

AGENDA

Environment and Economy Overview and Scrutiny Panel

Thursday, 23 April 2015 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

5 - 22

To note the Minutes of the meeting held on 12 March 2015.
(Copy Minutes herewith)

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

23 - 30

To consider a report providing an overview of matters related to the work of the Environment and Economy 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.09/15 herewith)

A.3 RE-THINKING WASTE

31 - 42

(Environment and Transport Portfolio)

The Director of Local Environment to submit a report that updates the Panel on progress on the Re-Thinking Waste Project since September 2014.
(Copy Report LE.11/15 herewith)

A.4 CARLISLE STORY AND CARLISLE AMBASSADORS PROGRAMME

43 - 60

(Economy, Enterprise and Housing Portfolio)

The Director of Economic Development to submit a report that provides Members of the Panel with an update on the Carlisle Story and further details on the Carlisle Ambassadors Programme 2015.
(Copy Report ED.19/15 herewith)

A.5 CARLISLE OLD TOWN HALL PHASE 2 WORKS UPDATE

61 - 74

(Economy, Enterprise and Housing Portfolio)

The Director of Economic Development to submit a report that provides Members of the Panel with an update on work at the Old Town Hall as detailed in a letter to the Environment and Economy Overview and Scrutiny Panel Members and Executive Report ED.16/15.

(Copy Report ED.21/15 herewith)

A.6 DURRANHILL INDUSTRIAL ESTATE

75 - 86

(Economy, Enterprise and Housing Portfolio)

The Director of Economic Development to submit a report that provides Members with an update on work at Durranhill Industrial Estate as detailed in the attached Executive Report ED.14/15.

(Copy Report ED.20/15 herewith)

PART B

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

B.1 DURRANHILL INDUSTRIAL ESTATE

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

Members of the Environment and Economy Overview and Scrutiny Panel

Conservative – Mrs Bowman, Mitchelson, Nedved (Chairman), Mrs Mallinson (sub), Mrs McKerrell (sub) Mrs Vasey (sub)

Labour – Caig (Vice Chairman), Dodd, Watson, Wilson, Bowditch (sub), Burns (sub), Harid (sub)

Independent – Graham, Betton (sub)

**Enquiries, requests for reports, background papers,
etc to Committee Clerk: Sheila Norton - 817557**

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL

THURSDAY 12 MARCH 2015 AT 10.00 AM

PRESENT: Councillor Nedved (Chairman), Mrs Bowman, Burns (as substitute for Councillor Caig), Dodd, Graham, Mitchelson, Watson and Wilson

ALSO

PRESENT: Councillor Mrs Bradley – Economy, Enterprise and Housing Portfolio Holder
Councillor Mrs Martlew – Environment and Transport Portfolio Holder
Councillor Bloxham – Lead Member – Litter Bin Task Group
Councillor J Mallinson – Observer

OFFICERS: Deputy Chief Executive
Director of Economic Development
Environmental Health Manager
Overview and Scrutiny Officer
Policy and Performance Officer
Technical Officer x2

EEOSP.08/15 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Caig.

Apologies for absence were also submitted on behalf of the Director of Local Environment.

EEOSP.09/15 DECLARATIONS OF INTEREST

Councillor Graham declared an interest in accordance with the Council's Code of Conduct in respect of any items relating to Cumbria County Council. The interest related to the fact that he is a member of Cumbria County Council.

Councillor Watson declared an interest in accordance with the Council's Code of Conduct in respect of any items relating to Cumbria County Council. The interest related to the fact that he is a member of Cumbria County Council.

EEOSP.10/15 MINUTES OF PREVIOUS MEETINGS

RESOLVED – 1. That the minutes of the meeting held on 22 January 2015 be approved and signed by the Chairman as a true record of the meetings.

EEOSP.11/15 CALL IN OF DECISIONS

There were no matters which had been the subject of call in.

EEOSP.12/15 OVERVIEW REPORT AND WORK PROGRAMME

The Overview and Scrutiny Officer presented report OS.04/15 which provided an overview of matters relating to the work of the Environment and Economy Overview and Scrutiny Panel and included the latest version of the work programme and Key Decisions of the Executive which related to the Panel.

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- The Overview and Scrutiny Officer reported that the Notice of Key Executive Decisions, published on 30 January 2015, included no items which fell within the remit of this Panel.

Since circulation of the document pack a Notice of Executive Key Decisions had been published on 9 March 2015 which included the following items which fell within the remit of this Panel:

- KD.06/15 – Release of capital of Vehicle Replacement 2015/16 – the Executive will be asked to release capital budget provision for 2015/16 of £1,109,000 to provide vehicles and plant in accordance with the five year plan;
 - KD.07/15 – Public Realm – the matter would be added to the Work Programme for consideration by the Panel at their meeting to be held on 23 April 2015.
 - KD.08/15 – Durranhill Industrial Estate – the Executive will be asked to accept the funding offer from Cumbria LEP and vary the existing HCA funding and also approve the release and leasehold disposal of sites on final terms to be agreed by the Directors of Economic Development and Governance;
 - KD.09/15 – Carlisle Old Town Hall Phase 2 – Contract Variations and Emergency Repairs – the Executive will be asked to note the recent Portfolio Holder decision and reasons supporting that which approved the drawing down of an additional £90,000 from the overall associated budget, necessary to fund emergency repairs, and approve an additional draw down of up to £52,000 from the overall associated budget for progression of option ‘fit-out’ improvements to the Assembly Room and Tourist Information Centre necessary to maximise future usage.
- *With regard to KD.08/15 would it be possible to have Durranhill Industrial Estate added as a future agenda item for a general update?*

The Director of Economic Development confirmed that it would be useful to provide Members with an update hopefully at the meeting of the Panel to be held on 23 April 2015.

- *With regard to KD.09/15 what would the money that had been requested be used for?*

The Director of Economic Development confirmed that she would provide a full written response but summarised the reasons as additional steelwork which was needed to the front of the building and additional under floor support for the Assembly Room.

- *Why were the problems at the Old Town Hall not picked up in the surveys?*

The Director of Economic Development explained that it would have been difficult to see the problems until the work had commenced. Officers had only requested a draw down of what they thought necessary. The Director agreed to provide a written response and advised that full details would be included in the report to be presented to the Executive at their meeting on 7 April 2015.

- The Overview and Scrutiny Officer had contacted the Panel by email asking if there were particular issues they wished to see discussed in the Annual Report. A facilitated session was held on 2 March 2015 which looked at how scrutiny could work. In light of that the nature of the Panels may change. A meeting of the Scrutiny Chairs Group was scheduled to be held at the rising of this meeting and comments would feed into the

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Annual Report. Therefore the Annual Report which would be submitted to the Panel's final meeting of the civic year on Thursday 9 April 2015 may be retrospective with the second part of the report being submitted at the Panel's first meeting of the next Civic year. The Annual Report would be presented to Council on 28 April 2015 and Members of the Panel agreed to give permission for this Panel's views on the draft report to be submitted via email in order to meet the deadline for reports.

- The Overview and Scrutiny Officer reminded Members that a report was received on 3 July 2014 updating Members on the transfer of Claimed Rights back to Cumbria County Council. Members were informed at that meeting that the County Council had agreed to a Memorandum of Understanding which detailed each Authority's responsibilities and agreement. It was reported in October 2014 that the memorandum had been drafted but had not been signed by Cumbria County Council and the City Engineer. There had been no progress in getting the Memorandum signed and the County Council had not responded to requests from the City Council for updates.

The Environment and Transport Portfolio Holder advised that when initial discussions were held at the Joint Working Group the County Council gave an assurance that there would be a residual agreement that would pick up any outstanding areas of work. The County Council then advised that they no longer wished to provide the residual agreement but rather would provide a Memorandum of Understanding in line with similar agreements across the district. The Portfolio Holder had asked the City Engineer to draft a letter which would be sent to the Chief Executive and Leader of the County Council expressing the disappointment of the City Council, seeking information about the delay and requesting that the matter is progressed as soon as possible.

- The Business Support Task Group had met with the representative from the North West BIS and had a visit to the Carlisle BIC where they met with representatives from the University. A list of small businesses had been compiled and an evening meeting will be arranged to determine how small businesses feel about the support that was provided and what help was available.
- The Work Programme for the Panel had been circulated as appendix 2 of the report.

RESOLVED – 1. That, subject to the issues raised above, the Overview Report incorporating the Work Programme and Notice of Executive Decisions items relevant to this Panel be noted.

2. That the Director of Economic Development to provide Members of the Panel with a written response in respect of the emergency repairs to the Old Town Hall.

3. That Members of the Panel gave permission for this Panel's views on the draft Overview and Scrutiny Annual Report to be submitted via email in order to meet the deadline for reports.

4. That the Panel wished to see a swift and urgent resolution to the issue around the Memorandum of Understanding in respect of Claimed Rights and that the Environment and Transport Portfolio Holder keeps the Panel updated on progress.

EEOSP.13/15 CLEAN UP CARLISLE UPDATE

The Environmental Health Manager reminded Members that Clean Up Carlisle had been a Corporate priority since 2012 because people were noticing and complaining about the deterioration in the tidiness of Carlisle's street and parks. Temporary additional funding was found for two years to improve enforcement and education and cleaning of the street.

Over the last two years many of the planned processes had come to fruition and the Environmental Health Manager summarised the work carried out during that time and looked at the impact that the cleaning, enforcement and educational activities had on local amenity and environmental quality.

Levels of enforcement had been high during the campaign and 58 fixed penalty notices had been issued for offences including dog fouling, dogs off leads, littering, waste receptacles and fly posting. 2012/13 also saw a total of 7 successful prosecutions for a variety of offences including the first fly tipping prosecution for a number of years. There were also fifteen successful prosecutions for dog fouling, dogs off leads, waste incorrectly put out for collection, littering, fly tipping and failing to ensure a dog wore a collar and tag. Two successful prosecutions had been taken in 2014/15 for littering and dog fouling with two prosecutions pending for littering and waste receptacles.

The Environmental Health Manager summarised a number of case studies relating to those prosecutions.

The report also detailed the number of service requests logged by the Enforcement and Education Team under the dog fouling category. The Clean Up Carlisle campaign had generated a lot of publicity so it was not surprising that the number of complaints had increased. A better indicator of the success of the campaign would be a reduction in fouling visible on the streets. The Environmental Health Manager was pleased to report that there had been a clear reduction and improvement of dog fouling in the areas monitored by the Enforcement and Education team.

As well as dog fouling the Enforcement and Education team had also been active in work on fly tipping and littering. In 2013/14 there were 98 service requests to Environmental Health in respect of litter and 65 in 2014/15 (up to 26 February 2015). Although the number of complaints had not reduced over the period of the campaign customer feedback from Council surveys had confirmed that 75% of customers were satisfied with street cleanliness.

With regard to fly tipping the number of complaints received had risen. However the report indicated a reduction in the amount of waste being picked up by the street cleaning team. The decrease in street cleaning showed that by keeping the street regularly clean and tidy people were less likely to drop litter themselves and place it into their own bin or recycling container.

With regard to education the Enforcement and Education team had been very proactive over the two year period and had visited many schools to reinforce the ethos of keeping the environment clean.

The Council embraced the Keep Britain Tidy's "Love Where You Live" campaign and had taken the campaign into schools, community groups and used it to generate media interest. It was hoped that members of the community would act as champions and

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continue activities to encourage positive behaviours after the Enforcement and Education team had left the area. However that had been less successful and momentum was soon lost when support from the Enforcement and Education team was removed.

The Environmental Health Manager advised that new equipment had transformed and improved the quality of street cleaning with markedly reduced instances of detritus build up and improving the removal of dog fouling, littering and gum in the city centre. There had also been a huge improvement in the cleanliness of footpaths and pavements throughout the city. It was now possible to transport smaller sweepers to Brampton and Longtown and those areas were now included in scheduled programmes of work.

The blitz on cleaning the City Centre, which extended to the surrounding areas, would continue until all areas had been cleaned to an acceptable standard. Rural roads had been included and seven different types of street cleaning vehicles cleaned between 51 and 62 miles of streets per day within the District. Since the start of December 2014 a team of litter pickers had been picking up litter from the grass verges between Carlisle and Brampton, Brampton and Longtown and Longtown and Carlisle.

The rapid response team dealt with approximately fifteen requests per day as well as helping with clearing leaf fall when needed. The Rapid Response team also help the existing teams where cleaning was difficult due to parked cars.

Asbestos reports were dealt with by Environmental Health in the first instance and removal was carried out by fully trained operatives.

The majority of street litter bins within the City Centre were replaced in 2013 and ten of the bins would have advertising panels. All new bins have ashtrays on the top to improve the amount of cigarette litter.

Due to the problems with seagulls and cats ripping the purple sacks the Council agreed to introduce gull sacks which were working well. Following some initial problems the number of properties not using gull sacks had reduced and loose waste was no longer a problem due to education.

All crews had attended discussions and training which included the importance of returning containers after collection and picking up any litter they dropped or that was laying in the street. A design improvement was made to the cardboard and plastic bags and a Velcro strip prevented the bags from blowing open. Customers are reminded to squash plastic and flatten card and box hats for green boxes were available.

The Environmental Health Manager explained that 80% of the clean up money had been used on improved mechanisation and street cleaning. The remaining 20% was spent on increasing working hours and educational materials and programmes within enforcement and education. By budget management one of the full time equivalent posts had been secured so the post would remain full time after the finance from the campaign had finished.

The extra money available for education had been invaluable in kick-starting a cleaner Carlisle. The Love Where You Live campaign had been high profile with posters on the back of Council vehicles. Although the Enforcement and Education team would continue to use the advertising space for its promotional work the bin space would also be available

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for advertising income opportunities for the Council. The branding of Love Where You Live would continue for the next few years.

Some legacy work from the Clean Up Carlisle campaign would remain including working with partners such as the Police and Riverside. Changing the behaviours of people who own dogs and those that handle litter would require a continuation of the activities started during the campaign. When highly visible priority signage was removed from an area where there had been an improvement, incidents of fouling increased again. That indicated that the public needed to see or perceive that the Council was active in tackling unacceptable behaviours.

In considering the report Members raised the following comments and questions:

- *The report stated there had been an improvement in customer satisfaction but that the number of complaints had increased? Were the complaints easier to deal with?*

The Environmental Health Manager explained that the customer satisfaction survey was a survey that had been undertaken by the Corporate Performance Team and looked at how people felt about the general condition of the streets. The complaints referred to within the report relate to contact with the Council in respect of service requests and were not necessarily a complaint.

- *A Member of the Panel had, on several occasions over the last three years, suggested the use of stencils on the pavement to advise against dog fouling and dropping litter. Why had stencilling not been used?*

The Environment and Transport Portfolio Holder advised that stencilling had been used on Petteril Bank and would be used in the St Aidans Ward. When stencilling was used the area also had to be monitored and while the whole of the district could not be monitored at the same time it was hoped that the use of the stencils would be effective in reducing the amount of dog fouling and littering. It was also anticipated that there would be a further campaign later in the year in respect of those issues.

- *Members of Cumbria County Council receive an amount that they can use as they wish within their Ward. A Member of the Panel stated that he had provided signage in his Ward advising against dog fouling and littering. The signs had been very effective and the area had not been monitored.*
- *What action was taken against people who allow their dogs to run freely in an area, particularly around play areas?*

The Environmental Health Manager advised that if the dogs were strays they could be picked up and the owners would have to pay a penalty to collect the dog. Dog Control Orders were in place in built up areas and around play areas that required dogs to be on leads otherwise the owner could face a fixed penalty. If an Officer asked someone to put their dog on a lead and the request was refused the person could receive a fixed penalty. The Environmental Health Manager explained that the law was about to change and the introduction of the Public Space Protection Order would require the Council to re-draft its dog control orders. Signage and stencilling would be used in future. The Environmental Health Manager advised that people noticed when high visibility signs were put up and then removed. Some people would try to get away with not picking up dog fouling and

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littering if they thought they could. If the Environmental Health team were advised about particular incidents patrols could be organised to try to catch the person involved.

- *Harraby Campus had been declared a dog free zone. Would the new legislation provide something similar across the City?*

The Council could impose a ban on dogs in parks and public areas but proper consultation on the new public space protection notice would be required. At present there were no bans on dogs in any area.

The Environment and Transport Portfolio Holder advised that all play areas and the area around play areas were dog free zones.

- *Would the Council have to go through a legal process to make Harraby Campus a dog free zone?*

The Environmental Health Manager explained that the campus was private land. The Council would follow formal process for a ban on public land. When the new legislation was implemented the Council would have three years to put new procedures in place.

