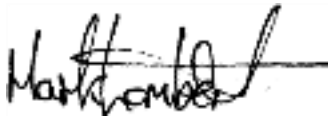


COUNCIL

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, 03 January 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**

The Council will be asked to receive the Minutes of the meeting of the City Council held on 8 November and 13 December 2022.

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 the following question has been submitted on notice from Councillor Pickstone:

“Could the Leader, or the appropriate Executive Member, inform members of the numbers of dwellings which have been given planning permission, but have not yet been completed across the City, and also the potential number of dwellings that could be delivered on land allocated for housing development in our current Plan, for which planning permission has not yet been given?”

10. Minutes of the Executive

The Council will be requested to receive the Minutes of the meeting of the Executive held on 21 November and 19 December 2022 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 and ask questions of the Leader and Portfolio Holders on those reports:

- 11.(i) Culture, Heritage and Leisure** 7 -
8
(Copy Report herewith)
- 11.(ii) Communities, Health and Wellbeing** 9 -
12
(Copy Report herewith)
- 11.(iii) Environment and Transport** 13
-
16
(Copy Report herewith)
- 11.(iv) Economy, Enterprise and Housing** 17
-
18
(Copy Report herewith)
- 11.(v) Finance, Governance and Resources** 19
-
20
(Copy Report herewith)
- 11.(vi) Leader's Portfolio** 21
-
24
(Copy Report herewith)

12. Minutes

The Council will be asked to receive the Minutes of the meetings as detailed within Minute Book Volume 49(4) and ask questions of the Leader, Portfolio Holders and Committee Chairs.

For ease of reference the Minutes are:

Committee	Meeting Date
People Panel	24 November 2022
Place Panel	13 October and 1 December 2022
Regulatory Panel	23 November 2022
Development Control Committee	28 October, 7 December and 9 December 2022

Audit Committee	10 November and 8 December 2022
Appeals Panel	25 October 2022

13. Scrutiny

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

13.(i) <u>Chair of the People Panel</u>	25
(Copy Report herewith)	-
	28
13.(ii) <u>Chair of the Place Panel</u>	29
(Copy Report herewith)	-
	30
13.(iii) <u>Chair of the Resources Panel</u>	31
(Copy Report herewith)	-
	32
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>Proposals from the Executive in relation to the Council's Budget and Policy Framework</u>	
15.(i) <u>Caldew Riverside Remediation</u>	33
Pursuant to Minute EX.158/22, to consider recommendations from the Executive concerning the Caldew Riverside remediation.	-
(Copy Report ED.01/23 herewith and Minute Extract to follow)	44
15.(ii) <u>Capital Budget Overview and Monitoring Budget</u>	45
Pursuant to Minute EX.151/22, to consider a recommendation from Executive to approve the re-profiling of capital projects, as carry forward requests, totalling £5,000,000 to 2022/24.	-
(Copy Report RD.53/22 and Minute Extracts herewith)	50

16.	<u>Elected Members' Allowances 2022/23</u>	51
		-
	To consider a report from the Corporate Director of Finance and Resources with regard to a proposed increase to Members' Allowances for 2022/23. (Copy Report RD.54/22 herewith)	56
17.	<u>Operation of the provisions relating to call-in and urgency</u>	57
		-
	Pursuant to Overview and Scrutiny Procedure Rule 15 (i), the Corporate Director of Governance and Regulatory Services to report on the operation of call-in and urgency procedures. (Copy Report GD.01/23 herewith)	60
18.	<u>Communications</u>	
	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

19. Proposals from the Executive in relation to the Council's Budget and Policy Framework

19.(i) Tullie House Business Plan

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

Pursuant to Minute EX.167/22, to consider recommendations from the Executive regarding the Tullie House Business Plan.
(copy Report CS.01/23 herewith and Minute Extracts herewith / to follow)

Meeting Date: 3rd January 2023

Public/Private*: Public

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

EVENTS

The Christmas Light Switch On was held on 20th November and featured local schools, theatre and dance groups. The Mayor of Carlisle was joined on stage by Twist & Pulse for the countdown and switch on followed by our headline guest Simon Webbe from Blue. The city centre was packed for the event with an estimated 14,000 people in attendance.

New Christmas Market

Carlisle's Christmas Market was held in the city centre between 2nd and 11th December. The market featured a fantastic range of local, national and international traders selling a variety of Christmas gifts, food and drink. The market provided the perfect backdrop to welcome the annual Santa Dash, and hosted carols by Newtown Primary School and a performance by the Salvation Army Band.

Carlisle, Allerdale and Copeland Tourism Breakfast briefing

Officers from the three District Councils have come together once again to host a joint Tourism Breakfast Briefing. 30 businesses attended the event at Rosehill Theatre, Whitehaven on 16th November to hear updates from each area and listen to specialist speakers from the University of Cumbria and Intro PR.

Old Fire Station - update

Greystone Leisure Limited have now been running the Old Fire Station on behalf of the City Council for over a year. In the first year:

- 149 events have been hosted (music, comedy and exhibitions) with 22,585 people attending
- 75% of attendees are from Carlisle with 46% being over the age of 50
- 174 events have been booked in for Year 2
- The venue worked with local schools and Carlisle College to host student events

City of Lights 2023 will be held on 23rd, 24th & 25th February 2023 at Carlisle Cathedral, Tullie House and Carlisle Castle. Once again the interior of the Cathedral will be used to produce a truly immersive experience. The theme for the event will be Science.

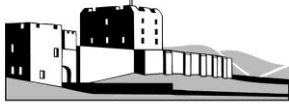
TULLIE HOUSE

Tullie has had a mixed quarter in terms of **visitor numbers**, with admissions at c. 65% of 2019/20. This is in line with the national trend for museum visits and is a significant increase on 2021/22, showing that visitors are returning but slower than we had initially hoped for. Footfall has been boosted this period thanks to Tullie participating in the fantastic 'City of Light' events and the University of Cumbria's graduation ceremonies. The museum's **learning programmes** continue to show strong numbers, with over 1,000 pupils taking part in visits in October on topics including Prehistory, the Border Reivers, Habitats and the Egyptians. We are currently working with the British Museum on research and development for digital resources for their major new national learning programme, 'Culture Bus', which starts in September 2023 and will see free coach travel and subsidised visit costs to Tullie House offered to all primary school pupils in Copeland and Allerdale. Community engagement continues to go from strength to strength. As well as our at-capacity monthly sessions for adults with dementia and adults experiencing loneliness and isolation, '**Frontier Voices**' has seen members of our Art Group work with artist Karen MacDougall to produce a beautiful mixed-media installation exploring themes of frontiers and borders, currently on display in the Roman Frontier Gallery. We are proud to be supporting the wellbeing of **people seeking refuge** in Carlisle: thanks to funding from CDEC's Green Places project we have been hosting a group of Syrian refugees every fortnight in the Secret Garden. As part of the national Heritage Open Days event we also ran a day of activities and events for Ukrainian families in the city. Finally, we have recruited a new **Thriving Communities** Project Development Coordinator who will start in January 2023.

Project Tullie has made significant progress this period with procurement and recruitment. As well as external project management services and quantity surveyors, the capital development programme now has its design team of architects, structural engineers and mechanical and engineering consultants in place. We have also successfully recruited for project staff, including Client Project Manager and Lead Curator. These posts will add vital internal capacity and allow the project to continue at pace.

CUMBRIA'S MUSEUM OF MILITARY LIFE

The museum turned 90 on 7th December 2022 and opened to the public between 10.00 a.m. & 2.00 p.m. for sixpence (1932 admission price). There was an afternoon celebration event to thank our supporters for their help, advice and assistance. Currently we are closed mid-week and only open at weekends to allow behind the scenes tasks to be completed. We are thankful to our volunteers who help us with maintenance and collections-related tasks during this period.



Meeting Date: 3rd January 2023

Public/Private*: Public

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

SAFER STREETS / LOCAL FOCUS HUB / COMMUNITY SAFETY UPDATE

Members will be aware that the Council has appointed a team of three Safer Streets Officers. The staff are now fully trained and provide a visible presence in our City Centre as part of our **VAWG**** initiative, working in partnership with the Police and the volunteers from the Welfare Hub. Training with Cumbria Police has included inputs on conflict management, County Lines and Child Exploitation along with an input from the city Licensing Team. Initially expected to work Saturday evening through to Sunday morning, the Safer Streets Officers are being deployed to work other evenings for example when we expect footfall in the city centre to increase, perhaps related to an important televised football match or in the run up to Christmas.

****Note: VAWG – Violence Against Women And Girls – project funded by the Home Office, via a PCC grant.**

Local Focus Hub Manager continuing to work with Police and other partners in response to the Festive Period on the expected heavy footfall nights. Looking at providing taxi marshals, ensuring the Safer Street Officers are working at the right times to support vulnerable people, linking in with NWAS (North West Ambulance Service), British Transport Police and Police Street Triage Officers

Carlisle City Council already work in partnership with Police and other partners to deal with street begging however this project would offer further support but also different options to deal with illegal street begging.

Officers attended a workshop on 15th December to discuss the strategic priorities of a new Cumberland Community Safety Partnership. This workshop brought together Officers and members from Local Authorities, Safer Cumbria, PCC, Public Health, Cumbria Fire & Rescue, Housing, Probation, Public Health, Cumbria Constabulary, Recovery Steps and other NHS organisations.

