

EXECUTIVE DECISIONS

DECISIONS MADE AT THE EXECUTIVE MEETING HELD ON 19 NOVEMBER 2012

Date of Publication: 21 November 2012

CALL IN PERIOD ENDS 28 November 2012 at 1700

Notes:

- (a) Decisions may be called-in by the Chairman or any three Members of the relevant Overview and Scrutiny Committee.
- (b) Requests to call -in must be delivered to the Committee Section (by phone, email or in writing) by the date and time specified.
- (c) In the absence of any call-in, decisions will take effect and can be implemented 5 working days after publication of these Decisions.
- (d) Decision marked ** may not be called-in as they were made under special urgency rules.

Committee Section:	Email – CommitteeServices@carlisle.gov.uk
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EXECUTIVE

MONDAY 19 NOVEMBER 2012 AT 4.00 PM

PRESENT:

Professor Councillor Hendry (Leader)
Councillor Glover (Deputy Leader; and Economy and Enterprise Portfolio Holder)
Councillor Ms Quilter (Culture, Health, Leisure and Young People Portfolio Holder)
Councillor Mrs Riddle (Communities and Housing Portfolio Holder)
Councillor Mrs Martlew (Environment and Transport Portfolio Holder)
Councillor Dr Tickner (Finance, Governance and Resources Portfolio Holder)

Town Clerk and Chief Executive
Deputy Chief Executive
Director of Governance
Director of Resources
Director of Community Engagement
Director of Economic Development
Director of Local Environment

ALSO PRESENT:

Councillor Mrs Luckley (Chairman of the Community Overview and Scrutiny Panel)
Councillor Layden (Chairman of the Environment and Economy Overview and Scrutiny Panel)
Councillor Watson (Chairman of the Resources Overview and Scrutiny Panel)

Councillors Allison, Bloxham, McDevitt and Mrs Prest (observers)

APOLOGIES FOR ABSENCE

There were no apologies for absence.

DECLARATIONS OF INTEREST

There were no declarations of interest affecting the business to be transacted at the meeting.

MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Executive held on 3 September 2012 were signed by the Chairman as a true record of the meeting.

**EX.132/12 2012/13 REVISED REVENUE BASE ESTIMATES AND UPDATED
MEDIUM TERM FINANCIAL PLAN PROJECTIONS: 2013/14 TO 2017/18**
(Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.43/12 providing a summary of the Council's revised revenue base estimates for 2012/13, together with base estimates for 2013/14 and updated reserve projections to 2017/18. The base estimates had been prepared in accordance with the guiding principles for the formulation of the budget over the next five year planning period as set out in the Medium Term Financial Plan (MTFP) and Charging Policy; Capital Strategy; and Asset Management Plan agreed by Council on 11 September 2012. The report set out known revisions to the Medium Term Financial Plan projections, although there were a number of significant factors affecting the budget that were currently unresolved, and he reported in some detail on those key issues which included:

- (a) Government Finance Settlement - RSG and NNDR
- (b) Welfare Reform Act
- (c) Local Government Resource Review regarding the localisation of Business Rates
- (d) Fundamental Review of Local Environment Budgets
- (e) Transformation

The Finance, Governance and Resources Portfolio Holder informed Members that the potential impact of any new spending pressures and new savings identified was not reflected within the report, as there were a number of options for Member consideration. Decisions would need to be made to limit budget increases to unavoidable and high priority issues, together with maximising savings and efficiencies (and probable use of reserves) to enable a balanced budget position to be recommended to Council in February 2013.

He summarised the movements in base budgets and highlighted for Members the updated MTFP projections; the projected impact on revenue reserves; together with a summary of the financial outlook and budget discipline 2013/14 to 2017/18.

The Finance, Governance and Resources Portfolio Holder then moved the recommendations as detailed within the report, which were duly seconded by the Leader.

Summary of options rejected None

DECISION

1. That the revised base estimates for 2012/13 and base estimates for 2013/14 be noted.
2. That the current Medium Term Financial Plan projections, which would continue to be updated throughout the budget process as key issues became clearer and decisions were taken, be noted.

Reasons for Decision

To note the Revenue Base Estimates and updated Medium Term Financial Plan projections for consideration as part of the 2013/14 budget process

EX.133/12 REVIEW OF CHARGES 2013/14 – LOCAL ENVIRONMENT (Key Decision – KD.033/12)

Portfolio Environment and Transport

Relevant Overview and Scrutiny Panel Community; Environment and
Economy; and Resources

Subject Matter

The Environment and Transport Portfolio Holder submitted report LE.34/12 setting out the proposed fees and charges for 2013/14 relative to those services falling within the responsibility of the Local Environment Directorate.

The Environment and Transport Portfolio Holder reminded Members that a new charging structure for off-street parking had been introduced in 2012/13 and, despite the structure having only been in place since 1 April 2012, Officers were starting to build a picture of its impact.

Measures put in place following recommendations by Buchanan Consultants last year included the revised charging structure and the introduction of Pay By Phone facilities. Table 3 of the report showed that such measures had enabled the Council to prevent the decline in income for Category 1 and Category 2 car parks. Although the income from category 3 and Category 4 car parks continued to decline, car park sales had increased in Devonshire Walk car park showing that customers were beginning to return.

