



# **CARLISLE CITY COUNCIL**

Minutes of Council, Executive,  
Committees and Panels

**Volume 49(5)**

3 January 2023 to 27 February 2023



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**Present:** Councillor Ruth Alcroft, Councillor Trevor Allison, Councillor Louise Atkinson, Councillor James Bainbridge, Councillor Robert Betton, Councillor Pamela Birks, Councillor Mrs Marilyn Bowman, Councillor Lisa Brown, Councillor Nigel Christian, Councillor John Collier, Councillor Dr Helen Davison, Councillor Mrs Christine Finlayson, Councillor Mrs Anne Glendinning, Councillor Colin Glover, Councillor Stephen Higgs, Councillor Neville Lishman, Councillor Mrs Elizabeth Mallinson, Councillor John Mallinson, Councillor Keith Meller, Councillor Mrs Linda Mitchell, Councillor Michael Mitchelson, Councillor David Morton, Councillor Paul Nedved, Councillor Lucy Patrick, Councillor Tim Pickstone, Councillor Fiona Robson, Councillor David Shepherd, Councillor Miss Lee Sherriff, Councillor Christopher Southward, Councillor Peter Sunter, Councillor Dr Les Tickner, Councillor Raymond Tinnion, Councillor Miss Jeanette Whalen, Councillor Christopher Wills

**Officers:** Town Clerk and Chief Executive  
Corporate Director of Governance and Regulatory Services

**C.01/23 Apologies for Absence**

Apologies for absence were submitted on behalf of Councillor Jeffrey Bomford, Councillor Gareth Ellis, Councillor Ms Jo Ellis-Williams and Councillor Mrs Anne McKerrell.

**C.02/23 Minutes**

The Mayor moved the receipt and adoption of the minutes of the meetings of the City Council held on 8 November and 13 December 2022.

RESOLVED - That the minutes of the meeting of the City Council held on 8 November and 13 December 2022 be received; and were signed by the Mayor.

**C.03/23 Public and Press**

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

**C.04/23 Declarations of Interest**

In accordance with the Council's Code of Conduct the following declarations of interest were submitted in respect of Item 19. Tullie House Business Plan:

Councillor Brown declared an interest as she was an Executive Member of the Shadow Authority for Cumberland.

Councillor Southward declared an interest as he was an Executive Member of the Shadow Authority for Cumberland.

Councillor Glendinning declared an interest as she was a Member of the Shadow Authority for Cumberland.

Councillor Glover declared an interest as he was the City Council's representative on the Tullie House Museum and Art Gallery Trust Board.

In accordance with the Council's Code of Conduct Councillor Dr Davison declared a pecuniary interest in respect of Item 16. Elected Members' Allowances 2022/23. Her interested related to the fact that she was a City Councillor.

### **C.05/23 Announcements**

#### (i) The Mayor

The Mayor announced a number of events that were being held throughout January, February and March in support of the Mayor's Charity.

#### (ii) The Leader of the Council

There were no announcements from the Leader.

#### (iii) Members of the Executive

There were no announcements from the Executive Members.

#### (iv) Town Clerk and Chief Executive

There were no announcements from the Town Clerk and Chief Executive.

### **C.06/23 Questions by Members of the Public**

Pursuant to Procedure Rule 10.1, the Corporate Director of Governance and Regulatory Services reported that no questions had been submitted on notice by members of the public.

### **C.07/23 Presentation of Petitions and Deputations**

Pursuant to Procedure Rule 10.11, the Corporate Director of Governance and Regulatory Services reported that no petitions or deputations had been submitted by members of the public.

### **C.08/23 Questions from Members of the Council**

Pursuant to Procedure Rule 11.2, the Corporate Director of Governance and Regulatory Services reported that the following question had been submitted on notice from Councillor Pickstone:

“Could the Leader, or the appropriate Executive Member, inform members of the numbers of dwellings which have been given planning permission, but have not yet been completed across the City, and also the potential number of dwellings that could be delivered on land allocated for housing development in our current Plan, for which planning permission has not yet been given?”

The Economy, Enterprise and Housing Portfolio Holder responded that monitoring of housing completions was undertaken on an annual basis, as at 1<sup>st</sup> April 2022 the figures were:

- 3,285 homes with permission which were either under construction or had yet to be started (the monitoring did not distinguish the two);
- 8 local plan site allocations that had yet to secure planning permission which collectively had the capacity to deliver some 578 homes.

Monitoring for the 2022/23 period would be undertaken over the April/May period.

Pursuant to Procedure Rule 11.6 Councillor Pickstone asked the following supplemental question:

"Could the Portfolio Holder confirm that the City Council was working hard to bring sites forward to contribute the City's economic growth?"

The Economy, Enterprise and Housing Portfolio Holder provided assurances that the City Council worked hard to bring economic development to the City and would continue to do so until Vesting Day.

### **C.09/23 Minutes of the Executive**

The Leader moved, and the Environment and Transport Portfolio Holder seconded that the minutes of the meetings of the Executive held on 21 November and 19 December 2022 be received and adopted.

RESOLVED – That the minutes of the meetings of the Executive held on 21 November and 19 December 2022 be received and adopted.

### **C.10/23 Executive - Portfolio Holder Reports**

Copies of reports from the following Portfolio Holders had been circulated prior to the meeting:

### **C.11/23 Culture, Heritage and Leisure**

In moving his report the Culture, Heritage and Leisure Portfolio Holder thanked the Council's Events team for the excellent and varied events that had taken place across the City in the lead up to Christmas. The Portfolio Holder responded to questions regarding: tickets access and promotion for the City of Lights event; the success and footfall at the Old Fire Station; the impact of the Christmas Market on the economy and Tribe.

RESOLVED - 1) That the report of the Culture, Heritage and Leisure Portfolio Holder be received.

2) That the Culture, Heritage and Leisure Portfolio Holder provide Councillor Dr Davison and Councillor Allison with comparative information showing the attendance figures for the Old Fire Station compared to pre Covid attendance figures.

### **C.12/23 Communities, Health and Wellbeing**

The Communities, Health and Wellbeing Portfolio Holder was very proud to announce that the City Council had achieved the Armed Forces Covenant - Gold Award for its 'outstanding' support for the Armed Forces Community. The City Council was the only Cumbrian District Council to achieve the Employer Recognition

Scheme Gold Award. The Portfolio Holder moved her report and responded to a request for a Member to join a shift with the Safer Street Officers.

RESOLVED - That the report of the Communities, Health and Wellbeing Portfolio Holder be received.

### **C.13/23 Environment and Transport**

The Environment and Transport Portfolio Holder gave thanks to the Civil Enforcement Team for their outstanding work in monitoring and reducing the fly tipping at bring sites over the Christmas period. He moved his report and responded to questions regarding: the impact of the successful fly tipping campaign on other areas; the reinstatement of the short term drop off point at the Sands Centre; public transport to the Sands Centre; the impact of the free car parking on the economy and the environment.

RESOLVED - That the report of the Environment and Transport Portfolio Holder be received.

### **C.14/23 Economy, Enterprise and Housing**

In moving her report the Economy, Enterprise and Housing Portfolio Holder reported that the Council's Shared Prosperity Fund Investment Plan had been agreed by government. The Portfolio Holder moved her report and responded to questions regarding the Southern Relief Road and the City Centre Task Force.

RESOLVED - That the report of the Economy, Enterprise and Housing Portfolio Holder be received.

### **C.15/23 Finance, Governance and Resources**

The Leader moved the Finance, Governance and Resources Portfolio Holder report and responded to questions regarding the introduction of voter ID and the electoral register.

RESOLVED - That the report of the Finance, Governance and Resources Portfolio Holder be received.

### **C.16/23 Leader's Portfolio**

The Leader moved his report and responded to questions regarding the Central Plaza site and the future of the Carlisle Partnership.

RESOLVED - That the report of the Leader be received.

### **C.17/23 Minutes**

The Mayor moved and Councillor Glover seconded receipt and adoption of the minutes of the meetings as detailed within Minute Book Volume 49(4):

<b>Committee</b>	<b>Meeting Date</b>
People Panel	24 November 2022
Place Panel	13 October and 1 December 2022
Regulatory Panel	23 November 2022

Development Control Committee	28 October, 7 December and 9 December 2022
Audit Committee	10 November and 8 December 2022
Appeals Panel	25 October 2022

RESOLVED - That the minutes of the meetings as detailed [Volume 49(4)] above be received and adopted.

**C.18/23 Scrutiny**

Copies of reports from the following Scrutiny Panel Chairs had been circulated prior to the meeting:

**C.19/23 Chair of the People Panel**

Councillor Glover moved his Chair's Report and responded to questions regarding the preservation of the closed Turkish Baths building.

RESOLVED - That the Report of the Chair be received.

**C.20/23 Chair of the Place Panel**

Councillor Bainbridge moved his Chair's Report and responded to questions regarding the display of roman artefacts.

RESOLVED - That the Report of the Chair be received.

**C.21/23 Chair of the Resources Panel**

Councillor Finlayson moved her Chair's Report.

RESOLVED - That the Report of the Chair be received.

**C.22/23 Notice of Motion**

Pursuant to Procedure Rule 12, the Corporate Director of Governance and regulatory Services reported that no motions had been submitted on notice by Members of the Council.

**C.23/23 Proposals from the Executive in relation to the Council's Budget and Policy Framework**

**C.24/23 Caldew Riverside Remediation**

Pursuant to Minute EX.158/22, consideration was given to the progress made in understanding the nature of the contamination on the Caldew Riverside site and the development of a strategy for its remediation. Report ED.01/23 and relevant Minute Extracts had been circulated.

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

RESOLVED - That Council:

- 1) Noted the contents of the report, including the risk associated with the ownership

of the Caldew Riverside site and the proposed approach to its remediation.

2) Noted the support from Homes England in developing a business case to draw down the additional funding required to fully remediate the site and enable it to be developed for housing.

3) Approve the creation of an earmarked reserve of £100,000, to be funded from virements from 2022/23 underspends, to be released over three years (from 2023/24) to be allocated to the project to support the delivery of the proposed remedial strategy.

### **C.25/23 Capital Budget Overview and Monitoring Budget**

Pursuant to Minute EX.151/22, consideration was given to a request to carry forward capital budget from 2022/23 into 2023/24. Report RD.53/22 and the relevant Minute Extracts had been circulated.

The Leader moved the recommendations which were seconded by the Environment and Transport Portfolio Holder.

RESOLVED - That Council approved the re-profiling of capital projects, as carry forward requests, totalling £5,000,000 to 2023/24 as set out in report RD.53/22.

### **C.26/23 Elected Members' Allowances 2022/23**

Consideration was given to a report of the Corporate Director of Finance and Resources detailing the proposed increase to Members' Allowances for 2022/23. Report RD.54/22 had been circulated.

The Leader noted the options available to Council and moved that members' allowances were increased by 4.04% as set out in section 2.3 of the report. Councillor Dr Tickner seconded the recommendation.

RESOLVED - That Council:(i) noted the pay award for staff and approved an increase to members' allowances of 4.04%, based upon the options set out in report RD.54/22, for a one-year period effective from 1 April 2022, to ensure compliance with the approved Elected Members' Allowance Scheme; and (ii) approved the virement to utilise revenue savings in the 2022/23 revenue budget to fund the proposed increase if current provisions are not sufficient.

### **C.27/23 Operation of the provisions relating to call-in and urgency**

Pursuant to Procedure Rule 15(j) of the Overview and Scrutiny Procedure Rules, the Corporate Director of Governance and Regulatory Services reported (GD.01/23) on the Operation of Call-in and Urgency Procedures over the past year.

RESOLVED – That report GD.01/23 be noted.

### **C.28/23 Communications**

There were no communications or items of business brought forward by the Mayor as a matter of urgency to be dealt with at the meeting.

### **C.29/23 Public and Press**

RESOLVED – That in accordance with Section 100A(4) of the Local Government Act 1972 the Public and Press were excluded from the meeting during consideration of the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraph numbers (as indicated in brackets against the minutes) of Part 1 of Schedule 12A of the 1972 Local Government Act.

**C.30/23 Proposals from the Executive in relation to the Council's Budget and Policy Framework**

**C.31/23 Tullie House Business Plan**

(Public and Press excluded by virtue of Paragraph 3)

Pursuant to Minute EX.167/22, consideration was given to the Tullie House Museum and Art Gallery Trust 2022/2023 – 2031/32 Business Plan for the 2023/24 financial year.

The Culture, Leisure and Heritage Portfolio Holder moved and the Leader seconded the recommendations.

RESOLVED - That the Council reviewed the Tullie House Business Plan and recommended it to the Shadow Cumberland Executive.

The Meeting ended at: 20:10



**Special Council**

**Date:** Tuesday, 7 February 2023

**Time:** 14:00

**Venue:** Cathedral Room

**Present:** Councillor Ruth Alcroft, Councillor Trevor Allison, Councillor James Bainbridge, Councillor Mrs Marilyn Bowman, Councillor Lisa Brown, Councillor Nigel Christian, Councillor John Collier, Councillor Dr Helen Davison, Councillor Gareth Ellis, Councillor Mrs Christine Finlayson, Councillor Mrs Anne Glendinning, Councillor Colin Glover, Councillor Stephen Higgs, Councillor Mrs Elizabeth Mallinson, Councillor John Mallinson, Councillor Mrs Anne McKerrell, Councillor Keith Meller, Councillor Mrs Linda Mitchell, Councillor Michael Mitchelson, Councillor David Morton, Councillor Paul Nedved, Councillor Tim Pickstone, Councillor Fiona Robson, Councillor Christopher Southward, Councillor Peter Sunter, Councillor Raymond Tinnion, Councillor Miss Jeanette Whalen, and Councillor Christopher Wills.

**Officers:** Town Clerk and Chief Executive  
Corporate Director of Governance and Regulatory Services

**C.32/23 Apologies for Absence**

Apologies for absence were submitted on behalf of Councillor Louise Atkinson, Councillor Mrs Pamela Birks, Councillor Ms Ellis-Williams, Councillor Lucy Patrick, Councillor David Shepherd, Councillor Lee Sherriff and Councillor Dr Leslie Tickner.

**C.33/23 Introduction and Welcome**

The Mayor extended a warm welcome to those honoured and distinguished guests and Members of the City Council in attendance on what was a most prestigious and happy occasion.

**C.34/23 His Honour Judge Batty KC**

It was with sadness that the Mayor reported the death of Judge Paul Batty on 5 February 2023, Judge Batty KC had been both Honorary Recorder and Honorary Freeman of the City of Carlisle.

Members stood for a minute's silence as a mark of respect to the memory of Judge Batty KC.

The Mayor extended an invitation to Members of the City Council to say a few words.

Councillor Mallinson (J) rose to pay tribute to Judge Batty KC, the news of whose passing had come as a shock. Councillor Mallinson observed that Judge Batty KC had been well respected in his professional life and had sought to use his office to minimise the impact of narcotics in communities. In his personal life Judge Batty KC had been a keen sea fisherman.

Councillor Glover also rose to pay tribute to Judge Batty KC and thanks for his service to the city. Judge Batty KC had been proud of his adoptive city and recognised the importance of ceremonial heritage in civic life.

### **C.35/23      Honorary Freemen and Freewoman of the City of Carlisle**

The Special Meeting had been convened in pursuance of the statutory powers derived from Section 249 of the Local Government Act 1972; and a resolution of the City Council passed at a special meeting on 13 December 2022 (Minute C.152/22), to admit Val Armstrong, Councillor John Collier and Reverend Keith Teasdale as Honorary Freewoman and Freemen of the City of Carlisle.

On the Motion of Councillor Mallinson (J), seconded by Councillor Brown, it was UNANIMOUSLY RESOLVED that Val Armstrong, Councillor John Collier and Reverend Keith Teasdale be admitted as Honorary Freewoman and Freemen of the City of Carlisle, in recognition of their eminent services to the City.

Councillor Brown was delighted to recognise the service of Val Armstrong, who was the third woman to be admitted as a Freewoman for the City of Carlisle. Councillor Brown felt that through her career in local radio Val Armstrong had been a source of reassurance to many through a number of difficult times. Her charity work was long standing and varied and served as an inspiration to others.

At the invitation of the Town Clerk and Chief Executive, Val Armstrong took the Oath and subscribed to the Freemen's Roll.