HEALTH AND WELLBEING

Wellbeing Walks continue to be very well attended with 30 people attending the morning walk and 20 people attending the afternoon walk. The walks are supported by a group of trained volunteers.

FOOD CARLISLE

Food Carlisle recently hosted their Food Summit, bringing together partners from across the food system with the new Cumberland Councillors, to garner further support for future food related work. Some useful feedback was collected and there are a variety of topics to consider whilst planning the food partnership's work going forward. Donations were also collected for our Partner Carlisle Foodbank.

Following a year of food related events tying in with the Hadrian's Wall 1900th anniversary celebrations, the Food at the Frontier Producers Trail is now available, with 21 local sustainable food producers and businesses on board. The Partnership is looking to expand this work next year, in collaboration with the Hadrian's Wall Partnership.

Officers have also been working to improve representation on the partnership and are working with students at James Rennie School to develop more community growing projects around the City which young people can get involved with.

ARMED FORCES COVENANT – CARLISLE CITY COUNCIL GOLD AWARD

On Tuesday 6th December Carlisle City Council officially received its Gold Standard Award for its 'outstanding' support for the Armed Forces Community. It is the only District Council in Cumbria to achieve the **Employer Recognition Scheme Gold Award**. Representing the highest badge of honour, Employer Recognition Scheme (ERS) Gold Awards are awarded to those that employ and support those who serve, veterans and their families.

To win an award, organisations must have supportive HR policies in place for veterans, Reserves, and Cadet Force Adult Volunteers, as well as spouses and partners of those serving in the Armed Forces.

Organisations must also advocate the benefits of supporting those within the Armed Forces community by encouraging others to sign the Armed Forces Covenant and engage in the Employer Recognition Scheme.

Forces Link

On Monday, 28th November at the Civic Centre, Forces Link organised training to give an insight into what it's like to have served in the military, transition to civilian life and what support is available should someone need it. It was aimed at roles who may deal with the Armed Forces community in their job role or through volunteer work.

New legal powers to support armed forces families and veterans

Councils, NHS Trusts and other local bodies across the UK providing services to the Armed Forces community are now required to adhere to a new legal duty which puts legal responsibility on services to embody the Armed Forces Covenant. The Covenant is a promise to treat members of the armed forces community fairly.

The duty means that authorities must now consider how their decision-making impacts upon members of the Armed Forces community. The services covered include healthcare, housing and education. The Covenant 'Duty of Due Regard' was included in the Armed Forces Bill of 2021, enshrining it in law. In addition to personnel and veterans living in England, the duty will also apply to those in Northern Ireland, Scotland and Wales.

WHO – ANNUAL BUSINESS AND TECHNICAL CONFERENCE

The WHO Business and Technical Conference brought learning from across the WHO European Region and beyond, attracting politicians, key decision-makers and technical experts. The 2022 Conference demonstrated pioneering work regionally and globally and the One Health Agenda. Carlisle had three abstracts accepted as part of a competitive process with over 120 submissions and only 50 invited to present. The projects were:

- Pollinators at the Heart of the City
- Thriving Communities
- Place Standard in Practice

CUSTOMER SERVICES

Much of our activity is focussed on having a smooth transition into Cumberland Council. We are driving a Knowledge Base project which will collate information on all services we provide across all legacy Councils. This platform will be accessible to all Advisors across the County so we can provide our customers a uniformed service. This platform is built on the same technology that allowed Carlisle City Council to have such a positive response to the covid pandemic and is a good example of Carlisle influencing service delivery on Day 1 and beyond. We are also integral in the telephony, face-to-face and email Day 1 design.

We will continue to be a positive influence on the LGR project to ensure our customers are the main consideration during service design.



Meeting Date: 3rd January 2023

Public/Private*: Public

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

CAR PARKING – FREE WEEKEND PARKING

Members will recall that the Council introduced a parking offer this year providing free parking at weekends and Bank Holidays, and reduced parking mid-week for the first hour. Officers have recently carried out a survey of customers with almost 500 responses, with results as follows:

- Awareness was very high - 82% of respondents confirmed they were aware of the free parking offer at weekends and Bank Holidays
- Awareness was also very high, with 88% of respondents aware of the range of options for paying for car parking (cash / card / contactless / app)
- Almost three quarters (71%) of respondents confirmed that they had visited the city centre to go shopping
- Two thirds (66%) believed that the free parking offer was a good initiative to encourage people to the City Centre, with 40% stating that the free parking offer had influenced their reason to visit Carlisle
- Over half of the respondents had stated that they had spent more money or more time in the city centre as a result.
 - 34% - more time and more money spent
 - 21% - more time spent.

Total responses: 480

As is tradition at this time of year, to further support the city centre retail and leisure sector, free parking is available from 3.00 p.m. in city centre car parks on Thursdays throughout December.

SANDS CAR PARK

Advanced work within The Sands Car Park has been carried out following the opening of the Sands Centre. This has included improving signs and lines and reopening the original entrance to the car park. Cycle stands have also been positioned in front of the Leisure Centre. Further resurfacing work will be planned for next year.

CHRISTMAS AND NEW YEAR FLY-TIPPING CAMPAIGN

The Council will be repeating its successful fly-tipping campaign focussed on our local recycling sites (bring-sites) with clear messages and signage in place to prevent the illegal dumping of rubbish at these sites over the festive period. As in previous years, we will have CCTV cameras operating at some sites and enforcement action will be taken against those responsible for fly-tipping and littering offences.

TRANSITION TO ELECTRIC VEHICLES

The Council is currently in the process of procuring a further seven electric vehicles to replace seven diesel vehicles in our fleet. This will support our carbon reduction targets. Once ordered and delivered this will see the number of electric vehicles in our fleet more than double in number from 6 currently to 13, equating to approximately 13% of our fleet. We recognise more is needed to accelerate this transition, but the Council is taking sensible steps to introduce electric vehicles alternatives through our 'Fleet Challenge' to ensure that suitable vehicle alternatives are available and there is a robust business case to support the transition. In this regard, we are focussing our efforts on our smaller vehicles (cars and smaller vans) where there are proven alternatives.

CUMBRIA EV CHARGING INFRASTRUCTURE

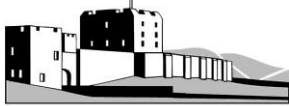
The Cumbria-wide initiative to increase residents' access to public EV charging points has moved forward, with the identification of a further round of locations for potential installations. Aided by precise locations (as defined by What3Words) the district network operator, Electricity North West Limited, will now carry out an evaluation to determine the feasibility and cost of connecting these sites to the nearest suitable electricity supply.

Meanwhile Cumbria County Council, on behalf of the Cumbria EV Partnership, is making an application for ORCS grant funding (On-street Residential Chargepoint Scheme) to support the installation of chargepoints in residential locations. Some will utilise existing street lighting columns to provide the connection, others will use public car parks close to people's homes where an existing electricity supply allows for low-cost installation. The partnership is looking for a commercial partner to provide the infrastructure – hardware and software – in a 'commissioning model' of delivering the service and making the choice of an electric vehicle more realistic for those residents without access to a private driveway for purposes of recharging their car.

CLIMATE CHANGE

A Cumberland Council Climate workshop was held on 29th November. This workshop considered key themes for the development of a Cumberland Climate Change Strategy

and looked at good practice and learning from sovereign Councils in the Cumberland area and their key partners. An Officer from the City Council attended this workshop and is fully engaged with the work of the LGR climate workstream, which is meeting on a regular basis.



Meeting Date: 3rd January 2023

Public/Private*: Public

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

SHARED PROSPERITY FUND

- The Council received confirmation on 5th December from the Department for Levelling Up, Housing and Communities (DLUHC) that the UKSPF Investment Plan has been approved for the £4.1m funding allocation
- The funding for this financial year 2022 - 23 of nearly £500,000 has been released

In terms of next steps:

- There has been an open call for projects to support for local arts, cultural and creative activities and feasibility studies this financial year. Those organisations who submitted Expressions of Interest for 'shovel ready' projects, that have been identified in the programme for funding for this financial year, have been contacted with regards to the application process
- Those organisations who submitted Expressions of Interest for projects to be delivered next financial year which are a fit with the Cumberland Investment Plan, will be contacted in due course regarding the application process to be included in the Cumberland programme from 1st April 2023 and beyond

RURAL ENGLAND PROSPERITY FUND

- The Council has nationally been allocated £475,000 to support the delivery of projects to support rural communities and businesses
- The Council submitted its proposals for the funding on 30th November, which will focus on supporting
 - o rural enterprise
 - o farm diversification
 - o the visitor economy
 - o improving open / green spaces and;
 - o local arts, cultural, heritage and creative activities

- The Department for Levelling Up, Housing and Communities (DLUHC) has advised that it will be making its decision in due course, but no firm timescales have been given

GREENMARKET / MARKET SQUARE PROJECT

- The second consultation on the project ran from 25th November – 9th December, which sought the views of the community, business and visitors on a number of concepts for the two spaces
- The concepts were developed on the basis of the views and feedback from the first consultation, which asked what the issues were with the spaces and what people would like to see in terms of design and how they should be used
- A consultation report will be produced after Christmas, with the views and feedback informing the final design proposal to be taken forward
- The preferred design will be announced in March 2023

CITY CENTRE BUSINESS GRANTS

- The aim of the fund is to support the high street businesses by providing grants to new or existing business relocating to Carlisle from outside the area – and taking up vacant premises
- The City Council has provided £40,000 this financial year to support the scheme and with the approval of the Shared Prosperity Fund, a further £80,000 of funding will be added to scheme to enable it to support more businesses
- The fund can support business in the city centre, those located in neighbourhood shopping areas, the city and those in the rural market towns

ST CUTHBERT'S GARDEN VILAGE

Work on St Cuthbert's continues at pace. As part of the emerging St Cuthbert's Design Code, we held three drop-in events in Durdar, Cummersdale and Carleton asking those communities and Parish Councils their thoughts on those distinctive design attributes they would want to be retained or enhanced as part of the delivery of the Garden Village. In total, some 130 people attended and we had some really good feedback which will now help us in drafting up the Design Code itself.



