



## **Governance Directorate**

**Director of Governance: M D Lambert LLB (Hons) MBA**

Civic Centre Carlisle CA3 8QG Telephone (01228) 817000 Fax (01228) 817072

Document Exchange Quote DX 63037 Carlisle Type talk 18001 01228 817000

---

TO: THE MAYOR AND MEMBERS OF  
THE CITY COUNCIL

**Please ask for:**

**Direct Line:**

**E-mail:**

**Your ref:**

**Our ref:**

Mr Lambert

01228 817019

[MoragD@carlisle.gov.uk](mailto:MoragD@carlisle.gov.uk)

MDL

21 December 2012

Dear Sir/Madam

**RE: COUNCIL MEETING – TUESDAY 8 JANUARY 2013 AT 6.45 PM**

You are summoned to attend the meeting of Carlisle City Council, which will be held at  
**6.45 pm on Tuesday 8 January 2013** in the Council Chamber, Civic Centre, Carlisle.

### **A G E N D A**

1. The Mayor will invite the Chaplain to say prayers.
2. The Town Clerk and Chief Executive will open the meeting by calling the roll.
3. **Minutes**

The Council will be asked to receive the Minutes of the meeting of the City Council held on 13 November 2012.

4. **Public and Press**

To determine whether any of the items of business within Part A of the Agenda should be dealt with when the public and press are excluded from the meeting.

**5. Declarations of Interest**

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

**6. Announcements**

- (i) To receive any announcements from the Mayor
- (ii) To receive any announcements from the Leader of the Council
- (iii) To receive any announcements from Members of the Executive
- (iv) To receive any announcements from the Town Clerk and Chief Executive

**7. Questions by Members of the Public**

Pursuant to Procedure Rule 10.1, the Town Clerk and Chief Executive to report that no questions have been submitted on notice by members of the public.

**8. Presentation of Petitions and Deputations**

Pursuant to Procedure Rule 10.11, the Town Clerk and Chief Executive to report that no petitions or deputations have been submitted by members of the public.

**9. Questions from Members of the Council**

Pursuant to Procedure Rule 11.2, the Town Clerk and Chief Executive to report that no questions have been submitted on notice by Members of the City Council.

**10. Executive**

(a) Minutes

The Council will be requested to receive the Minutes of the meetings of the Executive held on 19 November, 13 and 17 December 2012 and ask questions of the Leader and Portfolio Holders on those Minutes.

(b) Portfolio Holder Reports

The Council will be asked to receive reports from the following Portfolio Holders:

- (i) Leader's Portfolio
- (ii) Finance, Governance and Resources
- (iii) Environment and Transport
- (iv) Economy and Enterprise
- (v) Communities and Housing
- (vi) Culture, Health, Leisure and Young People

and ask questions of the Leader and Portfolio Holders on those Reports.  
(Copy Reports herewith)

#### 11. **Overview and Scrutiny**

The Council will be asked to receive the Minutes from the following meetings of the Overview and Scrutiny Panels and to ask questions of the Chairmen; and receive reports from the Chairmen of the Overview and Scrutiny Panels:

(i) Community Overview and Scrutiny Panel

- (a) Minutes of the meeting held on 22 November 2012
- (b) Chairman's Report

(ii) Resources Overview and Scrutiny Panel

- (a) Minutes of the meeting held on 4 December 2012
- (b) Chairman's Report

(iii) Environment and Economy Overview and Scrutiny Panel

- (a) Minutes of the meetings held on 25 October and 29 November 2012
- (b) Chairman's Report

(Copy Reports herewith)

#### 12. **Regulatory Panel**

To receive the Minutes of the meeting of the Regulatory Panel held on 21 November 2012.

#### 13. **Development Control Committee**

To receive the Minutes of the meeting of the Development Control Committee held on 9 November 2012.

14. **Employment Panel**

To receive the Minutes of the meeting of the Employment Panel held on 3 December 2012.

15. **Appeals Panel**

To receive the Minutes of the meeting of the Appeals Panel held on 23 November 2012.

16. **Standards Committee**

To receive the Minutes of the meeting of the Standards Committee held on 10 December 2012.

