

AGENDA

Community Overview and Scrutiny Panel

Thursday, 11 July 2013 AT 10:00
In the Flensburg Room, Civic Centre, Carlisle, CA3 8QG

****Briefing meeting for Members will be at 9.15 am in the
Flensburg Room****

Apologies for Absence

To receive apologies for absence and notification of substitutions.

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.

Public and Press

To agree that the items of business within Part A of the agenda should be dealt with in public and that the items of business within Part B of the agenda should be dealt with in private.

Minutes of Previous Meetings

To approve the minutes of the meeting held on 30 May 2013
[Copy Minutes in Minute Book Volume 40(1)]

PART A

To be considered when the Public and Press are present

A.1 CALL-IN OF DECISIONS

To consider any matter which has been the subject of call-in.

A.2 Overview Report and Work Programme

5 - 14

To consider a report providing an overview of matters relating to the work of the Community Overview and Scrutiny Panel, together with the latest version of the Work Programme and details of the Key Decisions items relevant to this Panel as set out in the Notice of Executive Key Decisions
(Copy Report OS.16/13 herewith)

A.3 Sports Provision in the District

15 - 20

(Culture, Health, Leisure and Young People Portfolio)

The Director of Community Engagemenet to submit a report that updates the Panel on the key findings of the Sports Facility Needs Assessment carried out across the City and provide background for a presentation and discussion with a representative from the consultancy company which has undertaken this assessment, Knight, Kavanagh and Page (KKP)
(Copy Report CD.41/13 herewith)

A.4 Riverside Carlisle

21 - 24

Communities and Housing Portfolio)

Riverside Carlisle to provide a monitoring report on the joint working between Riverside Carlisle and Carlisle City Council
(Copy Report CD.38/12 herewith)

A.5 Arts & Culture Strategy (Arts Centre)

25 - 38

(Culture, Health, Leisure and Young People Portfolio)

The Director of Community Engagement to submit a report to allow consideration of the use of the redundant Warwick Street Fire Station in Rickergate as a venue for an Arts Centre for Carlisle (Copy Report CD.40/13 herewith)

PART B

To be considered when the Public and Press are excluded from the meeting

-NIL-

Members of Community Overview and Scrutiny Panel

Conservative: Ellis, Mrs Prest (Vice-Chairman), Mrs Vasey, Bainbridge (Sub), Lishman (Sub), Mrs Mallinson (Sub)

Labour: Mrs Bradley, Scarborough, Miss Sherriff, Mrs Stevenson, Forrester (Sub), Whalen (Sub), Wilson (Sub)

Liberal Democrat: Luckley (Chairman), Allison (Sub)

Community Overview and Scrutiny Panel

Agenda
Item:
A.2

Meeting Date: 11th July 2013
 Portfolio: Cross Cutting
 Key Decision: No
 Within Policy and
 Budget Framework
 Public / Private Public

Title: OVERVIEW REPORT AND WORK PROGRAMME
 Report of: Overview and Scrutiny Officer
 Report Number: OS 16/13

Summary:

This report provides an overview of matters related to the Community O&S Panel's work. It also includes the latest version of the work programme.

Recommendations:

Members are asked to:

- Decide whether the items on the Notice of Key Executive Decisions should be included in the Panel's Work Programme for consideration.
- Note and/or amend the Panel's work programme

Tracking

Executive:	-
Overview and Scrutiny:	30th May 2013
Council:	-

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 31st May 2013. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1: KD015/14 Arts and Culture Strategy** – on the agenda for this meeting of the Panel.

2. References from the Executive

The following reference from the Executive from their meeting held on 30 May 2013 is attached at **Appendix 2**

EX.53/13 – CSP Partnership Plan

Any references from the Executive from their meeting held on 1st July 2013 will be circulated separately as the meeting is to be held after the publish date of this report.

3. Work Programme

The Panel's current work programme is attached at Appendix 2 for comment/amendment. The Panel held a work programming session on the rise of their last meeting on 30th May and the work programme has been amended to reflect the outcomes of that session.

Contact Officer:

Nicola Edwards

Ext: 7122

Appendices attached to report:

- 1. Notice of Key Decision**
- 2. References from the Executive**
- 3. Community O&S Work Programme 2013/14**

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- None**

CORPORATE IMPLICATIONS/RISKS: None

Items relevant to the Community Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.04/13
Decision Title:	Food Law Enforcement Service Plan
Decision to be taken:	The Executive will be asked to decide the Environmental Health Section's inspection and educational priorities for improving food safety in Carlisle during 2013/14
Date Decision to be considered:	7 May 2013 consultation period to include Overview and Scrutiny as appropriate (EX.40/13)
Date Decision to be taken:	1 July 2013
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	Report LE.11/13 - Food Law Enforcement Plan on 7 May 2013
Contact Officer for this Decision:	Director of Local Environment, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Environment and Transport (Councillor Mrs Martlew)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website www.carlisle.gov.uk.

Other documents relevant to the matter may be submitted to the decision maker.

These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

Notice of Key Decisions to be taken by the Executive

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.08/13
Decision Title:	Scheme of Housing Assistance (Empty Properties and Disabled Facilities Grants)
Decision to be taken:	The Executive will be asked to amend the Regulatory Reform Order in place to enable the Council to provide grants to the owners of empty property to enable them to be brought back in use under the Empty Property project.
Date Decision to be considered:	7 May 2013 consultation period to include Overview and Scrutiny as appropriate (EX.41/13)
Date Decision to be taken:	1 July 2013
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	Report CD.31/13 - Scheme of Housing Assistance (Empty Properties and Disabled Facilities Grants) on 7 May 2013
Contact Officer for this Decision:	Director of Community Engagement, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Communities and Housing (Councillor Mrs Riddle)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website www.carlisle.gov.uk.

Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 31 MAY 2013

EX.53/13 **CSP PARTNERSHIP PLAN**
(Key Decision – KD.06/13)

Portfolio Communities and Housing

Relevant Overview and Scrutiny Panel Community

Subject Matter

Pursuant to Minute EX.35/13, the Communities and Housing Portfolio Holder reported (CD.32/13) that the Carlisle and Eden Community Safety Partnership (CSP) (formerly the CDRP) had developed their draft Partnership Plan for 2013/14, a copy of which was attached at Appendix 1 to the report.

The Plan, which formed part of the City Council's Policy Framework and refreshed the existing Plan had been developed by the CSP's Leadership Group, with input from the Director of Community Engagement and herself.

The Communities and Housing Portfolio Holder indicated that the purpose of the report was to present the CSP's work programme for the coming year in the form of their Partnership Plan. Whilst it was presented as a developed document it represented a 'live' work programme – which would develop throughout the year and could be influenced and shaped through the City Council's representation on the CSP's Leadership Group.

The Community Overview and Scrutiny Panel had, on 28 March 2013, considered the matter and resolved that the Carlisle and Eden CSP Partnership Plan 2013-14 Refresh be welcomed.

A copy of Minute Excerpt COSP.30/13 had been circulated.

The Chairman of the Community Overview and Scrutiny Panel was in attendance at the meeting. She outlined the key points of discussion, together with the key priorities for 2013, commenting that there had been a continuing decrease in the incidence of crime. The Panel had in the past looked at the Strategic Assessment with a view to evaluating the previous year, but that had not come before them this time.

The report showed a lowering of crime figures which was good, and demonstrated the outcomes of successful partnership working.

APPENDIX 2

On the issue of domestic abuse, the Chairman advised that a Domestic Champions Network had been established approximately three years ago. She was pleased to see that more victims were now coming forward.

With regard to substance abuse, the Panel was pleased to see that issues continued to be addressed by the two Partnership Task Groups.

In summary, the Chairman confirmed that the Panel had welcomed the report.

In conclusion, the Communities and Housing Portfolio Holder moved that the Executive approve the Partnership Plan and recommend it for consideration and adoption by Council.

The Deputy Leader and Economy and Enterprise Portfolio Holder seconded the recommendation.

Summary of options rejected None

DECISION

That the Executive approved the CSP Partnership Plan and recommended it for approval and adoption by Council.

Reasons for Decision

The Report contributed to the Carlisle Plan priority: We will work more effectively with partners to achieve the City Council's priorities

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 28 June 2013

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		30	11	22	3	14	9	13	27
								May	Jul	Aug	Oct	Nov	Jan	Feb	Mar
CURRENT MEETING															
Riverside Carlisle			✓			Monitoring progress and developments of joint working		✓					✓		
Arts & Culture Strategy		✓				Executive report detailing progression of key elements of the City Council's Arts and Cultural Strategy		✓							
Sports provision in the District			✓			Panel to be involved in study and to consider final report		✓							
TASK AND FINISH GROUPS															
Hate Crime			✓			To appoint Members to Task Group and determine Terms of Reference									

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 28 June 2013

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring	Budget		30	11	22	3	14	9	13	27
								May	Jul	Aug	Oct	Nov	Jan	Feb	Mar
Customer Access Strategy			✓												
Community Centres				✓					✓						
FUTURE MEETINGS															
Performance Monitoring Reports	✓						Reporting of performance relevant to remit of Panel	✓		✓		✓		✓	
Tullie House Trust							Business Plan 2013/14 - 2016/17					✓			
Revenue & Benefits Services							Report detailing pressures and performance of service				✓				
Localisation of Council Tax							Proposals for scheme 2014/15 (joint with ROSP)								
Benefits Advice Service							Report detailing cost and impact of service			✓					

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 28 June 2013

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		30	11	22	3	14	9	13	27
								May	Jul	Aug	Oct	Nov	Jan	Feb	Mar
Budget 14/15 - 18/19		✓	✓								✓				
CCTV		✓				✓									
Transformation					✓	✓				✓					
Crime and Disorder Reduction Partnership	✓		✓											✓	
Scrutiny Annual Report			✓		✓									✓	
COMPLETED ITEMS															
Shaddongate Resource Centre					✓		Update on provision, services and financial plan	✓							

COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 28 June 2013



Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		30	11	22	3	14	9	13	27
								May	Jul	Aug	Oct	Nov	Jan	Feb	Mar
Regulatory Reform Order - Empty Property Policy Amendments		✓					13	13	13	13	13	14	14	14	
INFORMATION ONLY ITEMS															
Details								Date Circulated							

Report to Community Overview and Scrutiny Panel

Agenda
Item:
A.3

Meeting Date: 11th July 2013
Portfolio: Culture, Health, Leisure and Young People
Key Decision: Not Applicable:
Within Policy and Budget Framework YES
Public / Private Public

Title: SPORTS PROVISION IN THE DISTRICT
Report of: The Director of Community Engagement
Report Number: CD 41/13

Purpose / Summary:

The purpose of this report is to update Panel on the key findings of the Sports Facility needs assessment carried out across the City and provide background for a presentation and discussion with a representative from the consultancy company which has undertaken this assessment, Knight Kavanagh and Page (KKP)

The Chief Executive of KKP met with members of Community Overview and Scrutiny Panel at the commencement of its work in August 2012 and agreed to provide feedback in due course.