Meeting Date: 3rd January 2023

Public/Private*: Public

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

FINANCIAL SERVICES

Work is continuing to support the budget process for Cumberland and further support is beginning to increase on supporting LGR across a number of work packages.

HR AND PAYROLL

LGR: Updates on progress of the various workstreams associated with LGR activity are provided to stakeholders on a regular basis through the dedicated Communications group.

TUPE: The HR and Payroll Service is busy preparing for the TUPE of Carlisle City Council staff to the new Cumberland Authority on 1st April 2023. The preparation involves a significant amount of information checking and preparation of records for handover, which will utilise any spare time the team may have from now until the process is complete early next year.

ICT UPDATE

- LGR – Carlisle ICT are leading on the design and implementation of the new network for both Cumberland and Westmorland and Furness. To date the project has been successful and testing of the next phase takes place this week
- LGR – Carlisle ICT continues to be responsible for the systems requirements for HR and Payroll. Work is continuing to ensure that existing systems can continue for day one whilst working on the setup of two new systems for the short to medium term
- LGR – Service Management – Carlisle ICT is responsible for the design of the ICT service for day one
- Successfully recruited to the long-term vacancies for the Service Desk Supervisor, Service Desk Analyst, and the Senior Infrastructure Engineer. Unfortunately, there were no suitable candidates for the two vacant posts in the Applications team, which continues to put pressure on the Applications Manager.

- New network switches now installed and migrating Civic centre users is ongoing and will be complete by the end of January. All remote sites have been migrated

ELECTORAL REGISTRATION

The Elections Team have completed the Annual Canvass and were unable to get responses from 2,684 properties out of just over 54,000. The new Electoral Register was published on 1st December 2022.

Work continues on the LGR process and plans are being made for the Parish Elections on 4th May 2023.

ORGANISATIONAL DEVELOPMENT

Support for the LGR process continues. The team have prepared staff training records and checked content ready for transferring data. The team are also mapping all essential and desirable aspects of development aligned to key roles, this will support ongoing skill development to deliver services.

In the new year work will start on aligning some eLearning modules ready for transfer. We continue to deliver development workshops across the Council and in particular CV and interview skills support to enable colleagues to apply where necessary for opportunities.

Dignity and Respect face to face training was recently delivered to over 80 front line staff. The OD team prepared a flyer and have added details to the SharePoint site with top tips and support regarding the cost of living crisis.

Starting work on the preparation for the last Celebration of Learning event.

INFORMATION MANAGEMENT – LEGAL SERVICES

Recent counts for information requests (From 18/10/2022 – 02/12/2022):

- Environmental Information Regulations requests received - 5
- Environmental Information Regulations requests responded to - 7
- Freedom of Information Act requests received – 71
- Freedom of Information Act requests responded to - 82
- Data Protection Act requests received – 3
- Data Protection Act requests responded to – 3



Meeting Date: 3rd January 2023

Public/Private*: Public

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

BORDERLANDS

Longtown Place Plan

- The Place Plan for Longtown is being finalised and will be ready in January 2023
- £20,000 has been allocated from the Shared Prosperity Fund to support the prioritisation and development of projects for funding from the Borderlands Growth Deal. This process will begin in January 2023
- The Town now has a constituted community group that are working with Council Officers to finalise the Plan and develop the pipeline of projects

Central Plaza

- The options report setting out the recommended scheme of works required to prepare the site for redevelopment is being finalised and will be ready by the end of December 2022
- Officers are working with colleague from Cumbria County Council to look at the site in conjunction with West Walls highway to ensure a comprehensive approach to the wider area
- The marketing exercise for the site is underway to identify a potential developer for the prepared site and will conclude in February 2023

CARLISLE PARTNERSHIP EXECUTIVE

Carlisle Partnership Executive met in December at the Sands Centre; this quarter meeting was chaired by our Small Business / Housing Co-chair, with 23 of our Strategic Partners coming together for our final meeting of 2022.

The key items focused on:

- The New Sands Centre Overview and tour for Partners
- Cost of Living
- Longtown Stakeholder Summit

- Collaborative Funding Pilot
- An update on some partnership activity around Key Performance Indicators, feedback and case studies
- System Infrastructure and Business updates (including Hellos and Goodbyes, Governance, WHO abstract acceptance and other partnership work in the last quarter)
- Current Situation updates (Local Government Reorganisation, Shared Prosperity Fund)
- Round table take away and actions
- Any Other Business and Partner information exchange

The Carlisle Partnership continues to send a bi-weekly communication email and the funding newsletter to Full Forum Partners - over 700 emails across the District. Partners continue to contribute to these updates and the communications have been well received, with excellent feedback.

We are grateful to all partners for the continued roles they play across the District and contributions to place based working.

STAKEHOLDER SUMMIT

As part of the Borderlands Growth Deal and Place Programme a Stakeholder Summit was organised to support the development of a Longtown Place Plan. The event attracted a large group of 65 delegates from a range of organisations across the region; and Longtown Development Team members.

Organised by Carlisle City Council and Carlisle Partnership, with support from Cumbria County Council and community members, the event was held at the Memorial Hall in Longtown and resulted in excellent place based discussions, the completion of six place wheels and a huge amount of data that will be fed into the development of the Place Plan.

Feedback highlighted

“Firstly, congratulations on a brilliant event yesterday in Longtown! You had a great turn out and the positive energy in the room was palpable....bodes well for the development of a truly community-led place plan” and “I had a brilliant day today, thank you so much for the opportunity to get involved in something this important! It’s amazing to feel like I’m playing a role in making decisions and plans for the community.”

We are grateful for partners and the communities input.

LOCAL GOVERNMENT REORGANISATION TRANSITION

The LGR Programme Board continues to meet fortnightly, whilst the Cumberland Programme Board meets each week.

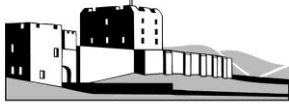
Proposed staff allocations to the new Councils and Cumbria Fire & Rescue Service have been submitted for 70% of employees. The remainder are expected to be submitted soon.

The Chief Officer recruitment process is now live. Those who are shortlisted will be invited to a Member Panel interview w/c 12th December 2022. Members will be kept informed as this progresses.

The most recent staff Q&A sessions took place on Thursday, 15th December at 7.00 p.m. These sessions are attended by the two Unitary Authority Leaders and relevant Senior Officers. These sessions have all been exceptionally well attended by staff so far. Future Chief Executive staff briefings will be arranged in order to ensure City Council staff are kept fully informed as to TUPE arrangements; staff allocation etc.

EMERGENCY PLANNING

The multi-agency response to the Freight Rail Derailment at Petteril Bridge junction, off London Road, was stood down at the end of October. The work to remove the derailed carriages continued up until mid-November. It's hoped that the repair work will be complete early in December so train services can resume on the Tyne Valley and Settle to Carlisle lines.



Meeting Date: 3 January 2023

Public/Private*: Public

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

The November meeting of the People Scrutiny Panel received a number of useful updates and reports and were able to consider various issues and make recommendations:

Community Centre Sustainability – Current and post LGR

Community Centres are recognised as being key to supporting the delivery of the Council's health and wellbeing outcomes. Centres operate as independent organisations with their own Boards of Trustees and have received financial and other practical support for many years and the Council is landlord to the many of the Centres. Community Centres are keen to engage with the new Cumberland Council, to build on outcomes achieved and ensure continued delivery of valuable work to support the good physical and mental health & wellbeing of local people. Centres are naturally concerned about the impact of change, but Panel members were advised that the recurring Community Centre budget in the Council's MTFP will transfer to Cumberland Council and future funding will need to be considered as part of budget setting for the new Council.

A number of Centres have less than four years to run on their leases and this creates particular difficulties when applying for charitable capital grants to improve facilities, as grant providers often require at least 10 or 15 years remaining on leases before they will consider offering grant assistance. Panel members were particularly concerned about this and have asked the Executive to look at progressing these leases which have less than 25 years to run.

The Panel placed on record our thanks to Community Centres for the dedication and hard work that they do to deliver positive health and wellbeing outcomes for local people in our communities.

Youth Projects and Engagement

The Panel received a valuable presentation on how the Council is working to engage and inspire young people to be involved in Civic and community life in the city. The work has included cultural and arts projects, environmental and nature projects including 'Big Buzz'

and school planting, Civic and Mayoral events, physical activity and a range of other engagement and volunteering activities.

It was noted that it is important to engage with young people before the age of fourteen, to give them a sense of belonging and community and to involve them in shaping significant longer-term projects that will affect their future lives such as St Cuthberts Garden Village, re-imagining the city centre and encouraging involvement in Civic life and volunteering.

Members welcomed the work that is taking place and look forward to building on the work with young people into the future.

