

## Minutes of Previous Meeting



### Executive

**Date:** Wednesday, 25 May 2022

**Time:** 16:00

**Venue:** Flensburg Room

**Present:** Councillor Mrs Marilyn Bowman, Councillor Nigel Christian, Councillor Gareth Ellis, Councillor Stephen Higgs, Councillor Mrs Elizabeth Mallinson, Councillor John Mallinson, Councillor Keith Meller

**Officers:** Town Clerk and Chief Executive  
Corporate Director of Governance and Regulatory Services  
Corporate Director of Finance and Resources  
Corporate Director of Economic Development

### **EX.66/22 APOLOGIES FOR ABSENCE**

No apologies for absence were submitted.

### **EX.67/22 DECLARATIONS OF INTEREST**

There were no declarations of interests submitted.

### **EX.68/22 PUBLIC AND PRESS**

It was agreed that the items in Part A be dealt with in public and the items in private be dealt with in Part B.

### **EX.69/22 MINUTES OF PREVIOUS MEETING**

RESOLVED - 1) That the minutes of the meetings held on 21 February 2022 and 21 March 2022 be signed.

2) That the minutes of the meetings held on 25 April 2022 be agreed as a correct record.

### **EX.70/22 PROVISIONAL GENERAL FUND REVENUE OUTTURN 2021/22**

(Key Decision – KD.11/22)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel** People Panel

### **Subject Matter**

The Finance, Governance and Resources Portfolio Holder submitted report RD.03/22 summarising the 2021/22 provisional outturn for the General Fund revenue budget, giving reasons for variances. Once transfers to earmarked reserves and funding of the carry forward

requests in 2022/23 had been accounted for, the outturn position would result in a net overall contribution to General Fund Reserves of £17,000.

Requests had been made to carry forward committed expenditure of £1,967,900, net transfers to/from reserves and provisions of £2,479,629 and transfer to the building control reserve of £46,666, which, if approved, would result in an overall net overspend position of £215,029 on Council Services; however, it was estimated that additional funding from Business Rates income would be realised currently estimated at £256,325 (subject to the completion of the NNDR3 return and confirmation of any pooling gains).

The information contained within the report was provisional, subject to the formal audit process. The Draft Statement of Accounts for 2021/22 would be presented to the Audit Committee on 8 July 2022, with final approval of the audited accounts on 28 September 2022 (tbc).

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

**Summary of options rejected** that the creation of new reserves and transfers, and new provisions and transfers should not be approved for recommendation to Council.

## **DECISION**

That the Executive:

- (i) Noted the net underspend of £4,232,500 for Council Services as at 31 March 2022;
- (ii) Considered the committed expenditure totalling £1,967,900, to be incurred in 2022/23 which had been reviewed by the Corporate Director of Finance and Resources, and the release of £1,967,900 from the General Fund Reserve in 2022/23 as detailed in Appendix D1 of report RD.03/22 for recommendation to Council;
- (iii) Approved the creation of new reserves and transfers into and from the new and existing reserves of £2,419,124, in addition to the transfer to the building control reserve of £46,666 as detailed in paragraphs 6.1 and 6.2 and Appendix D2 of report RD.03/22 for recommendation to Council;
- (iv) Noted the transfer to new and existing provisions of £60,505 as detailed in paragraph 6.1 and Appendix D2 of the report;
- (v) Approved, for recommendation to Council, the revised delegations for the release of the Planning Services Reserve.

## **Reasons for Decision**

To receive the Report on the Provisional General Fund Revenue Outturn and make recommendations to the City Council.

## **EX.71/22 PROVISIONAL CAPITAL OUTTURN 2021/22 AND REVISED CAPITAL PROGRAMME 2022/23**

(Key Decision – KD.11/22)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel**    People Panel

## **Subject Matter**

The Finance, Governance and Resources Portfolio Holder submitted report RD.04/22 summarising the 2021/22 provisional outturn for the Council's Capital Budget; and providing details of the revised Capital Programme for 2022/23. The outturn showed that the net underspend for Council services as at 31 March 2022 once committed expenditure totalling £7,106,700 was taken into account was £364,314.

Details of the resources which had been utilised to fund the 2021/22 Capital Programme, together with the 5 year Capital Programme for the period 2022/23 to 2026/27 were also provided.

The 2022/23 programme would be continually reviewed to ensure the Council had the capacity to deliver that level of programme. The information contained within the report was provisional and subject to the formal audit process.

The Finance, Governance and Resources Portfolio Holder concluded by moving the recommendations, which were duly seconded by the Economy, Enterprise and Housing Portfolio Holder.