Recommendations:

It is recommended that panel note the report

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

- 1.1 Specialist sports and leisure consultancy firm Knight Kavanagh and Page (KKP) was commissioned in 2012 to undertake a sports facility needs assessment for the city. It has now completed its research work and this is currently being considered by officers. This work comes at a time when some facilities in the City are ageing and are likely to become not fit for purpose in the near future.
- 1.2 KKP's work considers the need for, and location of, sports facilities in Carlisle and focus on sports halls, swimming pools, health & fitness, and 3G artificial turf football pitches.

2. Key Findings

KKP's work identifies the following shortfalls in provision:-

Sports Halls - There is a demonstrable need for an additional sports hall in Carlisle.

The supply of sports hall space is not meeting demand, and this will be exacerbated further in 2016 and 2026 given the predicted increase in the population. Due to the dual use of the Sands Centre as a sports hall and an Arts and Entertainment centre, there is a shortage of consistently-available space in the sports hall. This has a detrimental affect on other sports halls in Carlisle as these are constantly full due to the lack of space available across Carlisle. Longer-term participation rates in sport are also affected, which in turn hinder the delivery of the Carlisle Sport and Physical Activity strategy.

Swimming Pools - There is a demonstrable need for a new 8 lane swimming pool alongside a smaller teaching pool.

Although the study highlights that supply is currently meeting demand, there are issues relating to the level of pool space which is available for community use. A further consideration is the level of quality of the swimming pool provision in Carlisle, with KKP's report highlighting the unwelcoming and dated nature of The Pools, which reduces demand. There are also concerns about the quality of three other key pools in the district: Richard Rose Morton, Richard Rose Central Academy and Trinity.

Health & Fitness - There is a need to improve the current health & fitness offer in the district.

Although the current fitness offer in Carlisle meets with demand, the majority of this provision is in the private sector. More needs to be done to meet the needs of some of the more deprived communities, and to improve the quality of fitness provision in the district. Improving the facilities for group fitness programmes (such as aerobics) help to both increase income and drive up sport participation rates.

Playing Pitches - There is demand for the development of at least one 3G football pitch in Carlisle and possibly two in a phased approach.

The development of one or more 3G football pitches in Carlisle would allow for organised sports games to be played along with new formats of football at junior level. This approach will take the pressure off over-used playing pitches and allow local sports clubs to develop and expand. It will also free up current sports hall space currently being used for five-a-side football, which should allow other sports the space and capacity to develop.

3. CONSULTATION

3.1 A list of consultees is provided at Appendix 1

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

4.1 The finds of the consultant's work will be used to inform the production of a sports facility strategy

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

5.1 This work will contribute to achievement of the following aim within the Carlisle Plan -

'We will develop vibrant sports, arts and cultural facilities, showcasing the city of Carlisle'.

Contact Officer: Keith Gerrard

Ext: 7350

Appendices attached to report: - Appendix 1 Consultation Information

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- None

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

Community Engagement –

Economic Development –

Governance –

Local Environment –

Resources -

APPENDIX 1

CONSULTEE LIST- Facilities Strategy

Contact Name	Organisation	Designation
Andy Fawkes	Sport England	Relationship Manager (Facilities & Planning)
Andy King	Carlisle Leisure Ltd	Managing Director
Andrew Sproat	Projects Manager	Cumbria County Council
Bob Simpson	ECB	Cricket Development Manager
Bruce Lawson	Active Cumbria	Partnership Manager (Development)
Cllr Anne Quilter	Carlisle City Council	Portfolio Holder for Culture, Health, Leisure & Young People
Cllr Joe Hendry	Carlisle City Council	Leader of the Council
Cllr Cyril Webber	Carlisle City Council	Harraby Councillor
Darren Crossley	Carlisle City Council	Deputy Chief Executive
Dave Houlston	University of Cumbria	Associate Dean & Director of Sport
Denise Richardson	Richard Rose Central Academy	Deputy Head
Garry Schubert	Carlisle and District Sport and Physical Activity Alliance Foundation	Development Manager
Gerard Edwards	Austin Friars St Monica's School	Bursar
Jacq Longrigg	Carlisle College	IES Manager
Jane Meek	Carlisle City Council	Director of Economic Development
Janette Pilkington	Carlisle City Council	Wellbeing Manager
Jim Crow	Sports Council	Chairman
Jo Cunliffe	LTA	Tennis Development Manager
John Marshall	Richard Rose Morton Academy	Deputy Head
Kath Pigdon	William Howard School	Assistant Head & Director of Sport
Katie Robinson	Richard Rose Morton Academy	Head

Contact Name	Organisation	Designation
Keith Gerrard	Carlisle City Council	Director of Community Engagement
Laura Fisher	England Netball	Regional Manager
Margaret Emburey	Newman Catholic School	Bursar
Margaret Miller	Carlisle City Council	Communities Housing and Health Manager
Mark Irwin	Carlisle City Council	Building Surveyor
Matt McFahn	ASA	Regional Director
Mr Foster	Trinity School	Head of PE
Mr McAree	Caldew School	Head
Nick Rimmer	Badminton England	Regional Manager
Paul Frampton	Carlisle City Council	Sports Development Officer
Phil Gray	Carlisle City Council	Green Spaces Manager
Raymond Simmonds	Carlisle City Council	Property Manager
Steve Salkeld	Carlisle College	Finance Manager
Tom Rice	Carlisle Leisure Ltd	Manager of the Sands Centre
Tracy Power	British Gymnastics	Regional Manager

Report to Community Overview and Scrutiny Panel

Agenda
Item:
A.4

Meeting Date: 11th July 2013
Portfolio: Communities and Housing
Key Decision: Not Applicable:
Within Policy and Budget Framework YES
Public / Private Public

Title: RIVERSIDE CARLISLE
Report of: The Director of Community Engagement
Report Number: CD 38/13

Purpose / Summary:

This report provides Members of the Community Overview and Scrutiny Panel with an update on joint working between Riverside and Carlisle City Council.

