

COMMUNITY OVERVIEW AND SCRUTINY PANEL

THURSDAY 6 OCTOBER 2011 AT 10.00 AM

PRESENT: Councillor Mrs Luckley (Chairman) Councillors Mrs Bradley, Glover, Nedved, Mrs Parsons, Mrs Prest and Scarborough

ALSO

PRESENT: Councillor Mrs Geddes, Community Engagement Portfolio Holder
Councillor Ellis, Performance and Development Portfolio Holder
Councillor Bloxham, Environment and Housing Portfolio Holder
Hilary Wade, Director of Tullie House Museum and Art Gallery Trust
Roger Cooke, Chairman of the Trust Board, Tullie House Museum and Art Gallery Trust
Councillor Hendry, Observer

COSP.69/11 APOLOGIES FOR ABSENCE

There were no apologies for absence submitted at this meeting.

COSP.70/11 DECLARATIONS OF INTEREST

Councillor Mrs Luckley declared a personal and prejudicial interest in accordance with the Council's Code of Conduct in respect of Agenda Item A.4 Women and Families Replacement Homelessness Accommodation. The interest related to the fact that she had previously made a decision regarding the Accommodation as a Member of the Executive.

Councillor Mrs Bradley declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item B.1 Discretionary Rate Relief to Charitable and Not for Profit Organisations. Her interest related to the fact that she was connected to some of the organisations listed in the report.

Councillor McDevitt declared a personal interest in accordance with the Council's Code of Conduct in respect of any matter relating to Cumbria County Council. His interest related to the fact that he was a Member of Cumbria County Council.

Councillor Glover declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item B.1 Discretionary Rate Relief to Charitable and Not for Profit Organisations. His interest related to

the fact that he was a Council appointed representative on Currock Community Centre Management Committee.

Councillor Mrs Parsons declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item B.1 Discretionary Rate Relief to Charitable and Not for Profit Organisations. Her interest related to the fact that she was connected to some of the organisations listed in the report. She also declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item A.4 Women and Families Replacement Homelessness Accommodation. Her interest related to the fact that she was the Chairman of the Development Control Committee.

Councillor Scarborough declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item B.1 Discretionary Rate Relief to Charitable and Not for Profit Organisations. His interest related to the fact that he was a Council appointed representative on Stanwix Community Association. He also declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item A.4 Women and Families Replacement Homelessness Accommodation. His interest related to the fact that he was the Vice-Chairman of the Development Control Committee.

Councillor Nedved declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item B.1 Discretionary Rate Relief to Charitable and Not for Profit Organisations. His interest related to the fact that he was a Council appointed representative on Botcherby Community Centre Management Committee. He also declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item A.4 Women and Families Replacement Homelessness Accommodation. His interest related to the fact that he was a substitute Member of the Development Control Committee.

Councillor Ellis declared a personal interest in accordance with the Council's Code of Conduct in respect of Agenda Item A.3 Tullie House Museum and Art Gallery Trust – Note on the 3 year Business Plan. His interest related to the fact that he was a Council appointed representative on the Trust's Board.

COSP.71/11 AGENDA

RESOLVED – That Agenda Item A.3 Tullie House Museum and Art Gallery Trust – Note on the 3 Year Business Plan be moved to the first item of consideration.

COSP.72/11 MINUTES OF PREVIOUS MEETINGS

RESOLVED - That the minutes of the meeting held on 14 July 2011 be agreed as a correct record of the meeting and signed by the Chairman.

COSP.73/11 CALL-IN OF DECISIONS

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

COSP.74/11 TULLIE HOUSE MUSEUM AND ART GALLERY TRUST – NOTE ON THE 3 YEAR BUSINESS PLAN 2012/15

The Director of Tullie House Museum and Art Gallery Trust, Ms Wade, reported that Tullie House Museum and Art Gallery Trust was in the process of preparing its first three year Business Plan which would cover the period 2012/13 to 2014/15. The Plan would be presented by management to the Trustees on 11 October and then submitted to the Council on 31 October 2011.

Ms Wade reminded the Panel of the background to the Trust and the Trust's vision. She took the Panel through the five strategic themes which had been identified by the Trust's management team for the Business Plan.

