

CITY COUNCIL

TUESDAY 8 NOVEMBER 2011 AT 6.45 PM

PRESENT: The Mayor (Councillor Earp), Councillors Allison, Atkinson, Bainbridge, Bell, Betton, Bloxham, Boaden, Bowditch, Mrs Bowman, Bowman (S), Cape, Mrs Clarke, Clarke (M), Collier, Ellis, Mrs Farmer, Ms Franklin, Mrs Geddes, Glover, Graham, Harid, Hendry, Layden, Lishman, Mrs Luckley, Mrs Mallinson, Mallinson (J), McDevitt, Mitchelson, Morton, Nedved, Mrs Parsons, Mrs Prest, Ms Quilter, Mrs Riddle, Mrs Robson, Mrs Rutherford, Scarborough, Mrs Southward, Stothard, Tootle, Mrs Vasey, Watson, Weber, Weedall, Whalen and Wilson.

C.139/11 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Mrs Bradley, Craig, Ms Patrick and Mrs Warwick.

C.140/11 MINUTES

The Minutes of the meeting of the City Council held on 13 September 2011 were received and signed as a true record of the meeting.

C.141/11 PUBLIC AND PRESS

RESOLVED – That the Agenda be agreed as circulated.

C.142/11 DECLARATIONS OF INTEREST

Councillor Watson declared a personal interest in accordance with the Council's Code of Conduct in respect of item 18(2) – Notice of Motion - Elected Police Commissioners. Councillor Watson stated that he served on the Police Authority.

Councillors Mrs Mallinson and Mallinson (J) declared a personal and prejudicial interest in accordance with the Council's Code of Conduct in respect of item 18(2) – Notice of Motion - Elected Police Commissioners. Councillor Mallinson (J) stated that he served on the Police Authority and would leave the meeting during consideration of that item. Councillor Mrs Mallinson added that, in view of her husband's role on the Police Authority, she too would retire from the meeting.

Councillor Whalen declared a personal interest in accordance with the Council's Code of Conduct in respect of Carlisle Airport. Councillor Whalen stated that he had attended meetings of the Development Control Committee and the Audit Committee when the matter was considered.

The undernoted Councillors declared a personal interest in accordance with the Council's Code of Conduct in respect of item 19(iii) – Discretionary Rate Relief Policy. They indicated that their interest related to their representation on the following:

- Councillor Mrs Geddes – the Law Centre Management Committee
- Councillor Morton – Belah Community Centre Management Committee
- Councillor Betton – Botcherby Community Centre Management Committee
- Councillor Mrs Farmer – Morton Community Centre Management Committee

In response to a request for clarification from Councillors Hendry and Bloxham, the Assistant Director (Governance) provided advice on the need to declare personal or personal and prejudicial interests in connection with Member representation on Outside Bodies. The Assistant Director explained how a Member would have a personal interest if the business of the authority was likely to affect, amongst other things, a body to which the Member had been appointed by the Council or any body exercising functions of a public nature of which the Member was a member or in a position of general control or management. It was further explained that, once a personal interest had been established, Members had to consider whether the interest was prejudicial. If the Member received an allowance from the relevant body then, on the basis that the personal interest had a financial element, the individual Member did have a potentially prejudicial interest. The test for this was whether a member of the public with knowledge of the relevant facts would reasonably regard the personal interest as so significant that it was likely to prejudice the Member's judgement of the public interest. In such a scenario, it would be reasonable to think that an ordinary member of the public may take the view that such a personal interest would also be prejudicial. If a Member had a personal interest by virtue of being appointed to an Outside Body by the Authority then it was only necessary to declare that interest if they spoke on the matter.

Councillor Mitchelson declared a personal interest in accordance with the Council's Code of Conduct in respect of item 19(iii) – Discretionary Rate Relief Policy. Councillor Mitchelson stated that he was a member of an organisation listed within private Report CD.21/11.

C.143/11 ANNOUNCEMENTS

(a) The Mayor

The Mayor was very pleased to note that thirty five Members had indicated that they would attend the Remembrance Sunday Service at Carlisle Cathedral on 13 November 2011. Any other Members were of course also very welcome to attend.

(b) The Leader of the Council

There were no announcements from the Leader.

(c) Members of the Executive

Councillor Mrs Bowman was delighted to announce that Pirelli had been awarded £2m from the Regional Growth Fund. That was extremely good news both for Pirelli and the City as a whole, and would help to secure the company's future and generate jobs together with the development of a new range of sustainable tyres. She added that the City Council was working hard to support economic growth locally.