Recommendations:

It is recommended that Members of the Community Overview and Scrutiny Panel note the report and its contents.

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

1.1 Affordable Homes Programme 2011-15

Carlisle City Council and Riverside continue to work together to bring forward affordable housing schemes in Carlisle.

Riverside has planning permission for affordable housing at Borland Avenue in Botcherby, and is looking to develop at Arnside Court in Harraby and Thomlinson Avenue at Raffles with the support of the City Council and the Homes & Communities Agency (HCA). The schemes will deliver at least 42 units of affordable housing for the district, with Riverside looking to obtain further properties in the Raffles area. It is anticipated that all these developments will be completed by autumn 2014.

1.2 Disabled Facility Grants

Riverside continues to fund DFGs for their tenants when the value of the grant is less than £7,000, unless it is a second assessed referral within a 12 month period. There are a small number of DFGs to Riverside properties that are referred to the City Council. There are currently six such properties within the DFG programme, of which three have already been completed. The referral process works well and regular communication continues with Riverside throughout the course of the work.

1.3 Homelessness

Carlisle City Council's homelessness team continue to work with Riverside's allocation team on the administration of the Cumbria Choice allocation scheme, and meet regularly to discuss nominated Council-accepted homeless clients. In the last financial year, the City Council accepted duty to 78 people, 52 of which were housed by Riverside. In this financial year thus far, Riverside has housed three of the 13 people to whom the City Council has accepted a homeless duty.

1.4 Land Assets

The City Council will work with Riverside and other RPs to try to develop a pipeline scheme of development sites, with a focus on securing funding from the HCA. There is a continuing need to work together to unlock land for market and affordable housing, and other types of development.

1.5 Welfare Reform

Following the implementation of reforms to the welfare system in April, the City Council and Riverside have continued to work together in order to fully understand the consequences for local people. Representatives from Riverside attend the

Carlisle Welfare Reform Board, which is chaired by the Portfolio Holder and brings key partners around the table to monitor and address the impacts of welfare reform.

It has been calculated that many Riverside tenants will need to find an additional £11 a week in order to make up the shortfall in rent created by the changes, and other tenants, especially those with two or more spare bedrooms, will face making up a larger shortfall.

As part of the preventative approach within Carlisle City Council's Homelessness services, negotiations are currently underway to develop a pilot project with Riverside and the Credit Union to identify those people who have been affected by welfare reform and who can be assisted with a one-off payment from the City Council's homeless prevention fund to facilitate a move to a smaller property. Initially the project would be for those people who are under-occupying by two or more bedrooms and who are unable to move due to rent arrears. These arrears would be reduced to enable this move to happen, which would involve a one off payment from the City Council, a loan from the Credit Union and Riverside writing off a proportion of the arrears.

The City Council has a discretionary housing payment (DHP) fund, which can be utilised to mitigate some of the negative effects of welfare reform; as expected, applications from local people for DHP has increased. The City Council received 92 applications for DHP in 2011/12 and 171 applications in 2012/13, with 51 and 108 awards being made respectively. In the year so far, the City Council has received 178 applications for DHP, with 83 awards being made so far.

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 4.1** It is recommended that Members of the Community Overview and Scrutiny Panel note the report and its contents

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

- 5.1** This reports provides information about work associated with Riverside Housing Association. It is linked to the City Council's priority to meet Carlisle's Housing need

Contact Officer: Keith Gerrard

Ext: 7350

**Appendices
attached to report:**

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- None

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

Community Engagement –

Economic Development –

Governance –

Local Environment –

Resources -

Report to Community Overview and Scrutiny Panel

Agenda
Item:
A.5

Meeting Date: Thursday 11th July 2013
Portfolio: Culture, Health, Leisure and Young People
Key Decision: Yes: Recorded in the Notice Ref:KD
Within Policy and Budget Framework No
Public / Private Public

Title: ARTS & CULTURE STRATEGY (ARTS CENTRE)
Report of: The Director of Community Engagement
Report Number: CD40/13

The purpose of this report is to allow consideration of the use of the redundant Warwick Street Fire Station in Rickergate as a venue for an Arts Centre for Carlisle

Recommendations:

It is recommended that the Community Overview and Scrutiny Panel consider the attached report and make its comments available to the Executive.

Tracking

Executive:	1 July 5 August
Overview and Scrutiny:	11 July
Council:	10 September

Report to Executive

Agenda
Item:

Meeting Date: 1st July 2013
Portfolio: Culture, Health, Leisure and Young People
Key Decision: YES
Within Policy and
Budget Framework NO
Public / Private Public

Title: ARTS CENTRE DEVELOPMENT
Report of: The Director of Community Engagement
Report Number: CD37/13

Purpose / Summary:

The purpose of this report is to allow consideration of the use of the redundant Warwick Street Fire Station in Rickergate as a venue for an Arts Centre for Carlisle and, on the basis of a decision to progress, make available funds to allow this development.

Recommendations:

It is recommended that Executive:

1. Approve the Warwick Street Fire Station for development as an Arts Centre for Carlisle
2. To approve the increase in the capital programme from £586,000 to £1,064,500, for recommendation to Council, noting that the increase will be funded from additional capital receipts generated from the Asset Review Programme;
3. To approve the release of the current budget and re-profiling of the overall scheme, subject to Council approval above, with £50,000 being incorporated within the 2013/14 Capital Programme and £1,014,500 in the 2014/15 Capital Programme;
4. Delegate authority to the Portfolio Holder for Culture, Health, Leisure and Young People in consultation with the Director of Community Engagement to produce and progress the plans to deliver the Arts Centre as detailed in this report
5. Make this report available for consideration by the Community Overview and Scrutiny Panel

Tracking

Executive:	1 July and 5 August
Overview and Scrutiny:	11 July
Council:	10 September

1. BACKGROUND

- 1.1 There has been a long history of exploring the idea of a mid-scale arts centre and performance venue in Carlisle. The Carlisle Plan (ref PC 08/13) provides a pledge for the development of an arts centre within the city.