The Mayor congratulated Val Armstrong and, on behalf of the City, presented her with a Casket containing the Scroll of Freedom. (80071)

Val Armstrong thereupon expressed thanks to the Council and the City for the honour conferred upon her. In so doing, she reflected on her career with the BBC which had covered a period of more than four decades. Val Armstrong admired the sense of community in the city which had become her adopted home. She was honoured to become the third Freewoman of the city.

With great pleasure Councillor Mallinson (J) gave an address recognising the service of Councillor John Collier. Councillor Mallinson outlined in some detail, Councillor Collier's public service, both in the army and as a Councillor where he had served in a number of important roles including Mayor of Carlisle, Chairman of Cumbria County Council, and Chairman of the Lake District National Park Authority.

At the invitation of the Town Clerk and Chief Executive, Councillor John Collier took the Oath and subscribed to the Freemen's Roll.

The Mayor congratulated Councillor John Collier and, on behalf of the City, presented them with a Casket containing the Scroll of Freedom. (80072)

Councillor John Collier thereupon expressed thanks to the Council and the City for the honour conferred upon him. Councillor Collier reflected on his life in local politics and his associations with people from all sides of the political spectrum. He thanked all those present for their attendance at the ceremony.

Councillor Mallinson (J) was honoured to rise to recognise the service of Reverend Keith Teasdale. Councillor Mallinson described Reverend Teasdale's early life along with his increasing affinity to the Church and his ordination as priest at Durham Cathedral in 1988. In Carlisle Reverend Teasdale had held the roles of City Centre Chaplain and Priest in charge of St Aidan's.

At the invitation of the Town Clerk and Chief Executive, Reverend Keith Teasdale took the Oath and subscribed to the Freeman's Roll.

The Mayor congratulated Reverend Keith Teasdale and, on behalf of the City, presented them with a Casket containing the Scroll of Freedom. (800700)

Reverend Keith Teasdale thereupon expressed thanks to the Council and the City for the honour conferred upon him. The strong sense of community in the city which had sustained residents through troubling times such as Storm Desmond and the Covid 19 pandemic. Reverend Keith Teasdale spoke of the importance family life and how it had supported and shaped him over the years.

The Meeting ended at: 14:46





## Executive

**Date:** Monday, 19 December 2022

**Time:** 16:03

**Venue:** Flensburg Room

**Present:** Councillor Mrs Marilyn Bowman, Councillor Nigel Christian, Councillor Gareth Ellis, Councillor Stephen Higgs, Councillor John Mallinson

**Officers:** Deputy Chief Executive  
Corporate Director of Governance and Regulatory Services  
Corporate Director of Finance and Resources  
Corporate Director of Economic Development

### **EX.153/22 CALL IN**

The Leader reported that the Mayor had, on 9 December 2022, agreed that the following items be exempt from call in as call-in procedures would overlap the City Council meeting on 3 January 2023 when the Council would be asked to approve the following matters:

A.1 Caldew Riverside Remediation  
B.1 Tullie House Business Plan

### **EX.154/22 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of the Communities, Health and Wellbeing Portfolio Holder and the Town Clerk and Chief Executive.

### **EX.155/22 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

### **EX.156/22 PUBLIC AND PRESS**

It was agreed that the items in Part A be dealt with in public and the items in Part B be dealt with when the Public and Press are excluded.

### **EX.157/22 MINUTES OF PREVIOUS MEETING**

RESOLVED - That the minutes of the meeting held on 21 November 2022 be agreed as a correct record.

### **EX.158/22 CALDEW RIVERSIDE REMEDIATION**

(Key Decision KD.25/22)

**Portfolio** Economy, Enterprise and Housing  
**Relevant Scrutiny Panel** Place Panel

The Economy, Enterprise and Housing Portfolio Holder submitted report ED.33/22 which set out the progress made in understanding the nature of the contamination at the site along with the development of a strategy for its remediation and the implications for the Council as owner of the site. An overview of costs associated

with the remediation works was provided and underpinned the recommendation for a budget of £100,000 to support the delivery of the remedial strategy over a three year period.

The Economy, Enterprise and Housing Portfolio Holder welcomed the remediation works, as they would enable the future development of the site and support the upcoming changes in the city centre.

The Economy, Enterprise and Housing Portfolio Holder moved the recommendations which were seconded by the Leader.

**Summary of options rejected** not to allocate funding to the project

## **DECISION**

That the Executive:

1. Noted the contents of the report, including the risk associated with the ownership of the Caldew Riverside site and the proposed approach to its remediation.
2. Noted the support from Homes England in developing a business case to draw down the additional funding required to fully remediate the site and enable it to be developed for housing.
3. Recommend to Council, a budget of over £100,000 over three years (from 2023/24) to be allocated to the project to support the delivery of the proposed remedial strategy.

## **Reasons for Decision**

The remediation and future redevelopment of the Caldew Riverside site will support the delivery of the vision set out in the Carlisle Plan, which is to enable Carlisle to grow and prosper as the capital of the Borderlands region. It also contributes directly to the priority of delivering inclusive and sustainable economic growth, by making Carlisle a more attractive place to live, work, visit and invest.

## **EX.159/22 NOTICE OF EXECUTIVE KEY DECISIONS**

(Non Key Decision)

**Portfolio:** Cross Cutting

## **Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

## **Subject Matter:**

The Notice of Executive Key Decisions dated 18 November 2022 was submitted for information.

**Summary of options rejected** None

## **DECISION**

That the Notice of Executive Key Decisions dated 18 November 2022 be received.

**Reasons for Decision** Not applicable

**EX.160/22 SCHEDULE OF DECISIONS TAKEN BY THE LEADER / PORTFOLIO HOLDERS**

(Non Key Decision)

**Portfolio** Cross Cutting

**Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

**Subject Matter:**

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

**Summary of options rejected** None  
**DECISION**

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

**Reason for Decision** Not applicable

**EX.161/22 SCHEDULE OF DECISIONS TAKEN BY OFFICERS**

(Non Key Decision)

**Portfolio** Cross Cutting

**Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

**Subject Matter:**

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

**Summary of options rejected** None

**DECISION**

That the decisions attached as Appendix B, be noted.

**Reason for Decision** Not applicable

**EX.162/22 JOINT MANAGEMENT TEAM**

(None Key Decision)

**Portfolio** Cross Cutting

**Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

**Subject Matter:**

The minutes of the meeting of the Joint Management Team on 21 November 2022 were submitted for information.

**Summary of options rejected** None

**Decision**

That the minutes of the Joint Management Team held on 21 November 2022, attached as Appendix C, be received.

**EX.163/22 HIGH STREET TASKFORCE**

(Non Key Decision)

**Portfolio** Economy, Enterprise and Housing

**Relevant Scrutiny Panel** Place Panel

**Subject Matter:**

The Economy, Enterprise and Housing Portfolio Holder submitted report ED.32/22 which provided an update on the visit from the High Street Task Force (HSTF) and outlined the findings and recommendations of the subsequent 'Unlocking Your Place Potential' report which had been issued to the Council and was included in Appendix A.

The Place Panel had considered the report at its meeting of 13 October 2022 (Minute Excerpt PLP.33/22 referred) and requested that the Executive implement the recommendations contained within the Unlocking Your Place Potential report.

The Economy, Enterprise and Housing Portfolio Holder moved the recommendations, which were seconded by the Leader.

**Summary of options rejected** None

**DECISION**

That the Executive:

1. Note the contents of the 'Unlocking Your Place Potential' Report, included at Appendix A
2. Provided feedback on the findings and recommendations included in the report
3. Gave its approval for the implementation of the recommended actions included in the report.

**Reasons for decision**

The support from the HSTF and implementation of the recommendations contained within the UYPP Report would support and add value to the projects currently being developed and delivered through the Town Deal and Future High Streets Fund regeneration programmes. Therefore, the activity would directly support the delivery of the vision set out in the Carlisle Plan, which was to enable Carlisle to grow and prosper as the capital of the Borderlands region. It also contributes directly to the priority of delivering inclusive and sustainable economic growth, by making Carlisle a more attractive place for investment.

## **EX.164/22      QUARTER 2 PERFORMANCE REPORT 2022/23**

(Non Key Decision)

**Portfolio**                  Finance, Governance and Resources

### **Relevant Scrutiny Panel**

People Panel; Place Panel

### **Subject Matter:**

The Finance, Governance and Resources Portfolio Holder submitted report PC.29/22 containing the Quarter 2 performance against Service Standards, together an update on the delivery of the Carlisle Plan 2021- 23. Performance against the 2022/23 Key Performance Indicators (KPI) are also included as a dashboard. The performance was scrutinised by the People Panel and Place Panel on 24 November and 1 December 2022 respectively. Excerpts from the minutes of those meetings (PEP.59/22 and PLP.41/22) were also submitted.

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

**Summary of options rejected** none

### **DECISION**

That the Executive had considered the performance of the City Council as presented in Report PC.29/22 with a view to seeking continuous improvement in how the Council delivered its priorities.

### **Reasons for Decision**

To seek Executive's consideration of the performance of the City Council as presented in the report.

## **EX.165/22      REFERENCE FROM PLACE PANEL**

(Non Key Decision)

**Portfolio**                  Environment and Transport

**Relevant Scrutiny Panel** Place Panel

The Environment and Transport Portfolio Holder submitted minute excerpts PLP.43/22 which summarised the Place Panel's consideration of a report regarding proposals for Talkin Tarn Management Arrangements at its meeting of 1 December 2022. The Place Panel had requested that the Executive consider the creation of an earmarked reserve for surplus / carry forward monies in relation to Talkin Tarn and; look at ways to reduce the National Non Domestic Rates levied upon the site.

The Environment and Transport Portfolio Holder indicated that he, in principle supported the requests made by the Panel. He proposed that the Executive: a) develop ideas for the creation of an earmarked reserve for surplus / carry forward monies in relation to Talkin Tarn; and b) look at ways to reduce the National Non Domestic Rates levied at Talkin Tarn. The Leader seconded the proposals.

**Summary of options rejected** None

## **DECISION**

That the Executive:

1. Develop ideas for the creation of an earmarked reserve for surplus / carry forward monies in relation to Talkin Tarn.
2. Look at ways to reduce the National Non Domestic Rates levied at Talkin Tarn.

## **Reasons for Decision**

To consider and respond to the reference made by the Place Panel.

### **EX.166/22 EXCLUSION OF PUBLIC AND PRESS**

RESOLVED – That in accordance with Section 100A(4) of the Local Government Act 1972 the Public and Press were excluded from the meeting during consideration of the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraph numbers (as indicated in brackets against the minutes) of Part 1 of Schedule 12A of the 1972 Local Government Act.

### **EX.167/22 TULLIE HOUSE BUSINESS PLAN**

(Public and Press excluded by virtue of Paragraph 3)

(Key Decision - KD.22/22)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel** Place Panel

#### **Subject Matter:**

The Culture, Heritage and Leisure Portfolio Holder submitted the Tullie House Business Plan (CS.39/22). The partnership agreement between Tullie House and the City Council stipulated that the Business Plan be used as the basis for agreeing future years' funding. Members noted that the requirement to agree core funding resided with the Shadow Authority for Cumberland Council.

The matter had been considered by the Place Panel at its meeting on 1 December 2022 (Minute Excerpt PLP.45/22 referred). The Culture, Heritage and Leisure Portfolio Holder thanked all staff at Tullie House involved in the production of the Plan as well as the scrutiny members and Officers involved in its review. The Culture, Heritage and Leisure Portfolio Holder moved that the Business Plan be submitted to the City Council and Cumberland Council with a recommendation that the funding, as requested in the Plan, be approved. The Leader seconded the proposal.

**Summary of options rejected** other options on the level of core grant to be provided

## **DECISION**

1. That the Tullie House Business Plan be submitted to both Carlisle City Council and Cumberland Council
2. That the funding requested in the Tullie House Business Plan be approved.

## **Reasons for Decision**

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

### **EX.168/22      CARLISLE MARKET HALL**

(Public and Press excluded by virtue of Paragraph 3)

(Key Decision KD.24/22)

**Portfolio**                      Economy, Enterprise and Housing

**Relevant Scrutiny Panel** Place Panel

#### **Subject Matter:**

The Economy, Enterprise and Housing submitted report ED.34/22 which provided and update on the progress of the Carlisle Market Hall Project and the development of the associated business case to draw down the allocated Town Deal Funding.

The Economy, Enterprise and Housing moved the recommendations which were seconded by the Leader

**Summary of options rejected**    not to delegate authority to submit a business case

## **DECISION**

That the Executive:

1. Noted the vision, strategy and concept designs for the Project included in Appendices A and B
2. Noted the cost plan for the project included in Appendix C
3. Note the schedule of repairs for the Market Hall that will be required over the next ten years included in Appendix D.
4. Delegate authority to the Portfolio Holder for Economy, Enterprise and Housing following consultation with the Leader, the Corporate Director of Economic Development, the Corporate Director of Governance and Regulatory Services, and the Corporate Director of Finance and Resources to finalise and submit the business case for the Project, if deemed viable to the DLUHC.
5. In the alternative to recommendation 4, if the business case is not deemed to be viable, the Corporate Director of Economic Development be authorised to instigate the change control mechanism process with a view to seeking the redistribution of the Market Hall funds to the other projects within the Town Deal Programme.

#### **Reason for decision**

The Market Hall project would be a transformational project for Carlisle and would support the delivery of the vision set out in the Carlisle Plan, which was to enable the city to grow and prosper as the capital of the Borderlands region. It would also contribute directly to the priority of delivering inclusive and sustainable economic growth, by making Carlisle a more attractive visitor destination and place for investment.

The Meeting ended at: 16:09

Below is a list of decisions taken by Individual Portfolio Holders acting under delegated powers, full details can be viewed on the Council's website [www.carlisle.gov.uk](http://www.carlisle.gov.uk):

**PF.7/22 Christmas Parking Concession**

**Portfolio Holder who made the Decision:** Councillor Nigel Edward Christian

**Portfolio Area:** Environment and Transport

**Subject Matter:**

Free car parking after 3pm in the following Carlisle City Council car parks:

Bitts Park; Lowther Street; Caldew Riverside; The Sands; Swifts Bank; Viaduct; Civic Centre and West Walls.

Only on Thursdays 1st, 8th, 15th and 22nd December 2022 when late night shopping is available.

Estimated that this will result in the region of £10,000 loss of income and additional costs.

**Summary of Options rejected:** Not to offer free parking.

**DECISION**

To provide the free parking as proposed above.

**Reasons for Decision**

To support local businesses by encouraging visits to the city centre when late night shopping is taking place. To be funded from the car Parking Budget.

**Background Papers considered:**

N/A

**Date Decision Made:** 10 November 2022

**Date Decision Published:** 10 November 2022

**Approved for  
implementation on:** 18 November 2022

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## Officer Decisions

Below is a list of decisions taken by Officers which they have classed as significant, full details and supporting background documents can be viewed on the Council's website [www.carlisle.gov.uk/CMIS/](http://www.carlisle.gov.uk/CMIS/)

<b>Decision Ref No</b>	<b>Title: Subject and Decision Taken:</b>	<b>Reports and Background Papers considered:</b>	<b>Date Decision Taken:</b>	<b>Decision Maker:</b>
OD.115/22	Sites 16 and 17 Durranshill Industrial Estate, Carlisle Agreement to request for consent to alter	None	11 November 2022	Head of Property Services

## JOINT MANAGEMENT TEAM

### MINUTES – 21st November 2022

<b>Attendees</b>	Leader; Deputy Leader; PH Culture, Heritage & Leisure; PH Environment & Transport; PH Economy, Enterprise & Housing; PH Communities, Health & Wellbeing; Chief Executive; Corporate Director of Governance & Regulatory Services; Corporate Director of Finance & Resources; Corporate Director of Economic Development; Head of Regeneration
<b>Apologies</b>	Deputy Chief Executive

<b>Agenda Item 1 – Minutes of Meeting 24th October 2022</b>	<b>Action</b>
Noted and agreed	
<b>Agenda Item 2 - Local Government Reorganisation</b>	
The Chief Executive updated attendees with information available at this time	
<b>Agenda Item 3 – Transition of Carlisle City Council : Legacy Project</b>	
The Chief Executive updated Members of JMT on potential plans for the Project going forward	

<b>Agenda Item 4 – Caldew Riverside</b>	
The Corporate Director of Economic Development and Head of Regeneration provided further detail on the content of the previously circulated Report	
<b>Agenda Item 5 - Updates on Borderlands; The Sands; St Cuthbert’s Garden Village; Central Plaza</b>	
Members of SMT attending provided the Executive with their update on the current position regarding each area	
<b>Agenda Item 6 – Future Items for Notice of Executive Key Decisions</b>	
Noted	
<b>Agenda Item 7 - JMT Forward Plan</b>	
Noted	

**Present:** Councillor Mrs Marilyn Bowman, Councillor Nigel Christian, Councillor Gareth Ellis, Councillor Stephen Higgs, Councillor Mrs Elizabeth Mallinson, Councillor John Mallinson

**Officers:** Corporate Director of Governance and Regulatory Services  
Corporate Director of Finance and Resources  
Corporate Director of Economic Development

**EX.01/23 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of the Town Clerk and Chief Executive and the Deputy Chief Executive.