The uptake of Pay By Phone at the Sands Centre car park was unexpectedly low but, with increased marketing and awareness activity, there was potential to substantially increase the income within Category 3. Furthermore, there was evidence to suggest that increasing charges would trigger a fall in car park use and sales.

In light of the above, it was proposed that off street parking charges should remain unchanged as per Table 2, whilst the measures recommended by Buchanan were further evaluated and uptake of the Pay By Phone facility was encouraged.

The Environment and Transport Portfolio Holder drew Members' attention to the charging proposals for Talkin Tarn Car Park (set out on page 22, table 7 of the bound budget book). She proposed an amendment to the Table, to the effect that car parking would remain free until 10:00 each day, so the proposed charge from 08:00 – 09.59 hrs is deleted. After 10:00 charges will apply of £1 for the first hour, rising to £2 for stays of more than an hour up to 18:00. After 18:00 the car park will be free.

Details of the proposed charges in relation to City Centre usage by external organisations; Allotments; Parks and Green Spaces; Sports Pitches; Environmental Health; Food Safety; Waste Services and Street Cleaning; and Bereavement Services were also provided.

The Environment and Transport Portfolio Holder advised that with the exception of Talkin Tarn, the income from which was ring-fenced, acceptance of the charges highlighted within the report would result in an anticipated level of income of £2,629,800 against the Medium Term Financial Plan target of £2,679,800. That represented a shortfall of £50,000 against the MTFP target.

In conclusion, the Environment and Transport Portfolio Holder moved the recommendation (subject to the amendment of the Talkin Tarn car park charges as outlined above), which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive agreed for consultation the proposed charges (including the amended charges for Talkin Tarn car park), as set out in Report LE.34/12 and relevant appendices with effect from 1 April 2013; noting the impact of those charges on income generation, as detailed within the report.

Reasons for Decision

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

EX.134/12 REVIEW OF CHARGES 2013/14 – COMMUNITY ENGAGEMENT (Key Decision – KD.033/12)

Portfolio Communities and Housing

Relevant Overview and Scrutiny Panel Community; and Resources

Subject Matter

The Communities and Housing Portfolio Holder submitted report CD.53/12 setting out the proposed fees and charges for the Hostel services and Disabled Facilities Grants (DFGs) falling within the responsibility of the Community Engagement Directorate.

The Portfolio Holder gave an overview of the current position with regard to the provision of housing related support within the Hostel Services and outlined proposed charges for 2013/14. Pending Executive approval for the revised rent charges, the Portfolio Holder considered it prudent to flag up a projected £14,000 deficit on the proposed 2013/14 revenue budget for the Hostels. She added that a further review of hostel expenditure would be undertaken to bridge the shortfall and ensure that expenditure was in line with the budget.

The Communities and Housing Portfolio Holder further outlined details of the proposed DFG fees for 2013/14, highlighting the need to review the MTFP for DFGs to accurately reflect the spend as part of a review in 2013/14.

The introduction of the hostel charges and DFG proposed fee charges were forecast to generate income of £516,500 and £123,800.

In conclusion the Communities and Housing Portfolio Holder moved the recommendation, which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive agreed for consultation the increase in charges, as set out in Report CD.53/12, with effect from 1 January 2013; and noted the impact thereof on income generation as detailed within the report.

Reasons for Decision

To ensure that hostel charges and DFG fees reflect the actual costs of service provision and are in line with the City Council's Corporate Charging Policy

EX.135/12 REVIEW OF CHARGES 2013/14 – ECONOMIC DEVELOPMENT (Key Decision – KD.033/12)

Portfolio Economy and Enterprise

Relevant Overview and Scrutiny Panel Environment and Economy; and
Resources

Subject Matter

The Economy and Enterprise Portfolio Holder submitted joint report (ED.35/12) with the Culture, Health, Leisure and Young People Portfolio Holder setting out the proposed fees and charges for areas falling within the responsibility of the Economic Development Directorate. The proposed charges related to Economic Development and Tourism; and Planning Services.

He informed Members that acceptance of the charges highlighted within the report, with the exception of Building Control which was self financing, would result in an anticipated level of income of £575,000 against the Medium Term Financial Plan target of £579,100. That represented a shortfall of £4,100 which could be accommodated within base budgets.

The Economy and Enterprise Portfolio Holder moved the recommendation, which was seconded by the Culture, Health, Leisure and Young People Portfolio Holder.

Summary of options rejected None

DECISION

That the Executive agreed for consultation the proposed charges, as set out in the relevant Appendices to Report ED.35/12, with effect from 1 April 2013; noting the impact those would have on income generation as detailed within the report.

Reasons for Decision

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

EX.136/12 REVIEW OF CHARGES 2013/14 – GOVERNANCE AND RESOURCES (Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report GD.64/12 setting out the proposed fees and charges for areas falling within the remit of the Governance Directorate.

He outlined the proposed charges in respect of Electoral Registers; Minute Books, Room Bookings and Access to Information Requests; Local Land Searches; and MOT charges, the introduction of which was forecast to generate income of £170,200 in 2013/14.

The Finance, Governance and Resources Portfolio Holder moved the report, which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive agreed for consultation the proposed charges, as set out in Appendix A to Report GD.64/12, with effect from 1 April 2013; and noted the impact thereof on income generation as detailed within the report.

