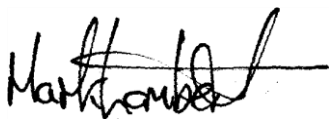


SUMMONS

To the Mayor and Members of Carlisle City Council

You are summoned to attend the Meeting of Carlisle City Council which will be held on **Tuesday, 28 March 2023** at **18:45**, in the **Cathedral Room, Civic Centre, Carlisle, CA3 8QG**



Corporate Director of Governance and Regulatory Services

AGENDA

1. The Mayor will invite the Chaplain to say prayers.
2. The Town Clerk and Chief Executive will open the meeting by calling the roll.
3. **Minutes**
 - i. The Council will be asked to receive the Minutes of the meeting of the City Council held on the 28 February 2023.
 - ii. This meeting being the final meeting of Carlisle City Council, Council is being recommended to delegate approval of the Minutes of today's Council Meeting to the Mayor following consultation with the Members of the Council and the Corporate Director of Governance and Regulatory Services.

4. Public and Press

To determine whether any of the items of business within Part A of the Agenda should be dealt with when the public and press are excluded from the meeting.

To determine whether any of the items of business within Part B of the Agenda should be dealt with when the public and press are present.

5. Declarations of Interest

Members are invited to declare any disclosable pecuniary interests, other registrable interests and any interests, relating to any item on the agenda at this stage.

6. Announcements

- (i) To receive any announcements from the Mayor
- (ii) To receive any announcements from the Leader of the Council
- (iii) To receive any announcements from Members of the Executive
- (iv) To receive any announcements from the Town Clerk and Chief Executive

7. Questions by Members of the Public

Pursuant to Procedure Rule 10.1, the Corporate Director of Governance and Regulatory Services to report that no questions have been submitted on notice by members of the public.

8. Presentation of Petitions and Deputations

Pursuant to Procedure Rule 10.11, the Corporate Director of Governance and Regulatory Services to report that no petitions or deputations have been submitted by members of the public.

9. Questions from Members of the Council

Pursuant to Procedure Rule 11.2, the Corporate Director of Governance and Regulatory Services to report that no questions have been submitted on notice by Members of the City Council

10. Minutes of the Executive

The Council will be requested to receive the Minutes of the meeting of the Executive held on 20 March 2023 and ask questions of the Leader and Portfolio Holder on those Minutes.

11. Executive - Portfolio Holder Reports

The Council will be asked to receive reports from the following Portfolio Holders:

11. <u>Culture, Leisure and Heritage</u>	7 -
(i)	12
(Copy Report herewith)	
11. <u>Communities, Health and Wellbeing</u>	13
(ii)	-
(Copy Report herewith)	18
11. <u>Environment and Transport</u>	19
(iii)	-
(Copy Report herewith)	22
11. <u>Economy, Enterprise and Housing</u>	23
(iv)	-
(Copy Report herewith)	24
11. <u>Finance, Governance and Resources</u>	25
(v)	-
(Copy Report herewith)	26
11. <u>Leader's Portfolio</u>	27
(vi)	-
(Copy Report herewith)	28

12. Minutes

The Council will be asked to receive the Minutes of the meeting as detailed within the Minute Book Volume 49(6) (to follow) and ask questions of the Leader, Portfolio Holders, and Committee Chairs.

For ease of reference the Minutes are:

Committee	Meeting Date
People Panel	23 February 2023
Place Panel	2 March 2023
Regulatory Panel	15 March 2023

Development Control Committee	24 February 2023 22 and 24 March (to be tabled at Council)
Audit Committee	17 March 2023
Appeals Panel	15 February and 6 March 2023

13. **Scrutiny**

The Council will be asked to receive reports from the following:

13. <u>Chair of the People Panel</u>	29
(i)	-
(Copy Report herewith)	32
13. <u>Chair of the Place Panel</u>	33
(ii)	-
(Copy Report herewith)	34
13. <u>Chair of the Resources Panel</u>	35
(iii)	-
(Copy Report herewith)	36
14. <u>Notice of Motion</u>	
Pursuant to Procedure Rule 12, the Corporate Director of Governance and Regulatory Services to report that no motions have been submitted on notice by Members of the Council.	
15. <u>Scrutiny Annual Report 2022/23</u>	37
	-
To consider the Annual Report of the Scrutiny Panels for 2022/23 as required under Article 6 of the Council's Constitution. (Copy Report OS.08/23 herewith)	46
16. <u>Audit Committee's Annual Report 2022/23</u>	47
	-
Pursuant to a reference from the Audit Committee, to consider the Annual Report of the Audit Committee. (Copy Report RD.64/22 herewith and Minute Extract to follow)	62
17. <u>Operation of the Provisions relating to Call-in</u>	63
	-
Pursuant to Overview and Scrutiny Procedure Rule 15 (j), the Corporate Director of Governance and Regulatory Services to report on the operation of call in and urgency procedures over the past year. (Copy Report GD.15/23 herewith)	70

18. Communications

To receive and consider communications and to deal with such other business as may be brought forward by the Mayor as a matter of urgency, in accordance with Procedure Rule 2.1(xv) to pass such resolution or resolutions thereon as may be considered expedient or desirable.

PART 'B'

To be considered in private

-NIL-

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Culture, Heritage & Leisure Portfolio Holder's Report –
Councillor Stephen Higgs**

CITY OF LIGHTS

The 2023 City of Lights event was held between 23rd and 25th February. Themed on Science, visitors were able to explore the contributions of science and human understanding of the physical world around us.

The event was bigger than ever before taking in internal spaces in Carlisle Cathedral, the Fraternity, Tullie and Carlisle Castle.

The event provided a significant draw and motivation for people to visit the City, both locals and those from further afield. The event had widespread appeal attracting a variety of groups. 31% of those who attended were visitors to the City. The event was extremely well received with very high satisfaction rates across all aspects (99% of visitors said the event was good or very good), and a very high percentage of people said they would return for a similar event in the future.

Average spend for those attending the event was £27.20, an increase of 134% on the inaugural 2020 event resulting in an economic impact of just over £220,000 over the three days.

LAKES HOSPITALITY SHOW

The Discover Carlisle Team attended the Lakes Hospitality Show at Crooklands on 1st and 2nd March. The show is a celebration of the hospitality industry and a hub for both local and national companies to showcase their business to the sector. The show is a focal point for the region's hospitality industry bringing visitors and suppliers together. Discover Carlisle attended in partnership with Carlisle Ambassadors, Allerdale Borough Council and Copeland Borough Council.

The stand also hosted the launch of Adventure Smart in Cumbria. Cumbria is the first region in England to join the initiative. The aim is to reduce the number of avoidable incidents which the rescue and emergency services deal with each year by promoting a comprehensive set of safety messages and to work with the outdoor sector to promote these far and wide.

INTERNATIONAL MARKET

The ever-popular International Market returns to Carlisle 6th – 10th April. The event provides a significant draw to the City Centre increasing both footfall and dwell time. The event will feature gifts and crafts as well as food and drink.

TOURISM BREAKFAST BRIEFING

The next Tourism Breakfast Briefing will be held on 21st March at the Old Fire Station. The event is hosted by Carlisle City Council (Discover Carlisle) in partnership with Allerdale Borough Council and Copeland Borough Council. Speakers include Adam Phillips from the Lake District National Park Authority, Ben Heslop from Cumbria County Council, Rachel Bell from Lake District Estates and Officers from the three District Councils.

EVENTS

There has been a vibrant and diverse events offer over the last four years, with some key successes being:

- Bitts Park hosting international artists such as Paloma Faith, Tom Jones, Jess Glynne and Madness over the last four years
- In 2022 65,000 attendees at the Community Events programme (Upperby Gala, Big Jubilee Lunch, Fireshow, Christmas Light Switch on)

LEISURE

Successes in the last four years include:

- Delivery of the Sands Centre Redevelopment project to deliver modern, energy efficient facilities for residents of Carlisle district
- Stony Holme Golf Course became operational again after the previous operator went into liquidation and has been a real success with increasing use year on year
- Since August 2021 the Old Fire Station venue has been run on behalf of the City Council by Greystone Leisure. In the first year of trading from August 2021 to August 2022 the venue has had 22,500 visitors of which 75% come from Carlisle. 149 events have taken place comprising of a mix of music, comedy and arts

TOURISM

In 2020 tourist numbers fell from 9 million to 4.6 million. In 2021 these figures increased to 7 million. There is still some way to go in terms of recovery, but international visitors are returning, in particular from the USA and Canada. Tourism still makes a significant contribution to Carlisle's economy and in 2021 was worth £452 million.

TULLIE HOUSE

It's been a very busy six weeks at Tullie since we launched our new brand and opened a new exhibition: **The Legend of King Arthur: A Pre-Raphaelite Love Story**. Visitor figures have been extremely positive, with this year's February Half Term our busiest week since April 2019 – over 1,700 people visited the museum with over 1,500 families taking part in craft activities, storytelling, workshops and completing a King Arthur themed trail over the week.

This period has also been a busy one for community engagement, particularly in connecting with **people seeking refuge** in Carlisle. Our current projects are funded through Cumbria Development Education Centre's Green Place Project (funded by the government's 'Green Recovery Challenge Fund' & delivered by NLHF, (Natural England the Forestry Commission) – since last summer we've been running fortnightly sessions in our Secret Garden for people seeking refuge. Many members of the group were engineers, builders, gardeners and trades people in their home countries so they've really welcomed this opportunity to use their skills to support their new community. The group also supports with language and communication skills, building social confidence and connections, and encouraging community integration. Members of the groups have since attended events in the Museum. When the new group of people seeking refuge or asylum arrived towards the end of last year, we reached out via partners including Multicultural Cumbria and Carlisle Refugee Action Group to offer support – this resulted in us running workshops and open garden sessions for the predominantly women and children staying at the hotel in Stanwix. The women are particularly inspired by activities relating to art and craft – for example, in one of our sessions we visited the Hair: Untold Stories exhibition with them and helped them make their own lavender scented hair oil! Through our Once Upon A Planet project we will be increasing the number of Secret Garden based sessions we can offer these groups and plan to hold more open events where the groups can meet other community partners and feel more integrated and welcomed in the city.

Our **Young People's Engagement** programme continues to grow, with monthly sessions for 14–16-year-olds (Arts Explorers now at capacity). We have also been recruiting more young people for our 16+ Young Producers group. Our Young Advisors group who have been leading on activity with our natural science collection as part of our ongoing 'Once Upon A Planet' project delivered an amazing day of activities, talks, tours and workshops for young people interested in conservation and biodiversity – over 50 people attended the 'Wild Futures' conference which was delivered with the support of partners including the Cumbria Biodiversity Data Centre and Cumbria Wildlife Trust.

Together with **Thriving Communities Carlisle** partners, we are planning two new strands of activity in Phase 2 of the project which will focus on co-developed activity with Community Centre partners that deliver arts, culture and nature based social prescribing opportunities for vulnerable adults.

