



City Solicitor and Secretary

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TO: THE MAYOR AND MEMBERS
OF THE CITY COUNCIL

Please ask for:

Direct Line:

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Your ref:

Our ref:

Mr Dixon

01228 817033

lanD@carlisle-city.gov.uk

IJD/LT

29 January 2002

Dear Sir/Madam

RE: SPECIAL MEETING - CARLISLE CITY COUNCIL

You are summoned to attend a Special Meeting of Carlisle City Council which will be held at **6.45 pm on Tuesday 5 February 2002** in the Civic Centre, Carlisle.

AGENDA

1. The Mayor will ask the Chaplain to the City Council to open the meeting with prayers.
2. The Town Clerk and Chief Executive will call the roll.
3. **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.

4. **Declarations of Interest**

Members are invited to declare any pecuniary or non pecuniary interests relating to any item on the Agenda at this stage.



5. **Announcements**

- (i) The Mayor will make any announcements.
- (ii) The Leader to make any announcements.
- (iii) Members of the Executive to make any announcements.
- (iv) The Town Clerk and Chief Executive to make any announcements.

6. **Political Assistants**

Pursuant to Minute EX.78/01 the Town Clerk and Chief Executive to report on a range of options in respect of Political Assistants.

(Copy Report TC.16/02 herewith)

7. **City Council Budget 2002/03**

The meeting needs to consider the City Council's General Fund Revenue Budget and its Capital Budget for 2002/03 and its Housing Revenue Budget and Housing Rents for 2002/03 and the recommendations of the Executive thereon, and to pass appropriate resolutions thereon.

(1) Reports

The following Reports have been circulated to Members of the Executive with the Agenda for the meeting of the Executive on 28 January 2002 and copies are now enclosed for all Members of the City Council.

- (i) General Fund Revenue Estimates 2002/03 to 2004/05.
(Copy Financial Memo 2001/02 No. 129 herewith)
- (ii) Capital Programme 2002/03
(Copy Financial Memo 2001/02 No. 132 herewith)
- (iii) Housing Revenue Account 2002/03
(Copy Financial Memo 2001/02 No. 131 herewith)
- (iv) Integrated Public Sector Improvement Programme 2002/03
(Copy Report H.117/01 herewith)
- (v) Housing Investment Programme for Private Sector Properties 2002/03
(Copy Report EN.189/01 herewith)

(2) Minutes

Copies of the Minutes of the following Consultation Meeting on the draft Budget have been circulated to Members of the Executive with the Agenda for the meeting of the Executive on 28 January 2002 and copies are attached for all Members of the City Council.

- (i) Corporate Resources Overview & Scrutiny Committee – 8 January 2002.
- (ii) Consultation Meeting with Non-Domestic Ratepayers and City Vision Group – 10 January 2002.
- (iii) Consultation Meeting with the Trade Unions – 11 January 2002.
- (iv) Consultation with Tenants.
(Copy Minutes and note from Director of Housing herewith)

(3) Recommendations of the Executive

Copies of those Minutes of the Meeting of the Executive held on 28 January 2002 which relate to the Council's Budget for 2002/03 are enclosed. For ease of reference, the recommendations of the Executive in respect of its budget proposals which were made on 28 January 2002 are set out in full in the Minute excerpt.
(Copy Minute excerpt enclosed)


(4) Final Revenue Support Grant

The City Treasurer to report on the Final Revenue Support Grant Settlement for Carlisle City Council for 2002/03.
(Copy Financial Memo 2001/02 No.135 to follow)

(5) Procedure


The suggested procedure for dealing with the Executive's recommendations and the City Council's budget is itemised here for the convenience of Members :

