

AGENDA

People Panel

Thursday, 09 June 2022 AT 10:00
In the Flensburg Room, Civic Centre, Carlisle, CA3 8QG

****A pre meeting for Members to prepare for the Panel will take place 45 minutes before the meeting****

The Press and Public are welcome to attend for the consideration of any items which are public.

Members of the People Panel

Councillor Glover (Chair), Councillors Finlayson, Mrs McKerrell, Mrs Mitchell (Vice Chair), Shepherd, Pickstone, Miss Whalen, and Wills

Substitutes:

Alcroft, Allison, Atkinson, Bainbridge, Birks, Bomford, Brown, Collier, Ms Ellis-Williams, Mrs Glendinning, Lishman, Mitchelson, Morton, Ms Patrick, Robson, Miss Sherriff, Southward, Sunter, and Dr Tickner.

PART A

To be considered when the Public and Press are present

APOLOGIES FOR ABSENCE

To receive apologies for absence and notification of substitutions.

DECLARATIONS OF INTEREST

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

PUBLIC AND PRESS

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

A.1 CALL-IN OF DECISIONS

To consider any matter which has been the subject of call-in.

A.2 PROVISIONAL OUTTURN REPORTS

Portfolio:	Finance, Governance and Resources
Directorate:	Finance and Resources
Officer:	Alison Taylor, Corporate Director of Finance and Resources
Reports:	RD.03/22, RD.04/22, RD.05/22, RD.06/22, RD.07/22 herewith

The Corporate Director of Finance and Resources to submit the Provisional Outturn Reports for 2021/22:

A.2(a) PROVISIONAL GENERAL FUND REVENUE OUTTURN 2021/22

7 - 34

A.2(b)	<u>PROVISIONAL CAPITAL OUTTURN 2021/22 AND REVISED CAPITAL PROGRAMME 2022/23</u>	35 - 54
A.2(c)	<u>TREASURY MANAGEMENT OUTTURN 2021/22</u>	55 - 74
A.2(d)	<u>COUNCIL TAX PROVISIONAL OUTTURN 2021/22</u>	75 - 84
A.2(e)	<u>ELECTED MEMBER'S ALLOWANCES - PROVISIONAL OUTTURN 2021/22</u>	85 - 90

Why is this item on the agenda?

The matter was included in the Notice of Key Decisions and was considered by the Executive on 25 May 2022. The matter is part of the annual budget process.

What is the Panel being asked to do?

To scrutinise and provide feedback to the Council as set out in the reports.

A.3	<u>SANDS CENTRE REDEVELOPMENT – PROGRAMME UPDATE AND PLANS FOR REOPENING</u>	91 - 100
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Portfolio:	Culture, Heritage and Leisure
Directorate:	Community Services
Officer:	Darren Crossley, Deputy Chief Executive
Report:	CS.22/22 herewith

Background:

The Deputy Chief Executive to submit a report which informs Members of the progress being made to the main Sands Centre Redevelopment contract and other matters relating to the events centre and outline early plans for reopening.

Why is this item on the agenda?

To update the Panel on progress as the project moves towards completion.

What is the Panel being asked to do?

Review the report, note progress made and respond with feedback and / or questions.

A.4 HEALTHY CITY 2022/23 PROGRAMME AND OPPORTUNITIES FOR BROADENING APPROACH BEYOND 2023 101 - 114

Portfolio:	Communities, Health and Wellbeing
Directorate:	Community Services
Officer:	Luke Leathers, Head of Communities and Wellbeing
Report:	CS.23/22 herewith

Background:

The Deputy Chief Executive to submit a report which updates the Panel on the work of the City Council's Health City Team in 2021/22 and programmed areas of work for 2022/23. The report also highlights work that will extend beyond March 2023 into the era of the new Cumberland authority.

Why is this item on the agenda?

To seek the engagement of the Panel on broadening opportunities for the Healthy City Programme.

What is the Panel being asked to do?

Review the report and provide guidance on the current work and potential opportunities for the Cumberland Council to consider moving beyond 2023.

A.5 SICKNESS ABSENCE REPORT END OF YEAR 2021/22 115 - 124

Portfolio:	Finance, Governance and Resources
Directorate:	Community Services
Officer:	Bibian McRoy, Head of Human Resources
Report:	CS.21/22 herewith

Background:

The Deputy Chief Executive to submit the end of year report on the authority's sickness absence levels for the period April 2021 to March 2022 and other sickness related information.

Why is this item on the agenda?

Annual monitoring of sickness absence in the authority.

What is the Panel being asked to do?

Consider and comment on the sickness absence information provided in the report.

A.6 END OF YEAR PERFORMANCE REPORT 2021/22

**125 -
146**

Portfolio:	Finance, Governance and Resources
Directorate:	Community Services
Officer:	Steven O'Keeffe, Policy and Communications Manager
Report:	PC.07/22 herewith

Background:

The Policy and Communications Manager to submit the end of year performance 2021/22 against current Service Standards and a summary of the Carlisle Plan 2021 actions. Performance against the Panel's 2021/22 Key Performance Indicators are also included.

Why is this item on the agenda?

Annual performance monitoring report.

What is the Panel being asked to do?

Scrutinise the performance of the City Council with a view to seeking continuous improvement in how the Council delivers its priorities.

A.7 OVERVIEW REPORT

**147 -
150**

Portfolio:	Cross Cutting
Directorate:	Cross Cutting
Officer:	Rowan Jones, Overview and Scrutiny Officer
Report:	OS.15/22 herewith

Background:

To consider a report providing an overview of matters related to the work of the People Panel.

Why is this item on the agenda?

The People Panel operates within a Work Programme which is set for the 2022/23 municipal year. The Programme is reviewed at every meeting so that it can be adjusted to reflect the wishes of the Panel and take into account items relevant to this Panel in the latest Notice of Key Decisions.

What is the Panel being asked to do?

- Note items (within Panel remit) on the most recent Notice of Executive Key Decisions
- Discuss the Work Programme and prioritise as necessary

PART B

To be considered when the Public and Press are excluded from the meeting

-NIL-

Enquiries, requests for reports, background papers etc to:
committeeservices@carlisle.gov.uk



Carlisle City Council Report to People Panel

Item
A.2(a)

Meeting Date: 9 June 2022
Portfolio: Finance, Governance and Resources
Key Decision: Yes: Recorded in the Notice Ref: K.11/22
Policy and Budget Framework: Yes
Public / Private: Public

Title: Provisional General Fund Revenue Outturn 2021/22
Report of: Corporate Director of Finance and Resources
Report Number: RD03/22

Purpose / Summary:

This report summarises the 2021/22 provisional outturn for the General Fund revenue budget considered by the Executive on 25 May 2022.

Questions for / input required from Scrutiny:

To scrutinise and provide feedback on the options available to the Council as set out in the report relating to the carry forward requests, noting the implications on Council Reserves and 2022/23 Directorate budgets.

Recommendations:

Members of the People Panel are asked to scrutinise this report.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	19 July 2022



Carlisle City Council

Report to Executive

Meeting Date: 25 May 2022
Portfolio: Finance, Governance and Resources
Key Decision: Yes: Recorded in the Notice Ref: K.11/22
Policy and Budget Framework: Yes
Public / Private: Public

Title: Provisional General Fund Revenue Outturn 2021/22
Report of: Corporate Director of Finance and Resources
Report Number: RD03/22

Purpose / Summary:

This report summarises the 2021/22 provisional outturn for the General Fund revenue budget and gives reasons for the variances. Once transfers to earmarked reserves and funding of the carry forward requests in 2022/23 have been accounted for, the outturn position will result in a net overall contribution to General Fund Reserves of £17,000 (as set out in paragraph 6.4).

Requests are made to carry forward committed expenditure of £1,967,900, net transfers to/from reserves and provisions of £2,479,629 and transfer to the building control reserve of £46,666, which, if approved, will result in an overall net overspend position of £215,029 on Council Services; however, it is estimated that additional funding from Business Rates income will be realised currently estimated at £256,325 (subject to the completion of the NNDR3 return and confirmation of any pooling gains).

It should be noted that the information contained in this report is provisional subject to the formal audit process. The draft Statement of Accounts for 2021/22 will be presented to the Audit Committee on 8 July, with final approval of the audited accounts on 28 September (tbc).

Recommendations:

The Executive is asked to:

- (i) Note the net underspend of £4,232,500 for Council Services as at 31 March 2022;
- (ii) Consider the committed expenditure totalling £1,967,900, to be incurred in 2022/23 which has been reviewed by the Corporate Director of Finance and Resources, and

the release of £1,967,900 from the General Fund Reserve in 2022/23 as detailed in Appendix D1 of the report for recommendation to Council;

- (iii) Approve the creation of new reserves and transfers into and from the new and existing reserves of £2,419,124, in addition to the transfer to the building control reserve of £46,666 as detailed in paragraphs 6.1 and 6.2 and Appendix D2 of the report for recommendation to Council;
- (iv) Note the transfer to new and existing provisions of £60,505 as detailed in paragraph 6.1 and Appendix D2 of the report;
- (v) Approve, for recommendation to Council, the revised delegations for the release of the Planning Services Reserve.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	19 July 2022

1. Background

- 1.1 In accordance with the City Council's Financial Procedure Rules, the Corporate Director of Finance and Resources is required to report to the Executive on the overall budget position, the monitoring and control of expenditure against budget allocations and the exercise of virement on a regular basis. Further details of virements processed can be found in Appendix A. It is the responsibility of individual Directors to control income and expenditure within their service areas and to monitor performance, taking account of financial information provided by the Corporate Director of Finance and Resources.
- 1.2 This report shows the provisional outturn position for the General Fund Revenue budgets for 2021/22.
- 1.3 A summary of the overall position is shown in paragraph 2. Further details for each directorate are included in Appendices **B1 – B7** as follows:
- (i) A comparison of the outturn position against the budget.
 - (ii) An analysis of the major variances relating to both income and expenditure, with comments from the Directors.
 - (iii) The items of carry forwards to cover committed expenditure to be expended in line with the original purpose. These requests follow the procedure agreed by Council with every form being signed off by the relevant Director after discussion with the Portfolio holder, and the Corporate Director of Finance and Resources.
 - (iv) Reserves to be established and/or increased to support possible future funding obligations.
- 1.4 Members should note that the information contained in this report is provisional and subject to the formal audit process. The draft Statement of Accounts for 2021/22 will be presented to the Audit Committee on 8 July, with formal approval of the audited accounts on 28 September (tbc). Any significant changes required following the approval of the 2021/22 accounts will, if necessary, be reported to a future Executive meeting.
- 1.5 Please note that throughout this report:
- (i) the use of a bracket represents a favourable position i.e. either an underspend or additional income received,
 - (ii) the term 'underspend' is taken to include both reduced expenditure and/or increased income,
 - (iii) the term 'overspend' includes both spending above budget and/or reduced income levels.

2. Summary Revenue Outturn 2021/22

- 2.1 The provisional outturn position for the General Fund is summarised below and explanations for the main variances are provided in the appendices. The significant variances and key issues are highlighted in paragraph 3:

Directorate / Appendix	Original Budget £	Net Updated Budget £	Net Spend to Date £	Variance £	Carry Forwards £	Reserves/ Provisions £	Adjusted Variance £
Community Services (B1)	9,480,600	11,147,000	10,615,290	(531,710)	222,800	134,200	(174,710)
Corporate Support (B2)	2,632,600	291,600	193,228	(98,372)	83,000	0	(15,372)
Economic Development (B3)	974,700	2,389,700	1,093,223	(1,296,477)	349,000	690,673	(256,804)
Finance & Resources (B4)	2,054,500	2,189,200	2,099,158	(90,042)	5,300	46,505	(38,237)
Governance & Regulatory Services (B5)	1,305,800	2,039,100	959,018	(1,080,082)	524,500	408,251	(147,331)
Corporate Management (B6)	(3,042,200)	(2,129,900)	(1,892,029)	237,871	80,200	0	318,071
Core Service Expenditure	13,406,000	15,926,700	13,067,888	(2,858,812)	1,264,800	1,279,629	(314,383)
Exceptional Items (B7)	(25,000)	2,161,200	787,512	(1,373,688)	703,100	0	(670,588)
Service Expenditure	13,381,000	18,087,900	13,855,400	(4,232,500)	1,967,900	1,279,629	(984,971)
Additional Transfers to Reserves (see para 6.1)						1,200,000	1,200,000
Net Overspend Position	13,381,000	18,087,900	13,855,400	(4,232,500)	1,967,900	2,479,629	215,029
Parish Precepts	708,300	708,300	708,289	(11)	0	0	(11)
Total	14,089,300	18,796,200	14,563,689	(4,232,511)	1,967,900	2,479,629	215,018
Transfers to/(from) Reserves							
Cremator Replacement Reserve	0	89,500	89,538	38	0	0	38
Economic Recovery Reserve	0	(50,000)	(50,000)	0	0	0	0
Revenue Grants Reserve	0	(520,200)	(520,299)	(99)	0	0	(99)
General Fund Reserve	466,600	(1,346,700)	3,163,065	4,509,765	(1,967,900)	(2,479,629)	62,236
Planning Services Reserve	0	57,400	57,400	0	0	0	0
Prosecution Reserve	0	(1,700)	(1,700)	0	0	0	0
Building Control Reserve		(9,500)	(9,500)	0	0	0	0
Business Rate S31 Reserve		(9,463,000)	(9,463,000)	0	0	0	0
Council Tax Hardship Reserve		(359,100)	(359,100)	0	0	0	0
Council Tax Income Reserve		(23,000)	(23,016)	(16)	0	0	(16)
Operational Risk Reserve		(2,100,000)	(2,100,000)	0	0	0	0
Total Transfer to/(from) Reserves	466,600	(13,726,300)	(9,216,612)	4,509,688	(1,967,900)	(2,479,629)	62,159
Financed by:							
Precept from Collection Fund	(8,346,900)	(8,323,900)	(8,344,370)	(20,470)	0	0	(20,470)
Business Rates Deficit B/Fwd	0	9,463,000	9,462,618	(382)	0	0	(382)
Business Rate Retention	(6,209,000)	(6,209,000)	(6,465,325)	(256,325)	0	0	(256,325)
Total Grants	(14,555,900)	(5,069,900)	(5,347,077)	(277,177)	0	0	(277,177)
Total	(14,089,300)	(18,796,200)	(14,563,689)	4,232,511	(1,967,900)	(2,479,629)	(215,018)

2.2 The table above details the net Council budget. The Council's original gross budget for 2021/22 was £46.44m and although there are many individual variances as detailed by directorates in **Appendices B1 – B7**, the net overspend equates to 0.46% of this budget. The main variances are summarised in the table below.