**EX.02/23 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

**EX.03/23 PUBLIC AND PRESS**

RESOLVED - It was agreed that the items in Part A be dealt with in public and the items in Part B be dealt with when the Public and Press are excluded.

**EX.04/23 MINUTES**

RESOLVED - That the minutes of the meetings held on 24 October 2022 and 19 December 2022 be agreed as a correct record.

**EX.05/23 COST OF LIVING SCHEME**

(Key Decision)

(The Leader had agreed to the Key Decision being considered at this meeting, although not in the Notice of Executive Key Decisions)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel** Place Panel

**Subject Matter:**

The Finance, Governance and Resources Portfolio Holder submitted details of a proposed local Cost of Living Scheme for the residents of the Carlisle District (RD.57/22). Council, at its meeting on 11 October 2022, approved a Motion which set aside a fund of £110,000 to support households facing fuel poverty across Carlisle. The report set out the options to determine the operation of the Scheme.

The Finance, Governance and Resources Portfolio Holder moved the recommendations and the Leader seconded them.

**Summary of options rejected** not to implement the Motion agreed by Council

## **DECISION**

That the Executive approved the proposed scheme as set out in report RD.57/22, option e, to utilise the allocated funding of £110,000 approved by Council on 11 October 2022.

### **Reason for decision**

To implement the Motion agreed by Council on 11 October 2022.

## **EX.06/23 SCHEDULE OF DECISIONS TAKEN BY THE LEADER / PORTFOLIO HOLDER**

(Non Key Decision)

**Portfolio** Cross Cutting

### **Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

### **Subject Matter:**

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

**Summary of options rejected** None

## **DECISION**

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

**Reason for Decision** Not applicable

## **EX.07/23 SCHEDULE OF DECISIONS TAKE BY OFFICERS**

(Non Key Decision)

**Portfolio** Cross Cutting

### **Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

### **Subject Matter:**

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

**Summary of options rejected** None

## **DECISION**

That the decisions attached as Appendix B, be noted.

**Reason for Decision** Not applicable

## **EX.08/23 JOINT MANAGEMENT TEAM**

(Non Key Decision)

**Portfolio** Cross Cutting

### **Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

### **Subject Matter:**

The minutes of the meeting of the Joint Management Team on 19 December 2022 were submitted for information.

**Summary of options rejected** None

### **Decision**

That the minutes of the Joint Management Team held on 19 December 2022, attached as Appendix C, be received.

## **EX.09/23 DRAFT LONGTOWN PLACE PLAN**

(Non Key Decision)

**Portfolio** Leader's Portfolio

**Relevant Scrutiny Panel** Place Panel

### **Subject Matter:**

The Leader submitted an overview of the Place Programme that formed part of the Borderlands Inclusive Growth deal, which was aimed at revitalising the small market towns across the region through the delivery of key capital projects that would drive economic growth. Longtown had been selected as the town in the Carlisle District to be included in the Place Programme. (ED.02/23)

Officers from the City Council had been supporting the community in Longtown to develop a Place Plan, which was required to access the funding. The report outlined the vision, objectives and proposed action areas set out in the draft Longtown Place Plan which the Executive was asked to endorse.

The Leader moved the recommendations.

In seconding the recommendations the Culture, Heritage and Leisure Portfolio Holder thanked all those involved in the Place Programme work which had produced practical and achievable proposals which would be moved forward using the funding available.

**Summary of options rejected** Not to endorse the Longtown Place Plan

### **DECISION**

That the Executive:

1. Endorsed the contents of report ED.02/23 and the Longtown Place Plan provided in Appendix A.

2. Delegated authority to the Corporate Director of Economic Development, following consultation with the Leader and Portfolio Holder for Enterprise, Economy and Housing to finalise the Longtown Place Plan for submission to the Borderlands Place Programme Board.

**Reason for decision**

The Longtown Place Plan would contribute towards the Carlisle Plan priority of delivering on the Borderlands Inclusive Growth Deal by working with local communities in Longtown to develop a locally-owned place plan that would seek investment in the town from the Borderlands Inclusive Growth Deal.

The Longtown Place Plan would also contribute towards the Carlisle Plan priority of delivering inclusive and sustainable economic growth and ensuring this growth benefits rural communities within the wider Carlisle District.

The Meeting ended at: 16:07

### Notice of Decision taken by The Leader – Councillor John Mallinson

<b>Leader's Decision Reference:</b>	LD.03/22
<b>Subject Title:</b>	Capital Contribution to Tullie House and Art Gallery Trust

<b>Subject Matter:</b>	<p>The Council approved at its meeting of 26<sup>th</sup> April 2022 that it would dispose of freehold interests in assets on Castle St to Tullie House Trust and provide a capital contribution by way of reverse premium initially funded from prudential borrowing to enable Tullie House Trust to carry out the necessary repairs and re-purposing work to Castle Street. Subsequent to this an earmarked reserve was established as part of the 2021/22 outturn report.</p> <p>(a) The capital contribution will not be made by way of reverse premium but will be made to the Tullie House Museum and Art Gallery Trust under the terms of the existing Operation Agreement made between the Council and the Trust on 5<sup>th</sup> May 2011.</p> <p>(b) This decision notice is to set out that in accordance with section (c) of Regulation 72 (1) of the Public Contract Regulations 2015, no further procurement of the contract with Tullie House Trust is necessary and the capital contribution can be made under the terms of the current management agreement.</p>
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<b>Relevant Portfolio Area:</b>	Leaders
<b>Decision Taken:</b>	<p>This decision notice is to;</p> <p>(a) vary the resolution made by the Executive on 25<sup>th</sup> April 2022 EX65/22; and</p> <p>(b) to transfer the capital contribution to the Trust in accordance with section (c) of Regulation 72 (1) of the Public Contract Regulations 2015. No further procurement of the contract with Tullie House Trust is necessary and the capital contribution can be made under the terms of the current management agreement.</p>

<b>Key or Non-Key Decision:</b>	NO
	YES – Key Decision Reference:

<b>Date Decision Made:</b>	06/12/22
<b>Reports and Background Papers considered:</b>	EX65/22 Tullie House Phase 2 – Council 26/04/22 C102/22 (i) RD32/22 Provisional Revenue Outturn report 2021/22 Carry Forwards – Council 19/07/22
<b>Reasons for Decision:</b>	To enable transfer of freehold asset to Tullie House Trust
<b>Details of alternative options considered and rejected:</b>	See Subject Matter
<b>Interests Declared:</b>	None
<b>Date published:</b>	14 December 2022
<b>Urgent Decision not subject to call in:</b>	YES
<b>Consent of Chairman/Deputy Chairman of Council to Urgency:</b>	agreed by Mayor on 13 December 2022

<b>Deadline for call-in:</b>	N/A
<b>Implementation date if not called in:</b>	14 December 2022

<b>Relevant Scrutiny Panel:</b>	Place Panel
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<b>Call-in notified to and date notified:</b>	N/A
<b>Approved for implementation on:</b>	14 December 2022

Signed \_\_\_\_\_

Date \_\_\_12<sup>th</sup> December 2022\_\_\_

**All public reports can be viewed on the Council's website [www.carlisle.gov.uk](http://www.carlisle.gov.uk)**

## Officer Decisions

Appendix B

Below is a list of decisions taken by Officers which they have classed as significant, full details and supporting background documents can be viewed on the Council's website [www.carlisle.gov.uk/CMIS/](http://www.carlisle.gov.uk/CMIS/)

Decision Ref No	Title: Subject and Decision Taken:	Reports and Background Papers considered:	Date Decision Taken:	Decision Maker:
OD.121/22	Release of Tullie House Reserve To release the balance of £800,000 from the Tullie House Reserve in respect of necessary repairs and re-purposing work to Castle Street.	C102/22 (i) RD32/22 Provisional Revenue Outturn report 2021/22 Carry Forwards – Council 19/07/22	13 December 2022	Corporate Director of Finance and Resources
OD.120/22	Landlord's consent to new licence. To grant Landlord's consent to the grant of lease renewals of units 25/26, 45 & 79 at the Lanes Shopping Centre.	None	12 December 2022	Head of Property Services
OD.1/23	Landlord's consent to new lettings and a lease renewal. To grant Landlord's consent to the grant of a new leases of units 38 & 51 and a lease renewal of 56 Lowther Street at The Lanes shopping centre.	None	03 January 2023	Head of Property Services
OD.2/23	Licensing decisions taken between 01/11/22 and 03/01/23 The Licensing Manager has granted the attached licences or permissions under an express authorisation delegated to her and in accordance with the Council's policy requirements. (can be viewed on the Council website <a href="http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx">http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx</a> )	Applications for various licences. Private Not for Publication by Virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act.	04 January 2023	Licensing Manager
OD.3/23	Accommodation for Ex-Offenders Project 2023-2025 To accept a total of £100,000 (two years of grant funding) from the Department for Levelling Up, Housing and Communities to continue to deliver Accommodation for Ex-Offender services in Carlisle (from 01 April 2023 until 31 March 2025).	OD.65/21 and OD.102/22	04 January 2023	Corporate Director of Governance and Regulatory Services
OD.4/23	Change to Carlisle City Council's Hackney Carriage and Private Hire Licensing Policy 2022-2027 628	Carlisle City Council Hackney Carriage and	06 January 2023	Licensing Manager

	<p>The Licensing Manager has made changes to the above policy with regard to approved livery and The Licensing Manager has made changes to the above policy with regard to approved livery and licence plates from 1<sup>st</sup> April 2023. Each licensed vehicle will require a licence plate attached to the rear of the vehicle, a door sign and an internal plate detailing how a passenger can make a compliment, comment or complaint.</p>	<p>Private Hire Licensing Policy 2022-2027</p>		
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## JOINT MANAGEMENT TEAM

### MINUTES – 19<sup>th</sup> December 2022

<b>Attendees</b>	Leader; Deputy Leader; PH Culture, Heritage & Leisure; PH Environment & Transport; PH Economy, Enterprise & Housing; Corporate Director of Governance & Regulatory Services; Corporate Director of Finance & Resources; Corporate Director of Economic Development; Health & Wellbeing Manager; Workforce Development Manager
<b>Apologies</b>	PH Communities, Health & Wellbeing; Chief Executive; Deputy Chief Executive

<b>Agenda Item 1 – Minutes of Meeting 21<sup>st</sup> November 2022</b>	<b>Action</b>
Noted and agreed	
<b>Agenda Item 2 – Transition of Carlisle City Council : Legacy Project</b>	
The Workforce Development Manager provided further information on the Briefing Paper circulated prior to the meeting	
<b>Agenda Item 3 – Tribe Update</b>	
The Health & Wellbeing Manager referred to the earlier circulated Briefing Note and responded to queries raised by the Executive	

<b>Agenda Item 4 – Longtown Place Plan</b>	
The Corporate Director of Economic Development provided a verbal update on the current status of the Plan	
<b>Agenda Item 5 - Updates on Borderlands; The Sands; St Cuthbert's Garden Village; Central Plaza</b>	
Members of SMT attending and the Health & Wellbeing Manager provided the Executive with their update on the current position regarding each area	
<b>Agenda Item 6 – Future Items for Notice of Executive Key Decisions</b>	
Noted	
<b>Agenda Item 7 - JMT Forward Plan</b>	
Noted and updated	
<b>Agenda Item 8 – Other Business – Sustainable Warmth</b>	
The Corporate Director of Governance & Regulatory Services provided attendees with a verbal update on the above	



**People Panel**

**Date:** Thursday, 12 January 2023

**Time:** 10:08

**Venue:** Flensburg Room

**Present:** Councillor Mrs Christine Finlayson, Councillor Colin Glover, Councillor Mrs Ann McKerrell, Councillor Mrs Linda Mitchell, Councillor Tim Pickstone, Councillor David Shepherd, Councillor Christopher Wills  
Councillor Pamela Birks (for Councillor Miss Jeanette Whalen)

**Also Present:** Councillor Mrs Bowman - Economy, Enterprise and Housing Portfolio Holder  
Councillor Mrs Mallinson - Communities, Health and Wellbeing

**Officers:** Corporate Director of Governance and Regulatory Services  
Head of Property Services  
Head of Human Resources  
Chief Executive's Office Manager  
Policy and Scrutiny Officer  
Mr Barry and Ms Todd, Youth Participation Officers, Cumbria County Council

**PEP.01/23 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor Miss Jeanette Whalen.

**PEP.02/23 DECLARATIONS OF INTEREST**

No declarations of interest were submitted.

**PEP.03/23 PUBLIC AND PRESS**

RESOLVED - That items in Part A be dealt with in public and items in private be dealt with in Part B.

**PEP.04/23 MINUTES OF PREVIOUS MEETING**

RESOLVED - . It was noted that Council, at its meeting of 3 January 2023, received and adopted the minutes of the meeting held on 24 November 2022. The Chair signed the minutes.

**PEP.05/23 AGENDA**

RESOLVED - That item A.7 - Internal Audit Report - Sustainable Warmth Grant be considered following item A.4 - Corporate Risk Register & Local Government Review (LGR) Transition.

## **PEP.06/23 CALL-IN OF DECISIONS**

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

## **PEP.07/23 YOUTH PROJECTS AND ENGAGEMENT**

The Chair welcomed Mr Barry and Ms Todd to the meeting; they delivered a presentation covering: the national, regional and local partnerships Cumbria Youth Participation engaged with; and overview of the structure of the team following Local Government Reorganisation (LGR); Cumbria Participation Framework; the '7 Golden Rules' a set of principles for those working with and for children and young people; ongoing activity; work focused on health and wellbeing; and the Youth Inspection Programme.

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

- What age range did the Youth Participation Service work with?

Mr Barry responded that the service worked with 11 to 19 year olds, adding that it had the capacity to work with older juniors.

- Once LGR had been completed, was there a mechanism for young people to influence matters that remained on a Cumbria wide footprint

Mr Barry advised that each new unitary council would have a corresponding Youth Council which would hold joint meetings with its counter-part, providing a forum for the discussion of county wide matters.

Ms Todd added that currently the service was divided into teams covering particular geographical areas. As such joint working was already an aspect of the team's approach to service delivery, she anticipated such an approach would continue once the new unitary councils were in operation.

- What level of engagement did young people have with the service?

Mr Barry advised that levels varied depending on the type of work e.g. whether an event or a project, it was important that young people were engaged with in a manner that was appropriate to their individual stage of development.

Mr Barry gave an overview of methods used to identify priority issues for young people, including a referendum at the National Youth Council in which approximately 1,000 young people had participated where jobs and homes have been identified as an important issue along with health and wellbeing.

Moreover, the impact of the Covid 19 pandemic had increased remote working with young people that had enabled the service to engage more widely with young people. Face to face engagement had now returned with monthly meetings at Carlisle Youth Zone.

The Panel discussed with the Participation Officers opportunities for young people to participate in consultations the Council was conducting, for example in relation to the Re-imagining The Green Market / Castle Street and the St Cuthbert's Village Deign Code.

Ms Todd responded that the service undertook a lot of consultation work with young people and so were used to facilitating such activity.

Mr Barry noted that the service had been involved in supporting young people, to participate in the consultation on the Local Cycling and Walking Infrastructure Plans (LCWIP), he was confident that support would be able to be provided to engage in the consultations identified by the Panel.