Sickness absence Quarter 2, 2022/23

The Panel received an update on sickness absence and noted the improvement on the equivalent period for the previous year. Members considered muscular skeletal conditions and whilst these are not always work-related issues, members received assurances that work-related incidents are followed up and discussed with trade unions at the 6-weekly meeting to ensure that timely investment in equipment and training takes place to minimise risk to staff, particularly those with heavy manual roles.

Revenue and Capital Budget Overview and Monitoring – April to September 2022

Members received reports on revenue and capital budget provisions for the first two quarters of 2022/23. The impact of increased energy costs was explored and whilst budgets included increases for gas (30%) and electricity (25%) had been included and so far, there are no major variances, the situation is being closely monitored.

An update on the capital programme advised that a review of the 2022/23 capital programme will take place to establish the current profile of each project and inform the future planning for Cumberland Council's capital programme, including the City Council's contribution to the Southern Link Road.

Members again raised concerns on the underspends in the Sustainable Warmth Grants and Disabled Facility Grant budget but were advised that interventions are being put in place to address challenges, and members asked for a further update regarding reasons for the underspends and the arrangements to address challenges experienced.

Quarter 2 Performance Report 2022/23

The report included an update on delivery against the Carlisle Plan and noted that the main infrastructure work on the new Sands Centre facility is complete and has been handed over to GLL to re-open and operate services.

The Centre is now open and being actively used and I would like to congratulate all our staff, contractors and partners for delivering on the Council's vision for state-of-the-art leisure facilities, fit for a modern and growing city. This is a tremendous achievement, and everyone involved should rightly be proud of their contributions to make this happen.

Overview Report

There are a number of items that are still outstanding from previous meetings, in particular, requests for information with regard to the costs and impact of mothballing the Carlisle Victorian and Turkish Baths. The report presented to a previous Executive meeting made no reference to necessary conservation work to protect the listed building during closure. The building is due to be handed over to Cumbria County Council in preparation for the demolition of the 1970s pools as part of the Borderlands Station Gateway project. It is a matter of great concern that protection of a closed listed building does not seem to have been appropriately addressed, particularly with the prospect of demolition work taking place on the adjacent site. A further update on actions has been requested to a future meeting of the Panel.

Cost-of-Living Task and Finish Group

Members of the Cost-of-Living Task & Finish Group, chaired by Cllr Chris Wills, has received evidence on a range of areas of concern and the final report will be considered by the Panel at the next People Panel meeting in January.

In the meantime, and as requested previously, the Task & Finish group asks that the Council and all members actively promote and share information on available support, through communities, networks and partnerships, to ensure that local people at risk of, or experiencing difficulty and hardship are aware of help and support that may be of assistance.

Meeting Date: 3rd January 2023

Public/Private*: Public

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

Meeting 1st December 2022

The final Place Panel meeting of 2022 commenced with a look back over the first year of the Investment Plan. Following the allocation of £4.1 million in defrayed (a very useful word to have if you are to partake in Scrabble over the festive period) funding over three years, the Council has been working on several schemes following expressions of interest. I would naturally encourage Members to read the Report which summarise the projects in greater detail. Suffice to say that the Panel accepted the Report, assured that the projects would not be lost in the wider LGR changes a few months away. Though it is worth the wider Council noting that once again, having made a significant discovery of important Roman archaeology, the 'powers that be' within archaeological quangos, whilst insisting on having publicly funded digs lasting over two plus years to encourage the public to get an interest in Roman history, then ensure with equal vigour that for the most part the discoveries are then entombed under soil once more at their behest.

The Second Quarter Performance Report outlined the performance to date of the Council. Questions naturally swayed towards the completion of the Sands. It was reassuring to note that in light of the announcement by GLL the previous week that it would be seeking to cut back opening hours in some of their operations and reduce swimming water temperatures in other pools, added to by the recent decision by Eden Council to agree (or cave in?) to a request by GLL for funding of £325,000, there has been to date no indication yet that this Council may be tapped up for funding. I am sure Members would agree with me that having provided an operator with one of the most energy efficient and modern-day facilities in the UK, the Council should resist any notion of changes to the funding or operation of the site, which do not have the interests of the wider community at heart.

Talkin Tarn Management Arrangements came before the Council with initial proposals to improve the facilities and operation of the Boat House area. Having grown under the stewardship of the Council since ownership was transferred, the Tarn seeks to move forward by utilising presently underused space at the Boat House, but would require

capital investment to do so. Members sought to support in principle the ideas in the Report, though some reservations were expressed by a Member that it not commercial enough, and that a tourism accommodation offer ought to be explored, though all views were expressed - with others agreeing with the Report. There does need to be a consideration given as to the surplus and carry forwards (all of these are spent on the Tarn, but changes may enable these to be utilised more effectively in support of longer-term capital investment in the site). Likewise, there was a desire expressed to see the NNDR levy of the Tarn explored to ascertain if additional savings can be made there.

The remaining items being Part B, I am limited as to what I can say on these in this Report.

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

Cllr James Bainbridge
Chairman

Meeting Date: 3rd January 2023

Public/Private*: Public

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

Resources Panel will meet on 5th January 2023 in order to consider an overview of the matters within the Panel remit.

ATTENDANCE AT PEOPLE PANEL

At their last meeting on 24th November, People Panel considered an update from the Healthy City Team on Youth Engagement Projects. I was pleased to note that the Healthy City Team were promoting a Carlisle Youth and Community Work Conference (7th December).

The Carlisle Youth and Community Work Conference aimed to bring together community groups, local charities, youth organisations and Parish Councils from across North Cumbria and Carlisle celebrating the work of the community and youth sector and share good work practice, also to learn and inspire each other. It included workshops and a keynote speaker and networking as well as focussing discussion on opportunities and challenges. James Rennie School had projects to share at this event and I note that there have been a great range of activities on the youth engagement agenda including:

- Civil engagement - tea with the Mayor
- Arts projects
- Cultural work experience
- Carlisle and Eden Mind Art and Mental Health Project
- Youth Culture 1974 to present day Film And Engagement Project
- Encouraging young people into cycling - Melbourne Park Pump Track
- Harraby Cycle Track
- Student Health Walks and Wellbeing Trail - Carlisle College
- After school nature clubs in parks, in partnership with Cumbria Wildlife Trust
- Park play at Hammonds Pond encouraging family physical activity
- Multi-generational Model Railway Club
- Big Buzz plant

- Bitts Park school planting competition, there were more than eighty people planting bulbs, there was a pollinating bed competition of which one was named a bee hotel

I look forward to a further update from the Healthy City Team and County Council Officers at the People Panel meeting in January to hear more about work on Youth Projects.

ATTENDANCE AT AUDIT COMMITTEE

Audit Committee Special Meeting - 10th November 2022

The City Council must prepare and publish its Statement of Accounts annually. The purpose is to give electors, local tax payers, Council Members, employees and other interested parties clear information about the Council's finances. The Accounts presented are of a single entity as the Council has no relationship that requires it to prepare Group Accounts.

The City Council has a clear vision for Carlisle, set out in the Council Plan, to deliver good outcome for the City and producing an Annual Statement of Accounts aims to support effective delivery of the Council's vision by providing information on:

- the cost of providing Council services
- how these services were paid for
- what assets the Council owned at the end of the financial year, and
- what was owed, to and by the Council at the end of the financial year

These Accounts display the professionalism and absolute commitment to the City of Carlisle's very best interests. The diligence and foresight are quite outstanding, the Audit Team have certainly lived up to their Mission Statement, Carlisle has a secure foundation due to the expert application of professionalism, high standards and commitment to the residents and visitors of this great City of Carlisle.

Audit Committee - 8th December 2022

Committee received information regarding the forthcoming 2022/2023 Final Accounts process.

The Report also includes the draft accounting policies that will be used in the close down of the 2022/2023 Accounts.

Cllr Christine Finlayson
Chairman

Report details

Meeting Date:	03 January 2023
Portfolio:	Economy, Enterprise and Housing
Key Decision:	Yes [KD 25/22]
Policy and Budget Framework	No
Public / Private	Public
Title:	Caldew Riverside Remediation
Report of:	Corporate Director of Economic Development
Report Number:	ED01/23

Purpose / Summary:

The purpose of the report is to make the Council aware of the progress made in understanding the nature of the contamination on the Caldew Riverside site and the development of a strategy for its remediation. The report also sets out the implications for the Council as owner of the site and the potential liabilities associated with the contamination that is known to be present.

The report gives an overview of the proposed remediation and development strategy for the site and the associated costs. In this regard, the report also seeks approval for a budget of £100,000 over three years to be allocated to the project to support the delivery of the proposed remedial strategy.

Recommendations:

Members of the Council are asked to:

1. Note the contents of the report, including the risk associated with the ownership of the Caldew Riverside site and the proposed approach to its remediation.
2. Note the support from Homes England in developing a business case to draw down the additional funding required to fully remediate the site and enable it to be developed for housing.
3. Approve the creation of an earmarked reserve of £100,000, to be funded from virements from 2022/23 underspends, to be released over three years (from 2023/24) to be allocated to the project to support the delivery of the proposed remedial strategy.

Tracking

Executive:	19 December 2022
Scrutiny:	
Council:	03 January 2023

1. Background

- 1.1 The Caldew Riverside is a 2.2-hectare brownfield site owned by the Council located on the edge of the city centre. As shown in Figure 1, the site comprises of two council-owned surface car parks located at either end, with a vacant parcel of land occupied by trees, scrubland and hardstanding forming the central section.
- 1.2 The land was historically the site of the Carlisle Gas Light and Coke Company. In the absence of any formal clean-up, a legacy of contamination at the site remains, which progressively increases towards the southern end, where the former gas works was located. The site of the works was simply in-filled, which raised the level of the ground by several meters and accounts for the elevated nature of the Upper Viaduct car park.