Ms Wade outlined the visitor numbers to Tullie House and the possible areas of income generation in the future. She reminded the Panel that the City Council's twelve month grant to Tullie House in 2011/12 was £1,314,420 and as part of the negotiations to transfer to Trust, Tullie House had been required to identify savings of £58,000 in 2011/12. A further £116,000 of savings would be identified for 2012-14 in the Business Plan. Savings would also be identified through the planned staffing restructure. She also outlined the cost pressures to the Trust.

She added that the funding from the Renaissance in the Regions which was managed by the Arts Council was likely to be severely reduced or withdrawn from April 2012. Ms Wade then informed the Panel that the Arts Council were setting a new criteria for the distribution of funding and she outlined their strategic goals.

Ms Wade informed the Panel that a wide ranging review of the admissions charging policy was underway and would address issues such as the structure and levels of charging, whether there should be a charge for the Art Gallery and Old Tullie House, the future of the Tullie Card, and the charging policy for events, activities and drop ins.

In considering the matter, Members raised the following issues and concerns:

- Members felt that the 'Tullie Card' was important to encourage the participation and interaction of local people and urged the Trust to carefully consider retaining the card.

Ms Wade agreed that the Card was an important way of engaging local communities and commented that the Card would be taken into consideration as part of the admissions charges review.

The Chairman of the Trust Board, Mr Cooke, felt that there was a reluctance to remove the Card but it would not be able to continue in the same format. He reminded the Panel that an administration cost had previously been introduced and the cards were re-issued every two years.

A Member commented that socio economic factors should also be taken into account when consideration is given to any change to the Card or the admission charges. The Member highlighted that around a third of visitors were profile C2DE and would be disappointed if this group were unable to afford admission to the museum. An increase in charges would not only affect income it may also negatively affect visitor numbers.

- The report highlighted a number of challenges for Tullie House in the coming years, would it be sustainable in the future?

Ms Wade believed that the Trust was sustainable in the future. She agreed that the Trust faced a number of challenging issues and needed to consider alternative funding streams but she thought it had a positive future.

Mr Cooke agreed that it was a challenging time for the Trust and they would have to look at doing things better with less resources but he felt it was a long term project and it was an exciting agenda for the Trust.

In response to a Member's comment Mr Cooke explained that the Board currently had five Trustees and they were in the process of recruiting six more Trustees. The process had been time consuming and very labour intensive but he felt it had been carried out properly and an announcement on the Trustees was expected within a week.

- Would the Trust be able to meet the new criteria set by the Arts Council?

Ms Wade confirmed that the Trust would not be able to meet the criteria as Tullie House had not received designated status. The Trust was looking to form a consortium of museums in Cumbria to submit an application to the Arts Council and this would have to be completed by 2 November 2011.

Ms Wade added that designated status was given to collections that were nationally or internationally renowned and Tullie House had, in the past, made a case for the natural science collection to be designated but it had not been successful. She felt that the collection was viable and would make a further application for it to be designated in the future.

- Were there any alternative sources of funding if the Trust was not successful with the funding as set out in the report?

Ms Wade explained that as part of the Renaissance in the Regions funding a fund raising post had been established and it would continue until the end of March 2012. When the post ended the fund raising would be carried out by staff at Tullie House.

- Had there been any progress on collaborating with the British Museum or other partners?

Mr Cooke confirmed that the previous Shadow Board had felt that this was extremely important and a number of avenues for partnership working had been explored. One of the criteria for the new Trustees was the ability to bring knowledge and understanding of partnership working to the Trust.

Ms Wade agreed that it was extremely important to the Trust and the Roman Gallery had been opened in partnership with the British Museum. She added that there had also been partnership working across Cumbria to look at entrepreneurial working to give consideration to fresh ways of raising income.

Mr Cooke added that the subject of raising income was made up of a number of different strands. One area the Trust was looking at was commercial income through the shop, internet sales and the restaurant. The Trust had formed a subsidiary trading company to protect the Trust status. As part of the interview process for the new Trustees a number of potential non executive members of the subsidiary board had been identified, and if they were open to becoming a subsidiary board member, they would bring commercial experience. He explained that in parallel to this work there was a need for a commercial sponsorship programme.

