

**CARLISLE
CITY COUNCIL**



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Supplementary Minutes

Volume 47(5)

The Minutes from the following meetings have been completed following the publication of Minute Book Volume 47(4) and have been circulated to Council for receipt and adoption.

MEETING	MINUTE NUMBER	MINUTE NUMBER	DATE	PAGE NUMBER
COUNCIL	C.19/21	C.30/21	2 February 2021	1 - 28
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COMMITTEES				
EMPLOYMENT PANEL	EMP.01/21	EMP.09/21	4 February 2021	51 - 53

CITY COUNCIL – SPECIAL MEETING

TUESDAY 2 FEBRUARY 2021 AT 6.45 PM

PRESENT: The Mayor (Councillor Mrs Bowman), Councillors Alcroft, Allison, Mrs Atkinson, Bainbridge, Betton, Birks, Bomford, Brown, Christian, Collier, Dr Davison, Denholm, Ellis, Ms Ellis-Williams, Mrs Finlayson, Glover, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, McNulty, Meller, Mitchelson, Morton, Nedved, Patrick, Robson, Shepherd, Miss Sherriff, Southward, Tarbitt, Dr Tickner, Tinnion and Miss Whalen.

ALSO

PRESENT: Town Clerk and Chief Executive
Corporate Director of Governance and Regulatory Services
Corporate Director of Finance and Resources

C.19/21 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Mrs Glendinning and Councillor Paton.

C.20/21 DECLARATIONS OF INTEREST

Councillor Patrick declared an interest in respect of amendment 1 to the City Council Budget 2021/22 in accordance with the Council's Code of Conduct. The interest related to an employee of Carlisle Eden Mind being known to her.

C.21/21 PUBLIC AND PRESS

RESOLVED – That the Agenda be agreed as circulated.

C.22/21 ANNOUNCEMENTS

(i) The Mayor

The Mayor highlighted that it had been one year since the first case of Covid 19 in the United Kingdom and commended the vaccination programme. She urged Members to keep in touch with each other, families, and friends.

(ii) The Leader of the Council

There were no announcements from the Leader of the Council.

(iii) Members of the Executive

There were no announcements from Members of the Executive.

(iv) Town Clerk and Chief Executive

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

C.23/21 TREASURY MANAGEMENT STRATEGY STATEMENT, INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION STRATEGY 2021/22

Pursuant to Minute EX.04/21, there was submitted a copy of the Corporate Director of Finance and Resources' report RD.59/20 and relevant Minute Extracts regarding the Council's Treasury Management Strategy Statement, Investment Strategy and Minimum Revenue Provision Strategy for 2021/22.

Councillor Ellis moved the report and the recommendation that the Council approve the Treasury Management Strategy Statement for 2021/22, which incorporated the Investment Strategy and the Minimum Revenue Provision Strategy, together with the Prudential Indicators for 2021/22 as set out in Appendix A and the Treasury Management Policy Statement as set out in Appendix D.

Councillor Mallinson (J) seconded, and it was:

RESOLVED – That the City Council approved the Treasury Management Strategy Statement for 2021/22 which incorporated the Investment Strategy and the Minimum Revenue Provision Strategy, together with the Prudential Indicators for 2021/22 as set out in Appendix A and the Treasury Management Policy Statement as set out in Appendix D to Report RD.49/19.

C.24/21 CITY COUNCIL BUDGET 2021/22

(a) Minutes, Reports and Consultation Feedback

Councillor Mallinson (J) moved and Councillor Ellis seconded the receipt and adoption of the Minutes, Reports and consultation feedback outlined at Items 6(1) and (2) on the Council Summons, and including:

- the Minutes of the meeting of the Business and Transformation Scrutiny Panel held on 7 January 2021;
- the Minutes of the Consultation Meetings with Trade Union Representatives and representatives of Non-Domestic Ratepayers / Business Representatives held on 4 January 2021;
- consultation feedback which referred to the setting of the Council budget for 2021/22;
- Reports RD.52/20 (Budget Update – Revenue Estimates 2021/22 to 2025/26); RD.53/20 (Revised Capital Programme 2020/21 and Provisional Capital Programme 2021/22 to 2025/26); and RD.55/20 (Provisional Local Government Finance Settlement 2021/22) which were considered by the Executive at their meeting on 13 January 2021; and the recommendations from the meeting of the Executive held on 13 January 2021 as contained in Minute references EX.01/21 to EX.06/21 inclusive, relating to the City Council's budget for 2021/22, copies of which had been circulated to all Members.

A recorded vote was taken in accordance with the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001.

The following Members voted that agenda items 6 (1) and 6 (2) be agreed:

Alcroft, Allison, Mrs Atkinson, Bainbridge, Betton, Birks, Bomford, Mrs Bowman, Brown, Christian, Collier, Dr Davison, Denholm, Ellis, Ms Ellis-Williams, Mrs Finlayson, Glover, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, McNulty, Meller, Mitchelson, Morton, Nedved, Patrick, Robson, Shepherd, Miss Sherriff, Southward, Tarbitt, Dr Tickner, Tinnion, Miss Whalen.

[No Members voted against]

It was UNANIMOUSLY

RESOLVED – That the above-mentioned Minutes, consultation feedback, and Reports be noted and dealt with as one item of business as part of the Council’s budget process, i.e. to set the General Fund Revenue Budget and the Council’s Capital Budget for 2021/22.

(b) General Fund Revenue Budget and Capital Budget 2020/21

Councillor Ellis moved the City Council’s General Fund Revenue Budget and Capital Budget for 2021/22 as recommended by the Executive under Minute EX.06/21, and as set out below.

EXECUTIVE BUDGET PROPOSALS 2020/21 to 2025/26

This document contains the budget proposals of the City Council’s Executive set out as follows.

Section	Detail
A	Background and Executive Summary
B	Revenue Budget 2020/21 to 2025/26 <ul style="list-style-type: none">• Schedule 1 - Existing Net Budgets• Schedule 2 - Proposed Budget Reductions• Schedule 3 - Recurring Budget Increases• Schedule 4 - Non-Recurring Budget Increases• Schedule 5 - Summary Net Budget Requirement• Schedule 6 - Total Funding and Provisional Council Tax
C	Capital Programme 2020/21 to 2025/26 <ul style="list-style-type: none">• Schedule 7 - Estimated Capital Resources• Schedule 8 - Proposed Capital Programme• Schedule 9 - Summary Capital Resource Statement
D	Council Reserves Projections to 2025/26 <ul style="list-style-type: none">• Schedule 10 - Usable Reserves Projections
E	Proposed Budget Discipline and Saving Strategy
F	Draft Statutory Report of the Corporate Director of Finance and Resources
G	Glossary of Terms

These budget proposals are based on detailed proposals that have been considered by the Executive over the course of the last few months. In particular the following reports of the Corporate Director of Finance and Resources were considered at the Executive meeting of 13th January 2021. All of the detailed reports are available on the Council’s website.

1. RD52/20 – Budget Update 2021/22 to 2025/26
2. RD53/20 – Capital Programme 2020/21– 2025/26
3. RD54/20 – Draft Treasury Management Strategy Statement and Investment Strategy and Minimum Revenue Provision Strategy 2021/22

SECTION A – BACKGROUND AND EXECUTIVE SUMMARY

Council Priorities

The Council's priorities are encompassed in the Carlisle Plan, and the Medium-Term Financial Plan must both support and inform the Council's vision for the Carlisle area and the strategic direction set out in the Carlisle Plan. This is to enable resources to be matched against the agreed priorities and any other supporting needs.

Budget Policy Framework

The preparation of the budget proposals is an ongoing process, which starts in the summer with the agreement by Council to the Medium-Term Financial Plan, Corporate Charging Policy, Capital Investment Strategy and Asset Management Plan. These strategic documents set out the Council's policies in guiding the budget process and in particular set out the five-year financial projections that the Council is faced with prior to starting the new budget process.

Approving a Balanced Budget

The Council is obliged to ensure proper financial administration of its affairs in accordance with Section 151 of the Local Government Act 1972. For Carlisle City Council, this is the responsibility of the Corporate Director of Finance and Resources and the Council must consider the advice of the Officer in setting the budget. One of the responsibilities is to ensure that the Council approves a balanced budget meaning that the planned expenditure must not exceed the resources available. Base budgets must be robust and sustainable, and any savings identified must be achievable and the level of Council reserves must be adequate. The Council must determine what levels of borrowing, if any, it wishes to make under the Prudential Code that now governs local authority borrowing.

Council Tax Reduction Scheme

There is a requirement to approve the Local Support for Council Tax Scheme ("The Council Tax Reduction Scheme" or CTRS) annually as part of the Budget Process. There are no intentions to make any changes to the reductions given to recipients of the discount scheme for 2021/22, nor any proposals to make any revisions or replace the current scheme and as such the continuation of the current scheme is recommended.

Major Financial Challenges facing the Council

The Council is facing many financial challenges over the next five-year planning period and forecast resources are not anticipated to cover the expenditure commitments without transformational savings being identified in accordance with the Council's Savings Strategy (section E).

Some of the main issues are:

- Government Finance Settlement – impact of the 2020 Spending Round, and the deferral of the Business Rates Retention and Fair Funding Reviews;
- Further changes in Government Grant e.g. New Homes Bonus, Housing Benefit Admin Grant;
- Future borrowing requirements;
- Commercial and Investment Opportunities

Climate Change

The Council is committed to becoming carbon neutral in the future and there may be a requirement for significant investment in achieving this goal, with recovery through the achievement of efficiency savings and/or by maximising any external grants and contributions available to support the strategy and action plan through the Council's Funding Strategy. However, any carbon reducing schemes will initially have to be funded from resources currently contained within the Council's existing Revenue and Capital budgets; with any new climate change initiatives, following the formal adoption and approval of the Local Environment (Climate Change) Strategy, being supported by robust business cases with a cost benefit analysis provided.

Summary Budget Proposals

The key issues in this budget consultation document, which is expanded on further in the proposals, are as follows:

- (i) The draft budget proposes an annual **£5** increase per Band D in Council Tax for the City Council for 2021/22 (Parish Precepts will be an additional charge in the parished rural areas).
- (ii) Based on current projections, the budget proposed will result in the following requirement to be taken **to/(from)** Council reserves to support Council expenditure over the period as follows:

Additional contribution to / (from) reserves	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Original MTFP recurring surplus/(deficit)	(499)	(95)	(86)	27	(118)
Changes to Funding - Business Rates Growth	1,200	0	0	0	0
Changes to Funding - Business Rates Baseline	(178)	(4)	(4)	(4)	(4)
Changes to Funding - Business Rates Multiplier Compensation	174	0	0	0	0
Recurring budget reductions (Schedule 2)	335	500	575	547	537
Recurring Budget Increases (Schedule 3)	(900)	(497)	(301)	(301)	(301)
Contribution required (from) / to Reserves to fund Recurring Expenditure	132	(96)	184	269	114
Original MTFP non-recurring surplus/(deficit)	(34)	45	0	0	0
Non-Recurring budget reductions (Schedule 2)	739	0	0	0	0
Non-Recurring budget increases (Schedule 4)	(777)	(190)	(190)	(190)	0
Contribution required (from) / to Reserves to fund Non-Recurring Expenditure	(72)	(145)	(190)	(190)	0
Total contribution required (from) / to Reserves	60	(241)	(6)	79	114

- (iii) The above table shows a contribution to reserves in 2021/22 and a small contribution from reserves over the following two years of the MTFP to fund expenditure. A strategy as detailed in Section E for ensuring the Council sets a robust budget within the revenue budget has been proposed.
- (iv) Given the uncertainty over future funding allocations and other financial pressure the Council is facing, the scope to support new recurring spending and initiatives in future years is still very challenging.

