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**EXCERPT FROM THE MINUTES OF THE  
EXECUTIVE  
HELD ON 23 NOVEMBER 2009**

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**EX.236/09    BUDGET 2010/11 TO 2014/15 - SUMMARY OF NEW REVENUE  
SPENDING PRESSURES**  
(Key Decision)

**Portfolio**    Finance

**Subject Matter**

The Head of Revenues and Benefits submitted report CORP.50/09 summarising the new revenue spending pressures and reduced income projections which would need to be considered as part of the 2010/11 budget process. He reminded Members that the issues had to be considered in the light of the Council's corporate priorities of Economy and Environment.

The Head of Revenues and Benefits then outlined the pressures identified in the report. He added that clearly all of the pressures could not be accommodated within existing resources (including the use of reserves) and decisions would need to be made throughout the budget process to limit pressures to high priority and unavoidable issues to ensure that a balanced budget position was recommended to Council in February 2010.

The Finance Portfolio Holder reiterated the Officer's comment that spending pressures had been kept to an absolute minimum and had been limited to high priority and unavoidable issues.

**Summary of options rejected**

None

**DECISION**

That report CORP.50/09 on the new revenue spending pressures be received and forwarded to the Overview and Scrutiny Panels for consideration as part of the 2010/11 budget process.

**Reasons for Decision**

To make arrangements for the new revenue spending pressures to be considered as part of the 2010/11 budget process



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**EX.237/09    BUDGET 2010/11 TO 2014/15 - SUMMARY OF SAVING PROPOSALS**  
(Key Decision)

**Portfolio**    Finance

**Subject Matter**

The Head of Revenues and Benefits submitted report CORP.51/09 summarising proposals for savings and additional income generation to be considered as part of the 2010/11 budget process. He reminded Members that the Savings Strategy approved by Council on 3 February 2009 and endorsed in the Medium Term Financial Plan approved by Council on 15 September 2009, had concentrated on the following areas to deliver the savings required to produce a balanced longer term budget:

- (a) Service Improvement Reviews;
- (b) Asset Review;
- (c) Shared Services;
- (d) Transformation Agenda; and
- (e) to carry out a review of those services which did not fall within the Council's core priorities.

The Head of Revenues and Benefits reported that, at this stage, the Executive (and Overview and Scrutiny) were being asked to give initial consideration to the new proposals for permanent reductions in base expenditure budgets and also increases to income budgets from 2010/11 onwards. He summarised the proposed savings relating to Transformation Savings, Inflation, Pay Award, and the Revenues and Benefits Shared Service and also highlighted potential increases in income.

The Finance Portfolio Holder informed the meeting that the Executive was seeking further savings to bolster the Council's revenue reserves.

**Summary of options rejected**

None

**DECISION**

1. That the proposed reductions to the base budget and potential additional income generation from 2010/11 onwards, as set out in Report CORP.51/09, be received and forwarded to the Overview and Scrutiny Panels for consideration as part of the budget process.

2. That it be noted that the Senior Management Team would continue to investigate efficiencies and savings in accordance with the Savings Strategy.

**Reasons for Decision**

To make arrangements for the proposals for savings and additional income generation to be considered as part of the 2010/11 budget process.

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**EX.232/09    REVIEW OF CHARGES 2010/11 – COMMUNITY SERVICES**  
(Key Decision)

**Portfolio**    Environment and Infrastructure and Cross Cutting

**Subject Matter**

The Director of Community Services submitted report CS.52/09 setting out the proposed fees and charges for the services falling within the remit of the Community Services Directorate.

The Director advised that, following a number of years of reduced car parking usage, the overall position to date in 2009/10 was quite positive, with income achieved being slightly ahead of budget forecast. There had been a 7% reduction in ticket sales on long stay car parks, the primary reason for which was thought to relate to the closure of all or parts of some car parks for construction works. At the same time there had been a 9% increase in ticket sales on the short stay car parks, with usage on Sundays showing a similar level of increase.

It was envisaged that further disruption to the parking provision would arise during 2010/11 relating to plans to close the Upper and Lower Viaduct car parks from early 2010 to facilitate contaminated land remediation works ahead of development on the Caldew Riverside site. A further smaller impact would relate to the loss of the Shaddongate car park on a permanent basis from Spring 2010 to facilitate development. Although the financial impact of those works on parking income was difficult to accurately forecast, surveys undertaken suggested that only 50% of those who currently used both Viaduct car parks would use an alternative Council operated car park. That would reduce the income from ticket sales, contract parking and penalties by approximately £181,000.