- How would the restructure of Tullie House affect the criteria set by the Arts Council which specified a diverse and highly skilled workforce?

Ms Wade responded that Tullie House had to carry out the restructure and they would have to use the available resources in the best way possible. In response to a further question Ms Wade explained that the Trust had 'pooled' knowledge to achieve the Roman Gallery and it would be something to consider for the future. She added that expert knowledge could also be bought in.

Mr Cooke commented that no decision had been taken with regard to the restructure and the comments of the Panel would be taken into consideration.

- Had a cost benefit analysis been carried out on staff, in particular the fundraising post?

Ms Wade confirmed that an analysis had not yet been carried out but it would form part of the restructure work.

- Was the Trust building on Tullie House's links with schools?

Ms Wade confirmed that the Trust was keen to pursue this area and the Learning Manager worked closely with schools. Tullie House also had an outreach programme where officers visited schools. She added that approximately 12,000 school children visited Tullie House each year.

- Was there an opportunity for Tullie House to expand the collections and historical information about the City?

Ms Wade explained that the Tullie House Collection was vast and agreed that there were lots of stories still to be told about Carlisle and its history. The Trust were producing a Development Plan and this would identify ways of showing more collections and how Tullie House could become more diverse.

A Member commented that to increase the collections more space would be required, were there any plans to acquire more property in the area?

The Performance and Development Portfolio Holder reported that during the interview process for the new Trustee it became evident that Tullie House may require a broader theme and that more of the collections needed to be made available. He added that the Trust was not currently in a position to make a capital purchase but they would be open to any opportunities that arose. There were a number of vacant municipal buildings around Tullie House which and it may be possible to look at using some of the properties in the future. The Trust had to remember that any additional buildings would require additional revenue costs.

- Was it likely that the Trust would ask the City Council for any additional core funding over the next three or five years?

The Performance and Development Portfolio Holder responded that the Trust was working to the budget as set out in the Medium Term Financial Plan.

RESOLVED – 1) That Hilary Wade and Roger Cooke be thanked for their input into the meeting;

2) That the comments of the Panel be considered by the Trust when they discuss the Business Plan on 11 October 2011.

COSP.75/11 OVERVIEW REPORT AND WORK PROGRAMME

The Scrutiny Officer (Mrs Edwards) presented report OS.25/11 which provided an overview of matters relating to the Community Overview and Scrutiny Panel's work and included the latest version of the work programme and Forward Plan items which related to the Panel.

Mrs Edwards reported that:

- the Forward Plan of Executive Key Decisions, covering the period 1 October to 31 January 2012 had been published on 16 September 2011 and the following issues fell into the remit of this Panel:

KD.023/11 (Housing Strategy and Action Plan 2011-15) and KD.024/11 (Budget Process 2012-12) – reports would be available for consideration by this Panel on 24 November 2011.

KD.025/11 Discretionary Rate Relief Policy – to be further considered at this meeting

KD.024/11 Budget Process 2012-13 – reports would be available for consideration by this Panel on 24 November 2011.

- The Executive had considered the CDRP Partnership Plan at their meeting on 26 September and a minute excerpt had been circulated.
- The Housing Task and Finish Group had met on 13 September and had opted to focus on Homelessness. Their scoping document had been attached to the Overview report for the Panel's approval.
- The Disabled Facilities Group had met on 15 September and their scoping document had been attached to the Overview report for the Panel's approval.
- A Budget Workshop had been arranged for Scrutiny Members to take place on 11 November 2011. Members of SMT and the Executive had been invited to the workshop and Members were encouraged to attend as discussion and content would assist in involving scrutiny members further in the budget setting process.
- The next meeting of the Scrutiny Chairs Group had been scheduled for 2 November and Members were asked to notify the Chair of the Panel or the Scrutiny Officer of any items to be discussed.
- The next meeting of the Joint CDRP Scrutiny Panel would take place on 17 November 2011 at Penrith and the Chair of the CDRP would be in attendance. The minutes of the meeting would be considered by this Panel on 24 November 2011 if they were available.
- The Work Programme had been attached and an update on Affordable Warmth would be submitted to the Panel 24 November. She added that the Carlisle Partnership would be scrutinised as follows:
 - Safer Communities – Joint CDRP Scrutiny Panel
 - Housing Action Plan – Community Overview and Scrutiny Panel on 12 January 2012 alongside the Riverside Carlisle Partnership Agreement
 - Rural Action Plan – Community Overview and Scrutiny Panel in February 2012
 - Economic Action Plan – Environment and Economy Overview and Scrutiny Panel
 - Children and Young People Action Plan – Would be decided when further information had been received
 - Healthy Communities – Would be decided when further information had been received