Consultation Responses:

Formal consultation meetings have been held and views sought from council tax payers. The Executive, at their meeting on 13th January 2021, considered the consultation responses, culminating in their final budget proposals to Council on **2nd February 2021. Any changes following the consultation have been incorporated into this budget resolution where appropriate.**

Although provisional estimates have been included, it should be noted that at this point in time there are still some issues which have not yet been finalised and which may impact on the final budget proposals to Council on 2nd February 2021. Any minor changes will be funded from appropriations to/from revenue reserves and details provided for the Council meeting in February.

A glossary of terms is included at the end of this document to aid understanding of the proposals. Further details on these proposals including detailed reports are available on the Council's website or by contacting the Corporate Director of Finance and Resources at the above address.

SECTION B - REVENUE BUDGET 2020/21 to 2025/26

1. REVISED REVENUE BUDGET 2020/21

- 1.1 The Executive recommends that the Council's revised net budget for 2020/21 be approved totalling £17.532m compared to the original budget of £13.842m. The increase of £3.690million can be summarised as follows:

Detail:	£000	£000
Original Net Budget		13,842
Carry Forward Requests from 2019/20 (See note 1.2)		811
		14,653
Non-Recurring Expenditure:		
Use of Projects Reserve	238	
Planning Services Reserve	(9)	
Revenue Grants Reserve	730	
Flood Reserve	1,944	
Building Control Reserve	9	
Cremator Reserve	(55)	
Carry Forward Reserve	22	
Total Changes		2,879
Revised Net Budget		17,532

- 1.2 The increased budget for 2020/21 is principally as a result of the carry forward of budgets from previous years for work not completed at the financial year-end. Although the 2020/21 budget is increased, there is a corresponding decrease for the previous financial year and so there is no impact on the Council's overall financial position.

2. REVENUE BUDGET 2021/22 to 2025/26

2.1 Existing Net Budgets

The Executive recommends that the net budgets for 2021/22 to 2025/26 submitted in respect of existing services and including existing non-recurring commitment and estimated Parish Precepts are as shown in **Schedule 1** below:

Schedule 1 – Existing Net Budgets

Existing Net Budgets	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
City Council					
- Recurring (schedule 5)	12,719	12,639	12,960	13,183	13,670
- Non-Recurring (Sch. 5 note 2)	34	(45)	0	0	0
Parish Precepts (Estimated)	705	723	741	760	779
Total	13,458	13,317	13,701	13,943	14,449

2.2 Proposed Savings and Budget Reductions

The Executive further recommends that the existing budgets set out in **Schedule 1** be reduced by proposals for budget reductions as detailed in **Schedule 2**. Full details of all of the proposals

are contained within various reports considered by the Executive at various stages during the budget process to date.

Schedule 2 – Proposed Budget Reductions

Proposed Budget Reductions	Note	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Expenditure Reductions/Increased Income:						
Energy Savings	1	(20)	(20)	(20)	(20)	(20)
Budget Savings	2	0	(200)	(200)	(200)	(200)
Treasury Management	3	(315)	(280)	(355)	(327)	(317)
Capacity Funding Bid	4	(20)	0	0	0	0
Rural Services Delivery Grant	5	(193)	0	0	0	0
New Homes Bonus	6	(137)	0	0	0	0
Lower Tier Services Grant	7	(389)	0	0	0	0
Total Expenditure Reductions/Increased Income		(1,074)	(500)	(575)	(547)	(537)
TOTAL BUDGET REDUCTION PROPOSALS		(1,074)	(500)	(575)	(547)	(537)
Split:						
Recurring		(335)	(500)	(575)	(547)	(537)
Non-Recurring		(739)	0	0	0	0

Note 1: This is the annual expected saving from the installation of a new energy monitoring system that is included as a new capital project.

Note 2: The current MTFP includes a recurring savings requirement to be found by 2023/24 of £1.850million; however, a revised savings requirement has been calculated that will see an initial reduction in savings required in 2021/22 of £0.500million (See Schedule 4). An increase to savings required of £0.200million will be required in 2022/23 (on a recurring basis), meaning total savings required will be £2.050million in 2023/24. The savings required takes account of the pressures and bids and the additional savings identified in this report.

	Cumulative Savings identified as 2020/21 Budget £000	Additional Cumulative Savings Required £000	Reprofiled Savings £000	Revised Cumulative Savings required £000	Revised in Year Savings Required £000
2021/22	(1,000)	0	500	(500)	(500)
2022/23	(1,000)	(200)	0	(1,200)	(700)
2023/24	(1,850)	(200)	0	(2,050)	(850)
2024/25	(1,850)	(200)	0	(2,050)	0
2025/26	(1,850)	(200)	0	(2,050)	0

Note 3: Treasury Management projections have been revised to include updates to the Capital programme and updated for interest rate forecasts. This projection includes the potential impact

on reserves for all the pressures and savings contained in this report together with the updated borrowing costs for the capital programme.

Note 4: This is the use of a Capacity Funding bid to support the creation of the Fixed Term post for a Digital Marketing Officer (Schedule 4).

Note 5: A further allocation of the Rural Services Delivery Grant as outlined in the draft Local Government Finance Settlement for 2021/22.

Note 6: A one-year allocation of New Homes Bonus has been provided for 2021/22, with no legacy payments expected in subsequent years; however all previously announced legacy payments for previous years will be honoured in the 2021/22 allocations and these are already included in the MTFP.

Note 7: A new one-off un-ringfenced grant will be received to support Councils with responsibility for lower tier services such as homelessness, planning, recycling and refuse collections and leisure services.

2.3 **Proposed Budget Increases**

The Executive further recommends that the existing budgets set out in **Schedule 1** be increased by new budget pressures detailed in **Schedules 3 and 4**. Full details of all of the proposals are contained within various reports considered by the Executive at various stages during the budget process to date.

Schedule 3 – Recurring Budget Increases

Recurring Budget Pressures	Note	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Leisure Contract	1	617	198	2	2	2
Energy Monitoring System	2	3	3	3	3	3
Replacement of Flare Data Management Sys	3	0	16	16	16	16
Industrial Estate Income	4	55	55	55	55	55
Pay Award	5	93	93	93	93	93
Project Officers Posts	6	132	132	132	132	132
Total Recurring Budget Pressures		900	497	301	301	301

Note 1: This relates to additional subsidy to the Leisure provider agreed as part of the Sands project by Council in July 2019.

Note 2: The annual maintenance cost of a new energy monitoring system that is included as a new capital project. The system will allow the Council to monitor and manage its energy usage across its properties and will help to deliver commitments around becoming carbon neutral as well as generating a recurring saving of approximately £20,000 per year.

Note 3: This is the annual cost associated with a new Data Management system to be used by Regulatory Services. The capital costs are included in the Capital Programme.

Note 4: To recognise the shortfall of income from industrial estates in line with the Council's asset disposal programme.

Note 5: The 2020/21 pay award was higher than that included in the Medium-Term Financial Plan. This pressure recognises the increased cost of the 2020/21 pay award on the overall wage bill.

Note 6: This is to add permanent officer posts for supporting and managing capital projects.

Schedule 4 – Non-Recurring Budget Increases

Non-Recurring Budget Pressures/Savings	Note	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
City Centre Properties Income Shortfall	1	190	190	190	190	0
Digital Marketing Officer	2	27	0	0	0	0
Budget Savings	3	500	0	0	0	0
Environmental Clean Up and Enforcement	4	60	0	0	0	0
Total Non-Recurring Budget Pressures		777	190	190	190	0

Note 1: To recognise the loss of rental income from City Centre properties; with the assumption that this funding gap will be replaced by funding received from the Borderlands Project.

Note 2: This is to create a fixed term role with the use of a capacity funding bid (£20,000) to lead on engagement through social media and digital channel. The role will continue to develop innovate approaches to engagement and consultation for the key strategic projects and new strategies/policies.

Note 3: The current MTFP includes a recurring savings requirement to be found by 2023/24 of £1.850million; however, a revised savings requirement has been calculated that will see an initial reduction in savings required in 2021/22 of £0.500million. An increase to savings required of £0.200million (Schedule 2) will be required in 2022/23 (on a recurring basis), meaning total savings required will be £2.050million in 2023/24. The savings required takes account of the pressures and bids and the additional savings identified in this report.

Note 4: A budget allocation due to a proposal received during the budget consultation process to support Environmental Clean Up and Enforcement which will provide resources to fund additional staffing and equipment for the team dealing with dog fouling, litter and fly tipping.

2.4 **Revised Net Budget Requirement**

As a consequence of the above, the Executive recommends that the Net Budget Requirement for Council Tax Purposes for 2021/22, with projections to 2025/26, be approved as set out in **Schedule 5** below:

Schedule 5 – Summary Net Budget Requirement for Council Tax Purposes

2020/21 Revised £000	Summary Net Budget Requirement	2021/22 Budget £000	2022/23 Proj £000	2023/24 Proj £000	2024/25 Proj £000	2025/26 Proj £000
	Recurring Revenue Expenditure					
	Existing Expenditure (Schedule 1)	12,719	12,639	12,960	13,183	13,670
	Budget Reductions (Schedule 2)	(335)	(500)	(575)	(547)	(537)
	New Spending Pressures (Schedule 3)	900	497	301	301	301
14,527	Total Recurring Expenditure	13,284	12,636	12,686	12,937	13,434
	Non Recurring Revenue Expenditure					
(431)	Existing Commitments (Schedule 1)	34	(45)	0	0	0
811	Carry Forward	0	0	0	0	0
(590)	Budget Reductions (Schedule 2)	(739)	0	0	0	0
3,215	Spending Pressures (Schedule 4)	777	190	190	190	0
17,532	Total Revenue Expenditure	13,356	12,781	12,876	13,127	13,434
	Less Contributions (from)/to Reserves:					
(1,141)	Recurring Commitments (Note 1) Sub Total	132	(96)	184	269	114
(2,194)	- Existing Commitments (Note 2)	(34)	45	0	0	0
(811)	- New Commitments	(38)	(190)	(190)	(190)	0
(3,005)	Sub Total	(72)	(145)	(190)	(190)	0
13,386	Total City Council Budget requirement	13,416	12,540	12,870	13,206	13,548
688	Parish Precepts	705	723	741	760	779
14,074	Projected Net Budget Requirement for Council Tax purposes	14,121	13,263	13,611	13,966	14,327

Note 1: This is the projected contribution (from)/to reserves in relation to recurring expenditure.