Budget Area		Underspend £	Overspend £
Car Parking Income (excl Contracts)	B1	0	341,782
Bereavement Services	B1	0	55,557
Garage Services	B1	0	106,548
Grounds Maintenance	B1	(58,764)	0
Healthy City	B1	(85,730)	0
Corporate Training	B1	(57,302)	0
Recycling and Waste Management	B1	(421,030)	0
Building Control	B3	(145,649)	0
Development Control Income	B3	(119,403)	0
Loan Interest (incl. new borrowing)	B4	(305,202)	0
Benefits Payments and Subsidy	B4	0	217,520
Electoral Services	B5	(74,055)	0
Building & Facilities	B5	(126,300)	0
Industrial Estates	B5	(68,565)	0
The Lanes Income	B5	0	232,452
Market Hall Income	B5	0	50,348
Asset Review Income	B5	(126,400)	0
Asset Disposal Costs	B5	0	122,355
Homeless Accomodation	B5	0	57,678
Homeless Prevention and Welfare	B5	(104,788)	0
Regulatory Services	B5	(132,504)	0
Budget Savings to Find	B6	0	403,700

3. Explanation of Significant Variances & Key Issues

3.1 The provisional outturn position for 2021/22 is an overspend of £215,029 after taking into account carry forward requests of £1,967,900 as set out in paragraph 5, and transfers to/from earmarked reserves and provisions totalling £2,479,629, as set out in paragraph 6.

3.2 Some of the significant service expenditure and income variances are set out below. Many of these have been reported throughout the year in budget monitoring reports and further explanations are provided in the appendices.

- A shortfall in car parking income from tickets, permits and PCNs due to Covid-19. A budget pressure has been included in the 2022/23 budget to reflect this.
- A net overspend on Bereavement Services due to reduced income from Cremation fees partly offset by increased income from Cemeteries burial fees.
- A net overspend in Garage Services mainly due to a shortfall in trading income.

- A net underspend in Grounds Maintenance in relation to Grounds and Cemeteries Grounds mainly in relation to transport costs and supplies and services.
- A net underspend in Healthy Cities mainly due to Small Scale Community Projects and the leisure contract payments.
- A net underspend on Corporate Training mainly due to £44,600 budget earmarked for Apprentice posts that remains unspent at year end.
- A net underspend in Recycling and Waste Services due to reduced transport costs and increased income from plastic and card recycling, sale of recyclates and Bring Sites.
- A net underspend in Building Control due to underspends in employee costs and increased Building Control Income including Inspection Fee income, Building Notice fee income and Plan Deposit fee income.
- An increase in Development Control fee income due to a couple of significant application fees being received.
- A net overspend of £217,520 on Benefits Overpayments and Subsidy.
- A saving from interest on borrowing due to no new borrowing scheduled for 2021/22 being entered into.
- An underspend on Election costs as a result of there being no City Council elections in 2021/22; some of the underspend was used to support the Community Governance Review in Stanwix.
- A net underspend on Buildings and Facilities due to reduced costs for Building Cleaning, Civic Centre and Public Conveniences.
- A net underspend on Industrial Estates due to increased rental income as a result of backdated rent reviews partly offset by reduced levels of income due to vacant units at G44 Retail Park.
- Rental income losses from the Lanes.
- Rental income losses from the Market Hall.
- Additional income generated from completed rent reviews.
- An overspend due to an income target for the use of capital receipts to fund asset disposal costs. This will be carried out as a year end exercise for the production of the Statement of Accounts. Due to the level of capital receipts received in the year, the maximum allowable credit to General Fund Reserve will be £3,080 (4% of £77,000 capital receipts received in year) subject to certain criteria being met.
- An underspend of £257,043 on expenditure on Homeless Accommodation and a shortfall in income of £314,721. This is a direct result of Covid-19 as changes to occupancy and the available provision have had to be made to ensure the health and wellbeing of residents and staff. A budget pressure has been included in the 2022/23 budget to reflect this.

- A net underspend on Homeless Prevention and Welfare in relation to underspends on employee costs with the Supporting People Team.
- A net underspend in Regulatory Services mainly due to improved levels of Customer and Client receipts.
- An overspend due to budget savings for 2021/22 of £403,700.

3.3 A subjective analysis of the summarised outturn position is shown in **Appendix C**.

3.4 The reallocation of central departments' balances to service areas still has to be carried out, which explains many of the small balances held on some management and support service cost centres. This reallocation will be completed before the Statement of Accounts is prepared but has no impact on the overall out-turn position.

3.5 Members are regularly updated on the budget position throughout the year, with quarterly reports being considered by the Executive and scrutinised by Business and Transformation Scrutiny Panel (now People Panel). Many of the variances shown in the Appendices have previously been reported with any necessary steps to mitigate the impact on the future budget position dealt with as part of the 2022/23 budget. However, some pressures may have an ongoing impact which must be addressed during the forthcoming 2023/24 budget process by the new Cumberland Council.

4. Exceptional Items (Covid-19 & Local Government Reorganisation)

4.1 Emergency funding has been received to support Council services in 2021/22 in terms of additional expenditure and loss of income. Monthly returns have been submitted to the DLUHC to report additional costs and loss of income. The following table provides a summary position of the income and expenditure pressures related to Covid and where they are accounted for within the draft outturn position. Any loss of income from Business Rates and Council Tax will add to this sum.

	Charged to Core Services £	Exceptional Items £	Total £
Losses Reported on Covid Return	0	201,430	201,430
Reopening the High Street	107,530	0	107,530
Elections	20,138	0	20,138
Compliance and Enforcement	0	139,153	139,153
RBS New Burdens Expenditure	0	10,522	10,522
Rough Sleeping	25,810	0	25,810
Sales Fees & Charges Income Shortfalls	455,635	0	455,635
Sales Fees & Charges Reduction in Expenditure	(76,961)	0	(76,961)
Other Income Shortfalls	241,535	0	241,535
Commercial Income	72,973	0	72,973
Total Covid Pressures	846,660	351,105	1,197,765
Funding Received	0	(801,320)	(801,320)
Sales Fees & Charges Compensation	0	(51,377)	(51,377)
Compliance and Enforcement Funding Applied	0	(139,153)	(139,153)
Test & Trace Funding Received	0	(33,729)	(33,729)
Reopening the High Street Funding Applied	(107,530)	0	(107,530)
Additional Funding for Elections	(7,996)	0	(7,996)
General Fund Deficit March 2022	731,134	(674,474)	56,660
Accommodation and Support Charges	0	93,306	93,306
Covid-19 Specific Grants	0	(28,176)	(28,176)
Local Government Reorganisation	0	1,396,892	1,396,892
Flood Related	0	(36)	(36)
Revised Net Position on Exceptional Items	731,134	787,512	1,518,646

5. Carry Forward Requests

5.1 In accordance with the Council's Constitution, any net underspending/savings on service estimates under the control of the Director may be carried forward. This is to facilitate the achievement of more strategic five-year budgeting which requires greater flexibility of budgets between years as set out in the Medium-Term Financial Plan. Approval of carry forwards is subject to the following as contained in the Council's Constitution:

- the authorisation of the Corporate Director of Finance and Resources where the request relates to a specific committed item of expenditure where, due to external or other factors, the Director has been unable to spend the approved budget by 31 March. The use of the resource will be restricted to the purpose for which the estimate was originally intended. The carry forward will only be approved by the Corporate Director of Finance and Resources if the expenditure is within both the Directorate's and the Authority's budget as approved for that year. Any carry forward which would result in an over-spend for the Authority will require authorisation by the Council.*

- any overspending on service estimates in total on budgets under the control of the Director must be carried forward to the following year, and will constitute the first call on service budgets in the following year, unless the Council determines otherwise by way of a supplementary estimate. The Corporate Director of Finance and Resources will report the extent of overspending carried forward to the Executive, Business and Transformation (now People) Scrutiny Panel and to the Council.

The delegated power applies only in so far as the carry forwards do not take the Council into an overspend position.

5.2 Details of the carry forward requests, which itemise committed expenditure, are contained within **Appendix D1**. The requests have been subject to the scrutiny of the relevant Director and Portfolio Holder prior to formal consideration by SMT and the Corporate Director of Finance and Resources who is satisfied that budgets of £1,967,900 should be carried forward into 2022/23.

The relevant Director will be able to give further details of carry forward requests if required at the meeting. **Budget Holders are encouraged to utilise external grants and base budgets prior to funding expenditure from these carry forward requests.**

5.3 For information, the table below provides details of the outturn position (excluding funding) and level of carry forward requests over the last five years for illustrative purposes:

	2021/22 Provisional £	2020/21 £	2019/20 £	2018/19 £	2017/18 £
Variance at 31 March	(4,232,500)	(5,949,905)	(2,390,532)	18,685	(1,539,526)
Carry forward requests	1,967,900	971,400	811,000	406,700	663,800
Final Variance	(2,264,600)	(4,978,505)	(1,579,532)	425,385	(875,726)
Less Transfers	<u>2,479,629</u>	<u>4,905,042</u>	<u>1,510,437</u>	<u>206,275</u>	<u>1,276,247</u>
Service Expenditure variance	215,029	(73,463)	(69,095)	631,660	400,521
Percentage variance on service expenditure of original gross budget	0.46%	(0.13)%	(0.12)%	1.15%	0.71%

6. Reserves and Provisions

6.1 Details of transfers into and from new/existing reserves and provisions requested as part of the outturn process are contained within Appendix D2 and are summarised below.

	Net Approval Requested £
Leisure Reserve (new)	400,000
Tullie House (new)	800,000
Prosecutions Reserve	15,500
Carry Forward Reserve	240,000
Revenue Grants Reserve	963,624
Total Additional Transfers to Reserves	2,419,124
Civil Penalties Provision	14,000
Revenues and Benefits Provision	46,505
Total Additional Transfers to Provisions	60,505
Total Additional Transfers	2,479,629

- 6.2 In accordance with statutory requirements any surplus or deficit generated by the Building Control function is required to be held as an identified earmarked reserve and can only be utilised for Building Control. In 2021/22 the required amount to be transferred to the Building Control Reserve is £46,666. This is in addition to £9,500 released during 2021/22 to fund eligible costs.
- 6.3 It is recommended that the delegations for the release of the Planning Services Reserve are amended to allow the Corporate Director of Economic Development to authorise release of the reserve through an Officer Decision Notice. The reserve is ring-fenced by statute to support improvements to the Planning Service and is not available for general use by the Council and any release will be in line with this condition.
- 6.4 The level of Council reserves was approved by Council in February. Due to the level of underspend identified within this report and if all of the carry forward requests and transfers to/from earmarked reserves are approved, an additional £17,000 will be transferred to the General Fund Reserve as a result of the 2021/22 outturn (subject to the completion of the NNDR3 return and final confirmation of any pooling gains).

	31/03/2022 £'000s	31/03/2023 £'000s	31/03/2024 £'000s	31/03/2025 £'000s	31/03/2026 £'000s	31/03/2027 £'000s
Prudent Level of Reserves	(3,100)	(3,100)	(3,100)	(3,100)	(3,100)	(3,100)
Council Resolution General Fund Reserve	(4,091)	(4,258)	(3,354)	(2,699)	(2,844)	(3,228)
Revised Level of Reserves	(4,091)	(4,258)	(3,354)	(2,699)	(2,844)	(3,228)
Carry Forwards Approved In Year	0	0				
Underspend position to be returned to Reserves - Base Budget	(2,859)					
Underspend position to be returned to Reserves - Covid	(1,374)					
Additional Funding from Council Tax	(20)					
Potential additional Funding from Business Rates (tbc)	(256)					
<u>Transfer to earmarked reserves & provisions: ⁽¹⁾</u>						
- see paragraph 6.1	2,480					
- see paragraph 6.2	47					
Committed Carry Forwards	0	1,968	0	0	0	0
Cost of Disposal	(3)					
Revised Reserves Balance	(6,076)	(4,275)	(3,371)	(2,716)	(2,861)	(3,245)

Note 1: Transfers to/(from) earmarked reserves subject to approval

6.5 The Carry Forward Reserve is retained as a general reserve rather than an earmarked reserve as budgets will be released back into the General Fund Reserve if the expenditure incurred in line with the original requests can be met from within base budgets.

7. Bad Debt Provision

7.1 The Council's bad debt provision has been increased in respect of penalty charge notices and housing benefit overpayments, and reduced in respect of sundry debtors and this has been allocated directly to the services. Further details can be found in report RD06/22 elsewhere on the agenda.

8. Balance Sheet

8.1 In line with suggested best practice, information relating to significant items on the Council's balance sheet has been reported regularly to Members during the course of the year. The Council's balance sheet as at 31 March 2022 forms part of the annual Statement of Accounts that will be considered by the Audit Committee on 8 July, with final approval of the audited accounts on 28 September (tbc).

8.2 The VAT partial exemption calculation has been finalised for 2021/22 resulting in 2.32% for the year which is well below the 5% limit set by HMRC. However, this will increase as expenditure is incurred on the capital programme especially on VAT exempt activities i.e. Cremator replacements.

- 8.3 The 2021/22 Council Tax Collection Fund projected deficit has decreased from £1,202,145 deficit to £587,456 deficit (Council share decreased from £144,909 deficit to £70,813 deficit).
- 8.4 2021/22 is the ninth year of the Business Rate Retention Scheme and the Collection Fund Accounting Regulations and the eighth year the Council has participated in the Cumbria Pooling arrangement.
- 8.5 The detailed figures for Business rates are still to be finalised and further detail is considered elsewhere on the agenda in report RD06/22. The Council budgeted for additional income of £2,700,000 over the baseline level of £3,335,000. Any surplus on the budget will be an additional contribution to General Fund Reserves. It is currently estimated at £256,325.