- *The report was upbeat. Were there any statistics to show the percentage of enforcements against the number of complaints?*

The Environmental Health Manager advised that enforcement activity and the number of complaints received was recorded. Residents were encouraged to contact the Council with information in respect of dog fouling and littering. The team know they are being successful if they receive more complaints. The contacts are called complaints but were really information or service requests. One measure of success was a reduction in the amount of dog fouling on the streets. The team could deal with people's behaviour and the impact on the community but the source of the offences would always be there.

The Environment and Transport Portfolio Holder believed that it was important to develop relationships with partners such as Riverside and the police and that there must be a common effort to tackle anti-social behaviour. If the Council received accurate information the team could act on it.

- *The report stated that sixteen fixed penalty notices had been issued. Why were there so few?*

The Environment and Transport Portfolio Holder advised that the team were without a Team Leader for nearly seven months in 2014. The new Enforcement and Education Team Leader had been in post since September and it would take a while for her to get up to speed.

The Environmental Health Manager advised that now that the team had the full complement the number of fixed penalty notices and prosecutions were expected to rise.

- *One measure of success was a reduction in the amount of dog fouling on the street. It was not easy to catch people offending.*

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The Environment and Transport Portfolio Holder explained that the answer lay in catching and prosecuting offenders. Some people will not pay their fines. The Council had to look at the broader perspective to tackle the problem.

- *Did plays areas include football pitches?*

The existing Dog Control Orders did not specifically mention football pitches. New Public Space Protection Notices could cover football pitches, but that would require full public consultation.

- *Was there anything that Members can do to help?*

The Environment and Transport Portfolio Holder explained that the new legislation would deal with the issue and when the Council received individual complaints the team would try to catch the person.

The Environmental Health Manager advised that there had been some disruption to the team and they were looking at delivering progress with a new campaign. Keep Britain Tidy had done a lot of work. It was anticipated that posters would be put up and displayed on the back of refuse vehicles towards the end of May. If the Council did the same thing over and over people would get used to it and it would be less effective. The Council needed to always be thinking of new ways to engage.

- *Was there any way the Council could encourage people to complain?*

The previous team leader collated all complaints into areas which were then targeted either for cleaning or enforcement and education. People could complain by telephone, e-mail, the corporate Facebook/Twitter and by calling into the Civic Centre. The Love Where You Live website also had a form that could be submitted which would be picked up and passed to the team.

- *People may be afraid of reporting incidents for fear of reprisals.*

The Environmental Health Manager advised that people were legally bound to pick up their dog fouling. Enforcement Officers had taken statements and referrals had also come from other officers as well as from Riverside.

The Environment and Transport Portfolio Holder advised that Enforcement officers always patrolled in twos in the interests of evidence gathering and potential threats.

- *Was there a work schedule for verge clearing in rural areas? It would be useful for Ward Councillors to know when clearing work was to take place.*

The Environment and Transport Portfolio Holder was not sure if there was a timetable and advised that main roads were done at weekends and that verge clearing was done on a cyclical basis.

The Deputy Chief Executive explained that there was a schedule of work and the rapid response team could also be called out to clear a verge if necessary. If there was a particular hotspot it should be reported via the relevant form on the Council's website. Residents could also submit a report by telephone or by calling into the Civic Centre or by speaking directly with the Ward Councillor.

It would be difficult to deal with people's standards across the board but that should not discourage people from reporting mess and from holding clean up campaigns. Part of the approach was to get communities involved which would also build intolerance.

The Environment and Transport Portfolio Holder advised that one hotspot was a lay-by on the A595 near Dobbies Garden Centre. The Portfolio Holder had contacted the County Council and requested whether the lay-by was necessary or whether it could be closed.

- *The report stated that when resources were put into an area the problems reduced. When those resources were removed the problems increased.*

The Environmental Health Manager advised that the new campaign would have large posters and increased patrols within the Enforcement and Education team. Some people were quick to adapt to new habits while others were more resistant. The number of fixed penalties issued reduced when people knew they were being watched.

- *Was the education side of the team working effectively?*

The Environmental Health Manager explained that the majority of people knew that if they did not pick up dog fouling they would be fined. The issue was whether they would get away with it. Patrols and raising awareness helped but the Council could not expect there to be a change in people's behaviour overnight.

- *The situation could only change by changing the culture of the area. Getting communities involved was important but that took effort. What was the Council doing to ensure community engagement? What support was provided to groups undertaking clean up events?*

The Environmental Health Manager advised that the team supported Councillors engaged in clean up events and used the event to carry on the momentum of the campaign. People were happy delivering a certain amount of activity but where it was likely to be confrontational it was better dealt with by the Enforcement team. The team would work with Councillors to sort out particular problems.

In response to a query from a Member the Environmental Health Manager confirmed that the Education and Enforcement team visited schools in both urban and rural areas to educate about dog fouling and littering.

- *Were the Parish Councils involved in the Community Champion scheme?*

The Environmental Health Manager explained that when the Dog Fouling of Land Act was introduced a lot of work was done with the Parish Councils but that activities had not been taken forward. The team had seen more lasting project delivery success with community groups.

- *A Member suggested that the Environmental Health Manager speak with rural Ward Councillors and give a presentation to Parish Councils.*

The Environmental Health Manager advised that engagement in the past had been done with Parish Councils and the Education and Enforcement Team would be pleased to discuss project and activities to control dog fouling and littering with Parish Councils.

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- *Was there money available to step up the clean up campaign?*

The Environmental Health Manager explained that he would look at the priorities and assess the situation. Chewing gum was a major problem and the team were currently considering two pieces of equipment to deal with it. Deep cleaning was effective but could cause damage to the pavement.

- *In the past dogs had to be licensed. Was there an intention to have dogs tagged and DNA held on record so environmental health teams could identify owners.*

The Environment and Transport Portfolio Holder advised that legal chipping would become compulsory from April 2016 and dogs would also need to wear a tag with contact details.

- *As a Ward Councillor a Member encouraged people to become involved in litter picks. The Member queried who was responsible if someone involved in a litter pick was hit by a vehicle.*

The Deputy Chief Executive explained that the Council tried to support community volunteers by supplying equipment such as high visibility jackets but they would not be able to take full responsibility.

- *How successful was the use of gull sacks?*

The Technical Officer advised that if black bags were left out instead of, or as well as, gull sacks a card was left for the owners advising that they had to remove the sacks and put the waste into gull sacks or dispose of the waste themselves. The Environmental Health team followed up the following day and if sacks had been left out the resident would be given a letter advising them to contact the City Council and detailing the potential fines that could be incurred. Since the introduction of the scheme there had been a significant reduction in the number of sacks left out after a card had been left for the residents and a further reduction on the following collection day.

Some residents complained that their gull sacks had been stolen. If that was the case the resident could, until the end of March, contact the City Council and receive a replacement gull sack free of charge.

The Environment and Transport Portfolio Holder reminded Members that the policy had been reinforced by the recent Task and Finish Group instigated by the Panel. If there was a problem with side waste the teams were following the policy and that had proved to be effective.

- *A Member stated that there were several black bags piled up in an area in his Ward.*

The Technical Officer advised that the enforcement team could look through the bags in an effort to identify the person who had left the bags. The Technical Officer explained that repeat offenders would be prosecuted.

The Environment and Transport Portfolio Holder stated that some of the problems were caused by residents in rented accommodation and that landlords should be targeted as well as the residents.

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- *If people had a gull sack but had the facilities to use a wheelie bin could one be provided?*

The Environment and Transport Portfolio Holder advised that in such cases wheelie bins would only be provided if the whole street could use one. People with disabilities or the elderly could be provided with smaller gull sacks.

RESOLVED: 1. That report LE.08/15 – Clean Up Carlisle Update – be noted.
2. That a further report be submitted to the Panel in September 2015.

EEOSP.14/15 LITTER BIN TASK GROUP

Councillor Bloxham, Lead Member of the Litter Bin Task Group, presented the draft final report which made a number of recommendations for action to the Executive. Councillor Bloxham thanked all Members and staff who had been involved in the Group. As a result of the work undertaken by the Group a number of recommendations would be made to the Executive.

Members of the Group had shadowed members of staff on their rounds which had been very worthwhile. Members were able to see first hand the condition and content of the bins and identify those which were damaged. A damaged bin could cause problems for staff trying to remove the waste. Some bins also contained household and/or commercial waste.

The Group noted that there was no policy in place with regard to litter bins. Work had been undertaken to identify unused litter bins but that work had been put on hold until the recommendations from the Task and Finish Group were known.

There had been a pilot using Big Belly Solar bins which could provide a report on usage. Compactor bins required emptying less frequently than normal litter bins and the Councillor suggested that further work could be undertaken to determine their effectiveness in areas of greater use.

If a policy was developed it would provide guidance to the Director of Local Environment and her team about how to deal with litter bins and replacement bins in future.

The Task and Finish Group were disappointed to find that planning permission would be required for external advertising on litter bins in the district. That could cost the Council £30,000.

In considering the report Members raised the following comments and questions:

- *One of the suggestions from the Group was to give all litter bins an identification number so if a bin was damaged it would be easier to see which bin needed to be replaced.*

The Environment and Transport Portfolio Holder thanked the Members of the Task and Finish Group for their work and advised that the Council would look at the use of the Big Belly Solar bins. Such bins would be positioned in locations such as Talkin Tarn in summer which would avoid the need to be emptied on a daily basis. One of the

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advantages of the Big Belly Solar bins was that they could be moved to different locations where they could be used most effectively.

With regard to planning fees for advertising on litter bins the Director of Economic Development advised that the matter would be covered by legislation and that she would speak with the Planning Officers to assess the situation. As well as costs for planning applications there could also be implications for Council Tax in the form of Business Rates.

The Environment and Transport Portfolio Holder confirmed that the matter would be investigated.

- *A Member believed that the Task and Finish Group were going to look at the usage of litter bins as part of the work.*

Councillor Bloxham advised that the Group had recommended that there should be a policy for the replacement of bins. If a Councillor requested a new bin within their Ward Officers would look to see from where another bin could be removed.

The Environment and Transport Portfolio Holder explained that a review would be undertaken looking at where bins were being underused and move them to where they were needed. An inventory was being undertaken to gather accurate information.

- *The report stated that GIS could be used to identify the location of numbered bins. The Member requested that Ward Councillors should be informed if a bin was going to be removed.*
- *It was important to have the right number of bins if the Council wanted the public to use them.*
- *There were a lot of new developments within Carlisle which would require additional bins and a disposal service. Because of a new contract in respect of green waste there was money available. Could that be used to assist with the cost of emptying new bins?*

The Deputy Chief Executive advised that the issue of litter bins would be part of the Re-Thinking Waste programme. The Re-Thinking Waste Group would look at the collection and recycling of waste and would be more flexible with budgets. There would be large scale debate with the County Council and Re-Thinking Waste would be included on the agenda for a future meeting of the Panel.

The Environment and Transport Portfolio Holder advised that the Council would be more strategic in respect of waste collection as there would be more houses from which refuse would need to be collected. Re-Thinking Waste was a massive project which would take account of the additional houses and capacity.

Councillor Bloxham stated that the Task and Finish Group were conscious that the number of houses was increasing and suggested that residents could be consulted on the position of bins. The Councillor hoped that the Panel would have sight of the policy when drafted.

In response to a query from a Member the Technical Officer advised that bins specifically for dog waste were not provided and dog waste could be disposed of in normal litter bins.

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In response to a query from a Member the Technical officer advised that there had been a provisional audit of the usage of litter bins which could be circulated to Members.

RESOLVED: 1. That the recommendations from the Task and Finish Group be submitted to the Executive for consideration and await feedback to this Panel.

2. That the Technical Officer circulates details of the audit in respect of the usage of litter bins.

EEOSP.15/15 SECTION 106 AGREEMENTS AND PLANNING OBLIGATIONS - UPDATE

The Director of Economic Development presented report ED.13/15 that briefed Members on the current legislation relating to Section 106 Agreements and Community Infrastructure Levy (CIL), the Council's current approach and future options. The report also included an update of Section 106 money currently held by the City Council or which the Council expected to receive.

The Director of Economic Development explained the national legislation and policy context and recent changes to the use of planning obligations. Whilst the City Council objected to the introduction of a higher national, rather than a locally determined, threshold the Government had allowed those authorities which were designated as 'rural' to introduce lower thresholds for those areas. The Director of Economic Development explained the changes and advised that other changes introduced at the same time had seen self-build developments exempt from tariff style planning obligations or from contributing to affordable housing, and a reduced means of calculating such obligations where proposals brought back into use empty buildings or for replacement buildings.

In February 2015 the Government had launched a further consultation relating to planning obligations seeking views on proposals relating to speeding up the negotiation and completion of section 106 planning obligations and whether the requirement to provide affordable housing contributions acted as a barrier to development providing dedicated student accommodation.

An annual report was currently prepared that detailed all Section 106 Agreements entered into each year and how they were being delivered. The report also gave a breakdown of agreements that were still outstanding in whole or in part from previous years.

Given the difficult economic conditions prevailing from the recent recession as the economy continued to recover, developers were increasingly challenging requests for Section 106 Agreements on the grounds of viability. There had also been requests from developers to re-negotiate previously entered into Section 106 Agreements on the basis that the obligations were too onerous and that consequently the development was not viable. A Viability Assessment procedure had been agreed with developers which calculated the developers' profit and what money could be used to deliver the Council's priorities. In order to aid negotiations the Council's priorities based on planning legislation and the Local Plan had been drawn up.

A summary of the value of financial contributions currently secured through Section 106 Agreements was provided within the report. The analyses excluded any covenants made directly between the developer and Cumbria County Council.

Minutes of Previous Meetings

The power to charge Community Infrastructure Levy (CIL) on certain bodies known as charging authorities came into force on 6 April 2010. The Director of Economic Development explained that the levy was intended to provide infrastructure to support the development of an area rather than to make individual planning applications acceptable in planning terms.

In order for the Council to consider the implementation of a CIL there must be an up to date Development Plan. A pre-requisite of being able to apply CIL was the adoption of the emerging Carlisle District Local Plan which was anticipated to be adopted in early 2016. Therefore the Council were not yet in a position to progress the adoption of the CIL.

The nature of infrastructure and circumstances which the Local Plan identified as being required would dictate whether the CIL was needed or the best approach to funding new infrastructure.

Any draft charging schedule was subject to viability assessments, public consultation and an examination in public.

In considering the report Members raised the following comments and questions:

- *Councillors do not seem to be able to have any input into where or how section 106 monies were used within their Ward. Decisions were made by the Development Control Committee.*

The Director of Economic Development acknowledged Members' frustration and advised that the decisions taken by the Development Control Committee were governed by legislation which made it clear how Section 106 monies could be imposed and asked for. Ward Councillors could talk to Planning Officers if they became aware of a development within their Ward. Planning Officers tried to make Section 106 Agreements flexible within the legislation. However due to the current legislation and the economic climate developers were beginning to challenge Section 106 Agreements or ask to re-negotiate previous Agreements.

- *Some of the schemes to be funded by Section 106 Agreements appeared to have an associated cost to the Council.*

The Director of Economic Development advised that new Section 106 Agreements were never agreed if there might be a potential cost to the Council. There was a policy in place whereby Section 106 monies for affordable housing from smaller developments were put into a pot and accumulated. The money could then be used at a later date within that Ward.

- *Under new legislation if a development was below ten houses the Council could not ask for a contribution for affordable housing. What could stop a developer from submitting an application for nine houses then at a later date submitting a similar application thereby avoiding the need for affordable housing contribution?*

The Director of Economic Development advised that Planning Officers were aware of that possibility and would challenge a developer if they knew he would be likely to come back at a later date. The issue could be covered by a Section 106 Agreement or by the imposition of a condition. Planning Officers could monitor proposed developments through the Local Plan allocations.

Minutes of Previous Meetings

The Government had introduced new legislation which made it more difficult for the Council to ask for Section 106 contributions in respect of affordable housing. That could prevent young people from staying the area in which they grew up.

- *A Member was unclear about the process of Section 106 Agreements and ask for clarification.*

The Director of Economic Development explained that she had given a presentation and provided a briefing paper to the Panel in the past and would be happy to do so again. The Director of Economic Development would also be happy to speak with individual Councillors if they wished.

The Chairman stated that it was important that the Panel's knowledge was refreshed and that the issue could be looked at again in the new civic year.