The Plan's overarching Vision is to *'promote Carlisle as a prosperous City, one in which we can be proud'*. To help achieve this, it commits to *'develop vibrant sports, arts and cultural facilities, showcasing the City of Carlisle'*.

2. PROPOSAL

2.1 Outputs

It is proposed that a venue be identified for an Arts Centre which can:

- bring a new performing arts and entertainment focus into the Carlisle, delivering an offer to the city and its wider hinterland.
- deliver exciting and developing programmes of quality arts and entertainments, aimed at building and broadening audiences.
- offer a varied range of opportunities for Carlisle residents as participants, creators and performers.
- stimulate local talent and build the profile of Carlisle and Cumbria's creative and digital industries sector. This will include supporting emerging, Carlisle based, commercial artists and designers and potential collaboration with Carlisle College and the University of Cumbria.
- contribute distinctively to Carlisle's visitor offer, linking into, and being a resource for, festivals, events, projects and cultural providers.
- provide the foundation for future developments in arts and entertainment.

Having considered potential venues in Carlisle, the former Fire Station in Rickergate is proposed as the preferred option. It is a substantial building with a straightforward structure on a prominent corner site on the edge of the historic quarter.

- 2.2 The proposed format is to use the Warwick Street fire engine range as the main auditorium with the public entrance facing Peter Street. This would provide a larger flexible foyer space and open up the west end as a strong and attractive public face. At first floor level across the west end would be two substantial performance and multi-use studios,, making it a useful function space. Ground floor audience capacity is estimated to be 266 seated and 400 standing. At first floor level the two multi-use studios would each have space for around 110 seated and 200 standing.
- 2.3 New build within the enclosed courtyard, along the rear of the Warwick Street wing, would be required to enable independent access to all main spaces, back of house, dressing rooms and administration spaces.
- 2.4 The Fire Station also includes other usable spaces which could further broaden its offer. On the North side of the yard entrance it includes:

- the former maintenance bay which would accommodate, for example, gallery space, visual arts projects and/or set and street performance building opportunities
- a large meeting room, with potential for managed and incubator workshop space for emerging commercial artists and/or sub-letting

It also has a large loft space over the Warwick Street frontage which may offer substantial visual arts or other studio opportunities

Developed effectively and with a strong design concept, the Fire Station could deliver the Arts Centre concept well.

3. THE MARKET POTENTIAL

- 3.1** In terms of the Carlisle market, there is clearly independent promotion going on, such as The Brickyard, College and University are active in their own ways, the West Walls Theatre is home to non-professional theatre, and the Sands has a significant offer of mainstream large-scale touring entertainment, and is the venue for the Arts Council England funded subscription concert series. None of these are considered to diminish the potential, in a significant regional city, of a well-planned and operated mid-scale mixed programme arts and entertainments venue.

Operational revenue issues are significant. To ensure long term stability and success it is envisaged that some revenue support will be required from external sources and/or City Council in the first years of operation. Important issues to note are that building and strengthening a sustainable audience base which is complementary to and not in competition with other local venues is likely take a number of years to develop. Similarly capacity building through partnerships and joint programming with local commercial promoters, venues and third sector organisations, while an immediate priority for work will be properly judged over a three to five year timeframe. This is recognised in the industry and by the Arts Council for England, which will take this into account in considering applications for funding. A separate report will be brought forward to consider revenue requirements.

4. MANAGEMENT

- 4.1** The long-term success of the enterprise will be determined primarily by the skills, knowledge, commitment and vision of the team which manages and operates it. The Carlisle development will require a genuinely dynamic team operating in a light-footed way, with real entrepreneurial flair, in a culture of innovation. It will require a genuine ability to work effectively, and with mutual respect, with a wide range of partners.

It is not proposed to make a final decision on management and governance arrangements at this stage, with the City Council retaining a central leadership role as the project is progressed. It is likely that to achieve the best balance of accountability, sustainability and entrepreneurial acumen, operational management will, in the medium term will be passed to an independent not for profit organisation. A separate report will be brought forward to consider this.

5. PROGRAMME

- 5.1 Carlisle has a recognised weakness in ‘mid-scale’ arts and entertainments programmes compared to other regional cities and large towns. The programme will need to take full account of Carlisle’s existing offer, including key venues Tullie House, the Brickyard, West Walls Theatre, Stanwix Theatre and the Sands, as well as events such as the long-standing Blues Festival, and newer initiatives like Carlisle Music City. As an audience base is developed, the programme offer will include a broad range of content across and within the core genres of touring and available product – theatre, music theatre, dance, comedy and music, aimed at different audience segments. It will mix popular commercially reliable activities with innovative opportunities. This will be based on the development of active performance and programme partnerships and strong relationships with performance companies in the north of England and southern Scotland.

6. DESIGN CONCEPT AND CAPITAL COSTS

Day Cummins Ltd (Architects) was commissioned to assess the viability of the Fire Station, alongside two other venues. The Fire Station was subsequently considered as the preferred choice., on the grounds of innovation, value and accessibility The building is situated close to a number of car park facilities and its rear yard provides off street access for event vehicles to unload. The building currently has an Energy Performance Certificate (EPC) rating of C. Option design and preliminary costings are shown in Appendix 2

The proposed scheme includes a new main stair access and lift which will provide disabled access to the upper floors. At the same time it will form the transition between the main uses of the building along with vertical circulation and interesting designed views of the tower feature.