Note 2: Non - recurring Revenue commitments arising from existing approved commitments from earlier years are as follows:

Existing Non Recurring Commitment Approvals	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Asset Disposal Refresh Staffing	112	0	0	0	0
Asset Disposal Refresh - financed from Capital Receipts	(112)	(112)	0	0	0
Tullie House Core Funding	150	0	0	0	0
New Homes Bonus	(217)	42	0	0	0
Grants to Third Parties	6	0	0	0	0
Carlisle Ambassadors	25	25	0	0	0
Parking Income (Sands Project)	70	0	0	0	0
Total	34	(45)	0	0	0

2.5 Funding and Provisional Council Tax Projections

As a consequence of the above and having made the appropriate calculations required under Section 32 of the Local Government Finance Act 1992, the Executive is putting forward a proposal for an annual £5 increase in Council Tax for 2021/22 per Band D property (This equates to a 2.30% increase). The detail of this is set out in **Schedule 6** below and the impact per Council Tax Band is as follows:

	2020/21 Council Tax £	Proposed Annual Increase £	2021/22 Council Tax £	Weekly Increase
Band A	144.80	3.33	148.13	6 pence
Band B	168.93	3.89	172.82	7 pence
Band C	193.07	4.44	197.51	9 pence
Band D	217.20	5.00	222.20	10 pence
Band E	265.47	6.11	271.58	12 pence
Band F	313.73	7.22	320.96	14 pence
Band G	362.00	8.33	370.33	16 pence
Band H	434.40	10.00	444.40	19 pence

Schedule 6 – Total Funding and Provisional Council Tax Projections

2020/21	Total Funding and Council Tax Impact	2021/22	2022/23	2023/24	2024/25	2025/26
34,468.61 £000	Estimated TaxBase	34,911.93 £000	35,261.05 £000	35,613.66 £000	35,969.80 £000	36,329.50 £000
	Projected Net Budget Requirement for Council Tax Purposes (Schedule 5)					
13,386	- City	13,416	12,540	12,870	13,206	13,548
688	- Parishes	705	723	741	760	779
14,074	Total	14,121	13,263	13,611	13,966	14,327
	Funded by:					
(7,487)	- Council Tax Income	(7,757)	(8,011)	(8,269)	(8,532)	(8,799)
(3,335)	- Retained Business Rates	(3,335)	(3,579)	(3,651)	(3,724)	(3,799)
(2,400)	- Business Rate Growth/Pooling	(2,100)	(900)	(900)	(900)	(900)
(134)	Business Rates Multiplier Grant	(174)	0	0	0	0
(30)	- Estimated Council Tax Surplus	(50)	(50)	(50)	(50)	(50)
(688)	- Parish Precepts	(705)	(723)	(741)	(760)	(779)
(14,074)	TOTAL	(14,121)	(13,263)	(13,611)	(13,966)	(14,327)
£ 217.20	City Council Tax Band D Council Tax	£ 222.20	£ 227.20	£ 232.20	£ 237.20	£ 242.20
£5.00	Increase over Previous year:	£ 5.00	£ 5.00	£ 5.00	£ 5.00	£ 5.00
2.36%	%	2.30%	2.25%	2.20%	2.15%	2.11%

2.6 It should be noted that the funding projections in **Schedule 6** are based upon:

- Final confirmation of the Local Government Finance Settlement is due towards the end of January 2021; current estimates are based on the draft settlement received in December 2020;

- The Council Tax Surplus and Taxbase are currently estimated and final figures will be available in January 2021;
- Parish Precept figures included above are estimated. There are currently 4 Parishes yet to supply details of their precept requests;
- The Council is continuing to participate in the Cumbria Business Rates Pool with the other Councils within Cumbria in order to manage Business Rates in 2021/22.
- The projections of Council Tax for 2022/23 onwards are indicative only and exclude final confirmation of parish precepts.

SECTION C - CAPITAL PROGRAMME 2020/21 TO 2025/26

1. REVISED CAPITAL BUDGET 2020/21

- 1.1 The Executive recommends that the revised 2020/21 Capital Programme be approved at £19.390m compared to the original budget of £29.916m as set out in the report of the Corporate Director of Finance and Resources.

2. CAPITAL BUDGET 2021/22 TO 2025/26

- 2.1 The Executive recommends that the estimated Capital Resources available and proposed Capital Programme for 2021/22 to 2025/26 be approved to be financed and allocated as detailed in **Schedule 7 and 8** below:

Schedule 7 – Estimated Capital Resources

Estimated Resources	Note	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Capital Grants:						
- DFG	1	(1,900)	(1,900)	(1,900)	(1,900)	(1,900)
- Other	2	0	(2,446)	0	0	0
Capital Receipts						
- Generated in year (Asset Business Plan)	3	(1,011)	(3,573)	(200)	(200)	(445)
Receipts used to fund resources	3	112	112	0	0	0
Direct Revenue Financing	4	(1,337)	(1,887)	(987)	(987)	(987)
TOTAL		(4,136)	(9,694)	(3,087)	(3,087)	(3,332)

Note 1: Disabled facilities grant (DFG) allocation will be received in the new year, and it has been assumed that this grant will be protected at the 2020/21 levels. However, this grant will be awarded via the County Council's Better Care Fund and there is still some uncertainty as to what the final allocation will be.

Note 2: Capital Grants and contributions from third parties in relation to Future High Street Fund (FHSF) project for Market Square / Greenmarket. The MHCLG has announced an "in principle" funding offer for FHSF and officers are assessing the impact on the original proposed schemes and any budgetary allocations.

Note 3: Capital receipts from the sale of fixed assets. A review of the asset disposal programme has been undertaken and a reprofiling of disposals between 2021/22 and 2025/26 has been incorporated into the table above.

Note 4: Direct revenue financing with contributions being made from the revenue budget or other earmarked reserves.

Schedule 8 – Proposed Capital Programme

Capital Scheme		Note	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Vehicles & Plant		1	255	1,221	1,771	1,680	1,166
Planned Enhancements to Council Property		2	250	250	250	250	250
Disabled Facilities Grants			1,900	1,900	1,900	1,900	1,900
ICT Infrastructure		3	101	76	131	101	101
Leisure Facilities		4	15,237	3,450	0	0	0
Recycling Containers		5	45	45	45	45	45
Civic Centre		6	1,021	0	0	0	0
<i>Savings to Fund Civic Centre</i>			(200)	0	0	0	0
Carlisle Southern Relief Road	A	7	0	5,000	0	0	0
Crematorium Infrastructure	A	8	350	900	0	0	0
Flare Data Management System		9	0	150	0	0	0
Energy Monitoring System		10	12	0	0	0	0
Future High Street Fund - Market Square	A	11	100	2,670	0	0	0
TOTAL POTENTIAL PROGRAMME			19,071	15,662	4,097	3,976	3,462

A: Subject to further reports to the Executive, including a full Business Plan, prior to the release of any earmarked reserve and any expenditure being incurred.

Note 1: The anticipated budgets for the replacement of the Council's vehicle fleet on the assumption of like for like replacements.

Note 2: Provision for expenditure to maintain the enhancement programme on Council operational property in line with the Asset Management Plan priorities.

Note 3: The provision for expenditure of ICT equipment.

Note 4: Capital expenditure for the enhancement work to Leisure Facilities. Associated costs of the external borrowing are included in the revenue budget.

Note 5: To cover expenditure on replacement recycling and refuse containers.

Note 6: Funding to be identified and vired to support the reinstatement of the Civic Centre Ground floor project from within the overall Capital Programme.

Note 7: This relates to the contribution committed in support of the Housing Infrastructure Fund Bid (HIF) for the development of the Carlisle Southern Relief Road as part of the Garden City initiative. It is envisaged that the cost of this contribution will be recouped through developer contributions once the Garden Village starts being delivered.

Note 8: To provide new infrastructure for the crematorium including replacement cremators. The project is funded from the amounts set aside in the Cremator Replacement Earmarked Reserve.

Note 9: An allocation to provide for a new data management system that is used in Environmental Health and Private Sector Housing.

Note 10: An allocation to provide for an Energy Management System to be installed to monitor energy usage across Council owned property.

Note 11: This project is part of the funding application to the Future High Streets Fund (FHSF) and seeks to redevelop and improve the area around the Greenmarket and Market Square in Carlisle City Centre. The project is part funded through the FHSF grant, with a funding requirement from the Council of £390,000. The MHCLG has announced an “in principle” funding offer for FHSF and officers are assessing the impact on the original proposed schemes and any budgetary allocations.

A summary of the estimated resources compared to the proposed programme is set out in **Schedule 9** below:

Schedule 9 – Summary Capital Resource Statement

Summary Programme	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000
Estimated Borrowing Requirement 31 March 2021	(1,084)				
In Year Impact:					
- Estimated resources available in year (Schedule 7)	(4,136)	(9,694)	(3,087)	(3,087)	(3,332)
- Proposed Programme (Schedule 8)	19,071	15,662	4,097	3,976	3,462
Borrowing Requirement	13,851	19,819	20,829	21,718	21,848

SECTION D – USABLE RESERVES PROJECTIONS

1. The Executive recommends, as a consequence of Sections A, B and C detailing the Council's Revenue and Capital budgets, the overall use of the Councils usable Reserves as set out in **Schedule 10** below.

Schedule 10 – Usable Reserve Projections

Analysis of Council Reserves	Outturn 31 March 2020 £000	Projected 31 March 2021 £000	Projected 31 March 2022 £000	Projected 31 March 2023 £000	Projected 31 March 2024 £000	Projected 31 March 2025 £000	Projected 31 March 2026 £000
Revenue Reserves							
General Fund Reserve	(3,100)	(2,502)	(2,562)	(2,321)	(2,315)	(2,394)	(2,508)
Projects Reserve	(907)	0	0	0	0	0	0
Carry Forward Reserve	(654)	(632)	(632)	(632)	(632)	(632)	(632)
	(4,661)	(3,134)	(3,194)	(2,953)	(2,947)	(3,026)	(3,140)
Flood Reserve	(1,948)	(4)	(4)	(4)	(4)	(4)	(4)
Building Control Reserve	(100)	(91)	(91)	(91)	(91)	(91)	(91)
Cremator Reserve	(1,080)	(1,135)	(785)	115	115	115	115
City Centre Reserve	(5)	(5)	(5)	(5)	(5)	(5)	(5)
Revenue Grants Reserve	(1,939)	(1,209)	(1,209)	(1,209)	(1,209)	(1,209)	(1,209)
Planning Services Reserve	(196)	(205)	(205)	(205)	(205)	(205)	(205)
Apprentices Reserve	(78)	(78)	(78)	(78)	(78)	(78)	(78)
Waverley Viaduct Reserve	(30)	(30)	(30)	(30)	(30)	(30)	(30)
Prosecutions Reserve	(36)	(36)	(36)	(36)	(36)	(36)	(36)
Total Revenue Reserves	(10,073)	(5,927)	(5,637)	(4,496)	(4,490)	(4,569)	(4,683)
Capital Reserves							
Usable Capital Receipts	0	0	0	0	0	0	0
Unapplied capital grant	(136)	(112)	(112)	(112)	(112)	(112)	(112)
Lanes Capital Reserve	(75)	(90)	(105)	(120)	(135)	(150)	(165)
Total Capital Reserves	(211)	(202)	(217)	(232)	(247)	(262)	(277)
Total Usable Reserves	(10,284)	(6,129)	(5,854)	(4,728)	(4,737)	(4,831)	(4,960)
Other Technical Reserves (i)	(90,488)						
Total All Reserves	(100,772)						

- (i) These reserves are of a technical nature and are not cash backed. They are not available either to fund expenditure or to meet future commitments.

SECTION E - BUDGET DISCIPLINE AND SAVING STRATEGY

1. The Council has adopted a 5-year financial strategy as set out in its Medium-Term Financial Plan to assist in the integration of financial planning with the priorities set out in the Carlisle Plan. The current medium-term financial projections point to a shortfall in the Council's recurring budgets, requiring the use of reserves and the achievement of identified savings. In addition, the scope for the Council to continue support for initiatives in future years and to redirect resources to priority areas will be dependent on the extent to which the Council is successful in realising savings and maximising income and funding streams. The requirement to achieve savings or raise additional income in future years is a continuing and increasing pressure facing the Council.
2. The Council continues to recognise the challenges of reductions in Central Government funding and uncertainty over other Government funding such as Business Rate Retention (and significant reductions in other revenue and capital grants) together with increased cost pressures. However due to its success to date in identifying savings, the Council now has a solid financial base in order to set its 2021/22 budget.
3. The savings strategy will continue to concentrate on the following areas to deliver the savings required to produce a balanced budget, however the exact work programme will be dependent on progress with the Transformation programme.
 - Asset Strategy – to focus on ensuring the council's asset portfolio maximises the benefit to the Council through income generation or by realising receipts of assets that do not generate a return that can then be utilised to ease pressures in capital and revenue budgets through the most appropriate means, e.g. re-investment in new assets and supporting the capital programme to reduce the Council's borrowing requirement.
 - Service Reviews – A review of services to include their purpose and relevance in achieving the Carlisle Plan priorities, including a review of those services which do not fall within the Council's core priorities or which are not statutory will be undertaken to ensure that services and resources are properly aligned to what the Council wants to achieve.
 - Core Budgets – a review of base budgets, including income generation and a fundamental zero-based budget review of all base budgets, to ensure compliance with best practice on priority and outcome based budgeting and other appropriate budget disciplines.

Furthermore, the Council will develop a Commercialisation Strategy which defines what commercialisation means in Carlisle, risk appetite and potential scope of commercial activity.