This month we've also launched our **Tullie on Tour** outreach programme as part of the Project Tullie Phase 3 NLHF funded Development Phase. Our new Community Curator started in January and has programmed in a huge range of outreach opportunities at Community Centres, city events, parks and venues around the city and beyond. The programme will run until the Autumn and is focussed on bringing museum collections into the community, as well as hearing from people about the stories and collections they'd like to see on display as part of Project Tullie developments going forward.

Having agreed a design scheme and consulted with neighbours and community groups/users the Planning, Listed Building and Landlord Consents have been submitted to the City Council for Phase 2 of **Project Tullie**. Phase 1 saw the creation of first floor spaces to create new galleries for the museum's outstanding costume collection in 2021. The exciting Phase 2 scheme drawn up by architects De Matos Ryan proposes a new, more visible and welcoming main entrance; a community space on Castle Street with lifts to make the whole suite of property accessible; a new exhibition gallery telling stories about Carlisle life; and improved visitor facilities. Retaining, and for the majority, enhancing the architectural heritage is key to the development. Should all the consents be approved work is planned to commence in late summer with a view to minimise disruption for visitors and the museum operation.

CUMBRIA'S MUSEUM OF MILITARY LIFE

- The Military Museum continues to tell the story of the local infantry regiment in its home within Carlisle Castle. We are currently open six days a week until Easter when we reopen 10.00 a.m. -5.00 p.m. seven days a week
- Our Tuesday talks programme continues to engage audiences. For 10 months of the year, we bring in local and national speakers to talk on a variety of subjects to a local audience, which is proving popular. We are in the process of planning for 2024
- We actively engage with schools and will be refining our offer for the 2023/24 academic year, working with both the Cathedral, English Heritage and Tullie House. We continue to work closely with the Teacher Training Department at the University of Cumbria to showcase our collections and promote the use of using Museums as a resource for teachers
- We continue our work with veterans, hosting 32 at our last Veterans Lunch in February. We also have some veterans who volunteer at the Museum, and we are looking at developing this further in the future. We actively engage with other organisations who support veterans across the County and have become a local point of contact for the Duke of Lancaster's Regiment. We maintain a good working relationship with Kohima Company 4LANCS who are based within the Castle and in Workington
- Our temporary exhibitions programme will be relaunched this summer showcasing some of our art collection. We are currently in the early stages of planning an Arnhem related exhibition in 2024 with accompanying study day to link in with the 80th anniversary

- We appreciate the support over the years of Carlisle City Council who have supported us and helped promote the Museum as part of the cultural offer within the City. Long may it continue!

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Communities, Health and Wellbeing Portfolio Holder's Report –
Councillor Elizabeth Mallinson**

CUSTOMER SERVICES

Customer Services have been preparing for annual billing, which has been more complex due to LGR. We have recruited and trained additional staff to ensure we are prepared for main billing and the transition to Cumberland Council.

Our focus has been on providing technical insight and usable tools for Advisors throughout the new authority area. Best practice from Carlisle has led to the creation of a shared knowledge base and informed the design of new telephony systems. This is testament to how Carlisle City Council have operated for many years, where we have demonstrated our ability to innovate and provide excellent customer service. This will be a key aspect of building the new Cumberland authority.

SAFER STREETS INFORMATION

With the support of funding from the PCC, Carlisle City Council has been able to recruit Safer Street Officers who work in partnership with the Welfare Hub. Their role is to provide reassurance and intervene where they see potential vulnerability. The Welfare Hub has been working for a number of months now and has become a vital service to people using Carlisle's night-time economy. They have helped people with minor injuries, given assistance in finding safe ways home, especially when they have become lost from friends during the evening and have no other means in getting home. As well as working closely with the Welfare Hub volunteers, the Officers also link in with the door staff at the nightclubs and pubs in town to offer support to any persons who may have had too much to drink. Statistics show that you are three times more likely to become a victim of crime when you are under the influence of drink or drugs. By intervening early this service can reduce calls to the emergency services. The Welfare Hub provides a safe haven for people to get support or advice and the opportunity to speak to a Police Officer if needed.

As part of the Safer Streets initiative to reduce violence against women and young girls (VAWG), the Officers also look to identify areas of the City Centre where improvements to lighting or CCTV could assist in improving safety at night. This has resulted in a number of agencies working together.

HEALTH & WELLBEING

I would like to recognise the hard work of the Healthy City Team over the last four years that I have been Portfolio Holder in delivering positive community and health outcomes to our Residents. Some notable successes include:

Community Centre Support

During the last four years the 11 Community Centres have been supported by Carlisle City Council and have continued to provide essential benefits to their communities through affordable room hire and the direct provision of community services from youth clubs to book and lunch clubs.

During this time Carlisle City Council has provided grant funding that has contributed to salary costs, the development of a community garden, parent support groups, lunch and art clubs. In the last year the 11 Community Centres have provided services and activities to over 6,000 people.

Thriving Communities

In 2021/22, a partnership led by Tullie House and delivered with support from Carlisle City Council and others received funding from Arts Council England and the National Academy for Social Prescribing to deliver Thriving Communities Carlisle. Other delivery partners included Cumbria Wildlife Trust, Carlisle Healthcare, North Cumbria Integrated Care Community, Susie Tate Projects and Prism Arts. The project received match funding from Carlisle City Council and the Cumbria Community Foundation.

The success of Phase 1 of Thriving Communities clearly demonstrates the strong need within the community for this type of accessible arts, culture and nature based social prescribing activity. The project delivered over 7,500 engagements as part of Phase 1, 43% higher than the initial target. In terms of specific demonstration of need, the Short-Warwick Edinburgh Mental Wellbeing Scale (S-WEMWBS) was used to monitor changes in participants' wellbeing across the programme. The WEMWBS has been validated for use in the general population and across many different settings including health services and community projects. The S-WEMWBS uses a 5-point rating scale to explore functioning and feeling aspects of wellbeing across seven domains. Participants in Inside Out showed an increase across all seven domains.

With support from Carlisle City Council (and additional funding from Natural England), the partnership was able to continue delivering Thriving Communities in 2023/24. In Thriving

Communities Phase 2 the project will continue to target vulnerable adults experiencing loneliness and isolation, in particular adults falling under the protected characteristics of age and disability including chronic health conditions, the Arts Council England additional characteristic of socio-economic deprivation, and veterans. Our activity will be split into two strands, both delivered in partnership with 5 - 6 Community Centres in Carlisle.

Wellbeing Walks: June 2021 - present

Wellbeing Walks successfully restarted in June 2021 following a break due to the COVID pandemic. A morning and afternoon walk are held every two weeks on Wednesdays with up to 30 people attending the morning walk and up to 20 people attending the afternoon walk. Many individuals have attended the walks for a number of years with new walkers also regularly joining. The walkers enjoy the physical and social benefits of participating in the walks, some walkers have long term health conditions whilst some come along to enjoy the company of others. During the summer of 2022 young people from James Rennie School regularly attended the walks with teachers and support staff. Participation in the walks allowed the young people to take part in an activity within the community, engage with other people and develop their social skills.

The walks have taken place in the green spaces within the City and District and also within the urban areas of the City. Walkers have commented that through the walks they have visited places within the City and surrounding area which they have not visited before. The walking programme is supported by seven trained volunteers. In March 2021 the Healthy City Manager and Communities and Participation Officer worked in partnership with Active Cumbria to develop a partnership agreement with the Ramblers to enable Cumbria to become a super partner in the new Ramblers Wellbeing Walks scheme. The support of the Council contributed to the continuation of the Wellbeing Walks throughout Carlisle and District.

Food Carlisle

Food Carlisle relaunched in January 2021 and has received £47,500 of grant funding for coordinator time, along with a further £10,000 partnership resilience grant, from Sustainable Food Places.

One of the key priorities following the relaunch was engaging with the public. The Partnership has delivered and supported 25 events over the last two years. Following the Pandemic, one of the first City Council events was Food Carlisle's Plant, Food and Wellbeing Fair, which was very well supported by community organisations and the public. The Partnership supported Community Centre reopening events and was involved in open farm days to engage with the public around the topic of good local food after lockdown. In 2022, as part of the Hadrian's Wall 1900 celebrations, Food Carlisle developed "Food at the Frontier", delivering ten events and a Food Trail as a legacy to the project. Other highlights include a series of "cooking on a budget" classes, supporting the Queen's Jubilee event in Bitts Park, and in the Autumn the Food Summit celebrated the work of the partnership, identified priority workstreams and gathered support for work going forward.

All these events have given partners the opportunity to engage with different people, support their communities and plan for the future.

Active Spaces

Significant investment in our play areas with over £300,000 spent on improvements in the last 12 months alone.

DISABLED ADAPTATIONS UPDATE

February continued to be a busy month for Housing Assistance Applications and Grant approvals in Housing and Pollution and Homelife, between the teams they approved 55 applications, totalling just over £200,000 allocated to works including stairlifts, level access showers, essential heating repairs, clean and clearance works and essential hospital discharge works.

CARLISLE LOCAL FOCUS HUB

Cumbria Night Safety Charter

We are currently working with the OPCC's office to deliver Cumbria's first Night Safety Charter. Carlisle has been chosen as the pilot area to deliver the charter across the night-time economy providers including Licenced Premises, Takeaways, Hotels, Transport, Taxi, Security Industry Authority and many other organisations who operate in the night-time economy.

The Charter looks to raise the standard of safety for all users of the night-time economy in the City Centre especially for women and young girls. The Charter is a voluntary pledge for each premises or service provider to ensure staff receive awareness training in promoting safety of women and young girls, sexual harassment, hate crime and any form of abuse. The training will explain to staff how to encourage reporting by themselves, victims and bystanders. Each organisation will receive Charter status once training is complete and receive a certificate and an information pack to display.

Knife Awareness Programme

After the successful work and legacy which was left by the visit of the Knife Angel, the Local Focus Hub has been working with Cumbria Constabulary. Operation Damask is the current knife awareness operation which main objective looks to reduce the carrying of knives or sharp objects. The LFH is arranging for visits to all local secondary schools by "Samantha's Legacy" charity. This charity will deliver a deeply emotional educational talk following the tragic stabbing of their 15-year-old daughter/sister Samantha Madgin in 2007. The charity looks to educate and engage with young people to support young people's resilience to the influences and pressures that could lead to crime. The work also encourages schools and local communities to take part in local initiatives to inspire young people to pursue positive alternatives to violence and crime. (This is funded by Carlisle City Council - ASB City Centre fund)

Creative Project – Gillford Pupil Referral Unit (PRU)

Working with Stephen Dunn (Community Involvement Officer) with staff and pupils from the PRU, the Local Focus Hub is supporting a project which will see the young people work together to create an art installation. The Gillford Centre work with young people who for many different reasons are unable to attend mainstream schools. The Gillford Centre often receives negative and stereotypical attitudes towards many of their students. They have limited opportunities to participate in creating something for the public to see. The current plan is to create a positive response to The Cursing Stone using positive quotes and words and have a tree sculptor work with children to inscribe artistically onto a large piece of oak, so the quotes go around the trunk. An initial approach is currently being made to Tullie House to have the installation placed in their garden for a short time before moving the work to schools and other locations.