The long stay parking income budget currently included income of £31,000 to be achieved from permit income at the Swifts Bank car park linked to implementation of the Council's Green Travel Plan. As no plans were presently in place, the income planned for 2010/11 should also be adjusted.

As a result of the issues identified for 2010/11 it was recommended that the forecast income for long stay car parks should be reduced by £212,000 from 2009/10 budgets.

The Director informed Members that in order to achieve the charging policy level of increase of 2.1% for 2010/11, the charges would need to be increased to achieve an additional £28,000 income. The most appropriate means to achieve that figure was

considered to be a 10p increase on the hourly rate for the short stay car parks. He added that it had been assumed that, should that option be implemented, there would be some displacement to the long stay car parks. It was estimated that the charge increase would generate approximately £62,500 additional income (excluding VAT). However, in the light of the scale of disruption likely to occur in 2010/11, together with the modest increased usage and relatively weak economic position, Members may wish to retain the 2009/10 charges for a further year. Referring to Talking Tarn car park, he clarified that the charges should in fact read "£1.00 for any duration between 10.00 am - 6.00 pm and £25.00 per year for an annual permit". This would not impact on any of the forecast income figures. He added that to date the car park usage and income was in line with projections and accordingly it was proposed to retain the current parking charges at Talkin Tarn for 2010/11.

He then outlined other proposed charges in relation to the city centre, allotments, sports pitches, environmental quality, Bereavement Services, and Arts and Museums.

In terms of the overall Community Services income for 2010/11 and depending upon the options set out for car parking, the Director reported that there could be a shortfall of between £270,400 and £322,900 on the MTFP target of £2,913,600 dependent upon the car park charging options adopted. However, if Members decided to reduce the income target to 2.1%, depending on the options set out for car parking, there could be a shortfall of between £214,600 and £277,100 against the target income of £2,867,800.

#### **Summary of options rejected**

None

#### **DECISION**

1. That the Executive received the proposed charges, as set out in the relevant Appendices to Report CS.52/09, with effect from 1 April 2010; and noted the impact of those charges on income generation, as detailed within the report.
2. That the report be referred to the Overview and Scrutiny Panels for their consideration as part of the 2010/11 budget process.

#### **Reasons for Decision**

To ensure that the City Council's Corporate Charging Policy is complied with.

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**EX.233/09    CHARGES REVIEW REPORT 2010/11 – DEVELOPMENT SERVICES  
(Key Decision)**

**Portfolio**    Environment and Infrastructure; Economy; Promoting Carlisle; and Health  
and Community Development

**Subject Matter**

The Joint Acting Directors of Development Services submitted report DS.96/09 setting out the proposed fees and charges for areas falling within the responsibility of the Development Services Directorate. The proposed charges related to income from Rents, Economic Development and Tourism, Planning Services and Housing Services.

The Officers informed Members that acceptance of the charges highlighted within the report, with the exception of Building Control which was self financing, would result in an anticipated level of income of £1,052,200 against the Medium Term Financial Plan target of £1,081,800. That represented a shortfall of £29,600. However, if Members decided to reduce the income target to 2.1%, the acceptance of the charges highlighted would result in a shortfall of £18,200 against a target of £1,070,400.

**Summary of options rejected**

None

**DECISION**

1. That the Executive received the proposed charges, as set out in the relevant Appendices to Report DS.96/09, with effect from 1 April 2010; and noted the impact thereof on income generation.
2. That the matter be referred to the Overview and Scrutiny Panels for their consideration as part of the 2010/11 budget process.

**Reasons for Decision**

To ensure that the City Council's Corporate Charging Policy is complied with.





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**EX.238/09    PROVISIONAL CAPITAL PROGRAMME 2010/11 TO 2014/15**  
(Key Decision)

**Portfolio**    Finance

**Subject Matter**

The Head of Revenues and Benefits submitted report CORP.48/09 detailing the revised Capital Programme for 2009/10, together with the proposed method of financing. The report summarised the proposed programme for 2010/11 to 2014/15 in the light of the capital bids submitted to date for consideration, and summarised the estimated capital resources available to fund the programme.

The Head of Revenues and Benefits then outlined the current and future commitments, together with four new spending proposals.

**Summary of options rejected**

None

**DECISION**

That the following be noted and referred to the Overview and Scrutiny Panels for consideration as part of the 2010/11 budget process:

1. The revised capital programme and relevant financing for 2009/10 as set out in Appendices A and B of report CORP.48/09;
2. The capital spending requests for 2010/11 to 2014/15 contained in Report CORP.48/09 in the light of the estimated available resources; and
3. That any capital scheme approved by Council may only proceed after a full report, including business case and financial appraisal, had been approved.