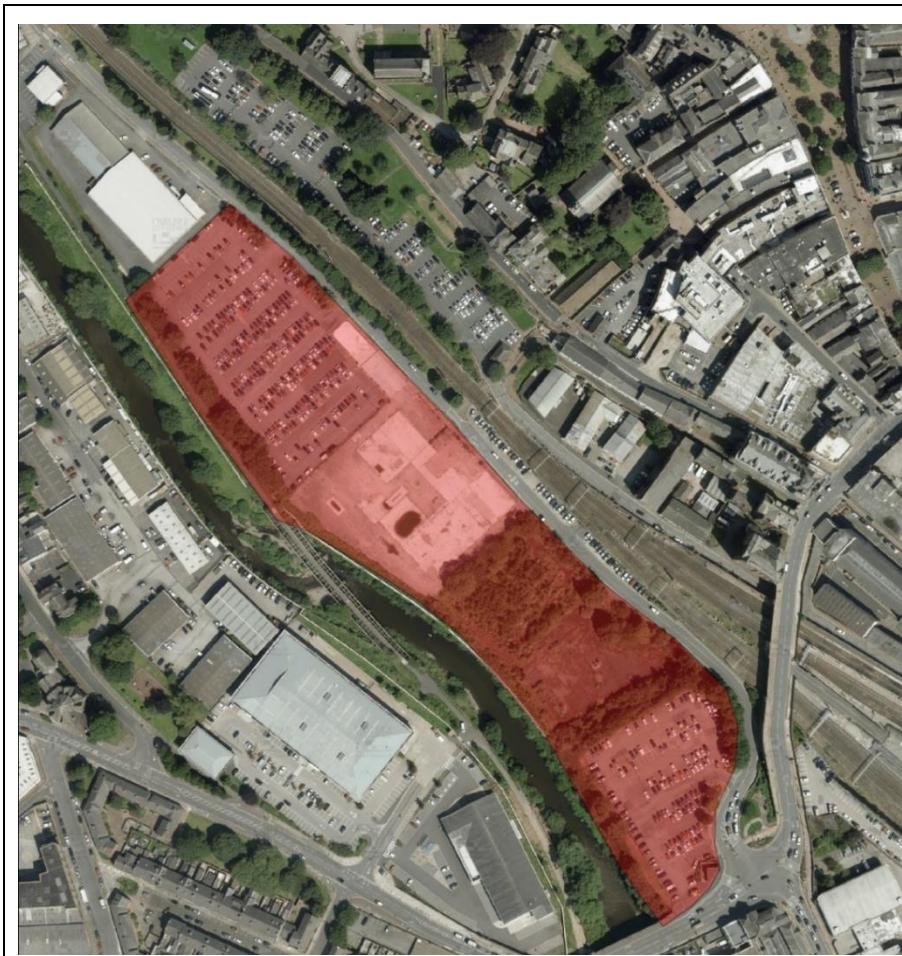


Figure 1: Caldew Riverside site area

- 1.3 The site has been identified in the Local Plan as a regeneration opportunity with significant potential to support the growth, vitality and viability of the city centre. It offers the unique potential to deliver a residential scheme that would boost the city centre population. From a planning perspective, the site is the best and only available location for the delivery of strategic scale residential development close to the city centre.

1.4 In 2019 Geo Environmental Consultant, Arcadis was appointed by the Council to undertake a review of existing historical site investigation reports and determine preliminary remediation options of the whole site. Based on this work, the Council received £850,000 of Town Deal Accelerated funding to progress the remediation of the site.

2. Proposals

2.1 Arcadis were reappointed to undertake full site characterisation work and produce a detailed Remediation Options Assessment (ROA). For this work the site was broken down into three parcels (see Fig 2):

- Parcel A: Upper Viaduct Car Park
- Parcel B (B1/B2): Brownfield site with hardstanding and scrubland
- Parcel C: Caldew Riverside Car Park.

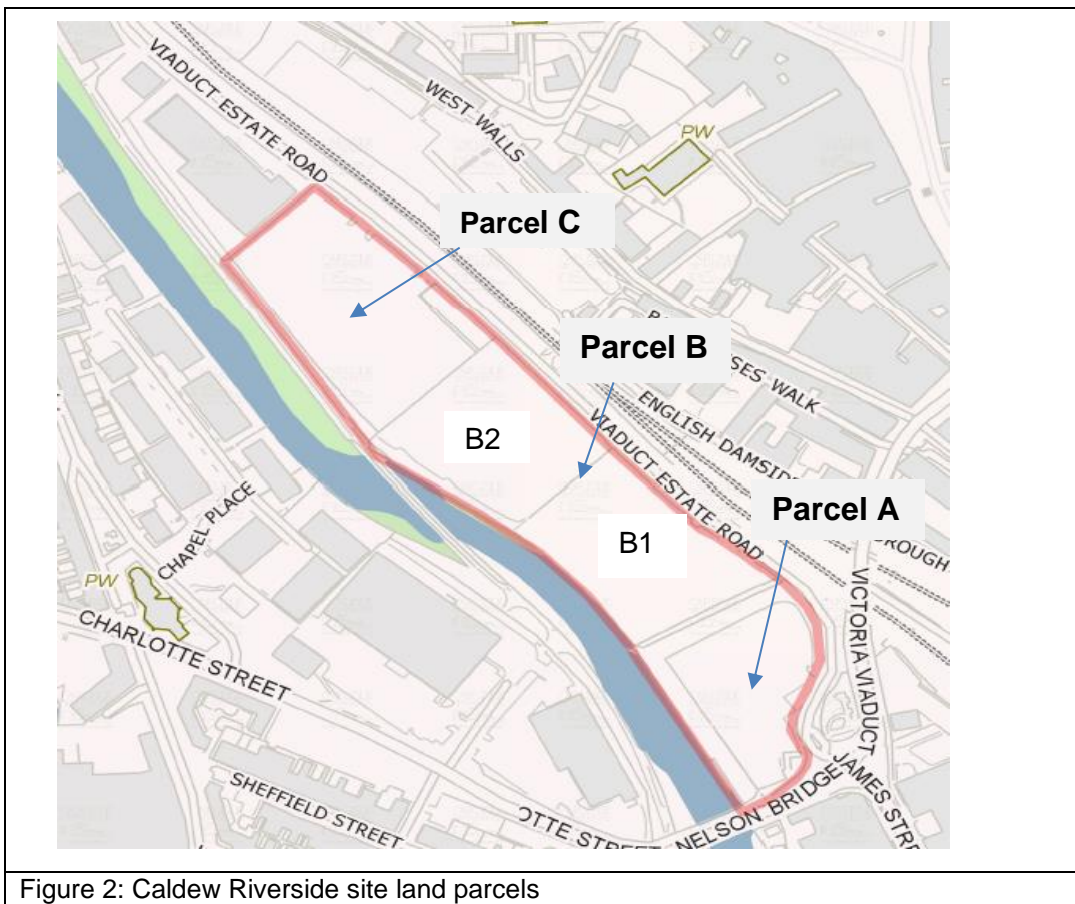


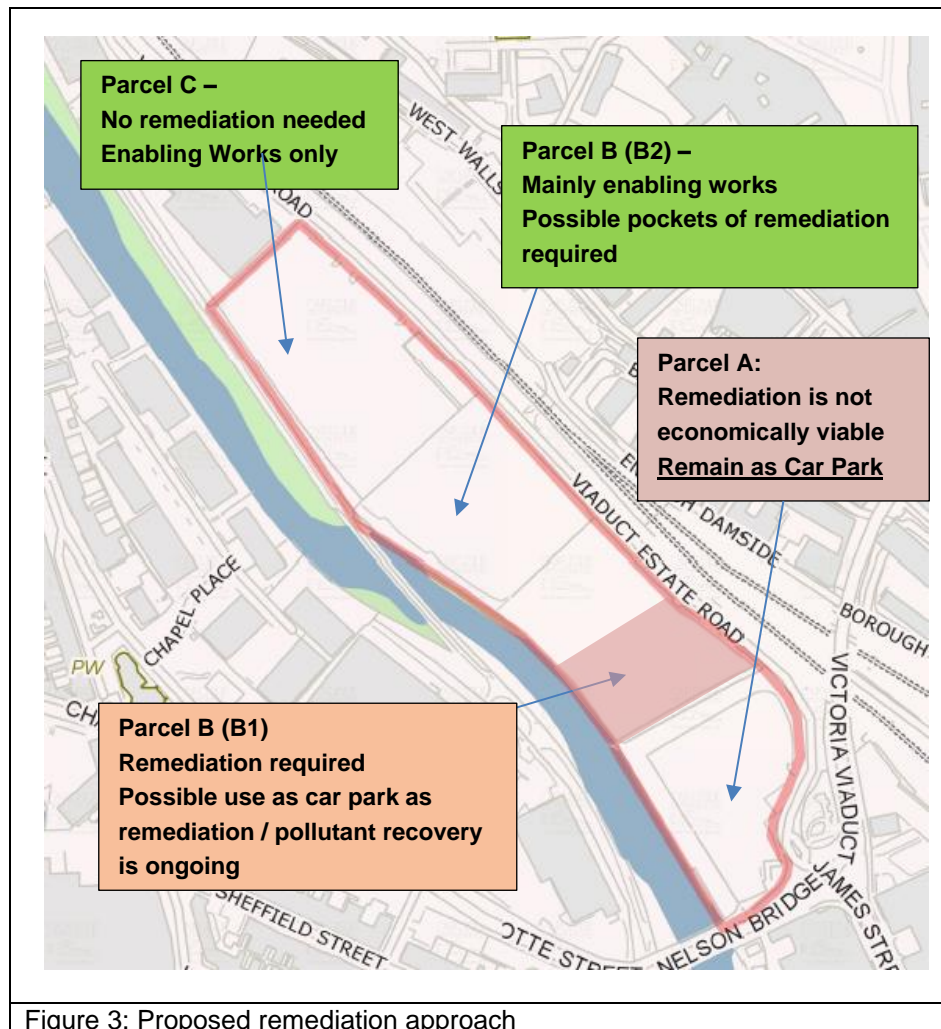
Figure 2: Caldew Riverside site land parcels

2.2 Initial sampling and analysis of groundwater samples from existing wells confirmed that the site poses complex contamination issues. To unlock the development potential of the site and progress a remediation / regeneration programme, a further series of investigations and monitoring on the site during 2021 was undertaken to gain a better knowledge of the land quality and regulatory constraints, and physical conditions to inform an effective remediation strategy.