A Member noted that Cumberland Council was to set up a number of Local Community Panels and suggested that they provide an opportunity for young people to engage in civic life.

The Health, Wellbeing and Communities Portfolio Holder noted that the County Council's Local Committees had an element of youth engagement, and it was hoped that such provision would be continued at Cumberland Council.

In response to a question from a Member regarding the support and outcomes for young people transitioning towards adulthood, the Participation Officers gave examples of how individuals had progressed from their experience of engaging with the Youth Participation Service and others such as the Cumbria Future Leader's programme.

The Chair thanked the Officers for their presentation which had underlined the importance of youth participation.

RESOLVED – 1) That report CS.37/22 be noted.

2) That the Policy and Scrutiny Officer forward information from the current and previous meeting where the Panel had discussed issues relating to young people to the relevant Portfolio Holder at Cumberland Council.

3) That the Panel request that the Communities, Health and Wellbeing Portfolio Holder through her work emphasise the importance of continuing youth participation work following Local Government Reorganisation.

4) That the topic be included in the Panel's section of the Scrutiny Annual Report 2022/23.

## **PEP.08/23      CORPORATE PROJECT STATUS REPORT**

The Chief Executive's Office Manager submitted the Corporate Projects Status Report (CE 01/23). The report provided an up to date snapshot of the current status of the City Council's corporate level projects; recent activity; RAG rating; issues and emerging risk; key activities for the next period; and updated requests for change.

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

- The Chair asked whether Officers had received an update from DLUHC regarding the Carlisle Southern Link Road; and if that information was pending, how had the St Cuthbert's Garden Village – Carlisle South Masterplan project been given a green RAG rating?

The Chief Executive's Office Manager undertook to provide a written response to the Panel.

- In relation to project 4 – Asset Recovery Programme, a Member asked if the health

and safety actions regarding access and egress the civic centre had been actioned.

The Chief Executive's Office Manager undertook to provide a written response to the Panel.

- Regarding the Sands Centre Redevelopment, the Chair sought clarification that the amber RAG rating for the project was as a result of 'the condition of existing services in the arts and entertainment space. He further asked whether there were plans to renovate the arts and entertainment space and, where that to happen, would that resolve the identified risks?

The Chief Executive's Office Manager undertook to provide a written response to the Panel.

In response to a question from a Member regarding the transfer of GLL staff from The Pools site to the Sands Centre, the Corporate Director of Governance and Regulatory Services understood that a report on the matter was to be submitted to a future meeting of both Executive and Council.

- Regarding accountability in the One Public Estate project would the two new unitary authorities work together on the matter?

The Chief Executive's Office Manager undertook to provide a written response to the Panel.

- The Chair noted the return of monies to BEIS from the Sustainable Warmth Grants project and asked whether it was likely further funds would need to be returned?

The Corporate Director of Governance and Regulatory Services confirmed that in autumn 2022, a sum had been returned based on a calculation by BEIS. It would be for BEIS to advise whether it required the return of more funds in the future.

RESOLVED – 1) That the Corporate Projects Status Report (CE.01/13) be noted.

2) That the Chief Executive's Office Manager provide written responses to the Panel regarding whether:

- i) Officers had received an update from DLUHC regarding the Carlisle Southern Link Road; and if that information was pending, how had the St Cuthbert's Garden Village – Carlisle South Masterplan project been given a green RAG rating;
- ii) The health and safety actions regarding access and egress the civic centre had been actioned;
- iii) The amber RAG rating for the Sands Centre project was as a result of 'the condition of existing services in the arts and entertainment space;
- iv) There were plans to move into a new arts and entertainment space and, where that to happen, would that resolve the identified risks with the Sands Centre Redevelopment project;
- v) The two new unitary councils would work together regarding accountability for the One Public Estate project.

## **PEP.09/23 CORPORATE RISK REGISTER & LOCAL GOVERNMENT REVIEW (LGR) TRANSITION**

The Chief Executive's Office Manager submitted report CS.02/23 which provided an update on the management of the City Council's Corporate Risk Register and covered the arrangements for the transition of such risks to Cumberland

Council. She gave an overview of the inclusion of the Sustainable Warmth project into the Register and the recording of mitigating actions taken to date. In relation to the transition to Cumberland Council, the Office Manager stated the need for a unified Risk Register, and appropriate training for Officers going forward.

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

- A Member expressed concern that a Corporate Risk Register for Cumberland Council had not yet been created. With reference to the red RAG rating on the City Council's IT service, he sought assurance that there would be no disruption to IT service following the transition.

The Corporate Director of Governance and Regulatory Services explained that as part of the Local Government Reorganisation process workstreams had been set up in individual services areas, such as IT to manage the transition process and ensure continuous service delivery.

- The Chair sought clarification on the membership of the Risk Management Sub-Group and whether the risk for Cumberland Council would be identified by its first day.

The Chief Executive's Office Manager responded that she chaired the Sub-Group which comprised following Officers: the Corporate Director of Governance and Regulatory Services; the Corporate Director of Finance and Resources; the Safety, Health and Environment Manager; a representative from the Council's insurance team. The Group would continue to meet in the run up to local government transition and a written record, in the form of minutes was produced.

- The Chair asked whether the sectional completion of the Sands Centre Redevelopment project had been achieved?

The Corporate Director confirmed that it had.

- The Chair asked whether there had been any progress on the re-procurement of contract by Homes England in respect of the Carlisle Southern Link Road project?

The Chief Executive's Office Manager undertook to provide a written response to the Panel.

- Why had the Sustainable Warmth Grants project not been included in the Corporate Risk Register earlier when it was clear that there were issues with the delivery of the project?

The Corporate Director acknowledged that the project ought to have been included in the Register at an earlier stage. It was added to the register as soon as it became apparent that there were issues.

- The Chair noted a couple of sites in important locations in the city centre: the Central Plaza and the Turkish Baths; he asked why they were not listed on the Council's Risk Register?

The Corporate Director explained that those sites had not been included on the Corporate Risk Register as they were not within the ownership of the City Council (the Turkish Baths were to be transferred to Cumbria County Council as part of the

Borderland's Station Gateway Project). However, he understood that they were listed in the Economic Development team's Risk Register, and that the team had a campaign to increase interest in the site. The Chief Executive's Office Manager undertook to investigate whether those sites were on the Economic Development team's Risk Register and provide a written response to the Panel.

In response to a further question from the Chair regarding the inclusion of the city wall on the Risk Register, the Corporate Director confirmed it was.

- A Member commented that she had understood, in relation to the demolition of The Pools site, the existing boiler and outbuilding were to be retained for the Turkish Baths.

The Head of Property Services responded that the intention was for the Turkish Baths to have its own boiler system as the site would be smaller.

The Panel discussed the ongoing maintenance of assets and the transfer of that liability to Cumberland Council.

RESOLVED - 1) That the Panel had scrutinised the Corporate Risk Register as set out in Appendix 1.

2) That the Panel had noted the arrangements for the transfer of risk to Cumberland Council.

3) That the Chief Executive's Office Manager provide a written responses regarding:  
i) the progress of Homes England Re-Procurement of the contract in respect of the Carlisle Southern Link Road;  
ii) the inclusion of the Central Plaza and Turkish Bath sites on the Economic Development team's Risk Register.

#### **PEP.10/23 INTERNAL AUDIT REPORT - SUSTAINABLE WARMTH GRANT**

The Corporate Director of Governance and Regulatory Services submitted report GD.02/23. At its meeting of 8 December 2022, the City Council's Audit Committee had considered Internal Audit Report - Sustainable Warmth Grant and had resolved to refer the matter to the People Panel for consideration and review.

The Corporate Director set out in depth the background to project covering: the allocation of government funding; the issues that had been identified with the project delivery and the actions taken to address this; and the restructuring of the management of the team, along with recruitment of additional staff. Following the implementation of those measures, the backlog of applications had been significantly reduced and by in large the project was in the implementation phase.

The Council was working closely with the Department for Business, Energy and Industrial Strategy (BEIS), the Head of Property Services noted that the BEIS seemed confident in the Council's current approach to delivering the project. The deadline for the completion of the project was 30 April 2023, a request had been made to extend that deadline by six months and a decision on this is imminent. It was known that other local authorities had also encountered issues in delivering their Sustainable Warmth Grants projects and it understood that BEIS was considering those matters to inform its design and delivery of future grant funding projects.

The Economy, Enterprise and Housing Portfolio advised that, following the identification of issues with the project she had been keeping a close eye on the matter and was being kept informed of progress by Officers.

The Chair thanked the Officers for their update and indicated he wished the Panel to focus on the future delivery of the project.

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

- Had the initial timescale for project delivery, set by BEIS been realistic and was BEIS dealing with authorities who were having issues collectively or individually?

The Corporate Director responded that the Council was having regular meetings with BEIS individually. The more involved contact had arisen after issues with the spend profile of the project had been identified, he reiterated that BEIS seemed satisfied with the approach the Council was now taking.

The project had received £19.5M of funding and the Council would do its best to deliver the project as it would benefit households in the district.

The Head of Property Services noted that a large focus of the project was now the performance of contractors who were delivering the works to ensure a consistent standard of works and delivery. The Council was waiting to hear whether it would be allowed a six month extension to deliver the project.

The Member was reassured by the Officer's responses and considered that the issues had been well dealt with.

- A Member asked what level of spend had been achieved on the project thus far.

The Corporate Director stated that the maximum grant given to a household was £25,000. He did not have firm figures on the spend to date to hand, that information would be collated in advance of the Council's next meeting with BEIS, he undertook to circulate that detail to the Panel.

- Would the issues with the project affect the Council's capacity to secure future government funding?

The Corporate Director advised that due to Local Government Reorganisation, Carlisle City Council would not be seeking future government funding. He reminded the Panel that the Council had a good track record of applying for and delivering projects funded by government. It was understood that a further round of BEIS funding would be available to bid for in the coming financial year, were a bid to be put forward another district council would act in the role of lead authority.

The Panel discussed the procurement of contractors to generate leads and deliver works. The Corporate Director noted that there had been some cross over on the generation of leads as the delivery company had engaged in some of that work, the matter had been addressed by the Head of Property Services.

- Did the project have the capacity to receive new applications, and what would be the impact of not receiving an extension to the project deadline?

The Head of Property Services explained that a lot of marketing of the project had been carried out in 2022, at the current time it was still open to applications. A cut-off date for applications had been set for later in the month to ensure that the Council had time to deliver the grants which had been approved, in the event of an extension not being granted.

A further iteration of the scheme was expected to operate in the next financial year, were Members to know of any residents in their ward how may benefit from the scheme it may be worth bringing to their attention so that they may submit an application to the future scheme.

- What was the timescale from the receipt of application to the completion of works? The Head of Property Services replied that once an application had been deemed as eligible an initial property survey was carried out and recommendations for works passed to the contractor who would deliver the works. The contractor then undertook their own survey to determine the specification of works, once agreed the works were carried out. Given the varying conditions of properties and prescribed works, the time taken from application to implementation varied. The team were monitoring implementation to identify any blockages so that they may be addressed.

- Was the Council able through it contracts to apply financial penalties to any underperforming contractor?

The Head of Property Services advised that the Council was focused on performance at the current time, it had not yet begun to consider recovery.

The Chair thanked the Officers for their openness in responding to the Panel's questions and concerns. The discussion had been helpful, and he had confidence that the managers and the Portfolio Holder now having strong oversight of the project and would do their best to deliver the project.

RESOLVED 1) That the Internal Audit Report - Sustainable Warmth Grant report (GD.02/23) had been scrutinised.

2) That key steps and updates in relation to the Sustainable Warmth Grants project be communicated to Members.

3) That a position statement on the Sustainable Warmth Grants project be submitted to the next meeting of the Panel.

4) That the Corporate Director of Governance and Regulatory Services circulate to the Panel details of the project spend to date, following the upcoming meeting with BEIS.

### **PEP.11/23 LGR - SUPPORT FOR STAFF AND ASSURANCE ON PROPOSED ARRANGEMENTS**

The Head of Human Resources submitted report RD.55/22 LGR - Support for Staff and Assurance On Proposed Arrangements, which provided an overview of the support available to staff during Local Government Reorganisation which would take effect on 1 April 2023.

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

- Were vacancy rates higher than average levels?

The Head of Human Resources advised that in some of the sovereign authorities (the existing district and county councils) there is an increase in the vacancy rate, principally in senior management level posts, however, that was not the case for Carlisle City Council. She added that there had been a rise in fixed term contract positions, but that managers were being encouraged to offer permanent contracts.

Responding to a further question from the Member as to whether staff would be able to know who their line manager was, the Head of Human Resources set out the process in relation to staff transfer (TUPE) and the appointment of Directors and Assistant Directors and the sequential order in which activity would take place. Once the appointment of Assistant Directors had taken place, work on detailed structure charts would take place which would set out lines of management at the two new unitary authorities. A specific HR / Organisational Development Workstream was in place to manage and deliver those processes.

A Member commented that there would be some uncertainty for staff.

In response the Head of Human Resources advised that for the majority of staff there would be no fundamental change on Day 1. A Management of Change policy was currently being developed and following Vesting Day a transformation process would take place.

- Was there any indication that staff were leaving due to LGR?

The Head of Human Resources replied that the City Council did not appear to be affected to the same extent by that issue as other sovereign councils were.

The Head of Human Resources, following a question from a Member regarding the number of staff appraisals that had taken place in the preceding year, undertook to provide a written response on the matter.

The Chair noted that within the Council there were currently a high proportion of Officers effectively doing two jobs as they were involved in the work of the Shadow Authority. It was evident that workloads were increasing, what were staff able to do to support their mental health during this period.

The Head of Human Resources replied that staff were able to discuss issues with their line manager, to request for workloads to be looked at.

The Chair noted that the Council had a good track record of supporting staff's mental health, he asked whether such an approach may be adopted by Cumberland Council?

The HR / OD workstream were looking into the matter, and the support afforded to Carlisle City Council staff was viewed positively. It was expected that the current provision would continue for 12 months to enable Cumberland to develop and implement its on approach.

The Chair thanked the Officer for her report.

RESOLVED – That the People Panel:

1) Recognise the support provided by the City Council to staff for health and

wellbeing activities and encouraged the carrying forward of such activities to Cumberland Council.

2) Recognise the pressure staff were working under, and request that Directors and line managers do all they can to support staff.

### **PEP.12/23 COST OF LIVING TASK AND FINISH GROUP REPORT**

The Policy and Scrutiny Officer submitted the final report of the Cost Of Living Task and Finish Group (OS.01/23). The report set out the findings and recommendations of the Task and Finish Group to the People Panel.

Councillor Wills, Chair of the Task and Finish Group gave an overview of the work which had been undertaken.

A Member noted that in its early stages the Task and Finish Group's had been keen to produce a directory of resources for those who were affected by the Cost of Living crisis. Councillor Wills advised that Cumbria County Council was on with that work.

The Chair drew Members' attention to the report recommendations which were set out on pages 102 – 103 of the document pack.

RESOLVED – 1) That the People Panel supported the recommendation of the Cost of Living Task and Finish Group as set out in report OS.01/23.

2) That any responses to the recommendations of the Cost of Living Task and finish Group be co-ordinated by the Policy and Scrutiny Officer.

3) That report OS.01/23 be forwarded to: the relevant Scrutiny Panel Chair at Cumberland Council; the relevant Portfolio Holder at Cumberland Council; the Chair of Cumbria County Council's People Panel; and relevant MPs.

4) That thanks be given to the Members and Officers who had taken part in the Task and Finish Group's work, and in particular the Policy and Scrutiny Officer who had provided excellent support to the Group.

### **PEP.13/23 OVERVIEW REPORT**

The Policy and Scrutiny Officer submitted report OS.04/23 which gave an overview of matters related to the Panel's work.

In considering the Panel's Work Programme, the Chair requested that an additional item – Update on Sustainable Warmth Grants be added to the agenda for the meeting of 23 February 2023.

RESOLVED 1) That the Overview Report be noted.

2) That an update report on the Sustainable Warmth Grants be added to the agenda for the meeting of 23 February 2023.