The Director of Economic Development confirmed that she would combine the presentation and previous report into a briefing paper and circulate it to Members.

- *In the past Members were keen to be involved in the use of Section 106 contributions and queried whether Ward Councillors were involved in the request and use of Section 106 monies. A briefing paper to all Councillors would be useful to show how they could be involved in the process.*

The Director of Economic Development reminded Members that it was suggested twelve months ago that it was important for Members to be involved.

- *The Community Infrastructure Levy (CIL) could only be applied for when the Local Plan had been approved. Were Officers looking at how a CIL could be used?*

The Director of Economic Development explained that before a Council could apply for a CIL it was necessary for the Local Plan and Infrastructure Development Plan to have been approved which Officers were in the process of doing. If the Executive and Members wished to implement a CIL it would also have to undergo external examination which would take place approximately eighteen months after the adoption of the Local Plan. If the Council could not prove the viability of the CIL it would be rejected by the Planning Inspector.

- *Would the CIL be factored into the South Carlisle Masterplan?*

The Director of Economic Development stated that a CIL would be fundamental to the South Carlisle Masterplan.

- *Part of the principle of Section 106 Agreements was to provide play areas on new developments. The Council had recently closed a number of play areas. Were they now committing to building play areas then closing them after five years when they would be required to take over responsibility for the maintenance of those areas?*

The Director of Economic Development explained that on larger developments larger play areas would be developed which would be maintained by a management company.

Minutes of Previous Meetings

- *The Play Area Strategy, which was considered recently by the Community Overview and Scrutiny Panel, recognised the issue and indicated that smaller play areas could be closed in order to allow larger, better quality play areas to be maintained.*
- *If some money was available for play areas on a specific development could that money be pooled to allow a larger, better play area to be developed?*

The Director of Economic Development explained that the Council would rather have fewer larger play areas that would feed a larger area.

- *Would it be possible to include information on the CIL in any briefing paper?*

The Deputy Chief Executive advised that any clarification would need to include how Ward Councillors could make their views known.

The Director of Economic Development explained that Planning Officers were under pressure to process planning applications as quickly as possible.

- *If there were 2-3 applications and money for a playground was put into a pot how would that fit into the obligation for spending the Section 106 monies in a particular area?*

The Director of Economic Development advised that that could be done through negotiation. A smaller development could not accommodate a play area. It was important that the Council saw development across the whole area and Planning Officers would discuss with Officers in Local Environment whether a play area was required or whether there was one in close proximity that could be upgraded.

RESOLVED: 1. That report ED.13/15 – Section 106 Agreements and Planning Obligations – Update – be noted.

2. That the Director of Economic Development produce a briefing note explaining Section 106 Agreements and CIL and that the paper be circulated to all Members of the Council.

EEOSP.16/15 QUARTER THREE PERFORMANCE REPORT 2014-15

The Policy and Performance Officer presented Report PC.16/15 which updated the Panel on the Council's service standards that help measure performance. The report also included updates on key actions contained within the Carlisle Plan.

Details of each service standard were included in a table appended to the report. The table illustrated the cumulative year to date figure, a month-by-month breakdown of performance and, where possible, an actual service standard baseline that had been established either locally or nationally. The updates against actions in the Carlisle Plan followed on from the service standard information which was included in the report.

The Policy and Performance Officer explained that there had been an improvement all service standards included in the report.

In considering the report Members raised the following comments and questions:

Minutes of Previous Meetings

- *With regard to Promoting Carlisle the report stated that two consultants had been appointed to deliver the Ambassador Scheme. Would the cost of those consultants be covered by contributions from the Ambassadors?*

The Director of Economic Development advised that the Council had contributed some money but had also received contributions from businesses. In the future the Ambassadors would pay a subscription.

- *Was there any information available about what the Carlisle Ambassadors would do?*

The Director of Economic Development advised that the scheme was part of the Carlisle Story which focussed on the promotion of, and raised the profile of, Carlisle.

The Deputy Chief Executive reminded Members that there was a website dedicated to Carlisle Ambassadors which provided an overview of what the scheme was about. The scheme gave the opportunity for businesses to support each other with little assistance from the Local Authority. The aim of the scheme was to improve the City.

In response to a query from a Member the Director of Economic Development advised that there had been an increase in the number of representatives from small and medium businesses. At the last event there were 160 businesses present.

- *Would the scheme have any influence over City Council policies?*

The Deputy Chief Executive advised that at the present time the scheme could not influence City Council policies but that was a possibility in the future.

The Economy, Enterprise and Housing Portfolio Holder explained that businesses were recognising that they had an important role within Carlisle and that it was in everybody's interest to see Carlisle move forward.

RESOLVED: 1. That report PC.05/15 – Quarter Three Performance Report 2014-15 – be noted.

(The meeting ended at 12.30 pm)

Economy & Environment Overview and Scrutiny Panel

Agenda
Item:
A.2

Meeting Date: 23rd April 2015
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 09/15

Summary:

This report provides an overview of matters related to the Economy & Environment 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

1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 9th March 2015 and was circulated to all Members. The following items are within the remit of this Panel and are to be considered by the Executive at their meeting on 7th April 2015:

- **KD.06/15 Release of capital for Vehicle Replacement 2015/16** - The Executive will be asked to release Capital budget provision for 2015/16 of £1,109,000.00 to provide vehicles and plant in accordance with the 5 year plan.
- **KD.07/15 Public Realm** - the Executive will be asked to consider a number of public realm improvements and the item is on this meeting of the Panel.
- **KD.08/15 Durranhill Industrial Estate** - the Executive will be asked to accept the funding offer from Cumbria LEP and vary the existing HCA funding and also approve the release and leasehold disposal of sites on final terms to be agreed by the Directors of Economic Development and Governance. The item is on the agenda of this Panel meeting.
- **KD.09/15 Carlisle Old Town Hall Phase 2 - Contract Variations and Emergency Repairs** - the Executive will be asked to note the recent Portfolio Decision, and reasons supporting this, which approved the drawing down of an additional £90k from the overall allocated budget, necessary to fund emergency repairs; and approve an additional draw down of up to £52k from the overall allocated budget for progression of optional 'fit-out' improvements to the Assembly Room and Tourist Information Centre necessary to maximise future usage. The item is on the agenda of this Panel meeting.

2. References from the Executive

The Executive met on 7th April 2015 and the following references fall into the remit of this Panel.

- **EX.36/15 – Litter Bin Task and Finish Group** – The initial response to the Task Groups report and recommendations is attached at Appendix 1 and Members of the Panel are requested to consider monitoring the implementation of the recommendations.

3. Overview & Scrutiny Annual Report 2014/15

The draft Overview and Scrutiny Annual Report has been emailed to Members of the Panel for comment on 26th March 2015 and 8th April 2015. A verbal update of comments received will be given at the Panel meeting and discussion is welcomed on the process of work planning and training for scrutiny members in 2015/16.

4. Work Programme

The Panel's current work programme is attached at **Appendix 2** for comment/amendment.

Contact Officer: Nicola Edwards Ext: 7122
Appendices attached to report: 1. Economy & Environment Work Programme 2014/15

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

Minute from Executive meeting held 7th April 2015-04-09**EX.36/15 LITTER BIN TASK AND FINISH GROUP**

(Non Key Decision)

Portfolio Environment and Transport**Relevant Overview and Scrutiny Panel** Environment and Economy**Subject Matter**

Pursuant to Minute EEOSP.14/15, consideration was given to a reference from the Environment and Economy Overview and Scrutiny Panel regarding the final report of the Litter Bin Task and Finish Group. The Panel had resolved:

“1. That the recommendations from the Task and Finish Group be submitted to the Executive for consideration and await feedback to this Panel.

2. That the Technical Officer circulates details of the audit in respect of the usage of litter bins.”

Copies of Report OS.06/15 and the Minute Excerpt had been circulated.

In moving the report the Deputy Leader, and Environment and Transport Portfolio Holder thanked Members of the Task and Finish Group for their work. She added that a very full discussion had taken place at the meeting of the Environment and Economy Overview and Scrutiny Panel on 12 March 2015.

The Deputy Leader noted that the final paragraph on the first page of Minute Excerpt EEOSP.14/15 (page 75 of the document pack) recorded that she had advised that the Council would look at the use of the Big Belly Solar Bins. Clearly there were cost implications and the Deputy Leader clarified that she had in fact stated that the Council could (without prejudice) look at the use of those bins.

The Deputy Leader added that the report was very comprehensive, represented an ongoing piece of work, and she recommended the conclusions contained therein to the Executive.

The Lead Member of the Litter Bin Task and Finish Group (Councillor Bloxham) was in attendance at the meeting. He began by thanking his colleagues on the Task and Finish Group, together with the Officers within Local Environment for their tremendous support and assistance.

Referring to page 5 of the final report, the Lead Member clarified that the word “borough” should in fact have read “district”.

With reference to the use of Big Belly Solar Bins, the Lead Member stated that the Task Group had recommended (and the Deputy Leader agreed) that more work needed to be done to determine whether the use of such bins was correct. He added that information was required from other authorities/areas to evidence whether such use would stack up financially. The Task Group agreed that it was an ongoing project.

The Lead Member then drew Members’ attention to the conclusions, together with the following recommendations made by the Task Group:

“1. That following the completion of the audit of public litter bins and GIS mapping, each bin should be individually numbered with disc (similar to street lighting columns throughout the district) so that location of bins is easily identifiable.

2. That the Litter Bin Guidelines which have recently been drafted include information and guidance on how the Council address the issue of what service will be provided to large new housing developments and employment sites.

3. That the education and enforcement undertaken by the Directorate continues and that action is taken against those members of the public and businesses who misuse public litter bins.
4. That the use of Big Belly Solar Bins is further explored for areas of high useage.
5. That income generation by advertising on litter bins should be further explored if the barrier to maximising income is due to costs of planning applications that a full explanation is provided to Members along with potential solutions.
6. That Ward Councillors should be sent a GIS map of the location of litter bins in their ward and are kept involved, consulted with and informed of changes.”

In conclusion, the Lead Member stated that the Litter Bin Task and Finish Group had found the review to be a good exercise. Each of the Members had joined the operatives for a morning on their rounds which had been noticed. Bins should be located in parks and areas which people frequented. A list detailing all bins had been prepared and would be circulated to Members. Accordingly he recommended the report to the Executive.

In response, the Deputy Leader, and Environment and Transport Portfolio Holder stated that the review had identified that municipal litter bins were on occasion misused and used for the disposal of trade and household waste. The Executive was looking to address that issue.

The Deputy Leader emphasised that, although no additional bins would be provided, bins could be relocated. If individual Members could advise of instances where they considered that bins could be located more appropriately that would be welcomed.

The Deputy Leader, and Environment and Transport Portfolio Holder concluded by stating that, notwithstanding the current difficult economic climate, a positive outcome would emanate from the review.

The Leader seconded the above response, commenting that Ward Members had a key role to play in the identification of appropriate sites for litter bins. He welcomed the opportunity for Members’ input towards resolving the issues identified.

Summary of options rejected None

DECISION

1. That the Executive had considered the final report of the Litter Bin Task and Finish Group.

That the Executive’s response to the Task Group’s recommendations, as detailed above, be submitted to the Environment and Economy Overview and Scrutiny Panel on 23 April 2015.

Reasons for Decision

To consider and respond to the recommendations of the Litter Bin Task and Finish Group

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2014/15

Date last revised: 10 April 2015

Issue Portfolio Holder & Lead officer	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring		3 Jul 14	14 Aug 14	25 Sep 14	21 Oct 14	27 Nov 14	22 Jan 15	12 Mar 15	23 Apr 15
CURRENT MEETING - 23 rd April 2015														
Carlisle Story Cllr Bradley & Glover/Jane Meek				✓		Update on scheme		✓						✓
Re-thinking Waste Project Cllr Martlew/Angela Culleton		✓	✓	✓	✓	Sept - Presentation on project Nov - Meeting dedicated to waste issues Apr - update on project			✓		✓			✓
Durranhill Industrial Estate						Report detailing project and funding								✓
TIC and Public Realm		✓			✓	Update on projects -reports to Executive 7/4/15				✓				✓
Scrutiny Annual Report			✓		✓	Draft report for comment before Chairs Group								✓
TASK AND FINISH GROUPS														
Litter Bin Review			✓			Report to Executive 7 th April		✓			✓		✓	✓
Business Support			✓			Evidence Gathering				✓	✓	✓		

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2014/15

Date last revised: 10 April 2015

Issue Portfolio Holder & Lead officer	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring									
							3 Jul 14	14 Aug 14	25 Sep 14	21 Oct 14	27 Nov 14	22 Jan 15	12 Mar 15	23 Apr 15
COMPLETED ITEMS														
Performance Monitoring Reports Steven O'Keefe/all PH	✓				✓	Monitoring of performance relevant to the remit of Panel	✓		✓		✓		✓	
Section 106 Agreements Jane Meek/Cllr Bradley					✓	Panel requested report detailing outstanding Section 106 agreements – to receive annual report on monies spent							✓	
Clean-up Carlisle	✓				✓	Update of project							✓	
Local Plan Cllr Bradley/Jane Meek		✓				August – City Centre Development Framework September – evidence base for the revised housing target and the SHMAA		✓	✓			✓		
Budget Peter Mason/Darren Crossley/All Portfolio Holders		✓	✓			To consider budget proposals for 2015/16					✓			

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2014/15

Date last revised: 10 April 2015

Issue Portfolio Holder & Lead officer	Type of Scrutiny					Comments/status	Meeting Dates							
	Performance Management	Key decision Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/External Agency	Monitoring		3 Jul 14	14 Aug 14	25 Sep 14	21 Oct 14	27 Nov 14	22 Jan 15	12 Mar 15	23 Apr 15
Business Support				✓		Open session with partners at BIC				✓				
Talkin Tarn Cllr Martlew/Angel Culleton			✓			Interim report August. Business Plan in October	✗	✓		✓				
Claimed Rights Angel Culleton/Cllr Martlew		✓				Monitoring of Highways services following transfer to Cumbria CC	✓							
Recycling			✓			Executive response to Task Group Report	✓							

Report to Environment & Economy Overview and Scrutiny Panel

Agenda
Item:
A.3

Meeting Date: 23rd April 2015
Portfolio: Environment and Transport
Key Decision: Not Applicable:
Within Policy and Budget Framework YES
Public / Private Public

Title: RE-THINKING WASTE
Report of: The Director of Local Environment
Report Number: LE11/15

Purpose / Summary:

The report updates the panel on progress on the Re-thinking Waste Project since last September 2014.

Recommendations:

That the panel consider the update and make recommendations to the Project Board on membership of the member Working Group

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

1.1 Activities since last update

New interim contract for Green Box kerbside collection - The Green Box contract was advertised on 5th November 2014 and issued on the OJEU website. The contract offered was a short term one year contract with an option to extend for one year to allow the overall re-thinking waste project to complete with continuity of service on the green box. FCC were successful in winning the tender and negotiations are continuing on finalising the contract to enable the commencement of the service to run seamlessly from one contract to another. The new contract is due to commence on 1st June 2015 and will run to June 2016.

Review of sale of recycled materials - A review was undertaken of the performance of the new contract for the sale of recyclate. The known tonnages were modelled for the bids that had been received and Cumbria Waste was by far the best performer, therefore the officer decision was made in January 2015 to take the option to extend the contract by one year.

Increasing robustness of service delivery - The service suffers from a high turnover of staff and at times a high level of sickness. Whilst attendance and capability are being addressed, the service still has a very high reliance on agency staff. The decision was taken to introduce 4 pool staff to supplement the current establishment. Recruitment to vacant posts and the pool team was recently undertaken meaning that the use of Agency staff will be reduced to more reasonable levels. This will increase the robustness of the service and increase the quality of service delivery as staff continuity means that the crews get to know the rounds and so mistakes are minimised.

County Council emerging issues - The County Council have included savings of £2m per year from 2016/17 from recycling. Discussions have taken place between the County and all the Districts as the County seek to achieve this saving by working with the District Authorities. There are opportunities to reduce spend by working better together for instance, sharing depot space, garage services, joint procurement of bins, boxes and bags and sale of pooled recyclate materials, however, these have been identified before and have proved difficult to achieve. The recent study by Eunomia shows that Carlisle is very efficient and the number of households on each collection round is at a high level and is much higher than other authorities in Cumbria, eg South Lakeland. If the savings are not achieved, then the County may take other steps to achieve the savings which could impact on the Districts ability to continue with the current level of recycling service.