Due to the COVID-19 pandemic, Government announced that there would continue to be additional expanded relief given to the retail, leisure and hospitality sector for the first part of 2021/22. As in 2020/21, the Council would not collect Business Rates from these businesses in the period the relief was given, and the Government provided compensation to local authorities in the form of a Section 31 Grant. The Council has therefore received approx. £8.1m to date in respect of this expanded retail and nursery relief. However, this compensation has been paid gross, i.e. the 50% local share and the 50% central government share. Once the NNDR3 is completed and a final amount of relief is known for the year, the Council will only recognise its share of the grant in the general fund which will be approximately 40% of the above amount.

As the grant is credited to the general fund and not the collection fund as is the case for any rating income collected, the Collection Fund will be in deficit to a similar amount (due to the non-collection of the business rate income). Therefore, it will again be necessary to carry forward a proportion of the received S.31 grant to offset the potential deficit into 2022/23 through an earmarked reserve (as was the case in 2021/22).

The Council Tax Provisional outturn report provides further details and is considered elsewhere on the agenda (RD06/22).

9. Risks

- 9.1 Risks to future years' budget (for the new Cumberland Council) and development of ongoing impact of issues identified will be monitored carefully in budget monitoring reports and appropriate action taken. The impact on COVID-19 and inflationary pressures on the Council's resources are the greatest risks to ensuring that the Medium-Term Financial Plan is able to support service delivery whilst ensuring that

reserves are maintained. The completion of the NNDR3 return and final confirmation of any pooling gains is needed before any funding is released to support Council projects.

10. Consultation

10.1 Consultation to date.

Portfolio Holders and SMT have considered the issues raised in this report.

10.2 Consultation Proposed

People Panel will consider the report on 9 June 2022.

11. Conclusion and reasons for recommendations

11.1 The Executive is asked to:

- (i) Note the net underspend of £4,232,500 for Council Services as at 31 March 2022;
- (ii) Consider the committed expenditure totalling £1,967,900, to be incurred in 2022/23 which has been reviewed by the Corporate Director of Finance and Resources, and the release of £1,967,900 from the General Fund Reserve in 2022/23 as detailed in Appendix D1 of the report for recommendation to Council;
- (iii) Approve the creation of new reserves and transfers into and from the new and existing reserves of £2,419,124, in addition to the transfer from the building control reserve of £46,666 as detailed in paragraphs 6.1 and 6.2 and Appendix D2 of the report for recommendation to Council;
- (iv) Note the transfer to new and existing provisions of £60,505 as detailed in paragraph 6.1 and Appendix D2 of the report;
- (v) Approve, for recommendation to Council, the revised delegations for the release of the Planning Services Reserve.

12. Contribution to the Carlisle Plan Priorities

12.1 The Council's budget is set in accordance with the priorities of the Carlisle Plan and the 2021/22 outturn shows the delivery of these priorities within budget.

Contact Officer: Emma Gillespie

Ext: 7289

Appendices attached to report:

- A, B1 to B7, C and D1 to D2

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

- None

Corporate Implications:

Legal - The Council has a fiduciary duty to manage its finances properly and the proper reporting of the outturn figures is part of this process. Approval of full Council is required for the use of revenue reserves to fund expenditure commitments as set out in the report.

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

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

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

Information Governance - There are no information governance implications.

REVENUE BUDGET MONITORING 2021/22

VIREMENTS PROCESSED FOR PERIOD JANUARY TO MARCH 2022

Date	Virement Details	Recurring/ Non-recurring	Value	Authorised By
Requested by Officers (under £35,000 or delegated authority)				
10/01/2022	Central Plaza Project Development Costs	Non-recurring	50,000	OD.06/22 Corporate Director of Economic Development
20/01/2022 & 25/04/2022	Direct Revenue Financing to fund replacement of Waste Receptacles	Non-recurring	28,100	Neighbourhood Services Manager
31/01/2022	Direct Revenue Financing to fund demolition of property assets pending disposal	Non-recurring	9,000	Head of Property Services
02/02/2022 & 07/04/2022	Release of funding from Revenue Grant Reserve for One Public Estate	Non-recurring	61,100	Corporate Director of Finance and Resources
04/02/2022 & 03/03/2022	Return of funding released in year to Revenue Grant Reserve for Domestic Abuse Victim Support	Non-recurring	(120,700)	Corporate Director of Finance and Resources
04/02/2022 & 03/03/2022 & 12/04/2022 & 04/05/2022	Release of funding from Revenue Grant Reserve for St Cuthbert's Garden Village	Non-recurring	101,600	Corporate Director of Finance and Resources
04/02/2022 & 03/03/2022 & 12/04/2022	Release of funding from Revenue Grant Reserve for Towns Deal	Non-recurring	70,900	Corporate Director of Finance and Resources
28/02/2022	Virement to fund additional payment to Cumbria Chamber of Commerce	Non-recurring	10,000	Corporate Director of Economic Development
02/03/2022	Direct Revenue Financing towards Bitts Park project	Non-recurring	10,000	Health and Wellbeing Manager
04/03/2022	Release of funding from Revenue Grant Reserve for Partnerships Place Co-ordinator	Non-recurring	1,400	Corporate Director of Finance and Resources
17/02/2022	Rural Strategy for Carlisle and Eden Districts	Non-recurring	25,000	OD.24/22 Corporate Director of Economic Development
17/02/2022	Borderlands Place Programme: Longtown Place Plan	Non-recurring	30,000	OD.25/22 Corporate Director of Economic Development
29/03/2022	Virement from Asset Review Income as contribution towards Legal Services	Non-recurring	17,000	Head of Property Services
05/04/2022	Return of funding released in year to Revenue Grant Reserve for Rough Sleeping Initiative	Non-recurring	(115,300)	Corporate Director of Finance and Resources
06/04/2022	Release of funding from Revenue Grant Reserve for Supporting People	Non-recurring	1,700	Corporate Director of Finance and Resources
26/04/2022	Special Events Contribution to Restarting Communities	Non-recurring	7,400	Health and Wellbeing Manager
26/04/2022	Release of Council Tax Hardship Reserve in respect of hardship grants awarded in 2021/22	Non-recurring	359,100	OD.49/22 Corporate Director of Finance and Resources
13/04/2022	Release of Planning Reserve to fund improvements to the operation of Development Management	Non-recurring	29,300	OD.55/22 Chief Executive
06/05/2022	Release of Council Tax Income Guarantee to offset the deficit on the Collection Fund as a result of loss of Council Tax income in 2020/21 due to the Covid-19 pandemic	Non-recurring	23,000	Corporate Director of Finance and Resources
Approved by Executive (£35,000 to £70,000 or delegated authority)				
Approved by Council (over £70,000)				

REVENUE BUDGET MONITORING 2021/22

COMMUNITY SERVICES	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	20,938,600	(6,071,900)	(3,719,700)			11,147,000
Budget to date	20,938,600	(5,640,300)	(4,151,300)			11,147,000
Total Actual	20,501,448	(5,867,937)	(4,018,221)			10,615,290
Variance	(437,152)	(227,637)	133,079			(531,710)
Carry Forwards/Reserves & Provisions				222,800	134,200	357,000
Adjusted Variance	(437,152)	(227,637)	133,079	222,800	134,200	(174,710)

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
Car Parking	1	(37,666)	347,413	50	0	0	309,798
Bereavement Services	2	14,077	41,434	46	0	0	55,557
Garage Services	3	(41,655)	11,227	126,077	10,900	0	106,548
Grounds Maintenance	4	(49,923)	(7,475)	(7,866)	6,500	0	(58,764)
Healthy Cities	5	(78,415)	(9,315)	0	2,000	0	(85,730)
Corporate Training	6	(61,273)	(590)	4,561	0	0	(57,302)
Other Green Spaces	7	14,185	(100,869)	18	15,000	42,700	(28,966)
Recycling and Waste Services	8	(15,256)	(465,329)	(9,845)	69,400	0	(421,030)
Miscellaneous	9	(181,225)	(44,134)	20,037	119,000	91,500	5,178
Total Variance to date		(437,152)	(227,637)	133,079	222,800	134,200	(174,710)

Note	Community Services - Comments
	<ol style="list-style-type: none"> Various minor underspends including premises related costs; Shortfall in ticket income, contract income and penalty charge notice income. Minor overspends on premises related costs; reduced income from cremation fees partly offset by increased income from Cemeteries burial fees. Underspends on employee costs and supplies & services; shortfall in trading income (recharges). Underspends on transport related costs and supplies & services. Underspends in relation to Member's small scale community projects and Leisure contract payments. Underspend on budget earmarked for Apprentice posts. Underspends on expenditure at Talkin Tarn; increased car parking income at Talkin Tarn County Park & Grazing Land Management (request to transfer to reserve) Underspends on transport costs, overspend on savings not yet achieved. Surplus income from Plastic and Card recycling, sale of recyclates and Bring Sites income. Minor underspends, increased income and reduced trading income (recharges) across other services within the Directorate.

REVENUE BUDGET MONITORING 2021/22

CORPORATE SUPPORT	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	3,840,500	(319,100)	(3,229,800)			291,600
Budget to date	3,840,500	(319,100)	(3,229,800)			291,600
Total Actual	3,677,026	(244,219)	(3,239,579)			193,228
Variance	(163,474)	74,881	(9,779)			(98,372)
Carry Forwards/Reserves & Provisions				83,000	0	83,000
Adjusted Variance	(163,474)	74,881	(9,779)	83,000	0	(15,372)

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
ICT Services	1	(62,759)	(4,519)	(9,711)	67,500	0	(9,489)
Miscellaneous	2	(100,715)	79,400	(68)	15,500	0	(5,883)
Total Variance to date		(163,474)	74,881	(9,779)	83,000	0	(15,372)

Note	Corporate Support - Comments
1.	Underspends on employee related costs, partly offset by overspends on supplies and services (including software licenses and IT support).
2.	Minor underspends and shortfall in income across other services within the Directorate.

REVENUE BUDGET MONITORING 2021/22

ECONOMIC DEVELOPMENT	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	4,371,200	(1,474,100)	(507,400)			2,389,700
Budget to date	4,371,200	(1,474,100)	(507,400)			2,389,700
Total Actual	3,942,706	(2,342,013)	(507,470)			1,093,223
Variance	(428,494)	(867,913)	(70)			(1,296,477)
Carry Forwards/Reserves & Provisions				349,000	690,673	1,039,673
Adjusted Variance	(428,494)	(867,913)	(70)	349,000	690,673	(256,804)

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
Regeneration	1	(169,864)	23	0	216,700	0	46,859
Development Control	2	(21,197)	(129,450)	0	0	10,047	(140,601)
Building Control	3	(88,645)	(57,004)	0	0	0	(145,649)
Investment and Policy	4	(160,387)	(680,600)	0	132,300	680,626	(28,061)
Miscellaneous	5	11,600	(882)	(70)	0	0	10,648
Total Variance to date		(428,494)	(867,913)	(70)	349,000	690,673	(256,804)

Note	Economic Development - Comments
1.	Underspend on Programme Management Office costs (carry forward requested).
2.	Underspend on employee related costs; increased fee income received.
3.	Underspend on employee related costs; increased fee income received.
4.	Underspend on grants paid out and consultant fees; increased grant income received (carry forward and transfer to revenue grant reserve requested).
5.	Minor overspends and increased income across other services within the Directorate.

REVENUE BUDGET MONITORING 2021/22

FINANCE AND RESOURCES	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	26,145,900	(20,964,200)	(2,992,500)			2,189,200
Budget to date	26,145,900	(20,964,200)	(2,992,500)			2,189,200
Total Actual	25,930,852	(20,855,395)	(2,976,299)			2,099,158
Variance	(215,048)	108,805	16,201			(90,042)
Carry Forwards/Reserves & Provisions				5,300	46,505	51,805
Adjusted Variance	(215,048)	108,805	16,201	5,300	46,505	(38,237)

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
Treasury and Debt Management	1	(305,803)	(20,025)	16,294	0	0	(309,534)
Benefits Payments and Subsidy	2	33,439	184,080	0	0	0	217,520
Miscellaneous	3	57,315	(55,250)	(93)	5,300	46,505	53,777
Total Variance to date		(215,048)	108,805	16,201	5,300	46,505	(38,237)

Note	Finance and Resources - Comments
1.	Saving on borrowing costs due to no new borrowing arrangements entered into yet; improved levels of investment interest achieved.
2.	A net overspend due to lower levels of Housing Benefit Overpayments received.
3.	Minor underspends and increased income across other services within the Directorate.

REVENUE BUDGET MONITORING 2021/22

GOVERNANCE AND REGULATORY	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	12,867,000	(7,127,000)	(3,700,900)			2,039,100
Budget to date	12,867,000	(7,127,000)	(3,700,900)			2,039,100
Total Actual	11,816,176	(7,186,272)	(3,670,886)			959,018
Variance	(1,050,824)	(59,272)	30,014			(1,080,082)
Carry Forwards/Reserves & Provisions				524,500	408,251	932,751
Adjusted Variance	(1,050,824)	(59,272)	30,014	524,500	408,251	(147,331)

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
Electoral Services	1	(66,571)	(7,515)	30	0	0	(74,055)
Buildings & Facilities Services	2	(423,875)	(21,790)	30,865	288,500	0	(126,300)
The Lanes	3	2,215	232,452	0	0	0	234,667
The Market Hall	4	13,812	50,348	0	0	0	64,160
Other Rental Properties	5	15,346	(233,314)	0	0	240,000	22,032
Industrial Estates	6	36,975	(105,540)	0	0	0	(68,565)
Strategic Asset Investment	7	(90,554)	(7,627)	35	140,700	0	42,554
Homeless Accommodation	8	(287,043)	274,721	0	30,000	40,000	57,678
Homeless Prevention & Welfare	9	(96,882)	(40,221)	0	0	32,315	(104,788)
Regulatory Services	10	(69,039)	(123,044)	(957)	30,000	30,536	(132,504)
Miscellaneous	11	(85,209)	(77,742)	41	35,300	65,400	(62,210)
Total Variance to date		(1,050,824)	(59,272)	30,014	524,500	408,251	(147,331)

Note	Governance & Regulatory Services - Comments
1.	An underspend on election costs as a result of there being no City Council elections in 2021/22.
2.	Underspend on premises expenditure (including Public Conveniences and Civic Centre); increase in rental income received & a shortfall in trading income.
3.	Shortfall in rental income.
4.	Shortfall in rental income.
5.	Overspend on premises expenditure; dilapidations settlement received (transfer to reserve requested).
6.	Overspend on third party payments; increased rental income as a result of backdated rent reviews.
7.	Additional income generated from completed rent reviews; overspend on income target for the use of capital receipts to fund asset disposal costs.
8.	Underspend on employee related expenditure and supplies and services; shortfall in income as a direct result of Covid-19 as changes to occupancy levels and the available provision have had to be made to ensure the health and wellbeing of residents and staff.
9.	Underspend on employee related expenditure; increased level of Government grants received.
10.	Underspend on employee related expenditure and supplies & services; Additional licence income and agency fee income received.
11.	Minor underspends and increased income across other services within the Directorate.