The Meeting ended at: 13:37

**Place Panel**

**Date:** Thursday, 19 January 2023

**Time:** 16:00

**Venue:** Flensburg Room

**Present:** Councillor Trevor Allison, Councillor James Bainbridge, Councillor Mrs Linda Mitchell, Councillor Michael Mitchelson, Councillor Peter Sunter, Councillor Dr Les Tickner  
Councillor Mrs Christine Finlayson (for Councillor Ms Jo Ellis-Williams)

**Also Present:** Councillor Christian - Environment and Transport Portfolio Holder

**Officers:** Deputy Chief Executive  
Corporate Director of Economic Development  
Head of Health and Wellbeing  
Head of Property Services  
Destination Manager  
Policy and Scrutiny Officer

**PLP.01/23 AGENDA**

The Chair informed the Panel that the representatives of the Cumbria LEP had been unable to attend the meeting to present agenda item A.5. The matter would be rescheduled for the meeting on 2 March 2023.

**PLP.02/23 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Ms Ellis-Williams and the Economy, Enterprise and Housing Portfolio Holder.

**PLP.03/23 DECLARATIONS OF INTEREST**

No declarations of interest were submitted.

**PLP.04/23 PUBLIC AND PRESS**

RESOLVED - That items in Part A be dealt with in public and the items in private be dealt with in Part B.

**PLP.05/23 MINUTES OF PREVIOUS MEETING**

RESOLVED - That it was noted that Council, at its meeting on 3 January 2023 received and adopted the minutes of the meeting held on 1 December 2022. The Chair signed the minutes.

**PLP.06/23 CALL-IN OF DECISIONS**

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

**PLP.07/23 UPDATE ON PLANNED ACTIVITIES AND MAJOR EVENTS**

The Deputy Chief Executive and the Director of Economic Development submitted a report which summarised activities and major events in the past year in Carlisle City Centre and an update on planned events and activities for 2023 to help stimulate economic recovery. (CS.04/23)

The Destination Manager played a short video for the Panel which set out the 2022/23 events and activities including the International Markets (Easter and August Bank Holiday), Carlisle Hawker Festival, Christmas Events, the City of Lights and provided an update on the High Streets Task Force and the Carlisle Market Square and the Greenmarket.

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

- A Member commented that the last City of Lights even had been fantastic, however, it was noted that there had been limited options for food and drink at the time of the event. How were local businesses being encouraged to engage with the events that were held within the City Centre?

The Destination Manager responded that discussions were carried out with local licensing trade to coincide with events in addition, businesses were provided with information to market their own business in line with the events. An example of this working successfully had been during the Fire Show when a local business offered special family deals during the event. Other local businesses benefited from the additional footfall during events.

- The report set out how well received events had been and what the estimated footfall had been, what was this information based on?

The Destination Manager explained that an economic impact assessment had been produced which included questions which had been put to people in attendance at the events. The Head of Health and Wellbeing agreed to circulate the report to Members.

- Would free or discounted tickets for the next City of Lights event be offered to those on lower income?

The Destination Manager reminded the Panel that free tickets had been given to Carlisle Foodbank for distribution for the first two events and tickets were given to asylum seekers living in Carlisle for the last event. The Destination Manager encouraged Members to inform him if there was a specific group that they would like to be considered for free tickets.

- What publicity was undertaken for city centre events?

The Destination Manager explained that all events were promoted outwith the City to encourage visitors to come to Carlisle. There had been an extensive marketing strategy for the Christmas Market and it had been promoted in several cities across the country.

- How would continuity be provided for events as the Local Government Reorganisation moved forward?

The Head of Health and Wellbeing responded that the events team were in the process of preparing a plan of the proposed events for the year. This was the usual timescale for the work; however, the proposals would be submitted to the Cumberland Council instead of the City Council. At this stage the team were working as normal and making the preparations as they usually would. The Head of Health and Wellbeing confirmed that plans were being prepared for the King's coronation.

The Panel were strongly in favour of the events continuing in the City and felt that they supported the economic growth by encouraging visitors into the City Centre.

RESOLVED - (1) The Panel had considered the contents of CS.04/23 and contributed to emerging thinking regarding economic recovery and renewal of Carlisle City Centre.

(2) That the Economic Assessment report be circulated to the Panel for their information.

### **PLP.08/23 FUTURE HIGH STREETS FUND: REIMAGINING MARKET SQUARE CONSULTATION**

The Corporate Director of Economic Development provided an update on the Reimagining the Greenmarket / Market Square Project, which formed part of the Council's Future High Streets Fund programme. (ED.04/23)

The Head of Regeneration reported on the work undertaken so far on the Project, the concept designs that had been produced and analysis of responses from the two public consultations undertaken in July and November/December 2022.

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

- The Panel had concerns with regard to the future maintenance cost of some of the designs.

The Head of Regeneration noted the concerns and agreed that any future maintenance cost would have to be part of the considerations to reach the final design. He clarified that the concepts in the document were the initial strategic designs to gauge response. The final design could be one or a mix of the concepts.

- A Member agreed that the City Centre needed additional greenery and a performance space, however, he noted that one of the concepts had a lower level and he warned against this from a trip hazard perspective.

The Head of Regeneration took the comments on board and highlighted the level change in the site that would have to be incorporated into the final design.

- The Panel liked many parts of the concepts but wanted to ensure that the whole design for the areas flowed as one and were not separate, they also requested that the final design did not 'block' any other parts of the City Centre which prevented access to the area as a whole.

- The Panel asked if there was a way to re-use or recycle materials that were being removed from the area.

The Head of Regeneration confirmed that, where possible, materials would be saved and reused.

- A Member supported the proposals for the area, however, he was concerned that a number of large premises in the City Centre were empty or, following Local Government reorganisation, would become empty.

The Corporate Director of Economic Development explained that although discussions with regard to the Debenhams site were taking place it had to be acknowledged that retail had changed and there was no longer a requirement for large premises. It was key for the Council to ensure that the City Centre diversified and brought in a different footfall. The City Centre needed to become a place people could meet, for a variety of reasons, and work was underway to provide places for this to happen.

- A Member supported the flexibility of the proposals and agreed an event space was beneficial to the City. He commented that parking at the Bank Street / English Street area of the City would need to be addressed.

The Head of Regeneration explained that the whole area had been considered but the focus was this project, which had funding in place. Improvements to the other area of the City Centre would require detailed public realm design work and as well as a review of Traffic Regulation Orders and disabled parking. He agreed that the City Centre as a whole required an holistic approach to improvements.

- Members urged officers to include additional seating in the City Centre as they felt adequate seating was lacking.

In response to a further question the Head of Regeneration acknowledged the issues with the movement of tourists in the City and confirmed that part of the design plan would ensure that visitors were directed and encouraged to visit the Historic Quarter of the City.

The Environment and Transport Portfolio Holder cautioned against the use of water jets in the design and requested that sustainable transport was given some consideration in the design especially for those using cycles.

RESOLVED - that the Panel

1. Noted the work undertaken to develop the scope and concept designs for the Project outlined in Section 2 of ED.04/23;
2. Noted the results of the recent consultation on the concept designs for the Project outlined in Section 3 of ED.04/23;
3. Provided feedback on the concept designs for the Project set out in Table 1 of ED.04/23 to inform the next stage of development;
4. Noted the risks to the delivery of the Project outlined in Section 4 of ED.04/23;
5. Requested that an update on the next phase of the design be brought back to the Panel if possible.

## **PLP.09/23      OVERVIEW REPORT**

The Policy and Scrutiny Officer submitted the Overview Report (OS.05/23) which gave an overview of the Place Panel.

The Policy and Scrutiny Officer highlighted the progress on resolution from previous

meetings and it was agreed that resolutions 1 (PLP.25/22) and 2. (PLP.33/22) be removed from the table.

It was noted that the agenda for the final meeting of the Panel had a significant number of items, the Panel agreed that the Chair review the proposed items along with the Policy and Scrutiny Officer and the Corporate Director of Economic Development. The Panel agreed that the Section 106 Activity Update and the Performance Report Q.3 2022/23 reports be circulated to the Panel as 'for information only' items.

RESOLVED – 1) That report OS.05/23 be noted.

2) That the Chair, Policy and Scrutiny Officer and Corporate Director of Economic Development review the outstanding items in the Panel's work programme and identify the items to be included in the agenda for 2 March 2023.

### **PLP.10/23 PUBLIC AND PRESS**

RESOLVED – That in accordance with Section 100A(4) of the Local Government Act 1972 the Public and Press were excluded from the meeting during consideration of the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraph numbers (as indicated in brackets against the minutes) of Part 1 of Schedule 12A of the 1972 Local Government Act.

### **PLP.11/23 GATEWAY 44 UPDATE**

(Public and Press excluded by virtue of Paragraph 3)

The Head of Property Services updated Members on the Gateway 44 Retail Development. (GD.03/23)

The Head of Property Services responded to Members' questions regarding the lease arrangements with tenants, the annual income, arrangements with Chancerygate and lessons learned from the project.

RESOLVED - That the Property Services Team be thanked for their outstanding work in identifying the opportunity and moving the project forward resulting in an outstanding asset for the Council and City. (GD.03/23)

The Meeting ended at: 17:08



**Resources Panel**

**Date:** Thursday, 05 January 2023

**Time:** 16:00

**Venue:** Flensburg Room

**Present:** Councillor Mrs Christine Finlayson, Councillor Michael Mitchelson, Councillor Peter Sunter, Councillor Dr Les Tickner, Councillor Christopher Wills, Councillor Keith Meller (for Councillor Ms Jo Ellis-Williams)

**Officers:** Corporate Director of Finance and Resources  
Head of Policy and Communications  
Policy and Scrutiny Officer  
Democratic Services Support Officer (Observing)

**REP.01/23 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Jo Ellis-Williams and the Town Clerk and Chief Executive.

**REP.02/23 DECLARATIONS OF INTEREST**

No declarations of interest were submitted.

**REP.03/23 PUBLIC AND PRESS**

RESOLVED - That any items in Part A be dealt with in public and any items in private be dealt with in Part B.

**REP.04/23 CALL-IN OF DECISIONS**

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

**REP.05/23 OVERVIEW OF PANEL REMITS AND LINKS TO LGR PROGRAMME**

The Head of Policy and Communications submitted an update on the Resources Panel remit and the links to the LGR Programme (OS.02/23).

The Panel discussed, in some detail, their disappointment that the remit of the new Resources Panel had been confined to scrutinising the City Council's budget in a year when the City Council would not be producing a budget. They noted that the report had focused on the budget process for Cumberland Council and therefore the Panel had nothing to scrutinise within their remit.

The Panel expressed concern that members of the public would have expected the Panel to scrutinise the matters within their remit and there was some apprehension that the strategic financial planning documents had not been scrutinised.

The Corporate Director of Finance and Resources clarified that the City Council had not produced the strategic financial planning documents as this was now the role of the Shadow Authority for Cumberland. She assured the Panel that budget monitoring reports had been the subject of regular scrutiny by the People Panel.

Members queried their role in the setting of the Cumberland Council budget and how the City Council could raise issues should there be some concerns about the proposed budget.

The Corporate Director of Finance and Resources responded that the Cumberland Council budget for 2023/24 would be subject to a consultation period. During the consultation Members, as residents of the area, could submit their response to the budget. There was no role for the City Council Scrutiny Panels in the setting of the Cumberland Council Budget.

A Member highlighted the Cumberland Shadow Overview and Scrutiny Committee work programme that had been included in the report and asked how the City Council Cost of Living Task and Finish Group work would feed into the Cumberland Council Scrutiny Cost of Living work.

The Policy and Scrutiny Officer explained that the City Council Task and Finish Group would be an additional resource for the Cumberland Council work. It was expected that the Cumberland Council work would take into consideration similar reports and documents from all of the sovereign Council's to inform their work.

RESOLVED - That the overview report (OS.02/23) be noted.

#### **REP.06/23      OVERVIEW REPORT**

The Policy and Scrutiny Officer submitted an overview of matters related to the Panel's work (OS.03/23).

RESOLVED - That the Overview Report be noted (OS.03/23)

The Meeting ended at: 16:31



## Regulatory Panel

**Date:** Wednesday, 04 January 2023

**Time:** 16:00

**Venue:** Flensburg Room

**Present:** Councillor Ruth Alcroft, Councillor Mrs Marilyn Bowman, Councillor Keith Meller, Councillor Mrs Linda Mitchell, Councillor David Morton, Councillor Paul Nedved, Councillor Tim Pickstone, Councillor David Shepherd, Councillor Peter Sunter, Councillor Dr Les Tickner, Councillor Miss Jeanette Whalen  
Councillor John Mallinson (for Councillor Ms Jo Ellis-Williams)

**Officers:** Senior Lawyer  
Licensing Manager  
Licensing Officers (x2)  
Democratic Services Support Officer (Observing)

### **RP.01/23 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor Jo Ellis-Williams.

### **RP.02/23 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

### **RP.03/23 PUBLIC AND PRESS**

It was agreed that any items of business in Part A be dealt with in public and any item of business in Part B be dealt with then the public and press were excluded.

### **RP.04/23 MINUTES OF PREVIOUS MEETINGS**

RESOLVED - That Council, at its meeting on 3 January 2023, received and adopted the minutes of the meeting held on 23 November 2022. The Vice Chair signed the minutes.

### **RP.05/23 HACKNEY CARRIAGE DRIVER- FAILURE TO PRODUCE REQUIRED DOCUMENTS**

The Licensing Officer submitted a report regarding a Hackney carriage Driver who failed to provide the Licensing Authority with required documents in order to ascertain his continued fitness and propriety to hold the Licence (GD.71/22).

The Hackney Carriage Driver was not in attendance. The Regulatory Panel agreed to hear the matter in his absence. The Hackney Carriage Driver had submitted a statement to be read in his absence. The statement disclosed that the Driver had recently received a medical diagnosis which had been unexpected and set out his personal position and the reasons he had not submitted the required forms. He was a licensed driver in a different licensing authority and was returning to Carlisle, therefore would be submitted the required documentation.

The Licensing Officer reported that the Hackney Carriage Driver's licence had commenced in June 2021 and expired in 2024. From April 2022 the Licensing Authority undertook DVLA checks via Know Your People and a mandate form was sent to the Driver in March 2022. The Licensing Officers contacted him several times in the meantime; a new form had been provided for the Driver to check and sign, however the necessary information required to process the check had not been received.

A further letter was sent on 27<sup>th</sup> October 2022 notifying the Driver that the matter would be referred to the Regulatory Panel for consideration.

The Panel raised concerns regarding the fit and proper test that had to be applied to licenced drivers. They questioned whether the Driver had a recent medical examination for his licence. The Licensing Manager confirmed that Drivers were required to undertake a medical examination every three years, therefore the Driver would be due the next medical in 2024.

The Licensing Officer drew Members' attention to the legislation which they must take account of and set out the options for the Panel.

The respective parties then withdrew from the meeting whilst the Panel gave detailed consideration to the matter. The respective parties returned, and it was

RESOLVED - That the Panel Members had read report GD.71/22 and listened carefully to all the evidence heard today from the Council's Licensing Officer and considered the statement the Hackney Carriage Driver had submitted in his absence.

The Panel noted that the Driver had failed to provide his completed mandate form despite several reminders and a new form being sent to him.

Having carefully considered all the evidence before them, the Panel decided to:

Suspend the Hackney Carriage Driver's Licence until such times as he provides the required signed KYP mandate form and required to him to undertake a new medical examination.

The reasons for the decision were:

1. The Driver had failed to provide essential information to the Licensing Office despite numerous requests.
2. The Licensing Office were unable to carry out the necessary checks without the form and were thus unable to issue a licence.
3. The Panel had to be satisfied that the Driver was a fit and proper person to hold a Hackney Carriage Driver's licence.

**RP.06/23 HACKNEY CARRIAGE DRIVER- FAILURE TO PRODUCE  
REQUIRED DOCUMENTS**

The Licensing Officer presented a report regarding a Hackney Carriage Driver who failed to provide the Licensing Authority with required documents in order to ascertain his continued fitness and propriety to hold the Licence (GD.72/22).

The Hackney Carriage Driver was not in attendance. The Regulatory Panel agreed to hear the matter in his absence.

The Licensing Officer reported that the Hackney Carriage Driver's licence had commenced in August 2020 and expired in 2023. From April 2022 the Licensing Authority undertook DVLA checks via Know Your People and a mandate form was sent to the Driver in March 2022. The Licensing Officers contacted him several times in the meantime; a new form had been provided for the Driver to check and sign, however the necessary information required to process the check had not been received.