The County are reviewing the current Cumbria Waste Strategy 2008-2020 and is working with the Districts to reflect changes and identify the aims and objectives of the strategy going forwards. This is a key piece of work and will impact on all Districts.

WRAP support and Eunomia modelling update - WRAP provided support in the procurement and funding of consultancy support to carry out a modelling exercise for 16 options in recycling collection design. This work was carried out and reported in Summer 2014. Since that time, changes have taken place: the market for recyclates has dropped in value, the costs of vehicles have changed and the County council propose to save £2m from recycling.

Eunomia were therefore asked to carry out some further modelling focussing on a smaller number of the options and to update modelling assumptions to reflect the current situation. Additional work was requested on modelling of a further two options (two stream co-mingled) to check if there were significant savings from undertaking the collection in this way and to test the previous recommendation for a weekly multi-stream collection of recycling. Sensitivity modelling was also requested to the level of recycling credit.

Consideration is being given to the reports and the consultants will be making a presentation to the Executive on findings. Evaluation of the report and identifying the risks and opportunities in the preferred options is underway. A cross party member workshop is proposed to consider the final reports in more detail as part of this evaluation.

Food waste - Food waste collection is one of the options considered in the Eunomia modelling, however, the County Council do not provide any disposal facilities for food waste and have not given any indication that they intend to do so in the future. Instead, work is progressing to support home composting of food waste and Carlisle is currently in the position of procuring a partner to deliver the County wide Food waste digester project.

1.2 Next steps

The project is moving into a critical phase in the next few months where the authority makes decisions on its preferred recycling collection design. Once the preferred option is identified further work on depot design and costing, consultation and TEEP (Technical, Environmental Economic Practicable) Assessments will be required.

The authority will also consider how to fund vehicle replacement in the future and how refuse and recycling services will be delivered, in- house or out-sourced.

2. PROPOSALS

- 2.1 It is proposed, as part of the evaluation of the consultants modelling reports, to set up a cross party members working group. The group is likely to meet a number of times over a fairly short period to fully consider the opportunities and risks associated with each of the preferred options identified by Eunomia.

The panel is asked to make recommendations on the membership of the working group to the Project Board.

3. CONSULTATION

- 3.1 Public consultation has been undertaken and will continue, particularly in the areas of poor recycling. A snapshot of the consultation outcomes so far is attached at Appendix 1.

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 4.1 The Re-thinking Waste Project is a complex, multi-layered project going much further than a redesign of recycling collections. The project requires consideration of the best design in context with a whole set of constraints and other consideration;
- how to fund the service going forwards,
 - how to manage demand and pressures on the service from the growing number of households in Carlisle,
 - TEEP Assessment
 - the City Council in context with the County Council as waste disposal authority, and
 - national considerations such as recycling targets and EU Directives,
- are important to fully understand and assess the best way forward for Carlisle that best meets residents needs and delivers the authorities statutory obligations in this regard.

A cross part working group to fully assess the options, risk and opportunities is therefore recommended to assist in this evaluation so that different perspectives are considered during the decision making process.

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

5.1 The recycling service makes key contributions to Carlisle's commitment to the environment and the Clean Up Carlisle campaign.