**Summary of options rejected**    that the net underspend and the revised programme for 2022/23 should not be recommended to Council.

## **DECISION**

That the Executive:

- (i) Noted the net underspend as at 31 March 2022 of £364,314 which included committed expenditure to be met totalling £7,106,700, which was recommended by the Corporate Director of Finance and Resources for approval to Council;
- (ii) Considered the revised programme for 2022/23, together with the proposed methods of financing and virement request, as detailed at paragraph 5 and Appendix B of report RD.04/22, for recommendation to Council.

## **Reasons for Decision**

To receive the report on the Provisional Capital Outturn for 2021/22 and make recommendations to the City Council on the 2022/23 Capital Programme.

## **EX.72/22    TREASURY MANAGEMENT OUTTURN 2021/22**

(Key Decision – KD.11/22)

**Portfolio**    Finance, Governance and Resources

**Relevant Scrutiny Panel**    People Panel

## **Subject Matter**

The Finance, Governance and Resources Portfolio Holder submitted report RD.05/22 providing the annual report on Treasury Management, as required under both the Financial Procedure Rules and the CIPFA Code of Practice on Treasury Management. Also included was the regular report on Treasury Transactions.

The Finance, Governance and Resources Portfolio Holder moved the recommendation set out.

The Economy, Enterprise and Housing Portfolio Holder duly seconded the recommendation.

**Summary of options rejected** that the report should not be recommended to Council for approval.

## **DECISION**

That Report RD.05/22 be received and recommended to the City Council for approval on 19 July 2022.

## **Reason for Decision**

To receive the annual report on Treasury Management.

## **EX.73/22 COUNCIL TAX PROVISIONAL OUTTURN 2021/22**

(Key Decision – KD.11/22)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel** People Panel

## **Subject Matter**

The Deputy Leader submitted report RD.06/22 summarising the 2021/22 provisional outturn and performance position for Council Tax.

The report set out the Council Tax Collection Fund budget along with the Council's Council Tax collection performance and NNDR Provisional Outturn as at 31 March 2022.

The Finance, Governance and Resources Portfolio Holder concluded his presentation by moving the recommendations, which were seconded by the Economy, Enterprise and Housing Portfolio Holder.

**Summary of options rejected** None

## **DECISION**

That the Executive:

- (i) noted the provisional outturn position at 31 March 2022 for Council Tax, and
- (ii) noted the current position with regard to business rates and to write offs and bad debt trends.

## **Reasons for Decision**

To inform the Executive of the provisional outturn position and comments on performance which would feed into the overall revenue accounts for 2021/22.

### **EX.74/22 ELECTED MEMBERS' ALLOWANCES - PROVISIONAL OUTTURN REPORT FOR 2021/22**

(Key Decision – KD.11/22)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel** People Panel

#### **Subject Matter**

The Finance, Governance and Resources Portfolio Holder submitted report RD.07/22 setting out the amount of allowances paid to Members as part of the Elected Members' Allowances Scheme for 2021/22. He advised that £271,663 had been paid in allowances to individual Members which represented an underspend of £17,937, the reasons for which were provided at Section 2.

The Finance, Governance and Resources Portfolio Holder then moved the recommendation which was seconded by the Economy, Enterprise and Housing.

**Summary of options rejected** None

#### **DECISION**

That Report RD.07/22 be received and the overall underspend of £17,973 on Elected Members' Allowances for 2021/22 be noted.

## **Reasons for Decision**

To receive details of the 2021/22 Provisional Outturn in respect of Members' Allowances.

### **EX.75/22 NOTICE OF EXECUTIVE KEY DECISIONS**

(Non Key Decision)

**Portfolio** Cross Cutting

**Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

#### **Subject Matter**

The Notice of Executive Key Decisions dated 22 April 2022 was submitted for information.

**Summary of options rejected** None

## **DECISION**

That the Notice of Executive Key Decisions dated 22 April 2022 be received.

**Reasons for Decision** Not applicable.

## **EX.76/22 SCHEDULE OF DECISIONS TAKEN BY OFFICERS**

(None Key Decision)

**Portfolio** Cross Cutting

### **Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

### **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.

**Reason for Decision** Not applicable.

## **EX.77/22 JOINT MANAGEMENT TEAM**

(Non Key Decision)

**Portfolio** Cross Cutting

### **Relevant Scrutiny Panel**

People Panel; Place Panel; Resources Panel

### **Subject Matter**

The minutes of the meeting of the Joint Management Team on 19 April 2022 were submitted for information.

**Summary of options rejected** None

## **DECISION**

That the minutes of the meeting of the Joint Management Team held on 19 April 2022, attached as Appendix B, be received.