4. Members and Officers are reminded that it is essential to maintain a disciplined approach to budgetary matters and as such:
 - Supplementary estimates will only be granted in exceptional circumstances.
 - Proposals seeking virement should only be approved where the expenditure to be incurred is consistent with policies and priorities agreed by the Council.
5. In order to continue the improvements in the links between financial and strategic planning, the Joint Management Team will continue to meet regularly to progress forward planning on these issues.

STATUTORY REPORT OF S.151 OFFICER

1. In setting its Budget Requirement, the Council is required under the Local Government Act 2003 (Section 25) to consider:
 - (i) The formal advice of the statutory responsible financial officer (Corporate Director of Finance and Resources) on the robustness of the estimates included in the budget and the adequacy of the reserves for which the budget provides;
 - (ii) The Council has to determine what levels of borrowing, if any, it wishes to make under the Prudential Code that governs local authority borrowing.

2. Robustness of the Estimates

Whilst relevant budget holders are responsible for individual budgets and their preparation, all estimates are scrutinised by Financial Services staff, the Senior Management Team and the Strategic Financial Planning Group prior to submission to members.

The Council's revenue and capital budgets are integrated in that the financial impact of the proposed capital programme is reflected in the revenue estimates.

The Council has no history of overspending against budget, indeed, there has tended to be a degree of underspending. However improved budget monitoring backed up by specific action where appropriate and base budget procedures have proven effective in addressing this issue.

There are risks however involved in projecting budgets particularly over the medium term and the year-end position will never exactly match the estimated position in any given year. Areas of specific risk in the current five-year period under consideration are:

- The Savings programme was expected to achieve savings of £1.850million by 2023/24, in order to meet the expected cuts in grants from central government and other budgetary pressures identified in the previous budget process. However, based upon the pressures and savings identified within this budget, the savings required for 2021/22 can be decreased on a non-recurring basis by £0.500million with a further savings requirement of £0.200million being required from 2022/23 (on a recurring basis); this will increase the overall target to £2.050million in 2023/24, to ensure that a balanced budget is produced and where Council reserves are replenished over the longer term.
- The level of interest receipts and return on Treasury Management activities are subject to market rates. Members are advised of this risk every year and it should be noted that in the current economic climate with low and relatively static base rates, investment income returns in the medium term continue to prove challenging. The Council is also having to deal with a reduced number of counterparties it is able to place deposits with.

The main risk to the robustness of the estimates is the uncertainty regarding the Fair Funding Review and how, and when, the 75% retention of business rates will be implemented, and the outcome of one-year spending review and financial support for the on-going impact of COVID-19.

There will be a requirement to use reserves in the short term; however, the proposals put in place show that reserves will rise over the following 5-year period to minimum levels.

The delivery of the savings proposals identified and continuing work to deliver further savings will also be important to maintaining reserves at prudent levels. Regular budget monitoring, particularly in the area of the Savings programme is imperative during this period. The level of the Council's future Capital Programme in taking account of a significant reduction in capital receipts is fully funded but includes a borrowing requirement over the five-year period. The Capital Programme includes plans to sell further assets that can be utilised to reduce the overall borrowing requirement for future capital investment decisions.

- Central contingencies – there have been no contingency budgets built into the existing estimates. This means that any unforeseen expenditure that cannot be contained within existing budgets will require a supplementary estimate to cover any costs. The budget proposals will significantly limit the capability to deal with any of these events and these may have to be found from within other budgets and reserves should the need arise.

3. Adequacy of Reserves

The level and usage of the Council's Reserves is undertaken annually as part of the Medium-Term Financial Plan.

The appropriateness of the level of reserves can only be judged in the context of the Council's longer-term plans and an exercise has been undertaken to review the level of reserves through the use of a risk assessment matrix. The findings of this exercise suggested that the minimum level should be set at £3.1million as a prudent level of General Fund Reserves which will be required as a general working capital/ contingency to cushion the Council against unexpected events and emergencies.

The Council's policy on reserves is that wherever possible reserves should not be used to fund recurring expenditure, but that where it is, this should be made explicit and steps taken to address the situation in the following years. The Executive sets out in its Budget Discipline and Saving Strategy on how it expects Officers to address the 2021/22 budget pressures in setting the 2021/22 budget and principles to be adopted when preparing the 2022/23 budget cycle.

Based on current projections, Council Reserves will be maintained at prudent levels. It is accepted that the level of reserves is reliant on the delivery of the transformation savings and achievement of income targets and government funding.

Minimum reserve levels will continue to be monitored closely and will be dependent upon the final outcome of the devolvement of 75% business rates to local authorities and the fair funding review and any risks associated with this devolvement.

4. Determination of Borrowing

The new Prudential Accounting regime enables the Council to borrow subject to meeting criteria of affordability. The draft Prudential Indicators have been established and these will be finalised for Council approval once decisions on the overall Capital Programme have been made.

For the period under review the need for borrowing will be kept under consideration and will be dependent on the level of capital receipts being generated and the potential of future capital projects. Due to projects currently under consideration, the capital programme for 2021/22 to 2025/26 will require the use of Prudential Borrowing (including internal borrowing) to sustain levels depending on the levels of capital receipts that can be generated in the future. If borrowing is required, full option appraisals will be carried out.

SECTION G – GLOSSARY OF TERMS

BUDGET

- **GROSS** – the total cost of providing the council's services before taking into account income from service related government grants and fees and charges for services.
- **NET** – the Council's gross budget less specific government grants and fees and charges, but before deduction the settlement funding assessment and other funding from reserves.
- **ORIGINAL BUDGET** – the budget for a financial year approved by the council before the start of the financial year.
- **REVISED BUDGET** – an updated revision of the budget for a financial year.
- **NET BUDGET REQUIREMENT FOR COUNCIL TAX PURPOSES** – the estimated revenue expenditure on general fund services that needs to be financed from the Council Tax after deducting income from fees and charges, certain specific grants and any funding from reserves.

CAPITAL EXPENDITURE - Expenditure on the acquisition of a fixed asset or expenditure, which adds to and not merely maintains the value of an existing fixed asset.

CAPITAL RECEIPTS – the proceeds from the disposal of land or other assets. Capital receipts can be used to finance new capital expenditure within rules set down by the government, but they cannot be used to finance revenue expenditure.

CONTINGENCY – money set aside in the budget to meet the cost of unforeseen items of expenditure, or shortfalls in income, and to provide for inflation where this is not included in individual budgets.

COUNCIL TAX – the main source of local taxation to local authorities. Council tax is levied on households within its area by the billing authority and the proceeds are paid into its Collection Fund for distribution to precepting authorities and for use by its own General Fund.

DISABLED FACILITIES GRANT (DFG) – individual government grants towards capital spending on providing disabled adaptations to housing.

EXECUTIVE- consists of elected Members appointed by the Leader of the Council to carry out all of the local authority functions which are not the responsibility of any other part of the local authority.

FEES AND CHARGES – income raised by charging users of services for the facilities.

INTEREST RECEIPTS – the money earned from the investment of surplus cash.

NATIONAL NON-DOMESTIC RATE (NNDR) - this is a levy on businesses, based on a national rate in the pound set by the government multiplied by the 'rateable value' of the premises they occupy. Also known as 'business rates', the 'uniform business rate' and the 'non-domestic rate'.

NON-RECURRING EXPENDITURE – items which are in a budget for a set period of time.

PRECEPT – the levy made by precepting authorities on billing authorities, requiring the latter to collect income from council taxpayers on their behalf.

- **PRECEPTING AUTHORITIES** – those authorities which are not billing authorities, ie do not collect the council tax and non-domestic rate. County councils, police authorities and joint authorities are 'major precepting authorities' and parish, community and town councils are 'local precepting authorities'.

RESERVES – amounts set aside in one year to cover expenditure in the future, which all Authorities must maintain as a matter of prudence. Reserves can either earmarked for specific purposes or general.

RETAINED BUSINESS RATES - collected by billing authorities on behalf of central government and the precepting authorities (Central Government, County Councils and Billing Authority) and redistributed in accordance with a prescribed formula set by the MHCLG taking into account top up and tariffs.

REVENUE EXPENDITURE – day to day running costs of the Authority, including employee costs, premises costs and supplies and services.

SENIOR MANAGEMENT TEAM (SMT) – a group of senior officers consisting of the Chief Executive, Deputy Chief Executive and Directors.

SUPPLEMENTARY ESTIMATE – an amount, which has been approved by the authority, to allow spending to be increased above the level of provision in the original or revised budget.

TAXBASE – the number of Band D equivalent properties within each Local Authority area used to determine the RSG by the DCLG and to calculate the Council Tax yield by each authority.

VIREMENT – the permission to spend more on one budget head when this is matched by a corresponding reduction on some other budget head i.e. a switch of resources between budget heads. Virement must be properly authorised by the appropriate committee or by officers under delegated powers.

(c) Councillor Ellis presented the Executive’s Budget for 2021/22. He thanked the Finance Team for their work in preparing the budget and all staff for their outstanding work during the last difficult twelve months. He set out in detail the grants that the City Council had distributed during the pandemic which had totalled £60m. He also set out some of the support that Cumbria County Council had provided to ensure children had food during school holidays.

Councillor Ellis set out the projects which were planned for the City to help grow and reinvigorate the City Centre and the District as a whole.

Councillor Ellis then addressed the Council, at some length, in support of the motion that the recommendations of the Executive in respect of the General Fund Revenue Budget and the Council’s Capital Budget for 2021/22 be agreed.

Councillor J Mallinson formally seconded the motion.

(d) Amendments / Objections to the Executive’s Budget Recommendations

Speaking at the invitation of the Mayor, and on behalf of Members of the Labour Group, Councillor Glover gave notice of three amendments which would be submitted to Councillor Ellis’ motion. The amendments related to the appointment of a Fixed Term carbon Neutral Carlisle Co-ordinator. Member Training – Climate Emergency and Mental Health (crisis) Support.

Speaking on behalf of Members of the Independent Group, Councillor Tinnion gave notice of one amendment which would be submitted to Councillor Ellis’ motion regarding the removal of rat in domestic properties charge.

Councillor Dr Davison gave notice of one amendment which would be submitted to Councillor Ellis’ motion. The amendment related to Match Funding for formation of Citizens Jury.

(e) Adjournment of Meeting

Following circulation of copies of the above-mentioned amendments, it was moved by the Mayor and AGREED under Procedure Rule 14.10(g), that the meeting be adjourned to allow time for consideration of the amendments.

The meeting adjourned at 7.15pm and reconvened at 7.45pm

The Mayor sought and received confirmation that there were no further amendments to the Motions already moved.

(f) Consideration of Amendments

1. Appointment of a Fixed Term Carbon Neutral Carlisle Co-ordinator

Councillor Alcroft moved an amendment to Councillor Ellis' motion as follows:

“On March 6th, 2019 Carlisle City Council resolved to declare a climate emergency. Since that date progress in developing a strategy and agreeing an action plan has been slower than anticipated. There are many reasons for this including member and officer time dedicated to addressing our response to Covid-19 and Officer deployment to the various capital projects that are vital to the City's future prosperity and growth. We must begin to make an impact on reducing our carbon footprint and we welcome the award of the recent Zero Carbon Cumbria Partnership grant which will secure dedicated Climate Change resources for the County. However, we believe that the only way we can expedite progress in tackling our carbon footprint and make up time which we have lost as a City Council, is to appoint our own dedicated resource. This budget amendment seeks approval of the Council to make that appointment.

“This Council is committed to becoming carbon neutral in all of its controllable activities and services by the end of 2030. This Council approves the appointment of a dedicated Carbon Neutral Carlisle Co-ordinator to support that commitment. This will be initially be a 12-month fixed term contract of 30 hours per week”.

The cost of a 30-hour post will be £40,000 per annum (including pension and National Insurance) which should be met from revenue reserves with an expectation that external funding can be found to then extend the post further”

Councillor Glover seconded the amendment.

