

# Governance Directorate

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

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TO: THE MAYOR AND MEMBERS OF  
THE CITY COUNCIL

**Please ask for:**

**Direct Line:**

**E-mail:**

**Your ref:**

**Our ref:**

Mr Lambert

01228 817019

MarkL@carlisle.gov.uk

MDL/

29 December 2010

Dear Sir/Madam

**RE: COUNCIL MEETING – TUESDAY 11 JANUARY 2011 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 11 January 2011** in the Council Chamber, Civic Centre, Carlisle.

## A G E N D A

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

The Council will be asked to receive the Minutes of the meeting of the City Council held on 9 November 2010.

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.

To determine whether any of the items of business within Part B of the Agenda should be dealt with when the public and press are present.



**5. Declarations of Interest**

Members are invited to declare any personal interests and any personal interests which are also prejudicial, 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 8 and 22 November, and 13 December 2010 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) Promoting Carlisle

- (ii) Governance and Resources\*
- (iii) Community Engagement
- (iv) Economic Development
- (v) Local Environment
- (vi) Housing
- (vii) Performance and Development

and ask questions of the Leader and Portfolio Holders on those Reports.  
(Copy Reports herewith/\*to follow)

## 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 25 November 2010
- (b) Chairman's Report

### (ii) Resources Overview and Scrutiny Panel

- (a) Minutes of the meetings held on 3 November and 7 December 2010
- (b) Chairman's Report

### (iii) Environment and Economy Overview and Scrutiny Panel

- (a) Minutes of the meetings held on 21 October and 2 December 2010
- (b) Chairman's Report

(Copy Reports herewith)

## 12. **Regulatory Panel**

To receive the Minutes of the meeting of the Regulatory Panel held on 24 November 2010.

13. **Development Control Committee**

To receive the Minutes of the meetings of the Development Control Committee held on 10 and 12 November 2010.

14. **Audit Committee**

To receive the Minutes of the meeting of the Audit Committee held on 30 November 2010.

15. **Employment Panel**

To receive the Minutes of the meetings of the Employment Panel held on 13 July and 9 November 2010.

16. **Appeals Panel**

To receive the Minutes of the meetings of the Appeals Panel held on 22 November and 6 December 2010.

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.151/10 and EX.195/10 – Discretionary Rate Relief Policy

Pursuant to Minute EX.151/10 and EX.195/10 to consider a recommendation from the Executive that the Discretionary Rate Relief Policy, as appended to Report RD.35/10, be adopted.

(Copy Report RD.35/10 and Minute Extracts herewith)

(ii) EX.191/10 – North Pennines Area of Outstanding Natural Beauty  
Supplementary Planning Documents: Planning Guidelines and Building  
Design Guide

Pursuant to Minute EX.191/10, to consider a reference from the Executive that the North Pennines AONB Supplementary Planning Documents: Planning Guidelines and Building Design Guide be referred to Council for adoption.  
(Copy Report ED.03/11 and Minute Extract herewith)

(iii) EX.192/10 and EX.226/10 – Core Strategy Key Issues Paper

Pursuant to Minutes EX.192/10 and EX.226/10, to consider a recommendation from the Executive that the Core Strategy Key Issues Paper, as appended to Report ED.45/11, be approved for consultation.  
(Copy Report ED.45/11 and Minute Extracts herewith)

(iv) EX.194/10 and EX.227/10 – Carlisle Community Plan (Sustainable Community Strategy) 2011 – 2016

Pursuant to Minute EX.194/10 and EX.227/10, to consider a reference from the Executive that the Carlisle Community Plan (Sustainable Community Strategy) 2011-2016 be referred to Council for formal adoption onto the City Council's Policy Framework.  
(Copy Report PPP.42/10 and Minute Extracts herewith)

(v) EX.207/10 – Dates and Times of Meetings for 2011/12

Pursuant to Minute EX.207/10 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 2011/12 as set out in the Schedule attached to Report GD.07/11  
(Copy Report GD.07/11 and Minute Extract herewith)

(vi) EX.218/10 - Review of Polling Arrangements

Pursuant to Minute EX.218/10 to consider the following recommendations in the report of the Assistant Director (Governance) following the review of polling arrangements:

- (1) that 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 self contained units and improved units with a wider door as detailed in paragraph 17 at a number of polling station locations where portable cabins are used it being noted that the costs of using these improved models as a means of accommodating

disabled access would require additional funding to be voted to the Election Management Budget. (paragraph 19);

- (2) the polling arrangements in all other wards remain unchanged (paragraph 23);
- (3) the Portable Cabin on the east side of Kingstown Road located in the car park of the Gosling Bridge continue to be the polling place for districts AE, BF and PBK (paragraph 24);
- (4) the St Michael's Parish Centre continue to be the polling place for districts BB, BC and BE but officers monitor the possible future use of the Stanwix Community Building (paragraph 25);
- (5) the West End Temperance Hall in Caldewgate continue to be designated as the polling place for district JB and officers discuss with the leaseholders the possibility of siting a polling station notice outside the premises prior to polling day (paragraph 28);
- (6) that the portable cabin at Borrowdale Road continue to be used as the polling station for district KD. (paragraph 29);
- (7) the Returning Officer be given authority, after consultation with relevant Ward Councillors and the Portfolio Holder, to change polling place locations at the elections in 2011 if the usual premises prove to be unavailable due to unforeseen circumstances (paragraph 30).

(Copy Report GD.65/10(a) and Minute Extract herewith)

## 19. **References from Other Committees**

### (i) Regulatory Panel – Licensing of Sexual Entertainment Venues

To consider a recommendation from the Regulatory Panel that the City Council sets the implementation date for adoption of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended by section 27 of the Policing and Crime Act 2009 as 1 March 2011.

(Copy Report GD.56/10 herewith and Minute Extract to follow)

## 20. **Annual Audit Letter**

Pursuant to Minute AUC.76/10 and EX.217/10 to consider the City Council's Annual Audit Letter for 2009/10.

(Copy Audit Commission's Annual Audit Letter and Minute Extracts herewith)

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

Pursuant to Overview and Scrutiny Procedure Rule 15 (i), the Assistant Director (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.72/10 herewith)

**22. 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**

**23. EX.212/10 and EX.230/10 – Draft Asset Business Plan**

*This report is not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information)*

To consider a reference from the Executive that the City Council approve and adopt the final draft of the Asset Business Plan, as appended to Report CE.39/10.

(Copy Report CE.39/10 and Minute Extracts herewith)

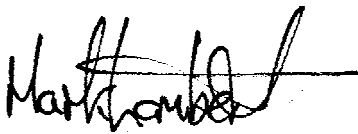
24. **Employment Panel – Interim Staffing Arrangements**

*This report is not for publication by virtue of paragraphs 2 & 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information which is likely to reveal the identity of an individual and which related to the financial or business affairs of a particular person (including the authority holding the information).*

To consider recommendations from the Employment Panel regarding Interim Staffing Arrangements.

(Copy Report SD.12/10 herewith and Minute Extract to follow)

Yours faithfully

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

Assistant Director (Governance)