A further letter was sent on 27<sup>th</sup> October 2022 notifying the Driver that the matter would be referred to the Regulatory Panel for consideration.

The Licensing Officer reported that it was understood that the Driver was no longer driving.

The Licensing Officer drew Members' attention to the legislation which they must take account of and set out the options for the Panel.

RESOLVED - That the Panel Members had read report GD.72/22 and listened carefully to all the evidence heard today from the Council's Licensing Officer and noted that the Driver did not attend the Panel and was no longer driving.

The Panel noted that the Driver had failed to provide his completed mandate form despite several reminders and a new form being sent to him.

Having carefully considered all the evidence before them the Panel decided to revoke the Hackney Carriage Driver's Licence.

The reasons for the decision were:

1. The Driver had failed to provide essential information to the Licensing Office despite numerous requests.
2. The Licensing Office were unable to carry out the necessary checks without the form and were thus unable to issue a licence.
3. The Driver was no longer driving a Hackney Carriage and did not wish to attend the meeting.

#### **RP.07/23 HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER- FAILURE TO PRODUCE REQUIRED DOCUMENTS**

The Licensing Officer presented a report regarding a Hackney Carriage / Private Hire Driver who failed to provide the Licensing Authority with required documents in order to ascertain his continued fitness and propriety to hold the Licence (GD.73/22).

The Hackney Carriage / Private Hire Driver was not in attendance. The Regulatory Panel agreed to hear the matter in his absence.

The Licensing Officer reported that the Hackney Carriage Driver's licence had commenced in October 2021 and expired in 2023 and the Private Hire Licence commenced in 2020 and expired in 2023. From April 2022 the Licensing Authority undertook DVLA checks via Know Your People and a mandate form was sent to the Driver in March 2022. The Licensing Officers contacted him several times in the meantime; a new form had been provided for the Driver to check and sign, however the necessary information required to process the check had not been received.

A further letter was sent on 27<sup>th</sup> October 2022 notifying the Driver that the matter would be referred to the Regulatory Panel for consideration.

The Licensing Officer reported that it was understood that the Driver was no longer driving but no contact had been made from the Driver regarding the issue or the referral of the matter to the Panel.

The Licensing Officer drew Members' attention to the legislation which they must take account of and set out the options for the Panel.

RESOLVED - That the Panel Members had read report GD.73/22 and listened carefully to all the evidence heard today from the Council's Licensing Officer and noted that the Hackney Carriage / Private Hire Driver did not attend the Panel and it was believed he was no longer driving.

The Panel noted that Hackney Carriage / Private Hire Driver had failed to provide his completed mandate form despite several reminders and a new form being sent to him.

Having carefully considered all the evidence before them the Panel decided to revoke the Hackney Carriage Driver's Licence and Private Hire Driver's Licence.

The reasons for the decision were:

1. The Driver had failed to provide essential information to the Licensing Office despite numerous requests.
2. The Licensing Officer were unable to carry out the necessary checks without the form and were thus unable to issue a licence.

The Meeting ended at: 16:29

**Regulatory Panel**

**Date:** Wednesday, 08 February 2023

**Time:** 16:00

**Venue:** Flensburg Room

**Present:** Councillor Ruth Alcroft, Councillor Mrs Marilyn Bowman, Councillor Ms Jo Ellis-Williams, Councillor Keith Meller, Councillor Mrs Linda Mitchell, Councillor David Morton, Councillor Paul Nedved, Councillor Tim Pickstone, Councillor David Shepherd, Councillor Peter Sunter, Councillor Dr Les Tickner, Councillor Miss Jeanette Whalen

**Officers:** Senior Lawyer  
Licensing Manager

**RP.08/23 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**RP.09/23 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

**RP.10/23 PUBLIC AND PRESS**

It was agreed that any items of business in Part A be dealt with in public and any item of business in Part B be dealt with then the public and press were excluded.

**RP.11/23 MINUTES OF PREVIOUS MEETING**

RESOLVED - The minutes of the meeting held on 4 January 2023 were agreed as a correct record.

**RP.12/23 HACKNEY CARRIAGE TABLE OF FARES REVIEW**

The Licensing Manager submitted a report regarding a request to review the Hackney Carriage Table of Fares (GD.05/23).

The Council's Hackney Carriage and Private Hire Licensing Policy 2022 stated that the tariff would be reviewed bi-annually or following a request from the trade. The Licensing Manager reported that the tariff was last reviewed in February 2022 and was due to be reviewed in February 2024. However, a request had been made from Carlisle Hackney Carriage and Private Hire Association to consider an increase to the Table of Fares due to the increase in inflation and cost of living. The Licensing Manager reminded the Panel that the last review had increased the national benchmark journey of 2 miles from £5.80 to £6.60.

Carlisle Hackney Carriage and Private Hire Association (the Association) made a request in December 2022 that the table of fares be reviewed. The proposal from the Association was:

- a reduced distance to the first click;
- waiting time increased from 20p to 30p per minute;
- Tariff 1 to start at £3.80 (increase from £3.40);
- Tariff 2 to start at £5.10 (increase from £4.50);
- Tariff 3 to start at £5.60 (increase from £5.10);
- Soiling charge to increase to a maximum of £50 (increase from £35).

In the same period several emails from the Trade had been received by the Licensing Department objecting to any proposed increase. It was therefore decided to gauge a wider view of the Trade prior to reporting to the Panel. Carlisle City Council licenced a total of 235 Hackney Carriage Drivers and 106 Private Hire Drivers (341 licences). 27 drivers held both licences, leaving a total of 314 individuals who were invited to complete a survey. The results of the initial consultation were summarised in section 2.5 of the report and comments were attached as Appendix 2.

In order to review the fares, the Council's Financial Services produced the changes to the RPI to the identified criteria for transport costs since the last review. The changes had been multiplied by the weighting agreed with the Taxi Association with the main costs being fuel, labour, and insurance. The calculations as set out in section 2.6 showed an average increase in costs of 11.68% since the last figure were received in October 2021 and overall inflation was running at 14%. The impact of the proposals on flag fare were set out in the report along with Carlisle's placing within Cumbria and an overview of the Local Government Reorganisation work.

Mr Bray, representing the Association, highlighted the increase to car maintenance, fuel and car purchasing in the last year along with the cost of living crisis. He stated that those in the Trade had felt the impact and the proposed increase was required to ensure they made a decent wage and in some cases, minimum wage. He added that the outcome of the survey supported the proposals.

In response to questions from the Panel, Mr Bray clarified that there was a difference between weekend drivers and weekday drivers. Those working throughout the week tended to receive a salary, whereas those on a weekend undertook rank work and relied on evening economy trade.

In considering the proposals the Panel understood that a new Policy would be developed for the Cumberland Council area, but this may take at least twelve months. The Panel acknowledged the increase in costs for drivers and felt that the soiling charge was too low.

A Member proposed the recommendations in the report with an amendment so that the soiling charge was increase to a maximum of £100, the recommendation was seconded.

Following voting, it was

**RESOLVED** - That subject to consultation, the Regulatory Panel agreed, other than the reduction in distance to the first 'click', the proposed changes to the Table of Fares for Hackney Carriages;

- waiting time increased from 20p to 30p per minute
- Tariff 1 to start at £3.80
- Tariff 2 to start at £5.10

- Tariff 3 to start at £5.60
- Soiling charge to increase to a maximum of £100

The Meeting ended at: 16:30



**Licensing Committee**

**Date:** Wednesday, 04 January 2023

**Time:** 16:29

**Venue:** Flensburg Room

**Present:** Councillor Ruth Alcroft, Councillor Mrs Marilyn Bowman, Councillor Keith Meller, Councillor Mrs Linda Mitchell, Councillor David Morton, Councillor Paul Nedved, Councillor Tim Pickstone, Councillor David Shepherd, Councillor Peter Sunter, Councillor Dr Les Tickner, Councillor Miss Jeanette Whalen, Councillor John Mallinson (for Councillor Ms Jo Ellis-Williams)

**Officers:** Senior Lawyer  
Licensing Manager  
Licensing Officers (x3)  
Democratic Services Support Officer (Observing)

**LC.01/23 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor Ms Jo Ellis-Williams.

**LC.02/23 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

**LC.03/23 PUBLIC AND PRESS**

RESOLVED - It was agreed that any items in Part A be dealt with in public and any items in private be dealt with in Part B.

**LC.04/23 LICENSING ACT 2003 UPDATE**

The Licensing Officer submitted report GD.69/22 which provided the current position regarding applications under the Licensing Act 2003. She reported on the licence figures as at 13 December 2022. The report detailed the New Premises Licenses and Temporary Event Notices which had been issued during the reporting period.

RESOLVED - That the Licensing Act 2023 Update be noted (GD.69/22)

**LC.05/23 GAMBLING ACT 2005 UPDATE**

The Licensing Officer submitted the Gambling Act 2005 Update (GD.70/22) which gave an update on the current position regarding licenses, permits and application made under the Act. The licence figures as at 13 December 2022 were highlighted.

RESOLVED - That the Gambling Act 2005 - Update GD.70/22 be noted.

The Meeting ended at: 16:31



**Development Control Committee**

**Date:** Wednesday 18 January 2023

**Time:** 10:00

**Present:** Councillor Trevor Allison (as substitute for Councillor Bomford), Councillor Mrs Marilyn Bowman, Councillor Nigel Christian, Councillor John Collier, Councillor Mrs Christine Finlayson, Councillor Mrs Anne Glendinning, Councillor Keith Meller, Councillor David Morton, Councillor Christopher Wills.

**Also Present:** Councillor Allison (in his capacity as Ward Member) attended the site visit at Land At Morton Bounded By Wigton Road, Peter Lane And Dalston Road, Carlisle (application – 21/0351).

One representative of Kingmoor Parish Council attended the site visit at Land between Kingmoor Park Central and North, Dukes Drive, Kingmoor Park North, Carlisle

**Officers:** Head of Development Management  
Principal Planning Officer  
Planning Officer (x1)

**DC.001/23 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Ruth Alcroft, Councillor Jeffrey Bomford, Councillor Christopher Southward, Councillor Raymond Tinnion, and the Corporate Director of Economic Development.

**DC.002/23 DECLARATIONS OF INTEREST**

No declarations of interest were submitted.

**DC.003/23 SITE VISITS**

As agreed with the Chair the following site visits were undertaken:

Application	Short Particulars of Development	Applicant and/or Agent	Approx time of Inspection
21/0351	<ul style="list-style-type: none"> <li>Erection Of 725no. Dwellings &amp; Public Open Space (Reserved Matters Application Pursuant To Outline Approval 09/0413)</li> <li>Land At Morton Bounded By Wigton Road, Peter Lane And Dalston Road, Carlisle</li> </ul>	Persimmon Homes Lancashire	10:12 – 10:26am
22/0698	<ul style="list-style-type: none"> <li>Demolition Of Existing Buildings And The Development Of A New Employment Site Of Up To 102,194 Sqm (1.1m Sq Ft) B8/B2 Floorspace (including Ancillary Integral Office Space (use Class E(g)), Including Car Parking, Internal Estate Roads And Associated Works Including Means Of Access (Outline)</li> <li>Land between Kingmoor Park Central and North, Dukes Drive, Kingmoor Park North, Carlisle</li> </ul>	Kingmoor Park Properties Ltd / WSP	10:37 – 10:43m

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<b>22/0034/TPO</b>	<ul style="list-style-type: none"><li>• <b>Felling Of 1no. Ash Tree, Crown Raising By 10% Canopy Volume To 1no. Oak &amp; 1no. Ash Tree</b> (Plots 6 &amp; 8) Land at Lansdowne Close, Carlisle, CA3 9HN</li></ul>	Citadel Homes / Westwood Landscape Ltd	<b>11:06 – 11:28am</b>
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*Councillors Mrs Bowman, Collier and Morton remained on the bus and did not participate in the site visit.*

*Councillor Meller took the Chair for the duration of the site visit.*

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(The meeting ended at 11:39am)

**Development Control Committee**

**Date:** Friday, 20 January 2023

**Time:** 10:00

**Venue:** Cathedral Room

**Present:** Councillor Mrs Marilyn Bowman, Councillor Nigel Christian, Councillor John Collier, Councillor Mrs Christine Finlayson, Councillor Mrs Anne Glendinning, Councillor Keith Meller, Councillor David Morton, Councillor Christopher Southward, Councillor Raymond Tinnion, Councillor Christopher Wills

**Officers:** Corporate Director of Governance and Regulatory Services  
Corporate Director of Economic Development  
Head of Development Management  
Principal Planning Officer  
Planning Officer (x3)  
Mr Barnard, Cumbria County Council

**DC.004/23 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Ruth Alcroft and Councillor Jeffrey Bomford.

**DC.005/23 DECLARATIONS OF INTEREST**

In accordance with the Council's Code of Conduct the following declarations of interest were submitted:

- Councillor Collier declared an interest in respect of application 22/0820 – Land at field 3486, Monkhill Road, Moorhouse, Carlisle. The interest related to his previous submission of an objection to the application.
- Councillor Morton declared an interest in respect of application 22/0820 – Land at field 3486, Monkhill Road, Moorhouse, Carlisle. The interest related to objectors being known to him.

**DC.006/23 PUBLIC AND PRESS**

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

**DC.007/23 MINUTES OF PREVIOUS MEETINGS**

RESOLVED - 1) That the Chair sign the minutes of the meetings held on 28 October, 7 December (site visits) and 9 December 2022.

2) To approve the minutes of the meeting held on 18 January 2023 (site visits).

**DC.008/23 PUBLIC REPRESENTATIONS IN RESPECT OF PLANNING APPLICATIONS**

The Corporate Director of Governance and Regulatory Services set out the process for those Members of the public who had registered a Right to Speak at the Committee.

**DC.009/23 CONTROL OF DEVELOPMENT AND ADVERTISING**

That the applications referred to in the Schedule of Applications under A be approved/refused/deferred, subject to the conditions set out in the Schedule of Decisions attached to these minutes.

**1. Application - 21/0351 - Land At Morton Bounded By Wigton Road, Peter Lane And Dalston Road, Carlisle, Cumbria**

**Proposal: Erection of 722no. dwellings & public open space (Reserved Matters Application pursuant to Outline Approval 09/0413)**

The Principal Planning Officer submitted the report on the application which had been subject of a site visit by the Committee on 18 January 2023. Slides were displayed on screen showing: location plan; and, photographs of the site, an explanation of which was provided for the benefit of Members.

The Principal Planning Officer recommended:

1) That Authority to Issue be given to the Corporate Director of Economic Development to issue approval subject to the completion of a Section 106 Agreement to secure:

- a) a financial contribution of £85,000 towards the provision of a children's play area on site;
- b) a financial contribution of £35,000 towards the provision of a fitness trail on site;
- c) a financial contribution of £150,000 towards the provision of a multi-use games area (MUGA) on site;
- d) a financial contribution of £446,787 towards the provision of grass and/or artificial sports pitches and associated changing facilities which are accessible to residents of the development;

over and above the existing S106 requirements as outlined in paragraph 3.9 of the report; and, ensure the provision of a satisfactory nutrient neutral development to mitigate the impact of phosphates pollution from this development on the River Eden SAC.

2) That if the S106 not be completed or a satisfactory nutrient neutrality scheme not be provided, delegated authority be given to the Corporate Director of Economic Development to refuse the application.

Mr Eales (Objector on his own behalf and on behalf of Mr Veale and Ms Wiggins) objected to the application in the following terms: Condition 3 of Outline Approval (09/0413) required all Reserved Matters be based on the design and layout principles set out within the approved Parameter Plans (Plan 3 related to residential density); Parameter Plan 3 created two housing density areas within the site – Low To Medium Density (20 – 45 dwellings/ha) and Higher Density Areas (of over 45 dwellings); approved application 16/0200 determined the phasing plan and densities of the various areas; the current application was supported by plans illustrating densities within the site wherein some areas had been combined thus masking significant variations with the agreed levels, and deviation from the densities agreed in Parameter Plan 3; the proposals in relation to the scale, design and materials in the portion of the site adjacent to Cloverfield were not in accordance with Local Plan policy SP 6 – securing good design, principle 1, as the new development would not be in keeping with the existing dwellings; the access proposals in the current application were not in line with Parameter Plan 1 (Approval 09/0413) as the number of access points had been reduced from 5 to 3, and locations had been amended, the potential impact on the residents of Grange Drive which would be used by construction traffic for a considerable period of time was not in compliance with principle 7 of policy SP 6. Mr Eales displayed slides on screen showing: plan of the applications site; Parameter 3 Plan; Phasing Plan, Phase 2 (Application 16/0220); comparison of density figures, proposed development adjacent to Amberwood / Cloverfield; Parameter Plan.