Contact Officer: Angela Culleton

Ext: 7325

**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 -

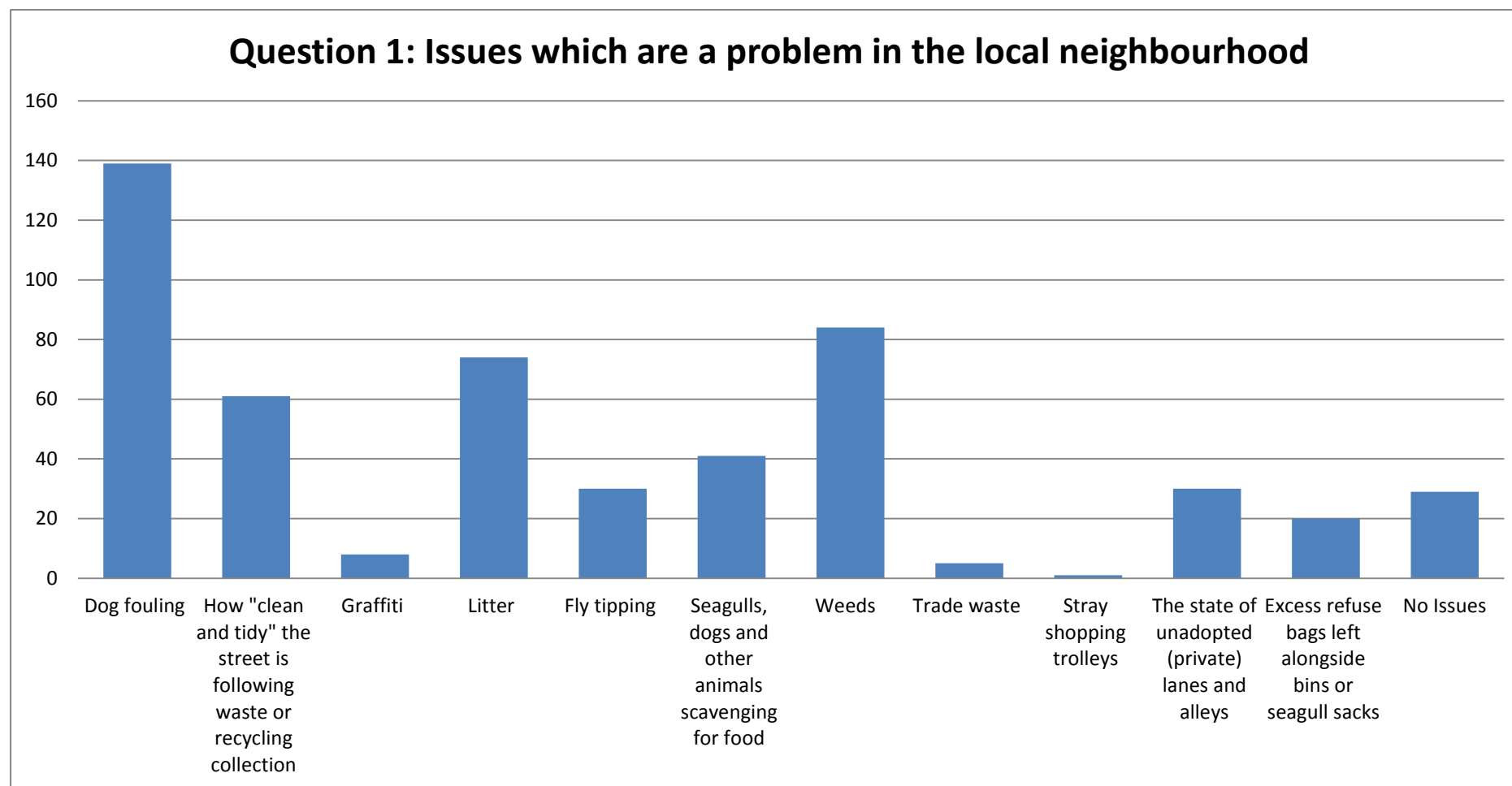
Deputy Chief Executive –

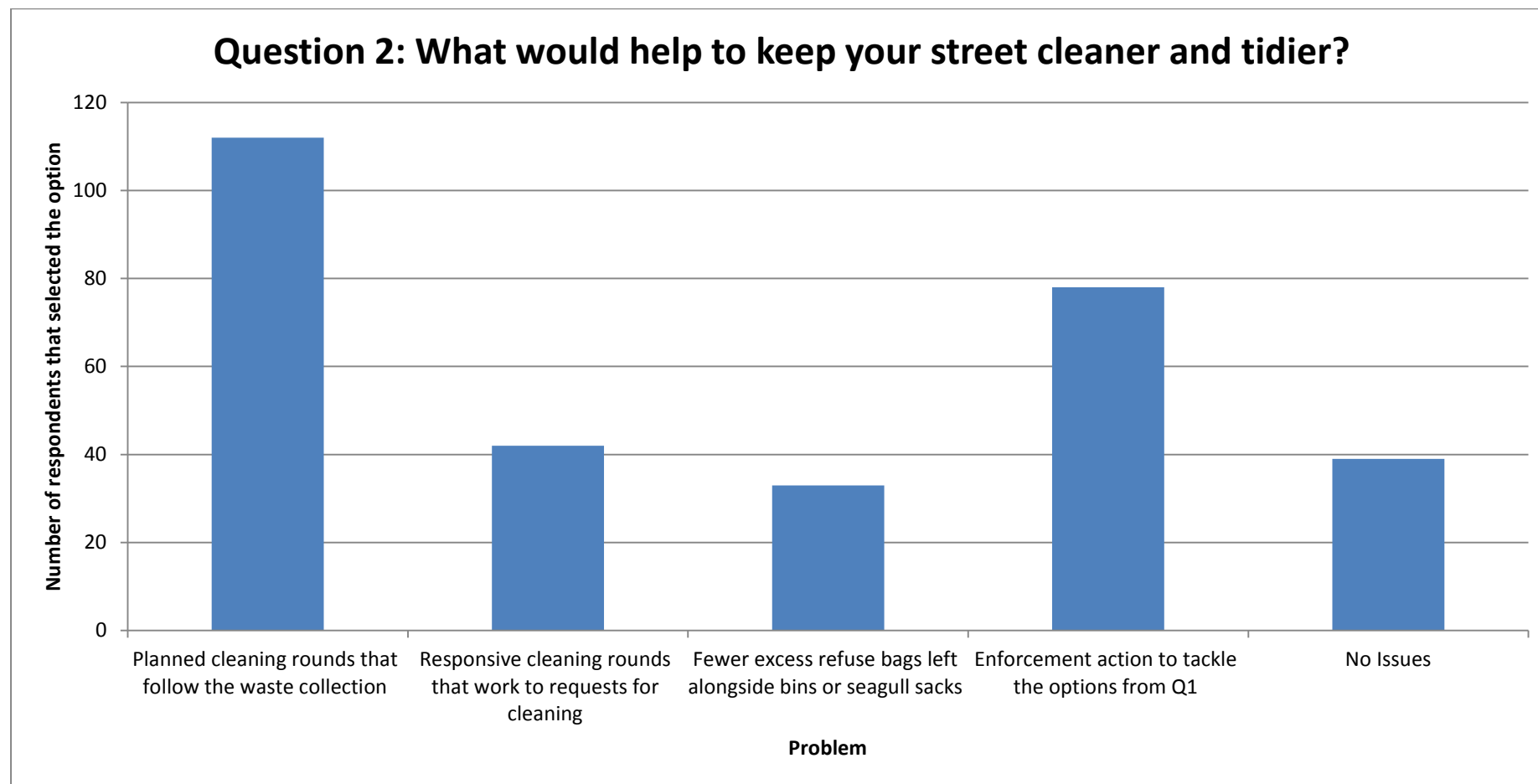
Economic Development –

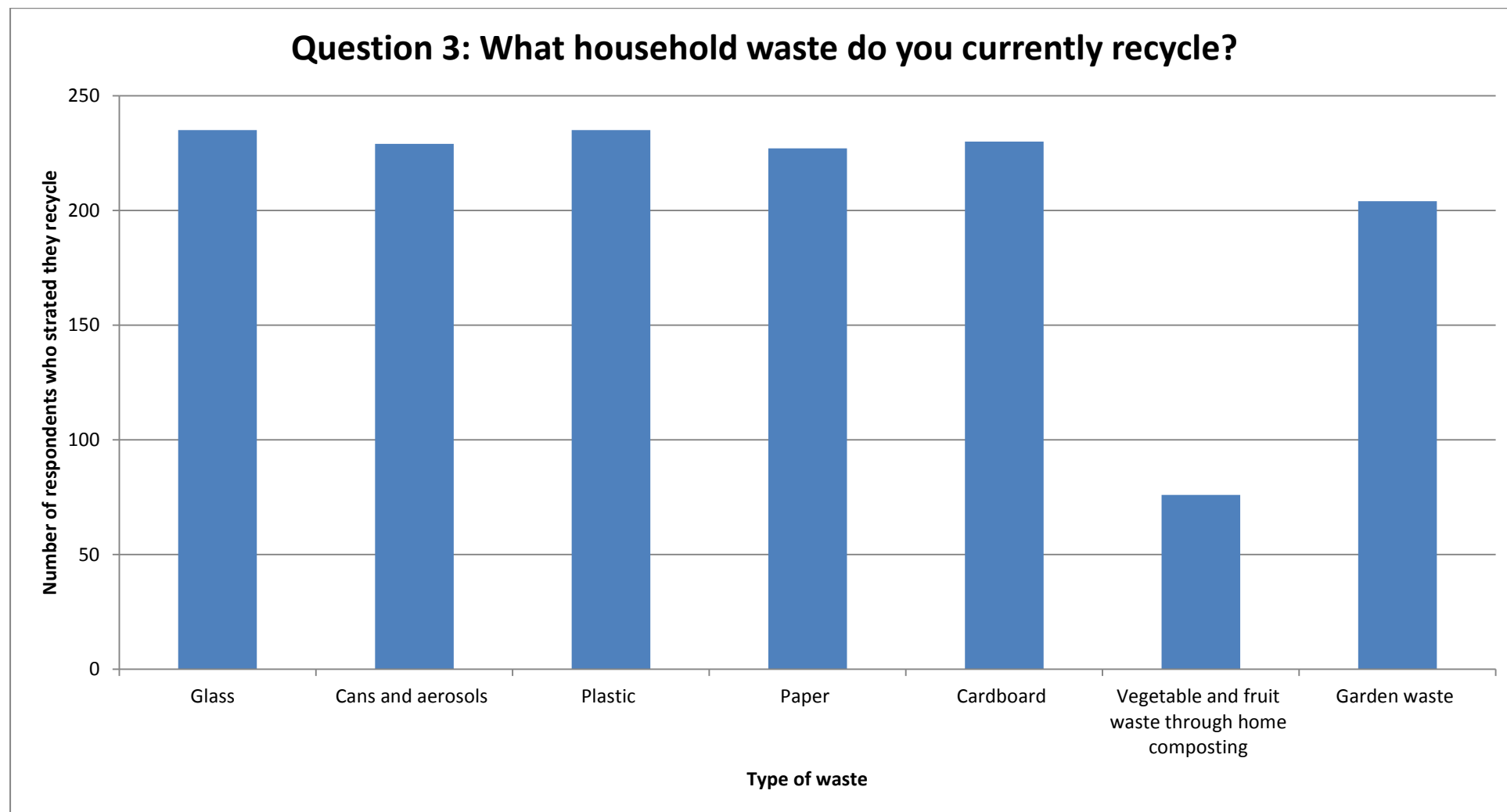
Governance –

Local Environment –

Resources -

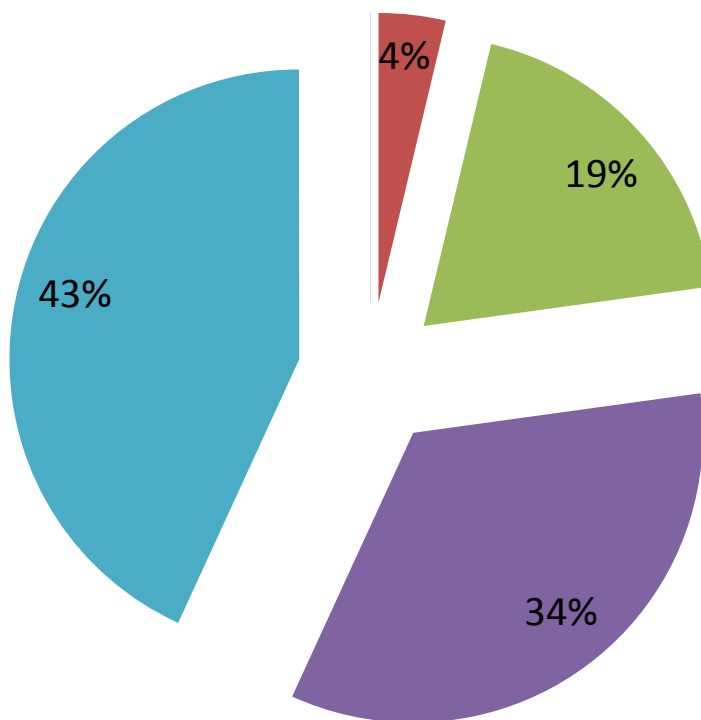


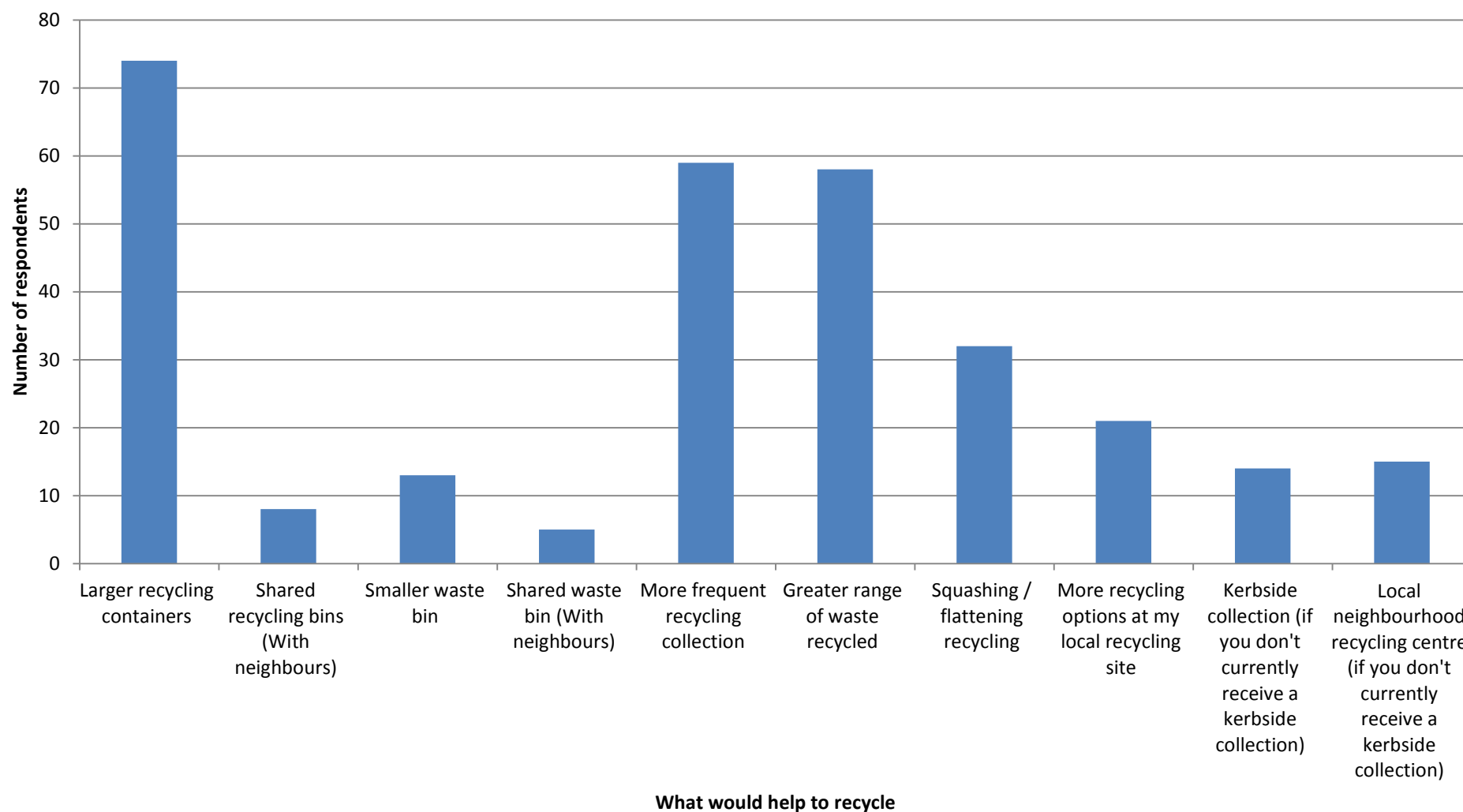




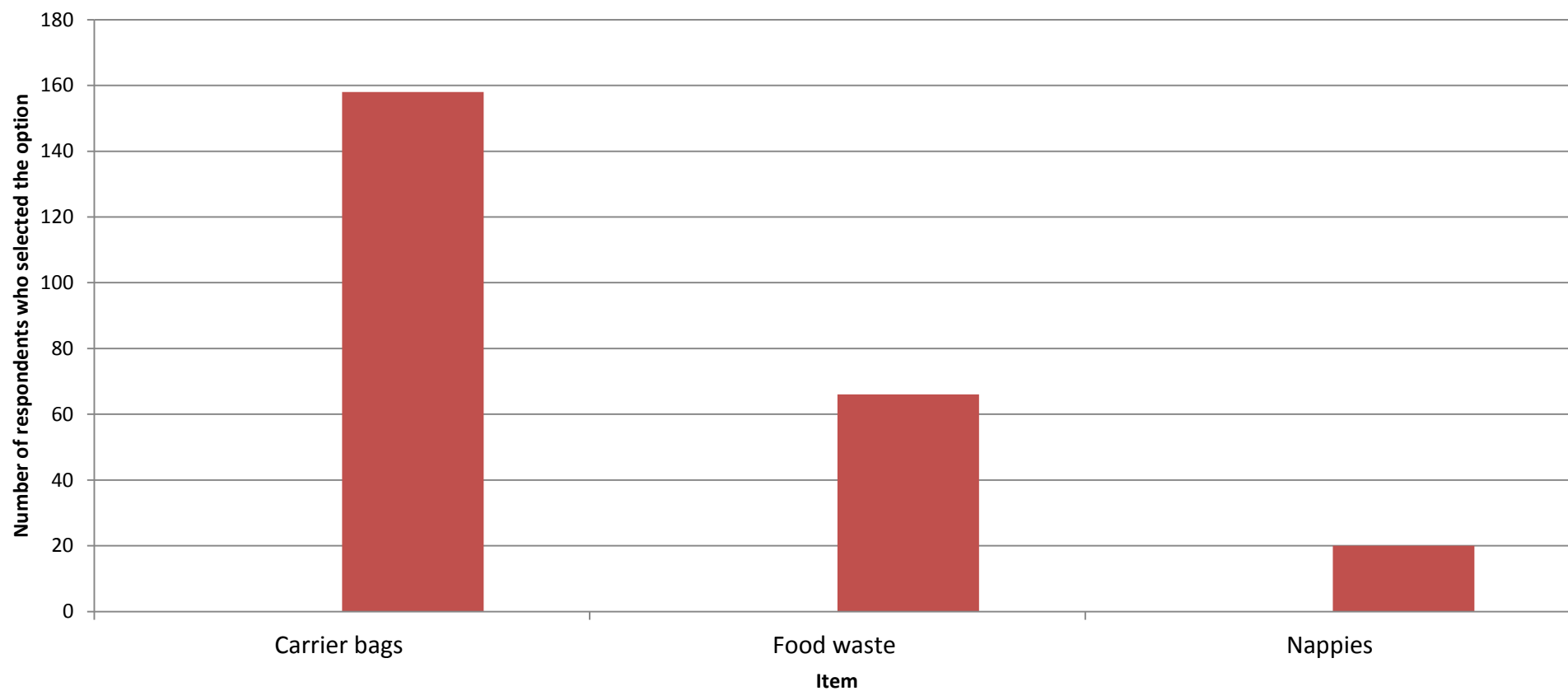
Question 4: What percentage of household waste do you currently recycle?

■ 0% ■ 1-25% ■ 26-50% ■ 51-75% ■ 76-100%



Question 5: What would help you to recycle more of your household waste?

Question 6: Which of these items (not currently recycled) would you recycle or reuse?



Environment and Economy Overview and Scrutiny Panel

Agenda
Item:
A.4

Meeting Date: 23 APRIL 2015
Portfolio: Economy and Enterprise
Key Decision: No
Within Policy and
Budget Framework YES
Public / Private Public

Title: CARLISLE STORY AND CARLISLE AMBASSADORS
PROGRAMME
Report of: DIRECTOR OF ECONOMIC DEVELOPMENT
Report Number: ED 19/15

Purpose / Summary:

The purpose of this report is to provide Members with an update on the Carlisle Story and further details on the Carlisle Ambassadors Programme 2015.

Recommendations:

The Environment and Economy Overview and Scrutiny Panel are asked to note the Report.

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

- 1.1 The Economic Review of Carlisle identified the economic potential of Carlisle and the need to extend its city region influence outwards to capture the benefits of a larger labour pool, a more significant business base and greater retail/leisure footfall into the city centre.
- 1.2 In order to do this, Carlisle needs to raise its profile, put Carlisle on the map, on the list of choices for visitors and investors alike. Key elements already in place to help us in raising the profile of Carlisle are the Carlisle Story, Visual Expression (Brand) and the Carlisle Ambassador programme.

2. PLACE MANAGEMENT

- 2.1 A key initiative to help realise the Sense of Place agenda is the Carlisle Ambassador programme. This programme, which was launched in July 2013, has brought together businesses from across the City with the common purpose of bringing the Carlisle Story to life.
- 2.2 In December 2014, Michelle Masters of Michelle Masters Consulting and Kate Wilson of Business Toolbox Cumbria were appointed to drive forward the 2015 Carlisle Ambassadors' programme. Their remit is to ensure that the Carlisle Ambassador programme provides maximum support and benefit to businesses connected with the area, and to the city itself. The appointment is funded by contributions from members of the Ambassador Programme. The scheme aims to unite companies, organisations and individuals in a powerful network to change perceptions of Carlisle and raise the areas profile as a prime business location. Kate and Michelle can be contacted via Email: info@carlisleambassadors.co.uk

3. CARLISLE AMBASSADOR PROGRAMME 2015

- 3.1 The 2015 Carlisle Ambassador programme offers six meetings on a bi-monthly cycle, held at interesting venues that will showcase Carlisle and beyond. Social media channels have been established ready to support local business news and events, and the new website is up and running www.carlisleambassadors.co.uk . The programme will provide a powerful business network, where people can interact with others, forge stronger connections and learn first-hand about big decisions that affect Carlisle. It provides a forum to share ideas, collaborate on projects to make a difference and benefit Carlisle and the wider area.

- 3.2 **Carlisle Ambassadors** can be defined as.....*‘A proactive community of passionate individuals, businesses and organisations who participate in projects to raise the profile of Carlisle and make it a better place to live, work and visit. The Ambassadors have influence, and directly help to “give a voice” to Carlisle locally, within Cumbria, and further afield.’*
- 3.3 The 2015 Ambassador Programme was launched in January and was attended by over 150 people representing businesses across the City. A summary of the meeting is attached at appendix A.
- 3.4 The second meeting at Carlisle Racecourse was attended by 220 business people. A summary of the meeting is attached at appendix B.
- 3.5 The next meeting is scheduled for Thursday 21st May 2015 and will take place in the newly opened Arts Centre in the Old Fire Station.

4. **OUTCOMES**

- 4.1 Both the January and March meetings have been oversubscribed with waiting lists for places. Delegates have been keen to stay to network, exchange ideas or collaborate on projects, with a positive energy already driving activity. The key message from the first meeting: ‘Positive things happen to positive places’ is being repeated and inspiring others to action.
- 4.2 High profile social media coverage includes:
- Carlisle Ambassador website and discussion forum established with 7,500 views in the last 2 months
 - Twitter account, 1051 followers
 - Facebook page, 265 ‘likes’
 - Google+, 329 in circles. Over 5000 views
 - LinkedIn group, 515 members.
- 4.3 The forum page on the website is generating discussion and some great ideas for projects. Businesses are taking up these ideas and running with them, with projects being delivered through collaboration. Individuals and businesses are also blogging, tweeting and writing articles.
- 4.4 Media activity has seen articles in the following publications: In Cumbria, Carlisle Living, News & Star and the Cumberland News. The press, local radio (CFM) and

ITV Border have conducted interviews and attended Ambassadors meetings with subsequent coverage.

- 4.5 Memberships - To date, over 45 businesses have applied to pay membership fees and become an official Carlisle Ambassador. Members are listed on the website membership directory, with each stating why they felt it was important to become an Ambassador for Carlisle.

5. RESOURCES

The range of resources available on the website is growing with individuals and businesses being encouraged to use them to promote the area. These include:

- 5.1 **The Carlisle Story Book:** The Carlisle Story provides the narrative and consistent positive message which can be used by all Ambassadors.
- 5.2 **The Carlisle Toolkit** which introduces and shapes a visual expression which is used to communicate and illustrate Carlisle's unique story. The expression (brand) is based on the city's big idea and themes and is being used more widely, with businesses applying the narrative, images and expression within their own publications, on websites, in signage, presentations and marketing materials.
- 5.3 **The Carlisle Prospectus** provides a great visual guide to why Carlisle is a great place to live, work, invest and visit. It is available in both mini and wide versions, electronic and hard copy. The prospectus has been used to promote Carlisle at events, as part of bids for funding and has also been featured on the website of a local business following the January Ambassador meeting.
- 5.4 **Images** - The growing image bank, 'e' banners and the Carlisle Ambassadors' Logo are also being widely used in print and via electronic means, especially websites and social media.
- 5.5 **Hoardings / Banners** – the design toolkits are being put to use around the City on banners, window decals, hoardings and signage associated with developments (The Halston, Old Town Hall, Durranshill) and marketing of events and in the City Centre.

The above resources and the Carlisle Ambassador Programme are important 'tools' to help raise ambition and aspiration amongst local residents, young people and businesses. They provide a mechanism to grow Carlisle by encouraging people to view us in a positive

light by explaining why Carlisle is special, how we are creating a better place, what we offer and our plans for the future. The initiative is already delivering results with increased interest in the City from Government (DCLG and BIS), potential developers and investors.

For further information, or to access resources, visit www.carlisleambassador.co.uk

CONCLUSION AND REASONS FOR RECOMMENDATIONS

7.1 Members are asked to note the content of the report in order that they are appropriately informed with regards to current and forthcoming key initiatives associated with the Sense of Place programme.

8. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

8.1 The programme directly supports and cuts across a number of the corporate priorities including:

- Promotion of Carlisle as a prosperous City, one in which we can all be proud.
- Supporting the growth of more high quality and sustainable business and employment opportunities.
- Working more effectively with partners to achieve the City Council's priorities.

Contact Officer: Jane Meek

Ext: 7190

**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 -

Deputy Chief Executive –

Economic Development –

Governance –

Local Environment –

Resources -

Carlisle Ambassadors Meeting Summary

Date: Thursday 29th January. **Venue:** The Halston Aparthotel Function Suite.

Despite the heavy snow and severe weather conditions, we were absolutely delighted that over 150 people still made it to the first Carlisle Ambassadors' meeting of 2015. To view the final list of attendees, please click this link: [Carlisle Ambassadors Final attendee list – January 2015 Meeting](#).

If you were unable to attend but would like to see the programme, please click here: [Carlisle Ambassador Final Agenda January Meeting](#).



After Michelle and Kate opened the meeting, we heard from an excellent range of speakers, who all share a common passion to influence the future of the city. Simon Harrison, co-owner of [The Halston](#) talked about developing the hotel within the much loved old post office and Lonsdale buildings, and his passion for making Carlisle the best it can be. It was a risky venture during difficult economic times, but “things that are truly worthwhile are rarely without effort” and as we listened to Simon in the stunning function suite, there was an overwhelming feeling that the Halston has really made a positive difference to the city.

He went on to say that “Carlisle, like all cities, is in business”. It is “in competition to develop and grow, attract new population, hold on to its young, develop and retain skills and jobs, and look after its ageing population”. Simon believes that the Carlisle Ambassadors is the vehicle for proactive partnerships between the public and private sector, combined with the people who live and own the city. “By joining us early you can have a real influence in shaping Carlisle and Cumbria. It is not just another networking group. It is a group of like minded people who are passionate about our county and capital city, and who want to influence it socially, economically and physically” His take away message was “positive things happen to positive people!” A rallying call that was echoed by all who followed on the day.

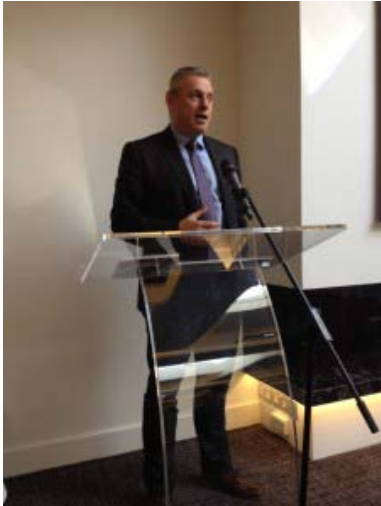


Jason Gooding, the Chief Executive at [Carlisle City Council](#) spoke to us next. He gave us the background to the birth of the Carlisle Ambassadors. A concept which started taking shape in his mind when he was in Coventry and saw how well they had constructed a narrative for the city, that was consistent, credible and compelling. When Burnley did something similar around five years ago, he began to think “so why not Carlisle?” The City Council started the programme eighteen months ago, but Jason and the team at the city council have always taken a back seat, whilst being there to support the initiative. They want others to shape its future in a collaborative way, in the way that Simon reflected in his speech. He left us with the compelling message that we need to make the place the hero, and to make it natural to be optimistic and proud of Carlisle. “We can’t choose Carlisle if it is not even on the menu!” so we all need to make sure it is there to select, whether it is to live, work invest or visit the City of the Lakes.