REVENUE BUDGET MONITORING 2021/22

CORPORATE MANAGEMENT	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	(760,000)	(1,369,900)	0			(2,129,900)
Budget to date	(760,000)	(1,369,900)	0			(2,129,900)
Total Actual	(512,161)	(1,379,868)	0			(1,892,029)
Variance	247,839	(9,968)	0			237,871
Carry Forwards/Reserves & Provisions				80,200	0	80,200
Adjusted Variance	247,839	(9,968)	0	80,200	0	318,071

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
Other Financial Costs	1	356,413	(10,014)	0	0	0	346,399
Miscellaneous	2	(108,574)	46	0	80,200	0	(28,328)
Total Variance to date		247,839	(9,968)	0	80,200	0	318,071

Note	Corporate Management - Comments
1.	Improvements in savings for Salary Turnover (£45,500) and shortfall in savings to be found (£403,700).
2.	Minor underspends across other services within the Directorate.

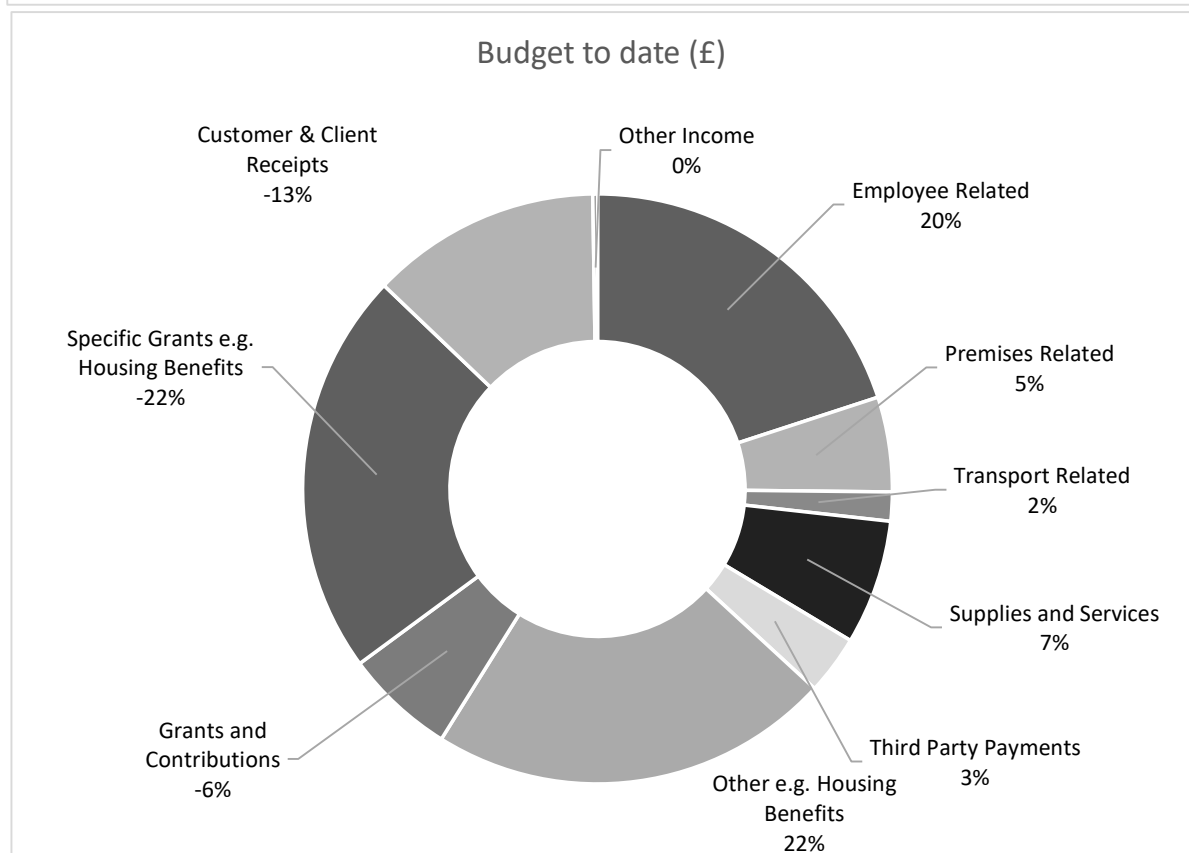
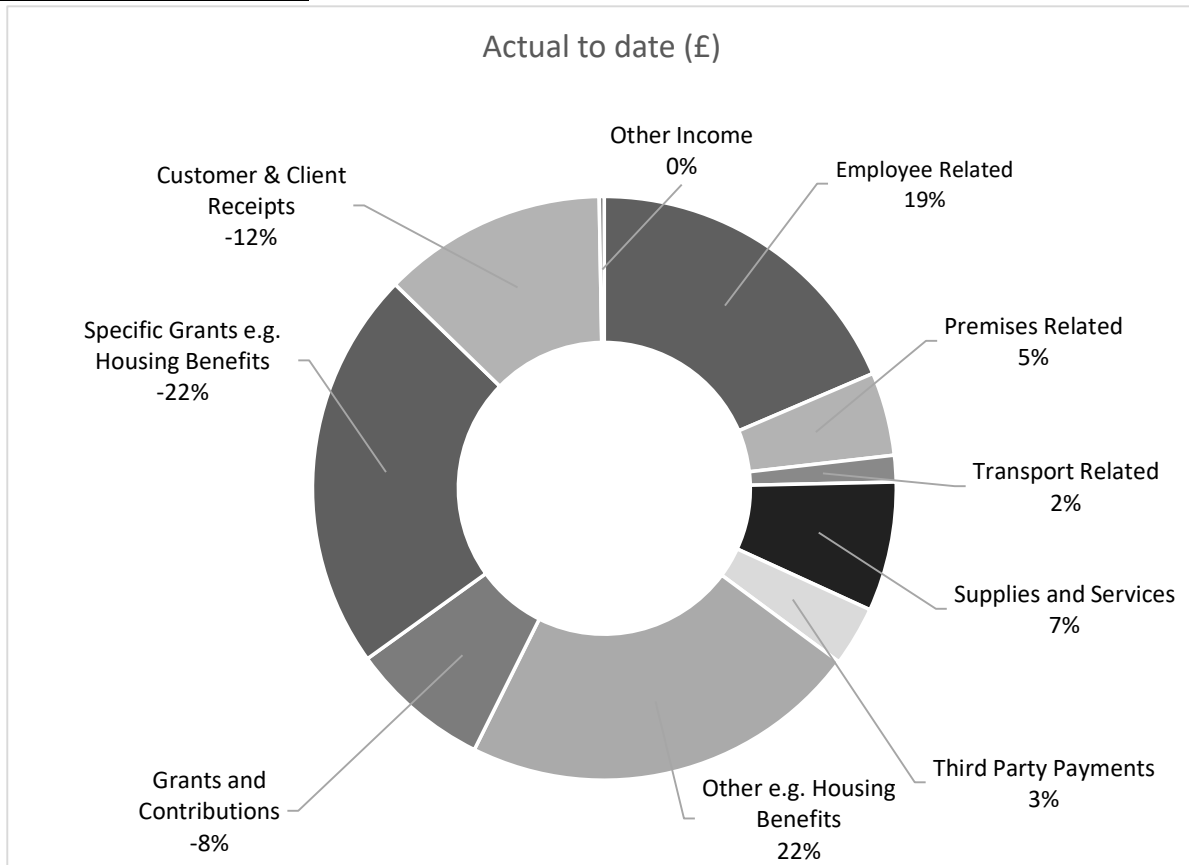
REVENUE BUDGET MONITORING 2021/22

EXCEPTIONAL ITEMS	Gross Expenditure	Gross Income	Recharges	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Total
Position as at 31 March 2022	£	£	£	£	£	£
Annual Budget	14,930,900	(12,769,700)	0			2,161,200
Budget to date	14,930,900	(12,769,700)	0			2,161,200
Total Actual	14,463,606	(13,676,094)	0			787,512
Variance	(467,294)	(906,394)	0			(1,373,688)
Carry Forwards/Reserves & Provisions				703,100	0	703,100
Adjusted Variance	(467,294)	(906,394)	0	703,100	0	(670,588)

Analysis of Variances		Expenditure Variance	Income Variance	Recharges Variance	Carry Forwards Awaiting Approval	Reserves / Provisions	Adjusted Variance
Service	Note	£	£	£	£	£	£
Covid-19 Related Expenditure & Grants	1	212,025	(889,769)	0	0	0	(677,744)
Local Government Reorganisation	2	(683,741)	(19,367)	0	703,100	0	(8)
Miscellaneous	3	4,422	2,742	0	0	0	7,164
Total Variance to date		(467,294)	(906,394)	0	703,100	0	(670,588)

Note	Exceptional Items - Comments
1.	A net underspend position on Council related expenditure as a result of Covid-19. The balance will be required to support other pressures/shortfalls in income that are currently reported against individual service areas but are a direct result of Covid-19 e.g. car parking income
2.	A net underspend position on Local Government Reorganisation expenditure. The balance will be required to support the ongoing process.
3.	Expenditure resulting from flooding caused by Storm Ciara funded by insurance settlement.

SUBJECTIVE ANALYSIS



Directorate/Section	Description	Requests into 2022/23 £
Corporate Support		
ICT Services	To fund commitments to enhance cyber security, vulnerability scanning and threat hunting.	67,500
Customer Contact	To fund required staffing commitments in 2022/23.	15,500
		83,000
Finance and Resources		
Internal Audit	To fund specialist work & contribute towards the cost of the External Quality Assessment.	5,300
		5,300
Corporate Management		
Corporate Management	To fund any proposed additional audit fees e.g. in relation to Redmond Review	27,600
Direct Revenue Financing	Budgets originally allocated to fund schemes within 2021/22 capital programme. Schemes have slipped into 2022/23 thus requiring the funding to be carried forward.	52,600
		80,200
Community Services		
Neighbourhood Services	To ensure continuation of Market Factor Supplements for the HGV drivers for the 2 year period in line with Carlisle City Council policy.	57,900
Small Scale Community Projects	For committed projects at Currock.	2,000
HR & Payroll	For iTrent development and additional, temporary staffing resources within HR.	11,000
Carlisle Partnership - Healthy Communities and Older People	Budget required for partnership projects in relation to committed spend in 2022/23. Funds released from Revenue Grant Reserve in advance of spend.	7,500
Staff Health & Wellbeing Budget	Budgeted for a Celebration of Learning event in December 2021 to encompass two years of celebrations which didn't take place due to a further Covid lockdown.	7,000
Transport Services	To ensure continuation of Market Factor Supplements for the Mechanics for the 2 year period in line with Carlisle City Council policy.	22,400
Fleet & Workshop	For committed orders for various items of battery powered Small Plant Machinery for the Grounds Maintenance team.	6,500
Policy and Communications - Staffing Resources	Funding for Data Analyst Apprentice.	25,500
Policy and Communications - Staffing Resources	Funding for Digital Marketing Officer role.	26,800
Talkin Tarn Lighting Project	To update the lighting around the buildings at Talkin Tarn.	15,000
Environmental Support	Allocated budget towards Environmental support not used due to internal recruitment to permanent posts. Expenditure to be used for purchased equipment and ongoing employee costs.	41,200
		222,800
Economic Development		
Longtown Place Plan	Executive approval to progress with inclusion of Longtown in the Borderlands Place Programme was given (KD.29/20).	30,000
Rural Strategy for Carlisle & Eden	The proposal relates to the development of a Rural Strategy for Carlisle and Eden. The Carlisle Economic Strategy (approved by full Council (ED.34/21) commits the Council to produce a rural strategy for Carlisle district.	25,000
City Centre Business Support - BID	Support the work of the City Centre Task Force.	5,000
City Centre Business Support - BID	Business start up grant funding that applicants can apply for if their proposal involves the use of empty properties within the city centre.	8,500
Affordable Housing	Required to fund the Self and Custom Build Housing Grants programme approved by Executive in July 2020.	38,000
St Cuthbert's Garden Village Examination	Required to support delivery of the Local Plan.	69,300
Carlisle South	The Garden Village project is a key corporate priority.	25,000
Programme Management Office	There has been a delay in the recruitment of PMO staff and therefore there is an underspend during 2021/22. These posts have now been filled. The PMO will operate for a 3 year period and therefore underspends will be addressed during the next financial year 2022/23 as the PMO begins to operate at full capacity.	148,200
		349,000
Governance & Regulatory		
Homeless Prevention	To be used to fund staffing pressures in 2022/23.	30,000
Licensing	To cover additional staffing resources and pressures in 2022/23.	20,000
Food and Public Protection	To fund committed Agency support.	10,000
Asset Disposal	To fund resources required to deliver the project.	115,600
Land Drainage	To fund repair works to the banks of Hammonds Pond which have eroded due to damage to the existing bank protection and wave damage from the water.	14,700
Property Development	To fund casual administrative work required to support the Major Projects Team.	25,100
Repair & Maintenance Programme	Outstanding items of work approved in the 3 year maintenance plan that have not been completed due to Covid, planning, weather and significant resources issues. The sums above represent committed items of work across the operational portfolio where liabilities arise based on owner and occupier arrangements.	288,500
Town Twinning	The Town Twinning Civic exchange was not held in 2021/22 due to the pandemic. As 2022/23 is due to be the last year of Carlisle City Council it is likely that this year's exchange will go ahead in which case Carlisle will pay for all food, accommodation, events and transport for delegates	9,400
City Lighting	Although the capital element of the LED programme is complete, the surveys revealed more columns that required replacement than initially expected. Altitude are required to replace a further 30 columns in 22/23 (8 of which are still to be purchased) and the work has been committed as there is statutory duty to replace the columns once identified.	11,200
		524,500
Exceptional Items		
LGR Implementation Reserve	To provide continued funding for the LGR Programme Director who is employed by the City Council. Funds have been retained from the County wide Implementation Reserve which covers the period of employment until May 2023.	209,000
LGR Council Costs	As a provision for any one-off costs associated with LGR which cannot be recovered from the Implementation Reserve hosted by Cumbria County Council.	494,100
		703,100
Total General Fund Carry Forward Requests		1,967,900