The sectional existing garage doors can be replaced with infill pod panels using acoustic materials and sensitive feature lighting to form a striking appearance along the prime Warwick Street frontage.

The total capital cost of the project is estimated at £1,064,500

<u>Capital Activity</u>	<u>Costs</u>
New build Extension, Refurbishment / conversion of existing	£700,000.00
Specialist Equipment	£314,500.00
Other design, acquisition, survey, legal & planning fees & investigation costs	£50,000.00
Total Capital	£1,064,500.00

It is anticipated that design and planning costs being incurred in 2013/14 and expenditure on new buildings, refurbishments and equipment will take place in 2014/15.

The anticipated timetable for the scheme is as follows:

a)	Preparation of Tender Documentation	12/8/13
b)	Tenders out for Design & Build Package	12/8/13
c)	Tenders back	6/09/13
d)	Review returns & Inform successful Design Team	20/09/13
e)	Cool off period	02/10/13
f)	Award to D&B team	03/10/13
g)	Planning Application Submission	15 /11/13
h)	Consideration of Planning Application	31/01/14
i)	Contractor mobilisation up to	3/03/14
j)	Start on site	3/03/14
k)	Estimated completion by	31/10/14

7. CONSULTATION

Consultation has taken place throughout the appraisal process to date including through:

- Engagement with key stakeholders involved in the cultural sector to understand the current offer and conduct a gap analysis;
- Discussions with similar providers such as: Queens Arts Centre Hexham, Kendal Arts Centre,
- Dialogue with promoters and providers of cultural offer and community arts activities to understand the current market offer and any opportunities.
- The further and higher education sector - Carlisle College, particularly linked to joint working around its arts and digital programme (including facility development and curriculum support) and the University of Cumbria linked to undergraduate/postgraduate programmes, galley provision and workshop space

Ongoing dialogue through the City Council's overview and scrutiny process and with local residents, community groups and the education, private and third sector is being scheduled over the coming weeks.

8. CONCLUSION AND REASONS FOR RECOMMENDATIONS

8.1 Carlisle has a recognised weakness in ‘mid-scale’ arts and entertainments programmes and in line with the Aim of the Carlisle Plan now seeks to develop a sustainable facility which will act as a focal point for creative arts complementing and supporting the existing offer in and around the City. This is in line with the vision and actions in the Carlisle plan.

In order to progress this it is proposed that Executive:

1. Approve the Warwick Street Fire Station for development as an Arts Centre for Carlisle
2. To approve the release of the funding (£586,000) approved as part of the 2013/14 budget for the building development (as Section 6);
3. Make recommendations to Council to increase the capital programme for the scheme to £1,064,500 from £586,000 with the increase to be funded from additional capital receipts generated as part of the asset review programme and that the expenditure be re-profile in line with revised expenditure requirements at Section 6.
4. Provide delegated authority for the Portfolio Holder for Culture, Health, Leisure and Young People to produce and progress the plans to deliver work as outlined in this report
5. Make this report available for consideration by the Community Overview and Scrutiny Panel

9. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

9.1 This project will deliver Action 1 ‘to deliver a city centre Arts Centre and therefore contribute to meeting one of the Council’s key corporate objectives **‘We will develop vibrant sports, arts and cultural facilities, showcasing the City of Carlisle’**

Contact Officer: Keith Gerrard **Ext:** 7350
Appendices **Appendix 1: Indicative Income & Expenditure**
attached to report: **Appendix 2: Architects Concept Designs & Cost**

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- None

CORPORATE IMPLICATIONS/RISKS:

Chief Executive’s -

Economic Development – The proposal will be subject to planning permission, however, in view of the buildings former use that in principle the use is acceptable subject to conditions relating to noise and opening times.

Governance – The Local Government Act 2000 (Section 2) provides that the Council has the power to do anything which it considers likely to achieve the promotion or improvement of the economic, social or environmental well-being of its area. The power may be used in relation or for the benefit of the whole or any part of the community or all or any persons present or resident in the Council's area. The Council is able to incur expenditure in relation to the Fire Station as it owns the said property. In exercising the power, the Council must have regard to its Community Strategy.

The future use of the premises as an Arts and entertainment venue is subject to the planning and licensing regulatory regimes and it is important that these are accounted for prior to significant commitment and expenditure. Goods, services and works must be properly procured and contracts should be subject to appropriate terms and conditions.

Local Environment – None

Resources – The capital programme approved by Council in February as part of the 2013/14 budget process, provides capital funding for this scheme of £586,000 (2013/14 - £250,000, 2014/15 - £161,000, 2015/16 - £175,000). If the scheme outlined above is approved, the capital programme would need to be increased by £478,500. This could be funded from additional capital receipts generated from the asset review (£813,686). There are also surplus general capital receipts available within the MTFP of £360,333. The capital programme would also need to be re-profiled in order to meet the anticipated spend on the project, with £50,000 being incurred in 2013/14 and £1,014,500 being incurred in 2014/15. The use of additional asset review receipts will forego the possibility of generating additional rental income for the Council in line with the Asset Business Plan.

As part of the 2013/14 revenue budget approved by Council in February 2013, recurring revenue funding for the Arts Centre scheme was approved with £129,000 approved for 2013/14, £104,000 approved for 2014/15 and £159,000 approved for 2015/16 and beyond. A further report will need to be prepared for a future Executive detailing the on-going revenue costs.

There may be possibilities to apply for external funding to support the capital or revenue costs of the project and these will need to be investigated further.

Due to the value of the capital works anticipated, a competitive procurement process will need to be undertaken in order to appoint a contractor to undertake the developments.