Councillor Hendry stated that the award was very good news indeed, adding that the £2m of public funding would attract £12m private funding. He further emphasised the need for partnership working.

(d) Acting Town Clerk and Chief Executive

There were no announcements from the Acting Town Clerk and Chief Executive.

C.144/11 QUESTIONS BY MEMBERS OF THE PUBLIC

Pursuant to Procedure Rule 10.1, the Acting Town Clerk and Chief Executive reported that no questions had been submitted on notice by members of the public.

C.145/11 PETITIONS AND DEPUTATIONS

Pursuant to Procedure Rule 10.11 the Acting Town Clerk and Chief Executive reported that no petitions or deputations had been submitted by members of the public.

C.146/11 QUESTIONS FROM MEMBERS OF THE CITY COUNCIL

Councillor Whalen, having declared a personal interest, made no comment on the matter.

Pursuant to Procedure Rule 11.2, the Acting Town Clerk and Chief Executive reported the receipt of a question submitted on notice by Councillor Atkinson.

Councillor Atkinson asked the following question:

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

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

In response Councillor Mrs Mallinson referred the Member to the District Auditor’s report (Section 16) where it was recorded that, after careful consideration, the District Auditor had taken the view to exercise her discretion not to issue a Section 8 Report because the Council had agreed to publish the audit report (both in public and private), consider it at a full Council meeting on 13 September 2011, and publish its response to her findings and recommendations in the form of an Action Plan. The Audit Commission was therefore satisfied that the report had received sufficient publicity (Minutes C.134/11 and C.138/11 referred).

She added that the District Auditor had attended the Council meeting, at which time the Council received the reports and referred them to the Audit Committee for further consideration, instructing the Committee to monitor the implementation of the recommendations in the Action Plan. The District Auditor was satisfied that there was no unlawful item of account.

The Audit Committee had given consideration to the matter at their meeting on 27 September 2011 and would continue to do so. The Committee accepted the private report as appropriate since it contained information relating to individuals. The District Auditor was also satisfied in that regard.

Councillor Atkinson thanked Councillor Mrs Mallinson for her response but expressed the view that the full report was in the public interest, particularly as he was a Member of the Appeals Panel involved and was therefore named.

He then asked a supplementary question to the effect that did Councillor Mrs Mallinson and the Executive believe that it was in the public interest to publish the full version of the District Auditor’s report and, if so, would she ask for a Section 8 Report? Alternatively, explain the reasons why not.

Councillor Mrs Mallinson reiterated that the report in question was the District Auditor’s report and it was therefore a matter for her to determine. She would ask Officers to contact the District Auditor on the matter.

C.147/11 EXECUTIVE

Councillor Mallinson (J) moved and Councillor Bloxham seconded the Minutes of the meeting of the Executive held on 26 September 2011.

RESOLVED – That the Minutes of the meeting of the Executive held on 26 September 2011 be received and adopted.

C.148/11 PORTFOLIO HOLDER REPORTS

Copies of reports from the following Portfolio Holders had been circulated prior to the meeting:

Leader's Portfolio
Governance and Resources
Community Engagement
Economic Development
Environment and Housing
Performance and Development

In moving his report, the Leader expressed thanks and congratulations to all those involved in organisation of the Fireshow. In excess of 35,000 people had attended and, notwithstanding the foggy weather, the event had proved to be first class.

In moving her report, Councillor Mrs Geddes advised that the Wellbeing Team had been available on the block floor area and had put a great deal of work into providing briefing material for Members. She asked that any Members who had not already collected their information packs do so on the way out this evening. She further expressed thanks to all those who had taken part in the Healthy City Week.

Members questioned individual Portfolio Holders on details of their reports.

Councillor Hendry referred to the Asset Review Disposal Programme and the Accommodation Review. He sought clarification as to what the £945,000 (realised from the disposal of seven assets) would be used for, together with an indication of the value of the second tranche and when that would be approved. He further sought an assurance that the City Council would liaise with the County Council in terms of exploring shared accommodation in the future for the benefit of the people of Carlisle.

In response, Councillor Mallinson (J) said that a joint property review was planned, the Asset Review Disposal Programme was a five year plan and the second tranche was underway. He undertook to provide further detail in writing.