- 2.3 Working geographically, from SE to NW, Parcel A remains highly polluted by virtue of the former gas works that is deeply buried below. Cost modelling indicates that Parcel A is beyond cost-positive economic regeneration and the Environment Agency (EA) have said that the continued use as car park is reasonable and may continue. The investigations and monitoring confirm that contamination is leaching from Parcel A and is impacting the adjacent first 30m or so of Parcel B (B1).
- 2.4 Moving NW, beyond the initial polluted zone of Parcel B (B1), the pollution becomes progressively less severe and potentially simpler to deal with. This applies to the former garage use on the northern half of Parcel B (B2) and all of Parcel C. This means that the northern half of Parcel B (B2), and the whole of Parcel C, are less complex to make 'development ready' and bring to market. Normal civil engineering techniques can be used.
- 2.5 However, in terms of the southern part of Parcel B (B1) the challenge is that contamination from Parcel A is migrating onto it. Therefore, there are two alternatives: the installation of in-ground barriers or, an 'in-the-ground' recovery system. Discussions with the EA indicate that in-ground barriers to stop migration of pollution, would face challenge and inevitably also delay remediation. In contrast, the EA have been supportive of a progressive 'recovery' of gas works oils and tars that have already migrated onto Parcel B (B1).

Remediation Strategy

2.6 The proposed approach to the remediation of the site is set out in Figure 3 below.



2.7 In terms of Parcel B (B1), the recovery approach would involve the installation of a special skimming pump system that would remain in operation for between 2-3 years. This would mean the land could not be developed but could be utilised as public open space, or as supplementary car parking. Analysis of the quantities removed would be measured during this time, to support cessation of active skimming, and transition to simple passive methods, such as adsorbents / geosocks.

Remediation Costs / Funding

2.8 Estimated costs have been prepared based on the information known to date. This is summarised below.

	Estimate	Funding Source
Parcel C (1 hectare)		
Enabling Works		
2023-25	£1.22m	Developer

Removal electricity cables / lighting columns Breaking out buried structures Removal of black top from car park.		
Parcel B1 (0.76 hectare) Enabling Works + localised remediation		
2023-25 Removal electricity cables / lighting columns Breaking out buried structures Removal of localised contamination	£1.18m	Developer / Homes England Funding (TBC)
Southern Part of Parcel B (0.7 hectare) (Remediation only)		
2023 Tank removal and impacted soils around tank	£600,000	Town Deal Capital Accelerated Fund
2023-25 NAPL Removal Installation of NAPL recovery system	£3.5m	Homes England Funding (TBC)
Maintenance of recovery system	£25k per annum over 3 years	Carlisle City Council / Cumberland Council
Table 1: Estimated Remediation Costs		

- 2.9 Officers are currently working with Homes England (HE) to develop a business case that will enable the required funding to be drawn down to complete the full remediation works. This funding would be on the premise that the remediated site would then be developed for housing.
- 2.10 HE is providing funding support to undertaken masterplanning and viability assessments to enable the development of a 'city centre living' scheme for the site. The concept is to provide a range of house types on the site – terraces, town houses and apartments – that would cater for a range of ages, including retirement living.
- 2.11 The business case is tabled for formal submission to HE in early 2023 and a report will be brought for the Executive to consider prior to submission that will provide an overview of the proposals in more detail.

3. Risks

- 3.1 The following risks have been identified in relation to the remediation of the Caldew Riverside, and its potential future redevelopment.

Council as site owner

- 3.2 Legally, where there is a pollution linkage found on a site that is causing or threatening significant harm or water pollution, then the "appropriate persons" are responsible for its clean up (under the Environmental Protection Act 1990; The Contaminated Land (England) Regulations 2006).
- 3.3 Appropriate persons are divided into two classes: Class A persons, are those who caused or knowingly permitted the polluting substances to be in, on or under the land or Class B persons, the current owners or occupiers of the land. If no Class A person can be identified, then responsibility will pass to any Class B persons. The owners and occupiers may have neither caused nor permitted the pollution to be present on the land, but the law takes the view that someone should be responsible for the site.
- 3.4 From the conveyance of the land, it does appear that the whole undertaking of the Carlisle Gas Light and Coke Company was actually transferred to the Council in 1850, not just the land. The copy of the conveyance is not hugely clear, but it does refer to the payment of £15,480 pounds (£2.2m in today's money). The conveyance also refers to the Carlisle Gas Act 1850 which appears to be a local act to give the then body who executed council functions power to run this type of company. It also refers to the transfer of plant, equipment, securities and debts which again is all language which links to a business as a going concern rather than just the land.
- 3.5 If the Council (via its predecessor form) was the operator of the site up until it was decommissioned, then they may also be found to be the polluter – and Class A person. However, given the length of time that has passed, it is unlikely there would be a company who still carried the liabilities of Company. Based on the information to date, it is therefore unlikely there is a third party liable for the remediation of the land, other than the landowner. Therefore, responsibility for the site and the contamination falls to the Class B person, which is Carlisle City Council.

Impact on Income

- 3.6 The current Caldew Riverside car park, which is owned and operated by the City Council is located on Parcel C. This car park currently generates around £200,000 income per annum for the Council and this income forms part of the revenue budget for the Council.

- 3.7 The proposals to remediate the Caldew site would result in the loss of the car park and the income derived from it. This loss of income, and the implications of this, needs to be considered within the context of the wider proposals for the site. The loss of car parking, the impact on capacity and the availability for visitors must be considered as part of the business case. The city has a number of surface level car parks within walking distance of the city centre and an exercise is currently being undertaken to establish their capacity and levels of use.
- 3.8 Development of the site would generate wider economic benefits to the Carlisle area as a result of additional households and associated spend. There would also be additional income, albeit indirect, to the Council via Council Tax (Cumberland Council given the timescales) but it is acknowledged that not all the income derived from Council Tax would be directly received by the Council. Also, the costs of providing Council services to the additional households would need to be factored into any financial considerations.

Future redevelopment of the site

- 3.9 Clearly, the Caldew site must be remediated before it can be regenerated and redeveloped. The results of the site characterisation work indicate that the situation is both complex and dynamic, with ongoing leaching of contaminated material from Parcel A onto B. This means that whilst most of the site can be subject to typical remediation approaches i.e., breaking out of ground level / buried structures and the removal of localised contamination, the area of Parcel B next to Parcel A will need a different approach, that will extend over a longer time frame.
- 3.10 The Environment Agency have been involved in the site characterisation work and are supportive of a progressive recovery of gas works oils and tars that have already migrated onto Parcel B. Once 'neat' oils and tars are diminished, monitoring of the natural biological improvements would provide the evidence the EA need to determine whether future migration is no longer of regulatory concern.
- 3.11 This complexity also has implications for the future development of the site and the ability to attract a developer. The issue of ongoing contamination leaching from Parcel A into Parcel B will be significant for developers in terms of both securing finance for the scheme and liability for future occupants of it. Therefore, the preferred remediation scheme must give the market confidence.

4. Consultation

- 4.1 Internally within the Council, there has been ongoing involvement and dialogue with the Environmental Protection colleagues, who have the remit to advise and oversee the investigation, strategy development and remediation works for contaminated land. There are no objections or concerns in relation to the approach outlined in the report, albeit caveated that this must be approved by the Environment Agency.

4.2 The Environment Agency (EA) has been involved through the process outlined in the report. The remediation options work commenced following their endorsement and approval of the site characterisation work. The EA has confirmed that the remediation approach outlined in the report raises no objections in principle. The next stage will be to formally submit the remediation strategy and implementation plan, including phasing.

5. Conclusion and reasons for recommendations

5.1 Substantial additional work has undertaken to understand the nature of the contamination affecting the Caldew site and its implications for the Council as owner of the site and the future redevelopment of the site, given that it has been identified as a regeneration opportunity.

5.2 The Environment Agency has approved both the site characterisation work and the approach to remediation set out in the report. The next stage is to formally submit the remediation strategy for approval.

