel).
<b>Measurable – How will success be measured?</b>	Production of a city centre masterplan
<b>Achievable – Is it feasible?</b>	Yes
<b>Realistic – Resources available</b>	Consultancy support will be required to produce the masterplan. This will be funded by revenue budgets secured through the MTFP process.
<b>Time Bound – Start/end dates</b>	The preparation of the masterplan will commence Q3 2018-19, with a draft version produced by the end of Q4.
<b>Progress in Quarter 3 2019/20 against project plan / key milestones achieved</b>	Inception meeting has been held with key stakeholders to define the strategic objectives and critical success factors for the project. The consultants are now working on developing a series of projects that will fulfil the strategic objectives and the strategy articulated at the inception meeting.
<b>Emerging issues / risks to the project</b>	None

*Strategy & Planning:*

<b>OUTCOME</b>	<b><u>6. Progress the Borderlands Initiative</u></b>
<b>SMT OWNER</b>	Jane Meek
<b>Scrutiny Panel</b>	Economic Growth
<b>Specific – What is the task</b>	Progress the Borderlands Initiative
<b>Measurable – How will success be measured?</b>	By way of the successful continuation of the innovative and long-term partnership and the level of additional public and private sector investment secured as a direct result of the initiative.
<b>Achievable – Is it feasible?</b>	Yes. A co-ordinated approach to support regional economic development through partnership working will help to attract additional investment. Progression of ‘The Borderlands Proposal’ will rely on support from both the UK and Scottish Government.
<b>Realistic – Resources available</b>	Corporate Director of Economic Development and Borderlands Project Officer time to support the Initiative. In addition, partners have contributed towards a centralised fund to enable the appointment of consultancy support to develop a suite of strategic outline business cases and other evidence base requirements. It is anticipated that additional financial revenue resources will be required to provide support to move from Heads of Terms to Final Deal, which will be considered as part of the 2019/20 budget process.
<b>Time Bound – Start/end dates</b>	The Borderlands Partnership submitted the Borderlands Inclusive Growth Deal Proposal 2018 to UK and Scottish Government on 28 <sup>th</sup> September 2018. It is anticipated that a Heads of Terms agreement on a Deal could be reached by the end of the calendar year/early 2019. Thereafter it can typically take twelve months to agree and sign a Deal based on the experience of other areas. The Deal would then progress to the implementation and delivery phase, timescales for which would be dependent on individual projects or programmes.

<b>Progress in Quarter 3 2019/20 against project plan / key milestones achieved</b>	Preparation of the outline business case continues. Options for potential improvements to the Station within the identified budget have been identified. A second consultation on these options is due to take place between 24 January and 14 February 2020.
<b>Emerging issues / risks to the project</b>	None

<b>OUTCOME</b>	<b><u>7. Infrastructure Delivery Plan</u></b>
<b>SMT OWNER</b>	Jane Meek
<b>Scrutiny Panel</b>	Economic Growth
<b>Specific – What is the task</b>	Maintain an up to date Infrastructure Delivery Plan and develop proposals to address identified issues.
<b>Measurable – How will success be measured?</b>	Progress and issues will be reported through the annual statutory Authority Monitoring Report.
<b>Achievable – Is it feasible?</b>	Regular dialogue with infrastructure providers set up and maintained.
<b>Realistic – Resources available</b>	Can be delivered within existing staff resource and budget allocation.
<b>Time Bound – Start/end dates</b>	The Plan is aligned to the Carlisle District Local Plan 2015-30. Comprehensive update critical to development of masterplan and delivery strategy for St. Cuthbert's Garden Village.
<b>Progress in Quarter 3 2019/20 against project plan / key milestones achieved</b>	There is continued engagement with a broad range of infrastructure providers, including through dedicated workshops and one to one sessions, to better understand their needs moving forward not only for St Cuthbert's Garden Village but for the District as a whole. Session arranged with Education Authority to focus on likely education needs in the Garden Village and the wider area. We continue to pursue funding to implement specific improvement projects. The team has submitted a Full Business Case to secure LGF grant funding from the Cumbria LEP for a highway improvement project for Sewells Lanning in Harraby. We are awaiting a response. A report on Stage 1 of the viability work needed to underpin the masterplan has been received, and the next steps include the need to prepare a brief for the stage 2 viability work which will cover Local Plan viability.
<b>Emerging issues / risks to the project</b>	None