Reserve/Provision	Purpose	Management of the Reserve	Approval to Release Funds	2021/22 In to Reserve £	Total £
NEW Tullie House	To provide funds for property works and future repair works at Tullie House.	Management of the Reserve rests with the Corporate Director of Finance and Resources.	Approval to release funds from the reserve only be given by an Officer Decision Notice by the Corporate Director of Finance and Resources.	800,000	800,000
Leisure Reserve	To provide funds for additional expenditure related to the leisure management contract.	Management of the Reserve rests with the Deputy Chief Executive.	Approval to release funds from the reserve only be given by an Officer Decision Notice by the Deputy Chief Executive.	400,000	400,000
EXISTING Prosecutions Reserve	For future anticipated Barrister & legal fees		Approval to release funds from the reserve only be given by an Officer Decision Notice by the Corporate Director of Governance & Regulatory Services in consultation with the Chief Executive, Portfolio Holder & Corporate Director of Finance & Resources.	15,500	15,500
Carry Forward Reserve	To hold carry forward budgets. Any expenditure in relation to a carry forward will if possible be funded from base budgets but can be called from this reserve if the section is likely to be in an overspend position at year end. (Dilapidations for Stanwix House)	Management of the Reserve rests with the Corporate Director of Finance and Resources.	Approval to release funds from the reserve only be given by the Corporate Director of Finance & Resources and/or The Chief Executive.	240,000	240,000
Revenue Grants Reserve	A reserve to hold revenue grant funds received by the Council which have not yet been utilised.	Management of the Reserve rests with the Corporate Director of Finance and Resources	Approval to release funds from the reserve only be given by the Corporate Director of Finance and Resources in consultation with the relevant Chief Officer.		963,624
Community Services	One Public Estate: One Public Estate - Sustainable Grant Funding Repayment			20,000	
Community Services	Health and Wellbeing: Grazing Land Management			42,700	
Community Services	Partnerships: Health & Wellbeing Sustainable Food Coordinator			25,300	
Community Services	Partnerships: NCLF Place Co-ordinator			46,200	
Governance & Regulatory Services	Homelessness: AFO Prison Leavers Grant (DLUHC)			40,000	
Governance & Regulatory Services	Homelessness: Grant for Domestic Abuse supported accommodation (DLUHC)			32,315	
Governance & Regulatory Services	Land Charges: Local Land Charges Migration Grant			65,400	
Governance & Regulatory Services	Homelife: FILT Gas Safe 2021/22			1,036	
Economic Development	Development Control: Bio-diversity net gain grant (DEFRA)			10,047	
Economic Development	Investment & Policy: St Cuthbert's Garden Village (Capacity Fund)			250,000	
Economic Development	Investment & Policy: St Cuthbert's Garden Village (Design Code Pathfinder)			120,000	
Economic Development	Investment & Policy: St Cuthbert's Garden Village (Development Corporation Business Case)			310,626	
TOTAL RESERVE REQUESTS				2,419,124	2,419,124
EXISTING PROVISION Civil Penalties Provision	In relation to costs to be funded from Civil Penalties income as per the Housing and Planning Act 2016.			14,000	14,000
NEW PROVISION Revenues and Benefits	Funds received as reimbursement of overcharged magistrate court fees paid for council tax liability orders applied for between April 2014 and July 2018.			46,505	46,505
TOTAL PROVISION REQUESTS				60,505	60,505
TOTAL REQUESTS FOR RESERVES & PROVISIONS				2,479,629	2,479,629



Carlisle City Council Report to People Panel

Item
A.2(b)

Meeting Date: 9 June 2022
Portfolio: Finance, Governance and Resources
Key Decision: Yes: Recorded in the Notice Ref: K.11/22
Policy and Budget Framework: Yes
Public / Private: Public

Title: Provisional Capital Outturn 2021/22 and Revised Capital Programme 2022/23
Report of: Corporate Director of Finance and Resources
Report Number: RD04/22

Purpose / Summary:

This report summarises the 2021/22 provisional out-turn for the Council's capital programme and provides details of the revised capital programme for 2022/23. This report was considered by Executive on 25 May 2022.

Questions for / input required from Scrutiny:

Members are asked to scrutinise the outturn position including the approved slippage of schemes and the resulting impact on the 2022/23 capital programme.

Recommendations:

Members of the People Panel are asked to scrutinise this report.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	19 July 2022



Carlisle City Council

Report to Executive

Meeting Date: 25 May 2022
Portfolio: Finance, Governance and Resources
Key Decision: Yes: Recorded in the Notice Ref: K.11/22
Policy and Budget Framework: Yes
Public / Private: Public

Title: Provisional Capital Outturn 2021/22 and Revised Capital Programme 2022/23
Report of: Corporate Director of Finance and Resources
Report Number: RD04/22

Purpose / Summary:

This report summarises the 2021/22 provisional out-turn for the capital budget and provides details of the revised capital programme for 2022/23. The out-turn shows that the net underspend for Council Services as at 31 March 2022 once committed expenditure totalling £7,106,700 is taken into account is £364,314.

It should be noted that the information contained in this report is provisional subject to the formal audit process. The draft Statement of Accounts for 2021/22 will be presented to the Audit Committee on 8 July, with final approval of the audited accounts on 28 September (tbc).

Recommendations:

The Executive is asked to:

- (i) Note the net underspend as at 31 March 2022 of £364,314 which includes committed expenditure to be met totalling £7,106,700, which is recommended by the Corporate Director of Finance and Resources for approval to Council;
- (ii) Consider the revised programme for 2022/23, together with the proposed methods of financing and virement request, as detailed at paragraph 5 and Appendix B, for recommendation to Council.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	19 July 2022

1. Background

1.1 This report sets out the summarised financial out-turn for the Council's Capital Programme as follows:

- (i) the out-turn for individual schemes for 2021/22, summarised in **Appendix A**
- (ii) the revised programme for 2022/23, and the provisional programme for 2023/24 to 2026/27, summarised in **Appendix B**.

1.2 The report sets out the financial implications arising from the out-turn including the impact on capital resources for 2022/23. Members should note that the information contained in this report is provisional and subject to the formal audit process. Any significant changes required following the approval of the 2021/22 accounts will, if required, be reported to a future Executive meeting.

1.3 Please note that throughout this report the use of brackets indicates a favourable variance i.e., either an underspend or additional income received.

2. Capital Budget Overview

2.1 The original capital programme of £19,070,400 was approved in February 2021. Since then, a review of the capital programme has been undertaken and the capital funding has been revised. In accordance with proper accounting practices, it has been necessary to gross up the expenditure budgets to properly reflect the total cost of the schemes including those fully funded from external grant/contributions.

The revised programme for 2021/22 of £28,425,600 is a result of the following funding streams:

2021/22 Capital Budget	£
Original 2021/22 Programme (approved Feb 2021)	19,070,400
Carry forwards from 2020/21 (RD65/20 Council 02/03/21)	3,031,500
Carry forwards from 2020/21 (RD16/21 Council 20/07/21)	4,454,600
Increase for Empty Property Grants (GD13/21 Executive 08/03/21)	109,400
Increase from S106 contributions towards Play Area Improvements (OD26/21 & OD34/21)	153,200
Increase for Carlisle Citadels Project (LD02/21 23/02/21)	902,500
Increase for Swifts Wildlife Haven (OD27/21)	70,000
Adjustment to external funding for Swifts Wildlife Haven	1,100
Increase for Bitts Park Water Feature (CS33/20 Executive 14/12/20)	10,500
Additional Disabled Facilities Grant (RD16/21 Council 20/07/21)	255,800
Increase for Tullie House Levelling Up Fund (ED17/21 Council 15/06/21)	1,500,000
Increase from S106 contributions for Bitts Park Public Realm (OD60/21)	32,000
Increase from S106 contributions towards Play Area Improvements (OD47/21)	237,400
Increase for grant funding towards Litter Binrastructure project	24,300
Future High Street Fund (ED22/21 Council 20/07/21)	1,436,000
Footway Lighting Melbourne Park (OD73/21)	22,200
S106 contribution towards Affordable Housing (ED25/21 Executive 02/08/21)	600,800
Financials Upgrade (OD92/21)	80,900
Less reduction in Capital programme (RD51/21 Executive 22/11/21)	(394,800)
Removal of Reserves to be released by Executive (RD51/21 Executive 22/11/21)	(1,500,000)
External grant for Sustainable Warmth Competition (GD73/21 Executive 25/10/21)	2,210,000
Revenue Contribution towards the purchase of Waste Receptacles	72,100
Revenue Contribution towards IT equipment	179,900
Revenue Contribution towards Civic Centre Development	2,000
Revenue Contribution towards Vehicle Replacements	5,200
Revenue Contribution towards Bitts Park Towns Deal	68,900
Revenue Contribution towards Bitts Park Public Realm	10,000
Revenue Contribution towards Asset Demolition	44,000
Revenue Contribution towards Play Area Developments	10,000
Revenue Contribution towards Skew Bridge Deck	9,100
Reduced grant towards Play Area Developments	(15,000)
Reduced insurance settlement for Bitts Park Water feature	(3,300)
External contribution towards Civic Centre Development	14,700
External contribution towards Sands Centre Development	2,500
External contribution towards Disabled Facilities Grants	13,000
Agreed Carry Forwards into 2022/23 (RD77/21 Council 01/03/22)	(4,295,300)
Revised 2021/22 Capital Programme	28,425,600
Less Capital Reserves to be released by Executive (see para 3.10)	(380,000)
Revised 2021/22 Capital Programme (released)	28,045,600

2.2 The provisional outturn position for the 2021/22 capital programme is shown below:

Capital Expenditure	Revised Annual Budget	Total Expenditure	Variance	Carry Forwards (Committed)	Adjusted Variance
	£	£	£	£	£
Community Services	20,364,900	16,722,875	(3,642,025)	3,828,800	186,775
Corporate Support	439,600	409,978	(29,622)	29,600	(22)
Economic Development	2,944,700	1,246,381	(1,698,319)	1,689,600	(8,719)
Finance & Resources	80,900	37,444	(43,456)	43,500	44
Governance & Regulatory Services	4,208,300	2,530,744	(1,677,556)	1,135,200	(542,356)
Exceptional Items	7,200	7,164	(36)	0	(36)
Total Expenditure	28,045,600	20,954,586	(7,091,014)	6,726,700	(364,314)
Reserves to be released	380,000		(380,000)	380,000	0
Total Expenditure	28,425,600	20,954,586	(7,471,014)	7,106,700	(364,314)

2.3 The position for 2021/22 after committed carry forwards have been taken into account is an underspend of £364,314.

2.4 The main variances after carry forwards are summarised below:

- An overspend of £161,287 on the Civic Centre Development project in relation to increased consultant fees.
- An overspend of £26,284 on the purchase of Waste Receptacles.
- An underspend of £532,583 on the Gateway 44 Retail Park Development. Capital expenditure in relation to the remaining empty units has been revised downwards.

2.5 Otherwise, schemes are progressing within budget, although some schemes have not been completed to the original timescales which has resulted in the request for carry forwards.

2.6 Further details for each directorate are included in **Appendices A1-A6**.

2.7 The 2021/22 programme has been kept to a level that takes account of the Council's ability to deliver schemes with regard to capacity and available resources. Work has been carried out throughout the year to monitor the profiling of budgets and these have been adjusted to reflect progress in current capital schemes. The year end position for the capital programme is improved from previous years due to the implementation of the corporate reserves procedure and the improved profiling.

3. Carry Forward Requests

3.1 In accordance with the Council's Constitution, any net underspending/savings on service estimates under the control of the Director may be carried forward. This is to

facilitate greater flexibility of budgets between years as set out in the Medium-Term Financial Plan. Approval of carry forwards is subject to the following as contained in the Council's Constitution:

- *the authorisation of the Corporate Director of Finance and Resources where the request relates to a specific committed item of expenditure where, due to external or other factors, the Director has been unable to spend the approved budget by 31 March. The use of the resource will be restricted to the purpose for which the estimate was originally intended. The carry forward will only be approved by the Corporate Director of Finance and Resources if the expenditure is within both the Directorate's and the Authority's budget as approved for that year. Any carry forward which would result in an over-spend for the Authority will require authorisation by the Council.*
- *any overspending on service estimates in total on budgets under the control of the Director must be carried forward to the following year and will constitute the first call on service budgets in the following year, unless the Council determines otherwise by way of a supplementary estimate. The Corporate Director of Finance and Resources will report the extent of overspending carried forward to the Executive, Business and Transformation Scrutiny Panel (now People Panel) and to the Council.*

The delegated power applies only in so far as the carry forwards do not take the Council into an overspend position.

Carry forwards at the end of the year have been analysed to assess the year of potential expenditure to enable better profiling of budgets for future years. Of the committed carry forwards shown in paragraph 2.2, it is estimated that the full £7,106,700 will be spent in 2022/23.