Councillors Alcroft and Glover addressed the Council in support of the amendment.

The Corporate Director of Finance and Resources' comments on the impact of the above amendment on the Executive's budget proposals had been circulated.

Debate followed, during which various Members of the City Council outlined their support for / opposition to the amendment.

A recorded vote was taken in accordance with the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001.

The following Members voted for the amendment of Councillor Alcroft:

Alcroft, Mrs Atkinson, Birks, Bomford, Brown, Dr Davison, Denholm, Ms Ellis-Williams, Glover, McNulty, Patrick, Miss Sherriff, Southward, Dr Tickner and Miss Whalen.

The following Members voted against the amendment of Councillor Alcroft:

Allison, Bainbridge, Betton, Mrs Bowman, Christian, Collier, Ellis, Mrs Finlayson, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, Meller, Mitchelson, Morton, Nedved, Robson, Shepherd, Tarbitt and Tinnion.

The amendment of Councillor Alcroft, as set out above, was DEFEATED.

2. Member Training – Climate Emergency

Councillor Dr Tickner moved an amendment to Councillor Ellis' motion as follows:

“On March 6th, 2019 Carlisle City Council resolved to declare a climate emergency. Officers and members will play an important role in delivering on this commitment. We believe all members should be aware of the impact we have on the environment and be in a position to work with local communities in delivering on the Council's Climate Change action plan. To that end we believe that the current underspend of £7,000 in the member training budget should be allocated to member's training specifically related to delivering on our carbon neutral commitment.

This Council agrees to allocate the members training budget underspend of £7,000 on training specifically related to supporting delivery of our carbon neutral commitment”.

Councillor Miss Whalen seconded the amendment.

Councillors Dr Tickner and Miss Whalen addressed the Council in support of the amendment.

The Corporate Director of Finance and Resources' comments on the impact of the above amendment on the Executive's budget proposals had been circulated.

There then followed debate with input from a number of Members of the City Council.

A recorded vote was taken in accordance with the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001.

The following Members voted for the amendment of Councillor Dr Tickner:

Alcroft, Mrs Atkinson, Betton, Birks, Brown, Dr Davison, Denholm, Ms Ellis-Williams, Glover, McNulty, Patrick, Miss Sherriff, Southward, Dr Tickner, Tinnion and Miss Whalen.

The following Members voted against the amendment of Councillor Dr Tickner:

Allison, Bainbridge, Bomford, Mrs Bowman, Christian, Collier, Ellis, Mrs Finlayson, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, Meller, Mitchelson, Morton, Nedved, Robson, Shepherd and Tarbitt.

The amendment of Councillor Dr Tickner, as set out above, was DEFEATED.

3. Mental Health (crisis) Support

Councillor Brown moved an amendment to Councillor Ellis' motion as follows:

“To provide a grant of £15,000 to support the work of Carlisle Eden Mind and help to meet the increasing demand for their mental health crisis support services, including the possible expansion of the Lighthouse crisis service. The proposal is to be funded from the 2021/22 allocation of Covid-19 funding provided in the Local Government Finance Settlement.

This budget amendment will assist Carlisle Eden Mind, not only in meeting the increased demand due to the impact of Covid on Carlisle residents’ mental health but will also act as match funding for applications and bids to other funding bodies to meet essential demand for support.

This amendment also supports this Council’s commitment to improving mental health and wellbeing and support the NHS Every Mind Matters campaign.”

Councillor Miss Whalen seconded the amendment.

Councillors Brown and Miss Whalen addressed the Council in support of the amendment.

The Corporate Director of Finance and Resources’ comments on the impact of the above amendment on the Executive’s budget proposals had been circulated.

There then followed substantial debate with input from a number of Members of the City Council.

During the debate the Leader of the Council supported the sentiment of the amendment and offered assurances that the Executive would pursue the support of Mental Health charities and organisations in partnership with Cumbria County Council and other partners to secure more match funding to provide the greatest support for the people of Carlisle.

The Deputy Leader of the Council reiterated the Leader’s commitment to provide the £15,000 as detailed in the amendment and seek additional support from other organisations. He asked the mover and seconder of the amendment to consider withdrawing the amendment so that the Executive could move quickly in the provision of the support to Mental Health Charities.

The meeting adjourned for five minutes to allow Councillor Brown as the proposer and Councillor Miss Whalen as seconder to consider the undertaking made by the Executive.

Councillor Brown and Councillor Whalen did not withdraw the amendment.

A recorded vote was taken in accordance with the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001.

The following Members voted for the amendment of Councillor Brown:

Alcroft, Allison, Mrs Atkinson, Bainbridge, Betton, Birks, Bomford, Mrs Bowman, Brown, Christian, Collier, Dr Davison, Denholm, Ellis, Ms Ellis-Williams, Mrs Finlayson, Glover, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, McNulty, Meller, Mitchelson, Morton, Nedved, Patrick, Robson, Shepherd, Miss Sherriff, Southward, Tarbitt, Dr Tickner, Tinnion and Miss Whalen.

[No Members voted against the amendment of Councillor Brown]

The amendment of Councillor Brown, as set out above, was CARRIED UNANIMOUSLY to be referred back to the Executive for consideration in accordance with the Council’s Budget and Policy Framework Rules.

4. Removal of rates in domestic properties charge

Councillor Betton moved an amendment to Councillor Ellis' motion as follows:

"It is proposed to remove the charge for treatment of rats in domestic properties. We believe that now is not the time for the introduction of this new charge with the financial difficulties' households are currently encountering with COVID. We therefore ask the Executive to reconsider the implementation of this charge for 2021/22 and fund the income shortfall from Revenue Reserves."

Councillor Tinnion seconded the amendment.

Councillors Betton and Tinnion addressed the Council in support of the amendment.

The Corporate Director of Finance and Resources' comments on the impact of the above amendment on the Executive's budget proposals had been circulated.

A recorded vote was taken in accordance with the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001.

The following Members voted for the amendment of Councillor Betton:

Alcroft, Allison, Mrs Atkinson, Bainbridge, Betton, Birks, Bomford, Mrs Bowman, Brown, Christian, Collier, Dr Davison, Denholm, Ellis, Ms Ellis-Williams, Mrs Finlayson, Glover, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, McNulty, Meller, Mitchelson, Morton, Nedved, Patrick, Robson, Shepherd, Miss Sherriff, Southward, Tarbitt, Dr Tickner, Tinnion and Miss Whalen.

[No Members voted against the amendment of Councillor Betton]

The amendment of Councillor Betton, as set out above, was CARRIED UNANIMOUSLY to be referred back to the Executive for consideration in accordance with the Council's Budget and Policy Framework Rules.

5. Member Training – Climate Emergency

Councillor Dr Davison moved an amendment to Councillor Ellis' motion as follows:

"This amendment is to provide the £12,000 of match funding to enable a Citizens Jury to take place in Carlisle and District. The match funding is required to add to that from the Zero Carbon Partnership lottery money to enable each District Council in Cumbria to hold their own Citizens Jury, as was agreed in the Zero Carbon Cumbria bid and of which Carlisle City Council is a partner. Each district is expected to contribute the same amount to top up the £20,000 that the Zero Carbon Partnership will provide each of the six councils to deliver their own Citizens Jury. These are due be delivered during in year 1 and 2 of the Zero Carbon Cumbria project.

The Citizens Jury is a participatory deliberative democratic process which will enable a group of local residents, demographically representative of our population, to be involved developing a citizen led vision for climate action to inform and support the City Council to make some of the difficult decisions we need to take over action on climate change. To provide confidence to political leaders and the wider population it uses a proven methodology which prevents the debate being dominated by those with unwavering opinions or interests. Truly engaging residents in informing our policy decisions on action on the climate and environmental crisis will help us develop more robust, realistic and deliverable actions to collectively tackle the crisis and provide the council an increased mandate on taking the actions required to address climate

change.

A one-off sum of £12,000 is proposed funded from revenue reserves.”

Councillor Bomford seconded the amendment.

Councillors Dr Davison and Bomford addressed the Council in support of the amendment.

The Corporate Director of Finance and Resources’ comments on the impact of the above amendment on the Executive’s budget proposals had been circulated.

Debate followed, during which various Members of the City Council outlined their support for / opposition to the amendment.

‘A recorded vote was taken in accordance with the provisions of the Local Authorities (Standing Orders) (England) Regulations 2001.

The following Members voted for the amendment of Councillor Dr Davison:

Alcroft, Mrs Atkinson, Betton, Birks, Bomford, Brown, Dr Davison, Denholm, Ms Ellis-Williams, Glover, McNulty, Patrick, Miss Sherriff, Southward, Dr Tickner and Miss Whalen

The following Members voted against the amendment of Councillor Dr Davison:

Allison, Bainbridge, Mrs Bowman, Christian, Collier, Ellis, Mrs Finlayson, Higgs, Mrs Mallinson, Mallinson J, Mrs McKerrell, Meller, Mitchelson, Morton, Nedved, Robson, Shepherd, Tarbitt and Tinnion.

The amendment of Councillor Dr Davison, as set out above, was DEFEATED.

(h) Future Meeting

The Mayor reported that as the Council had passed amendments to the Executive’s budget proposals, that would now stand as objections and operate as a reference back to the Executive. Once the Executive had considered the Council’s objections it would be necessary for the Council to give further consideration to the Executive’s response to the objections before finally setting the Budget.

RESOLVED – That a Special Meeting of the City Council be held on Wednesday 17 February 2021 at 6.45 pm to consider the Executive’s response to the City Council’s objections to the Executive’s budget proposals and agree the City Council’s General Fund Revenue Budget and its Capital Budget for 2021/22.

C.25/21 APPOINTMENT OF CHAIR TO STANDARDS COMMITTEE

The Corporate Director of Governance and Regulatory Services had been notified of the resignation of the Chair of the Standards Committee and the Mayor invited nominations and seconding for the appointment of a new Chair from the other Members of the Standards Committee.

It was moved by Councillor J Mallinson and seconded by Councillor Meller that Councillor Mrs Bowman be appointed Chair of the Standards Committee for the Municipal Year 2020/21.

It was moved by Councillor Glover and seconded by Councillor Miss Sherriff that Councillor Dr Tickner be appointed Chair of the Standards Committee for the Municipal Year 2020/21.

Following voting it was

RESOLVED – That Councillor Mrs Bowman be appointed as the Chair of the Standards Committee for the Municipal Year 2020/21.

C.26/21 SUSPENSION OF STANDING ORDERS

During discussion of the above matter (Appointment of Chair to Standards Committee) and pursuant to Council procedure Rule 9, The Mayor moved, and it was AGREED that the meeting should continue beyond three hours to enable the remaining business to be transacted.

C.27/21 QUESTIONS FROM MEMBERS OF THE CITY COUNCIL

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

C.28/21 NOTICE OF MOTION

Pursuant to Procedure Rule 12, the Corporate Director of Governance and Regulatory Services reported that no motions had been submitted on notice by Members of the Council.

C.29/21 OVERVIEW AND SCRUTINY PROCEDURE RULES CALL-IN AND URGENCY

Pursuant to Overview and Scrutiny Procedure Rule 15(i), consideration was given to a report of the Corporate Director of Governance and Regulatory Services (GD.14/21) on procedures in respect of occasions where decisions taken by the Executive were urgent.

RESOLVED – That the report be noted.

C.30/21 COMMUNICATIONS

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

[The meeting ended at 10.19pm]

EXECUTIVE

MONDAY 8 FEBRUARY 2021 AT 4.00 PM

PRESENT:

Councillor J Mallinson (Leader / Chair)
Councillor Ellis (Deputy Leader, and Finance, Governance and Resources Portfolio Holder)
Councillor Christian (Environment and Transport Portfolio Holder)
Councillor Higgs (Culture, Heritage and Leisure Portfolio Holder)
Councillor Mrs Mallinson (Communities, Health and Wellbeing Portfolio Holder)
Councillor Nedved (Economy, Enterprise and Housing Portfolio Holder)

OFFICERS:

Town Clerk and Chief Executive
Deputy Chief Executive
Corporate Director of Economic Development
Corporate Director of Governance and Regulatory Services
Corporate Director of Finance and Resources

ALSO PRESENT:

Councillor Mrs Finlayson (Vice Chair of the Health and Wellbeing Scrutiny Panel)

DECLARATIONS OF INTEREST

There were no declarations of interest submitted.

