

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:

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Your ref:

Our ref:

Mr Lambert

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MDL

31 October 2011

Dear Sir/Madam

RE: COUNCIL MEETING – TUESDAY 8 NOVEMBER 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 8 November 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 Acting 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 13 September 2011.

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 Acting Town Clerk and Chief Executive

7. Questions by Members of the Public

Pursuant to Procedure Rule 10.1, the Acting 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 Acting 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 Acting Town Clerk and Chief Executive to report the receipt of the following question submitted on notice by Councillor Atkinson:

“The Audit Commission Report into the Carlisle Airport Planning Application, reference GD.58/11 said on page 4 paragraph 16 that they were exercising “discretion not to issue a section 8 report, because the Council had agreed to publish this audit report” ...

Will Carlisle City Council now publish this report in full as opposed to the redacted version that was prepared for publication and presented under Agenda Item 18 at the Council meeting on 13th September 2011?”

10. **Executive**

(a) Minutes

The Council will be requested to receive the Minutes of the meeting of the Executive held on 26 September 2011 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) Leader's Portfolio
- (ii) Governance and Resources
- (iii) Community Engagement
- (iv) Economic Development
- (v) Environment and Housing
- (vi) Performance and Development

and ask questions of the Leader and Portfolio Holders on those Reports.
(Copy Reports herewith)

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 meetings held on 1 September and 6 October 2011
- (b) Chairman's Report

(ii) Resources Overview and Scrutiny Panel

- (a) Minutes of the meeting held on 13 October 2011
- (b) Chairman's Report

(iii) Environment and Economy Overview and Scrutiny Panel

(a) Minutes of the meeting held on 8 September

(b) Chairman's Report

(Copy Reports herewith)

12. **Regulatory Panel**

To receive the Minutes of the meetings of the Regulatory Panel held on 14 September and 19 October 2011.

13. **Licensing Committee**

To receive the Minutes of the meeting of the Licensing Committee held on 10 August 2011.

14. **Development Control Committee**

To receive the Minutes of the meetings of the Development Control Committee held on 17 and 19 August, and 28 and 30 September 2011.

15. **Audit Committee**

To receive the Minutes of the meeting of the Audit Committee held on 27 September 2011.

16. **Employment Panel**

To receive the Minutes of the meetings of the Employment Panel held on 18 and 30 August, and 2 and 9 September 2011.

17. **Appeals Panel**

To receive the Minutes of the meeting of the Appeals Panel held on 8 September 2011.

18. Notice of Motion

(1) BBC Radio Cumbria

Pursuant to Procedure Rule 12, the Acting Town Clerk and Chief Executive to report the receipt of the following Motion submitted on notice by Councillor Mitchelson:

"This council is horrified at the prospect of a greatly reduced service from BBC Radio Cumbria which will have a detrimental effect on the residents of Carlisle and Cumbria as they rely heavily on this service as a vital public information provider.

This council objects in the strongest possible manner and supports all possible lobbying activities to convince the BBC and Ofcom that the current proposed cuts in service are not in the interests of residents and visitors to Carlisle and Cumbria."

(2) Elected Police Commissioners

Pursuant to Procedure Rule 12, the Acting Town Clerk and Chief Executive to report the receipt of the following Motion submitted on notice by Councillor Hendry:

"The City Council urges the Coalition Government to withdraw their proposals for Elected Police Commissioners. Cumbria now has the lowest crime rate figures in the whole of England. We see, therefore, no need to impose an Elected Police Commissioner on our communities with the attendant election costs and the danger of the role being politicised."

(3) Skills and Learning

Pursuant to Procedure Rule 12, the Acting Town Clerk and Chief Executive to report the receipt of the following Motion submitted on notice by Councillor Hendry:

"The Council is greatly concerned that unemployment amongst Britain's youngsters is now almost one million. In Cumbria one in three of all claimants are 16-24 year olds. This Council calls on the Coalition Government to intervene in providing greater opportunities, jobs and financial support for the development of skills and learning for our young people. This investment in these young people's future is an investment in the nation's economic recovery."

19. **Proposals from the Executive in relation to the Council's Budget and Policy Framework**

- (i) EX.088/11 and EX.122/11 – Carlisle and Eden Crime and Disorder Reduction Partnership Plan

Pursuant to Minute EX.088/11 and EX.122/11 to consider a recommendation from the Executive that the Carlisle and Eden Crime and Disorder Reduction Partnership's Plan for 2011/12, as appended to Report CD.19/11, be approved and adopted onto the Council's Policy Framework.