4. Financing of the Capital Programme 2021/22

- 4.1 Utilisation of resources to fund the 2021/22 capital programme in light of the outturn is provisionally estimated as follows:

	Revised Budget £	Provisional Out-turn £
Capital Programme expenditure in year	28,425,600	20,954,586
Financed by:		
Capital Receipts (note 1)	0	82,940
Capital Receipts - to fund cost of disposal	(112,000)	(3,080)
Capital Grants		
• Disabled Facilities Grant	2,155,600	2,155,574
• Future High Street Fund	316,700	124,527
• Carlisle Citadels	934,700	925,928
• General (note 2)	1,501,300	545,861
Reserves & Balances (note 3)		
• Direct Revenue Financing	2,624,900	2,222,432
Contributions from other bodies incl S106 (note 4)	1,050,300	253,082
Borrowing Requirement (In Year)	19,954,100	14,647,322
Total Financing	28,425,600	20,954,586

Notes:

1. There were no usable capital receipts carried forward from 2020/21. Capital receipts generated during the year amount to £82,940 compared to the revised estimate figure of £0, an increase of £82,940.

The total sum available has been used to fund the Capital Programme in 2021/22, with the balance of funding required (£14,647,322) being financed from a borrowing requirement that is significantly lower than anticipated.

In accordance with Capital Finance Regulations, costs associated with asset disposal totalling £3,080 that are included in the revenue outturn, can be funded from the capital receipt generated.

2. Any balance of funding from capital grants has been carried forward into 2022/23 to allow the schemes to complete.
3. The use of capital receipts has been optimised in order to fund 2021/22 capital expenditure. Direct revenue funding, S106 receipts and earmarked reserves and provisions specifically set up to fund capital expenditure have also been used to fund capital expenditure in 2021/22. Capital receipts are the last source of funding applied to finance the capital programme; external funding is always applied first.

4. Additional contributions were received towards DFGs, Play Areas, Sands Centre Development, Civic Centre Development and Footway Lighting Melbourne Park.

5. Five Year Capital Programme

- 5.1 A five-year Capital Programme for 2022/23 to 2026/27 is detailed in **Appendices B1-B2**.
- 5.2 The programme for 2022/23 totalling £45,447,400 (subject to approval) is based upon the programme as agreed by Council in February 2022 of £36,074,100, the commitments brought forward from 2021/22 as identified above of £7,106,700, the commitments brought forward from 2021/22 already approved of £4,295,300, an increase of £255,800 for additional Disabled Facilities Grant award which has recently been advised and totals £2,155,574, and the following additional adjustments:
 - Executive are asked to make recommendation to Council for the reprofiling of £2,284,500 for Future High Street Projects due to revised grant payment profiles provided.
- 5.3 The 2022/23 programme will be continually reviewed to ensure the Council has the capacity to deliver this level of programme.
- 5.4 It is suggested that the revised programme for 2022/23 as detailed in Appendix B1 is financed as follows:

	<u>Original Budget</u> £	<u>Revised Budget</u> £
Original Programme	36,074,100	36,074,100
Add: Carried forward from 2021/22 (in Year)	0	4,295,300
Add: Carried forward from 2021/22 (Year End)	0	7,106,700
Add: Other adjustments to programme	0	(2,028,700)
Total Expenditure to be financed	36,074,100	45,447,400
Financed by:		
Capital Grants		
• DFG	1,899,800	2,155,600
• Sustainable Warmth	17,745,000	19,955,000
• Future High Street Fund	3,363,200	2,780,200
• General	66,000	933,700
Capital Receipts	285,500	285,500
Receipts used to fund resources	(112,000)	(112,000)
Contributions from other bodies	0	828,300
Direct Revenue Financing	1,962,400	2,365,000
Borrowing Requirement (In Year)	10,864,200	16,256,100
Total Financing	36,074,100	45,447,400

5.5 The proposed programme for **2023/24** to **2026/27** as detailed in Appendix B2 is based on the programme agreed by Council in February 2022, the increased Disabled Facilities grant (projected to be recurring) and the proposed reprofiled Future High Street Fund projects.

6. Risks

6.1 Individual capital schemes have different risks involved. A risk assessment of the overall capital programme is included at **Appendix C**. An additional risk to the Council is the overall cost of COVID-19 in terms of increased costs and delays to supplies.

7. Consultation

7.1 Consultation to date.

Portfolio Holders and SMT have considered the issues raised in this report.

7.2 Consultation Proposed

People Panel will consider the report on 9 June 2022.

8. Conclusion and reasons for recommendations

8.1 The Executive is asked to:

- (i) Note the net underspend as at 31 March 2022 of £364,314 which includes committed expenditure to be met totalling £7,106,700, which is

recommended by the Corporate Director of Finance and Resources for approval to Council;

- (ii) Consider the revised programme for 2022/23, together with the proposed methods of financing and virement request, as detailed at paragraph 5 and Appendix B, for recommendation to Council.

9. Contribution to the Carlisle Plan Priorities

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

Contact Officer: Emma Gillespie

Ext: 7289

Appendices attached to report:

- A1 to A6 and B1 to B2 and C

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

- None

Corporate Implications:

Legal - The Council has a fiduciary duty to manage its finances properly and the proper reporting of the outturn figures is part of this process. Approval of full Council is required for the use of capital reserves to fund expenditure commitments as set out in the report.

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

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

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

Information Governance - There are no information governance implications.

COMMUNITY SERVICES

Scheme	Revised Annual Budget £	Expenditure to date £	Variance to date £	Carry Forwards £	Adjusted Variance £	Details of major variance
Vehicles & Plant	447,000	80,274	(366,726)	366,700	(26)	Slippage of planned vehicle replacements from 2021/22 into 2022/23. A revised replacement plan for the next 5-10 years has been provided as part of the 2022/23 budget process.
Cemetery Infrastructure	5,700	0	(5,700)	5,700	0	For further improvements to Fairy Beck due to be carried out in 2022/23.
Civic Centre Development	2,098,300	2,259,587	161,287	0	161,287	Overspend on the project due to increase consultant fees and equipment costs.
Play Area Developments	422,100	215,728	(206,372)	205,500	(872)	Slippage of projects from 2021/22. Funding provided from S106 monies.
Towns Deal - Bitts Park Improvements	168,100	168,222	122	0	122	Project complete.
Skew Bridge Deck	76,100	76,110	10	0	10	Project complete.
Swifts Wildlife Haven	71,100	71,099	(1)	0	(1)	Project complete.
Bitts Park Public Realm	10,000	0	(10,000)	10,000	0	Slippage from 2021/22 into 2022/23 of externally funded project to undertake public realm improvement works at Bitts Park.
Sands Centre Redevelopment	16,925,100	13,684,171	(3,240,929)	3,240,900	(29)	Capital expenditure for the enhancement work to Leisure Facilities. Progress is being monitored and a revised expenditure profile has been implemented to take account of delays as a result of Covid-19 restrictions.
Recycling Containers	141,400	167,684	26,284	0	26,284	Purchase of waste receptacles are overspent against the annual budget.
Grand Total	20,364,900	16,722,875	(3,642,025)	3,828,800	186,775	

CORPORATE SUPPORT

Scheme	Revised Annual Budget £	Expenditure to date £	Variance to date £	Carry Forwards £	Adjusted Variance £	Details of major variance
ICT Infrastructure	439,600	409,978	(29,622)	29,600	(22)	Part of ICT Strategy Business Case. Implementation has been delayed.
Grand Total	439,600	409,978	(29,622)	29,600	(22)	

ECONOMIC DEVELOPMENT

Scheme	Revised Annual Budget £	Expenditure to date £	Variance to date £	Carry Forwards £	Adjusted Variance £	Details of major variance
Carlisle Citadels	934,700	925,922	(8,778)	0	(8,778)	Project complete.
Towns Deal - Caldew Riverside Remediation	842,500	195,932	(646,568)	646,600	32	Funding received from the Town Deal Capital Accelerated Fund and presented and approved by Executive 14/12/2020. Slippage from 2021/22 into 2022/23.
Planning Software	150,000	0	(150,000)	150,000	0	Project yet to start.
Future High Street Fund - 6-24 Castle Street	127,700	16,950	(110,750)	110,700	(50)	Slippage from 2021/22 into 2022/23 in line with revised approved Memorandum of Understanding.
Future High Street Fund - Central Plaza	80,000	42,531	(37,469)	37,500	31	
Future High Street Fund - Market Square	80,000	0	(80,000)	80,000	0	
Future High Street Fund - Devonshire Street	40,000	0	(40,000)	40,000	0	
Future High Street Fund - Delivery Costs	89,000	65,046	(23,954)	24,000	46	
Affordable Homes	600,800	0	(600,800)	600,800	0	Use of Affordable Homes Commuted Sums to bring empty properties back into use approved by Executive 02/08/2021 (ED25/21). Slippage from 2021/22 into 2022/23.
Grand Total	2,944,700	1,246,381	(1,698,319)	1,689,600	(8,719)	

FINANCE AND RESOURCES

Scheme	Revised Annual Budget £	Expenditure to date £	Variance to date £	Carry Forwards £	Adjusted Variance £	Details of major variance
Financials Upgrade	80,900	37,444	(43,456)	43,500	44	Increase to capital programme to cover necessary improvements to the Financials System, fully funded from existing budgets. Slippage from 2021/22 into 2022/23.
Grand Total	80,900	37,444	(43,456)	43,500	44	

GOVERNANCE & REGULATORY SERVICES

Scheme	Revised Annual Budget £	Expenditure to date £	Variance to date £	Carry Forwards £	Adjusted Variance £	Details of major variance
Planned Enhancements to Council Property	378,800	251,085	(127,715)	127,700	(15)	Some slippage of planned projects into 2022/23.
Rough Sleeping Initiative	10,000	5,215	(4,785)	4,800	15	Capital grant received from DLUHC for the development of the Rough Sleeping Initiative. Slippage into 2022/23.
Gateway 44	896,200	63,617	(832,583)	300,000	(532,583)	Development and Improvement costs associated with the Junction 44 retail development. Slippage into 2022/23 for additional work require to reconfigure remaining units.
Disabled Facilities Grants	2,600,200	1,991,777	(608,423)	608,400	(23)	Mandatory Grants. Carry forward required into 2022/23.
Empty Property Grants	112,400	30,095	(82,305)	82,300	(5)	Discretionary grants to assist getting empty properties back into use. Carry forward required into 2022/23.
On Street Charging Infrastructure	102,800	102,227	(573)	0	(573)	Project complete.
LED Footway Lighting Installation	29,700	20,527	(9,173)	0	(9,173)	Project complete.
Footway Lighting Melbourne Park	22,200	22,175	(25)	0	(25)	Project complete.
Energy Monitoring System	12,000	0	(12,000)	12,000	0	To provide an Energy Management System to be installed to monitor energy usage across Council owned property. Slippage into 2022/23.
Asset Demolition	44,000	44,026	26	0	26	Project complete.
Grand Total	4,208,300	2,530,744	(1,677,556)	1,135,200	(542,356)	

EXCEPTIONAL ITEMS CAPITAL EXPENDITURE

Scheme	Revised Annual Budget £	Expenditure to date £	Variance to date £	Carry Forwards £	Adjusted Variance £	Details of major variance
IC Buildings Flood Capital	7,200	7,164	(36)	0	(36)	Project complete.
Grand Total	7,200	7,164	(36)	0	(36)	

Scheme	Original Capital Programme 2022/23 £	Carry Forwards from 2021/22 £	Carry Forwards from 2021/22 £	Other Adjustments £	Revised Capital Programme 2022/23 £
<u>Current non-recurring commitments</u>					
Sands Centre Redevelopment	3,450,200	0	3,240,900	0	6,691,100
Energy Monitoring System	0	0	12,000	0	12,000
Future High Street Fund - Market Square	1,011,800	377,300	80,000	(390,000)	1,079,100
Future High Street Fund - 6-24 Castle Street	510,700	42,600	110,700	(170,200)	493,800
Future High Street Fund - Central Plaza	1,787,300	632,400	37,500	(1,669,700)	787,500
Future High Street Fund - Devonshire Street	220,900	33,600	40,000	(54,500)	240,000
Future High Street Fund - Delivery Costs	122,500	33,400	24,000	(100)	179,800
Cemetery Infrastructure	0	0	5,700	0	5,700
Carlisle Southern Link Road	5,000,000	0	0	0	5,000,000
Planning Software	0	0	150,000	0	150,000
Play Area Improvements	250,000	0	205,500	0	455,500
Sands Car Park Resurfacing	210,000	0	0	0	210,000
Swifts Car Park Resurfacing	200,000	0	0	0	200,000
Towns Deal - Caldew Riverside	0	0	646,600	0	646,600
Gateway 44	0	0	300,000	0	300,000
Rough Sleeping Initiative	0	0	4,800	0	4,800
Bitts Park Public Realm	0	32,000	10,000	0	42,000
Financials Upgrade	0	0	43,500	0	43,500
Affordable Homes	0	0	600,800	0	600,800
Sustainable Warmth Competition	17,745,000	2,210,000	0	0	19,955,000
	30,508,400	3,361,300	5,512,000	(2,284,500)	37,097,200
<u>Recurring commitments</u>					
Planned Enhancements to Council Property	250,000	80,000	127,700	0	457,700
Vehicles, Plant & Equipment	1,185,500	0	366,700	0	1,552,200
Recycling Containers	45,000	0	0	0	45,000
ICT Infrastructure	410,400	54,000	29,600	0	494,000
	1,890,900	134,000	524,000	0	2,548,900
<u>Disabled Facilities Grants</u>					
Private Sector Grants	1,899,800	800,000	608,400	255,800	3,564,000
Empty Property Grants	0	0	82,300	0	82,300
	1,899,800	800,000	690,700	255,800	3,646,300
TOTAL	34,299,100	4,295,300	6,726,700	(2,028,700)	43,292,400
<u>Capital Reserves to be released</u>					
Crematorium Infrastructure	1,775,000	0	350,000	0	2,125,000
Cemetery Infrastructure	0	0	30,000	0	30,000
	1,775,000	0	380,000	0	2,155,000
REVISED TOTAL	36,074,100	4,295,300	7,106,700	(2,028,700)	45,447,400