This work will allow pupils to reflect and provide them with a sense of self-worth and purpose and hopefully by taking ownership of the artwork they will learn to respect property and the communities around them. (Funded by Carlisle City Council City Centre ASB Fund)

Carlisle – Community Safety Partnership

The final Carlisle Community Safety Partnership meeting was held on 16th February. The important work of this group will now be picked up by a newly constituted Community Safety Partnership for Cumberland.

National Child Exploitation Awareness Raising Day – 18th March 2023

The National Child Exploitation Awareness Day aims to highlight the issues surrounding Child Exploitation; encouraging everyone to **think, spot and speak out against abuse** and adopt a zero tolerance to adults developing inappropriate relationships with children or children exploiting and abusing their peers.

The Local Focus Hub will be reminding staff and partners of the signs of exploitation and the importance of correctly reporting child exploitations through the correct channels. Awareness literature and links to further training will be shared on the build up to the Awareness Day.

Update on Local Focus Referrals

Currently the Carlisle Local Focus Hub has 20 open referrals. A recent referral was submitted by Neighbourhood Police concerning the level of anti-social behaviour at the rear of Green Room Theatre and the safety concerns of the attached empty building which is currently subject of repeated criminal damage and vandalism. Backhouse Lane which runs at the rear of the building has been neglected for a number of years and whilst there are plans in the future to develop the southern end in the near future, very little is planned for the northern end.

An Initial site meeting was held with Cumbria Highway's Lighting Engineers, Parking and Enforcement Manager and Police to look at a temporary measure to improve lighting and to look at joint patrolling with Police and City Council Civil Enforcement Officers.

Further work with Crime And Fire Prevention will look at further advice and guidance.

COLLABORATIVE FUNDING PILOT

Carlisle City Council and Carlisle Partnership have been awarded a £54,778 development grant from the National Lottery Community Fund to deliver a collaborative funding pilot over one year – with potential for future funding. Moving with the new Cumberland Council, the project will be an opportunity to inform and shape a fresh approach to funding place and supporting communities.

Over the year of the award engagement with key stakeholders will allow for opportunities to be identified and maximised through area working, with an emphasis on ground-up community engagement. The project will allow for funders; budget holders and key stakeholders to 'Convene; Connect and Contribute' to issues that are important to communities and place. Opportunities will be explored to simplify and improve the application process for organisations; increase success rates for applicants; allowing a joined approach to funding in the area.

As we progress with the development of the Cumberland Council Plan, locality panels, community engagement, social investment, and other opportunities this project will be a great additional resource to support this exciting work.

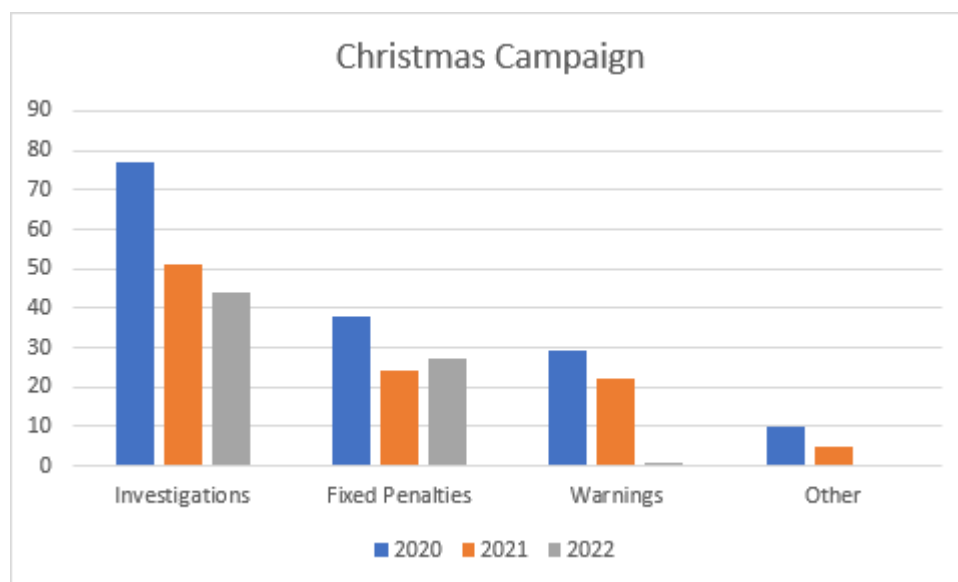
Meeting Date: 28th March 2023

Public/Private*: Public

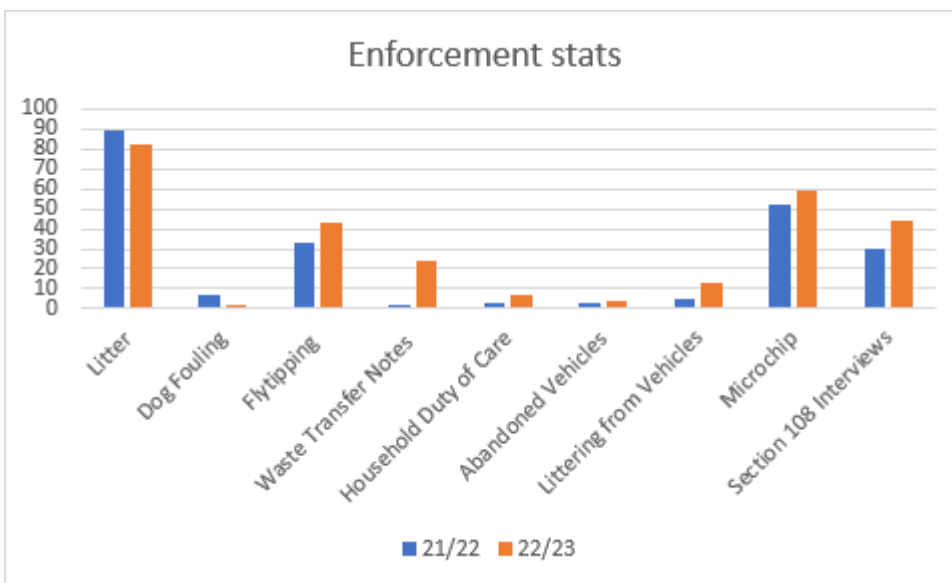
Title: **Environment & Transport Portfolio Holder's Report –
Councillor Nigel Christian**

NEIGHBOURHOOD SERVICES

Over the last four years we have carried out our Christmas Campaign aimed at dealing with items being left on the ground at bring sites. Similar activity is carried out throughout the year but action is ramped up over Christmas when demands on these sites are at their peak. Results are very positive at these sites as a result of our awareness raising campaign, more effective use of CCTV and taking robust enforcement when necessary. Over this period, we have also made residents aware of their responsibilities in disposing of their waste, advising them to only use a registered waste carrier.



We have also seen the introduction of EV vehicles for our teams, including a camera van that is deployed across our area targeting enviro-crime and the growing problem of roadside litter. The high-profile vehicles also act as an effective deterrent supporting our educational and awareness raising activity.



ELECTRIC VEHICLE INFRASTRUCTURE – GRANT SUCCESS

Cumbria's EV Charging Partnership has been awarded a grant of £1.4million from the Government's LEVI fund to accelerate the roll-out of EV charging infrastructure in Carlisle and the rest of the county. Added to that, a further £143,000 has been awarded to enable the local authorities to engage Project Officers whose job will be to manage the procurement and installation of the charge points.

The initial funding, available immediately, will be followed in the next two years by further awards to make sure public charge points are available to all residents, close to their home.

To launch the initiative the Partnership held an event at Keswick on 14th March, attended by local business and community leaders, EV suppliers and specialist firms involved in delivering charge point infrastructure.

GREEN SPACES

Kingmoor South Nature Reserve Extension.

- £11,500 grant from Trees for Cities
- £140,000 from Community Forest.
- The planting of 10,000 trees to start by the end of the month, with footpath construction, fence removal, picnic tables, benches and interpretation being installed over the summer

‘Stars in the Tarn’ project has started with the first of the public engagement sessions. The build will start at the end of the March/early April with completion in May.

Some key successes over the last four years

- **Tree planting.** 1264 ‘standard’ trees have been planted across the City in the last five years
- **Allotments.** Take up for allotments have increased from 86% to 92% in 2023
- **Grassland Management.** We have designated conservation grassland areas in seven of our greenspaces, totalling eight hectares of grassland being managed for pollinators and other wildlife
 - Chances Park
 - Hammonds Park
 - Heysham Park
 - St James Park
 - Parkside
 - Briar Bank
 - Willowholme
- **Biodiversity Net Gain** in the Environment Agency landscaping works associated with the flood defences in Bitts Park and Melbourne Park. Work has included creating species rich grassland on the flood defence banks, bulb planting, and tree planting
- **The Swifts** – The creation of a new 42-acre wildlife haven for birds, bees and butterflies in Carlisle. The Swifts Golf Course and Driving Range in Carlisle city centre has become one of the very first urban bee and butterfly oasis in the Northwest. The Swifts site, in the centre of Carlisle, includes grassland, woodland and riverbanks. It has been transformed into an urban nature reserve thanks to £80,000 funding from Cumbria Waste Management Environment Trust (CWMET) and £8,000 from the

Environment Agency. The funding has breathed new life into the site, transforming once manicured greens and fairways into wildflower meadows, species-rich wetland and native woodland, helping to boost populations of bees and butterflies. The site is owned by Carlisle City Council, who worked collaboratively with Cumbria Wildlife Trust to ensure the successful delivery of the project. With improved access and signage, and within close walking distance of Carlisle city centre, the site is an oasis for wildlife and visitors to the site. The funding has been secured by Cumbria Wildlife Trust, and working in partnership with Carlisle City Council, the restoration works were part of the Get Cumbria Buzzing! Project. The project is supported by The National Lottery Heritage Fund and aims to create and link pollinator habitat across Northwest Cumbria

BEREAVEMENT SERVICES

I would like to pay credit to the Bereavement Services team who have dealt with extremely challenging circumstances over the last four years but have kept the service running smoothly throughout.

Following restrictions during the pandemic on numbers of attendees at services over 60,000 attended Carlisle Crematorium in the last 12 months to be able to pay their respects to loved ones.

