

## **EXECUTIVE**

**WEDNESDAY 2 JUNE 2021 AT 4.00 PM**

### **PRESENT:**

Councillor J Mallinson (Leader / Chair)  
Councillor Ellis (Deputy Leader, and Finance, Governance and Resources Portfolio Holder)  
Councillor Christian (Environment and Transport Portfolio Holder)  
Councillor Higgs (Culture, Heritage and Leisure Portfolio Holder)  
Councillor Mrs Mallinson (Communities, Health and Wellbeing Portfolio Holder)

### **ALSO PRESENT:**

Councillor Paton (Chair of the Health and Wellbeing Scrutiny Panel)

### **OFFICERS:**

Corporate Director of Governance and Regulatory Services  
Corporate Director of Finance and Resources  
Corporate Director of Economic Development  
Policy and Performance Manager  
Neighbourhood Services Manager

### **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Nedved (Economy, Enterprise and Housing Portfolio Holder), Councillor Brown (Chair of the Economic Growth Scrutiny Panel), the Town Clerk and Chief Executive and the Deputy Chief Executive.

### **DECLARATIONS OF INTEREST**

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

### **PUBLIC AND PRESS**

RESOLVED – That the Agenda be agreed as circulated.

**EX.44/21      CARLISLE PLAN 2021-2023**  
(Key Decision – KD.01/21)

**Portfolio**      Leader

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

### **Subject Matter**

The Leader presented progress on the adoption of a new Carlisle Plan, which formed part of the Council's Policy Framework (PC.11/21).

The draft Plan had been scrutinised by all three Panels (minutes BTSP.32/21, HWSP.32/21, EGSP.28/21 refers). The feedback from the Scrutiny Panels would be incorporated into a new version of the Plan which would then be subject to public consultation and further scrutiny.

The Environment and Transport Portfolio Holder thanked the Scrutiny Panels for their comments which would be incorporated into the Carlisle Plan as it progressed.

The Leader moved, and Councillor Ellis seconded the recommendations.

**Summary of options rejected**    None

## **DECISION**

That the Executive:

- (i)      had considered and commented on the feedback on the draft Carlisle Plan
- (ii)     agreed the outline timetable for scrutiny and public consultation.

## **Reasons for Decision**

The commitment of investment in Carlisle and development of clear programmes and strategies now meant that it was an appropriate time to update the Carlisle Plan.

**EX.45/21      LOCAL ENVIRONMENT CRIME, ACTION AND ENFORCEMENT STRATEGY**  
(Key Decision – KD.07/21)

**Portfolio**      Environment and Transport

**Relevant Scrutiny Panel**      Health and Wellbeing

## **Subject Matter**

The Environment and Transport Portfolio Holder presented the final draft of the Local Environmental, Crime, Action and Enforcement Strategy (CS.23/21). The Strategy brought together in a single document how the Council met its responsibilities for maintaining clean streets and neighbourhoods. It also highlighted the wide ranging activities of the enforcement team in raising awareness and taking robust enforcement action against those responsible for committing enviro-crimes.

The Health and Wellbeing Scrutiny Panel had received the matter at their meeting held on 8 April 2021 (HWSP.33/21 refers).

The Chair of the Health and Wellbeing Scrutiny Panel was in attendance and paid tribute the Team for their work in keeping Carlisle clean.

The Communities, Health and Wellbeing Portfolio Holder added that the report was testament to the hard work undertaken by Officers, members and Scrutiny and the Strategy was already proving to be a very useful tool.

The Environment and Transport Portfolio moved, and the Leader seconded the recommendation to approve the Environmental Crime, Action and Enforcement Strategy.

**Summary of options rejected**    Not to approve the Environmental Crime, Action and Enforcement Strategy.

## **DECISION**

That the Executive approved the Local Environmental Crime, Action and Enforcement Strategy.

## Reasons for Decision

The Local Environmental Crime, Action and Enforcement Strategy meets a number of the Council's priorities in maintaining clean, safe and attractive streets, neighbourhoods, villages and towns.

### **EX.46/21      PROVISIONAL GENERAL FUND REVENUE OUTTURN 2020/21** (Key Decision – KD.09/21)

**Portfolio**      Finance, Governance and Resources

**Relevant Scrutiny Panel**      Business and Transformation

### **Subject Matter**

The Deputy Leader submitted report RD.05/21 summarising the 2020/21 provisional outturn for the General Fund revenue budget, giving reasons for variances. The outturn position would result in returning £174,000 to General Fund reserves (as set out in paragraph 6.3).