APOLOGIES FOR ABSENCE

There were no apologies for absence submitted.

PUBLIC AND PRESS

RESOLVED – That the Agenda be agreed as circulated.

CALL-IN **

The Leader reported that The Mayor had, on 29 January 2021 and 2 February 2021, agreed that the following items should be exempt from call-in as call-in procedures would overlap the City Council meeting on 2 March 2021 when the matters were scheduled for consideration:

- A.1 Homelessness and Rough Sleeping Strategy
- A.4 Local Environment (Climate Change) Strategy
- A.10 – Revenue Budget Overview and Monitoring Report – April to December 2020
- A.11 – Capital Budget Overview and Monitoring Report – April to December 2020

The Mayor also agreed on 29 January 2021 that B.1 – Borderlands Inclusive Growth Deal – Final Agreement should be exempt from call in as call-in procedures would overlap the Special City Council meeting on 23 February 2021 when the Council was scheduled to consider the matter.

**EX.15/21 **HOMELESSNESS PREVENTION AND ROUGH SLEEPING STRATEGY
2021-26**

(Key Decision – KD.07/20)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, The Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Economy, Enterprise and Housing

Relevant Scrutiny Panel Health and Wellbeing

Subject Matter

The Economy, Enterprise and Housing Portfolio Holder presented the Homelessness Prevention and Rough Sleeping Strategy 2021-2026 which had undergone a comprehensive review (GD.15/21) The Homelessness Strategy 2015-20 had shifted the Council's approach from dealing with the effects of homelessness to a preventative approach and the review determined identified strategic aims, priority objectives and actions targeting Homelessness Prevention and Rough Sleeping in Carlisle from 2021 to 2026. The report also contained a refreshed Action Plan.

The Health and Wellbeing Scrutiny Panel had scrutinised the matter at their special meeting held on 28 January 2021 (HWSP.16/21):

“RESOLVED 1) That the Panel supported the Homelessness Prevention and Rough Sleeping Strategy 2021 - 2026.

2) That a Prisoner Leavers Pathway be developed.

3) That a series of performance measures and timescales relating to the Action Plan be devised and form the basis of future performance reports on the Strategy to the Panel.

4) That an Executive Summary document be produced.”

The Economy, Enterprise and Housing Portfolio Holder thanked the Health and Wellbeing Scrutiny Panel for their thorough and comprehensive scrutiny and gave special thanks to the Homelessness Prevention and Accommodation Manager for her detailed report. In moving the recommendations the Portfolio Holder commented on each of the resolutions made by the Panel:

Resolution 2) – The Prisoner Leavers Pathway was included in the Action Plan, objective 2 number 1.6.

Resolution 3) – Key Performance Measures were included in the report and timescales would be included in the Action Plan when it was approved, the measures would be reported to the Executive annually.

Resolution 4) – An Executive Summary had been suggested in the Executive report and would be prepared by the Policy and Communications Team for publication in April.

The Vice Chair of the Health and Wellbeing Scrutiny Panel supported the Strategy which had been prepared with care and consideration. The Panel also supported the Domestic Abuse Bill which placed additional duties on Local Authorities and the work which had been undertaken with Probation Services to support prisoner leavers.

The Communities, Health and Wellbeing Portfolio Holder seconded the recommendations and highlighted the cross cutting work undertaken by Officers, Scrutiny and Portfolio Holders in preparing the document.

Summary of options rejected Not to recommend the Strategy for adoption

DECISION

That the Executive had considered the comments of the Health and Wellbeing Scrutiny Panel and referred the draft Homelessness Prevention and Rough Sleeping Strategy 2021 – 2026 and Action Plan to Council with a recommendation that the said Plan be adopted.

Reasons for Decision

To agree the Homelessness Prevention and Rough Sleeping Strategy 2021-2026.

EX.16/21 REVIEW OF PUBLIC SPACE PROTECTION ORDERS (Key Decision – KD.27/20)

Portfolio Communities, Health and Wellbeing

Relevant Scrutiny Panel Health and Wellbeing

Subject Matter

The Communities, Health and Wellbeing Portfolio Holder provided an update on the outcome of the formal consultation on the Revised Public Space Protections orders for Carlisle. (CS.08/21)

The Health and Wellbeing Scrutiny Panel had scrutinised the matter at their meeting held on 14 January 2021 (HWSP.08/21).

The Communities, Health and Wellbeing Portfolio Holder moved the recommendations and thanked Officers and Partners, in particular Cumbria Constabulary, for their detailed work in preparing the Order.

The recommendation was seconded by the Environment and Transport Portfolio Holder.

Summary of options rejected not to approve the Public Space Protection Orders for Carlisle

DECISION

That the Public Space Protection Order for Carlisle be approved.

Reasons for Decision To focus the Council's commitment to work with partners to robustly target negative behaviour but reinforcing its commitment to support those who are vulnerable.

EX.17/21 AIR QUALITY ACTION PLAN CONSULTATION AND ADOPTION (Key Decision – KD.31/20)

Portfolio Environment and Transport

Relevant Scrutiny Panel Health and Wellbeing

Subject Matter

The Environment and Transport Portfolio Holder submitted report GD.19/21, the purpose of which was to put forward a summary of the Local Authority's Air Quality Action Plan, whilst also undertaking consultation with key stakeholders.

The Health and Wellbeing Scrutiny Panel had scrutinised the matter at their meeting held on 14 January 2021 (HWSP.11/21).

In moving the recommendation the Environment and Transport Portfolio Holder highlighted the continuous improvement of air quality in Carlisle. The Action Plan was summarised in the report and set out the steps which would address the one area of the City with levels of NO₂ which exceeded the government objective levels.

The Vice Chair of the Health and Wellbeing Scrutiny Panel noted the achievements reached in air quality in Carlisle.

The Communities, Health and Wellbeing Portfolio Holder seconded the recommendation.

Summary of options rejected not to agree the measures recommended in the Air Quality Action Plan

DECISION

That the Executive approved the Air Quality Action Plan and noted that the recommended key measures had been identified in conjunction with the key partners, so the Council were able to deliver improvements to Nitrogen Dioxide concentrations in the Air Quality Management Areas. Government guidance required local authorities to have regard to the cost effectiveness and feasibility of measures in their Air Quality Action Plans.

Reasons for Decision

To ensure that the City Council met its statutory responsibilities in improving air quality.

EX.18/21 **LOCAL ENVIRONMENT (CLIMATE CHANGE) STRATEGY
(Key Decision – KD.35/20)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, The Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Environment and Transport

Relevant Scrutiny Panel Health and Wellbeing; Economic Growth

Subject Matter

The Environment and Transport Portfolio Holder submitted a progress report on the adoption of the Local Environment (Climate Change) Strategy (PC.04/21). Further consultation on the Strategy had taken place, details of which had been set out in the report, and the Strategy and the draft action plan had been updated

The Health and Wellbeing Scrutiny Panel had scrutinised the matter at their meeting held on 14 January 2021 (HWSP.07/21) and recommended that the following be included in the Strategy:
1. Training for Officers and Members

2. The risk of doing nothing and the adverse impact of not doing anything
3. That an update report be submitted to the Panel every six months
4. Behaviour change to be done in partnership
5. Partnership with schools

The Environment and Transport Portfolio Holder moved the recommendations and reported that the resolutions from the Health and Wellbeing Scrutiny Panel had been incorporated into the Action Plan, in addition discussions had began with Northumbria University to prepare marketing for a behaviour change programme.

The Communities, Health and Wellbeing Portfolio Holder seconded the recommendations.

Summary of options rejected not to recommend the Strategy for adoption

DECISION

- 1) That the Executive referred the Strategy to Council with a recommendation for adoption as the evolution of Agenda 21, henceforth referring to it as the Local Environment (Climate Change) Strategy in Article 4 of the Constitution;
- 2) That the Executive recommend to Council that the net zero target date be amended from 2030 to 2037, in line with the Carbon Baseline for Cumbria recommendation adopted by the Zero Carbon Cumbria Partnership;
- 3) That the Executive noted that the action plan was a working document which would be reviewed and amended in consultation with the Portfolio Holder and Executive.

Reasons for Decision

That the Council's reputation would be damaged if it does not translate the resolution made in March 2019 into a working strategy and action plan.

EX.19/21 NOTICE OF EXECUTIVE KEY DECISIONS (Non Key Decision)

Portfolio Cross-Cutting

Relevant Scrutiny Panel Health and Wellbeing; Economic Growth; Business and Transformation

Subject Matter

The Notice of Executive Key Decisions dated 8 January 2021 was submitted for information. The Leader moved the paper.

Subsequent to publication of the Notice, it was determined that Key Decision (KD.01/21) – Carlisle Plan 2021-24 had been deferred pending further discussion.

The Leader moved and the Deputy Leader seconded the paper.

Summary of options rejected none

DECISION

That, subject to the above, the Notice of Executive Key Decisions dated 8 January 2021 be received.

Reasons for Decision Not applicable

EX.20/21 SCHEDULE OF DECISIONS TAKEN BY THE LEADER
(Non Key Decision)

Portfolio Cross-cutting

Relevant Scrutiny Panel Economic Growth; Business

Subject Matter

Details of decisions taken by the Leader under delegated powers were submitted.

The Leader moved and the Deputy Leader seconded the paper.

Summary of options rejected none

DECISION

That the decisions, attached as Appendix A, be noted.

Reasons for Decision Not applicable

EX.21/21 SCHEDULE OF DECISIONS TAKEN BY OFFICERS
(Non Key Decision)

Portfolio Cross-cutting

Relevant Scrutiny Panel Health and Wellbeing; Economic Growth; Business and Transformation

Subject Matter

Details of decisions taken by Officers under delegated powers were submitted.

The Leader moved and the Deputy Leader seconded the paper.

Summary of options rejected none

DECISION

That the decisions, attached as Appendix B, be noted.

Reasons for Decision Not applicable

EX.22/21 JOINT MANAGEMENT TEAM
(Non Key Decision)

Portfolio Cross-cutting

Relevant Scrutiny Panel Health and Wellbeing; Economic Growth; Business and Transformation

Subject Matter

The Minutes of the meeting of the Joint Management Team held on 13 January 2021 were submitted for information.

The Leader moved and the Deputy Leader seconded the paper.

Summary of options rejected none

DECISION

That the Minutes of the meeting of the Joint Management Team held on 13 January 2021, attached as Appendix C, be received.

Reasons for Decision Not applicable

EX.23/21 CUMBRIA COASTAL STRATEGY
(Non-Key Decision)

Portfolio Economy, Enterprise and Housing; Environment & Transport

Relevant Scrutiny Panel Economic Growth

Subject Matter

The Economy, Enterprise and Housing Portfolio Holder submitted the Cumbria Coastal Strategy for adoption (PC.06/21)

The Economy, Enterprise and Housing Portfolio Holder moved the recommendation, the Enterprise and Transport Portfolio Holder seconded the recommendation.

Summary of options rejected Not to adopt the Cumbria Coastal Strategy

DECISION

That the Executive adopt the Cumbria Coastal Strategy.

Reasons for Decision

Carlisle City Council was a 'maritime district' as defined in 1949 Coast Protection Act and therefore Coast Protection Authority. The Council had permissive powers under the terms of the 1949 Coast Protection Act to carry out routine and capital works, this was not however a legal obligation to protect the shoreline. The actions assigned to the Council were subject to resources and funding being available.