5.3 The report outlines the risks associated with the proposals for the remediation of the Caldew site. The key risk is that the responsibility for the site, the contamination and any adverse environmental effects / events that may arise as a result, falls to Carlisle City Council. To date the contamination and environmental impacts have been contained within the confines of the site and therefore the risks have been low. However, this situation cannot continue indefinitely and the greater the passage of time without intervention, the greater the risk the site could begin to pose a risk to both human health and the natural environment.

5.4 On this basis the Council is asked to

- Note the contents of the report, including the risk associated with the ownership of the Caldew Riverside site and the proposed approach to its remediation.
- Note the support from Homes England in developing a business case to draw down the additional funding required to fully remediate the site and enable it to be developed for housing.
- Approve the creation of an earmarked reserve of £100,000, to be funded from virements from 2022/23 underspends, to be released over three years (from 2023/24) to be allocated to the project to support the delivery of the proposed remedial strategy.

6. Contribution to the Carlisle Plan Priorities

6.1 The remediation and future redevelopment of the Caldew Riverside site will support the delivery of the vision set out in the Carlisle Plan, which is to enable Carlisle to

grow and prosper as the capital of the Borderlands region. It also contributes directly to the priority of delivering inclusive and sustainable economic growth, by making Carlisle a more attractive place to live, work, visit and invest.

Contact details:

Contact Officer: Steven Robinson Ext: 7535

Appendices attached to report:

- None

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	<p>Environmental law: the legal aspects of liability are set out in the body of the report.</p> <p>Subsidy Control: Any use of grant funding needs to be compliant with the relative subsidy control regime in place at the time the funds are to be used.</p> <p>Procurement: the procurement of the contractor to supply, fit and maintain the infrastructure to implement the remediation plan would need to be procured in compliance with the Council's Contract Procedure Rules.</p>
Property Services	Remediation of the site will improve the marketability of the site improving prospects for its long-term development
Finance	<p>The report outlines the proposals to enable to the Caldew Riverside site to be brought forward for future development. The report outlines that the main issues on the site are contamination and to address this, significant expenditure would have to be incurred (up to £6.3m). The report outlines that the majority of this funding requirement would be delivered by external bodies, such as developers and Homes England.</p> <p>There is a requirement though for the Council to contribute financially to this scheme. The report requests that funding is established of £100,000 for 3 years from 2023/24. This can be funded and vired from existing 2022/23 underspends budgets.. An earmarked reserve should be established to hold the funds</p>

	<p>and should be released via an officer decision notice by the Corporate Director of Economic Development and Corporate Director of Finance & Resources (or relevant officers within Cumberland Council) when required each year.</p> <p>The site generates a significant income from car parking for the Council (£198,500) and any proposed remediation work may have an impact on this level of income in the short to medium term if alternative parking arrangements cannot be made. In the longer term, any future development of the site may remove parking allocation from the area and reduce the available capacity for visitors to the City Centre.</p>
Equality	None
Information Governance	None

Meeting Date: 3 January 2023
 Portfolio: Finance, Governance and Resources
 Key Decision: No
 Policy and Budget Framework: Yes
 Public / Private: Public

Title: Capital Budget Overview & Monitoring Report: April to September 2022 – Carry Forward Approval
 Report of: Corporate Director of Finance and Resources
 Report Number: RD 53/22

Purpose / Summary:

This report provides details of a request to carry forward capital budget from 2022/23 into 2023/24 following consideration of the April to September 2022 Capital Budget Overview and Monitoring Report (RD42/22) by Executive at its meeting on 21 November 2022.

Recommendations:

Council is asked to:

- (i) Approve the re-profiling of capital projects, as carry forward requests, totalling £5,000,000 to 2023/24 as set out in the report.

Tracking

Executive:	21 November 2022 (RD42/22)
Scrutiny:	24 November 2022 (RD42/22)
Council:	3 January 2023

1. Background

- 1.1. This report provides details of a request to carry forward capital budget from 2022/23 into 2023/24 following consideration of the April to September 2022 Capital Budget Overview and Monitoring Report (RD42/22) by Executive at its meeting on 21 November 2022.

2. Carry Forward Approval Request

- 2.1 An initial review of the 2022/23 capital programme has been undertaken to identify updated and accurate project profiles and the Executive approved a recommendation be made to Council to reprofile £5,000,000 from the 2022/23 capital programme into 2023/24 as follows:

Scheme (relating to carry forwards only)	Annual Budget 2022/23 £	Carry Forwards 2023/24 £	Revised Annual Budget 2022/23 £
Carlisle Southern Link Road	5,000,000	(5,000,000)	0
Total	5,000,000	(5,000,000)	0

The Council's contribution towards the Southern Link Road will not be required in 2022/23 and will need to be included in Cumberland Council's capital programme for 2023/24.

3. Risks

- 3.1 The ongoing impact of issues identified will be monitored carefully in budget monitoring reports and appropriate action taken.

4. Consultation

- 4.1 Consultation to date.
Portfolio Holders, SMT and People Panel have considered the issues raised in this report.

5. Conclusion and reasons for recommendations

- 5.1 Council is asked to:
- (i) Approve the re-profiling of capital projects, as carry forward requests, totalling £5,000,000 to 2023/24 as set out in the report.

6. Contribution to the Carlisle Plan Priorities

- 6.1 The Council's capital programme supports the current priorities in the Carlisle Plan.

Contact Officer: Emma Gillespie

Ext: 7289

Appendices attached to report:

- None

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 Council has a fiduciary duty to manage its finances properly and the proper reporting of the budget monitoring is part of this process.

Property Services - Property asset implications are contained within the main body of the report.

Finance - Financial implications are contained within the main body of the report.

Equality - This report raises no explicit issues relating to the public sector Equality Duty.

Information Governance - There are no information governance implications.

EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 21 NOVEMBER 2022

EX.151/22 CAPITAL BUDGET OVERVIEW & MONITORING REPORT - APRIL TO
SEPTEMBER 2022
(Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Scrutiny Panel People Panel

Subject Matter

The Finance, Governance and Resources Portfolio Holder submitted report RD.42/22 providing an overview of the budgetary position of the City Council's capital programme for the period April to September 2022. Detailed therein were the capital budget overview; the overall budget position for the various Directorates; the monitoring and control of expenditure against budget allocations and the exercise of virement.

As at the end of September, expenditure of £6,396,970 had been incurred on the Council's core capital programme. When considered against the profiled budget of £8,212,365 that equated to an underspend of £1,815,395.

The unspent balance remaining of the revised annual budget of £38,555,900 was £32,158,930. A review of the 2022/23 capital programme would be undertaken to identify accurate project profiles for the remainder of the financial year, and potential slippage into future years.

In addition, paragraph 3.9 recorded that a number of schemes were included in the capital programme for 2022/23 which required reports to be presented to the Executive for the release of funding before the project could go ahead. The Council's contribution towards the Southern Link Road would not be required in 2023/23 and would need to be added to Cumberland Council's capital programme as an increase to the overall project in 2023/24.

The Finance, Governance and Resources Portfolio Holder then moved the recommendations set out in the report, which were seconded by the Leader.

Summary of options rejected none

DECISION

That the Executive:

1. Noted and had commented on the budgetary position and performance aspects of the capital programme for the period April to September 2022;
2. Noted adjustments to the 2022/23 capital programme as detailed in paragraph 2.1 of report RD.42/22;
3. Approved the reprofiling of £5,000,000 as detailed in paragraph 3.9 and Appendix A into 2023/24.

Reasons for Decision

To inform the Executive of the Council's actual financial position opposite its Capital programme for 2022/23.

EXCERPT FROM THE MINUTES OF THE PEOPLE PANEL HELD ON 24 NOVEMBER 2022

PEP.58/22 CAPITAL BUDGET OVERVIEW AND MONITORING BUDGET - APRIL TO SEPTEMBER 2022

The Corporate Director of Finance and Resources Holder submitted report RD.42/22 providing an overview of the budgetary position of the City Council's capital programme for the period April to September 2022. Detailed therein were the capital budget overview; the overall budget position for the various Directorates; the monitoring and control of expenditure against budget allocations and the exercise of virement.

As at the end of September, expenditure of £6,396,970 had been incurred on the Council's core capital programme. When considered against the profiled budget of £8,212,365 that equated to an underspend of £1,815,395. The unspent balance remaining of the revised annual budget of £38,555,900 was £32,158,930. A review of the 2022/23 capital programme would be undertaken to identify accurate project profiles for the remainder of the financial year, any potential slippage into future years.

In addition, paragraph 3.9 recorded that a number of schemes were included in the capital programme for 2022/23 which required reports to be presented to the Executive for the release of funding before the project could go ahead. The Council's contribution towards the Southern Link Road would not be required in 2023/24 and would need to be added to Cumberland Council's capital programme as an increase to the overall project in 2023/24.

The Executive had considered the matter at its meeting on 21 November 2022 (Minute EX.151/22 referred).

In considering the report Members raised the following comments and questions:

- Could any funding from the Sustainable Warmth Grants be used to support individuals who could not afford to heat their homes?

The Corporate Director of Finance and Resources clarified that the Grants were to support capital schemes to provide insulation and other energy efficiency measures. She reminded the Panel that there were a number of grants and schemes available to support households in need.

- The Town Deal and Future High Street Funds still had a significant amount money, would this roll over to the new authority?

The Corporate Director of Finance and Resources confirmed the funding would roll over as capital schemes. In response to a further question she stated that should any changes to the use of the money be required it would need to be agreed by government and this would require a discussion with the Corporate Director of Economic Development.

- A Member asked if the scheme for the £110,000, recently agreed by Council, could ensure that some of the money went to rural areas.