(Copy Report CD.19/11 and Minute Extracts herewith)

- (ii) EX.123/11 – Botchergate Conservation Area Appraisal and Management Plan (Draft)

Pursuant to Minute EX.123/11 to consider a recommendation from the Executive that the draft Botchergate Conservation Area Appraisal and Management Plan, as appended to Report ED.38/11, be approved for public consultation.

(Copy Report ED.38/11 and Minute Extracts herewith / to follow)

- (iii) EX.102/11 – Discretionary Rate Relief Policy

Pursuant to Minute EX.102/11 to consider recommendations from the Executive concerning the Discretionary Rate Relief Policy.

(Copy Report CD.20/11 and Minute Extracts herewith / to follow)

- (iv) Sustainable Energy Project at Civic Centre, Carlisle

To consider a recommendation from the Executive concerning a sustainable energy project at the Civic Centre, Carlisle.

(Copy Report RD.68/11 herewith and Minute Excerpts herewith / to follow)

- (v) Review of Polling Arrangements

To consider the following recommendations in the report of the Assistant Director (Governance) following the review of polling arrangements:

1. That no changes be made to current polling district boundaries.

2. It is recommended that the polling arrangements in the following wards remain unchanged:

Belah
Brampton
Botcherby
Castle
Currock
Dalston

Denton Holme
Great Corby & Geltsdale
Hayton
Irthing
Longtown & Rockcliffe
Lyne

St Aidans
Stanwix Rural
Upperby
Wetheral
Yewdale

3. Belle Vue Primary School continue to be the polling place for districts MA and MB.

4. The newly renovated Village Hall at Burgh by Sands be designated as the polling place for polling district NB and a letter of thanks be sent to the Burgh by Sands School for their assistance with the 2011 election.

5. The Community Building Annexe at Inglewood Infant School be designated as the polling place for polling district EB.

6. The Stanwix Community Centre be designated as the polling place for polling districts BB, BC and BE and a letter of thanks be sent to the St. Michael Parish Centre for their assistance over the last few years.

7. A portable cabin in the car park of the Border Terrier public house be designated as the polling place for polling district KC.

8. 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 a number of self contained units and improved units with a wider door as detailed in paragraph 23 above at a number of polling station locations where portable cabins are currently used.

9. The Returning Officer be given authority, after consultation with relevant Ward Councillors and Portfolio Holder, to change polling place locations at the City Council elections if the usual premises prove to be unavailable due to unforeseen circumstances.

(Copy Report GD.61/11(a) herewith and Minute Extract to follow)

20. **Audit Committee – Annual Review of Financial Procedure Rules**

To consider a recommendation from the Audit Committee that the Council approve the amendment of the Financial Procedure Rules.

(Copy Report RD.59/11 herewith and Minute Extract to follow)

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.60/11 herewith)

22. Committee Nominations

To receive and approve the following nominations for changes to Labour Group Membership on the Regulatory Panel and Licensing Committee:

Councillor Scarborough to replace Councillor Wilson as a full Member; and Councillor Wilson to replace Councillor Scarborough as a substitute Member.

[In light of the above, Councillor Scarborough will also replace Councillor Wilson as a full Member on Licensing Sub Committee 1; and substitute Member on Licensing Sub Committee 3]

23. 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

24. Discretionary Rate Relief Policy

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 the information)

To receive the confidential appendix to agenda item 19 (iii).
Copy Report CD.21.11 herewith)

25. **Employment Panel: Appointment of Assistant Director (Economic Development)**

This report is not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to any individual

Pursuant to Minute EMP.36/11 and EMP.44/11, to consider recommendation from the Employment Panel regarding the appointment of the Assistant Director (Economic Development).

(Copy Report CE.25/11 and Minute Extracts herewith)

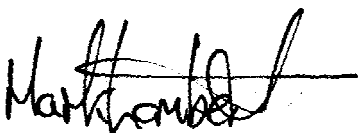
26. **Employment Panel: Appointment of Town Clerk and Chief Executive**

This report is not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to any individual

To consider a recommendation from the Employment Panel regarding the appointment of the Town Clerk and Chief Executive.

(Copy Report RD.57/11 and Minute Extracts herewith / to follow)

Yours faithfully

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

Assistant Director (Governance)