EX.24/21 **REVENUE BUDGET OVERVIEW AND MONITORING REPORT: APRIL TO DECEMBER 2020
(Non Key Decision)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, The Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Finance, Governance and Resources

Relevant Scrutiny Panel

Business and Transformation

Subject Matter

The Deputy Leader submitted the Revenue Budget Overview and Monitoring Report for the period April to December 2020 (RD.56/20), which set out an overview of the overall budgetary position for revenue schemes only and provided details of the impact of Covid 19 on the revenue budget. The report also included details of balance sheet management issues, bad debts written off in the period and progress against the budget sayings.

The Deputy Leader concluded by moving the recommendations. The Leader seconded the recommendations.

Summary of options rejected

none

DECISION

That Executive:

1. Noted the budgetary performance position of the Council to December 2020;
2. Noted the action taken by the Corporate Director of Finance and Resources to write-off bad debts as detailed in paragraph 6;
3. Noted the release of reserves as set out in the table at paragraph 2.2, and noted the virements approved as detailed in Appendix A.
4. Made recommendations to Council to approve reprofiling of £750,400 as detailed in paragraph 3.2 from 2020/21 into 2021/22.

Reasons for Decision

To show that the Executive had been informed of the Council's actual financial position compared with the budgeted position, and to bring to their attention any areas of concern

EX.25/21 **CAPITAL BUDGET OVERVIEW AND MONITORING REPORT: APRIL TO DECEMBER 2020
(Non Key Decision)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, The Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Finance, Governance and Resources

Relevant Scrutiny Panel

Business and Transformation

Subject Matter

The Deputy Leader submitted report RD.57/20 providing an overview of the budgetary position of the City Council's capital programme for the period April to December 2020.

The Deputy Leader moved, and the Leader seconded, the recommendations.

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 December 2020;
2. Noted adjustments to the 2020/21 capital programme as detailed in paragraph 2.1;
3. Made recommendations to Council to approve reprofiling of £3,031,500 as detailed in para 3.8 and Appendix A from 2020/21 into 2021/22.

Reasons for Decision

To inform the Executive of the Council's actual financial position opposite its Capital Programme

EX.26/21 TREASURY MANAGEMENT OCTOBER – DECEMBER 2020
(Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Scrutiny Panel Business and Transformation

Subject Matter

The Deputy Leader submitted report RD.58/20 providing the regular quarterly report on Treasury Transactions, including the requirements of the Prudential Code.

The Deputy Leader moved, and the Leader seconded, the recommendation.

Summary of options rejected none

DECISION

That Report RD.58/20 be received, and the Prudential Indicators noted as at the end of December 2020.

Reasons for Decision

To ensure that the Council's investments are in line with the appropriate policies, including the Treasury Management Strategy Statement

EX.27/21 PUBLIC AND PRESS

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

EX.28/21 **BORDERLANDS INCLUSIVE GROWTH DEAL – FINAL DEAL AGREEMENT
(Key Decision – KD.36/20)
(Public and Press excluded by virtue of Paragraph 3)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, The Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Economy, Enterprise and Housing

Relevant Scrutiny Panel Economic Growth

Subject Matter

The Leader submitted private report ED.06/21 providing an overview of the Borderlands Inclusive Growth Deal and key components of the Full Deal proposal that was scheduled to be submitted to both the UK Government and the Scottish Government in February 2021.

The Economic Growth Scrutiny Panel had scrutinised the matter at their meeting held on 21 January 2021 (EGSP.11/21) resolving:

“RESOLVED - That the Economic Growth Scrutiny Panel:

- 1) Noted the strategy, strategic objectives and projects upon which the Deal had been developed.
- 2) Noted the governance and delivery arrangements for the Deal, including the establishment of the Borderlands Project Management Office.
- 3) Noted the financial revenue resources required to support the operation of the Borderlands Project Management Office.
- 4) Note that the delivery of key Borderlands projects in Carlisle was dependent on land and property owned by the City Council.”

The Leader highlighted the work of the partner Councils in the process and thanked the MPs of each of the five Council areas for their part in reaching the final agreement.

The Leader moved the recommendations which were duly seconded by the Economy Enterprise and Housing Portfolio Holder.

Summary of options rejected other options set out within the report.

DECISION

That the Executive

1. agreed and recommends to Council that Carlisle City Council enter the Borderlands Inclusive Growth Deal Agreement between UK and Scottish Governments and the Borderlands Partnership consisting of Carlisle City Council, Cumbria County Council, Dumfries and Galloway Council, Northumberland Council and Scottish Borders Council, subject to the terms of the agreement being finalised; and
2. delegated authority to the Corporate Director of Economic Development following consultation with the Leader of the Council, Economic Portfolio Holder, Corporate Director of Finance & Resources and Corporate Director of Governance & Regulatory Services to:
 - a. Agree the final terms of the Deal Agreement in line with the draft version attached at Appendix 1.

- b. Approve the associated Deal documentation, specifically the Financial Plan and the Implementation Plan (Appendix 2 and 3 of ED.06/21 respectively).

Reasons for Decision

Progress towards a Borderlands Inclusive Growth Deal had continued at pace with submission of the Deal to Scottish and UK Governments planned for February 2021.

[The meeting ended at 4.33pm]

Notice of Decision taken by The Leader – Councillor John Mallinson

Leader's Decision Reference:	LD.01/21
Subject Title:	COVID-19 – Local Restrictions Support Grant Open

Subject Matter:	To adopt this policy which sets out Carlisle City Council's approach to administration of this Government funded grant scheme which has a discretionary element within the guidance. That the administration of the COVID-19 Local Restrictions Support Grant Open Scheme in Carlisle be undertaken by Economic Development team, with the Corporate Director for Economic Development certifying grant payments following assessment of applications against the criteria set out within the policy.
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Relevant Portfolio Area:	Leader
Decision Taken:	To adopt this policy which sets out Carlisle City Council's approach to administration of this Government funded grant scheme which has a discretionary element within the guidance. That the administration of the COVID-19 Local Restrictions Support Grant Open Scheme in Carlisle be undertaken by Economic Development team, with the Corporate Director for Economic Development certifying grant payments following assessment of applications against the criteria set out within the policy.

Key or Non-Key Decision:	NO
	YES — Key Decision Reference:

Date Decision Made:	23 December 2020
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Reports and Background Papers considered:	Covid-19 – Local Restrictions Support Grant Open Carlisle City Council Policy
Reasons for Decision:	Carlisle will be allocated a fixed budget per 14 days for administering the LRSG Open. This budget can be expended during Tier 2 restrictions. The Council has sought to use this allocation to provide grants aligned with the Government Guidance using the eligibility and grant levels therein. Successful applicants will be eligible for a fortnightly grant payment to mitigate the impact of the pandemic on our local businesses which meet the eligibility criteria set out in this policy. This policy uses the Government guidance and criteria to guide the decision making and processes for the administration of this Government fund, including how and when to apply any discretion.
Details of alternative options considered and rejected:	None
Interests Declared:	None
Date published:	13 January 2021
Urgent Decision not subject to call in:	YES
Consent of Chairman/Deputy Chairman of Council to Urgency:	YES/ NO – Mayor 12.01.21

Deadline for call-in:	N/A
Implementation date if not called in:	13 January 2021

Relevant Scrutiny Panel:	Economic Growth Scrutiny Panel
Call-in notified to and date notified:	N/A
Approved for implementation on:	13 January 2021

All public reports can be viewed on the Council's website www.carlisle.gov.uk

Officer Decisions

Below is a list of decisions taken by Officers which they have classed as significant, full details and supporting background documents can be viewed on the Council's website www.carlisle.gov.uk/CMIS/

Decision Ref No	Title: Subject and Decision Taken:	Reports and Background Papers considered:	Date Decision Taken:	Decision Maker:
OD.6/21	Elected Member Training Cllr Louise Atkinson to attend The Future of Local Government Virtual Seminar on 17- 19 March 2021	None	21 January 2021	Deputy Chief Executive
OD.4/21	Community Protection Notice issued under the Anti-Social Behaviour, Crime and Policing Act 2014 during the period of December 2020 Empty property enforcement action has been taken where empty properties are in such a condition that the owners have allowed them to cause persistent anti-social behavioural impact on the community, which has resulted in enforcement action after an initial warning notice has been issued to the responsible person (s). The serving of a community protection notice (s) under Section 43 Anti-Social Behaviour, Crime and Policing Act 2014. Action taken against 1 individual/Company Date served: 15th December 2020 Date operative until 15 th January 2021 Case reference: NOT/002701	Statutory Guidance and Private Sector Housing Enforcement Policy. Excel copy of public notice register.	14 January 2021	Principal Health and Housing Officer
OD.5/21	Community Protection Notice issued under the Anti-Social Behaviour, Crime and Policing Act 2014 during the period of December 2020 Empty property enforcement action has been taken where empty properties are in such a condition that the owners have allowed them to cause persistent anti-social behavioural impact on the community, which has resulted in enforcement action after an initial warning notice has been issued to the responsible person (s) The serving of a community protection notice (s) under Section 43 Anti-Social Behaviour, Crime and Policing Act 2014. 43	Statutory Guidance and Private Sector Housing Enforcement Policy. Excel copy of public notice register.	14 January 2021	Principal Health and Housing Officer

	<p>Action taken against 1 individual Date served: 15th December 2020 Date operative until 25th January 2021 Case reference: MAU 007498/NOT: 002690</p>			
OD.3/21	<p>Homeless Prevention and Accommodation Services The Homeless Prevention and Accommodation Service team managers of Carlisle City Council have made the attached decisions for 1 April to 31 December 2020, under the express authorisation delegated to relevant officers in accordance with the Council's policy requirements</p>	<p>Individual assessments of need and vulnerability are considered on a case by case basis to inform decision making; these include personal sensitive information. The assessments are not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information) assessments are</p>	14 January 2021	Homelessness Prevention and Accommodation Manager
OD.2/21	<p>Temporary closure of West Walls Car Park, Carlisle city centre Closure of West Walls Car Park from 11pm on Tuesday 5th January 2020 until further notice.</p>	None	05 January 2021	Neighbourhood Services Manager
OD.1/21	<p>Licensing Decisions taken between 2 December 2020 and 4 January 2021 The Licensing Manager has granted the attached licences or permissions under an express authorisation delegated to her and in accordance with the Council's policy requirements.</p>	<p>Applications for various licences. Private Not for Publication by Virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act.</p>	04 January 2021	Licensing Manager

JOINT MANAGEMENT TEAM

MINUTES – 13th January 2021

Attendees	Leader; Deputy Leader; PH Economy, Enterprise & Housing; PH Environment & Transport; PH Communities, Health & Wellbeing; PH Culture, Heritage & Leisure; Chief Executive; Deputy Chief Executive (from 2.45 p.m.); Corporate Director of Governance & Regulatory Services; Corporate Director of Finance & Resources; Corporate Director of Economic Development; Policy & Communications Manager (until 2.45 p.m.)
Apologies	

Agenda Item 1 – Minutes of Meeting 14th December 2020	Action
Noted and agreed	
Agenda Item 2 – Carlisle Plan (Draft)	
The Policy & Communications Manager referred attendees to the previously circulated papers relating to it. A full round table discussion followed, and amendments / additions agreed	
Agenda Item 3 - Updates on Borderlands; The Sands; Civic Centre; St Cuthbert’s Garden Village; Central Plaza	
Members of SMT provided the Executive with their update on the current position regarding each area	

Agenda Item 4 – Future Items for Notice of Executive Key Decisions	
Noted and agreed	
Agenda Item 5 - JMT Forward Plan	
Reviewed and updated	

EXECUTIVE – SPECIAL MEETING

MONDAY 15 FEBRUARY 2021 AT 4.00 PM

PRESENT:

Councillor J Mallinson (Leader / Chair)
Councillor Ellis (Deputy Leader, and Finance, Governance and Resources Portfolio Holder)
Councillor Christian (Environment and Transport Portfolio Holder)
Councillor Higgs (Culture, Heritage and Leisure Portfolio Holder)
Councillor Mrs Mallinson (Communities, Health and Wellbeing Portfolio Holder)
Councillor Nedved (Economy, Enterprise and Housing Portfolio Holder)

OFFICERS:

Town Clerk and Chief Executive
Corporate Director of Economic Development
Corporate Director of Governance and Regulatory Services
Corporate Director of Finance and Resources

DECLARATIONS OF INTEREST

There were no declarations of interest submitted.