RESOLVED – 1) That, subject to the issues raised above, the Overview Report incorporating the Work Programme and Forward Plan items relevant to this Panel be noted.

2) That the Scoping Documents of the Housing Task and Finish Group and the Disabled Facilities Task and Finish Group be agreed.

COSP.76/11 WOMEN AND FAMILIES REPLACEMENT HOMELESSNES ACOMMODATION

Having declared a personal and prejudicial interest in the matter Councillor Mrs Luckley left the meeting and Councillor Glover chaired the item.

The Homelessness Prevention and Accommodation Manager (Ms Rhodes) submitted report CD.13/11 which provided an update on the development of the replacement Women and Family Accommodation.

Ms Rhodes reminded Members of the background to the new Women and Family Accommodation and outlined the timescales for the key steps in the development.

She reported that Day Cummins Ltd, Cockermouth had been commissioned to develop the complete design commission of the Scheme which would be in Water Street. Weekly meetings had been held with the design team to develop and secure the specification of the project. The aim was to ensure that the scheme delivered value for money and the project was delivered within budget and within a tight schedule. During the design period the Council would continue to consult with key stakeholders to ensure the design adequately reflected the needs of the current and future service users and to ensure the building was flexible enough to meet the needs and priorities of the support provision.

A Members workshop had been held on 5 September 2011 to allow Members input and views on the design of the building and to discuss the factors underpinning the Secure by Design Scheme. The feedback from the workshop had been very positive and suggestions from Members had been considered and, where appropriate, incorporated into the detailed specifics of the design. This had principally included the layout of the kitchen and dining areas and an increase of bath suites.

Ms Rhodes added that, as part of the tender negotiations with contractors, the Council would be looking to replicate the successful Supported Employment Project which had been undertaken during the build of the Shaddon Gateway Resources Centre.

It was anticipated that the revenue costs for the Scheme would be contained within the existing budget provision for the service and elements had been factored into the design of the build to ensure that service and utility costs were reduced where possible. The Council was also carrying out service

reviews across the Homelessness and Hostel Services in order to ensure that the most cost effective and good quality approach was provided whilst ensuring that the Council fulfilled its statutory responsibilities.

The Assistant Director (Community Engagement) (Mr Gerrard) informed the Panel that the overall budget for the Scheme was £1.8million to allow for contingencies.

Ms Rhodes added that the outcome of Supporting People tender would be available at the next meeting of the Panel. The Panel agreed to consider the outcome if it had any impact on the budget.

In response to a Member's question Ms Rhodes explained that the timescales for the project had been produced by the building team but it was hoped that there would be some flexibility in the timescales.

Members thanked the Team for their hard work and for the opportunity of being able to view and comment upon the plans.

RESOLVED – 1) That the update on the Women and Families Replacement Homelessness Accommodation be welcomed;

2) That the Panel thank the Communities, Housing and Health Team for their outstanding work on the Project;

3) That the outcome of the Supporting People tender be reported back to the Panel on 24 November if it had an impact on the budget;

4) That the Panel looked forward to a further update in six months time unless a specific issue arose which had an effect on the budget or timescale of the project.

COSP.77/11 REPORTING ON EQUALITIES

Councillor Mrs Luckley returned to the meeting.

The Policy and Communication Manager (Mr O'Keeffe) submitted report PPP.15/11 which provided an update on the changes in Public Duty and an outline of the current approach.

Mr O'Keeffe reported that the public sector Equality Duty came into force on 5 April 2011 and Specific Duties Regulations came into force in September 2011 and he gave an explanation of both sets of legislation.

He explained that regionally, the North West Employers continue to run training events and an annual reward scheme with regard to equality. Carlisle along with all the local authorities in Cumbria had received an award for the 'Achieving Equality in Cumbria Project'. The Project had supported all districts to reach the achieving level of the Equality Framework for Local Government.