Reasons for Decision

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

EX.137/12 REVIEW OF CHARGES 2013/14 – GOVERNANCE DIRECTORATE – LICENSING (Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report GD.61/12 setting out the fees and charges for areas falling within the responsibility of the Licensing Section of the Governance Directorate. He advised Members that the Regulatory Panel

had responsibility for determining the licence fees and the approved fees reflected in the attached report would be considered by the Panel on 21 November 2012.

The Finance, Governance and Resources Portfolio Holder moved the recommendation, which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive noted the Charges which would be submitted for approval by the Regulatory Panel on 21 November 2012.

Reasons for Decision

To ensure that the City Council's Corporate Charging Policy is complied with and sufficient income is generated to cover the costs associated with administering and enforcing the Council's statutory licensing function

EX.138/12 BUDGET 2013/14 TO 2017/18 - SUMMARY OF NEW REVENUE SPENDING PRESSURES (Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Community; Environment and
Economy; and Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.44/12 summarising the new revenue spending pressures and reduced income projections which would need to be considered as part of the 2013/14 budget process. He reminded Members that the issues had to be considered in the light of the Council's corporate priorities.

The Finance, Governance and Resources Portfolio Holder then outlined the pressures identified in the report. He added that clearly all of the pressures could not be accommodated within existing resources (including the use of reserves) and decisions would need to be made throughout the budget process to limit pressures to high priority and unavoidable issues to ensure that a balanced budget position was recommended to Council in February 2013.

The Finance, Governance and Resources Portfolio Holder then moved the recommendations.

Summary of options rejected None

DECISION

That Report RD.44/12 on the new revenue spending pressures be received and forwarded to the relevant Overview and Scrutiny Panels for consideration as part of the 2013/14 budget consultation process.

Reasons for Decision

To make arrangements for the new revenue spending pressures to be considered as part of the 2013/14 budget process

EX.139/12 BUDGET 2013/14 TO 2017/18 - SUMMARY OF NEW SAVING PROPOSALS AND ADDITIONAL INCOME

(Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Community; Environment and Economy; and Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.45/12 summarising proposals for savings and additional income generation to be considered as part of the 2013/14 budget process. He reminded Members that the Savings Strategy approved by Council on 11 September 2012 focussed on the following areas to deliver the savings required to produce a balanced longer term budget:

- (a) Asset Review;
- (b) Service Delivery Models; and
- (c) Transformation Programme.

The Finance, Governance and Resources Portfolio Holder reported that, at this stage, the Executive (and Overview and Scrutiny) were being asked to give initial consideration to the new proposals for further permanent reductions in base expenditure budgets and also increases to income budgets from 2013/14 onwards. The requests needed to be considered in the light of the projected budget shortfall outlined in Report RD.43/12 and also the spending pressures in RD.44/12.

He summarised the proposed savings, and also highlighted the new savings proposals and additional income projections.

In conclusion, the Finance, Governance and Resources Portfolio Holder moved the recommendations set out in the report.

Summary of options rejected None

DECISION

1. That the proposed reductions to the base budget from 2013/14 onwards, as set out in Report RD.45/12, be received and forwarded to the relevant Overview and Scrutiny Panels for consideration as part of the budget consultation process.
2. That it be noted that the Senior Management Team would continue to investigate efficiencies and savings in accordance with the Transformational Savings Strategy.

Reasons for Decision

To make arrangements for the proposals for savings and additional income generation to be considered as part of the 2013/14 budget process

EX.140/12 REVISED CAPITAL PROGRAMME 2012/13 AND PROVISIONAL CAPITAL PROGRAMME 2013/14 TO 2017/18 (Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Community; Environment and Economy; and Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.46/12 detailing the revised Capital Programme for 2012/13, together with the proposed method of financing. The report summarised the proposed programme for 2013/14 to 2017/18 in the light of the new capital pressures identified, and summarised the estimated and much reduced capital resources available to fund the programme.

Details of the current commitments and five new spending proposals were provided.

The Finance, Governance and Resources Portfolio Holder highlighted for Members the summary of the estimated revised resources available to finance the capital programme for 2013/14 to 2017/18 based on the announcements by Government in the spending review. A summary of the estimated resources compared to the proposed programme year on year was also provided.

The Finance, Governance and Resources Portfolio Holder then moved the recommendations as detailed within the Director's report.

Summary of options rejected None

DECISION

That the Executive :

1. Noted the revised capital programme and relevant financing for 2012/13 as set out in Appendices A and B of Report RD.46/12;

2. Recommended that the City Council approve reprofiling of £3,000,000 and savings of £2,080,300 from 2012/13 identified in the review;
3. Made recommendations to Council to approve virements from underspends from Kingstown Industrial Estate (£150,100) and Families Accommodation Replacement (£100,000) to fund additional expenditure at the Resource Centre;
4. Had given initial consideration to the capital spending requests for 2013/14 to 2017/18 contained in Report RD.46/12 in the light of the estimated available resources; and
5. Noted that any capital scheme for which funding had been approved by the Council may only proceed after a full report, including business case and financial appraisal, had been approved.

Reasons for Decision

To note the details of the revised Capital Programme and relevant financing and make arrangements for the new capital bids to be considered as part of the 2013/14 budget process

EX.141/12 CORPORATE ASSETS – 3 YEAR REPAIR AND MAINTENANCE PROGRAMME

(Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.53/12 setting out the maintenance programme and budget proposals for the Council's Corporate Property assets for the three year period 2013/14 to 2016/17.