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Economy, Enterprise & Housing Portfolio Holder's Report –
Councillor Marilyn Bowman**

SHARED PROSPERITY FUND

High Street Grant Scheme

- High level of interest from local businesses with good uptake of the fund, which will be fully committed by the end of March 2023
- The Fund has provided a range of independent business with capital and revenue support, enabling them to take up vacant premises across the City Centre increasing the diversity of our high street offer

Heritage Trail

- The George and Maud Heritage Trail was launched on 20th February, which involved placing artifacts from Tullie House in businesses across the City Centre. The host businesses are reporting increased levels of footfall and sales as a result of their participation

Support for Arts / Cultural Events

- The City of Lights (Science) event was delivered between 23rd & 25th March. Early evaluation work indicates a high level of satisfaction with the event and increased dwell time and visitor spend. The economic impact of the event is estimated at £220,000 with £5 generated for every £1 spent
- Other funded projects are well underway with Prism Arts in delivery and Rocket Theatre Group holding their big stage event on 31st March at the Sands Centre

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Finance, Governance & Resources Portfolio Holder's Report –
Councillor Gareth Ellis**

End of Council Report:

On the 1st of April, on behalf of the citizens of Carlisle, we will be transferring our entire asset base to the new Cumberland Council. These assets have accumulated over many hundreds of years.

- Our assets are valued at £212 million. This includes industrial estates, buildings, operational assets and heritage assets
- Income from our investments assets generates about £4.5 million a year to fund services
- We have cash investments of £17 million
- In 2019 we refinanced a £15million interest only loan that was costing taxpayers over a million a year and yet not paying a penny back. The outstanding £15million loan that had not reduced in 25 years. We refinanced at 8.63% down to £9million at 1.8% and £5million at 1.33%. We took this out on a repayment basis. It has now already reduced to £12.3 million
- Prudent budget monitoring over the last year has allowed us to fund additional costs from LGR and other contracts without the need to borrow. At the year end we still expect both our capital and revenue budgets to be underspent

We are handing over a golden legacy to the new Council. We can only hope that the needs of the citizens of Carlisle are at the centre of decision making at the new Council, as they have been at this one.

I would like to thank all those who work in the Finance and Resources Directorate for their support and assistance over the last four years and continuing success in their future careers and/or retirement.

From myself, in the words of Douglas Adams: "So Long, And Thanks For All The Fish".

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Leader's Portfolio Holder Report –
Councillor John Mallinson**

LOCAL GOVERNMENT REORGANISATION TRANSITION

Engagement with staff has continued into the month of March, from Leader and CEO Q&As to ICT specific Q&A sessions. These have been well attended and received. Meet and greet sessions at the Cumberland Council anchor buildings have taken place with the CEO and Council Leader along with some members of the Senior Leadership Team taking the time to meet members of staff within their work setting.

All TUPE letters have now been issued to all staff letting individuals know which organisation they have been allocated to from 1st April 2023.

The Shadow Authority for Cumberland Council agreed its first budget at a meeting held in Carlisle on 1st March. The financial plans for 2023/24 ensure that the new Cumberland Council can continue to provide services to its residents from Vesting Day – such as waste collections, planning, and adult and children's care services.

The recruitment for Assistant Directors has been announced for some of the posts. At the time of writing this Report there remains further appointments to be made, further communication will follow.

CARLISLE STATION PROJECT

- Demolition of The Pools is likely to commence in Summer 2023, subject to work by Electricity North West to relocate a high voltage running cable under The Pools
- Planning Applications for the schemes to the front (improvements to Court Square) and rear (the creation of a new plaza called George Square) of the Station both George Square and Court Square will also be submitted for approval in the summer 2023

LONGTOWN PLACE PLAN

- The City Council are continuing to support the Longtown Community in the development of a Place Plan to draw down funding from the Borderlands Growth Deal
- The Place Plan was approved by the Borderlands Place Programme Board on 17th February 2023 and Borderlands Partnership Board on 15th March 2023
- The next stage is to identify the projects included in the Place Plan that are eligible for funding from the Borderlands Growth Deal and progress their development / design to draw down the Borderlands investment

CENTRAL PLAZA

- The detailed site investigation has been completed and an Options Report produced, which sets out a schedule of works required to support the redevelopment of the site. A tender will be issued shortly for the works to be carried out
- The first stage of the Expression of Interest process has concluded, with a number of potential developers / operators indicating they are interested in the site
- The second stage of the process has now commenced, which asks the parties to provide detail on their proposals in terms of uses, timescales for delivery, financing etc
- At the end of the second stage it is anticipated that a preferred developer / operator will be identified, who will then work with Cumberland Council to progress the redevelopment of the site

Meeting Date: 28 March 2023

Public/Private*: Public

Title: **People Panel Chair's Report – Councillor Colin Glover**

GLL Leisure Contract Update

Representatives of GLL attended the Panel and provided Members with a helpful update on the Sands Centre redevelopment project, community outreach activities and arrangements to work with Cumberland Council to deliver on the joint vision for services across the area. GLL currently operate leisure facilities and services across Carlisle, Allerdale and Copeland.

The re-opened Sands Centre has been well received by local people and is now fully operational and activities are being well used. Members discussed issues that have been raised by residents, e.g. public transport access, lack of free short-term parking for customers making bookings, and the 'cashless' policy at the Centre and in the café. Staff agreed to take these concerns away and review them.

Updates were also received on outreach activities, particularly for younger and teenage participants with further activities anticipated to develop at the Trinity School site.

Victorian and Turkish Baths update

The Panel has received a number of updates on the Victorian and Turkish Baths during the work programme this year and a further update was provided at our last meeting. The site has been handed over to Cumbria County Council in readiness for progressing the 'Carlisle Station Gateway' project. Whilst the 1970s pools are due for demolition, the Victorian and Turkish Baths are a listed building and appropriate conservation of the building and unique features has been a cause for concern.

The Friends group have a vision to create a health and wellbeing centre and are actively working on a viability appraisal that has been funded by the Architectural Heritage Fund. Positive discussions have taken place with the National Lottery Heritage Fund and subject to the outcome of the viability study, the Friends intend to seek funding to move the project on to RIBA Stage 4 with a development study. A community asset transfer is still

considered to be the most appropriate route to achieving the best outcome and we look forward to the Friends group and Cumberland Council working together in partnership as the work progresses.

Sustainable Warmth Programme Update

The People Panel received a further update on delivery progress of this programme. It is acknowledged that the programme got off to a slow start for various reasons that have been highlighted previously, but Members welcomed that good progress has been made since the previous meeting with expenditure on successful applications rising from £90k to £1million in a short space of time and this is likely to continue to increase as more applications are approved in the remaining time. Further applications received are being fast-tracked with the aim of delivering as many as possible before the end of the programme. Government has agreed an extension to the timetable, but Eden District Council will be acting as lead authority for the next tranche of funding and as government rules mean that the two programmes cannot run concurrently, the Carlisle led programme will cease once the next programme commences. It is hoped that any approved applications at the point of transfer will still be delivered.

Cumbria Choice Update

Members were provided with an update on the policy and useful data on the Cumbria Choice social housing applications and allocations across Cumbria. At 31st January 2023, of the 19,025 households registered for Cumbria Choice, 6,299 are identified as being in a priority need group and 558 of those are identified as being in urgent housing need to move.

There is anecdotal evidence that there has been an increase in sales of properties used in the private rented sector with some private landlords selling properties in response to the cost-of-living crisis, adding further pressure on demand for social rented properties.

Due to the larger population, there is greater demand for social housing in Carlisle with properties attracting 30-40 applications, a similar property in West Cumbria is likely to attract 10-20 applications.

Revenue and Capital Budget Monitoring

Members received monitoring reports on revenue and capital budgets. Energy costs are understandably a matter of concern and members were advised that energy costs are a key part of consideration when replacing infrastructure. As an example, consideration is being given to the use of electric cremators when the facilities are upgraded, as these will have a lower energy demand than existing gas-powered facilities. Capital funds for this infrastructure work has been carried forward into 2023/24 budget planning and incorporated into the Cumberland Council budget proposals.

Scrutiny Annual Report and Overview Report

The draft annual scrutiny report provided an overview of the Panel's work programme and where information and recommendations will be useful to inform the Cumberland Council's considerations and future planning, this will be fed into the appropriate structures for Members and Officers in the new Authority.

And finally.....

It has been a pleasure and a privilege to Chair the People Panel for this municipal year. We have considered a wide range of important issues and hopefully our resolutions and recommendations have supported the good work of Carlisle City Council and made a difference.

I would like to pay tribute and offer thanks everyone who has worked so hard to make our efforts worthwhile. Thank you to officers and stakeholders who have prepared reports and presentations and attended meetings to respond to questions, to Members of the Executive who regularly attend and contribute, and to the People Panel members themselves, who have prepared and actively participated in our scrutiny work.

A special thank you to Democratic Services officers who make sense of our contributions and have prepared detailed meeting records and to our Policy and Scrutiny Officer who has guided and advised us and without whom the Council's scrutiny function wouldn't have been anywhere near so efficient and productive. They have made my job as Chair so much easier.

Thank you all for everything that you have done, serving the Council and the people of Carlisle. If you are going forward into the new Cumberland Council, as officers or elected members, please accept my very best wishes. If you are going on to do other things or retiring, good luck and best wishes for whatever comes next. Thank you.

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Place Panel Chairman's Report – Councillor James Bainbridge**

The most recent and final meeting of the Place Panel was much briefer than normal, with two main Agenda items for consideration. The first being a presentation by the LEP Chief Executive on the work being done by the LEP. It would be considered fair comment that with the LEP having now been in existence for almost a decade, to coin a phrase often used on reality shows has "been on a journey". It was interesting to see from a clear and knowledgeable presentation, the LEP is trying to position itself firmly within the context of LGR, devolution deals and a series of challenges and policy changes announced over the last two years. This is in addition to the business support it offers.

Secondly, after a number of altered deadlines we had sight of the Rural Strategy. I think it is fair to say that this is a strategy that has some way to evolve further, with ourselves having sight of an early draft. Cumberland Council will naturally be picking up the process of shaping the strategy further. We did offer constructive suggestions as to potential additions, however like a game of Pass the Parcel, it will shortly leave us for new hands to unravel it's potential.

Members did wish to see the position of Section 106 Agreements in Carlisle and whilst this should have been an agenda item, it has been firmly requested for circulation outside of the meeting.

Might I lastly take the opportunity to thank Members, past and present for their contributions, and thank Officers for attending to give informed updates on topics as they pass through the Council process. Lastly, can I thank Rowan, Rachel and Jacqui for their professionalism and wish them well in the new Cumberland Council.

Full details of the discussions are to be found within the Minute Book

Cllr James Bainbridge
Chairman

Meeting Date: 28th March 2023

Public/Private*: Public

Title: **Resources Scrutiny Panel Chairman's Report – Councillor Christine Finlayson**

People and Place Scrutiny – Key Points

Towards the end of February People Panel received an update on the Leisure Contract with GLL The Sands Centre Redevelopment. The new facility became operational in Autumn 2022, delivering a state-of-the-art Leisure Complex for the City that combines NHS physiotherapy on site with enhanced health and wellbeing facilities that will provide service improvement opportunities into the future.