The Corporate Director of Finance and Resources responded that the funding had been agreed by Council and the scheme for the distribution of the funds was being prepared. The funds would be available to anyone who met the criteria where ever they lived in the district.

- In response to a question the Head of Health and Wellbeing confirmed that the crematorium

infrastructure scheme would not be completed before vesting day as it was an eighteen month project.

- The Panel asked for further information on the Disabled Facilities Grant underspend, feedback on the impact of the changes to the Policy and details of any spend commitments.

The Corporate Director of Finance and Resources agreed to submit a written response to the Panel.

RESOLVED - 1) That the capital Budget Overview and Monitoring Report: April to September 2022 (RD.42/22) be noted;

2) That the Corporate Director of Finance and Resources provide a written response regarding the reasons for the underspend in the Disabled Facilities Grant budget along with feedback on the impact of the changes made to the flexibility of the Policy and an overview of the budget profile including commitments, future spends and challenges.

Meeting Date: 3 January 2023
 Portfolio: Finance, Governance and Resources
 Key Decision: No
 Within Policy and Budget Framework: Yes
 Public / Private: Public

Title: ELECTED MEMBERS' ALLOWANCES 2022/23
 Report of: Corporate Director of Finance and Resources
 Report Number: RD 54/22

Purpose / Summary:

This report provides details of the proposed increase to Members' Allowances for 2022/23.

Recommendations:

It is recommended that Council:

- (i) note the pay award for staff and approve an increase to members' allowances, based upon the options set out in the report, for a one-year period effective from 1 April 2022, to ensure compliance with the approved Elected Members' Allowance Scheme; and
- (ii) approve the virement to utilise revenue savings in the 2022/23 revenue budget to fund the proposed increase if current provisions are not sufficient.

Tracking

Executive:	Not applicable
Scrutiny:	Not applicable
Council:	3 January 2023

1. Background

- 1.1 In exercising its powers conferred by the Local Authorities (Members' Allowances) (England) Regulations 2003, the City Council has an Elected Members' Allowances Scheme ("the Scheme") in place.
- 1.2 This Scheme, prepared following recommendations made by the Independent Remuneration Panel, sets out, amongst other items, the level of basic, special responsibility and dependent carer's allowances paid. This was agreed by Council at its meeting on 2 March 2021 and set the allowances for 2021/22.
- 1.3 The Panel also determines the process for the annual review of these allowances, which is set out in the Scheme as follows:
- The Basic Allowance, Special Responsibility Allowance and Dependent Carer's Allowance* shall be index linked to the Council's annual salary increase for staff and submitted annually for approval by Council.
 - Travel and Subsistence rates will also be index linked to the Council's annual increase for staff and submitted annually for approval by Council.

*Subsequently agreed that this be increased in line with the National Living Wage rather than being aligned to the annual salary increase for staff.

- 1.4 In accordance with the above process, this report now deals with any potential increase in respect of 2022/23 now that the pay award for staff has been agreed.

2 Proposals

- 2.1 On the 1 November 2022 the National Joint Council (NJC) for Local Government Services announced the details of the 2022 Pay agreement for staff which had been agreed with the NJC Trade Union Side.
- 2.2 A one-year pay increase has been agreed for all staff (including Chief Officers) who will receive a flat rate annual increase of £1,925 per annum, this being backdated to 1 April 2022. For Carlisle this ranges from a 10.08% increase for those on the lowest NJC grade to a 4.04% increase for those on the highest NJC grade.
- 2.3 In accordance with the Scheme, specific members' allowances detailed at paragraph 1.3 above, should be index linked to the agreed position for staff; however, as a flat rate has been agreed rather than the usual percentage uplift, a range of options has been provided based upon the highest and lowest for staff on the NJC scales, 10.08% and 4.04% respectively, and also the equivalent of the flat

rate increase of £1,925 (39% on Basic Allowance) although this flat rate increase would not be compliant with the requirements of the Members' Allowances Scheme. **Appendix A** provides the impact of these different scenarios on the allowances paid and the financial impact is shown below:

	10.08%	4.04%	Flat rate £1,925 (39%)
Annual additional cost	£30,500	£12,500	£110,500

2.4 Members are asked to consider the options and approve an increase effective from 1 April 2022. Any backdated payments will be made in February 2023. Travel and Subsistence rates will continue to mirror those paid to staff.

3 Risk

3.1 None

4 Consultation

4.1 None

5 Conclusion and Reasons for recommendations

5.1 It is recommended that Council note the pay award for staff and approve an increase to members' allowances for a one-year period, based upon the options set out in the report, effective from 1 April 2022, to ensure compliance with the approved Elected Members' Allowance Scheme, and to approve a virement to utilise revenue savings in the 2022/23 revenue budget to fund the proposed increase if current provisions are not sufficient.

6 Contribution to the Carlisle Plan Priorities

6.1 To fulfil the requirements of the Independent Remuneration Panel and the Elected Members' Allowances Scheme as contained within the Council's Constitution.

Contact Officer: Alison Taylor

Ext: 7290

Appendices attached to report:

- Appendix A Elected Members' Allowances Options

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 - As stated within the body of the Report, the rules appertaining to Members' allowances are set out in the Local Authorities (Members' Allowances) Regulations 2003 (SI1021). The recommendation within the report follows the Council's Elected Members' Allowances Scheme in terms of annual increases.

Property Services – There are no Property implications.

Finance – A proposed increase is in line with the requirements of the Independent Remuneration Panel and the Elected Members' Allowances Scheme and whichever option is agreed can be funded from within existing budgets including the inflation/pay award provision and savings contained elsewhere in the revenue budget which will be vired in accordance with the Council's Scheme of Virement, if required.

Equality - Included in the report, notably the Dependent Carer's Allowance.

Information Governance - There are no information governance implications.

Basic and Special Responsibility Allowances (SRA) Options

Allowances	Current	10.08% (Highest)	4.04% (Lowest)	£1,925 (flat rate)
Basic Allowance	£4,887	£5,382	£5,085	£6,812
Leader of the Council	£17,967	£19,782	£18,693	£19,892
Deputy Leader	£11,229	£12,360	£11,685	£13,154
Executive Portfolio Holder	£6,735	£7,416	£7,008	£8,660
Chair of Development Cttee	£4,497	£4,953	£4,680	£6,422
Chair of Audit Cttee	£4,497	£4,953	£4,680	£6,422
Chair of Scrutiny Panels	£4,497	£4,953	£4,680	£6,422
Chair of Licensing Panel	£1,128	£1,242	£1,176	£3,053
Chair of Regulatory Panel	£1,128	£1,242	£1,176	£3,053
Chair of Appeals Panels	£1,128	£1,242	£1,176	£3,053
Minority Group Leaders				
Less than 5 Members	£0	£0	£0	£0
5 to 9 Members	£2,247	£2,475	£2,340	£4,172
10 to 14 Members	£3,375	£3,714	£3,516	£5,300
Over 14 Members	£4,497	£4,953	£4,680	£6,422
Co-opted members of Standards Cttee				
Chair	£510	£562	£531	£2,435
Member	£255	£282	£264	£2,180

Report details

Meeting Date:	3 January 2023
Portfolio:	Cross-cutting
Key Decision:	Not applicable
Policy and Budget Framework	Not applicable
Public / Private	Public
Title:	OPERATION OF THE PROVISIONS RELATING TO CALL-IN AND URGENCY
Report of:	Corporate Director of Governance and Regulatory Services
Report Number:	GD.01/23

Purpose / Summary:

To report on the operation of call-in and urgency since the previous report to Council on 8 November 2022.

Recommendations:

That the position be noted.

Tracking

Executive:	
Scrutiny:	
Council:	3 January 2023

1. Background

1.1 Rule 15(i) of the Overview and Scrutiny Procedure Rules deals with the procedure in respect of occasions where decisions taken by the Executive are urgent, and where the call-in procedure should not apply. In such instances the Chair of the Council (i.e. the Mayor) or in his absence the Deputy Chair of the Council must agree that the decision proposed is reasonable in the circumstances and should be treated as a matter of urgency.

The record of the decision and the Decision Notice need to state that the decision is urgent and not subject to call-in. Decisions, which have been taken under the urgency provisions, must be reported to the next available meeting of the Council together with the reasons for urgency.

Furthermore, Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 prescribes 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 Chairman of the Council may agree that the meeting is urgent and cannot reasonably be deferred.

2. Operation of the Provisions Relating to Call in and Urgency

2.1 The Executive, at their meeting held on 19 December 2022, considered the following reports:

ED.33/22 Caldew Riverside Remediation

CS.39/22 Tullie House Business

All Members will have received copies of the reports and minutes with the Summons for the Council meeting and will have the opportunity to consider the item at the Council meeting on 3 January 2023.

It was considered that any delay caused by a call-in would prejudice the Council's interests in delaying approval of the matters. The Mayor therefore agreed that the above decisions were urgent and, for the reasons set out above, that the call-in process should not be applied to the decisions.

3. Conclusion and reasons for recommendations

3.1 That the position be noted.

Contact details:

Contact Officer: Rachel Plant

Ext: 7039

Appendices attached to report:

- None

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

<https://www.carlisle.gov.uk/Council/Council-and-Democracy/Constitution>

- The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Corporate Implications:

Legal - Report is by the Corporate Director of Governance and Regulatory Services and legal comments are included.

Property Services – Not applicable

Finance – Not applicable

Equality – Not applicable

Information Governance- Not applicable