He reminded Members that local authorities had a duty to manage their property assets, particularly operational assets, in a safe and efficient manner which contributed to the quality of service delivery. The maintenance strategy was fully integrated with the Asset Management Plan and Environmental Policy. In addition, the Council followed good practice by, where practical, allocating its budget 70% planned maintenance and 30% reactive maintenance.

The revenue maintenance budget amounted to approximately £656,200 spread across a wide range of assets. In accordance with recommendation R6 in the 2012 Audit of Facilities Management the maintenance budgets for next year and those for the next three years (based on a continuation basis as set out in the Medium Term Financial Plan) were included at Appendix A. It was emphasised that, whilst the allocation was necessary for budget purposes, the Building Services Manager (authorised by the Director of Resources) could redistribute funding to meet specific or emergency needs. That element of flexibility was essential to avoid any service disruption.

Since certain assets (monuments and statues, Dixon's Chimney, West Walls, Herbert Atkinson House, Carlisle Fire Station and the Castle Banks) currently had no budget allocation it was proposed to re-organise some budgets into larger groups of assets according to type. That course of action would give greater flexibility; and ensure that all assets were linked to a particular maintenance budget. The overall revenue maintenance budget would not be increased.

The Finance, Governance and Resources Portfolio Holder further reported that the Council had a capitalised major repairs and improvement programme with a provision of £300,000 included in the capital programme. That sum was allocated according to need, with priority being given to those projects with health and safety; legal compliance and preservation of assets arising from the five year plan.

He then drew Members' attention to the suggested prioritisation, based on the above criteria, set out in Table 1; together with the current position regarding asbestos re-surveys and status analysis.

In conclusion, the Finance, Governance and Resources Portfolio Holder moved the recommendations set out in the report, which were seconded by the Leader.

Summary of options rejected None

DECISION

1. That the three year revenue maintenance programme set out in Appendix A to Report RD.53/12 be approved with the budget of £656,200 for 2013/14 and considered as part of the budget process.
2. That the 2013/14 capital budget allocation of £300,000 be approved for consideration as part of the budget process.
3. That the list of capital projects be approved as detailed in Table 1 of the report.

Reasons for Decision

To plan the Council's repairs and maintenance programme and make proposals for future revenue and capital budgets to meet those requirements

**EX.142/12 TREASURY MANAGEMENT JULY - SEPTEMBER 2012 AND
FORECASTS FOR 2013/14 TO 2017/18**
(Key Decision – KD.033/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.47/12 providing the regular quarterly report on Treasury Transactions, together with an interim report on Treasury Management as required under the Financial Procedure Rules. The report also discussed the City Council's Treasury Management estimates for 2013/14 with projections to 2017/18, and set out information regarding the requirements of the Prudential Code on local authority capital finance.

He stated that the report clearly demonstrated the high quality work undertaken by Officers, together with the Executive's intention to carry out capital projects thus creating employment in the City.

The Finance, Governance and Resources Portfolio Holder then moved the recommendation set out in the report, which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That Report RD.47/12 be received and the projections for 2013/14 to 2017/18 be incorporated into the Budget reports elsewhere on the Agenda.

Reasons for Decision

To receive the report on Treasury Management and refer it as part of the budget process

**EX.143/12 TULLIE HOUSE MUSEUM AND ART GALLERY TRUST BUSINESS PLAN
2013/14 – 2015/16**
(Key Decision – KD.029/12)

Portfolio Culture, Health, Leisure and Young People

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Culture, Health, Leisure and Young People Portfolio Holder submitted report CD.45/12 introducing the Tullie House Museum and Art Gallery Trust 2012-2015 Business Plan.

The Portfolio Holder explained that the purpose of the report was to facilitate consideration of the Business Plan in order that the Council may, in due course, agree core funding for the Trust. That was in line with Section 5 of the Partnership Agreement signed at the establishment of the Trust, that the Business Plan submitted by the Trust to the City Council should be used as the basis for agreeing funding.

In conclusion the Culture, Health, Leisure and Young People Portfolio Holder moved the recommendations, which were seconded by the Leader.

Summary of options rejected None

DECISION

The Executive had given consideration to Report CD.45/12 and the proposed Tullie House Museum and Art Gallery Trust Business Plan; and made the report available for consideration by the Community Overview and Scrutiny Panel.

Reasons for Decision

The recommendations allow this report, the associated Business Plan and core funding to be approved in line with the Partnership Agreement

EX.144/12 LOCAL SUPPORT FOR COUNCIL TAX (Key Decision – KD.038/12)

Portfolio Communities and Housing

Relevant Overview and Scrutiny Panel Community; and Resources
Subject Matter

Pursuant to Minute EX.093/12, the Communities and Housing Portfolio Holder submitted Report CD.55/12 concerning the issue of local support for Council Tax.

The Communities and Housing Portfolio Holder reminded Members that they had on 6 August 2012 considered report CD.39/12 which outlined the draft proposals for consultation for a local scheme through which the City Council would administer Support for Council Tax. She outlined the key recommendations of that report.

Following consideration, the recommendations had been approved and the consultation process for the draft Scheme initiated.

Members' attention was drawn to the findings from the consultation, namely that the vast majority of respondents supported the draft proposals.

The Community Overview and Scrutiny Panel had considered the matter on 11 October 2012 and resolved (COSP.68/12):

"That the Panel:

Agreed the principle of not reducing the current level of reductions given to existing Council Tax Benefit recipients when changing from a Benefit to a Discount.