In early March, Place Panel received a comprehensive update from Cumbria Local Enterprise Partnership (LEP). We heard about many aspects of what is required for Cumbria to continue to succeed in future. There are a number of challenges we have to meet in order to improve, we had the examples of the task of enabling growth in our region due to:

- Reduction in working age population
- Productivity
- Economic output and structure
- Innovation

All these aspects are proving to be challenging in Cumbria being we are below national average. The growth approach led by data and analysis identifies a need to build on competitive advantages and identifying investment sources, to name a few.

Opportunities for Carlisle

The Council continues to be an integral part of the Borderlands partnership with four other authorities across the Border Region. The UK and Scottish governments announced an initial funding deal worth £345 million. Progress continues to be made on the delivery of the projects allocated to the Carlisle area.

The Council have been allocated a share £9.1 million of the Future High Streets Fund also an allocation of £19.7 million of the Town Deal funding, and £0.518m for the Shared Prosperity Funding 2022/23 with a further indicative allocation of £3.6 million for future years.

These schemes are progressing with detailed business cases being created and submitted to Government for final sign off before delivery can proceed.

Scrutiny Annual Report

The final Scrutiny Annual Report for the City Council has been produced and includes my reflections on Scrutiny activity from a Resources Panel perspective over the past year, and looking forwards to Cumberland Council.

Full details of the discussions are to be found within the Minute Book.

Cllr Christine Finlayson
Chairman

Report to Council

Item
15.

Meeting Date: 28th March 2023

Portfolio: Cross-cutting

Key Decision: No

Policy and Budget
Framework

Public / Private Public

Title: Scrutiny Annual Report 2022 - 23

Report of: Policy and Scrutiny Officer

Report Number: OS.08/23

Purpose / Summary:

The Scrutiny Annual Report 2022 – 23 summarises the role of Scrutiny at Carlisle City Council and reports on the work of the Scrutiny Panels during 2022-23.

Recommendations:

That the Council formally accept this report.

Tracking

Executive:	N/A
Scrutiny:	People Scrutiny Panel 24/02/2023 Place Scrutiny Panel 02/03/2023
Council:	28/03/2023

1. BACKGROUND

- 1.1 The Constitution: Article 6 – Overview and Scrutiny Committees, 6.03 Specific functions [c] states that:
***‘Annual report.** Overview and scrutiny committees must report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate’.*
- 1.2 The Scrutiny Annual Report 2022-23 summarises the role of Scrutiny at Carlisle City Council and reports on the work of the Scrutiny Panels during 2022-23.

2. RECOMMENDATIONS

- 2.1 That Council formally accept the report.

Contact Officer: Rowan Jones

Ext: 2757

Appendices attached to report: Scrutiny Annual Report 2022-23

Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:

- None

CORPORATE IMPLICATIONS:

LEGAL –

FINANCE –

EQUALITY –

INFORMATION GOVERNANCE –

Overview and Scrutiny Annual Report 2022-23



Introduction

Carlisle City Council has three scrutiny panels:

- Place Scrutiny Panel
- People Scrutiny Panel
- Resources Scrutiny Panel

Resources Scrutiny Panel has oversight of budget matters and financial planning. Due to Local Government Reorganisation (LGR) in Cumbria being due see Carlisle City Council merged into a larger Cumberland Unitary Authority in April 2023, there has not been a requirement for budget or development of financial plans during this scrutiny year.

Place and People Scrutiny Panels have met regularly over the year working with officers to ensure that their scrutiny activity is targeted at the most important issues and decisions that are facing the City Council as Carlisle responds to the rising cost of living, goes through the Local Government Reorganisation process in Cumbria and builds upon the many opportunities that are open to us.

What is Scrutiny and why is it important?

Scrutiny is a process to ensure that decisions taken by the Council reflect the needs and priorities of communities in Carlisle. Scrutiny is carried out by Councillors who understand and promote the concerns of the people who elected them, connecting decision makers to local communities.

Council decisions can be made by Council Officers, by the Council's 'Executive' (the political leadership) and by full Council (all Councillors).

Scrutiny Panels are made up of Non-Executive Councillors who work together, across political parties, to understand why decisions are made and how the Council is performing to deliver the best possible outcomes for Carlisle and its people. Scrutiny Panels do not have decision-making powers; their role is to challenge and make recommendations that influence decision makers.

Local Government Re-organisation

On 1 April 2023 Carlisle City Council will become part of a new Cumberland Council under Local Government Reorganisation (LGR) in Cumbria.

Over this year, 2022-23, a Shadow Cumberland Authority has existed that has included shadow scrutiny arrangements. The Shadow Scrutiny Committee has considered matters relating to the Shadow Cumberland Authority, while City Council Scrutiny Panels have considered matters within the remit of Carlisle City Council. As the LGR process has developed, the effective handover of services and strategic priorities has been a recurring theme in scrutiny discussions at the City Council.

The Chairs of Place and People Scrutiny Panel engaged with a Cumberland Shadow Scrutiny Task and Finish Group that was considering future scrutiny options for Cumberland Council. The Chairs shared their experiences of the Place and People scrutiny model at Carlisle, programme planning and lessons learned from the City Council's recent work in restructuring its scrutiny arrangements.

Comment from Leader of the Council, Councillor John Mallinson

It's been another busy year for all the Scrutiny Panels and a lot of hard work has gone into making a very positive contribution to various policies and work programmes that this council is undertaking.

There are many projects that have kept us busy including the Garden Village with its associated new Carlisle Southern Link Road and the very important Borderlands project which will deliver the Station hub as well as the rejuvenation of the Citadels and surrounding area. We also have the Towns Deal and the Future High Streets Fund. We look forward to seeing the redevelopment of the Central Plaza site and also to seeing the Hooper's building redeveloped. Carlisle City Council has been heavily involved, in many cases leading, on these projects.

The Executive have appreciated the Scrutiny Panels work in carrying out in-depth and forensic examinations as well as exploring all options and helping formulate policy; as well as keeping an eye on our day-to-day activities.

As we come to the end of the line for the City Council I hope that the new Cumberland Authority is able to continue that work that our Scrutiny Panels have done to add value to the work of this council; both Councillors and officers working on behalf of residents and the wider community, working with our partners to achieve this.

Once again, I would like to thank Scrutiny and the Officers on behalf of myself and my Executive Members for all the hard work you do and a particular thanks to the Chairman and Vice-Chairman who come along and report to our Executive Meetings on behalf of Scrutiny.



Comment from Portfolio Holder for Economy, Enterprise and Housing, Councillor Marilyn Bowman

I would like to thank the Place and People Panels for their support and positive recommendations throughout this year.

St Cuthberts Garden Village, High Street Taskforce, Market Square Project, and the delivery of the Town Deal Fund, Future High Street Fund and Shared Prosperity Fund have all been given careful scrutiny and attention to detail.

The delivery of the Sustainable Warmth Grants was sensitively debated and, again, the support given was much appreciated by Officers and myself in a very difficult situation.

My sincere thanks to Officers and Members for all their help this year and I trust the high level of scrutiny set by Carlisle City Council will continue into the forthcoming Cumberland Council.



Comment from Portfolio Holder for Communities, Health and Wellbeing, Councillor Elizabeth Mallinson



I would like to put on record my thanks to the People Scrutiny Panel for all the positive work that you have done over the last twelve months. As a panel you have looked at issues that cut across over many portfolio areas but have an impact of Health and Wellbeing in the City

People Scrutiny Panel over the last year has looked at a large range of issues. The scrutiny work programme also includes Performance Reports to ensure that the council is on track for continuous improvement within all service areas. It has helped me keep on track issues that have arisen in my portfolio area; so improving outcomes.

We have had some very good reports presented to People Scrutiny Panel from our Healthy City Team covering:

- World Health Organisation and work that this council has done and then been asked to present at an international conference on Health Issues that we have been able to take to the community.
- Healthy City Committee working with our NHS partners, Cumbria County Council Local Committee Team, Works and Pensions, the Third Sector and our Armed Forces.
- Children/youths and their wellbeing.
- Various other issues too many to cover now but a big thank you for looking into them.

This list is in addition to all the various cross cutting items from other portfolio areas which have an input on our health and wellbeing.

To end, I would like to say thank you to the Panel for your hard work - it's a team effort and I really believe that your work has helped to form positive policy and working practices for our communities.

Place Scrutiny Panel Chair's Report, Councillor James Bainbridge

As Place Panel comes to the end of its final year, there are several themes that have come through in our consideration of the reports and the briefings we have received:

Let's take a moment to reflect on our success

We concluded the year with full occupancy of the Junction 44 project, and a new swimming baths at the Sands Centre. Both are large commercial and infrastructure projects that have successfully been managed against an unexpected and unanticipated back drop of events such as a global pandemic; supplier shutdowns; a spike in inflation and even, at one point, a tanker stuck in the Suez Canal.

Firm project management has been the key to much of this by experienced officers. Going forward, if the new Cumberland Council adheres to these principles across projects such as the Morton mixed use site, it will bode well for the City's prospects as a whole.

The challenge of inflation

With inflation in the construction sector seemingly having spiked in 2022, the scope for future projects may become easier to quantify in terms of future costings for the coming year. The challenges of this has been a problem for the management of grant-led investment schemes and the ambitions of the City to grow outwards in terms of infrastructure and housing. This has also impacted the flow of information to the Panel. Officers have rightly held back on submitting reports, so that additional work can be undertaken, and this can be seen in several reports such as the High Street Fund and the Garden Village Delivery Vehicle, which have slipped in timescale to such an extent that they will feed into the new Cumberland Authority for scrutiny, rather than ourselves.

The need to move away from reports

Over the last 12 months we have, to some extent, tried to move away from being a Panel that receives reports as our sole source of information. We have benefited from presentations by Riverside over the regeneration of housing stock in the west of the city, and a field trip to Talkin Tarn was able to focus the Panel on the potential that investment in the site could release for the wider population.

I would like to take the opportunity to thank officers who have attended the Panel over the last 12 months, the panel members who have assiduously attended the panels and actively contributed on the issues. Lastly, if I could thank Rachel, Jacqui and Rowan for their work and support to the Panel. I am sure that we wish them all well in the new Cumberland Authority.



People Scrutiny Panel Chair's Report, Councillor Colin Glover



Scrutiny plays an important role in helping to develop Council policy and holding the Executive to account. This year, as we work through the transition to the unitary Cumberland Council, the work programme has taken on an additional role, to recognise the good practices and achievements within Carlisle City Council which could benefit residents and businesses within the new local authority and to raise awareness of emerging challenges that will need to be addressed.