- (a) The Leader of the Council will move the receipt of the Minutes of the Executive held on 28 January 2002 which relate to the setting of the City Council budget for 2002/03, and ask the Council to accept that those Minutes and the Reports etc as outlined above be dealt with as two items of business as part of the budget process, these being :
- (i) setting the General Fund Revenue Budget and the Council's Capital Budget and,
 - (ii) setting the Housing Revenue Budget and Housing Rents.
- (b) The Mayor will invite a motion that in accordance with the provisions of Council Procedure Rule 24.1, Procedure Rule 14.4 be suspended insofar as it relates to the length of speeches by the proposers of any motions or amendments which are seconded for the duration of the budget debate.
- (c) The Mayor will invite the Leader of the Council to propose a motion or motions moving the recommendations of the Executive in respect of the General Fund Revenue Budget and the Council's Capital Budget (without speaking thereto).
- (d) The Mayor will invite the Portfolio Holder for Health and Wellbeing to propose a motion moving the recommendations of the Executive in respect of the Housing Revenue Budget (without speaking thereto).
- (e) The Mayor will invite amendments to the motions and will instruct that any amendments which are duly seconded are circulated to all Members of the Council (without speaking thereto).
- (f) The Mayor will invite a motion under Procedure Rule 14.10(g) to allow the meeting to adjourn for a short period, to allow time for consideration of any motions and amendments before the Council.
- (g) Following the adjournment, or immediately if no adjournment is agreed, the Mayor will invite further amendments to the motions already moved under Section (c) and (d) above, and in accordance with Procedure Rule 14.2 the Mayor may require that any amendment is put in writing and handed to her.

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- (h) The Mayor will invite the Leader of the Council to speak in support of his motion under (c) above, followed by the seconder of the motion, who may in accordance with Procedure Rule 14.3 reserve his/her speech until a later period of the debate.
 - (i) The Mayor will then invite the proposer and seconder of each amendment relating to the motion of the Leader of the Council at (c) above in turn to speak.
 - (j) The seconder of the amendment may in accordance with Procedure Rule 14.3 reserve his/her speech until a later period of that debate, and debate will continue on each amendment in turn until voting takes place on the amendment, following which any further amendments will be similarly dealt with.
 - (k) The Leader of the Council, as mover of the original motion, has a right to reply at the close of the debate on each amendment, subject to not having previously spoken on the amendment.

The mover of the amendment has no such right of reply.

- (l) Following the Council having dealt with all of the amendments, the Mayor will invite speakers for or against the original motion, and thereafter the Leader of the Council will be invited to exercise a right of reply before the motion is put to the vote.
- (m) Following voting on the motion of the Leader of the Council under (c) above the Mayor will invite the Portfolio for Health and Wellbeing to speak in support of his motion under (d) above, followed by the seconder of the motion, who may in accordance with Procedure Rule 14.3 reserve his/her speech until a later period of the debate.
- (n) The Mayor will then invite the proposer and seconder of each amendment relating to the motion of the Portfolio for Health and Wellbeing at (d) above in turn to speak. The seconder of the amendment may in accordance with Procedure Rule 14.3 reserve his/her speech until a later period of the debate, and debate will continue on each amendment in turn until voting takes place, following which any further amendments will be similarly dealt with.

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- (o) The Portfolio Holder for Health and Wellbeing as mover of the original motion has a right to reply at the close of debate on each amendment, subject to not having previously spoken on the amendment.

The mover of the amendment has no such right of reply.

- (p) Following the Council having dealt with all the amendments, the Mayor will invite speakers for or against the original motion and thereafter the Portfolio Holder for Health and Wellbeing will be invited to exercise a right to reply before the motion is put to the vote.

8. Scoping Best Value Reviews

Pursuant to the recommendations of the Overview and Scrutiny Management Committee set out in Minute OSM.02/02 and Article 15.02(a) of the Council's Constitution, to consider a Report of the City Solicitor and Secretary regarding a proposed amendment to the Council's Constitution to enable the Overview and Scrutiny Management Committee to carry out certain Best Value Reviews.

Pursuant to Minute CROS.15/02 the Overview and Scrutiny Committee Corporate Resources responded to the Overview and Scrutiny Committee Management proposal by establishing an Organisational Review Best Value Sub-Committee, and have requested the City Council to allow consideration of the Organisational Assessment Best Value Review to be carried out by that Sub-Committee.

(Copy Report TC.20/02 together with Minute OSM.02/02 & CROS.15/02 herewith)

9. Decision taken as a Matter of Urgency

Pursuant to Overview and Scrutiny Procedure Rule 15(i) the City Solicitor and Secretary to report on Decision EX.2/02 and EX.3/02 which were 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 for decisions taken as a matter of urgency to be reported to the next available meeting of the City Council.

(Copy Report TC.29/02 herewith)

10. **Communications**

To receive and consider communications, if any, 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.

Yours faithfully

A handwritten signature in dark ink, appearing to read "John Egan". The signature is written in a cursive style with a large initial 'J' and 'E'.

City Solicitor and Secretary