Mr O’Keeffe gave an update on the Achieving Equality in Cumbria Steering Group, the Cumbria Equality Partnership, the internal Corporate Equality Group and the Consortium of OutReach Cumbria, Cumbria Disability network and AWAZ.

Mr O’Keeffe reported that the Equality Duty was in keeping with the Government’s broader approach to the public sector, to reduce bureaucracy and increase transparency. The Act did not prescribe Equality Impact Assessments or an Equality Scheme and the Council had maintained a leaner, thematic set of impact assessment for services areas and policies. The information was being transferred onto the Council’s website as a way of demonstrating compliance with the General Duty. The Council was also continuing to screen key decisions for impacts on the protected characteristics which were published as part of the Executive papers through the CMIS system. Scrutiny played an important role in monitoring the screening and challenging any assumptions.

He summed up by stating that the emphasis was on real equality outcomes for citizens rather than a bureaucratic exercise of compliance.

Members asked that the minutes of the Corporate Equality Group be circulated to them for information.

A Member asked that economic wellbeing of local communities be included in the local needs of Carlisle. He felt it was important that the Council did not make a decision that would have an adverse affect on local communities.

Mr O’Keeffe responded that economic wellbeing was not a protected characteristic but it was possible to have economic wellbeing as a local consideration alongside the Council’s approach to equality.

The Strategic Director (Mr Crossley) agreed that it should be a consideration of everything that the Council did and did need to be considered as it was not a Corporate Plan priority.

RESOLVED – That the Reporting on Equalities report be noted and the Panel looked forward to a further report in January 2012.

COSP.78/11 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 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 the minutes) of Part 1 of Schedule 12A of the 1972 Local Government Act.

COSP.79/11 DISCRETIONARY RATE RELIEF TO CHARITABLE AND NOT FOR PROFIT ORGANISATIONS

(Public and Press excluded by virtue of Paragraph 3)

The Assistant Director (Community Engagement) (Mr Gerrard) submitted report CD.14/11 which discussed considerations in setting and managing discretionary relief on National Non Domestic Rates (NNDR) to charitable and not for profit organisations.

He reported that the proposed policy change had been considered by the Panel on 1 September 2011 and was to award small, local charities and not for profit organisations 100% rate relief.

Mr Gerrard gave a detailed explanation of the recommended option of giving 100% rate relief to small and local charities. He outlined the alternative options that had been considered and the reasons why they had not been used.

He reminded the Panel of the Motion which had been agreed by Council which gave Eden Valley Hospice 100% rate relief. He added that Members should not consider the Hospice's rate relief as part of the report.

Members asked for clarification on some of the figures in the report and the Assistant Director (Resources) agreed to circulate the figures and some further information.

Members agreed that it was not an option to give everyone 100% relief but discussed if consideration should be given to the three community centres who did not qualify because their properties were above the £18,000 rateable value limit. Some Members felt that the centres had been penalised because they had inherited larger buildings from the Council and that the centres played a unique role in local communities. There was a debate as to whether all community centres and village halls should be treated equally and receive the 100% relief.

Following voting it was

RESOLVED - That the Panel recommend to the Executive that financial provisions should be found to enable the three community centres, who had not been eligible, to receive the full 100% Discretionary Rate Relief

COSP.80/11 TRANSFORMATION PROGRAMME

(Public and Press excluded by virtue of Paragraph 1)

With the consent of the Chairman the Assistant Director (Community Engagement) (Mr Gerrard) gave a verbal update on the Transformation programme within the Community Engagement Directorate.

He reported that the consultation period for the next stage of the programme would begin soon and would last for approximately 6 weeks. He hoped that the consultation period would be meaningful and transparent.

Mr Gerrard responded to Members questions and concerns.

Members commented that the Transformation process would be at the same time as the Housing Task and Finish Group and agreed to submit an interim report to the Panel to coincide with the process.

RESOLVED –1) That the update be noted;

2) That, if appropriate, the Housing Task and Finish Group submit an interim report to the Community Overview and Scrutiny Panel.

(The meeting ended at 12.25pm)