APOLOGIES FOR ABSENCE

There were no apologies for absence submitted.

PUBLIC AND PRESS

RESOLVED – That the Agenda be agreed as circulated.

CALL-IN **

The Leader reported that The Mayor had, on 3 February 2021, agreed that the following item should be exempt from call-in as call-in procedures would overlap the special City Council meeting on 17 February 2021 when the Council would consider the Executive's response and final Budget Proposals:

- Budget 2021/22 – Consideration of Proposed Amendments agreed by the City Council on 2 February 2021

The Leader further announced that, in accordance with the Council's Budget and Policy Framework Procedure Rules, the Corporate Director of Governance and Regulatory Services had on 3 February 2021 written (on behalf of the Council) formally informing him of the proposed amendments to the Executive's Budget Proposals 2021/22; and instructing him to require the Executive to reconsider its Budget Proposals for 2021/22 in the light thereof.

This special meeting had been convened in compliance with that instruction.

**EX.29/21 ** BUDGET 2021/22 – CONSIDERATION OF PROPOSED AMENDMENTS
AGREED BY THE CITY COUNCIL ON 2 FEBRUARY 2021**
(Key Decision)

(With the consent of the Chairman, and in accordance with 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 this item was included on the Agenda as a Key Decision, although not in the Notice of Executive Key Decisions for decision today)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, The Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Finance, Governance and Resources

Relevant Scrutiny Panel Business and Transformation

Subject Matter

There were submitted the Budget Proposals 2021/22 and Minute Excerpt EX.06/21; and the following proposed amendments to the Executive's Budget recommendations for 2021/22 (including the observations of the Corporate Director of Finance and Resources) which was referred to the Executive by the City Council on 2 February 2021:

1. Mental Health (crisis) Support

To provide a grant of £15,000 to support the work of Carlisle Eden Mind and help to meet the increasing demand for their mental health crisis support services, including the possible expansion of the Lighthouse crisis service. The proposal is to be funded from the 2021/22 allocation of Covid-19 funding provided in the Local Government Finance Settlement.

This budget amendment will assist Carlisle Eden Mind, not only in meeting the increased demand due to the impact of Covid on Carlisle residents' mental health but will also act as match funding for applications and bids to other funding bodies to meet essential demand for support.

This amendment also supports this Council's commitment to improving mental health and wellbeing and support the NHS Every Mind Matters campaign.

2. Removal of Rats in domestic properties charge

It is proposed to remove the charge for treatment of rats in domestic properties. We believe that now is not the time for the introduction of this new charge with the financial difficulties' households are currently encountering with COVID. We therefore ask the Executive to reconsider the implementation of this charge for 2021/22 and fund the income shortfall from Revenue Reserves.

Supplementary reports by the Corporate Director of Finance and Resources (RD.60/20), the Deputy Chief Executive (CS.14/21) and Corporate Director of Governance and Regulatory Services (GD20/21) were also submitted to assist the Executive in responding to the proposed budget amendment carried by Council on 2 February 2021.

Schedule 2 – Proposed Budget Reductions

- There would be an increase in the overall level of Non-Recurring Budget reductions of £15,000 for 2021/22, increasing from £739,000 to £754,000.

Schedule 4 – Non-Recurring Budget Increases

- There would be an increase in the overall level of Non-Recurring Budget increases of £40,000 for 2021/22 from £777,000 to £817,000.

Schedule 5 – Summary Net Budget Requirement

- Total Revenue Expenditure would increase by £25,000 in 2020/21.
- Contributions from Reserves for non-recurring commitments would increase by £25,000 to £97,000 in 2021/22.

Schedule 10 – Useable Reserve Projections

- There would be a decrease in the level of General Fund/Projects Reserve projections of £25,000 by 2025/26.

The Deputy Leader confirmed that the Executive had, as instructed by Council, reconsidered their Budget Proposals for 2021/22 and, as stated at the Council meeting on 2 February 2021, were supportive of the above-mentioned amendments. The amendments had been incorporated into revised Budget Proposals 2021/22 (dated 15 February 2021 – Version 1.0), copies of which were circulated.

The Deputy Leader provided an update on outstanding figures which, alongside the budget amendments, resulted in a net impact of changes to the Medium-Term Financial Plan of £11,000 which would be taken from Council reserves. These changes related to:

- Council Tax base – this has reduced which adds a pressure to the 5-year MTFP of £290,000;
- Council tax surplus/deficit – this has been calculated and spread over the 3 year permitted deficit recovery period; and has added a further pressure of £296,000 over the lifetime of the MTFP;
- All parish precepts have been received, increasing the 2021/22 budget requirement by £3,000 but with no impact on Council Reserves;
- The NNDR1 return has been finalised which has increased the income we expect to receive from business rates when compare to the budget projections; an increase of approximately £600,000;
- The final Local Government Settlement funding has been confirmed with no changes to current budget provisions.

Referring to the two amendments from Council, the Deputy Leader announced that the Executive proposed to provide £15,000 of support to the work of Carlisle and Eden Mind with their Lighthouse Service. In addition, a further £10,000 would be provided in cooperation with Cumbria County Council with match funding to support mental health support in the District. The Executive had also agreed to postpone the introduction of the charge for the removal of rats in domestic properties.

The Deputy Leader formally moved that the Executive make recommendations to Council on 17 February 2021 with regard to the following:

Provide a grant of £15,000 to Carlisle and Eden Mind to support their Lighthouse Service.
Provide £10,000 to be distributed in cooperation with Cumbria County Council with match funding from their Contain Outbreak Mitigation Fund (COMF) to support mental health support in the District.

To postpone the introduction of the charge for the removal of rats in domestic properties.

In seconding the recommendations the Leader highlighted the importance of mental health support in the City and supported the proposals.

The Communities, Health and Wellbeing Portfolio Holder commented that Carlisle City Council had always taken mental health seriously and was delighted to support the grant funding especially in the current circumstances.

Summary of options rejected None

DECISION

That the Executive:

1. Had given consideration to the proposed budget amendments (Mental Health (crisis) Support and Removal of rats in domestic properties charge) carried by Council on 2 February 2021.
2. Agreed the following amendments and that a revised Budget document, attached as Appendix A, incorporating the amendments, be submitted to the City Council on 17 February 2021:

Provide a grant of £15,000 to Carlisle and Eden Mind to support their Lighthouse Service.

Provide £10,000 to be distributed in cooperation with Cumbria County Council with match funding from their Contain Outbreak Mitigation Fund (COMF) to support mental health support in the District.

To postpone the introduction of the charge for the removal of rats in domestic properties.

Reasons for Decision

The Executive was required to respond to the proposed amendments of the City Council and, accordingly, would submit a revised Budget document to the City Council on 17 February 2021.

[The meeting ended at 4.10pm]

EMPLOYMENT PANEL

THURSDAY 10 FEBRUARY 2021 AT 10.00AM

PRESENT: Councillors Ellis, Glover, Mallinson (J), Mitchelson, and Tinnion

OFFICERS: Deputy Chief Executive
Legal Services Manager
HR Adviser x 2

EMP.01/21 APPOINTMENT OF CHAIR

The Legal Services Manager welcomed all those present to the first meeting of the Employment Panel in the current Municipal Year; and sought nominations with regard to the appointment of a Chair for the Panel.

It was moved by Councillor Mitchelson and seconded by Councillor Mallinson (J) that Councillor Ellis be appointed Chair of the Employment Panel for the Municipal Year 2020/21.

There being no further nominations, it was:

RESOLVED – That Councillor Ellis be appointed Chair of the Employment Panel for the Municipal Year 2020/21

Councillor Ellis thereupon took the Chair

EMP.02/21 APPOINTMENT OF VICE CHAIR

The Chair sought nominations with regard to the appointment of a Vice Chair of the Panel.

It was moved by Councillor Mitchelson and seconded by Councillor Ellis that Councillor Mallinson (J) be appointed Vice Chair of the Employment Panel for the Municipal Year 2020/21.

RESOLVED – That Councillor Mallinson (J) be appointed Vice Chair of the Employment Panel for the Municipal Year 2020/21.

EMP.03/21 APOLOGIES FOR ABSENCE

An apology for absence was submitted on behalf of Councillor Dr Tickner.

EMP.04/21 DECLARATIONS OF INTEREST

There were no declarations of interest affecting the business to be transacted at the meeting.

EMP.05/21 PUBLIC AND PRESS

It was agreed that the items of business in Part A be dealt with in public and the items of business in Part B be dealt with when the public and press were excluded.

EMP.07/21 AGENDA

RESOLVED – That item A.2 – Special Leave Policy be considered as the first item of business.

EMP.08/21 SPECIAL LEAVE POLICY

The HR Adviser submitted the revised Special Leave Policy (report CS.11/21). A full review of the policy had been undertaken and, as set out in the report, amendments were proposed in relation to: Parental Bereavement Leave and Pay Regulations known as 'Jack's Law'; Cadet Forces, Adult Volunteers; procedures for requesting Special Leave; and, the Removal of 'Afforded Time Off'.

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

- What support would be given to staff without access to the iTrent system to be able to request leave/Special Leave?

The HR Adviser explained that staff working from the Council's Boustead's Grassing site may not use IT systems during their everyday work, for example, refuse collectors. However, at the site there was a computer room provided and supervisors were able to provide support to those who may need assistance using the system. Additionally, iTrent was accessible via smart phone which afforded staff another means of access to the system.

Regarding the submission of Special Leave requests it was acknowledged that they may be particularly sensitive in nature as for instance it may relate to a bereavement. In such cases, a staff member's line manager or HR may input the request following a request from the member of staff. Line Managers would approve Bereavement Leave requests, were a two week period to be requested, the matter would be considered by Senior Management Team to ensure fairness and consistency.

The Deputy Chief Executive gave an overview of the current re-procurement process of the iTrent system. Were the policy to be adopted training would be provided to staff on how to submit Special Leave requests on the iTrent system.

- A Member considered that the 2 weeks Parental Bereavement Leave afforded under 'Jack's Law' may not provide sufficient time for a member of staff to feel ready to return to work, were additional leave to be required would a GPs note be required?

The Deputy Chief Executive responded that providing appropriate support to staff was the Council's main concern for those who experiencing Parental Bereavement. Each case was treated on an individual basis as for some who had experienced bereavement may not feel ready to return to work after two weeks whereas others may wish to return to work earlier and perhaps require further leave later. Parental Bereavement was able to be taken in segments which gave flexibility to the member of staff. A GP note may be used for additional leave.

The Panel endorsed the revised policy.

RESOLVED – That the Panel supported the implementation of the Special Leave Policy.

EMP.09/21 PAY POLICY STATEMENT 2021/22

The HR Adviser presented report CS.09/21 which contained the Pay Policy Statement 2021/22 for Chief Officers.

The Localism Act 2011 required all English and Welsh Authorities to produce and review a pay policy statement for the Chief Executive and Chief Officers on an annual basis. The Statement attached to the report detailed the pay and associated benefits for Chief Officers and had been

amended where necessary for 2021/22 and was subject to the approval of full Council. The salary for all Chief Officers reflected the Chief Officers Pay Agreement as at 24 August 2020 applicable from 1 April 2020. The HR Adviser gave an overview of developments relating to the Exit Pay Cap restrictions.

RESOLVED – That the Employment Panel approved the 2021/22 Policy Statement on Chief Officers' Pay, for recommendation to Council on 2 March 2021 (CS.09/21).

(The meeting finished at 10:22am)