17. **Notice of Motion**

Pursuant to Procedure Rule 12, the Town Clerk and Chief Executive to report that no motions have been submitted on notice by Members of the Council.

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

(i) EX.093/12 and EX.144/12 – Local Support for Council Tax

Pursuant to Minute EX.093/12 and EX.144/12 to consider a recommendation from the Executive that the City Council agree the following:

- Agree that the current level of reductions given to existing Council Tax Benefit recipients be continued when changing from a Benefit to a Discount.
- Agree Carlisle City Council's CTRS which is, where legislation permits, identical to the current Department for Work and Pension's Council Tax Benefit Scheme but written as a S13A policy document, under The Local Government Finance Act 1992 (as amended by Section 10, of the Local Government Finance Act 2012) to ensure it becomes a legal Discount rather than a Benefit.
- Approve that the scheme be updated automatically to take account of any future legislative changes and that Members be notified of any alterations and their consequences.
- Approve the CTRS S13A policy and the decisions regarding the implementation of the principles of funding the scheme, in part or full, through the application of Council Tax Technical Reforms (created under Section 11A and Section 11B of the Local Government Finance Act 1992 as

amended by Section 11 and Section 12 of the Local Government Finance Act 2012) and other funding streams.

- Note that since the report on 6<sup>th</sup> August 2012 the Department for Communities and Local Government (DCLG) announced that an additional £100 million of funding for councils nationally is to be made available. These additional funds are aimed at supporting the development of well-designed council tax support schemes and to maintain positive incentives to work. The amount of funding for which councils will be eligible to apply and the conditions for funding will be published in January 2013.
- Approve that an application for additional funding may be made at the appropriate time.
- Note the findings of the draft policy (statement of intent) consultation.
- Approve that a full appraisal is completed by December 2013 to take into account the financial and other implications of the CTRS in its first operational year with a view to recommending any necessary changes in respect of 2014/15 onwards.
- Approve that as CTRS is required to be reviewed annually prior to the start of the financial year that this is subsumed within the annual budget process.
- Approve the amendment of the City Council's Scheme of Delegated Authority to replicate the Section 151 Officer and the Director of Community Engagement's responsibilities in terms of the existing administration of Council Tax Benefit scheme to be continued within the new setting of CTRS.
- Note that an index of abbreviations is included at appendix 2.

(Copy Report CD.07/13 and Minute Extracts herewith)

(ii) EX.143/12 and EX.163/12 – Tullie House Museum and Art Gallery Trust Business Plan 2013/14 – 2015/16

Pursuant to Minute EX.143/12 and EX.163/12 to consider recommendations from the Executive that the City Council approve:

1. Year 1 (2013/14) of the Tullie House Museum and Art Gallery Trust 2012 – 2015 Business Plan, including the City Council grant of £1,198,420.
2. That the Director and Portfolio Holder are given delegated authority to bring forward a revised grant proposal for the period 2014/15 to 2016/17.

(Copy Report CD.05/13 and Minute Extracts herewith)

(iii) EX.145/12 and EX.166/12 – Proposals for Implementation of Council Tax Technical Reforms to Discounts and Exemptions

Pursuant to Minute EX.145/12 and EX.166/12, to consider a recommendation from the Executive concerning proposals for the implementation of Council Tax Technical Reforms to Discounts and Exemptions.

(Copy Report RD.61/12 and Minute Extracts herewith)

(iv) EX.146/12 and EX.164/12 – Tenancy Strategy

Pursuant to Minute EX.146/12 and EX.164/12 to consider a recommendation from the Executive that the City Council approve the Tenancy Strategy in accordance with the Council's Policy Framework.

(Copy Report CD.06/13 and Minute Extracts herewith)

(v) EX.154/12 – Dates and Times of Meetings for 2013/14

Pursuant to Minute EX.154/12, to consider a recommendation from the Executive that the City Council approve the Schedule of dates and times of meetings of the Council and Committees for the municipal year 2013/14 as set out in the Schedule attached to Report GD.05/13.