The acute pressures that people are experiencing because of the cost-of-living crisis has been a key focus for the Panel this year. A task and finish group carried out detailed examination of the challenges and considered the valuable work which Councils and partners are doing to help and a final report has been produced which we hope will be of assistance to Cumberland Council as they take this work forward. Thanks go to our own staff, Cumbria County Council, Citizen's Advice, Carlisle & Eden and Carlisle Foodbank for their help with this work and to other partners who provided valuable input to the report. The Panel has also received valuable updates by Carlisle Refugee Action Group (CRAG) and Cumbria County Council on important multi-agency work to support refugees and asylum seekers and counter common myths that exist.

Good health and wellbeing for our citizens has always been a priority for Carlisle City Council and we are rightly proud of our World Health Organisation Healthy City status.

The People Panel and its predecessor Health & Wellbeing Panel has been able to have oversight of the new Sands Centre development and we are delighted to see the Centre open and being enjoyed by local people and visitors. The facility will help to promote and deliver good health outcomes for many years to come. The Panel has also been involved in development of the Local Cycling and Walking Infrastructure Plans which will be an important workstream for Cumberland Council as active travel routes for the future are designed, developed and delivered.

We understand the disappointment of supporters of Carlisle's Victorian and Turkish Baths when the facility closed after the relocation of the Pools operation to the new Sands Centre. The Panel is grateful to the Friends group who shared their exciting vision with us, to restore the Turkish Baths and create a hub that will provide complementary health facilities for local people and visitors. We look forward to seeing how the Friends group can further develop their plans in partnership in the future.

Another outstanding achievement has been the success of the Thriving Communities programme, which has had a particular emphasis on people impacted by loneliness and isolation. The programme has made a positive difference to the lives of people who have participated through a network of social prescribing partnerships and activities. The evidence provided to the Panel and the successful outcomes of the Thriving Communities programme provide a sound foundation to inform and extend the work under the Cumberland Council.

We have received valuable updates on youth engagement work carried out by Carlisle City Council and Cumbria County Council. Encouraging and enabling young people to participate in civic and public life is an important part of our work and there is evidence that they are keen to be part of shaping the places where we live and work, making them fit for the future.

The panel has been involved in many other workstreams over the year including financial monitoring, emergency planning, equality monitoring and sustainable warmth programmes.

In a time of change it is understandable that local government reorganisation creates additional pressures and uncertainty for our staff. Members of the Panel have been acutely aware of these concerns and have received regular updates on staffing matters and have been keen to ensure that staff are supported through the changes as much as possible.

I wish to place on record my thanks, and also those of my colleagues on the Panel, to all our staff, present and past, for your dedication to delivering the best possible services and outcomes for the people of Carlisle. Our city is the place that it is, and the Council is the organisation that it is, because of your commitment and hard work. As we move into the new era of Cumberland Council, I wish you every success and best wishes for the future.

I would also like to thank elected Members for their work, past and present, whether scrutinising or being scrutinised. This is an important part of local government, and your work is much appreciated.

Finally, my special thanks go to Rowan, our Policy and Scrutiny Officer, who has advised and guided us, carried out extensive research for us and without whom the scrutiny panel programme would simply not have worked anywhere near as efficiently as it has.

Resources Scrutiny Panel Chair's Report, Councillor Christine Finlayson



The Resources Panel has not been required to meet in 2022 due to the changes to the Council's budget planning processes because of local government reorganisation (LGR). The Panel chose to meet in January 2023 to receive an update on how issues within their area of remit, such as budget setting, are being picked up by the Shadow Cumberland Council.

As we merge into the new authority of Cumberland Council with Allerdale and Copeland District Councils and Cumbria County Council, it is vital that the city of Carlisle retains its position as a major urban and economic centre within Cumberland. I believe that it is important that Carlisle is fully recognised for its strengths, significance and identity as a forward thinking and progressive city with all its investment potential. It is important that Carlisle is enabled to continue in its present status with significant economic ambitions, having made much progress delivering major projects and developments, securing long term stability, building new homes, creating new jobs, and bringing many opportunities for economic growth.

It is very important that there is sincere engagement in decision making on council matters, between councillors, staff, and for the public and partners to be appropriately involved. This is important in order to succeed together, to bring wellbeing, security, and prosperity to all residents.

Carlisle City Council has had a strong record of involving scrutiny in the budget process and development of the Medium-Term Financial Plan. I recommend this approach of engaging with Scrutiny and also public consultation in the budget setting process to Cumberland Council.

Carlisle City Council brings with it a strong asset base, not just acquired, but developed with much hard work, diligence, forward thinking, skill and good management. Many professional contributors over the years have placed Carlisle in a very positive position. I came across one such person recently; Percy Dalton, City Engineer and Surveyor 1926 – 1949. His list of achievements includes designing five bridges in the city, erecting the Turkish Baths and taking charge of the city's housing programme. I hope that Cumberland Council is able to continue this good management and ensure that this strong asset base continues to benefit local people.

Carlisle will indeed be a great asset to the Cumberland Authority; we wish the new Authority well in all their endeavours to bring fresh hope, wellbeing and prosperity.

Report to Council

Item
16.

Meeting Date: 28 March 2022
Portfolio: Finance, Governance and Resources
Key Decision: Not applicable
Within Policy and Budget Framework: Yes
Public / Private: Public

Title: AUDIT COMMITTEE'S ANNUAL REPORT
Report of: Chair of Audit Committee.
Report Number: RD.64/22

Purpose / Summary:

This report provides a summary of the work undertaken by the Audit Committee during 2022/23.

Recommendations:

It is recommended that Council note and accept this report.

Tracking

Audit Committee	16th March 2023
Council:	28th March 2023

Carlisle City Council

Report to Audit Committee

Report details

Meeting Date:	16 March 2023
Portfolio:	Finance, Governance and Resources
Key Decision:	Not applicable
Policy and Budget Framework	Yes
Public / Private	Public
Title:	AUDIT COMMITTEE ANNUAL REPORT 2022/23
Report of:	CHAIR OF AUDIT COMMITTEE
Report Number:	RD.64/22

Purpose / Summary:

This report provides a summary of the work undertaken by the Audit Committee during 2022/23.

Recommendations:

It is recommended that the Audit Committee note and accept this report for recommendation to Council.

Tracking

Audit Committee	16 March 2023
Council:	28 March 2023

1. Background

1.1. In accordance with paragraph 3.3 of the Audit Committee's Rules of Governance - attached to this report for Members' information as Appendix A - the Chair of the Audit Committee is required to present an Annual Report on the work of the Audit Committee to the full Council.

2. Purpose of the report

2.1 This report summarises the work carried out by the Audit Committee during 2022/23. It demonstrates to Council and stakeholders the effectiveness of the Committee in maintaining the organisation's internal control environment and governance arrangements.

2.2 The Committee

The Members of the Audit Committee for this municipal year are -

Conservative	Labour	Independent and Lib Dem
Cllr Mrs Finlayson (Vice Chair)	Cllr Mrs Birks	Cllr Bomford (Chair)
Cllr Lishman	Cllr Ms Patrick	Cllr Betton
Cllr Mrs Mitchell	Cllr Dr Tickner (Sub)	Cllr Pickstone (Sub)
Cllr Collier (Sub)	Cllr Alcroft (Sub)	
Cllr Mrs McKerrell (Sub)		
Cllr Shepherd (Sub)		

2.2.2 This Report covers the meetings of the Audit Committee held on:

8th July 2022

27th July 2022

28th September 2022

10th November 2022 (Special)

8th December 2022

16th March 2023

Details of the agenda items covered at each meeting are given at **Appendix B**.

2.2.3 The External and Internal Auditors, the Portfolio Holder for Finance, Governance and Resources, the Corporate Director of Finance and Resources, the Corporate Director of Governance & Regulatory Services and the Designated Head of Internal Audit are invited to all Committee meetings. The Committee can seek attendance

from any officer or Member of the Executive and has exercised this right on several occasions.

2.2.4 At each meeting the Committee receives, for information purposes, the minutes of the relevant scrutiny panel.

2.2.5 Training is an essential element for an Audit Committee. The Committee received annual training and are updated on statutory accounting requirements and are alert to the possibility of areas in which their knowledge could be extended.

2.3 External Audit

2.3.1 The Audit Committee received and approved the external auditor's Annual Audit Plan. It commented on the fee rates and work programme consultation carried out by Grant Thornton based on fees set by Public Sector Audit Appointments Ltd, the independent company set up by the Local Government Association with delegated statutory functions to set audit fees and make arrangements for certain audits.

2.3.2 The Audit Committee also received the Annual Findings Report in relation to the Statement of Accounts for 2021/22. A judgement was included in the External Auditor's Annual Report indicating whether the Council has adequate arrangements to secure Value for Money in the use of resources. This judgement for 2021/22 is considered elsewhere on the agenda.

2.3.3 Finally, the External Auditor also provided the Committee with informative updates on key areas of interest in Local Government which were well received by the Committee and which the Committee referred on to other groups who may find them useful, e.g. Executive or Council.

2.3.4 The proposed external audit fee for 2022/23 m ,was £70,383.

2.4 Internal Audit

2.4.1 The Committee has overseen the work undertaken by Internal Audit throughout the year, including the delivery of the Annual Audit Plan.

2.4.2 The Internal Audit Plan focused on a Risk Based approach to establishing which reviews to undertake and where resources should be focussed.

2.4.3 The Committee received quarterly update reports from Internal Audit highlighting performance against the plan as well as reports of completed reviews. Each report is supplemented by a verbal update on key areas of success or concern in each completed audit review from the Designated Head of Internal Audit and the Audit Services Manager.

2.4.4 The Committee also received updates on the progress against Audit recommendations and monitors closely where these are not completed to a satisfactory level.

2.4.5 As of the date of this meeting, the Committee had received fourteen final reports with the following assurance levels.

<u>Assurance Level</u>	<u>Number of Final Reports</u>
Substantial	2
Reasonable	9
Partial	1
n/a	2
Total	14

2.4.6 As at the date of this meeting, 73% (14 of 19) of planned reviews have been finalised to draft stage. Three remaining reviews is in progress and two have been removed from the plan (with some alternative assurances obtained for both). At the time of writing this includes 1 report that has been issued in draft but is still with the Corporate Director for final approval. If approved, this report is included elsewhere on the agenda.

2.4.7 The Committee concentrates its attention to high priority recommendations made in reports. Where a report carries a partial assurance level, the Committee usually receives a verbal update from the relevant Chief Officer or Service Manager to outline how the review is being dealt with and how the assurance can be improved. Where a partial assurance is given, the Internal Audit team will perform a formal follow up within six months and report back to the Audit Committee to outline how recommendations have been implemented and whether the assurance level has increased.

2.4.8 The Internal Audit team operate under the guidelines laid down by the Public Sector Internal Audit Standards and the Council also has an Audit Charter in place that is brought to the Committee for approval annually.

2.4.9 Internal Audit also provide assurance through an Annual Report that the Council's overall control environment is satisfactory and whether any key weaknesses should be addressed in the Annual Governance Statement. This report was received in July 2022 and highlighted no new areas of concern.