APPENDIX

ARCHITECTS CONCEPT DESIGN AND CAPITAL COSTS

ARCHITECTS CONCEPT DESIGN & COST

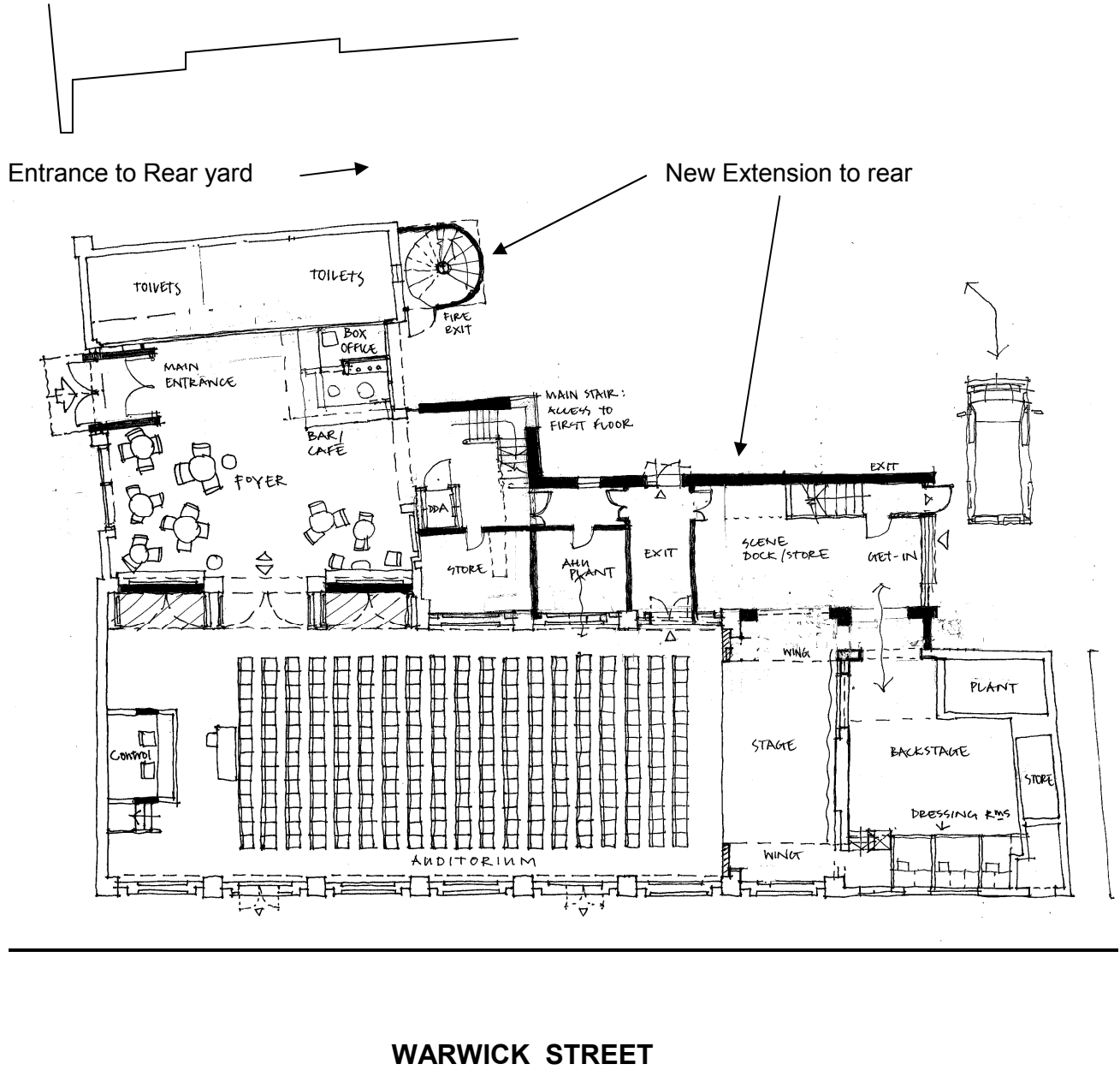
FORMER FIRE STATION, RICKERGATE



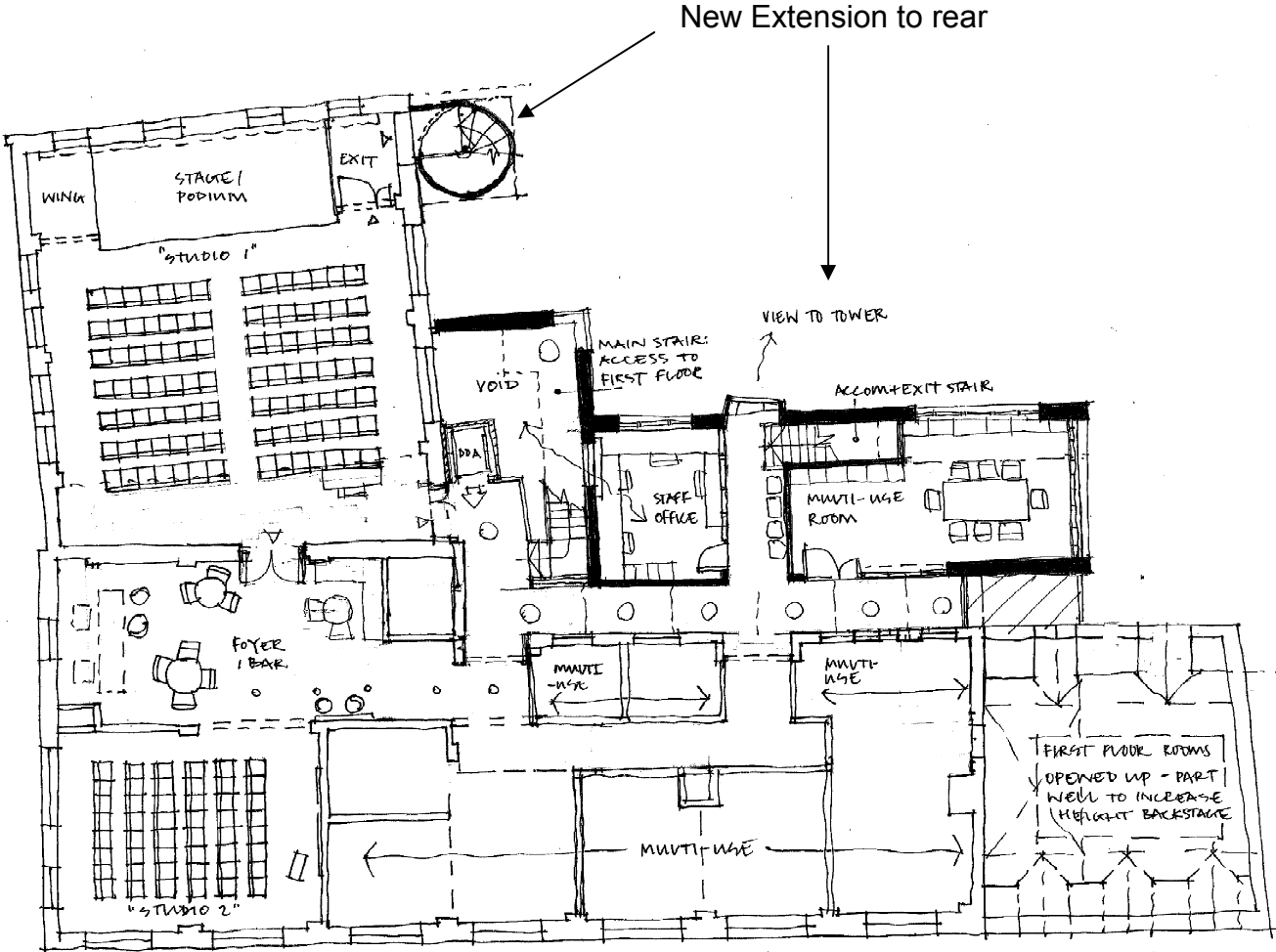
DESIGN & CAPITAL COSTS

<u>Capital Activity</u>	<u>Costs</u>
New build Extension, Refurbishment / conversion of existing	£700,000.00
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Other design, acquisition, survey, legal & planning fees & investigation costs	£50,000.00
<u>Total Capital</u>	<u>£1,064,500.00</u>

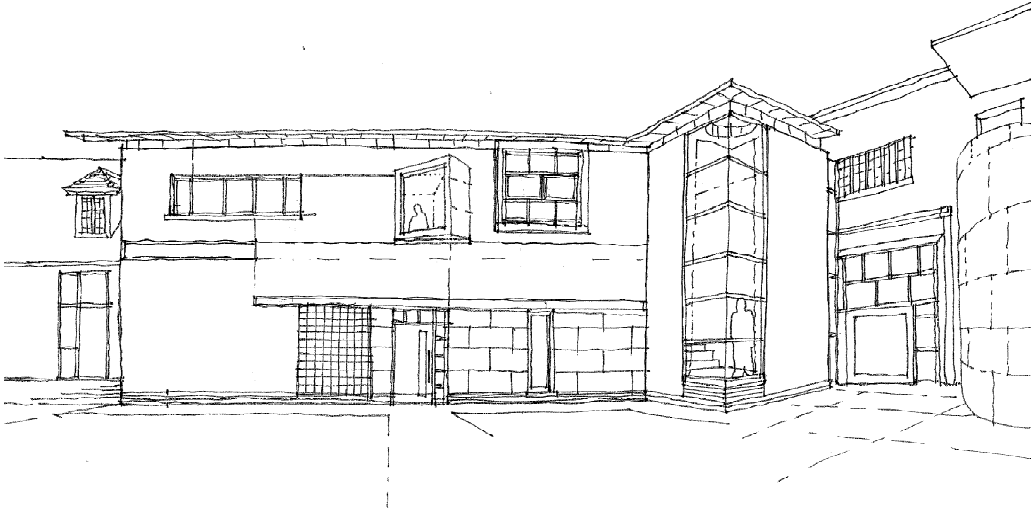
Ground Floor Proposals Plan



First Floor Proposals Plan



View of Rear new Extension from within yard



Specialist Capital expenditure (Included in design & Capital costs above.)

	COST
BACKSTAGE	
Mirrors	£1,000
Lighting	£5,000
Tables and Chairs	£1,500
Toilets Showers	£20,000
FRONT OF HOUSE	
Sofa Cinema – Screen, projector, sound system, sofas	£25,000
Soundproofing	£5,000
Catering equipment	£10,000
Café bar tables chairs and equipment	£7,500
Bar	£20,000
Repairs to cracks	£2000
Box office	£12,500
Cloakroom	£12,500
Chairs	£18,000
F/A, emergency lighting and signage	£22,000
Electrics & lighting	£10,000
Mechanical/heating improvements	£12,000
Stage Lighting	£15,000
Gallery lighting	N/A
Air conditioning	£8,000
Sound system and microphones	£25,000
Sound desk	£5,000
Decoration	£12,000
Stage appropriate for venue	£25,000
Stage curtains	£2,500
Storage area for stage scenery	£2,500
Carpets / flooring	£7,500
Conditional survey requirements	£6,000
Asbestos signage	£500
Conference / meeting room facilities	£5,000
Tables and Chairs	£2,500
Projectors	£1,000
Whiteboards	£500
Screens	£500
PA system	£2,500
IT and telephone system	£10,000
	£314,500