Agreed that Carlisle City Council's LSCT Scheme would be identical to the current Department for Work and Pensions Council Tax Benefit Scheme but written as a S13A policy document, under The Local Government Finance Act 1992 (as amended), to ensure it becomes a legal discount rather than a Benefit.

Agreed the principles of funding the scheme, in part or full, through the application of Council Tax Technical Reforms and other funding streams.

Was aware that the full LSCT S13A policy and the decisions regarding implementation of Council Tax Technical Reforms and other funding streams would need to be approved by Council on 8 January 2013.

Approved the principle of a draft policy (statement of intent), to include consultees, as part of the formal consultation process.

Agreed that consideration be given to the financial implications of the local scheme during the first operational year and the position reviewed for subsequent years.

That a further update on the Localisation Support for Council Tax be submitted to the next meeting of the Panel.”

The Chairman of the Community Overview and Scrutiny Panel addressed the Executive. She emphasised that the public consultation period had closed just prior to the Panel meeting. The key question had been to seek views on the intention to maintain support at the same level, together with options for potential scheme changes. The findings from the consultation would be analysed and the Panel would examine that via a further report.

The Chairman also stressed that Panel Members were anxious that unintentional fraud would be treated sympathetically by the City Council, and had received an assurance to that effect. She added that the Panel was concerned as to whether sufficient resources were available within the Directorate to undertake the work, but the Communities and Housing Portfolio Holder was confident that the work could be done within current resources.

In addition, the Resources Overview and Scrutiny Panel on 18 October 2012 had resolved (ROSP.73/12):

“1) That the localisation of Council Tax report CD.50/12 be noted.

2) That the Panel were in support of the progress made and the recommendations with the report.

3) That a further report be submitted to the Panel following the introduction of the legislation.”

The Chairman of the Resources Overview and Scrutiny Panel was present at the meeting and gave an overview of the Panel's work on a variety of issues, details of which could be found within his report to Council on 13 November 2012. On the issue of the Localisation of Council Tax he confirmed that the Panel was supportive of the progress made and the recommendations contained within the report.

In conclusion, the Communities and Housing Portfolio Holder recommended that the proposals be submitted for approval by the City Council in January 2013. The Leader seconded the recommendation.

Summary of options rejected None

DECISION

That the proposed Scheme for Local Support for Council Tax be submitted for approval by full Council in January 2013.

Reasons for Decision

The proposed scheme would maintain support at the entitlement levels currently awarded. As a result, the new scheme would continue to support those most in need of assistance

EX.145/12 PROPOSALS FOR IMPLEMENTATION OF COUNCIL TAX TECHNICAL REFORMS TO DISCOUNTS AND EXEMPTION (Key Decision – KD.042/12)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources; and Community

Subject Matter

The Finance, Governance and Resources Portfolio Holder reported (RD.48/12) that the Local Government Finance Bill contained a number of 'technical' changes giving Councils greater freedom to vary existing discounts and exemptions. The Government considered that to be a suitable means of helping to offset the cost of a Local Support for Council Tax Scheme (LSCT) as the additional income would be shared between the precepting authorities in the same proportions they were funding the LSCT.

The report set out the current position in terms of the Council's Localised Support for Council Tax Scheme (LSCT); Council Tax Technical Reforms; together with details of the considerations and proposals relating to detailed Council Tax Technical Reforms.

The Finance, Governance and Resources Portfolio Holder informed Members that the Council Tax Technical reforms were due to take effect on 1 April 2013 and, under the new proposals, local authorities would have limited discretion to reduce the exemption / discounts (increase the Council Tax liability) on empty dwellings and second homes. He added that, based on 2012/13 figures, the estimated shortfall for Carlisle was estimated at c.£120,000 - £190,000. Details of the anticipated savings that might be made from the changes to Council Tax discounts were summarised at paragraph 5.1 of the report.

The decisions to be made around setting levels of discount and premium for the wider Council Tax Technical Reforms required careful consideration, particularly as regards the financial, economic and wider community impact. The changes to discount suggested in the report took the 'middle road' between making full use of the technical changes to maximise income and minimise the impact on Council Tax payers. It should be noted however that the owners of empty homes were unlikely to welcome any reduction in their current discounts.

The Finance, Governance and Resources Portfolio Holder felt that Officers had done a remarkable job in terms of the level of detail set out within the report.

In conclusion the Finance, Governance and Resources Portfolio Holder moved the recommendations, which were duly seconded by the Leader.

Summary of options rejected None

DECISION

1. That the Executive had considered the proposals set out in Report RD.48/12 and summarised in paragraph 5.1 as a means to fund in part the grant reductions to be introduced from 1 April 2013 in funding the cost of the localisation of Council Tax Benefits (discounts).
2. That the recommendation of the Executive be progressed to Council as part of the 2013/14 budget considerations.
3. That the Executive wished to place on record their recognition of the remarkable work undertaken by Officers on this matter.

Reasons for Decision

To secure the implementation of Council Tax Technical Reforms to discounts and exemptions

EX.146/12 TENANCY STRATEGY
(Key Decision – KD.039/12)

Portfolio Communities and Housing

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Communities and Housing Portfolio Holder reported (CD.51/12) that, as Members were aware, the Localism Act 2011 introduced a programme of reform which would change the way people accessed social housing; the way tenancies were issued; and the way the homelessness duty was discharged.