Councillors Bowditch and Hendry referred to the Economic Development Portfolio Holder's report, expressing the view that the report failed to provide sufficient information with regard to economic development. They requested a substantial report on initiatives to attract jobs to the City in future reports by the Portfolio Holder.

Councillor Mrs Bowman explained that her Portfolio covered both economic development and tourism issues. Certain aspects were covered within the Leader's Portfolio Report. She undertook to take the Members' comments on board for the future.

RESOLVED – (1) That the reports of the Portfolio Holders be received.

(2) That the Governance and Resources Portfolio Holder provide a written response to Councillor Hendry with regard to his questions on the Asset Review Disposal Programme.

C.149/11 OVERVIEW AND SCRUTINY MINUTES AND CHAIRMEN'S REPORTS

(a) Community Overview and Scrutiny Panel

Councillor Mrs Luckley moved and Councillor Glover seconded that the Minutes of the Meetings of the Community Overview and Scrutiny Panel held on 1 September and 6 October 2011 be received and adopted.

Councillor Mrs Luckley also presented her Chairman's Report. She further drew attention to The Cumbria Warm Homes Project 2011-12 leaflets, copies of which had been circulated to Members, expressing the hope that as many Members as possible would endeavour to publicise the project.

Councillor Mrs Rutherford referred to Minute COSP.72/11 and, in particular, to the "Tullie Card". She expressed concern that a charge was now imposed for new Tullie Cards which were time limited, and that no publicity had been given to the administrative change. Councillors Bell, Weber and Whalen also raised concerns on the matter.

In response to a question from Councillor Weber, the Assistant Director (Governance) advised that it would be inappropriate to name a particular member of staff in a public meeting.

Councillor Ellis undertook to investigate the matter and provide a verbal update at the next meeting of the Council.

RESOLVED – (1) That the Minutes of the Meeting of the Community Overview and Scrutiny Panel held on 1 September and 6 October 2011 together with the Chairman's Report be received and adopted.

(2) That the Performance and Development Portfolio Holder investigate the position with regard to “Tullie Cards” and update Members at the next meeting of the City Council.

(b) Resources Overview and Scrutiny Panel

Councillor Layden moved and Councillor Allison seconded that the Minutes of the Meeting of the Resources Overview and Scrutiny Panel held on 13 October 2011 be received and adopted.

Councillor Layden also presented his Chairman’s Report.

RESOLVED – That the Minutes of the Meeting of the Resources Overview and Scrutiny Panel held on 13 October 2011 together with the Chairman’s Report be received and adopted.

(c) Environment and Economy Overview and Scrutiny Panel

Councillor Mrs Rutherford moved and Councillor Mrs Farmer seconded that the Minutes of the Meeting of the Environment and Economy Overview and Scrutiny Panel held on 8 September 2011 be received and adopted.

Councillor Mrs Rutherford also presented her Chairman’s Report. In doing so, she drew Members’ attention to the very interesting Economy workshop scheduled to take place on 15 November 2011, extending an invitation to any Member who would like to attend.

In response to a question from Councillor Mrs Mallinson, Mrs Rutherford undertook to check the position concerning the provision of lunches at such events.

RESOLVED – That the Minutes of the meeting of the Environment and Economy Overview and Scrutiny Panel held on 8 September 2011 together with the Chairman’s Report be received and adopted.

C.150/11 REGULATORY PANEL

Councillor Morton moved and Councillor Mrs Parsons seconded the receipt and adoption of the Minutes of the Meetings of the Regulatory Panel held on 14 September and 19 October 2011.

RESOLVED – That the Minutes of the Meetings of the Regulatory Panel held on 14 September and 19 October 2011 be received and adopted.

C.151/11 LICENSING COMMITTEE

Councillor Morton moved and Councillor Mrs Parsons seconded the receipt and adoption of the Minutes of the Meeting of the Licensing Committee held on 10 August 2011.

RESOLVED – That the Minutes of the Meeting of the Licensing Committee held on 10 August 2011 be received and adopted.

C.152/11 DEVELOPMENT CONTROL COMMITTEE

Councillor Mrs Parsons moved and Councillor Scarborough seconded the receipt and adoption of the Minutes of the Meetings of the Development Control Committee held on 17 and 19 August, and 28 and 30 September 2011.

RESOLVED – That the Minutes of the Meetings of the Development Control Committee held on 17 and 19 August, and 28 and 30 September 2011 be received and adopted.