2.5 Accounts

- 2.5.1 The Committee considered the Council's final statement of accounts for 2021/22 at its meeting in November, also receiving the External Auditor's Audit Findings Reports.
- 2.5.2 The External Auditor also reported whether the Council has proper arrangements in place for securing Value for Money. This is considered elsewhere on the agenda.
- 2.5.4 The Committee will receive the Annual Audit Letter once the audit is concluded.

2.6 Corporate Governance

- 2.6.1 The Committee is responsible for ensuring the Council meets the requirements of the Code of Corporate Governance and the Good Governance Principles. The CIPFA/SOLACE document 'Delivering Good Governance in Local Government: Framework's core principle is that local government develop and shapes its own approach to governance. The Council has a Local Code of Corporate Governance and Good Governance Principles which the Committee have previously reviewed.

2.7 Treasury Management

- 2.7.1 The Audit Committee has responsibility for monitoring the Council's arrangements for Treasury Management and received reports for scrutiny on a quarterly basis, together with consultation on the proposed Treasury Management Strategy Statement.
- 2.7.2 The Committee take a keen interest in Treasury Management matters and question Officers around the security of the Council's investments and its approach to capital financing.

2.8 Risk Management Monitoring

- 2.8.1 The Committee has received regular updates on the risk management process and that the corporate risk register is being looked at on a regular basis. It is not the Committee's duty to determine that risks are being correctly identified and managed, more that the process of monitoring risks is being adhered to and that regular updates on risk management are given to the Executive and Scrutiny Panels where appropriate.

2.9 Fraud Prevention and Whistleblowing

- 2.9.1 The promotion of fraud awareness is important to Audit Committee Members who encourage officers in their efforts. Any incidences of fraud are reported to the Committee through the Internal Audit quarterly reports.

3. Conclusion and reasons for recommendations

- 3.1 Audit Committees are a key component of an authority's governance framework. The purpose of an audit committee is to provide independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance process. By overseeing internal and external audit, it makes an important contribution to ensuring that effective assurance arrangements are in place.
- 3.2 The Audit Committee's annual report (together with the Audit Committee Minutes which are reported to Council throughout the year) provides the Council with information to show how the Audit Committee has fulfilled its role during the year and provides independent assurance to the Council on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance process.
- 3.3 Covid restrictions on workplace practices have forced some delays which have been largely overcome by the hard work of the officers and external auditors. My thanks to them along with the Vice Chair and the Committee for their support and understanding.
- 4. Contribution to the Carlisle Plan Priorities**
- 4.1 The Audit Committee ensures that an effective governance framework is in place to underpin the delivery of Carlisle City's Priorities.

Contact details:

Contact Officer: Steven Tickner Ext: 7280

Appendices attached to report:

Appendix A	Rules of Governance
Appendix B	Audit Committee Agendas

Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:

- None

Corporate Implications:

Legal - The administration of the Council and its financial transactions must be subject to some form of check and accountability. In addition to political accountability through elected members and central government, and judicial review through the courts, there is accountability and control through the audit system. Internal audit controls are governed mostly by the non-statutory codes of practice developed by the profession. External audit controls are subject to a much greater body of law and, while always important, became more extensive in recent years. This Report forms part of our Governance procedure to provide reassurance that the Council operates properly and that there are checks in place to ensure maintain and improve that position.

Property Services - None

Finance - It is best practice for the Chair of the Audit Committee to prepare an Annual Report outlining the work undertaken by the Audit Committee during the year.

Equality - None

Information Governance - There are no information governance implications with this report

RULES OF GOVERNANCE

1. **STATEMENT OF PURPOSE**

- 1.1 The purpose of an Audit Committee is to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the authority's exposure to risk and weakens the control environment, and to oversee the financial reporting process.

2. **TERMS OF REFERENCE**

2.1 **Audit Activity**

To consider the Designated Head of Internal Audit's annual report and opinion, and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.

To consider summaries of specific internal audit reports as requested.

To consider reports dealing with the management and performance of the providers of internal audit services.

To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale.

To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.

To consider specific reports as agreed with the external auditor.

To comment on the scope and depth of external audit work and to ensure it gives value for money.

To liaise with Public Sector Audit Appointments Ltd over the appointment of the Council's external auditor.

To commission work from internal and external audit.

2.2 **Regulatory Framework**

To maintain an overview of the Council's Constitution in respect of Contract Procedure Rules, Financial Regulations and relevant Codes of Conduct.

To review any issue referred to it by the Town Clerk and Chief Executive or a Chief Officer, or any Council body.

To monitor the effective development and operation of risk management and corporate governance in the Council.

To monitor Council policies on "Raising Concerns at Work" and the anti-fraud and anti-corruption strategy and the Council's complaints process.

To oversee the production of and approve the authority's Annual Governance Statement.

To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

To consider the Council's compliance with its own and other relevant published standards and controls.

2.3 Accounts

To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

To approve the Annual Statement of Accounts, income and expenditure and balance sheet. To consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.

To approve the Letter of Representation

3. ACCOUNTABILITY

- 3.1 The Audit Committee shall be a stand-alone Committee of the Council. All Audit Committee members shall act in the interests of the Council and not on behalf of any political party, constituency, ward, or interest group.
- 3.2 The Chair of the Audit Committee shall be appointed by the Committee. The Chair and the Committee shall ensure that relevant issues are promptly brought to the attention of the Executive, Overview and Scrutiny Panels and Regulatory Committees or the full Council.
- 3.3 The Chair of the Audit Committee shall present an Annual Report on the work of the Audit Committee to the full Council.

4. AUTHORITY AND ACCESS

- 4.1 The Audit Committee has a right to request relevant information from appropriate or relevant Members and Officers of the Council.
- 4.2 The Audit Committee shall not be able to transact the powers, functions and duties reserved to the full Council, the Executive, Overview and Scrutiny Panels and other Regulatory Committees.
- 4.3 The Audit Committee shall have access to in-house financial, legal and any other professional advice necessary to carry out its functions.
- 4.4 The Chair of the Audit Committee and the external and internal auditor shall meet as necessary and the Council's Designated Head of Internal Audit shall provide necessary services and support and assistance to the Audit Committee.
- 4.5 Any Member, Officer or member of the public who has any concern covered by the Terms of Reference of the Audit Committee may raise the matter with the Chair of the Committee who shall obtain, if necessary, relevant advice from the Council's Monitoring Officer or the Section 151, Corporate Director of Finance and Resources before taking any action with regard to the same.

5. MEMBERSHIP

- 5.1 Audit Committee members shall be appointed by the Council and consist of 7 members in accordance with the rules governing political balance. No member of the Executive and no chair of the Overview and Scrutiny Panels shall be eligible to be a member of the Audit Committee.

- 3.1 The Audit Committee shall be provided with administrative support by the Governance & Regulatory Services Directorate and reports/decisions of the Audit Committee shall be recorded and published on CMIS in the usual way. Financial Services shall provide technical support to the Committee when required. As the decisions of the Audit Committee shall not be of an executive nature, the decisions shall not be the subject of a request for call-in. If any Member is concerned about any decision of the Audit Committee, s/he should raise the matter with the Chair of the Audit Committee, the Monitoring Officer and/or the Section 151 Finance Officer and/or ask an oral question of the Chair of the Audit Committee at the Council meeting in accordance with the relevant Council Procedure Rules.

6. ATTENDANCE

- 6.1 The Audit Committee shall meet on a regular basis as provided for in paragraph 7 below. Officers and others may attend all or part of the meeting at the invitation of the Committee. Attendees may include:

- The Leader or Deputy Leader
- The Portfolio Holder for Finance
- Portfolio Holders
- Town Clerk and Chief Executive
- Corporate Director of Finance and Resources (Section 151)
- Corporate Director of Governance and Regulatory Services (Monitoring Officer)
- Designated Head of Internal Audit
- Other Chief Officers and Managers, as required

- 6.2 Subject to the relevant meeting complying with the Access to Information paragraphs for the exclusion of members of the public, the Audit Committee shall at least annually meet:
- (i) in private, with the external and internal auditors together; and/or
 - (ii) in private, with the external auditor.

7. MEETINGS

- 7.1 The Audit Committee shall meet at least four times a year in accordance with the schedule of meetings agreed by the Council. The External Auditor or the Designated Head of Internal Audit may request a meeting if they consider it necessary and other special meetings may be called in accordance with the Council's Procedure Rules.
- 7.2 The members of the Audit Committee shall commit to receiving appropriate training and development necessary to fulfil their roles.

8. QUORUM

- 8.1 The quorum for any meeting shall be one quarter of the elected members of the Committee, subject to there being not less than two elected members present at any time.

9. WORK PROFILE OF THE AUDIT COMMITTEE

- 9.1 In furtherance of the Terms of Reference and not otherwise, the Audit Committee is likely to receive and advise upon the following areas of work:
- Whether there is an appropriate culture of risk management and related control throughout the Council;
 - the Annual Governance Statement;

- the annual Statement of Accounts, including changes in and compliance with accounting policies and practices, major judgemental areas and significant adjustments resulting from the audit;
- significant changes required to Financial Procedure Rules and the Contracts Procedure Rules.
- the framework and processes for risk assessment, analysis and management within the Council;
- the effective co-ordination between internal and external audit;
- the budget needed to resource effective internal and external audit and other responsibilities of the Audit Committee; and
- generally, on how the Audit Committee could add value to the work and operation of the Council.

9.2 External Audit and Inspection Agencies

- To note the fees and terms of engagement of the external auditor.
- To review the planned programme of work with the external auditor.
- To consider the annual statutory audit and to advise the Executive on any response to any audit management letters, reports and investigations, including Value for Money studies and other inspection reports.
- To review whether agreed external or internal audit or inspection recommendations have been implemented by the Executive as timetabled.
- To discuss with the external auditor any problems, reservations or issues arising from the interim or final audit or other investigations.
- To review the external auditor's independence and objectivity and annually appraise the Executive on the effectiveness and value for money of the external audit service.

9.3 Corporate Governance Framework

- To review and advise the Executive on the embedding and maintenance of an effective system of corporate governance including internal control and risk management.
- To give an assurance to the Council that there is a sufficient and systematic review of the corporate governance, internal control and risk management arrangements within the Council.
- To review the Annual Governance Statement and make appropriate recommendations to the Council, the Executive, the Overview and Scrutiny Panels and Regulatory Committees.
- To ensure that any significant weaknesses identified are remedied.
- To commission, if necessary, any relevant investigations into matters of particular concern relating to internal control.

- To ensure that the impact of any alleged or fraudulent activity on the Council's framework of internal control is reviewed and, where necessary, to recommend changes to strengthen the control framework.
- To receive reports relating to those aspects of whistle blowing or alleged or actual fraudulent activity which relate to the Terms of Reference of the Audit Committee.