In order to meet the requirements of the Localism Act 2011, the City Council was required to publish a Tenancy Strategy by 15 January 2013 providing a framework for the delivery of new affordable homes and setting out the broad objectives that registered providers must have regard to when developing or reviewing their own tenancy policies.

The Portfolio Holder drew Members' attention to the Tenancy Strategy appended to the report, together with the summary of the Council's position on each of the draft Strategy areas.

The Community Overview and Scrutiny Panel had, on 11 October 2012, considered the matter and resolved to endorse the Tenancy Strategy as set out in Report CD.46/12. A copy of Minute Excerpt COSP.69/12 had been circulated.

The Chairman of the Community Overview and Scrutiny Panel informed the Executive that the Panel was concerned as to whether there would be any flexibility in the application of the under occupancy rules, but had been informed that the Government's position was clear and application of the policy would be determined by local providers.

The Panel had also questioned rent levels for social rents, affordable rents and marketable rents and had subsequently received details of the exact figures in writing.

In conclusion, the Communities and Housing Portfolio Holder recommended that the Executive approve the content of the draft Tenancy Strategy; which would come back to the Executive on 17 December 2012, prior to referral to full Council for consideration. The Leader seconded the recommendation.

Summary of options rejected None

DECISION

That the Executive approved the content of the draft Tenancy Strategy, appended to Report CD.51/12, prior to referring it to full Council for consideration.

Reasons for Decision

Carlisle City Council is required to publish a Tenancy Strategy by 15 January 2013 to provide the framework for the delivery of new affordable homes, and to set out the broad objectives that registered providers must have regard to when developing or reviewing their own tenancy policies

EX.147/12 NOTICE OF EXECUTIVE KEY DECISIONS (Non Key Decision)

Portfolio Cross-Cutting

Relevant Overview and Scrutiny Panel Community; Environment and
Economy; and Resources

Subject Matter

The Notice of Executive Key Decisions dated 19 October 2012 was submitted for information.

The Director of Community Engagement was scheduled to submit a report concerning the Regulatory Reform Order – Empty Property Policy Amendments (KD.041/12). Further clarity was needed on potential funding sources and assessment of financial risk and the matter was therefore deferred.

The Policy and Communications Manager was scheduled to report on the Carlisle Plan 2012-13 (KD.037/12). Further work was required and the matter was therefore deferred.

Summary of options rejected None

DECISION

That the Notice of Executive Key Decisions dated 19 October 2012 be noted.

Reasons for Decision

Not applicable

EX.148/12 SCHEDULE OF DECISIONS TAKEN BY OFFICERS (Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

Details of decisions taken by Officers under delegated powers were submitted.

Summary of options rejected None

DECISION

That the decisions, attached as Appendix A, be noted.

Reasons for Decision

Not applicable

EX.149/12 REFERENCE FROM THE ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL – SMALL SCALE COMMUNITY PROJECTS (Non Key Decision)

Portfolio Communities and Housing

Relevant Overview and Scrutiny Panel Environment and Economy

Subject Matter

Pursuant to Minute EEOSP.63/12, consideration was given to a reference from the Environment and Economy Overview and Scrutiny Panel concerning small scale community projects. A copy of Report OS.24/12 and the Minute Excerpt had been circulated.

The Chairman of the Environment and Economy Overview and Scrutiny Panel was in attendance at the meeting. He reported that the Panel was totally supportive of retention of the scheme which had proven value for the community. Task Group Members had considered the budget expenditure and highlighted various excellent examples of inspiring community based projects which had been funded by small scale grants.

Task Group Members had agreed that a deadline on applications of 30 January 2013 would lighten any end of year surges in applications. In addition, they had questioned whether the partnership funding of the Neighbourhood Forum represented similar value to the work of the District Councillor, feeling that perhaps the money used there could be added to the small scale fund.

In conclusion, the Chairman reported that the Panel had requested that the Executive include a non-recurring budget for 2013/14 of £40,000 for the Members' Small Scale Projects.

In response, the Communities and Housing Portfolio Holder moved that a non-recurring budget of £40,000 for the Members' Small Scale Projects be included for 2013/14. The Leader seconded the recommendation.

Summary of options rejected None

DECISION

That the Executive had considered the reference from the Environment and Economy Overview and Scrutiny Panel; and agreed to the inclusion of a non-recurring budget for 2013/14 of £40,000 for the Members' Small Scale Projects.

Reasons for Decision

To respond to a reference from the Environment and Economy Overview and Scrutiny Panel

EX.150/12 REFERENCE FROM THE ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY PANEL – CARLISLE CITY CENTRE BUSINESS IMPROVEMENT DISTRICT UPDATE
(Non Key Decision)

Portfolio Economy and Enterprise

Relevant Overview and Scrutiny Panel Environment and Economy

Subject Matter

Pursuant to Minute EEOSP.64/12, consideration was given to a reference from the Environment and Economy Overview and Scrutiny Panel concerning the establishment of a Business Improvement District. A copy of the Minute Excerpt had been circulated.

The Chairman of the Environment and Economy Overview and Scrutiny Panel drew Executive Members' attention to the valuable feedback provided by a Panel Member (and BID voter) details of which were set out on page 2 of the Minute Excerpt. He added that the Panel had recommended that the Executive continue to support all efforts being made to establish a Business Improvement District.