<b>OUTCOME</b>	<b><u>8. Develop a St Cuthbert's Garden Village Masterplan covering housing, design, employment land, community facilities, transport and infrastructure</u></b>
<b>SMT OWNER</b>	Jane Meek
<b>Scrutiny Panel</b>	Economic Growth
<b>Specific – What is the task</b>	The development and adoption of a masterplan covering St. Cuthbert's Garden Village.
<b>Measurable – How will success be measured?</b>	Masterplan will be incorporated into a Development Plan Document (DPD) which will require approval by Council. Masterplan to be delivered in 2 parts: Part 1 is visioning and concept framework; Part 2 is detailed framework plans.
<b>Achievable – Is it feasible?</b>	Production of DPD governed by Government Regulations, with policy and guidance also set out nationally
<b>Realistic – Resources available</b>	The project is detailed in the Council's approved Local Development Scheme (LDS). An adequate allocation has followed through the process of the MTFP. Additional funding to accelerate delivery and enhance quality has been forthcoming through inclusion in the Government's Locally Led Garden Villages Programme. Further Garden Village Capacity Funding applied for as and when funding rounds are announced.
<b>Time Bound – Start/end dates</b>	Mandate forthcoming from LDS which was approved in July 2016. Inclusion in Garden Village programme confirmed on 2nd January 2017. Anticipated adoption date of DPD April 2020.
<b>Progress in Quarter 3 2019/20 against project plan / key milestones achieved</b>	Consultation on the draft options stage of the masterplanning for St Cuthbert's Garden Village took place between 2 <sup>nd</sup> September to 14 <sup>th</sup> October. Work on summarising and analysing the feedback is nearly complete and will be published in early February. This feedback is being used to inform the development of the next stage of the project which will be the Preferred Option for the Garden Village Masterplan Framework. A revised programme has been issued through to project completion which will see the Preferred Option report issued in draft towards the end of February. This report will be presented to a joint Strategic Board/Project Steering Group in early March.

	<p>Ongoing work in association with the masterplanning includes technical assessments of transport modelling and drainage, the undertaking of work to inform a Design Code, and the drafting of briefs to undertake an employment strategy, an assessment of existing green infrastructure, work around how local centres can function and be delivered. This is also an opportune time to review the governance structure for the Garden Village and ensure that it is still the most appropriate way to drive the project forward.</p> <p>The St Cuthbert's Local Plan, which will set the policy framework for the spatial elements of the masterplan, is progressing in tandem with the masterplan and a policy drafting workshop is programmed for early March. This period of work will also see advance thinking and mapping out of Supplementary Planning Documents needed to support early phases of development at the garden Village.</p> <p>An announcement has been made by MCHLG that the bid for Garden Communities funding that was made last year by the Garden Village team was successful.</p>
<b>Emerging issues / risks to the project</b>	<p>Project risks continue to be monitored and reviewed. No risk warrants being reported at the current time.</p>

## Economic Growth Scrutiny Panel Performance Dashboard 2019/20

### - to end of Quarter 3

Key	
↓	Performance is deteriorating (compared to same period last year)
↑	Performance is improving (compared to same period last year)
→	No change in performance (compared to same period last year)
✗	Off target
▲	Close to target (within 5%)
✓	On target