C.153/11 AUDIT COMMITTEE

Councillor Mrs Mallinson moved and Councillor Nedved seconded the receipt and adoption of the Minutes of the Meeting of the Audit Committee held on 27 September 2011.

Councillor Mrs Mallinson also paid tribute to all Members of the Audit Committee for the very thorough piece of work undertaken in relation to the Committee's consideration of the Audit Commission report on Carlisle Airport.

Councillor Whalen then thanked Councillor Mrs Mallinson for her kind words and her professionalism in taking the issue forward. He expressed the hope that future issues could be aired in a like manner.

RESOLVED – That the Minutes of the Meeting of the Audit Committee held on 27 September 2011 be received and adopted.

C.154/11 EMPLOYMENT PANEL

Councillor Mallinson (J) moved and Councillor Glover seconded the receipt and adoption of the Minutes of the Meetings of the Employment Panel held on 18 and 30 August, 2 and 9 September 2011.

RESOLVED – That the Minutes of the Meetings of the Employment Panel held on 18 and 30 August, 2 and 9 September 2011 be received and adopted.

C.155/11 APPEALS PANEL

Councillor Layden moved and Councillor Nedved seconded the receipt and adoption of the Minutes of Appeals Panel 2 held on 8 September 2011.

RESOLVED – That the Minutes of the Meeting of Appeals Panel 2 held on 8 September 2011 be received and adopted.

C.156/11 NOTICE OF MOTION

(1) BBC Radio Cumbria

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

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

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

Councillor Mitchelson moved, and Councillor Mrs Parsons seconded the motion.

Councillor Mitchelson then elaborated in some detail upon the reasons for submission of the motion expressing the hope that the City Council would, on behalf of the people of Cumbria, lend their support.

Councillor Hendry moved the following amendment to the Motion of Councillor Mitchelson:

"Further, that this Council confirms the support for the unique value of public sector broadcasting for the people of Cumbria. At the time of the Carlisle floods in 2005, and the tragedy of the Derrick Bird murders of 2010, Radio Cumbria played a vital role in informing and supporting the people of Cumbria and our emergency services. This Council requests the Coalition Government to urge that the BBC withdraw these proposals in the interests of the Cumbrian community."

In so doing, Councillor Hendry stated that the amendment sought to support the original motion proposed by Councillor Mitchelson.

Councillor Atkinson seconded the amendment.

Following substantial discussion on the substantive motion and the amendment, and at the suggestion of Councillor Mitchelson, Councillor Hendry moved that the last line of his amendment be amended so as to read "This Council requests all decision makers to urge that the BBC withdraw these proposals in the interests of the Cumbrian Community."

Councillor Mallinson (J) seconded the above amendment to Councillor Hendry's original amendment.

RESOLVED – That the substantive motion of Councillor Mitchelson and the amended amendment of Councillor Hendry, and as set out below be agreed:

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

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

Further, that this Council confirms the support for the unique value of public sector broadcasting for the people of Cumbria. At the time of the Carlisle floods in 2005, and the tragedy of the Derrick Bird murders of 2010, Radio Cumbria played a vital role in informing and supporting the people of Cumbria and our emergency services. This Council requests all decision makers to urge that the BBC withdraw these proposals in the interests of the Cumbrian community."

(2) Elected Police Commissioners

Councillors Mrs Mallinson and Mallinson (J), having declared a personal and prejudicial interest, retired from the meeting room during consideration of this item of business.

Councillor Watson, having declared a personal interest, spoke in detail on the matter.

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

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

Councillor Hendry moved and Councillor Watson seconded the motion.

Councillor Watson read out the content of a letter, signed by Political Group Leaders from the County Council, outlining their opposition to elected Police Commissioners.

Following substantial debate, with input from a number of Members of the City Council and voting thereon the votes cast for and against the motion were equal. The Mayor used his casting vote against the motion which was NOT AGREED.

Councillors Mrs Mallinson and Mallinson (J) then returned to the meeting

(3) Skills and Learning

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

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

Councillor Hendry moved and Councillor Whalen seconded the motion.

Councillor Clarke (M) then moved and Councillor Ellis seconded the following amendment:

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

After some discussion and voting thereon the amendment of Councillor Clarke (M) was agreed and it was:

RESOLVED –That the substantive motion as set out below be agreed

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

SUSPENSION OF STANDING ORDERS

Pursuant to Council Procedure Rule 9, Councillor Mrs Geddes MOVED and it was SECONDED and AGREED that the meeting should continue beyond 9.45 pm to enable the remaining items of business to be considered.