Mr Challis (Objector on his own behalf and on behalf of Mr Graham) objected to the application in the following terms: the Outline Approval 09/0413 had stipulated 5 access / egress points on to the development, the current application had reduced the number to 3; the initially approved 5 would be more appropriate for the scale of the development and should be reinstated; the use of Grange Drive as the main access for construction traffic was not compatible with Local Plan policy SP 6 as it would have an impact on residential amenity for a prolonged period of time, and was not in accord with principle 6 of the policy which encouraged streets to function as social spaces; Grange Drive did not meet the street

typologies of the Design and Access Statement, thus the construction traffic proposal and was not compliant with Local Plan policy IP 2 Transport and Development principle 6 which required HGV traffic be deterred from using residential streets; the Speckled Wood development, which was under the ownership of the applicant utilised discreet accesses for construction traffic through the implementation of various phases of development, residents of Amberfield and Cloverfield should be afforded the same respect and privacy and plans should be developed to provide access routes across the proposed development with discreet access to each character area; prior to any further development the existing speed humps on Grange Drive should be replaced by the raised block traffic calming as per previously approved plans to reduce noise nuisance; failure to address the foregoing matters would breach both planning policy and Article 8 of the European Convention on Human Rights.

Ms Graham (Applicant) responded in the following terms: the current application sought to deliver the final phases of a district centre development which had been approved a decade ago and encompassed a number of complex matters; Persimmon took ownership of the site three years ago and had generated a scheme that comprised a mixture of house types and materials used providing a range of options within a sustainable development; the Cloverfield development was unique in that the affordable housing provision it was required to provide had been delivered off site, such a delivery was no longer supported by planning policy; the current proposals were largely in line with the Outline approval, there were variances in density but those differences were not as extreme as the initial approval allowed for i.e. the delivery of four storey apartment blocks which were no longer supported by Council policy; the green space to be provided by the Section 106 would be designed, adopted and maintained by the Council; no Statutory Consultee had objected to the proposal.

Ms Graham confirmed that it was the intention when commencing the phase one construction to use Grange Drive as the construction access route. However, the applicant was agreeable to altering that to Peter Lane and for that detail to be included in the Construction Management Plan so that they may be held accountable on the matter.

The Committee then gave consideration to the application.

In response to Members' questions Officers confirmed:

- A Reserved Matters application should relate to the granted Outline permission;
- Outline Approval 09/0413 (Parameter Plan 3) set the following density ranges – low to medium = 20 – 45 dwellings/ha – high = 46+ dwellings, the proximity of the ranges meant that the density provided in some adjacent areas were very close, but still in line with the Parameter Plan;
- Whilst no grass verge was provided, Grange Drive still met the requirements in terms of road width to be the means of access for construction traffic;
- the area where the existing Cloverfield development abutted the application site with different density levels encompassed a section which contained three dwellings, as such the variance was not considered to be significant;
- the traffic calming measures to be implemented on Grange Drive would be determined via Section 38 agreement;
- the formula used to calculate the Section 106 contribution in respect of school places was based on the per pupil amount agreed as part of the 2010 approval, but was index linked;
- planning obligations from other developments would be required to realise sufficient funding to deliver a school.

Members and Officers discussed in detail: the proposals in relation to the vehicular access; construction traffic access; the closing up at one end of Peter Lane; and the relationship and impact of the Carlisle Southern Link Road on the development. A Member considered that conditions should be added requiring construction traffic access be made via Peter Lane as soon as possible.

A Member moved the Officer's recommendation.

The Chair considered that exhaustive debate had taken place on the application yet

Members remained unclear on the access and egress and the impact of the Carlisle Southern Link Road. On that basis he proposed the determination of the application be deferred. The Committee indicated its assent.

RESOLVED - That determination of the application be deferred in order to consider the transport implications of the proposed development in relation to the Carlisle Southern Link Road and Peter Lane.

## **2. Application - 22/0820 - Land at field 3486, Monkhill Road, Moorhouse, Carlisle**

**Proposal: Variation of Condition 2 (Approved Documents) of previously approved application 19/0244 (Erection of 14no. dwellings) to revise the house types and external materials.**

*Councillors Collier and Morton, having declared an interest in the matter of business removed themselves from their seats and took no part in the discussion nor determination of the application. In the absence of Councillor Morton, Councillor Tinnion assumed the Chair of the meeting.*

The Planning Officer submitted the report on the application which had been subject of a site visit by the Committee on 18 January 2023. Slides were displayed on screen showing: location and, photographs of the site, an explanation of which was provided for the benefit of Members.

The Planning Officer recommended that the application be approved subject to the conditions detailed in the report.

The Committee then gave consideration to the application.

In response to Members' questions the Planning Officer confirmed: the ridge heights of the dwellings and the drainage system for the development would remain as per the permission granted in respect of application 19/0244.

A Member moved the Officer's recommendation which was seconded and was:

RESOLVED - That the application be approved subject to the imposition of relevant conditions as detailed in the Schedule of Decisions attached to these minutes.

*Councillors Collier and Morton resumed their seats.*

## **3. Application - 22/0698 - Land between Kingmoor Park Central and North, Dukes Drive, Kingmoor Park North, Carlisle**

**Proposal: Demolition of existing buildings and the development of a new employment site of up to 102,194 (1.1m sqft) B8/B2 floorspace (including ancillary integral office space (Use Class E(g)), including car parking, internal estate roads and associated works including means of access (Outline).**

The Planning Officer submitted the report on the application which had been subject of a site visit by the Committee on 18 January 2023. Slides were displayed on screen showing: location plan; and photographs of the site, an explanation of which was provided for the benefit of Members.

During the Committee's site visit, the Parish Council representative in attendance at the meeting had raised a number of concerns in relation to the future access to the existing Public Right of Way around the perimeter and through the common land. The Planning Officer had raised the issue with the agent, who had confirmed that there would be no changes to the access, a small diversion would be implemented along the east side of the land.

Following the publication of the report a Ward Member had raised a number of issues with

the Planning Officer, which he summarised for the benefit of Members and provided the following responses:

- the planning application for the Crindledyke development was undetermined. It was proposed that the properties would be close to the western boundary of the site, separated by the existing solar farm. A series of conditions had been suggested by colleagues in Environment Health (including in relation to noise) and were reproduced within the report;
- the scope of the S106 had been agreed with Cumbria County Council as such, it was not considered that there was any provision for requesting additional contributions;
- the access arrangements were considered as part of the current application. The issue of connectivity between the A689 and Crindledyke was considered in 2009 with earlier applications for development at Crindledyke and was dismissed. All the traffic modelling had been undertaken on the basis of the access arrangements and was deemed acceptable;
- the Lead Local Flood Authority had accepted the drainage arrangements based on the application at the time of submission those were nonetheless, subject to conditions requiring the agreement of appropriate drainage schemes; the Environment Agency had not raised any objection to the proposal;
- the issue of Biodiversity Net Gain was ongoing and Officers were working towards a positive net gain.

Additionally, written representations had been received from both Kingmoor Parish Council and an objector following the publication of the report. The Planning Officer summarised the issues raised therein for the benefit of Members.

The Planning Officer recommended that:

- 1) Authority to Issue be given to the Corporate Director of Economic Development to issue approval subject to the completion of an appropriate Section 106 Agreement regarding the payment of:
  - a) £60,000 for surface and drainage improvements to the public bridleway (number 120006);
  - b) £5,000 for improved drainage to the public footpath (number 109007);
  - c) £2,000 for the upgrading of public right of way signage;
  - d) £10,000 for improvements to Kingmoor south bridges; £117,250 for improvements to the Parkhouse roundabout signalisation scheme;
  - e) £6,600 to fund the monitoring of the Travel Plan.
- 2) If the legal agreement not be signed that authority be given to the Corporate Director of Economic Development to refuse the application.
- 3) That delegated authority be given to the Corporate Director of Economic Development to negotiate a solution to the issue of Biodiversity Net Gain.

The Committee then gave consideration to the application.

In response to Members' questions Officers confirmed:

- That a Travel Plan had been submitted with the Outline application;
- The use of photo voltaic cells was encouraged in planning policy, the layout of the panels was anticipated to be included in any future Reserved Matters application;
- the references by the Parish Council to comments made by both Natural England and the Environment Agency in their responses to the consultation on the application: neither of the Statutory Consultees had objected to the proposal;
- requests by Statutory Consultees for additional information was acceptable as the application sought Outline rather than full Planning Permission.

In response to a question from a Member seeking clarification on Biodiversity Net Gain, Officers set out the issues of moving towards the implementation of the matter which was yet to be fully incorporated into the National Planning Policy Framework.

With reference to the monitoring of the Travel Plan, a Member noted that the application sought Outline Permission, he felt it was important that a condition requiring the submission of a Travel Plan as part of any future application be imposed. The Officer undertook to

incorporate the condition

A Member moved the Officer's recommendation along with the imposition of an additional condition requiring, in respect of any subsequent application, the submission of a Travel Plan for approval by the Local Planning Authority. The proposal was seconded and it was:

RESOLVED - 1) Authority to Issue be given to the Corporate Director of Economic Development to issue approval subject to the completion of an appropriate Section 106 Agreement regarding the payment of:

- a) £60,000 for surface and drainage improvements to the public bridleway (number 120006);
- b) £5,000 for improved drainage to the public footpath (number 109007);
- c) £2,000 for the upgrading of public right of way signage;
- d) £10,000 for improvements to Kingmoor south bridges; £117,250 for improvements to the Parkhouse roundabout signalisation scheme;
- e) £6,600 to fund the monitoring of the Travel Plan.

2) If the legal agreement not be signed that authority be given to the Corporate Director of Economic Development to refuse the application.

3) That delegated authority be given to the Corporate Director of Economic Development to negotiate a solution to the issue of Biodiversity Net Gain.

#### **4. Application - 22/0034 TPO - (Plots 6 & 8) Land at Lansdowne Close, Carlisle, CA3 9HN**

**Proposal: Felling of 1no. Ash Tree, Crown Raising by 10% canopy volume to 1no. Oak and 1no. Ash Tree.**

The Head of Development Management advised that the application had been withdrawn in order to allow further consultation to take place following the submission of revised proposals.

RESOLVED - That the application be withdrawn from discussion.

#### **DC.010/23 SCHEDULE B - APPLICATIONS DETERMINED BY OTHER AUTHORITIES**

RESOLVED - That the report be noted.

#### **DC.011/23 TPO 320 - LAND AT FIRBANK, WESTLINTON, CA6 6AQ**

The Planning Officer submitted report ED.03/23 which considered the confirmation of Tree Preservation Order 320 - land at Firbank, Westlinton, CA6 6AQ following representations received to the making of the Order.

The Planning Officer recommended that Tree Preservation Order 320 - Land at Firbank, Westlinton, CA6 6AQ be confirmed.

The summarised objections reproduced within the report made reference to 'the now quashed planning consent' a Member asked for clarification on the matter.

Officers advised that the consent given in respect of application 22/0087 had been quashed, without a contested court hearing, as a result of the assessment of impact the proposal would have. The Council was in the process of redetermining the matter.

A Member moved the Officer's recommendation which was seconded and was:

RESOLVED - That Tree Preservation Order 320 - Land at Firbank, Westlinton, CA6 6AQ be confirmed.

The Meeting ended at: 12:28

## Schedule of Decisions

### Control of Development and Advertisements

The Development Control Committee received and considered the following applications:

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**Item no: 01**

**Appn Ref No:**  
21/0351

**Applicant:**  
Persimmon Homes  
Lancashire

**Parish:**  
Cummersdale

**Date of Receipt:**  
16/04/2021

**Agent:**

**Ward:**  
Denton Holme & Morton  
South

**Location:**  
Land At Morton Bounded By Wigton Road, Peter  
Lane And Dalston Road, Carlisle, Cumbria

**Grid Reference:**  
337945 553676

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Proposal: Erection Of 722no. Dwellings & Public Open Space (Reserved Matters Application Pursuant To Outline Approval 09/0413)

Members resolved to defer consideration of the proposal in order to consider the transport implications of the proposed development in relation to the Carlisle Southern Link Road and Peter Lane.

#### Relevant Development Plan Policies

**Item no: 02**

**Appn Ref No:**  
22/0820

**Applicant:**  
Willan Living Ltd

**Parish:**  
Burgh-by-Sands

**Date of Receipt:**  
01/11/2022

**Agent:**  
Addis Town Planning

**Ward:**  
Dalston & Burgh

**Location:**  
Land at field 3486, Monkhill Road, Moorhouse,  
Carlisle

**Grid Reference:**  
333336 556858

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Proposal: Variation Of Condition 2 (Approved Documents) Of Previously Approved Application 19/0244 (Erection Of 14no. Dwellings) To Revise The House Types & External Materials

Grant Permission

1. The development shall be undertaken in strict accordance with the approved documents for this Planning Permission which comprise:
  1. the submitted planning application form received 1st November 2022;
  2. the submitted planning application form received 5th May 2021 as approved under planning approval 19/0244;
  3. the Heritage Impact Assessment (Report 283 (Revised) Updated 4th May 2021) received 5th May 2021 as approved under planning approval 19/0244;
  4. the Heritage Statement Addendum received 21st November 2022;
  5. the Contaminated Land Statement received 21st March 2019 as approved under planning approval 19/0244;
  6. the Affordable Housing Statement received 9th October 2021 as approved under planning approval 19/0244;
  7. the Drainage Strategy received 11th March 2022 (Ref: K39163.DS/001) as approved under planning approval 19/0244;
  8. the Moorhouse External Materials Schedule received 4th January 2023;
  9. the brick samples received 21st November 2022;
  10. the Alexia brick samples received 1st November 2022;
  11. the Bradfield Multi brick samples received 1st November 2022;
  12. the Dwelling Type Schedule received 1st November 2022;
  13. Landscaping Schedule received 5th May 2021 as approved under planning approval 19/0244;
  14. the Development Maintenance Plan received 7th November 2022 as discharged by application reference 22/0788;
  15. the Construction Phase Traffic Management Plan received 7th November 2022 as discharged by application reference 22/0788;
  16. the location plan received 21st March 2019 (Drawing No. 18/07/937 - 01) as approved under planning approval 19/0244;
  17. the proposed site plan received 5th May 2021 (Drawing No. 18/07/937 - 08f) as approved under planning approval 19/0244;
  18. the Jacob 2 bed semi received 1st November 2022 (Drawing Nos. 11A, 12A, 13A, 14A, 15A);
  19. the Herdwick elevations (Brick) (LH Garage) received 16th December 2022 (Drawing No. 101a);
  20. the Herdwick 3-bed plan (LH Garage) received 16th December 2022 (Drawing No. 101b);
  21. the Herdwick elevations (Brick) (RH Garage) received 16th December 2022 (Drawing No. 102a);
  22. the Herdwick 3-bed plan (RH Garage and side sun room) received 16th December 2022 (Drawing No. 102b);
  23. the Herdwick elevations (Brick) (RH Garage) received 16th December 2022 (Drawing No. 103a);
  24. the Herdwick 3-bed plan (RH Garage) received 16th December 2022 (Drawing No. 103b);
  25. the Swaledale RH garage elevations (Brick) (RH Garage) received 16th December 2022 (Drawing No. 104a);
  26. the Swaledale 2-bed plan (LH Garage) received 16th December 2022 (Drawing No. 104b);
  27. the Swaledale elevations (Brick) (LH Garage) received 16th December

- 2022 (Drawing No. 105a);
28. the Swaledale 2-bed plan (LH Garage) received 16th December 2022 (Drawing No. 105b);
  29. the proposed external levels received 12th October 2022 (Drawing No. 01) as discharged by application reference 22/0788;
  30. the highway longitudinal sections received 12th October 2022 (Drawing No. 02) as discharged by application reference 22/0788;
  31. the proposed external works plan received 12th October 2022 (Drawing No. 03 Rev. A) as discharged by application reference 22/0788;
  32. the proposed foul & surface water drainage layout received 12th October 2022 (Drawing No.10) as discharged by application reference 22/0788;
  33. the drainage longitudinal sections received 12th October 2022 (Drawing No. 11) as discharged by application reference 22/0788;
  34. the manhole schedules received 12th October 2022 (Drawing No. 12) as discharged by application reference 22/0788;
  35. the drainage details received 12th October 2022 (Drawing No. 13) as discharged by application reference 22/0788;
  36. the Section 278 Works - culvert replacement & highways drainage received 12th October 2022 (Drawing No. 102 Rev. B) as discharged by application reference 22/0788;
  37. the kerb detail at pedestrian crossings received 12th October 2022 (Drawing No. CSD\_1150\_Am2) as discharged by application reference 22/0788;
  38. the tree protection measures received 12th October 2022 as discharged by application reference 22/0788;
  39. the tree and hedge protection received 12th October 2022 (drawing un-numbered) as discharged by application reference 22/0788;
  40. the manufacturers specification for air source heat pumps received 7th November 2022 as discharged by application reference 22/0788;
  41. the air source heat pump locations received 12th October 2022 (drawing un-numbered) as discharged by application reference 22/0788;
  42. the Notice of Decision; and
  43. any such variation as may subsequently be approved in writing by the local planning authority.