On Target?	New Code	Measure	Q3 Performance 2019/20	Q3 Performance 2018/19	Trend	Target	Comments
▲	CSe22	Actual city centre revenue as a percentage of city centre expenditure (including recharges)	44.3%	39.0%	↑	49.0%	
✓	ED02	Building Control to process S80 demolition notices within six weeks (statutory duty)	100%	100%	→	100%	
✓	ED03b	Building Control to decide 100% of all applications within the statutory period of 5 weeks or 2 calendar months (with the consent of the applicant)	100%	96.9%	↑	100%	
✓	ED11	% of valid full plan applications determined or checked by Building Control within 5 working days	32.0%	N/A	N/A	25%	New measure for 2019/20
✓	ED12	% of valid full plan applications determined or checked by Building Control within 15 working days	100%	N/A	N/A	95%	New measure for 2019/20. Amendment to old ED03a
▲	ED13	% of site inspections carried out by Building Control on the date agreed	98.4%	N/A	N/A	99%	New measure for 2019/20. Amendment to old ED01. Nearly 5000 inspections carried out in 2019/20.
✓	ED05	Proportion of major planning applications completed in 13 weeks or within agreed time extension	89.5%	91.3%	↓	60%	17/19 completed within deadline or agreed extension
✓	ED06	Proportion of minor planning applications completed in 8 weeks or within agreed time extension	97.2%	98.4%	↓	80%	392 applications
✓	ED07	Proportion of 'other' planning applications completed in 8 weeks or within agreed time extension	98.1%	98.8%	↓	80%	206 applications
✓	ED08	Proportion of Tree Preservation Orders (TPO) confirmed within 6 months	100%	100%	→	100%	
✓	ED09	Proportion of hedgerow removal notifications determined within 6 weeks	100%	N/A	N/A	100%	None in 2018/19
✓	ED10	Proportion of Tree Preservation Order applications determined within statutory period of 8 weeks	100%	100%	→	100%	





# Economic Growth Scrutiny Panel

Agenda  
Item:

Meeting Date: 27<sup>th</sup> February 2020  
Portfolio: Cross-cutting  
Key Decision: No  
Within Policy and Budget Framework  
Public / Private Public  
  
Title: Overview Report  
Report of: Overview and Scrutiny Officer  
Report Number: OS.04/20

## Purpose / Summary:

This report provides an overview of matters related to the Scrutiny Panel's work. It also includes the latest version of the work programme.

## Recommendations:

Members are asked to:

- Note the items (within Panel remit) on the most recent Notice of Key Executive Decisions
- Review the current work programme and resolutions and make recommendations for the future work programme

## Tracking

Executive:	<b>Not applicable</b>
Scrutiny:	<b>EGSP 27/02/2020</b>
Council:	<b>Not applicable</b>

## 1. Notice of Key Decisions

1.1 The Notice of Key Executive Decisions was published on 7 February 2020 and was circulated to all Members. It is also available to the public on the Council's website: <http://cmis.carlisle.gov.uk/cmis/CouncilDecisions/KeyDecisionsoftheExecutive.aspx>

*Items which are included in the Panel's Work Programme:*

- KD 01/20 Local Environment (Climate Change) Strategy

*Items which have not been included in the Panel's Work Programme:*

- KD. 02/20 Grant Funding Agreement - Carlisle Southern Link Road, Housing Infrastructure Fund (HIF) Award

## 2. References from Executive

2.1 There are three references for EGSP from the Executive Meeting of 10<sup>th</sup> February:

- EX.18/20 – Local Environment (Climate Change) Strategy – **HWSP (20.2.20); EGSP (27.2.20)**
- EX.26/20 – Street Name and Numbering Policy – **to be made available to EGSP**
- EX.27/20 – Extension of Free After Three Trial – **EGSP (27.2.20)**

EX.18/20 Local Environment (Climate Change) Strategy and (EX.27/20) Extension of the Free After Three Trial were already part of the EGSP workplan and are on the agenda for 27/02/20.

EX.26/20 Street Name and Numbering Policy is not currently part of the EGSP workplan.

## 3. Progress on resolutions from previous meetings

3.1 The following table sets out the meeting date and resolution that requires following up. The status is presented as either "completed", "pending" (date expected), or "outstanding". An item is considered outstanding if no update or progress has been made after three panel meetings. All the completed actions will be removed from the list following the meeting.