C.157/11 PROPOSALS FROM THE EXECUTIVE IN RELATION TO THE COUNCIL’S BUDGET AND POLICY FRAMEWORK

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

Pursuant to Minute EX.088/11 and EX.122/11, consideration was given to a recommendation from the Executive regarding the Carlisle and Eden Crime and Disorder Reduction Partnership Plan. A copy of Report CD.19/11 and relevant Minute Extracts had been circulated.

Councillor Mrs Geddes moved and Councillor Mitchelson seconded the recommendation that the Carlisle and Eden Crime and Disorder Reduction Partnership Plan for 2011/12 be approved and adopted onto the Council’s Policy Framework.

RESOLVED – That the Carlisle and Eden Crime and Disorder Reduction Partnership Plan 2011/12, as appended to Report CD.19/11, be approved and adopted onto the Council’s Policy Framework.

- (ii) EX.123/11 and EX.127/11 – Botchergate Conservation Area Appraisal and Management Plan (Draft)

Pursuant to Minute EX.123/11 and EX.127/11, consideration was given to a recommendation from the Executive regarding the draft Botchergate Conservation Area Appraisal and Management Plan. A copy of Report ED.38/11 and relevant Minute Extracts had been circulated.

Councillor Mrs Bowman moved and Councillor Bloxham seconded the recommendation that the draft Botchergate Conservation Area Appraisal and Management Plan be approved for public consultation.

Following discussion, it was:

RESOLVED – That the draft Botchergate Conservation Area Appraisal and Management Plan, as attached to Report ED.38/11, be approved for public consultation.

(iii) EX.102/11 and EX.128/11 - Discretionary Rate Relief Policy

Councillors Betton, Mrs Farmer, Mitchelson and Morton, having declared a personal interest, made no comment on this item of business.

Councillor Mrs Geddes, having declared a personal interest, spoke to move the report.

Pursuant to Minute EX.102/11 and EX.128/11, there was submitted Report CD.20/11 and relevant Minute Extracts concerning the Discretionary Rate Relief Policy.

Councillor Mrs Geddes drew Members' attention to errors at Option 3 1. and 3., commenting that the figures £778,037 and £223,979 should have read £78,038 and £23,979 respectively.

Councillor Mrs Geddes then moved and Councillor Bloxham seconded the recommendation that the Council approve:

1. Amendment to the City Council's Discretionary Rate Relief Policy to provide 100% rate relief to small, local charities and not for profit making organisations as detailed in Option 1 of the report.
2. The Discretionary Rate Relief Policy Statement as shown at Appendix 1 of the report.

In response to a request for legal advice from Councillor Hendry, the Assistant Director (Governance) explained that the Summons and reports for the meeting were circulated in accordance with the Access to Information Procedure Rules and to enable Members to give proper consideration to the various items of business.

Members would require to take a view on whether the amendments highlighted above were so significant that they may alter their view on the matter. Members had to have sufficient time to consider and digest information that was put before them. If Members felt that they had not been given such time then, it may be sensible to withdraw the report until the next meeting of the City Council.

Councillor Mrs Geddes pointed out that Option 3 was not the subject of any recommendation to Council.

Councillor Boaden indicated that the recommendation constituted a very significant policy change and it was important that all information was correctly provided prior to a decision being taken by Council.

Councillor Boaden then moved and Councillor Hendry seconded that the matter be withdrawn.

In response, Councillor Mrs Geddes withdrew the report.

RESOLVED – That Report CD.20/11 on the Discretionary Rate Relief Policy be withdrawn.

(iv) EX.130/11 - Sustainable Energy Project at Civic Centre, Carlisle

The Mayor reported that, following publication of the Summons for the meeting, this item of business had been withdrawn.

Councillor Bloxham made a statement informing Members that the Government had brought forward the deadline for completion of Sustainable Energy Projects to 12 December 2011. It was not therefore possible to complete the Civic Centre project prior to that revised deadline.

It should be noted, however, that consideration would be given to a new scheme and options in due course.

(v) EX.138/11 – Review of Polling Arrangements

Pursuant to Minute EX.138/11, consideration was given to a report of the Assistant Director (Governance) regarding the Review of Polling Arrangements and the recommendations contained therein. A copy of Report GD.61/11(a) and Minute Extract had been circulated.

Councillor Mallinson (J) moved and Councillor Mitchelson seconded that the recommendations in the report be agreed.