Fred Story, Chairman of [Story Homes](#) and CEO of [Story Contracting](#), addressed the room about his involvement in the Carlisle Ambassadors from the earliest days, and his desire for it to make a tangible difference to the city and the wider area. He said “at the heart of the project was the idea of collaboration to deliver projects of real value”. This includes sharing best practice and creating a stronger business network, using local suppliers to benefit the area, and having fun while we do it! Collectively we can make a difference by delivering on the big ideas from more sporting and cultural events to creating an iconic symbol for the city as the North East has done with The Angel of the North. “Anything is possible if we pull together.” Fred reminded that the council is supporting all of us in this and can help to facilitate projects. We also have a supportive local MP who was present at the meeting. He also entertained the audience with his passion for keeping Carlisle looking at its

best, admitting that he has been known to stop the car and clean the signs at the entrance to the city! His summary was “worthwhile projects, worthwhile meetings” and working collaboratively for “team Carlisle, team Cumbria”. The area (and all of us) will be much richer from the experience of getting to know each other, through working on a variety of projects that individually would not be so effective.



Next to speak was Andy King, formerly Chief Executive of [Carlisle Leisure](#) (CLL), and now Regional Director of [Greenwich Leisure Limited](#) (GLL), who gave us background to the merger between the companies, and the benefits this brings to Carlisle and Cumbria. Andy explained that, with an overwhelming vote of support from his staff at CLL for the merger, he goes forward with confidence and strong backing to make improvements to facilities locally. He also gave his support to the Carlisle Ambassadors, and the aims of the group. He then introduced Mark Sesnan, the MD of GLL, who gave more insight into this not-for-profit social enterprise, the amazing projects they have worked on nationally, and their hope that they will have our support in refurbishing The Sands Centre and other venues to put the area “on the map”.



One of the benefits of being part of the Carlisle Ambassadors, is hearing first-hand about emerging developments in the area. Jane Meek, Director of Economic Development at Carlisle City Council,

gave us a great overview of forthcoming plans. She outlined the Carlisle Local Planning Framework to guide location and planning development up to 2030, which includes the introduction of 8,500 new homes. The benefits include increased employment and contracts during construction, and subsequent increased expenditure (much of which will be local) when residents make their house a home after completion. She also outlined “Solway 45”, a major development and opportunity for the area with £3m LEP funding. You can find out [more here](#). Regular updates will be given at our meetings, and there is also the opportunity to chat to Jane and others from the council during lunch afterwards.

After closing comments from Jason Gooding, [Kate Wilson](#) reminded everyone that we are working on your behalf and accountable to you. There is a passion to make a real difference through the Carlisle Ambassadors, and we are putting solid foundations in place to support individuals, organisations and businesses who want to be part of the group. This includes the website with a membership directory, news updates and a project forum where ideas can be openly shared, the Carlisle Toolkit (which has already been put to use by local companies since the meeting), and membership support through email, social media and media updates. [Michelle Masters](#) wrapped up the meeting by asking everyone to use the feedback forms to help us shape the future of the Carlisle Ambassadors, and announced that there will be the opportunity for two companies to have a showcase at each meeting and for one company to give a short introduction to their business.

We are very grateful to [The Halston Aparthotel in Carlisle](#) who sponsored this event, and provided an amazing lunch in such a stunning function room. I think we were all delighted to enjoy such an excellent setting for this first meeting of 2015. The feeling of optimism in the room was tangible, and we are looking forward to developing the programme with you. We have already received lots of project suggestions, and delighted that so many have already submitted their membership forms. It is nothing without your active support!

The next meetings is on March 26th at Carlisle Racecourse. [You can book your free place here](#). It is already getting very full, so it would be worth doing so sooner rather than later....

And if you haven't done so already, please do sign up for [future email alerts here](#). Thank you!

Carlisle Ambassador Meeting Summary

Date: Thursday 26th March

Venue: Carlisle Racecourse



James Westoll, Chairman of Carlisle Racecourse, welcoming all to the venue

Firstly, we would like to thank **Carlisle Racecourse** for their generosity in sponsoring this event, and providing such a wonderful venue and delicious lunch! We also want to thank every one of you who joined the Carlisle Ambassadors' meeting in March. We know it was a packed agenda, but we did want to show the step change from goals at first meeting to showing action at this one. It is because of so much energy and support from you that there are so many exciting developments to talk about! It shows just how great the potential is for us collectively to make a real difference to Carlisle and Cumbria. "Positive things happen to positive people!" as Simon Harrison said at our **first meeting** this year.

If you were unable to attend the meeting but would like to see the agenda, please click the following link **Carlisle Ambassadors Final Agenda 26th March Meeting Carlisle Racecourse**.

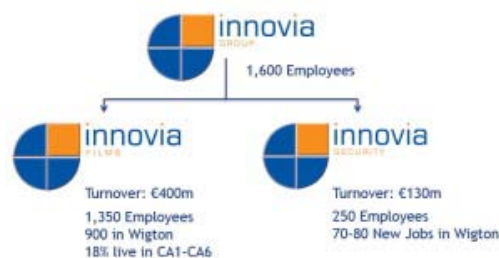


David Beeby, former MD of Innovia

After initial introductions from Kate and Michelle, the shape of the meeting was laid out. The emphasis was on local business and what this does and can bring to Cumbria, and then on to project developments – some in progress already, and some ready for us all to roll our sleeves up and get involved! This was to be followed by an update from Carlisle City Council on public realm developments, and the new “business hotspot”.

Carlisle Ambassadors – Business

First to speak was David Beeby, ex MD of Innovia. David is still adviser to the board, and was at the helm of this Wigton based company through an extraordinary time of growth and globalisation. His passion and pride was evident as he detailed their achievements, including the fact that the site of the new factory will be built at “home” where it all began in Cumbria, generating 70 – 80 jobs and boosting the local economy.



Innovia – Wigton / Carlisle employment statistics

David reminded us that, whilst they have centres all over the world, a significant proportion of their 1600 employees, are based in Wigton, and 18% live in central Carlisle postcodes. The next big news for the Innovia Group, as the pioneer and clear global leader in polymer substrate, is their contract to provide the banknote substrate for £5 and £10 notes over the coming years. All in the room were clearly excited to hear about such developments for the area.



Steve Errington, CEO of Story Homes

Steve Errington, CEO of Story Homes, presented to us about local spending plans. This is a spot that many requested in the initial feedback forms. We want to be part of raising awareness of opportunities to “keep business local”, and helping companies of all sizes feel equipped to seize openings to work with strong businesses in Cumbria such as Story. Steve took us on a whistlestop tour of their extraordinary growth over the last few years, and their ambitious plans to be a volume UK National house building business.

He outlined their planned developments up to 2018, and the key challenges they face. Quite apart from the issue of finding suitable land to build on and recruiting the right people into the business at the right time, they need a supply chain that can deliver consistently high quality and timely customer service. The message was that there are many opportunities to collaborate with Story Homes providing that you are prepared to invest in your business on a curve with their own, that you can deliver on the same standards of customer care as they do, and primarily that their driver is value more than cost. If anyone would like copies of the detailed slides, let us know and we can point you to them.



Richard Wise presenting Carlisle Road Cycle Network

Carlisle Ambassadors – Projects

At this point, we moved from business development and opportunities to projects! At the first meeting of 2015, everyone agreed that the aim of the Carlisle Ambassadors was to make the city and wider Cumbria a better place to live, work, invest and visit! What better way to kick this initiative off than with two exciting cycling projects? The first one presented by Richard Wise, has been an idea in his mind for some time. However, it was at the last meeting of Carlisle Ambassadors that he saw the potential to develop it within the Ambassador programme.

Richard felt that there was a need for excellent, professionally promoted, circular cycling routes in this part of Cumbria, and set about creating the network. The result? A well signed and resourced road cycle network with Carlisle at it's hub, exploring 500 miles of



quiet roads & stunning scenery. It also has an “epic” 200 mile cycle route around the perimeter, giving an additional tourist and cycle attraction for the area. Great for locals & tourism! The benefits to the area could be in the millions, and you can find out much more [here](#), including a walk through Richard’s presentation. If you would like to be more involved, and wish to pledge support to the crowdfunder to help move this project forward, we will include you on the website here as project supporters with your name or business logo, and you will also be included on the bespoke CRCN website once it is created! The deadline for the £3000 target is 21st April, and as at 8th April £1705 has been pledged.



Mike James – Endurance Sports

After the presentations at the last meeting, someone else in the audience began to think that their dream of bringing a major sporting event to Cumbria seemed more “in reach”. Mike James of Endurance Sports gave a rousing presentation on the possibility of hosting the British National Cycling Championships in Carlisle. “No offence to Lincoln, but if they can do it, so can we – we are Carlisle”.

With existing strong links to the powers that be in the sport (there is already a four year deal to host a stage of the Tour of Britain), and with the potential for collaboration between public and private sector which embodies what the Carlisle Ambassadors is all about, there are less obstacles in the way than might be imagined! So watch this space for developments on both of our fantastic cycling projects, and a big thank you to Richard and Mike for sharing their inspiration with us at the meeting.



Andy Fearon shares his passion

And on to Andy Fearon of **Carlisle Vineyard**, and his wonderful call to participate in “Give a Day to the City”. He asked us all to “Find your passion, find your project, find your partner!”

The idea is simple. Collectively, we will find ways to make a difference to the city, and the people who live there. This might be through a DIY SOS type project, where we hope businesses might donate their services or products for free, while we chip in to transform a place for those in need. Or it might be a health inspired fun day, an alternative career day or shadowing/mentoring events, brighten up lives in care homes with events, litter picks, brighten up and refurbish playgrounds..... we are just collating the amazing suggestions that came in and working out the best way to connect people to take the ideas forward so watch this space for next steps.



The number and variety of suggestions that were put up on the boards during our interactive session combined with the feedback afterwards, shows that there is the grounds for making this a real flagship event for the city in early October. Perhaps one that other cities may copy in the future?

So these are all exciting plans that are in development. Last spot in the project section was filled brilliantly by Mike Hunt of **More Handles**. Immediately after the last meeting, Paul and Mike from More Handles got chatting to the team at **Carlisle Brass** about ways in which they could act on the call to improve life in the city. They came up with Carlisle’s “Best Dressed Front Door” not-for-profit scheme, where they offer a smart door set for under £20 compared to retail of over £50. The synergy between the two companies is clear, and this is also a great way to remind people of the rich heritage in ironmongery.



Mike Hunt – More Handles

They thought how they could turn this for the wider benefit, and after discussions with Sara Oldham from Cash for Kids, introduced a scrappage scheme. For any returns of scrap metal, More Handles and Carlisle Brass will donate the money generated from Mountelm to the charity. To add even more weight to this, Story and Simon Harrison stepped forward and confirmed they would donate their scrap in the month of May – this is now turning into a fantastic project to smarten the city and give to charity.

Update since the meeting: Matt of **Cito Cleaning** is going to throw in cleaning front windows and pressure washing drives for £10, **Top Notch Contractors** have confirmed they will donate their scrap, and Village Link Magazine are providing free space to advertise the project. Fantastic! Now they need a fabulous company to donate a prize for the winner of the Best Dressed Door Competition! Any volunteers? A meal for two, a weekend stay? A day out somewhere? If you would like to donate a prize, please contact mike@morehandles.co.uk. Again, this project is still gaining ground, so we'll keep you updated!

Carlisle Ambassadors – Public Realm



New signage Carlisle City

Following on from these excellent projects, there was some great news from Carlisle City Council. Mark Walshe gave a great demonstration of active steps to improve signage in the city. There will be a range of new signs welcoming visitors to Carlisle, and there are sponsorship opportunities for businesses who would like to get involved. The new signs will be complemented by better information points in car parks, and at the railway and bus station. the entrance to the historic quarter and Rickergate.



Mark Walshe – Carlisle City Council

Car parks will be renamed to be more in keeping with the heritage, and areas that have become disused and unattractive smartened up and made more pedestrian friendly. There is much to feel positive about, and anyone who would like to know more or would like to discuss sponsorship, should contact Mark by email mark.walshe@carlisle.gov.uk

Carlisle Ambassadors – Business Hotspot



Helen Landy – Six Degrees Recruitment

Each meeting we pull business cards out of the hat. For this meeting, we were delighted to have showcase stands for **H&H Reed Printers** and **More Handles** during lunch. The 2 minute business hotspot went to **Six Degrees Recruitment**, and Helen Landy gave a great overview of the business, and demonstrated why so many companies choose to use their expertise. **Update since meeting:** Huge congratulations to Helen and Mark who have won the **CN Business Boost 2015**. Fantastic achievement!

Carlisle Ambassadors – Member presentations

Last but not least, and we do apologise that the meeting over ran – we know how to shape it more tightly next time – Jason Gooding, Chief Executive of Carlisle City Council, rounded off the meeting by summing up our thanks for the support from businesses,



Jason Gooding – Carlisle City Council

organisations and individuals for the Carlisle Ambassadors' programme, and presented new members with their member lanyards and certificates. We are delighted that we have 50 members now, and this is growing all the time. **To join please visit this link,** and if you have any questions contact Kate or Michelle **here**.

As Jason said "If Carlisle isn't on the menu, it can't be chosen" so join us in making Carlisle and wider Cumbria the best it can be, and a great place to live, work, invest and visit. We look forward to seeing you at the next meeting. To sign up **please click here**. Thank you again to Carlisle Racecourse for their exceptional hospitality, and to all who attended the meeting and contributed to a really positive event.



Carlisle Ambassadors Membership Presentation

Environment and Economy Overview and Scrutiny Panel

Agenda
Item:
A.5

Meeting Date: 23 April 2015
Portfolio: Economy, Enterprise and Housing
Key Decision: YES
Within Policy and
Budget Framework YES
Public / Private Public

Title: **Carlisle Old Town Hall Phase 2 Works Update**
Report of: **Director of Economic Development**
Report Number: **ED 21/15**

Purpose / Summary:

To provide Members with an update on work at the Old Town Hall as detailed in the attached letter to Environment and Economy Overview and Scrutiny Panel Members dated the 8th April 2015, and Executive Report ED16/15.

Recommendations:

The Panel is asked to note the letter and report.

Tracking

Executive:	07 April 2015
Overview and Scrutiny:	23 April 2015
Council:	N/A

Contact Officer: Jane Meek

Ext: 7190

Appendices attached to report:

Appendix 1 – Letter to E&E OSP Members from J Meek dated 8th April 2015.
Appendix 2 – Executive Report ED 16/15.



www.carlisle.gov.uk

Director of Economic Development

J E Meek BSc (Hons) Dip TP MRTPI

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ALL MEMBERS OF ENVIRONMENT & ECONOMY OVERVIEW & SCRUTINY PANEL

Please ask for:

Direct Line:

E-mail:

Your ref:

Our ref:

Jane Meek

01228 817190

Jane.meek@carlisle.gov.uk

JM/DA

8th April 2014

Dear Councillor

Carlisle Old Town Hall Phase 2: Emergency Repairs

I refer to the discussions at Economy & Environment Overview & Scrutiny Committee regarding the urgent works to the Old Town Hall.

Following the appointment of Cubby Construction Ltd, Phase 2 of the works started on site on 7th January 2015. These involved strip out and demolition works to accommodate the new street level access, lift shaft and access. Inspection of the exposed structure identified a number of significant unforeseen problems which required immediate repair to stabilise and safeguard the building.

In addition the works revealed that the Assembly Room floor needed additional structural repairs to increase the permitted floor loading from 3kn/m² to 5kn/m² in line with its proposed use.

It is currently forecast that progression of the additional works will add 4 weeks to the contract programme resulting in a revised completion date of 7th August 2015.

The cost of the emergency repairs and contract extension which are estimated at circa £73,200 is in excess of the remaining contract contingency which is estimated at £11,361. Further reductions in specification elsewhere within the project to potentially generate savings to offset the unforeseen costs, were discounted on the basis that they would have a visible impact on the quality of the Tourist Information Centre interior and visitor experience, and thus compromise the overriding objectives of the project.