Requests had been made to carry forward committed expenditure of £971,400, net transfers to/from reserves and provisions of £4,905,042 and transfer to the building control reserve of £66,374 which, if approved, would result in an overall net underspend position of £73,463 on Council Services; however it was estimated that additional funding from Business Rates income would be realised subject to the completion of the NNDR3 return and confirmation of any pooling gains.

The information contained within the report was provisional, subject to the formal audit process. The Draft Statement of Accounts for 2020/21 would be presented to the Audit Committee on 8 July 2021, with final approval of the audited accounts on 24 September 2021.

In conclusion, the Deputy Leader moved the recommendations, which were duly seconded by the Leader.

**Summary of options rejected**      that the creation of new reserves and transfers, and new provisions and transfers should not be approved for recommendation to Council.

## **DECISION**

That the Executive:

- (i)      Noted the net underspend of £5,949,905 for Council Services as at 31 March 2021;
- (ii)      Noted the committed expenditure totalling £971,400, to be incurred in 2021/22 which had been approved by the Corporate Director of Finance and Resources under delegated powers, and the release of £971,400 from the General Fund Reserve in 2021/22 as detailed in Appendix D1 of the report for recommendation to Council;
- (iii)      Approved the creation of new reserves and transfers into and from the new and existing reserves of £4,914,023, in addition to the transfer from the building control reserve of £66,374 as detailed in paragraphs 6.1 and 6.2 and Appendix D2 of the report for recommendation to Council;
- (iv)      Noted the transfer from an existing provision of £8,981 as detailed in paragraph 6.1 and Appendix D2 of the report.

## Reasons for Decision

To receive the Report on the Provisional General Fund Revenue Outturn and make recommendations to the City Council

### **EX.47/21      PROVISIONAL CAPITAL OUTTURN 2020/21 AND REVISED CAPITAL PROGRAMME 2021/22** (Key Decision – KD.09/21)

**Portfolio**      Finance, Governance and Resources

**Relevant Scrutiny Panel**      Business and Transformation

## Subject Matter

The Deputy Leader submitted report RD.06/21 summarising the 2020/21 provisional outturn for the Council's Capital Budget; and providing details of the revised Capital Programme for 2021/22. The outturn showed that the net underspend for Council services as at 31 March 2021 once committed expenditure totalling £4,454,600 was taken into account was £24,488.

Details of the resources which had been utilised to fund the 2020/21 Capital Programme, together with the 5 year Capital Programme for the period 2022/23 to 2025/26 were also provided.

The 2021/22 programme would be continually reviewed to ensure the Council had the capacity to deliver that level of programme. The information contained within the report was provisional and subject to the formal audit process.

The Deputy Leader concluded by moving the recommendations, which were duly seconded by the Leader.

**Summary of options rejected**      that the net underspend and the revised programme for 2021/22 should not be recommended to Council

## DECISION

That the Executive:

- (i)      Noted the net underspend as at 31 March 2021 of £24,488 which includes committed expenditure to be met totalling £4,454,600, which is recommended by the Corporate Director of Finance and Resources for approval to Council;
- (ii)      Had considered the revised programme for 2021/22, together with the proposed methods of financing and virement request, as detailed at paragraph 5 and Appendix B, for recommendation to Council.

## Reasons for Decision

To receive the report on the Provisional Capital Outturn for 2020/21 and make recommendations to the City Council on the 2021/22 Capital Programme

**EX.48/21      TREASURY MANAGEMENT OUTTURN 2020/21**  
(Key Decision – KD.09/21)

**Portfolio**      Finance, Governance and Resources

**Relevant Scrutiny Panel**      Business and Transformation  
**Subject Matter**

The Deputy Leader submitted report RD.07/21 providing the annual report on Treasury Management, as required under both the Financial Procedure Rules and the CIPFA Code of Practice on Treasury Management. Also included was the regular report on Treasury Transactions for the period 1 January 2021 to 31 March 2021.

The Deputy Leader moved the recommendation set out.

The Leader duly seconded the recommendation.

**Summary of options rejected**      that the report should not be recommended to Council for approval

**DECISION**

That Report RD.07/21 be received and recommended to the City Council for approval on 20 July 2021.