	Meeting date	Minute reference	Action	Status
1	05/09/19	EGSP 56/19	2) That further work be undertaken on the promotion and circulation of the Movers' Survey to encourage more people to complete and return it;	Pending
2	28/11/19	EGSP 77/19	2) That the Corporate Director of Economic Development liaise with the Overview and Scrutiny Officer regarding the timing for the submission of a further report on the St Cuthbert's Garden Village project.	Complete
3	16/01/20	EGSP 06/20	3) That the Corporate Director of Economic Development circulate the dates for the Environment Agency's next community engagement exercises to Members of the Panel.	Pending
4	16/01/20	EGSP 07/20	<p>i) That the Economic and Housing Strategy item earmarked for the 27 February meeting be removed and that a workshop on the draft strategy be arranged by the Overview and Scrutiny Officer in conjunction with the Corporate Director of Economic Development;</p> <p>ii) That the Borderlands Inclusive Growth Deal / Key Projects reports scheduled for the April meeting be removed from the Programme.</p> <p>iii) That the Overview and Scrutiny Officer invite the Chairman of the Local Enterprise Partnership to attend the April meeting of the Panel where a report on the Partnership was to be presented.</p> <p>iv) That the Overview and Scrutiny Officer make arrangements for a scoping meeting to be held with the Chairs of the Economic Growth and Health &amp; Wellbeing Scrutiny prior to the Transport Joint Inquiry Day scheduled for Spring 2020.</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>

#### 4. Scrutiny Chairs Group Update

4.1 Scrutiny Chairs Group met on 23<sup>rd</sup> January (Appendix 2). Among the items discussed were arrangements for future Scrutiny Panel meetings, with particular regard to:

- how well the substitution system was working,

- the number of members on each panel
- times of meetings.

It was agreed that this discussion would be highlighted in the Overview Report to allow consideration of these issues by scrutiny panel members and to seek guidance on how they would like to progress this matter.

## 5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

**5.1** The overview and scrutiny of the Carlisle Plan items that match the panel remit contribute to ongoing policy development.

**Contact Officer:** Rowan Jones **Ext:** 7257

**Appendices**                      **Appendix 1 - Scrutiny Panel Work Programme 2019-20**  
**attached to report:**        **Appendix 2 - Scrutiny Chairs Group Notes**

**Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:**

- None

### CORPORATE IMPLICATIONS:

**LEGAL –**

## PROPERTY SERVICES -

**FINANCE –**

**EQUALITY** – This report raises no explicit issues relating to the public sector Equality Duty.

## INFORMATION GOVERNANCE –

## APPENDIX 1: Scrutiny Panel Work Programme 2019-20

Title	Lead Officer	Meeting Date
End Of Year Performance Report	Gary Oliver	13/06/2019
Borderlands Inclusive Growth Deal/key projects	Steven Robinson	18/07/2019
Housing Needs and Housing Strategy	Garry Legg	05/09/2019
St. Cuthbert's Garden Village	Garry Legg	05/09/2019
Performance Report	Gary Oliver	05/09/2019
Carlisle Ambassadors Update	Debbie Kavanagh	17/10/2019
Empty Property Grant Assistance	Scott Burns	17/10/2019
Economic Strategy Update	Garry Legg	17/10/2019
Performance Report	Gary Oliver	28/11/2019
Budget setting	Alison Taylor	28/11/2019
Flood risk management and community resilience	Steven O'Keeffe	16/01/2019
Performance Report	Gary Oliver	27/02/2020
Business support/High Street Fund	Steven Robinson	27/02/2020
Environment Strategy	Steven O'Keeffe	27/02/2020
Free After Three Car Parking	Colin Bowley	27/02/2020
Borderlands Inclusive Growth Deal/ key projects including update on expression of interest for Historic England's High Street Heritage Action Zone	Steven Robinson	27/02/2020
Economic Strategy Workshop	Garry Legg	19/03/2020
Local Enterprise partnership (LEP)	Garry Legg	09/04/2020
Enterprise Zone	Garry Legg	09/04/2020
Scrutiny Annual Report	Rowan Jones	09/04/2020
St Cuthberts Garden Village	Garry Legg	09/04/2020
Joint Inquiry Day with H&WSP to consider a range relevant Highways issues	Rowan Jones	Spring 2020

## **APPENDIX 2**

### **SCRUTINY CHAIRS' GROUP MEETING**

**23 January 2020 at 10.00am**

**Attended:** Councillor Bainbridge, Chair of the Business and Transformation Scrutiny Panel  
Councillor Birks, Vice Chair of the Business and Transformation Scrutiny Panel  
Councillor Brown, Chair of the Economic Growth Scrutiny Panel  
Councillor Meller, Vice Chair of Economic Growth Scrutiny Panel  
Councillor Mrs Finlayson, Vice Chair of the Health and Wellbeing Scrutiny Panel  
Rowan Jones, Overview and Scrutiny Support Officer  
Jacqui Issatt, Committee Clerk

#### **01/20 APOLOGIES FOR ABSENCE**

No apologies for absence were submitted.