Consequently, it can be seen that there was a clear need to address the problem(s) by draw down of additional money from the balance of the allocated overall capital budget to cover the additional works whilst retaining a small contingency balance under the contract.

Owing to the emergency need to undertake the majority of the above repairs without delay, Councillor Bradley exercised, on the 3rd March 2015, in consultation with Councillor Glover in his capacity as Leader, delegated authority (see Portfolio Decision Notice Ref. PF.002/15) to approve the draw down of an additional £90K from the overall capital budget. Doing so has covered the costs of the emergency repairs and has left a balance contingency of £28,161 for progression of remaining works under the Contract on the basis that the risk of further emergency repairs are considered unlikely.

The revised capital budget of £888,000 when combined with existing commitments related to the Greenmarket public realm works, is still within the originally allocated £1.5 million.

A summary of the required works is provided below:-

Item Description	Cost(s) £
1. Additional works to mitigate unforeseen decay and structural problems uncovered as demolition of the existing shop front, lift and staircase progressed	25,000
2. Additional works to repair defects identified with the structural condition of the Assembly Room floor, to address load bearing restrictions which would impact on future use of the room	10,000
3. Contract extension to accommodate additional building repairs including extension to lease for 40 Scotch Street (TIC temporary accommodation)	13,000
4. Additional Consultant services to carry out historical and destination research to provide graphics and text for the Discovery Wall and AV screens; design and implementation of appropriate mitigation works to stabilise the building and address unforeseen site issues uncovered during the strip out and demolition phase(s); adjust of base fee in line with the increased contract value	25,200
Total of Committed Works	73,200

An updated report will be presented to the Executive on 7th April 2015, requesting Members to note the Portfolio Holder decision.

In addition, the report requests approval for an additional draw down of £52K from the allocated capital budget for progression of further “fit-out” improvements to the Assembly Room and Tourist Information Centre in order to maximise future usage of the building.

A copy of the report will be circulated with the Agenda for the meeting in due course.

Yours sincerely

Director of Economic Development

Report to Executive

Agenda
Item:

A.4

Meeting Date: 7th April 2015
Portfolio: Economy, Enterprise and Housing
Key Decision: YES
Within Policy and
Budget Framework YES
Public / Private PUBLIC

Title: CARLISLE OLD TOWN HALL PHASE 2 - EMERGENCY REPAIRS
AND ADDITIONAL WORKS
Report of: Jane Meek
Report Number: ED 16/15

Purpose / Summary:

To update the Executive on the impact of unforeseen structural defects uncovered following progression of strip out and demolition works and to identify potential 'fit-out' improvements to support increased usage of the Assembly Room and Tourist Information Centre.

Recommendations:

The Executive is asked to:

- i. Note the recent portfolio holder decision to approve an additional draw down, of £90k, from the allocated capital budget, required to address unforeseen structural problems which required immediate emergency repair to stabilise the building, protect its future usage and which were critical to the project being able to proceed.
- ii. Approve an additional draw down, of £52k, from the allocated capital budget for progression of optional 'fit-out' improvements to the Assembly Room and Tourist Information Centre in order to maximise future usage of the building.

Tracking

Executive:	7 th April 2015
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1. BACKGROUND

- 1.1 The Phase 2 project follows on from the Phase 1 Restoration and Repair works completed in June 2013. The focus of the Phase 2 works is a remodelled access at street level, improved lift and stair access to the TIC and Assembly Room, improvements to and increased use of the Assembly Room and a full modernisation of both the fit-out, services and merchandising offered within the Tourist Information Centre.
- 1.2 In September 2013, the Council approved release of £798K capital funding, against an overall budget of £1,500k for works to the Old Town Hall and Greenmarket, to facilitate appointment of a Main Contractor to complete recommended site works, as agreed by the Project Steering Group and Members, under the leadership of the Director of Economic Development. The Group comprises officers from Tourism Support, Property Services, Economic Development, ICT and Building Facilities supported by an externally appointed specialist building conservation and fit-out team led by Johnston and Wright Chartered Architects. As part of the development of the project, it was further proposed that options would be drawn up which would form the basis for discussion at a Member / Officer Workshop. Items for discussion included access, IT, signage and use of the Assembly Room.
- 1.3 Following a two stage tender exercise undertaken by Johnston and Wright using the City Council's CHEST system, Cubby Construction Ltd was appointed as the Main Contractor. Contract award was subject to implementation of agreed reductions to the specification, scope of works and contingency in order to remain within the approved budget of £798k. Work started on site on 7th January 2015 and completion is currently forecast for August 2015.
- 1.4 Whilst an original contingency of £51,831 was allocated, this was reduced to £11,361 based upon additional items requested by Members, following a workshop to review options for improvements to the project. Variations included amendments to the unit occupied by Alternatives to accommodate the requested street level access arrangement and essential upgrades of mechanical, electrical and incoming water services based upon agreed usage of the Assembly Room. A full breakdown of these costs is provided in Appendix 1.

2.0 EMERGENCY REPAIRS

- 2.1 Works have progressed to strip out and demolish part of the ground floor of the building to accommodate the new street level access, lift shaft and staircase. During this phase a number of unforeseen structural problems were however identified which required immediate repair in order to stabilise the structure. All such works have had (or will need) to be carried out in an appropriate manner to protect the Grade 1 listing heritage status of the building.

- 2.2 A summary of the required works is provided below in Table 1. A more detailed breakdown of these costs is provided in Appendix 1.

Table One:

Item description	Cost(s) £
1. Additional works to mitigate unforeseen decay and structural problems uncovered as demolition of the existing shop front, lift and staircase progressed.	25,000
2. Additional works to repair defects identified with the structural condition of the Assembly Room floor, to address load bearing restrictions which would impact on future use of the room.	10,000
3. Contract extension to accommodate additional building repairs including extension to lease for 40 Scotch Street (TIC temporary accommodation)	13,000
4. Additional Consultant services to carry out historical and destination research to provide graphics and text for the Discovery Wall and AV screens; design and implementation of appropriate mitigation works to stabilise the building and address unforeseen site issues uncovered during the strip out and demolition phase(s); adjustment of base fee in line with the increased contract value.	25,200
Total of Committed Works:	73,200

- 2.3 The costs of the emergency repairs are in excess of the remaining contingency. Further reductions in specification elsewhere within the project, to potentially generate savings to offset the unforeseen costs, were discounted on the basis that they would have had a visible impact on the quality of the Tourist Information Centre interior and visitor experience, and thus compromise the overriding objective of the project. Consequently it can be seen that there was a clear need to draw down additional money from the allocated overall capital budget to cover the additional works whilst retaining a small contingency balance under the Contract.
- 2.4 Owing to the emergency need to undertake the majority of the above repairs without delay, Councillor Bradley exercised, on the 3rd March 2015, in consultation with Councillor Glover in his capacity as Leader, delegated authority (see Portfolio Decision Notice Ref. PF.002/15) to approve the draw down of an additional £90k from the overall capital budget. Doing so has covered the costs of the emergency repairs and has left a balance contingency of £28,161 for progression of remaining

works under the Contract on the basis that risk of further emergency repairs are considered unlikely.

3. ADDITIONAL OPTIMISATION WORKS

- 3.1 In addition to critical repairs, the strip out works to the first floor have identified a number of inconsistencies in structure and detail which relate to previous configurations and historical use(s) of the building. Whilst careful consideration must be given to conservation priorities, a number of optional 'fit-out' improvements requiring an additional draw down of £52k from the allocated capital budget would help to better unify presented spaces and ultimately support increased usage of the Assembly Room and Tourist Information Centre. A summary of these proposed additional works are provided in Table 2.

Table 2 - Suggested improvements.

Item description	Benefits	Additional cost(s)
1. Assembly Room		
<ul style="list-style-type: none"> Replacement traditional wall panelling to match retained existing, in lieu of recent plywood dado wall panels which have been revealed following removal of radiators in the room 	Unified detail will better present the space; improving marketability and usage.	10,000
<ul style="list-style-type: none"> Include for enhanced client fixtures and fittings: replacement furniture, furnishings, window blinds projector and screen. 	Comprehensive upgrade will improve marketability and income potential.	30,000
Assembly Room : Sub Total		40,000
2. Tourist Information Centre		
<ul style="list-style-type: none"> Incorporation of interpretative display to the stage area showcasing Carlisle with a focus on the Historic Quarter providing an introduction to local attractions, walks and tours. 	Opportunity to work with third party businesses to promote Carlisle as a visitor attraction, increasing visitor spend and supporting job creation.	12,000
Tourist Information Centre: Sub Total		12,000
Total Additional Works		52,000

4. REVISED BUDGET POSITION

- 4.1 An overall capital budget of £1,500,000 was earmarked in the 2013/14 budget for works to the Old Town Hall and the surrounding area of the Greenmarket.
- 4.2 Decision EX.108/13 dated 30th September 2013 approved release of £798k capital funding against this budget leaving a potential balance of £702k for works to the Greenmarket.
- 4.3 A summary of the revised 'capital' budget position based upon further 'committed' and recommended additional expenditure is detailed in Table 3:

Table 3 - Summary of Revised Budget

Option(s)	Budget	Total(s)
Approved capital funding based on tender	798,000	
Committed expenditure for project variations and structural repairs partly set against contract contingency.	90,000	888,000(1)
Optional expenditure:		
Assembly Room	40,000	928,000(2)
Tourist Information Centre	12,000	940,000(3)

- 4.4 As can be seen from the above, the revised budget, when combined with existing commitments related to the Greenmarket public realm works, is still within the originally allocated £1.5million.

5. FORWARD PROGRAMME

- 5.1 The Project Steering Group will continue to monitor progress against the key activities as set out below:

Table 4 - Summary of Forward Programme

Programme Activities	Period
Tourist Information Centre relocate to alternative accommodation	January to July 2015
Site Works – Building Construction. Administration and Inspections.	January to April 2015
Site Works – Fit Out. Administration and Inspections	April to July 2015
Estimated Contract extension to accommodate additional works – 4 weeks	
Estimated revised date for Completion and Handover	7 th August 2015
Tourist Information Centre and Assembly Room re-open to the public.	17 th August 2015
Defects Resolution	August 2015 to July 2016

Release of Final Certificate	September 2016
Final Account – Target date	March 2016

- 5.2 It is currently forecast that progression of the additional works will add 4 weeks to the contract programme resulting in a revised completion date of 7th August 2015.

6. CONCLUSION AND REASONS FOR RECOMMENDATIONS.

- 6.1 Members are asked to note the recent portfolio holder decision to approve an additional draw down of £90k from the allocated capital budget in order that they are aware of and understand the reasoning for this.
- 6.2 Approval is sought from the Executive for an additional draw down of £52k from the allocated capital budget given that, unless relating to critical or emergency items, such a level of approval is necessary. Whilst the recommended additional works are not regarded as critical and in this regard can be seen to be optional, they are nevertheless considered important in terms of optimising the future success of the Old Town Hall in its capacity as both a Tourist Information Centre and as a function space.

7. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

- 7.1 The Old Town Hall project supports the priority to **‘develop vibrant sports, arts and Cultural facilities, showcasing the City of Carlisle’** by enhancing the attractiveness of the Old Town Hall to tenants, visitors and users.

Contact Officer: Jane Meek

Ext: 7190

Appendices

attached to report: Appendix 1 – Committed expenditure details.

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:

- **Previous reports to Council available on CMIS**
- **Portfolio Decision Notice PF.002/15 (published 04/03/15) available on CMIS**

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

- Risk Management – A Risk Register for the project has been developed as part of the overall project management process and will be updated as the project proceeds.

Economic Development –

- Whilst the primary object of this project is to modernise the service(s) offered by the Tourist Information Centre and Assembly Room, the associated alterations to the fabric of the Old Town Hall as a Grade1 Listed Building, will provide indirect positive benefits for all equality groups through conservation and enhancement of the built environment.

Governance –

- The additional funds should be spent in accordance with the Council's contract for the works being carried out or with its Contract Procedure Rules. Expenditure, as appropriate, should be recorded via Officer Decision Notices.

Local Environment –

- Environmental – The outcome of the project will result in a more energy efficient and sustainable building within the custodianship of the City Council.

Resources –

- Funding of £1.5 million was approved as part of the 2013/14 budget process for the Old Town Hall and Greenmarket public realm works, to improve facilities, appearance and services to the buildings in this small part of the city. £798,000 of this allocation has been released by Executive to progress Phase 2 Improvements to the Old Town Hall. Portfolio Holder Decision Notice PF.002/15 approved an additional £90,000 to cover required emergency repairs, and this report requests the release of a further £52,000 for additional optimisation works, resulting in an overall budget of £940,000 for Phase 2 Improvements to the Old Town Hall. This leaves a balance of £560,000 for other public realm works in this area, and report ED.15/15 considered elsewhere on this agenda requests the release of a further £180,000 from this budget to fund City Centre Orientation improvement work and the replacement of the bandstand.

If both requests are approved, the remaining balance earmarked within the 2014/15 capital programme for further public realm works within the Old Town Hall/Greenmarket area of the City would reduce to £380,000. Further reports to Executive will be required prior to any expenditure being incurred against this remaining balance.

Appendix 1: Committed expenditure details

Item description	Benefit(s)	Cost(s) £
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<p>1. Inclusion of items requested by Members and agreed with the Steering Group which are a variation to the scope of work and cost estimate approved by the Executive on 30th September 2013:</p> <ul style="list-style-type: none"> • Incorporation of actions to reconcile issues raised by 'Alternatives' (ground floor tenant) which included (1) a deferred site start date to January 2015 to avoid the critical pre Christmas trading period and (2) revised storage arrangements for Alternatives to facilitate the new DDA compliant access and toilet arrangements. • Extra – over cost for partial replacement and upgrade of the existing mechanical and electrical services to the first floor landing / lobby / Assembly Room which on inspection are passed their useful life for alteration and repair? • Rationalisation of incoming water service(s) to provide a single landlords supply with sub metering to leased areas. 	<p>Reconfigured ground floor plan optimises lease arrangements with tenant whilst accommodating new DDA compliant ground floor access, stair, lift and toilet to serve the first floor of the building.</p> <p>Separate control zones provided for TIC and Assembly Room. More energy efficient. Planned rather than reactive maintenance.</p> <p>Addresses high landlord water cost(s) by providing a basis for sub charging to lease areas.</p> <p style="text-align: right;">Sub Total</p>	<p>20,970</p> <p>15,000</p> <p>4,500</p> <p>40,470</p>
<p>2. Additional works to mitigate unforeseen decay and structural problems uncovered as demolition of the existing shop front, lift and staircase have progressed.</p> <ul style="list-style-type: none"> • Additional structural, strengthening and fire protection works to stabilise the external wall, first floor and roof structures including realignment and underpinning of internal support walls. 	<p>Building 'fit for purpose', safeguarding investment into its longer term usage</p> <p style="text-align: right;">Sub Total</p>	<p>25,000</p>

<p>3. Additional works to repair defects identified with the structural condition of the Assembly Room floor, to address load bearing restrictions which would impact on future use of the room.</p> <ul style="list-style-type: none"> • Refurbish the fixings of existing structural timbers and joists including replacement of damaged tongued and grooved floorboards with 25mm plywood glued and screwed to existing joists. 	<p>Minimum disturbance of existing structural timbers. Full inspection and repair of supporting structure will address structural deficiency with the existing floor. Permitted floor loading increased from 3 Kn/m2 to 5 Kn/m2 in line with proposed use.</p> <p style="text-align: right;">Sub Total</p>	<p style="text-align: right;">10,000</p>
<p>4. Contract extension to accommodate additional building repairs:</p> <ul style="list-style-type: none"> • 4 weeks at £2,500 per week. Revised completion 7th August 2015. • Extension to lease for 40 Scotch Street (TIC temporary accommodation). 	<p style="text-align: right;">Sub Total</p>	<p style="text-align: right;">10,000</p> <p style="text-align: right;">3,000</p> <p style="text-align: right;">13,000</p>
<p>5. Additional Consultant services to:</p> <ul style="list-style-type: none"> • Complete Main Contractor Pre Qualification Questionnaire evaluation(s) • Redesign of site establishment arrangements to accommodate the Ice Ring including the later incorporation of additional signage for TIC, Alternatives and Peter Fletcher Jewellers as part of the project graphics. • Design and implementation of appropriate mitigation works to stabilise the building in response to unforeseen site issues uncovered during the strip out and demolition phase(s). • Carry out additional historical and destination research to supply 'optional' interpretation graphics and text for the Discovery Wall and AV screens. 	<p>Adoption of two-stage tender provided a more informed basis for contractor selection.</p> <p>Incorporation of signage and project details as a combined graphics presentation. Public better informed about the project.</p> <p>Proactive response will ensure that the building is 'fit for purpose' ensuring that the City Council can provide a sustainable future for the Old Town Hall.</p> <p>Facility to 'mix and match' presentation materials in response to visitor requirements.</p>	<p style="text-align: right;">789</p> <p style="text-align: right;">676</p> <p style="text-align: right;">3,000</p> <p style="text-align: right;">10,000</p>

<ul style="list-style-type: none"> • Adjustment of basic fee in line with increased contract value: £85,470 x 12.56% 		10,735
	Sub Total	25,200
Committed Works: Total		113,670

Environment and Economy Overview and Scrutiny Panel

Agenda
Item:

A.6

Meeting Date: 23 April 2015
Portfolio: Economy, Enterprise and Housing
Key Decision: Yes: Recorded in the Notice Ref: KD08/15
Within Policy and Budget Framework: Yes
Public / Private: Public

Title: **Durranhill Industrial Estate**
Report of: **Director of Economic Development**
Report Number: **ED 20/15**

Purpose / Summary:

To provide Members with an update on work at Durranhill Industrial Estate as detailed in the attached Executive report ED14/15.