**Reason:** To define the permission.

2. The carriageway, footways, footpaths etc shall be constructed, drained and lit to a standard suitable for adoption in strict accordance with the details discharged by application reference 22/0788. The works shall be constructed before the development is complete.

**Reason:** To ensure a minimum standard of construction in the interests of highway safety in accordance with Policy IP2 of the Carlisle District Local Plan 2015-2030.

3. The development shall be undertaken in strict accordance with the details

contained within the Construction Phase Traffic Management Plan as discharged by application reference 22/0788.

**Reason:** To protect the living conditions of the occupiers of the adjacent residential properties in accordance with Policy CM5 of the Carlisle District Local Plan 2015-2030.

4. Ramps shall be provided on each side of every junction to enable wheelchairs, pushchairs etc. to be safely manoeuvred at kerb lines in strict accordance with the details discharged under application reference 22/0788.

**Reason:** To ensure that pedestrians and people with impaired mobility can negotiate road junctions in relative safety in accordance with Policy IP2 of the Carlisle District Local Plan 2015-2030.

5. The tree and hedge protection scheme of those trees and hedges to be retained (as illustrated on Drawing Number 18/07/937 - 08f) shall be erected before development commences and retained for the duration of the development.

**Reason:** To protect trees and hedges during development works in accordance with Policy GI6 of the Carlisle District Local Plan 2015-2030.

6. Within the tree protection fencing approved by Condition 5 as discharged by application reference 22/0788:

1. No equipment, machinery or structure shall be attached to or supported by a retained tree or by the tree protection barrier.
2. No mixing of cement or use of other contaminating materials or substances shall take place within, or close enough to, a root protection area that seepage or displacement could cause them to enter a root protection area.
3. No alterations or variations to the approved tree and hedge protection schemes shall be made without prior written consent of the local planning authority.
4. No materials or vehicles shall be stored or parked within the fenced off area.
5. No alterations to the natural/existing ground level shall occur.
6. No excavations will be carried out within the fenced off area.
7. The tree and hedge protection fencing must be maintained to the satisfaction of the Local Planning Authority at all times until completion of the development.

**Reason:** To protect trees and hedges during development works in accordance with Policy GI6 of the Carlisle District Local Plan 2015-2030.

7. The landscaping scheme as detailed within the Development Maintenance Plan as discharged under application reference 22/0788 shall be carried out and maintained thereafter in accordance with maintenance measures identified in the Development Maintenance Plan. Any trees or plants which within a period of 5 years from the completion of the development die, are removed or become

seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the local planning authority gives written consent to any variation.

**Reason:** To ensure that a satisfactory landscaping scheme is implemented and maintained, in the interests of public and environmental amenity, in accordance with Policies SP6 and GI 6 of the Carlisle District Local Plan 2015-2030.

8. Notwithstanding any description of the boiler details on the submitted drawings the air source heat pumps shall be sited in strict accordance with the details discharged by application reference 22/0788.

**Reason:** To ensure that the air source heat pumps are visually acceptable in accordance with Policies SP6 of the Carlisle District Local Plan 2015-2030.

9. Visibility splays as illustrated on drawing no. 18/07/937 - 08f) shall be provided at the junction of the access roads with the county highway. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any Order revoking and re-enacting that Order) relating to permitted development, no structure, vehicle or object of any kind shall be erected, parked or placed and no trees, bushes or other plants shall be planted or be permitted to grown within the visibility splay which obstruct the visibility splays.

**Reason:** In the interests of highway safety in accordance with Policy IP2 of the Carlisle District Local Plan 2015-2030.

10. Foul and surface water shall be drained on separate systems.

**Reason:** To ensure a satisfactory means of foul and surface water disposal and in accordance with Policies IP6 and CC5 of the Carlisle Local Plan 2015-2030.

11. The existing hedgerows to be retained to the northern, southern, eastern and western boundaries of the site, with the exception of the vehicular access, as indicated on Drawing Number 18/07/937 - 08f) shall be retained at a height of not less than 2 metres as measured from the existing ground level. The existing hedgerows shall be enriched through the planting of a double row of staggered hawthorn plants in gaps exceeding 250mm. All planting shall be carried out in the first planting season following the occupation of the ninth dwelling and maintained thereafter to the satisfaction of the council. Any plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species.

**Reason:** In the interests of privacy and amenity in accordance with Policies SP6 and GI6 of the Carlisle District Local Plan 2015-2030.

12. The drainage for the development hereby approved, shall be carried out in strict accordance with principles set out in the Drainage Strategy (Reference K39163:DS/001) prepared by R G Parkins. No surface water will be permitted to drain directly or indirectly into the public sewer. Prior to the occupation of the proposed development, the drainage schemes shall be completed in accordance with the approved details and retained thereafter for the lifetime of the development.

**Reason:** To ensure that the development is served by a satisfactory drainage system, to prevent undue increase in surface water run-off and to reduce the risk of flooding in accordance with Policies IP6, CC4 and CC5 of the Carlisle District Local Plan 2015-2030.

13. No work associated with the construction of the residential units hereby approved shall be carried out before 0730 hours on weekdays and Saturdays nor after 1800 hours on weekdays and 1300 hours on Saturdays (nor at any times on Sundays or statutory holidays).

**Reason:** To prevent disturbance to nearby occupants in accordance with Policy CM5 of the Carlisle District Local Plan 2015-2030.

14. No dwellings or buildings or structures shall be commenced until the access roads, as approved, are defined by kerbs and sub base construction.

**Reason:** To ensure that the access roads are defined and laid out at an early stage in accordance with Policy IP2 of the Carlisle District Local Plan 2015-2030.

15. No dwelling shall be occupied until the vehicular access and turning requirements have been constructed in accordance with the approved plan and has been brought into use. The vehicular access turning provisions shall be retained and capable of use at all times thereafter and shall not be removed or altered without the prior consent of the local planning authority.

**Reason:** To ensure a minimum standard of access provision when the development is brought into use in accordance with Policies IP2 and IP3 of the Carlisle District Local Plan 2015-2030.

16. As part of the development hereby approved, adequate infrastructure shall be installed to enable telephone services, broadband, electricity services and television services to be connected to the premises within the application site and shall be completed prior to the occupation of the dwelling.

**Reason:** To maintain the visual character of the locality in accord with Policy IP4 of the Carlisle District Local Plan 2015-2030.

17. Prior to the occupation of the dwelling, a 32Amp single phase electrical supply shall be installed to allow future occupiers to incorporate an individual electric car charging point for the property. The approved works for any dwelling shall be

implemented on site before that unit is first brought into use and retained thereafter for the lifetime of the development.

**Reason:** To ensure the provision of electric vehicle charging points for each dwelling in accordance with Policy IP2 of the Carlisle District Local Plan 2015-2030.

18. In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the local planning authority. An investigation and risk assessment must be undertaken and where remediation is necessary a remediation scheme must be prepared, which is subject to the approval in writing of the local planning authority.

Following completion of measures identified in the approved remediation scheme a verification report must be prepared, which is subject to the approval in writing of the local planning authority.

**Reason:** to ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors in accordance with Policy CM5 of the Carlisle District Local Plan 2015-2030.

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## Relevant Development Plan Policies

### Item no: 03

**Appn Ref No:**  
22/0698

**Applicant:**  
Kingmoor Park Properties  
Ltd

**Parish:**  
Kingmoor

**Date of Receipt:**  
08/09/2022 16:00:16

**Agent:**  
WSP

**Ward:**  
Belah & Kingmoor

**Location:**  
Land between Kingmoor Park Central and North,  
Dukes Drive, Kingmoor Park North, Carlisle

**Grid Reference:**  
338069 559797

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Proposal: Demolition Of Existing Buildings And The Development Of A New Employment Site Of Up To 102,194 Sqm (1.1m Sq. Ft) B8/B2 Floorspace (including Ancillary Integral Office Space (use Class E(g)), Including Car Parking, Internal Estate Roads And Associated Works Including Means Of Access (Outline)

Members resolved to give authority to the Corporate Director (Economic Development) to issue approval for the proposal subject to the completion of an

appropriate Section 106 Agreement regarding the payment of £60,000 for surface and drainage improvements to the Public Bridleway (number 120006); £5,000 for improved drainage to the Public Footpath (number 109007); £2,000 for the upgrading of public right of way signage; £10,000 for improvements to Kingmoor south bridges; £117,250 for improvements to the Parkhouse roundabout signalisation scheme; and £6,600 to fund the monitoring of the Travel Plan. Authority is also requested to negotiate a satisfactory solution to the issue of Biodiversity Net Gain.

If the S106 Agreement is not completed, Members resolved to give authority to the Corporate Director of Economic Development to issue refusal of the proposal.

**Item no: 04**

<b>Appn Ref No:</b> 22/0034	<b>Applicant:</b> Citadel Homes	<b>Parish:</b> Stanwix Rural
<b>Date of Receipt:</b> 28/11/2022	<b>Agent:</b> Westwood Landscape Ltd	<b>Ward:</b> Stanwix & Houghton
<b>Location:</b> (Plots 6 & 8) Land at Lansdowne Close, Carlisle, CA3 9HN		<b>Grid Reference:</b> 340192 558291

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Proposal: Pollard 1no. Ash Tree to 5m, Crown Raising By 10% Canopy Volume To 1no. Oak & 1no. Ash Tree

The application report was withdrawn from discussion at the meeting in order to undertake further consultation on revised proposals. The application may, dependent upon the outcome of those actions, be capable of determination under the Council's Scheme of Delegation or, alternatively will be the subject of an additional report at a future meeting of the Committee.

**Item no: 05**

<b>Appn Ref No:</b> 22/0101	<b>Applicant:</b> Mr John Meeten	<b>Parish:</b> Dalston
<b>Date of Receipt:</b> 10/02/2022	<b>Agent:</b> Gray Associates Limited	<b>Ward:</b> Dalston & Burgh
<b>Location:</b> 1 Summerfields, Dalston, Carlisle, CA5 7NW		<b>Grid Reference:</b> 336671 550440

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Proposal: Erection Of Boundary Fence Maximum Height 1.9 Metres (Revised)

**Decision:** Refuse Permission

**Date:** 07/04/2022

**Decision of:** Planning Inspectorate

**Decision Type:** Appeal Allowed with Conditions

**Date:** 19/12/2022

**Item no:** 06

**Appn Ref No:**  
22/0137

**Applicant:**  
Mr P Nicholson

**Parish:**  
Rockcliffe

**Date of Receipt:**  
21/02/2022

**Agent:**

**Ward:**  
Longtown & the Border

**Location:**  
Stones, Harker, Carlisle, CA6 4DS

**Grid Reference:**  
339178 560935

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Proposal: Erection Of Detached Outbuilding In Front Garden (Retrospective)

**Decision:** Refuse Permission

**Date:** 14/04/2022

**Decision of:** Planning Inspectorate

**Decision Type:** Appeal Allowed with Conditions

**Date:** 23/12/2022



**Employment Panel**

**Date:** Monday, 06 February 2023

**Time:** 10:00

**Venue:** Slupsk Room

**Present:** Councillor Dr Helen Davison, Councillor Gareth Ellis, Councillor Colin Glover, Councillor John Mallinson, Councillor Michael Mitchelson, Councillor Dr Les Tickner

**Officers:** Head of Human Resources  
Head of Financial Services (Deputy S.151)  
Lead Senior Lawyer (Commercial Property and Regeneration)

Deputy Chief Executive for agenda item B.1  
Chief Executive for agenda items B.2 & B.3

**EMP.01/23 APPOINTMENT OF A CHAIR**

Nominations with regard to the appointment of the Chair for the Panel were sought.

It was moved and seconded that Councillor Ellis be appointed Chair of the Employment Panel for the Municipal Year 2022/23.

RESOLVED - That Councillor Ellis be appointed Chair of the Employment Panel for the Municipal Year 2022/23.

Councillor Ellis took the Chair.

**EMP.02/23 APPOINTMENT OF A VICE-CHAIR**

Nominations with regard to the appointment of the Vice Chair for the Panel were sought.

It was moved and seconded that Councillor Mallinson (J) be appointed Vice Chair of the Employment Panel for the Municipal Year 2022/23.

RESOLVED - That Councillor Mallinson (J) be appointed Vice Chair of the Employment Panel for the Municipal Year 2022/23.

**EMP.03/23 APOLOGIES FOR ABSENCE**

There were no apologies for absence submitted.

**EMP.04/23 DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

**EMP.05/23 PUBLIC AND PRESS**

RESOLVED - That in accordance with Section 100A(4) of the Local Government Act 1972 the Public and Press were excluded from the meeting during consideration of the following items of business on the grounds that they involved the likely disclosure

of exempt information as defined in the paragraph numbers (as indicated in brackets against the minutes) of Part 1 of Schedule 12A of the 1972 Local Government Act.

**EMP.06/23      CONFIDENTIAL EMPLOYMENT MATTER**

(Public and Press excluded by virtue of Paragraphs 1, 2 & 3)

The Deputy Chief Executive presented report RD.56/22 detailing confidential arrangements regarding a senior officer as a result of the Local Government Reorganisation.

The Deputy Chief Executive asked the Employment Panel to consider the detailed information provided within the report and make recommendations to full Council.

The Deputy Chief Executive, the Lead Senior Lawyer, Head of Financial Services and Head of Human Resources responded to Members questions.

During the consideration of the report lease car arrangements were discussed and the Panel requested that the lease car remain an asset of the City Council and therefore transfer to Cumberland Council.

It was moved, seconded and

RESOLVED - 1) That the Employment Panel recommend to Council the recommendations detailed within section 8.0 of report RD.56/22;

2) That the lease car as detailed in report RD.56/22 be retained as a City Council asset for transfer to the new Cumberland Council.

*The Deputy Chief Executive left the meeting.*

**EMP.07/23      CONFIDENTIAL EMPLOYMENT MATTER**

*The Town Clerk and Chief Executive joined the meeting.*

(Public and Press excluded by virtue of Paragraphs 1, 2 & 3)

The Town Clerk and Chief Executive presented report RD.62/22 detailing confidential arrangements regarding a senior officer as a result of the Local Government Reorganisation.

The Town Clerk and Chief Executive asked the Employment Panel to consider the detailed information provided within the report and make recommendations to full Council.

It was moved, seconded and

RESOLVED - That the Employment Panel recommend to Council the recommendations detailed within section 8.0 of report RD.62/22.

**EMP.08/23      CONFIDENTIAL EMPLOYMENT MATTER**

(Public and Press excluded by virtue of Paragraphs 1, 2 & 3)

The Town Clerk and Chief Executive presented report RD.63/22 detailing

confidential arrangements regarding a senior officer as a result of the Local Government Reorganisation.

The Town Clerk and Chief Executive asked the Employment Panel to consider the detailed information provided within the report and make recommendations to full Council.

It was moved, seconded and

RESOLVED - That the Employment Panel recommend to Council the recommendations detailed within section 8.0 of report RD.63/22.

The Meeting ended at: 10:50