In response, the Economy and Enterprise Portfolio Holder recognised the very useful scrutiny session undertaken on 25 October 2012.

Although some of his thoughts had already been rehearsed at the meeting of the City Council on 13 November 2012, the Portfolio Holder emphasised that the good relationship the City Council had with local businesses was vital. One lesson which could be derived from the failed BID was the need to ensure that any future ballot was business led.

The Economy and Enterprise Portfolio Holder expressed his concern that a former Portfolio Holder thought that the BID money may have been included in the Council's base budget, which was not the case.

The Portfolio Holder reiterated that the Executive was looking to support businesses within the City Centre in any way it could; to build relationships with the Shadow Board in order that any future BID would have the best chance of success; and to learn from Penrith.

In conclusion, the Economy and Enterprise Portfolio Holder wished to place on record the thanks of the Executive to all staff involved in the excellent Christmas Lights switch on event held on 18 November 2012, and to those staff who had ensured that the City Centre was in spotless condition this morning.

Summary of options rejected None

DECISION

That the Environment and Economy Overview and Scrutiny Panel be informed that the Executive would continue to support all efforts being made to support businesses both in the City Centre and in the wider District.

Reasons for Decision

To respond to a reference from the Environment and Economy Overview and Scrutiny Panel

EX.151/12 JOINT MANAGEMENT TEAM
(Non Key Decision)

Portfolio Various

Relevant Overview and Scrutiny Panel Community; Environment and
Economy; and Resources

Subject Matter

The Minutes of the meeting of the Joint Management Team held on 13 September 2012 were submitted for information.

Summary of options rejected None

DECISION

That the Minutes of the meeting of the Joint Management Team held on 13 September 2012, attached as Appendix B, be received.

Reasons for Decision

Not applicable

EX.152/12 REVENUE BUDGET OVERVIEW AND MONITORING REPORT: APRIL TO SEPTEMBER 2012 (Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted the Revenue Budget Overview and Monitoring Report (RD.51/12) for the period April to September 2012. He outlined the overall budget position, the monitoring and control of expenditure against budget allocations and the exercise of virement. Details of balance sheet management issues, high risk budgets and performance management were also provided.

The Finance, Governance and Resources Portfolio Holder highlighted a number of key issues, including: the Salary Turnover Savings Budget; and progress with regard to transformational and efficiency savings.

He added that the Council's financial position was affected by a number of external factors which had a financial impact during the course of the year and ultimately at the year end. Those included:

- the general effect of the economic climate on the Council's income streams e.g. car parking and leisure activities;
- fuel prices, energy costs and other inflationary issues; and
- the effects of the housing market and property prices, especially with regard to income from land charges and rents.

The Council's financial position would continue to be closely monitored and reported more fully in the next quarterly monitoring report.

The Portfolio Holder further pointed out that the main variances in the Directorates' Budgets were also set out in the report and he gave an overview of the forecast outturn position for 2012/13. He added that, at this stage of the year, the level of bad debts was broadly in line with expectations and would be within the scope of the current provisions to fund the bad debts. The situation was, however, continuously under review and any major deviations would be the subject of future reports.

The Finance, Governance and Resources Portfolio Holder then moved the report, which was duly seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

1. Noted the budgetary performance position of the Council to September 2012;
2. Noted the review of underachieved savings and made recommendations to Council in respect of the funding of those savings as detailed in Appendix B to Report RD.51/12; and
3. Noted the action by the Director of Resources to write-off bad debts as detailed in paragraph 9 of the report.

Reasons for Decision

To show that the Executive had been informed of the Council's actual financial position compared with the budgeted position, and to bring to their attention any areas of concern

EX.153/12 CAPITAL BUDGET OVERVIEW AND MONITORING REPORT – APRIL TO SEPTEMBER 2012
(Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.50/12 on the budgetary position of the City Council's capital programme for the period April to September 2012. He outlined for Members the overall budget position for the various Directorates; the capital budget overview; the monitoring and control of expenditure against budget allocations and the exercise of virement.

Members' attention was, in particular, drawn to Appendix A to the report which set out the Capital Programme for 2012/13.

The Finance, Governance and Resources Portfolio Holder moved the recommendations set out in the report, which were seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

1. Noted the budgetary position and performance aspects of the capital programme for the period April to September 2012.
2. Would use the information contained within Report RD.50/12 to inform the budget considerations for 2013/14 onwards.
3. Noted the recommendations to Council to approve re-profiling of £3,000,000 and savings of £2,080,300 from 2012/13 as detailed in Report RD.46/12 elsewhere on the Agenda.
4. Noted the recommendations to Council to approve virements from underspends from Kingstown Industrial Estate (£150,100) and Families Accommodation Replacement (£100,000) to fund the additional expenditure at the Resource Centre as detailed in RD.46/12 elsewhere on the Agenda.

Reasons for Decision

To inform the Executive of the Council's actual financial position opposite its Capital Programme for 2013/13

EX.154/12 DATES AND TIMES OF MEETINGS FOR 2013/14 (Non Key Decision)

Portfolio All

Relevant Overview and Scrutiny Panel Community; Environment and
Economy; and Resources

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report GD.59/12 on proposed dates and times of meetings of the City Council, the Executive, Overview and Scrutiny Panels and the Regulatory Committees for 2013/14 in order that a recommendation could be made to the City Council.