Recommendations:

The Panel is asked to note the report.

Tracking

Executive:	07 April 2015
Overview and Scrutiny:	23 April 2015
Council:	N/A

Report to Executive

Agenda
Item:

Meeting Date: 07 April 2015
Portfolio: Economy and Enterprise
Key Decision: Yes: Recorded in the Notice Ref:KD08/15
Within Policy and Budget Framework YES
Public / Private Public

Title: DURRANHILL INDUSTRIAL ESTATE
Report of: DIRECTOR OF ECONOMIC DEVELOPMENT
Report Number: ED14/15

Purpose / Summary:

The purpose of this report is to brief the Executive on the proposed improvements to Durranhill Industrial Estate, related funding opportunities, proposals to restructure leases and current disposals.

Recommendations:

That the Executive:

- 1). Accept the offer to vary the existing funding agreement from the HCA on final terms to be agreed by the Director of Governance and Director of Resources following consultation with the Director of Economic Development and the Portfolio Holder for Economic Development.
- 2). Accept the offer of grant funding from Cumbria LEP on final terms to be agreed by the Director of Governance and Director of Resources following consultation with the Director of Economic Development and the Portfolio Holder for Economic Development.
- 3). Authorise the Director of Governance to complete the associated Grant Funding Agreements.
- 4). Support the proposals to restructure the current leasing arrangements with existing tenants.
- 5). Approve the disposal of the former Border TV site on final terms to be agreed by the Property Services Manager.
- 6). Approve the addition of the grant funding from Cumbria LEP to the Capital Programme as outlined in the report.

Tracking

Executive:	
Overview and Scrutiny:	
Council:	

1. BACKGROUND

- 1.1 Durrhill Industrial Estate was developed by Carlisle City Council in the 1950's. All of the estate is owned by the City Council apart from the two frontage sites occupied by Cumbria Fire & Rescue and Thompson Accident Repair Centre along with the Jewsons site located on Stephenson Road. A plan of the estate is attached for identification purposes with the City Council owned land outlined in red, see Fig 1 in the appendices. The City Council owned sites were leased on 99 year ground leases at fixed low rents without review and comprise of approximately 30 leases with a total rent roll of around £80,000. Over time eight of the original leases have been replaced by modern ground leases and these account for 99% of the current rental income. The remainder of the original leases, with restrictive user clauses and no provisions for rent review, have significant value which can only be released by renegotiating the lease terms.
- 1.2 In reality, the estate has come to the end of its current life cycle, the estate infrastructure is poor (poor road layout, lack of landscaping and parking, inadequate signage), many of the buildings have reached the end of their life expectancy and are not fit for purpose, as evidenced by long term voids. The current lease structures, with restrictive user clauses and short unexpired lease terms, restrict redevelopment opportunities.
- 1.3 In 2008 the site was included in the NWDA's Cumbria Sub Regional Employment Sites Programme (SCRES) and the City Council were given a grant of £1.8m to acquire and demolish the former Border TV and part of the Hewden's frontage sites, with the intention of providing employment sites.
- 1.4 In January 2014 the Executive accepted £265,000 additional funding from the HCA to allow environmental improvements to be undertaken to the estate to assist in the disposal of the Border TV site (Report ref: ED02/14).
- 1.5 A scheme was subsequently developed to undertake the following:
 - Improved signage, including entrance signage & tenant signboards
 - Soft landscaping & fencing to Brunel Way
 - Redesigned site entrances to key Brunel Way sites
 - Enhanced footpath provision
 - Further site investigations to assist with the disposal of the Border TV site
 - Finalise proposals for second road access from Eastern Way
 - Implement marketing plan for disposal of Border TV site
- 1.6 The intention was that the improvements would not only assist the disposal process but also enhance the visual appearance of the estate.
- 1.7 By working up proposals for the second access road we hoped to be in a position to maximise future funding opportunities and this has proved to be the case with an offer of £2m from Cumbria LEP to fund the proposed road improvements.

2. PROPOSALS

2.1 HCA funding

- 2.1.1 Initially it was anticipated that the HCA funded improvements would be completed by December 2014 with the Border TV site sold by March 2015 and the £250,000 repaid to the HCA.
- 2.1.2 Following the offer of LEP funding we approached the HCA to seek agreement to vary the timescale of the current funding agreement. Had we proceeded with the original timescale and programme of works we ran the risk of duplicating work and we concluded a better scheme could be developed by merging the two projects.
- 2.1.3 In addition to the environmental improvements the marketing of the former Border TV site had failed to generate a purchaser for the whole however interest had been received in a number of smaller plots. Consequently a scheme was developed to split the site into four along with a new access road.
- 2.1.4 The HCA have agreed with our proposals and have agreed to vary the existing funding agreement by extending the long-stop date from 31 March 2015 to 31 March 2018 along with the following key milestones:
- Access road to Border TV site to be complete by March 2016
 - Complete disposal of Border TV site by March 2018
 - Complete phase 2 delivery plan March 2016

2.2 Cumbria LEP funding

- 2.2.1 Cumbria LEP have offered £2m funding additional to the HCA funding to undertake road improvements as highlighted in Fig 2 and comprise the following:
- New access road from Eastern Way linking with Stevenson Road and linking into the land to the rear of Cavaghan & Gray's Riverbank site.
 - Widen the existing Brunel Way entrance.
- 2.2.2 The road improvements will significantly improve access to the estate and unlock 8 acres of additional employment land at the Riverbank site.
- 2.2.3 Design work on the proposals is complete, planning permission has been secured and we are currently undertaking a procurement exercise to appoint a contractor and concluding legal agreements with the associated parties with land interests. It is anticipated that the works will commence in July 2015 and be completed within 12 months.
- 2.2.4 The LEP funding is conditional on having planning permission and land agreements in place.
- At this stage it is anticipated that the funding will be spread over the two financial years of the project, with £1m allocated per year. The existing spend profile indicates that our actual spend may exceed £1m in this financial year. This may necessitate the City Council having to finance this additional spending during this financial year which will be recovered in 2016/17.

- 2.2.5 In terms of risk Central Government only release funding to the LEP's on an annual basis and the LEP will not guarantee that the second instalment of funding will be available in 2016/17. Although the likelihood is considered low the impact would be significant and would result in the City Council having to fund the £1m required to complete the project. However this risk needs to be weighed up against failure to complete the project which would result in the Phase 2 Delivery plan not being delivered and leave the Council at risk of default to the HCA who could demand repayment of the original £1.8m grant.
- 2.2.6 Discussions are on-going with the LEP and the HCA to look at mitigation measures. Subject to HCA agreement the surplus sale proceeds from both the Border TV site and Hewden's site could be used to reduce the City Council's net liability.

2.3 Phase 2 Delivery plan

- 2.3.1 It is a condition of the HCA funding agreement that the City Council prepares a Phase 2 Delivery plan. As discussed previously, failure to complete the delivery plan could result in the City Council being in breach of the GFA and potentially the HCA could ask for repayment of the original £1.8m investment.
- 2.3.2 The road improvements will form part of the plan along with the disposal of the remaining site acquired as part of the original SCRES programme, the former Hewden plant hire site, which will be brought to the market in due course.
- 2.3.3 Another key component is the redevelopment and enhancement of the remaining estate. The proposed improvements will remove major impediments to the redevelopment of the estate. However one remains – the existing lease structure. The vast majority of the estate is still leased on the original fixed ground leases with no rent review provisions and strict user clauses. These leases now have unexpired terms of less than 50 years which is not acceptable to most lenders.
- 2.3.4 We propose to offer tenants the opportunity to surrender their existing ground leases and grant new ground leases at current market value on the following key terms:
- Lease Term: 125 years
 - Rent Review pattern: 5 yearly upward only
 - User Clause: B1, B2, B8 – Town and Country Planning (Use Classes) Order 1987 (as amended).
- 2.3.5 Consideration was given to including service charge provisions however this was discounted on the basis that all roads are adopted, the additional landscaping proposed will be the responsibility of the tenants to maintain. The only on-going maintenance for the City Council will be the entrance signage and tenants signboards.
- 2.3.6 Lease renewals will not only allow sites to be redeveloped but also unlock significant value within the asset generating additional rental income for the City Council.

2.4 Border TV site disposal

- 2.4.1 It was a condition of the HCA funding agreement that the former Border TV site was sold and the proceeds used to repay the £250,000 grant with any surplus being held in the ring-fenced account and be used to further enhance the estate as part of the phase 2 Delivery plan.
- 2.4.2 Marketing of the former Border TV site has indicated demand for smaller plots rather than the whole. A scheme has been designed to accommodate this market demand as shown in Fig 3.
- 2.4.3 It is proposed to dispose of the plots by way of building agreement / premium lease arrangement to ensure that the sites are developed within a fixed timescale. The financial details are contained within the part B report.

3. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 3.1 In order to deliver a comprehensive package of improvements to Durranhill Industrial Estate and maximise the current funding opportunities available it is recommended that the Executive accept the funding offer from Cumbria LEP and vary the existing HCA funding agreement.
- 3.2 The proposed works will not only enhance the attractiveness of the estate for both current and prospective occupiers, but also unlock an additional 8 acres of employment land.
- 3.3 Preparation of the Phase 2 Delivery Plan will satisfy the HCA's funding requirements and reduce the risk of default.
- 3.4 The sale of the Border TV site will also allow for the vacant site to be redeveloped, creating employment opportunities and comply with the HCA funding agreement.
- 3.5 The option to surrender/renew leases will create further opportunities for private sector investment into the estate and also generate additional rental income for the City Council.

4. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

- 4.1 Redevelopment of Durranhill Industrial Estate will create employment opportunities and allow for future business growth.

Contact Officer: Mark Walshe

Ext: 7427

Appendices **Site plans**
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 -

Governance – The report outlines the conditions attached to grant funding. If the Council signs the Grant Funding Agreements it will be bound by these conditions and the Executive, therefore, needs to be satisfied that it will be in a position to comply. The report outlines the risk attached, in particular, to the LEP funding and Members should decide whether they are prepared to accept this risk having weighed it against the risk of defaulting on the earlier HCA Agreement if the planned improvements do not go ahead.

If Members resolve to agree the officer's recommendation the Council will need to enter into licences to occupy adjacent land in order that the works can be carried out and, following the procurement process, enter into contracts with the appointed contractor.

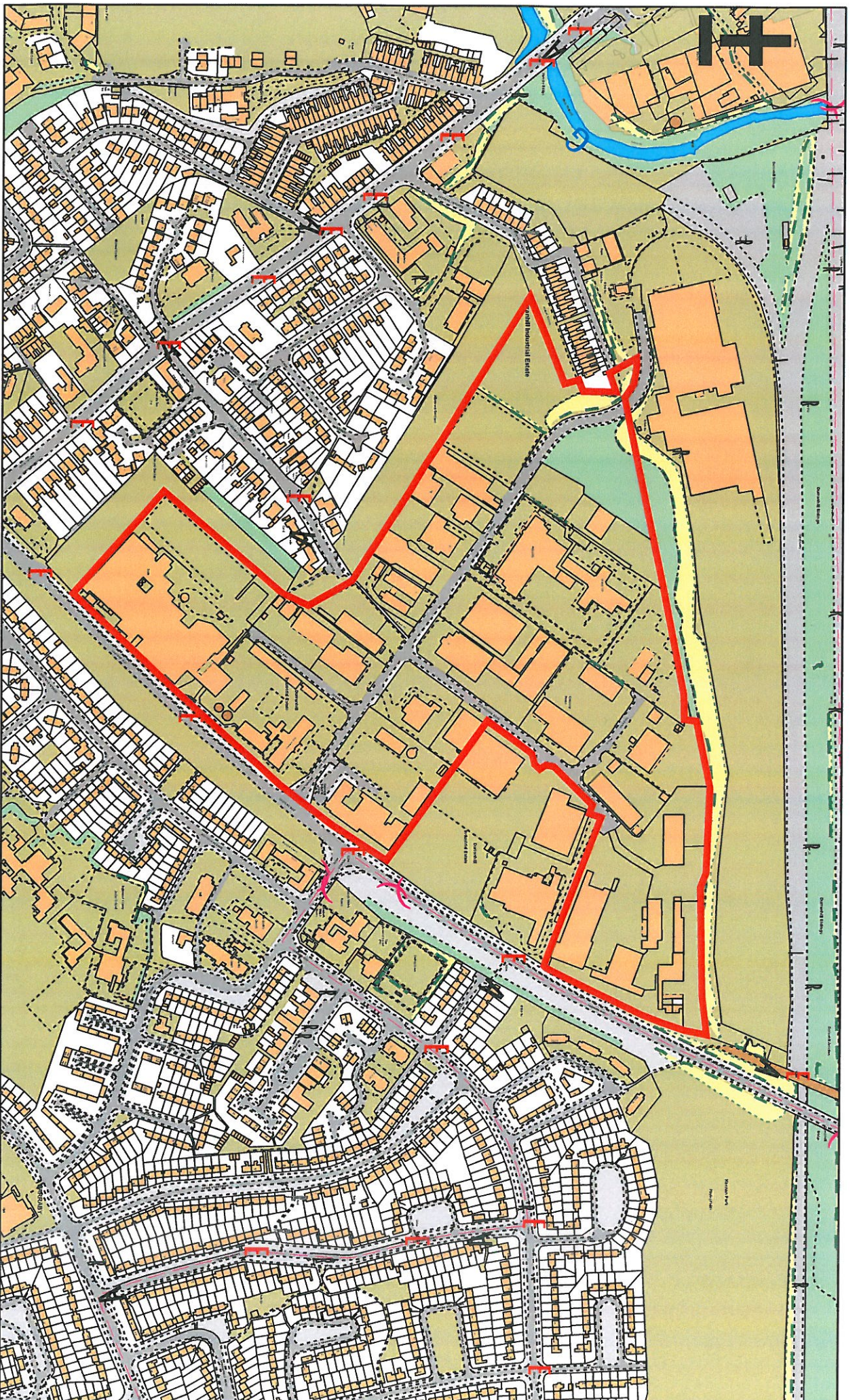
Local Environment –

Resources – The proposed scheme for Durranhill will need to be added to the capital programme and the Council will be responsible for drawing down the funding from the LEP (£2m). It is likely that due to timing of the grant receipt, the Council will have to cash-flow some of the spend in 2015/16 as the grant is to be split £1m in 2015/16 and £1m in 2016/17. There is also a risk that the 2016/17 allocation could be withdrawn and this needs to be carefully considered.

The proceeds from the sale of the Border TV site will be required to repay the funding received from the HCA, and any surplus will be allocated to the ring fenced account that will be used for the wider redevelopment scheme.

Renegotiating existing lease terms will unlock potential for additional income to be generated by the City Council in the longer term.

There is also a risk that if the redevelopment does not proceed that the original funding for the demolition of the Border TV site from NWDA of £1.8million will have to be repaid by the Council.



DURRANHILL INDUSTRIAL ESTATE **Eastern Way, CARLISLE, Cumbria**

Scale: 1:4,500 Date: 06/10/2009

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