#### **02/20 LEAD MEMBER**

AGREED – That Councillor Brown, Chairman of the Economic Growth Scrutiny Panel would lead the Group for the meeting.

#### **03/20 NOTES OF LAST MEETING**

Councillor Brown advised that the Labour Group was conducting its own Working Group on the Council's Committee's. Issues being considered by the Working Group included:

- The composition of Committee's – whether the number of Members required for Scrutiny Panels should be reduced;
- The use of substitute members. It was noted that the new substitution arrangements brought in at the beginning of the 2019 Municipal Year had meant an increase in the number of substitute Members attending Panel meetings, often at short notice. The Group discussed the impact of frequent use of substitutes in terms of continuity, knowledge accrual, and contribution at meetings;
- The starting time of meetings, as 4pm was difficult for those with children to attend.

AGREED – That the notes of the Scrutiny Chairs Group held on 8 November 2019 be approved.

## **04/20 CROSS CUTTING ITEMS**

The Group discussed the management of cross cutting items such as flooding through the various Panels and how that process was managed. Members were reminded that the remits of individual Panels were set out in the Council's Constitution. The Group discussed previous instances of combined scrutiny, for example, The Sands Centre Redevelopment, and noted the challenges it had presented in terms of: ensuring that individual Panels were able to fully scrutinise the areas within their remit, and; ownership of resolutions for matters to be taken forward.

It was noted that previously, some reports were circulated to Panels as "For Information Only", but that practice was less frequent now.

In response comments that Members needed to be kept abreast of items being considered as part of the Committee process, the Group were reminded email notifications were sent to all Councillors advising when agenda documents had been published and providing a link to the appropriate pages on CMIS.

Furthermore, each political party was represented at each of the Panel's, therefore, should a Member not on a particular Panel wish for an issue to be raised or considered as part of the scrutiny of the matter, they were able to liaise with Councillors on the Panel with a view to getting the issue progressed. The Group recognised that Scrutiny Panels were public meetings that any Councillor was able to attend and observe the scrutiny of items. A Member noted that Members also had the opportunity to raise issues directly with Officers and at Council.

In response to a request from a Member, the Committee Clerk agreed that notifications be sent to all Members when the minutes of a meeting of a Scrutiny Panel had been published on the Council's website.

AGREED – 1) That the notes from this Group be added to the Overview Report in the next cycle of Scrutiny meetings to allow each Panel to discuss the potential of reducing the number of members on each Panel and how they would like to progress the matter.

2) That an email notification be sent to all Members when the minutes had of a Scrutiny Panel had been published online.

## **05/20 CONTENT OF THE SCRUTINY ANNUAL REPORT**

The Group considered the content of the Annual Scrutiny report and felt that the following areas should be included: key items scrutinised by the Panel in the preceding year; potential items for the Panel's Work Programme for the coming year.

A Member noted that some Councillors did not feel it was appropriate for contributions from Executive Members to be included.

AGREED – That the dates and times for the three Scrutiny Panels and the Scrutiny Chairs Group as set out in the draft Civic Calendar 2019/20, as circulated, be agreed.

That the notes from this Group be added to the Overview Report in the next cycle of Scrutiny meetings to allow each Panel to discuss the potential of changing the start times of the Scrutiny Panels.

## **06/20 TRANSPORT INQUIRY DAY**

The Chairman of the Economic Growth Scrutiny Panel noted that plans for an Inquiry Day had been ongoing for sometime, a scoping meeting with the Corporate Director of Economic Development and the appropriate Chairs had been scheduled. It was noted that the original intention for the Inquiry had been very broadly focussed and encompassed a wider range of issues than capital projects being undertaken, and that the scope of the Inquiry was a matter for Members to determine.

(The meeting ended at 10:48am)