**Reasons for Decision** Not applicable.

## EX.78/22 REPRESENTATIVES ON OUTSIDE BODIES

(Non Key Decision)

**Portfolio** Cross-Cutting

### Relevant Scrutiny Panel

People Panel; Place Panel; Resources Panel

### Subject Matter

The Leader submitted report GD.31/22 concerning the nomination of Members to serve on various outside bodies. Appendix A to the report set out details of those bodies to which the Executive was responsible for making appointments. The Leader considered that the nominations made provided, as far as was possible, fair and balanced representation across the Council.

The Leader reported an amendment to the published nominations:

Currock Community Centre - Councillors Glover and Wills only.

The nominations were agreed.

**Summary of options rejected** not to make nominations to outside bodies

### DECISION

That the City Council's representatives on the following outside bodies be as indicated:

Outside Body	Appointments
Belah Community Centre Management Committee	Councillors Ellis, Dr Davison and Morton
Botcherby Community Centre Management Committee	Councillor Nedved
Brampton and Beyond Community Trust Advisory Council	Councillor Meller
Citizens Advice Carlisle and Eden Trustee Management Committee	Councillors Bomford and Shepherd
Carlisle and Eden Community Safety Partnership Leadership Group	Councillor Mrs Mallinson Councillor Morton (as substitute)
Carlisle Educational Charity	Councillors Allison (until June 2024), Mrs Mallinson (until June 2024) and Dr Tickner (until June 2024), Sunter (until June 2025)
Carlisle Highways and Transport Working Group	Councillors Christian and Higgs Councillor Ellis (as substitute)
WHO Carlisle Health Forum (Previously Carlisle Healthy City Steering Group)	Councillors Mrs Mallinson, Mitchell and Patrick.
Carlisle Partnership Executive	Councillors Higgs, J Mallinson, Mrs Mallinson and Dr Tickner
Conservation Area Advisory Committee	Councillor Bomford

Cumberland and Westmoreland Welfare Trust for the Blind	Councillor Morton
Cumbria Health Scrutiny Committee	Councillor Shepherd Councillor Mrs Finlayson (as substitute)
Cumbria Leadership Board	Councillor J Mallinson Councillor Ellis (as substitute)
Cumbria Public Health Alliance	Councillor Mrs Mallinson
Cumbria Strategic Waste Partnership	Councillors Christian and Bomford
Currock Community Centre Management Committee	Councillors Wills and Glover
Denton Holme Community Centre Management Committee	Councillors Alcroft, Brown and Southward
Riverside Board/Carlisle Liaison Group	Councillors Bainbridge, Brown, Bomford and Bowman
The District Council's Network Assembly	Councillor J Mallinson Councillor Ellis (as substitute)
Downagate Community Centre Management Committee	Councillors Mrs Bowman and Christian
Greystone Community Association	Councillor Mrs Glendinning
Harraby Community Centre Management Committee	Councillors Ms Ellis-Williams, Miss Sherriff and Mrs Mitchell
Local Enterprise Partnership Scrutiny Board	Councillor Bainbridge
Local Government Association – General Assembly	Councillor J Mallinson Councillor Ellis (as substitute)
Local Government Information Unit	Councillor Ellis
Longtown Memorial Hall Community Centre Management Committee	Councillor J Mallinson
Mary Hannah Almshouses	Councillors Ellis (until March 2024), Dr Davison (until June 2023) and Morton (until June 2025)
Morton Community Centre Management Committee	Councillors Lishman, Southward and Dr Tickner
North Pennines Area of Outstanding Natural Beauty Partnership	Councillor Collier
North West Local Authorities Employers Organisation	Councillor J Mallinson Councillor Ellis (as substitute)
North West Regional Housing Forum	Councillor Bowman
PATROL (Parking and Traffic Regulations Outside London) Joint Committee	Councillor Christian
Petteril Bank Community Centre Management Committee	
Settle – Carlisle Railway Development Company	Councillor Collier
Solway Coast Area of Outstanding Natural Beauty Joint Advisory Committee	Councillor Collier
Solway Firth Partnership Board	Councillor Collier and Councillor Shepherd (sub)
Stanwix Community Association	Councillor Nedved
Tullie House Museum and Art Gallery Trust Board	Councillors Meller and Glover
West Coast Rail 250	Councillor J Mallinson



Yewdale Community Centre Management Committee	Councillors Bainbridge, Miss Whalen and Mrs Finlayson
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### **Reasons for Decision**

To make appointments to outside bodies for 2022/23.

The Meeting ended at: 16:04