

# AGENDA

## EXECUTIVE

**TUESDAY 22 NOVEMBER 2011 at 2.00 PM**

**in the Flensburg Room, Civic Centre, Carlisle**

### **Apologies for Absence**

To receive apologies for absence.

### **Public and Press**

To agree that the items of business within Part A of the agenda should be dealt with in public and that the items of business within Part B of the agenda should be dealt with in private.

### **Declarations of Interest**

Members are invited to declare any personal interests, and any personal interests which are prejudicial, relating to any item on the agenda at this stage.

### **Minutes of Previous Meetings**

To confirm the Minutes of the meetings of the Executive held on 30 August and 26 September 2011.

[Copy Minutes in Minute Book Volume 38(3)]

## **PART A**

**To be considered when the Public and Press are present**

### **KEY DECISIONS**

The reports in respect of the items listed under Agenda item A.1 have been reproduced in a Budget Book and circulated under cover of a letter dated 11 November 2011 from the Assistant Director (Governance)

#### **A.1 BUDGET 2012/13**

##### **(a) 2011/12 Revised Revenue Base Estimates and Updated Medium Term Financial Plan Projections 2012/13 to 2016/17**

The Assistant Director (Resources) to submit a report providing a summary of the Council's revised revenue base estimates for 2011/12, base estimates for 2012/13, and updated reserve projections to 2016/17.

(Report RD.63/11)

##### **(b) Review of Charges 2012/13**

Assistant Directors to submit charges review reports as follows:

- (i) Local Environment (Report LE.23/11)
- (ii) Community Engagement (Report CD.25/11)
- (iii) Economic Development (Report ED.39/11)
- (iv) Governance (GD.62/11)
- (v) Licensing (GD.58/11)

##### **(c) Summary of New Revenue Spending Pressures**

The Assistant Director (Resources) to submit a report summarising the new revenue spending pressures and reduced income projections which need to be considered as part of the 2012/13 Budget process.

(Report RD.64/11)

**(d) Summary of Savings Delivered and New Proposals**

The Assistant Director (Resources) to submit a report summarising proposals for savings and additional income generation to be considered as part of the 2012/13 Budget process.

(Report RD.65/11)

**(e) Revised Capital Programme 2011/12 and Provisional Capital Programme 2012/13 to 2016/17**

The Assistant Director (Resources) to submit a report on the revised capital programme for 2011/12, and summarising the proposed programme for 2012/13 to 2016/17.

(Report RD.66/11)

**(f) Treasury Management July to September 2011 and Forecasts for 2012/13 to 2016/17**

The Assistant Director (Resources) to submit a report 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 discusses Treasury Management estimates for 2012/13 with projections to 2016/17, and includes information on the requirements of the Prudential Code on local authority capital finance.

(Report RD.67/11)

**A.2 TULLIE HOUSE BUSINESS PLAN AND LEASE ARRANGEMENTS**

The Assistant Director (Community Engagement) to submit a report on the Tullie House Business Plan and Lease arrangements. The report will be available for consideration by Overview and Scrutiny.

(Copy Report CD.22/11 herewith)

***This item is likely to be considered again by the Executive. Members and Officers are asked to retain their copy of the report for future meetings.***

### **A.3 2011/12 MID YEAR CORPORATE PLAN PERFORMANCE REPORT**

The Policy and Communications Manager to submit a report setting out proposed amendments to key actions within the Mid Year Performance Report. The report will be available for consideration by Overview and Scrutiny Panels.  
(Copy Report PPP.16/11 herewith)

***This item is likely to be considered again by the Executive. Members and Officers are asked to retain their copy of the report for future meetings.***

### **A.4 DISCRETIONARY RATE RELIEF**

(The Leader has agreed to this Key Decision item being considered at this meeting, although not in the Forward Plan)

The Assistant Director (Community Engagement) to submit a report proposing changes to the Discretionary Rate Relief Policy.  
(Copy Report CD.20/11 (Amended) and Minute Excerpts herewith)

## **NON KEY DECISIONS**

### **A.5 FORWARD PLAN**

The Forward Plan of key decisions for the period 1 November 2011 to 29 February 2012 is submitted for information.

### **A.6 SCHEDULE OF DECISIONS TAKEN BY OFFICERS**

A Schedule of Decisions taken by Officers under delegated powers is attached for information.

(Copy Schedule herewith)

### **A.7 REFERENCE FROM OVERVIEW AND SCRUTINY**

To consider the following reference:

EEOSP.66/11 – Transformation Programme – Economic Development  
(Copy Minute Excerpt herewith)

## **A.8 JOINT MANAGEMENT TEAM MINUTES**

The Minutes of the meeting of the Joint Management Team held on 13 October 2011 are submitted for information.

(Copy Minutes herewith)

## **A.9 MARKET MANAGEMENT GROUP**

The Minutes of the meeting of the Market Management Group held on 26 October 2011 are submitted for information.

(Copy Minutes herewith)

## **A.10 DATES AND TIMES OF MEETINGS FOR 2012/13**

The Assistant Director (Governance) to submit a report on the dates and times of meetings for the 2012/13 Municipal Year prior to submission to the City Council.

(Copy Report GD.63/11 herewith)

## **A.11 REVENUE BUDGET OVERVIEW AND MONITORING REPORT – APRIL TO SEPTEMBER 2011**

The Assistant Director (Resources) to submit the Revenue Monitoring Report covering the period April to September 2011.

(Copy Report RD.62/11 herewith)

## **A.12 CAPITAL BUDGET OVERVIEW AND MONITORING REPORT – APRIL TO SEPTEMBER 2011**

The Assistant Director (Resources) to submit the Capital Monitoring Report covering the period April to September 2011.

(Copy Report RD.61/11 herewith)

## **A.13 APPOINTMENT OF HONORARY RECORDER FOR THE CITY OF CARLISLE**

The Assistant Director (Governance) to submit a report on the appointment of an Honorary Recorder for the City of Carlisle.

(Copy Report GD.66/11 herewith)

## **PART B**

**To be considered in Private**

### **KEY DECISIONS**

#### **B.1 TULLIE HOUSE BUSINESS PLAN AND LEASE ARRANGEMENTS**

*This report is not for publication by virtue of paragraphs 3 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information); and information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority*

The Assistant Director (Community Engagement) to submit a report relating to the Tullie House Business Plan and Lease Arrangements.  
(Copy Report CD.26/11 herewith)

<p><b><i>This item is likely to be considered again by the Executive. Members and Officers are asked to retain their copy of the report for future meetings.</i></b></p>
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#### **B.2 DISCRETIONARY RATE RELIEF**

*This report is not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information)*

(The Leader has agreed to this Key Decision item being considered at this meeting, although not in the Forward Plan)

The Assistant Director (Community Engagement) to submit a report providing information in relation to discretionary rate relief.  
(Copy Report CD.21/11 (Amended) herewith)

## **NON KEY DECISIONS**

- NIL -

### **Members of the Executive:**

Councillor Mitchelson	(Leader's Portfolio)
Councillor J Mallinson	(Governance and Resources Portfolio Holder)
Councillor Bloxham	(Environment and Housing Portfolio Holder)
Councillor M Bowman	(Economic Development Portfolio Holder)
Councillor Ellis	(Performance and Development Portfolio Holder)
Councillor Geddes	(Community Engagement Portfolio Holder)

**Enquiries to:**

**Morag Durham ext 7036**

**Notes to Members:**

**Decisions made at this meeting, if not subject to call-in  
will become live on 2 December 2011**