RESOLVED – That it be agreed:

1. That no changes be made to current polling district boundaries.
2. It is recommended that the polling arrangements in the following wards remain unchanged:

Belah	Denton Holme	St Aidans
Brampton	Great Corby & Geltsdale	Stanwix Rural
Botcherby	Hayton	Upperby
Castle	Irthing	Wetheral
Currock	Longtown & Rockcliffe	Yewdale
Dalston	Lyne	

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

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

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

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

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

8. Officers continue to monitor the use of portable cabins as polling stations and continue to investigate potential alternatives. It be further recommended that Officers discuss with the supplier the use of a number of self contained units and improved units with a wider door as detailed in paragraph 23 of the report at a number of polling station locations where portable cabins are currently used.

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

C.158/11 AUDIT COMMITTEE – ANNUAL REVIEW OF FINANCIAL PROCEDURE RULES

Pursuant to Minute AUC.77/11, consideration was given to a recommendation from the Audit Committee that the proposed changes to the Financial Procedure Rules, as set out in Report RD.59/11, be adopted. A copy of Report RD.59/11 and Minute Extract had been circulated.

Councillor Mrs Mallinson moved and Councillor Lishman seconded that the proposed changes in the report be agreed.

RESOLVED - That the changes to the City Council's Financial Procedure Rules, as detailed in Report RD.59/11, be approved and adopted.

C.159/11 OVERVIEW AND SCRUTINY PROCEDURE RULES CALL-IN AND URGENCY

Pursuant to Overview and Scrutiny Procedure Rule 15(i), consideration was given to a report of the Assistant Director (Governance) (GD.60/11) on procedures in respect of occasions where decisions taken by the Executive were urgent.

RESOLVED – That the report be noted.

C.160/11 COMMITTEE NOMINATIONS

Councillor Hendry reported on changes to Labour Group membership on the Regulatory Panel and Licensing Committee. He moved that Councillor Scarborough replace Councillor Wilson as a full member; and Councillor Wilson replace Councillor Scarborough as a substitute on those bodies.

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

RESOLVED – That the changes to Labour Group membership on the Regulatory Panel and Licensing Committee, as detailed above, be agreed.

C.161/11 COMMUNICATIONS

There were no communications or items of business brought forward by the Mayor as a matter of urgency to be dealt with at the meeting.

C.162/11 PUBLIC AND PRESS

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

C.163/11 DISCRETIONARY RATE RELIEF POLICY

(Public and Press excluded by virtue of paragraph 3)

In view of the decision taken by Members at Minute C.157/11(iii) above, this item of business was also withdrawn.

RESOLVED – That the position be noted.

C.164/11 APPOINTMENT OF ASSISTANT DIRECTOR (ECONOMIC DEVELOPMENT)

(Public and Press excluded by virtue of paragraph 1)

Pursuant to Minute EMP.36/11 and EMP.44/11, consideration was given to a recommendation from the Employment Panel regarding the appointment of an Assistant Director (Economic Development). Members were informed that the Employment Panel had met on 30 August and 9 September 2011 to shortlist and interview applicants for the post. A copy of report CD.25/11 and relevant Minutes had been circulated.

Councillor Mallinson (J) moved and Councillor Glover seconded the recommendation set out in the Employment Panel's Minutes of 9 September 2011, namely that Mrs Jane Meek be appointed to the post of Assistant Director (Economic Development).

RESOLVED - That the appointment of Mrs Jane Meek to the post of Assistant Director (Economic Development) be approved.

C.165/11 APPOINTMENT OF TOWN CLERK AND CHIEF EXECUTIVE

(Public and Press excluded by virtue of paragraph 1)

Pursuant to Minute EMP.52/11, consideration was given to a recommendation from the Employment Panel regarding the appointment of the Town Clerk and Chief Executive. Members were informed that the Employment Panel had met on 4 November 2011 to interview candidates for the post. A copy of Report RD.69/11 and relevant Minutes had been circulated.

Councillor Mallinson (J) moved and Councillor Glover seconded the recommendation set out in the Employment Panel's Minutes of 4 November 2011, namely that Dr Jason Gooding be appointed as Town Clerk and Chief Executive (Head of Paid Service) effective from 9 November 2011.

RESOLVED - That the appointment of Dr Jason Gooding as Town Clerk and Chief Executive (Head of Paid Service) be approved.

(The meeting ended at 10.03 pm)