(Copy Report GD.05/13 and Minute Extract herewith)

(vi) EX.167/12 – Review of Polling Arrangements

Pursuant to Minute EX.167/12, to consider the following recommendations in the report of the Director of Governance following the review of polling arrangements:

1. That no changes be made to the City Council's current polling district boundaries.
2. It is recommended that the polling arrangements in the following wards remain unchanged:

**Brampton  
Burgh  
Currock  
Dalston  
Great Corby & Geltsdale  
Hayton**

**Harraby  
Irthing  
Longtown & Rockcliffe  
Lyne  
Morton  
Stanwix Rural**

**Stanwix Urban  
St Aidan's  
Upperby  
Wetheral  
Yewdale**

3. Belle Vue Primary School continues to be the polling place for districts MA and MB.

4. That 1 Etterby Close be designated as the polling place for polling district AD.

5. That the West End Temperance Hall be designated as the polling place for polling district JB.

6. That the Botcherby Family Centre continues to be designated as the polling place for polling district DB.

7. That the portable cabin sited opposite the entrance to the Cemetery on Richardson Street continue to be designated as the polling place for polling district HE.

8. Officers continue to monitor the use of portable cabins as polling stations and continue to investigate potential alternatives. It be further recommended that Officers discuss with the supplier the use of a number of self contained units and improved units with a wider door as detailed in paragraph 19 at a number of polling station locations where portable cabins are currently used.

9. The Returning Officer be given authority, after consultation with relevant Ward Councillors and the Portfolio Holder, to change polling place locations at the County Council elections or any other elections if the usual premises prove to be unavailable due to unforeseen circumstances.

(Copy Report GD.70/12(a) and Minute Extract herewith)

(vii) EX.153/12 and EX.159/12 – Capital Budget Overview and Monitoring Report: April to September 2012

Pursuant to Minute EX.153/12 and EX.159/12, to consider a recommendation from the Executive that the City Council approve budget virements from underspends from Kingstown Industrial Estate (£150,100) and Families Accommodation Replacement (£100,000) to fund the additional expenditure at the Resource Centre. (Copy Report RD.50/12 and Minute Extracts herewith)

(viii) EX.152/12 – Revenue Budget Overview and Monitoring Report: April to September 2012

Pursuant to Minute EX.152/12, to consider a recommendation from the Executive that the City Council approve the funding of the underachieved savings, £344,300 in 2012/13 and £358,500 in 2013/14 onwards, as set out in Appendix B to Report RD.51/12.

(Copy Report RD.51/12 and Minute Excerpts herewith)

19. **Code of Conduct Complaint: Councillor R Watson OBE**

Pursuant to Minute ST.17/12, to consider a report of the Director of Governance setting out the decision of the Standards Committee following their consideration of a Code of Conduct Complaint.

(Copy Report GD.02/13 and Minute Extract herewith)

20. **Establishment of the Police and Crime Panel in Cumbria**

To consider a report of the Director of Governance outlining the development of the Cumbria Police and Crime Panel and detailing proposed arrangements for that Panel and its membership.

(Copy Report GD.03/13 herewith)

21. **Committee Nominations**

To receive and approve the following nomination for a change to Conservative Group Membership on the Community Overview and Scrutiny Panel:

Councillor Earp to replace Councillor Collier as a full Member.

22. **Decisions taken as a Matter of Urgency**

Pursuant to Overview and Scrutiny Procedure Rule 15 (i), the Director of Governance to report on decisions taken as urgent decisions and dealt with as a matter of urgency without the need for call-in.

It is a requirement under the above Procedure Rule 15 (i) for decisions taken as a matter of urgency to be reported to the next available meeting of the City Council.

(Copy Report GD.01/13 herewith)

23. **Communications**

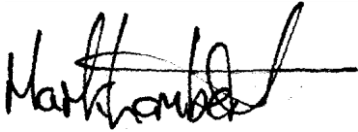
To receive and consider communications and to deal with such other business as may be brought forward by the Mayor as a matter of urgency, in accordance with Procedure Rule 2.1(xiv) to pass such resolution or resolutions thereon as may be considered expedient or desirable.



**PART 'B'**  
**To be considered in private**

- NIL -

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mark Humber', with a long horizontal stroke extending to the right.

Director of Governance