Scheme	Proposed Capital Programme 2023/24 £	Original Capital Programme 2024/25 £	Original Capital Programme 2025/26 £	Original Capital Programme 2026/27 £
Private Sector Grants	2,155,600	2,155,600	2,155,600	2,155,600
Planned Enhancements to Council Property	250,000	250,000	250,000	250,000
Vehicles, Plant & Equipment	2,131,500	1,139,000	1,166,000	1,213,000
ICT Infrastructure	0	75,700	101,400	101,400
Recycling Containers	45,000	45,000	45,000	45,000
Sands Centre Redevelopment	0	0	0	0
Carlisle Southern Link Road	0	0	0	0
Crematorium Infrastructure	875,000	0	0	0
Replacement of Flare Data Management System	0	0	0	0
Future High Street Fund - Market Square	1,692,700	0	0	0
Future High Street Fund - 6-24 Castle Street	624,200	0	0	0
Future High Street Fund - Central Plaza	3,919,600	0	0	0
Future High Street Fund - Devonshire Street	250,900	0	0	0
Future High Street Fund - Delivery Costs	122,500	0	0	0
TOTAL	12,067,000	3,665,300	3,718,000	3,765,000

Risk	Likelihood	Impact	Mitigation
Capital projects are approved without a full appraisal of the project and associated business case.	Remote	High	Strengthen the role of Transformation Sub-Group when considering capital project appraisals, to include consideration of business cases
Full capital and revenue costs of a project not identified.	Remote	High	Capital spending must meet statutory definitions. Financial Services to regularly review spending charged to capital. Appraisals to identify revenue costs, including whole life costs to improve financial planning.
VAT partial exemption rules are not considered.	Remote	High	Reduced impact following the decision to elect to tax land and property. To be considered as part of Project Appraisals and assessed by Financial Services.
Capital projects are not monitored nor reviewed (post contract) to ensure that the original business case assumptions have been achieved	Reasonably probable	Marginal	Better project management skills (including contract monitoring) have been introduced through PRINCE 2. Project managers to take more ownership and responsibility for the delivery of projects, including post contract reviews.
Capital projects are not delivered to time and/or are delayed due to the impact of COVID-19/Brexit on the supply of contractors and materials	Reasonably Probable	High	Significant slippage in the current capital programme. Better project management skills to be introduced through PRINCE 2. Project managers to take more ownership and responsibility for the delivery of projects. The review of the capital programme currently underway will address some of these issues.
Capital projects are not delivered to budget. Major variations in spending impact on the resources of the Council. Delays and increased costs due to COVID-19/significant inflationary increases	Reasonably Probable	High	Improved capital programme monitoring through PRINCE 2 and monthly financial monitoring. Corrective action to be put in place where necessary.
Assumptions on external funding for capital projects are unrealistic	Remote	High	Potential shortfalls arising from changes to external funding have to be met from other Council resources, so assumptions need to be backed by firm offers of funding before projects are submitted for appraisal. Risk increased due to uncertainty around funding, e.g. Government grants
Spending subject to specific grant approvals e.g. housing improvement grants, disabled persons adaptations varies from budget	Remote	Marginal	Specific grants are generally cash limited so variations in projects supported by funding of this nature will be monitored closely to ensure target spend is achieved to avoid loss of grant or restrictions on subsequent years grant funding.
Shortfall in level of capital resources generated from Capital Receipts	Probable	High	Economic downturn will impact - early warning so as not to over commit capital resources.



Carlisle City Council

Report to People Panel

Item
A.2(c)

Report details

Meeting Date:	9 June 2022
Portfolio:	Finance, Governance and Resources
Key Decision:	Yes: Recorded in the Notice Ref: KD.11/22
Policy and Budget Framework	Yes
Public / Private	Public
Title:	TREASURY MANAGEMENT OUTTURN 2021/22
Report of:	CORPORATE DIRECTOR OF FINANCE AND RESOURCES
Report Number	RD 05/22

Purpose / Summary:

This report provides the annual report on Treasury Management (Appendix A), as required under both the Financial Procedure rules and the CIPFA Code of Practice on Treasury Management. Also included is the regular report on Treasury Transactions (Appendix B) that was considered by Executive on 25 May 2022.

Questions for / input required from Scrutiny:

Members are asked to scrutinise the outturn position for Treasury Management in 2021/22.

Recommendations:

Members of the People Panel are asked to scrutinise this report.

Tracking

Executive:	25 May 2022
Scrutiny:	09 June 2022 (People Panel)
Audit Committee:	08 July 2022
Council:	19 July 2022



Carlisle City Council Report to Executive

Report details

Meeting Date:	25 May 2022
Portfolio:	Finance, Governance and Resources
Key Decision:	Yes: Recorded in the Notice Ref: KD.11/22
Policy and Budget Framework	Yes
Public / Private	Public
Title:	TREASURY MANAGEMENT OUTTURN 2021/22
Report of:	CORPORATE DIRECTOR OF FINANCE AND RESOURCES
Report Number	RD 05/22

Purpose / Summary:

This report provides the annual report on Treasury Management (Appendix A), as required under both the Financial Procedure rules and the CIPFA Code of Practice on Treasury Management. Also included is the regular report on Treasury Transactions (Appendix B).

Recommendations:

That this report be received and approved for recommendation to Council.

Tracking

Executive:	25 May 2022
Scrutiny:	09 June 2022 (People Panel)
Audit Committee:	08 July 2022
Council:	19 July 2022

1. Background

- 1.1 The purpose of this report is to inform Members on various Treasury Management issues.
- 1.2 **Appendix A1** to this report sets out a final report on Treasury Management in 2021/22 as required by the CIPFA Code of Practice on Treasury Management. **Appendix A2** highlights some performance measures and **Appendix A3** shows the final prudential indicators for 2021/22.
- 1.3 **Appendices B1-B3** details the schedule of Treasury Transactions for the period 1 January 2022 – 31 March 2022.

2. Risks

- 2.1 The Council's Treasury Management function is responsible for investing the Council's surplus cash balances and managing cash flows appropriately. The Treasury Management Strategy Statement and the Treasury Management Practices are completed and approved in line with the CIPFA Code and include appropriate mechanisms for dealing with the Council's investments and borrowing needs.

3. Consultation

- 3.1 People Scrutiny Panel will consider the report on 09 June 2022 and the Audit Committee will do so on 08 July 2022.

4. Conclusion and reasons for recommendations

- 4.1 That this report be received and approved for recommendation to Council.

5. Contribution to the Carlisle Plan Priorities

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

Contact details:

Contact Officer: Emma Gillespie Ext: 7289

Appendices attached to report:

- **Appendices attached to report:**
 - Appendix A1 – Treasury Management 2021/22**
 - Appendix A2 – Performance Measurement Statistics**
 - Appendix A3 – Prudential Code and Prudential Borrowing**
 - Appendix B1 – Treasury Transactions**
 - Appendix B2 – Investment Transactions**
 - Appendix B3 – Outstanding Investments**

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- **None**

CORPORATE IMPLICATIONS:

Legal – Treasury Management activities are delegated to the Corporate Director of Finance and Resources and Financial Procedure Rule 3.19 requires that she prepare an annual report on the topic. This Report fulfils that obligation.

Property Services – Not applicable

Finance – Included in the report

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

Information Governance – No implications

TREASURY MANAGEMENT 2021/22

1. INTRODUCTION

- 1.1 The CIPFA Code of Practice on Treasury Management (2021) requires that full Council should receive both a mid-term and an annual report on treasury management activities during the year. This report on the treasury function during 2021/22, while being first presented to the Executive, is therefore required to have the approval of full Council in order to comply with the CIPFA Code.
- 1.2 Regular reports on treasury transactions are presented to the Executive while an interim report on treasury management in 2021/22 was presented in November 2021 (RD49-21). The purpose of this report is to complete the process of accounting for the treasury function in the last financial year in compliance with the Code. Any funding and other financing transactions are detailed and placed in the context of money market conditions in 2021/22 while the City Council's investment activities are also discussed.

Separate papers (**A2** and **A3**) provide information on performance in 2021/22 and on the Prudential Code on local authority borrowing.

2. MONEY MARKET CONDITIONS

- 2.1 The following table sets out the levels of bank base rate in 2021/22.

	%
1 April 2021 – 15 December 2021	0.10
16 December 2021 – 02 February 2022	0.25
03 February 2022 – 16 March 2022	0.50
17 March – 31 March	0.75

- 2.2 Base rate has steadily risen through the back half of 2021/22 from 0.10% up to 0.75% at 31/03/22.
- 2.3 The pattern of long-term borrowing rates in 2021/22 can be gauged by the following table of Public Works Loans Board (PWLB) fixed rate maturity loans during the year. These are the rates cited in the regular Treasury Transactions reports and relate to the type of loan that historically has most usually been taken up by the City Council.

	1 Yr %	10 Yr %	25 Yr %
1 April 2021	1.02	1.46	2.17
31 March 2022	2.17	2.47	2.79
Highest Rate in 2021/22	2.28	2.58	2.88
Lowest Rate in 2021/22	0.99	1.29	1.76
Span of Rates	1.29	1.29	1.12

3. LONG TERM FUNDING

3.1 The Prudential Code on local authority borrowing came into operation on 1 April 2004. The principal effect of the Code was to abolish most central government control of local authority borrowing, a principle that has been a cornerstone of local government finance for over a century. Instead, authorities must follow the guidance laid down in the Code and they will be expected to comply with its requirements. These cover not just borrowing but any decision that determines whether the capital investment plans of an authority are affordable, prudent and sustainable. The Code is discussed in more detail in **Appendix A3**.

3.2 The City Council did not draw down any external long-term loans in 2021/22. The capital programme was funded internally from borrowing undertaken in 2019/20, by drawing from the authority's own resources, and from external grants and contributions.

4. DEBT RESCHEDULING

4.1 The City Council's long-term loans portfolio at the end of March 2022 consisted of two PWLB loans taken out at £9m and £5m (both taken out in 2019/20). Principal on both loans will be repaid each year with final repayments due in 2059 & 2039 respectively.

5. LOANS OUTSTANDING

5.1 Set out below is a schedule of outstanding external loans as at 31 March 2022.

	£
Public Works Loans Board (PWLB)	12,812,500
Short Term Loans	<u>12,800</u>
Total Loans Outstanding	<u>£12,825,300</u>

6. INVESTMENT TRANSACTIONS

- 6.1 As is apparent from the regular 'Treasury Transactions' reports, the City Council continues to be a frequent investor in the short-term money market and the interest earned from these transactions makes a valuable contribution to the overall level of the Council's revenue budget. Investments are placed only with the institutions that fall within the guidelines of the Council's approved Investment Strategy and a full schedule of investments at 31 March 2022 is set out in **Appendix B3**.
- 6.2 The total at that date (£25.866m) can be compared with an average figure in 2021/22 of over £25.307m and a peak amount of over £31.518m. The closing balance in 2020/21 was £14.289m.
- 6.3 The Investment Strategy for 2021/22 embraced a mixture of longer-term investments and monies lent out for shorter periods to meet anticipated cash flow needs e.g., grant and precept payment dates. There were no changes made to counter party limits in 2021/22.
- 6.4 Investment income in 2021/22 at £186,535 was above the original estimate of £166,800. Actual investment rates obtained from banks and building society investments in 2021/22 were generally around those expected when the budget was set. Increased cash balances due to large upfront funding payments (e.g., sustainable warmth project) helped to increase the overall investment return for the year. The average yield on the Council's investments held including the property fund in 2021/22 was 0.82%. This is a favourable return considering the position of bank base rates during the year and compares well against other local authorities.
- 6.5 At 31 March the investment in the CCLA Property Fund was yielding a return of 3.25%. Dividends received in 2021/22 totalled £127,825.99. The investment has also grown in capital value since the investment was placed in July 2014 from £2,836,893 (after entry costs of £163,107) to £3,866,729 (an increase of £1,029,836). The capital value for 2021/22 increased by £577,371. The overall increase in value offsets the initial entry costs but is still subject to fluctuations in the overall performance of the fund.

7 INVESTMENT STRATEGY 2022/23

- 7.1 The Investment Strategy must be agreed before the start of each financial year and the 2022/23 Strategy was approved by Council on 1 February 2022. While the principles of the Strategy remain fundamentally sound, any amendments to the current schedule of investments, if agreed by the Executive, must be approved by Council.

8. PERFORMANCE MANAGEMENT

- 8.1 The CIPFA Code places an increased emphasis on performance monitoring in an attempt to measure the efficiency of the treasury function. With treasury management, the difficulty in assessing performance arises from the very different circumstances of each authority and the fact that, for example, a long-term borrowing decision can affect an authority's measured performance for many years to come. Borrowing decisions invariably impact on investment decisions since, in cash flow terms, one can be the mirror image of the other.
- 8.2 **Appendix A2** sets out some performance indicators in respect of both loans and investments outturn for 2021/22 and 2020/21.

9. TREASURY CONSULTANCY SERVICE (TCS)

- 9.1 The City Council continues to employ Link Asset Services as its treasury management consultants. Link provide daily bulletins on both borrowing and investment issues and this helps advise both the investment and funding decisions that are taken by the Council.

10 CONCLUSIONS

- 10.1 At the end of March 2022, the City Council has substantial long-term PWLB borrowing of £12.812m. The loans will be paid back in equal instalments of principal over the lifetime of the loan. No additional borrowing was undertaken during 2021/22, although there was an anticipation that this would be undertaken. Enhanced cash balances during the year negated the requirement to take any additional long-term borrowing. The Medium-Term Financial Plan anticipates external borrowing to support the Council's capital programme in 2022/23 and this will be further assessed during future planning of the MTFP during the course of this year. The focus of the authority's treasury management activities also remains very much on the investment aspect of the function.
- 10.2 Investment conditions were very similar to as they were in 2020/21, although increases to bank base rates did start to occur during the latter part of the year, in part to try and mitigate increased inflationary pressures in the economy. The City Council's investment interest was still lower than the previous year, however the performance achieved was slightly better than bank base rate levels. Uncertainties around timing of repayments of S.31 grants led to cash balances being invested on a shorter-term basis to ensure the council had enough liquidity for day-to-day activities. These shorter dated investments then attracted lower investment returns. For this authority, as indeed for most others, reduction in investment income poses a very significant financial challenge. This has been alleviated somewhat by the decision to invest in the CCLA property fund which has performed well since initial investment.

10.3 The outlook for interest rates in the UK remains uncertain but there is a general expectation that bank base rates will rise steadily through 2022, particularly to counter any inflationary pressures on the overall economy.