The Finance, Governance and Resources Portfolio Holder moved that the report go forward to the City Council in January 2013 for approval. The Leader seconded the recommendation.

Summary of options rejected None

DECISION

That the City Council be requested to agree the schedule of dates and times of meetings in the 2013/14 municipal year as set out in the calendar attached as an Appendix to Report GD.59/12.

Reasons for Decision

In order to recommend to the City Council a schedule of dates and times for meetings covering the 2013/14 Municipal Year as required by Procedure Rule 1.1(ix)

EX.155/12 IMPROVEMENTS TO THE PROVISION ICT SERVICES (Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources
Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.52/12 concerning proposed improvements to the provision of ICT Services.

The Finance, Governance and Resources Portfolio Holder outlined the background to the establishment of the shared ICT Service commenting that, whilst the service had worked well and delivered on its promise of savings and service improvements, the local government landscape had changed considerably since its conception 2008.

The focus of the shared service needed to change in order to meet that challenge and reflect the needs of both Allerdale and Carlisle Councils. The administrative agreement between the two Councils specified that they share an ICT Strategy and Service Plan; that was proving impossible to achieve given that the two Councils had very challenging transformational savings targets that required different ICT strategies and, more importantly, dedicated development staff to achieve their corporate objectives.

He added that the ICT CONNECT Operations Board had requested the Shared Services Manager to assess options in maintaining the significant benefits both in infrastructure and cost savings delivered by the Shared Services, whilst delivering improvements particularly in respect of supporting the two Councils' transformation programmes.

The ICT Connect Strategic Board had on 25 October 2012 considered the resultant Business Case, a copy of which was appended. In summary, the Business Case considered three options:

Option 1 – reduce the area of responsibility of the shared ICT Service to supporting and developing the ICT infrastructure only and create a development resource within each Council to support their transformation process

Option 2 – all staff would return to their “home” Council and would work exclusively for that Council, with the exception of any shared projects

Option 3 – the staff would submit an expression of interest under the “Community Right to Challenge” legislation within the Localism Act (2011) to both Councils with regard to the provision of ICT services.

The Strategic Board, after considering the advantages and disadvantages of each option as set out in the Business Case, had opted to support Option 2 as the basis for consultation with staff. The Board's recommendation to the two Councils' Executives being:

"The Strategic Board recognises the operational and financial benefits that the Shared ICT Service has produced for both Councils. The Board is committed to the further development of a shared ICT service and recognises that additional improvements can be made in helping to deliver the two Councils transformation agenda. The Strategic Board recommend that consultation begins over the introduction of new operating arrangements and reporting structures as described in option 2 of the "Improvements to the Delivery of ICT Services" report."

In conclusion the Finance, Governance and Resources Portfolio Holder thanked the Director of Resources and his Team for work undertaken. He moved the recommendations set out in Report RD.52/12, which were seconded by the Leader.

Summary of options rejected Options 1 and 3 detailed within Report RD.52/12

DECISION

That the Executive:

1. approved the introduction of new operating arrangements and reporting structures as described in Option 2 of the Business Case attached to Report RD.52/12 and recommended by the Shared ICT Services Strategic Board.
2. Noted and agreed that the Director of Resources in liaison with the ICT CONNECT Operational and Strategic Boards would progress Option 2 for implementation of the revised arrangements by 1 April 2013.
3. wished to place on record their appreciation of the work undertaken by the Director of Resources and his staff.

Reasons for Decision

The improvements recommended would increase the responsiveness and effectiveness of ICT Services in achieving the priorities to the Council while retaining the benefits of the Shared Service

PUBLIC AND PRESS

RESOLVED – That in accordance with Section 100A(4) of the Local Government Act 1972 the Public and Press were excluded from the meeting during consideration of the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in the paragraph number (as indicated in brackets against the minute) of Part 1 of Schedule 12A of the 1972 Local Government Act.

EX.156/12 REVIEW OF CCTV PROVISION IN CARLISLE

(Key Decision – KD.036/12)

(Public and Press excluded by virtue of Paragraph 3)

Portfolio Environment and Transport

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Environment and Transport Portfolio Holder submitted private report LE.37/12 concerning the review of CCTV provision in Carlisle.

The Environment and Transport Portfolio Holder outlined the background to and reasons for the review, together with the options open for consideration by the Executive. She added that option 4 was the most effective and efficient option as it provided both a deterrent and a means to collect evidence.

Referring to recommendation 3, the Portfolio Holder expressed the hope that future consultation with partners would be positive in nature.

In conclusion, the Environment and Transport Portfolio Holder moved the recommendations, which were duly seconded by the Finance, Governance and Resources Portfolio Holder.

Summary of options rejected Other options detailed within private Report LE.37/12

DECISION

That the Executive approved the proposal to:

1. Discontinue active monitoring of the CCTV system.
2. Reduce the number of cameras and restructure the CCTV service, retaining 9 car park cameras, 20 internal Civic Centre Cameras in line with Option 2.
3. Subject to available budget, retain 6 City Centre Cameras for the next financial year only to enable further negotiations with partners to agree financial support for the continuance of those cameras.
4. Delegated authority to the Director of Local Environment in consultation with the Portfolio Holder to conclude those negotiations.

Reasons for Decision

As set out within Report LE.37/12

(The meeting ended at 4.35 pm)