**Reasons for Decision**

To receive the annual report on Treasury Management

**EX.49/21      COUNCIL TAX OUTTURN 2020/21**  
(Key Decision – KD.09/21)

**Portfolio**      Finance, Governance and Resources

**Relevant Scrutiny Panel**      Business and Transformation

**Subject Matter**

The Deputy Leader submitted report RD.04/21 summarising the 2020/21 provisional outturn and performance position for Council Tax.

Section 2 recorded that, for 2020/21 budget, the position on the collection fund was estimated to be a surplus of £238,653, with the Council's share being £29,438. When the final position was calculated at the end of 2019/20 the surplus on the Council Tax Collection Fund was actually £50,781 of which the Council's share was £6,197. The decrease in the surplus was taken into account and redistributed in the budgeted estimate for 2021/22.

The actual collection fund position for 2020/21 had been calculated and the surplus had decreased, and was in deficit, now standing at £1,202,144.91 with the Council's share being £144,909.44. The worsening position was a result of the effects of the Covid 19 pandemic and the Council's ability to recover Council tax debt. Legislation had been passed that would allow the Council to spread the deficit position over the following three years to ease the impact on the General Fund and allow time for arrears to be recovered.

The Deputy Leader concluded his presentation by moving the recommendations, which were seconded by the Leader.

**Summary of options rejected**    None

## **DECISION**

That the Executive:

- (i) Noted the provisional outturn position at 31 March 2021 for Council Tax and also noted the position with regard to business rates and to write offs and bad debt trends, as detailed within Report RD.04/21.
- (ii) Noted that those figures, as presented, were subject to change pending the completion of the NNDR3 return and final confirmation of any business rates pooling gains for 2020/21.
- (iii) Approved the creation of new earmarked reserves of £69,048 for the income received for the Tax Income Guarantee scheme as detailed at 2.1.5 for recommendation to Council.

## **Reasons for Decision**

To inform the Executive of the provisional outturn position and comments on performance which would feed into the overall revenue accounts for 2020/21

**EX.50/21      ELECTED MEMBERS' ALLOWANCES – PROVISIONAL OUTTURN FOR 2020/21**  
(Key Decision – KD.09/21)

**Portfolio**      Finance, Governance and Resources

**Relevant Scrutiny Panel**      Business and Transformation

## **Subject Matter**

The Deputy Leader submitted report RD.08/21 setting out the amount of allowances paid to Members as part of the Elected Members' Allowances Scheme for 2020/21. He advised that £269,765 had been paid in allowances to individual Members which represented an underspend of £20,535, the reasons for which were provided at Section 2.

The Environment & Transport Portfolio Holder noted the financial savings made due to the reduction in travel during the pandemic and highlighted the environmental savings this also created. He understood that legislation required formal committee meetings to be held in person but hoped that virtual meetings would continue where possible.

The Deputy Leader then moved the recommendation which was seconded by the Leader.

**Summary of options rejected**    None

## **DECISION**

That Report RD.08/21 be received and the overall underspend of £20,535 on Elected Members' Allowances for 2020/21 be noted.

## **Reasons for Decision**

To receive details of the 2020/21 Provisional Outturn in respect of Members' Allowances

**EX.51/21 NOTICE OF EXECUTIVE KEY DECISIONS**  
(Non Key Decision)

**Portfolio** Cross-Cutting

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

**Subject Matter**

The Notice of Executive Key Decisions dated 4 May 2021 was submitted for information.

- Key Decision – KD.05/21 – the Corporate Director of Economic Development was scheduled to submit a private report concerning the Carlisle Station Gateway – Phase 1. The process of finalising the designs for the scheme continues and the Executive will be asked to give their approval to enter into the agreement with the County Council regarding the City Council's landholdings that are necessary to deliver the scheme once these are completed. The matter is therefore deferred.
- Key Decision – KD.09/21 – the Corporate Director of Finance and Resources was scheduled to submit a report regarding National Non-Domestic Rates Provision Outturn. The business rates outturn position has yet to be formalised therefore the matter is deferred.

The Leader moved and the Deputy Leader seconded the paper.

**Summary of options rejected** None

**DECISION**

That, subject to the above, the Notice of Executive Key Decisions dated 4 May 2021 be received.

**Reasons for Decision** Not applicable

**EX.52/21 SCHEDULE OF DECISIONS TAKEN BY OFFICERS**  
(Non Key Decision)

**Portfolio** Cross-cutting

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

**Subject Matter**

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

The Leader moved and the Deputy Leader seconded the paper.