**Reasons for Decision**

To note the details of the revised Capital Programme and relevant financing and make arrangements for the new capital bids to be considered as part of the 2010/11 budget process



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**EX.255/09    CORPORATE    PERFORMANCE    MONITORING    REPORT,    2<sup>ND</sup>  
QUARTER REPORT TO SEPTEMBER 2009  
(Non Key Decision)**

**Portfolio**    Performance and Development

**Subject Matter**

The Deputy Chief Executive submitted report PPP.53/09 presenting the performance of the City Council for the second quarter of 2009/10, as measured by a number of local and national Indicators to meet the needs of the services provided by the authority.

The report was structured to reflect the continued change in emphasis in performance reporting. There was an increasing emphasis on a holistic approach to performance which prioritised the outcomes arising from good performance.

The Deputy Chief Executive informed Members that this was the final report under the outgoing priorities of 'Cleaner, Greener and Safer'; 'Learning City'; and 'Carlisle Renaissance' which would draw to a close in the annual report due to be published later in November 2009.

Members' attention was drawn to the Indicators which were on target and those Indicators which were currently off target as detailed within the report.

The Deputy Chief Executive added that the City Council continued to develop its performance management framework in order to ensure an evidence base for decision making. That was particularly relevant in the current Transformation Programme. A new performance framework around the priorities of Environment and Economy was under development and would be ready for consultation as a third quarter report.

Members commented upon various aspects of the performance tables and noted the absence of designated Portfolio Holders against a number of performance indicators.

**Summary of options rejected**

None

## **DECISION**

That the Executive:

1. Noted the performance of the City Council as presented in report PPP.53/09 with a view to seeking continuous improvement in the management of Council performance.
2. Noted the manner by which current performance and satisfaction levels informed the Transformation Programme and review of priorities.
3. Referred the relevant parts of the report to the Community, Environment and Economy, and Resources Overview and Scrutiny Panels for consideration.

## **Reasons for Decision**

To ensure the ongoing development of the performance management framework, and assist the organisation in monitoring performance against its priorities and targets. The report identified the Council's performance relating to key services

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**EX.240/09    AIR QUALITY: UPDATING AND SCREENING ASSESSMENT REPORT  
(Key Decision)**

**Portfolio    Environment and Infrastructure**

**Subject Matter**

The Director of Community Services submitted report CS.51/09 introducing and appending the Council's Air Quality Updating and Screening Assessment Report 2009 for the Carlisle City Council district area, and forming the first stage of the fourth round of review and assessment under the Government's National Air Quality Strategy.

The purpose of the report was to identify any matters that had been changed since the last round of review and assessment (completed by the authority in 2006). The report fulfilled the requirements of the Local Air Quality Management Process as set out in the Environment Act 1995, the Air Quality Strategy 2007 and all relevant Policy and Technical Guidance documents.

The Director outlined the following key findings of the assessment:

- (a) monitoring data indicated that relevant locations within the Council's Air Quality Management Areas (AQMA) numbers 1-5 remained above the annual mean objective level.
- (b) monitoring data indicated that there were also relevant locations immediately outside the current boundaries of the AQMA number 3 where the mean objective level for nitrogen dioxide had been exceeded. Further assessment work had concluded that the boundary of the AQMA should be extended. The AQMA number 3 currently covered a small stretch of Wigton Road (A595) between Ashley Street and Crummock Street, and the further assessment work indicated that it would be necessary to extend the boundary up to and including the Caldewgate roundabout and include a short section of Caldcotes.
- (c) monitoring data had shown that nitrogen dioxide levels had fallen at the majority of monitoring locations around the district from the previous year indicating an overall improvement in air quality.

The Director informed Members that the Council was obliged to consult with the Department for Environment, Food and Rural Affairs (DEFRA), and a copy of the report had been sent for their consideration. A response had been received confirming that

DEFRA was satisfied and had accepted the report. Further consultation would be undertaken as detailed within report CS.51/09.

The Environment and Infrastructure Portfolio Holder noted that although overall air quality was good, continued monitoring was required in certain areas. He commended the author for what was a good report.

#### **Summary of options rejected**

None

#### **DECISION**

1. That it be noted that the Updating and Screening Assessment Report for Carlisle City Council 2009 had been submitted to the Secretary of State in accordance with the requirements of the Environment Act 1995.
2. That the Council's Air Quality Management Area at Wigton Road (Number 3) be modified to extend the existing boundary up to and including the Caldewgate roundabout and include properties on part of Caldcoates.

#### **Reasons for Decision**

To ensure compliance with Council Constitution and with Government and statutory requirements regarding local air quality management.