9.4 Internal Audit

To review and make recommendations to the Executive regarding:

- The effectiveness of internal audit;
- the internal audit function to ensure it is adequately resourced;
- the internal audit strategy, annual plan and to monitor delivery of the plan;
- any internal audit protocols and policies;
- significant audit findings, together with the response from managers to these reports;
- any difficulties encountered by internal audit including any restrictions on the scope of activities or access to required information;
- agreed internal audit recommendations to ensure they are implemented by management as timetabled; and
- the annual report from the Designated Head of Internal Audit.

9.5 Other

- To consider and make recommendations to the Executive on:
- the selection and terms of appointment of other appropriate advisors and consultants;
- governance issues relating to the operation of the Audit Committee, and
- the proportionality, independence, and appropriateness of any of the Council's policies relating to any audit or governance matters;
- such other matters of an audit, financial or governance nature as fall within the terms of reference of the Committee or as may be referred by the Council.

Audit Committee Agenda's

8th July 2022

- A1. External Audit Plan 2021/22
- A2. Internal Audit Progress (April - June)
 - Internal Audit Report – Property Income
 - Internal Audit Report – Sands Centre Development
 - Internal Audit Report – Council Tax
 - Internal Audit Report – Recycling (Performance Information)
 - Internal Audit Report – Development Management (Complaints)
 - Internal Audit Report – Future High Street Fund
 - Internal Audit Report – Creditors
 - Internal Audit Report – Main Accounting System
 - Internal Audit Report – Procurement (Counter Fraud)
- A3. Internal Audit Annual Report 2021/22
- A4. Internal Audit Compliance with Public Sector Internal Auditing Standards (self-Assessment)
- A5. Housing Benefit Subsidy 2020/21
- A6. Treasury Management Outturn 2021/22
- A7 Technical Update and Consultations
- B1. Internal Audit Report – ICT Recommendations
- B2. Internal Audit Report – Cyber Security

27th July 2022

- A1. External Auditor's progress report and sector update
- A2. Draft Statement of Accounts 2021/22
- A3. Draft Annual Governance Statement 2021/22

28th September 2022

- A1. External Audit Progress Report and sector update
- A2. Internal Audit Progress Report 2022/23 (July to September)
 - Internal Audit Report – Absence Management
- A3. Treasury Management April – June 2022
- A4. Treasury Management Practices – TMP's
- A5. Technical Update and Consultation Responses
- A6. Effectiveness Review of the Audit Committee – Training Programme

10th November 2022 (Special)

- A1. Draft Audit Findings report 2021/22 for Carlisle City Council
- A2. Statement of Accounts 2021/22
- A3. Letter of Representation 2021/22

8th December 2022

- A1. Internal Audit Progress 2022/23 (October – November)
 - Internal Audit Report – Corporate Internal Controls
 - Internal Audit Report – Risk Management
 - Internal Audit Report – Fleet Management Strategy
 - Internal Audit Report – Sustainable Warmth Grant
 - Internal Audit Report – Financial Services Governance
 - Internal Audit Report – Bereavement Services
 - Internal Audit Report – Treasury Management
- A2. Treasury Management Quarter 2 2022/23
- A3. Statement of Accounts 2022/23 – Update

16th March 2023

- A1. Minutes of the People Panel
- A2. External Auditor's annual report on Carlisle City Council
- A3. Value for Money Conclusion
- A4. Internal Audit Progress Report 2022/23 (December 2022 to February 2023)
 - Internal Audit Report – National Non Domestic Rates
 - Internal Audit Report – Neighbourhoods (Culture)
 - Internal Audit Report – Car Parking Income
 - Internal Audit Report – Town Deal – Business Assurance Framework
- A5. Audit Committee's Annual Report
- A6. Treasury Management Monitoring Report Q3
- A7. Internal Audit Annual Report 2022/23
- A8. Draft AGS and Narrative Statement



Carlisle City Council

Report to Council

Item
17.

Report details

Meeting Date: 28 March 2023

Portfolio: Cross Cutting

Key Decision: Not Applicable

Policy and Budget Framework: No

Public / Private: Public

Title: OPERATION OF THE PROVISIONS RELATING TO CALL-IN
AND URGENCY – ANNUAL REPORT

Report of: Corporate Director of Governance and Regulatory Services

Report Number: GD.15/23

Purpose / Summary:

To report on the operation of call-in and urgency over the past twelve months to comply with Rule 15(j) of the Overview and Scrutiny procedure rules.

Recommendations:

That the report be noted.

Tracking

Executive:	
Scrutiny:	
Council:	28 March 2023

1. Background

- 1.1. This report has been prepared in accordance with Rule 15(j) of the Overview and Scrutiny Procedure Rules which requires the operation of the provisions relating to call-in and urgency to be monitored annually, and a report submitted to Council

2. OPERATION OF THE PROVISIONS RELATING TO CALL IN AND URGENCY

2.1 Call-Ins

Rule 15 of the Overview and Scrutiny Procedure Rules sets out the procedures in which Overview and Scrutiny can call-in decisions of the Executive, Individual Portfolio Holders and Officers.

During the 2022/23 Municipal Year there has been no call ins.

2.2 Urgency Rules

Rule 15(i) of the Overview and Scrutiny Procedure Rules provides that call-in procedures shall not apply where a decision being taken by the Executive is urgent. A decision is urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interest.

In these circumstances, the Chair of the Council (i.e. the Mayor) has to agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency.

During the 2022/23 Municipal Year, the Mayor has agreed that the decisions of the Executive, Individual Portfolio Holders and Officers as set out in Appendix 1 were urgent and should not be subject to call-in procedures.

2.3 Special Urgency

Paragraph 16 (Special Urgency) of the Access to Information Procedure Rules; and Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 allow for key decision items to be dealt with where there is not 5 clear days before the meeting.

In these circumstances, the Chair of the Executive and the Chair of the relevant Scrutiny Panel have to agree that the decision proposed cannot reasonably be deferred.

During the 2022/23 Municipal Year, the Chair of the Executive and the Chairs of the relevant Scrutiny Panels have agreed that the decisions of the Executive, Individual Portfolio Holders and Officers as set out in Appendix 1 were urgent and should not be subject to call-in procedures.

2.4 Private Meetings

Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 provides that the intention to hold a meeting in private must be published at least 28 clear days prior to that meeting.

Where the date by which a meeting must be held makes compliance with the regulation impracticable, the Chair of the relevant Scrutiny Panel or the Chair of the Council may agree that the meeting is urgent and cannot reasonably be deferred.

During the 2022/23 Municipal Year, there was 1 item which was urgent and could not reasonably be deferred. (Appendix 2)

2.5 Items Not in the Notice of Executive Key Decisions

Rule 15 of the Access to Information Procedure Rules and Regulation 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 set out the provision for key decisions to be considered when they have not been included in the Notice of Executive Key Decisions. Appendix 3 details key decisions which have been considered under General Exception rules as they were not included in the Notice of Executive Key Decisions.

3. SUMMARY

- 3.1 In the past 12 months there has been no call ins. Procedures to deal with call-ins had been in place and a proforma was available for Members to use in calling in decisions on which Members were asked to identify the reasons for the call-in. The identification of specific reasons gave Portfolio Holders the opportunity to be prepared and briefed at call-in meetings, although identifying the specific reason was not mandatory in the call-in process. It was considered that the system and processes the Council had in place to deal with call-ins had been satisfactory.
- 3.2 With regard to the urgency rules, the decisions on items deemed by the Mayor to be urgent and not subject to 'call in' include instances where recommendations from the Executive have been referred to the City Council for decision and the call-in period would overlap the date of the City Council meeting.

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

4.1 That the report be noted.

Contact details:

Contact Officer: Rachel Plant

Ext: 7039

Appendices attached to report:

Appendix 1 – Urgency Rules

Appendix 2 – Private Meetings

Appendix 3 – Items not in the Notice of Executive Key Decisions

Note: in compliance with section 100d of the Local Government Act 1972 the report has been prepared in part from the following papers:

- Carlisle City Council's Constitution
(http://www.carlisle.gov.uk/council_and_democracy/democracy_and_elections/about_the_council/constitution.aspx)
- The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Corporate Implications:

Legal – Contained within the report

Property Services - Not applicable

Finance – Not applicable

Equality – Not applicable

Information Governance – Not applicable

2.2 - Appendix 1 – Urgency Rules

Meeting	Date	Decision Exempt from Call in and Reason
Executive	27 June 2022	EX.89/22 – Disposal of Property Assets If a call-in was received, the call-in procedures would overlap the City Council meeting on 1 March 2022 when the Council was scheduled to consider the matters. Any delay caused by the call-in process would prejudice the Council's interests in terms of approving the items.
Executive	24 October 2022	EX.133/22 – UK Shared Prosperity Fund – Year One Delivery of Investment Plan EX.139/22 – Charitable and Other Bequests – Local Distress Fund; Parker Bequest; and the District Nursing Amenity If a call-in was received, the call-in procedures would overlap the City Council meeting on 8 November 2022 when the Council had been asked to approve the above matters. Any delay caused by the call-in process would prejudice the Council's interests.
Executive	19 December 2022	EX.158/22 – Caldew Riverside Remediation EX.167/22 – Tullie House Business Plan If a call-in was received, the call-in procedures would overlap the City Council meeting on 3 January 2023 when the Council had been asked to approve the above matters. Any delay caused by the call-in process would prejudice the Council's interests.
Executive	20 February 2023	EX.15/23 – Project Tullie Phase 3 EX.19/23 – Revenue Budget Overview and Monitoring Report: April to December 2022 EX.23/23 – The Sands Centre Redevelopment Contract and GLL Management Fee Realignment If a call-in was received, the call-in procedures would overlap the City Council meeting on 28 February 2023 when the Council had been asked to approve the above matters. Any delay caused by the call-in process would prejudice the Council's interests.

Executive	20 March 2023	A.1 – Smoke Control Area Emission Report A.2 – Notice of Executive Key Decisions A.3 – Schedule of Decisions taken by Officers A.4 – Joint Management Team A.5 – Carlisle Rural Strategy A.6 – Carlisle Enterprise Fund B.1 – Disposal of Various Property Assets The request for the exemption was made as the City Council would no longer exist from 31 March 2023 and this date was within the call-in period.
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2.3 - Special Urgency

Leader's Decision	14 December 2022	LD.03/22 - Capital Contribution to Tullie House and Art Gallery Trust
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2.4 - Appendix 2 – Private Meetings

Meeting	Date	
Executive	20 February 2023	Project Tullie Phase 3

2.5 Appendix 3 - Key Items Not included in the Notice of Executive Key Decisions

Executive Meeting Date	Reference	Title
3 October 2022	EX.121/22	Victorian Health Suite
18 January 2023	EX.05/23	Cost of Living Scheme
20 February 2023	EX.15/23	Project Tullie