**Summary of options rejected** None

**DECISION**

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

**Reasons for Decision** Not applicable

**EX.53/21      JOINT MANAGEMENT TEAM**  
(Non Key Decision)

**Portfolio**      Cross-cutting

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

**Subject Matter**

The Minutes of the meeting of the Joint Management Team held on 6 April 2021 were submitted for information.

The Leader moved and the Deputy Leader seconded the Minutes.

**Summary of options rejected**      None

**DECISION**

That the Minutes of the meeting of the Joint Management Team held on 6 April 2021, attached as Appendix B, be received.

**Reasons for Decision**      Not applicable

**EX.54/21      AMENDMENT TO CAR PARK SEASON TICKET CHARGES**  
(Non Key Decision)

**Portfolio**      Environment and Transport

**Relevant Scrutiny Panel**      Economic Growth

**Subject Matter**

The Environment and Transport Portfolio Holder submitted report CS.24/21 detailing amendments to the car park season ticket charges. The Council had agreed its scheme of fees and charges for car parking as part of the 2021-22 budget setting process. A new formula for calculating the cost of car park season tickets, unfortunately created some unintended, disproportionate price increases in some car parks, had been introduced. Temporary steps had been taken to correct the issue, but formal Executive approval was required. The report also confirmed the intention to freeze the charges for car parking at Talkin Tarn Country park at the 2020 rates.

The Environment and Transport Portfolio Holder moved the recommendation and it was seconded by the Leader.

**Summary of options rejected**      to not approve the new formula for the calculation of the cost of car park season tickets.

**DECISION**

That the Executive

- (i) extend the 'freezing' of all car park charges at Talkin Tarn Country Park at the 2020 rates. The rates will be reviewed for 2022-23.



- (ii) approve the uplift of the season ticket prices across all other car parks by 3% from the 2020-21 rate plus the transaction fee of £0.98p. Subject to formal notices, the new rate will come into effect from Monday 5 July 2021.

### **Reasons for Decision**

Car parking supports the local economy, providing access to shopping, leisure, hospitality, employment, training and education for local people, commuters and visitors. Income generated from car parking supports the delivery of key services for the people of Carlisle.

#### **EX.55/21      CARLISLE ECONOMIC STRATEGY** (Non Key Decision)

**Portfolio**      Economy, Enterprise and Housing

**Relevant Scrutiny Panel**      Economic Growth

### **Subject Matter**

The Leader gave an overview of the updated draft Economic Strategy for the Carlisle District (ED.16/21). The Strategy set out the Council's priorities, objectives and actions to drive economic growth and recovery from the Covid-19 pandemic for the next five years. The Strategy had been developed in consultation with members of the Executive, the Economic Growth Scrutiny Panel and the Senior Management Team.

The Economic Growth Scrutiny Panel had received the Strategy at their meeting held on 21 January 2021 (EGSP.07/21 refers) and asked that the Panel's comments were taken into account when developing the next iteration of the Strategy.

The Leader moved the recommendations which were seconded by the Deputy Leader.

**Summary of options rejected**      to not approve the Strategy for recommendation to Council

### **DECISION**

That the Executive:

- (i) noted the contents of the Strategy in terms of the challenges, opportunities, strategic priorities and objectives articulated.
- (ii) noted the framework and context for the production of the updated Economic Strategy, particularly the impacts of Covid-19 and Brexit.
- (iii) approved the Strategy, for recommendation to Council, subject to any final necessary amendments.

### **Reasons for Decision**

This Strategy sets out a framework - based on a clear rationale, reflecting analysis of the key issues, challenges and opportunities - to drive clean, inclusive and sustainable urban and rural growth within the Carlisle District. The Strategy contributes to all five of the Carlisle Plan priorities.

#### **EX.55/21      REPRESENTATIVES ON OUTSIDE BODIES** (Non Key Decision)

**Portfolio**      Cross-Cutting

**Relevant Scrutiny Panel**

Health and Wellbeing; Economic Growth;  
Business and Transformation

**Subject Matter**

The Leader submitted report GD.36/21 concerning the nomination of Members to serve on various outside bodies. Appendix A to the report set out details of those bodies to which the Executive was responsible for making appointments. The Leader considered that the nominations made provided, as far as was possible, fair and balanced representation across the Council.

In moving the recommendations the Leader added that the following appointment:

- Local Government Association – General Assembly  
Councillor J Mallinson  
Councillor Ellis (as substitute)

The nominations were then duly agreed.

**Summary of options rejected** not to make nominations to outside bodies

**DECISION**

That the City Council's representatives on the following outside bodies be as indicated:

<b>Outside Body</b>	<b>Representations</b>
Belah Community Centre Management Committee ( <i>Belah and Kingmoor Ward</i> )	Councillors Ellis, Dr Davison and Morton
Botcherby Community Centre Management Committee ( <i>Botcherby and Harraby North Ward</i> )	Councillor Nedved
Brampton and Beyond Community Trust Advisory Council	
Carlisle and Eden District Citizens' Advice Bureau Trustee Management Committee	Councillors Bomford and Shepherd
Carlisle and Eden Community Safety Partnership Leadership Group	Councillor Mrs Mallinson Councillor Morton (as substitute)
Carlisle Educational Charity	Councillor Sunter
Carlisle Highways and Transport Working Group	Councillors Christian and Higgs Councillor Ellis (sub)
Carlisle Healthy City Steering Group	Councillors Mrs Mallinson, Miss Sheriff and Tarbitt
Carlisle Partnership Executive	Councillors Higgs, J Mallinson, Mrs Mallinson and Glover
Conservation Area Advisory Committee	Councillor Bomford
Cumberland and Westmoreland Welfare Trust for the Blind	Councillor Morton
Cumbria Health Scrutiny Committee	Councillor Shepherd Councillor Mrs Finlayson (as substitute)
Cumbria Leadership Board	Councillor J Mallinson Councillor Ellis (as substitute)
Cumbria Public Health Alliance	Councillor Mrs Mallinson

Cumbria Strategic Waste Partnership	Councillors Christian and Paton
Currock Community Centre Management Committee ( <i>Currock and Upperby Ward</i> )	Councillors Denholm, Glover and Patrick
Denton Holme Community Centre Management Committee ( <i>Denton Holme and Morton South Ward</i> )	Councillors Alcroft, Brown and Southward
Riverside Board/Carlisle Liaison Group	Councillors Bainbridge, Brown, Bomford and Nedved.
The District Council's Network Assembly	Councillor J Mallinson Councillor Ellis (as substitute)
Downagate Community Centre Management Committee ( <i>Wetheral and Corby Ward</i> )	Councillors Mrs Bowman and Christian
Greystone Community Association ( <i>Cathedral and Castle Ward</i> )	Councillor Mrs Glendinning
Harraby Community Centre Management Committee ( <i>Harraby South and Parklands Ward</i> )	Councillors Ms Ellis-Williams, Miss Sherriff and Mrs Mitchell
Local Enterprise Partnership Scrutiny Board	Councillor Bainbridge
Local Government Association – General Assembly	Councillor J Mallinson Councillor Ellis (as substitute)
Local Government Information Unit	Councillor Ellis
Longtown Memorial Hall Community Centre Management Committee ( <i>Longtown and the Border Ward</i> )	Councillor J Mallinson
Mary Hannah Almshouses	Councillor Morton
Morton Community Centre Management Committee ( <i>Newtown and Morton North Ward</i> )	Councillors Lishman, Southward and Dr Tickner
North Pennines Area of Outstanding Natural Beauty Partnership	Councillor Collier
North West Local Authorities Employers Organisation	Councillor J Mallinson Councillor Ellis (as substitute)
North West Regional Housing Forum	Councillor Nedved
PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee Services	Councillor Christian
Petteril Bank Community Centre Management Committee ( <i>Harraby South and Parklands Ward</i> )	Councillor Mrs Ellis-Williams, Miss Sherriff and Mitchell
Settle – Carlisle Railway Development Company	Councillor Paton
Solway Coast Area of Outstanding Natural Beauty Joint Advisory Committee	Councillor Collier
Solway Firth Partnership Board	Councillor Collier
Stanwix Community Association	Councillor Nedved
Tullie House Museum and Art Gallery Trust Board	Councillors Mrs Bowman and Glover
West Coast Rail 250	Councillor J Mallinson

Yewdale Community Centre Committee ( <i>Sandsfield and Morton West Ward</i> )	Councillors Bainbridge, Miss Whalen and Mrs Finlayson
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## **Reasons for Decision**

To make appointments to outside bodies for 2021/22.

[The meeting ended at 4.18pm]