CITY OF CARLISLEPERFORMANCE MEASUREMENT STATISTICS1. LOANS MANAGEMENT

	2021/22 %	2020/21 %
Average External Debt Rate - Carlisle	1.64	2.64

Comment

Average loan debt statistics tend to reflect borrowing decisions taken over a period of many years.

2. INVESTMENT MANAGEMENT (Inc. Property Fund)

	2021/22 %	2020/21 %
Average Return in Year - Carlisle	0.82	1.15
Average Bank Base Rate in Year	0.18	0.10

Comment

The City Council's rate of return in 2021/22 on its investments was below that obtained in 2020/21; this was due to keeping investments and cash balances available for liquidity purposes which then attracted lower investment returns.

THE PRUDENTIAL CODE AND PRUDENTIAL BORROWING

1. Introduction

- 1.1 The Local Government Act 2003 brought about a new borrowing system for local authorities known as the Prudential Code (the Code). This gives to Councils much greater freedom and flexibility to borrow without government consent so long as they can afford to repay the amount borrowed.
- 1.2 The aim of the Code is to support local authorities when making capital investment decisions. These decisions should also be in line with the objectives and priorities as set out in the Council's Corporate Plan.
- 1.3 The key objectives of the Code are to ensure, within a clear framework, that the capital investment plans of the Council are affordable, prudent and sustainable, or if appropriate to demonstrate that they may not be. A further key objective is to ensure that treasury management decisions are taken in accordance with good professional practice and in a manner that supports prudence, affordability and sustainability. These objectives are consistent with and support local strategic planning, local asset management planning and proper option appraisal. They also encourage sound treasury management decisions.

2. Prudential Indicators

- 2.1 To demonstrate that the Council has fulfilled these objectives, the Code sets out indicators that must be used. It is for the Council itself to set any indicative limits or ratios. It is also important to note that these indicators are not designed to be comparative performance figures indicators but to support and record the Council's decision-making process.
- 2.2 The final performance indicators for the current year, as compared to those reported in during the budget cycle are set out below. The compilation and monitoring of these indicators is central to the operation of the Code.

3 Supported and Unsupported (or Prudential) Borrowing

- 3.1 Local authorities have always funded a substantial element of their capital programme via borrowing. This continues to be the case but until the introduction of the Prudential Code any local authority borrowing was essentially based upon a government 'permission to borrow'. This was deemed to be supported borrowing as credit limits were supported through funding from Revenue Support Grant. Following the introduction of the Prudential Code in 2003, the permission to borrow was essentially withdrawn and Councils were given greater freedom to borrow so long as they can demonstrate that the revenue

consequences of such borrowing (i.e., the cost of the debt) are sustainable, affordable and prudent in the medium to long term.

	2021/22 Provisional Outturn £	2021/22 Revised Estimate £
(i) Capital Expenditure	20,954,586	28,045,600
(ii) Financing Costs		
Interest Payable - Re Borrowing	215,197	520,400
Investment Income	(186,535)	(166,800)
Total Financing Costs	28,662	353,600
(iii) Net Revenue Stream		
Funding from Govt Grants/Local Taxpayers*	14,556,000	14,556,000
(iv) Ratio of Financing Costs to Net Revenue Stream	0.20%	2.43%
The figures monitor financing costs as a proportion of the total revenue stream from government grants and local taxpayers. The increase in the ratio of financing costs is mainly attributable to the forecast reduction in investment income.		
(v) Incremental Impact on Council Tax	12.66	18.19
This indicator allows the effect of the totality of the Council's capital investment decisions to be considered at budget setting time.		
(vi) Authorised Borrowing Limit	45,100,000	45,100,000
Maximum Level of Borrowing and Other Long term Liabilities	12,825,300	12,825,300
The authorised borrowing limit is determined by Council prior to the start of the financial year. The limit must not be altered without agreement by Council and should not be exceeded under any foreseeable circumstances.		

* Business Rates Outturn still to be confirmed

	2021/22 Provisional Outturn £	2021/22 Revised Estimate £
(vii) Operational Borrowing Limit Maximum Level of Borrowing and Other Long term Liabilities The operational borrowing limit is also determined by Council prior to the start of the financial year. Unlike the authorised limit, it may be breached temporarily due to cashflow variations but it should not be exceeded on a regular basis.	40,100,000 12,825,300	40,100,000 12,825,300
(viii) Capital Financing Requirement (CFR) As at 31 March The CFR is a measure of the underlying borrowing requirement of the authority for capital purposes.	34,154,851	40,544,000

(a) Prudence and Sustainability

	2021/22 £
(i) Target New Borrowing to Date Long Term Borrowing taken in 2021/22	29,500,000 0
(ii) Target Percentage of Fixed Rate Long Term Borrowing Actual as at 31 March 2022	100% 100%
(iii) Target Percentage of Variable Rate Long Term Borrowing Actual as at 31 March 2022 Prudent limits for both fixed and variable rate exposure have been set at 100%. This is due to the limited flexibility available to the authority in the context of its overall outstanding borrowing requirement.	100% 0%
(iv) Target Minimum Level of Investments Classified as Specified Actual Level of Specified Investments as at 31 March 2022 As part of the Investment Strategy for 2021/22, the Council set a minimum level of 50% for its specified as opposed to non specified investments. The two categories of investment were defined as part of the Strategy but for the City Council non specified investments will presently refer mainly to either investments of over one year in duration or investments placed with building societies that do not possess an appropriate credit rating. These tend to be the smaller building societies.	50.00% 100.00%

TREASURY TRANSACTIONS
1 JANUARY 2022 TO 31 MARCH 2022

1. LOANS (DEBT)1.1 Transactions 1 January 2022 to 31 March 2022

	Raised		Repaid	
	£	%	£	%
P.W.L.B	0	0	112,500	1.80
P.W.L.B	0	0	125,000	1.33
Short Term Loans	0	0	0	0
Overnight Borrowing	0	0	0	0
	0		237,500	

This provides a summary of loans that have been raised or repaid, analysed by type, since the previous report.

1.2 Loans (Debt) Outstanding at 31 March 2022

	£
P.W.L.B	12,812,500
Short Term Loans	12,800
	12,825,300

1.3 Loans Due for Repayment

	PWLB £	Total £
Short Term Debt at 31 March 2022	475,000	475,000
		475,000

1.4 Interest Rates

Both Link Group and Capital Economics predict that rates will rise steadily through 2022/23 to 1.25% and 1.50% respectively by March 2023.

2. INVESTMENTS

	Made		Repaid	
	£	%	£	%
Short Term Investments	9,650,000	0.41-1.35	14,650,000	0.13-0.66
	9,650,000		14,650,000	

A full schedule of investment transactions is set out in **Appendix B2**. **Appendix B3** shows outstanding investments at 31 March 2022.

3. REVENUES COLLECTED

	Collected £	% of Amount Collectable %
Council Tax	67,732,678	96.59
NNDR	35,971,869	97.89
2021/22	103,704,547	97.03
Council Tax	63,686,663	95.67
NNDR	20,375,547	94.34
2020/21	84,062,210	95.34
Council Tax	62,143,990	97.12
NNDR	43,138,152	97.38
2019/20	105,282,142	97.22

Final collection levels were very similar to those of the previous two years.

4. BANK BALANCE

At 31 March 2022 the bank balance was £7,021,204.98 in credit.

This simply records the Council's bank balance at the end of the last day covered by the report.

5. OUTTURN ON TREASURY MANAGEMENT IN 2021/22

	Revised Estimate £000	Actual £000	Variance £000
Interest Receivable	167	186	19
Interest Payable	520	215	(305)
Less Rechargeable	(18)	(2)	16
	502	213	(289)
Debt Management	12	12	(0)
NET BALANCE	681	411	(270)

INVESTMENT TRANSACTIONS 1 JANUARY 2022 TO 31 MARCH 2022

INVESTMENTS MADE			INVESTMENTS REPAYED	
	£			£
Standard Chartered	2,000,000.00		Standard Chartered	2,000,000.00
HSBC	1,000,000.00		Goldman Sachs	1,000,000.00
HSBC	3,650,000.00		Goldman Sachs	1,000,000.00
Standard Chartered	1,000,000.00		Goldman Sachs	1,000,000.00
Standard Chartered	2,000,000.00		HSBC	1,000,000.00
			HSBC	2,350,000.00
			HSBC	1,300,000.00
			Standard Chartered	1,000,000.00
			Federated	4,000,000.00
TOTAL	9,650,000			14,650,000
			Bfwd	30,696,229
			Paid	9,650,000
			Repaid	14,650,000
			CCLA increase	170,500
			Total	25,866,729

Outstanding Investments as at 31 March 2022

Appendix B3

Category	Borrower	Principal (£)	Interest Rate	Start Date	Maturity Date	Current Days to Maturity	Days to maturity at execution	Total Interest Expected (£)
	HSBC	5,000,000	0.66%			Call1		
	Standard Chartered	1,000,000	0.31%	04/01/2022	29/04/2022	29	115	977
	HSBC	5,000,000	0.75%			Call31		
	Standard Chartered	1,000,000	0.36%	04/01/2022	27/05/2022	57	143	1,410
	Standard Chartered	1,000,000	0.81%	25/02/2022	24/06/2022	85	119	2,641
	Standard Chartered	1,000,000	1.23%	30/03/2022	29/07/2022	120	121	4,078
	Standard Chartered	1,000,000	1.35%	30/03/2022	26/08/2022	148	149	5,511
	Santander	7,000,000	0.73%			Call180		
Total Investments		£22,000,000	0.74%					£14,616
CCLA Property Fund		3,866,729	3.25%	31/07/2014	3,000,000	(163,107)	2,836,893	866,729

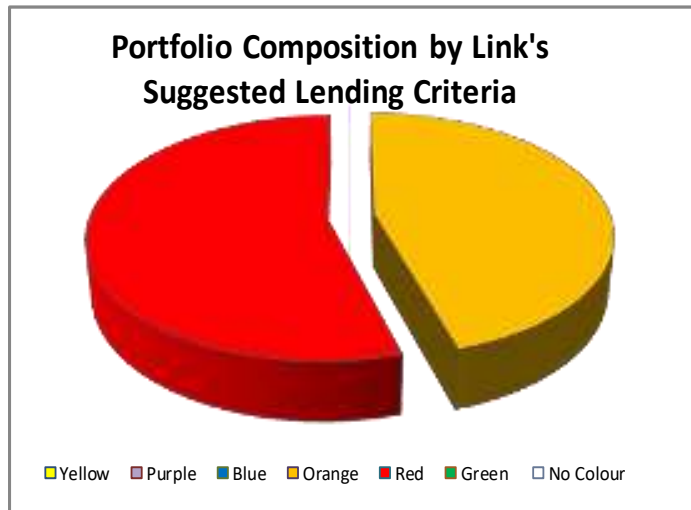
1. Entry Costs were charged against Treasury Management Budget in 2014/15

N.B Interest is recognised in the appropriate financial year in which it is due. The category colour represents the duration of investment recommended by Link Asset Services, the Council's Treasury Advisors. Those investments with No colour, are still within the Council's investment Strategy and are therefore deemed suitable for investing.

Investments Summary Sheet

	% of Portfolio	Amount	% of Colour in Calls	Amount of Colour in Calls	% of Call in Portfolio	Weighted Average Rate of Return WARoR	Weighted Average Days to Maturity WAM	Weighted Average Days to Maturity from Execution WAM at Execution
Yellow	0.00%	-	0.00%	-	0.00%	0.00%	0	0
Purple	0.00%	-	0.00%	-	0.00%	0.00%	0	0
Blue	0.00%	-	0.00%	-	0.00%	0.00%	0	0
Orange	45.45%	10,000,000	100.00%	10,000,000	45.45%	0.71%	16	16
Red	54.55%	12,000,000	58.33%	7,000,000	31.82%	0.76%	142	159
Green	0.00%	-	0.00%	-	0.00%	0.00%	0	0
No Colour	0.00%	-	0.00%	-	0.00%	0.00%	0	0
	100.00%	22,000,000	77.27%	17,000,000	77.27%	0.74%	85	94

Weighted Average Risk				
Risk Score for Colour (1 = Low, 7 = High)	Mar 2022	Dec 2021	Sep 2021	Jun 2021
1	0.0	0.1	0.0	0.00
2	0.0	0.0	0.0	0.0
3	0.0	0.0	0.0	0.0
4	1.8	1.5	1.7	1.9
5	2.7	2.4	2.8	2.6
6	0.0	0.0	0.0	0.0
7	0.0	0.0	0.0	0.0
	4.5	4.0	4.5	4.5



	Link's Suggested Criteria
Y	Up to 5 Years
P	Up to 2 Years
B	Up to 1 Year
O	Up to 1 Year
R	Up to 6 months
G	Up to 3 months
N/C	No Colour

Normal' Risk Score	3.5	3.5	3.5	3.5



Carlisle City Council Report to People Panel

Item
A.2(d)

Report details

Meeting Date:	9 June 2022
Portfolio:	Finance Governance and Resources
Key Decision:	Yes: Recorded in the Notice Ref: KD11/22
Policy and Budget Framework	Yes
Public / Private	Public
Title:	COUNCIL TAX PROVISIONAL OUTTURN 2021/22
Report of:	CORPORATE DIRECTOR OF FINANCE AND RESOURCES
Report Number:	RD06/22

Purpose / Summary:

This report summarises the 2021/22 provisional outturn and performance position for Council Tax and was considered by Executive on 25 May 2022.

Questions for / input required from Scrutiny:

Members are asked to scrutinise the outturn position for Council Tax and note the performance and position with regard to write offs and bad debts.

Recommendations:

Members of the People Panel are asked to scrutinise this report.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	19 July 2022



Carlisle City Council Report to Executive

Report details

Meeting Date:	25 May 2022
Portfolio:	Finance Governance and Resources
Key Decision:	Yes: Recorded in the Notice Ref: KD11/22
Policy and Budget Framework	Yes
Public / Private	Public
Title:	COUNCIL TAX PROVISIONAL OUTTURN 2021/22
Report of:	CORPORATE DIRECTOR OF FINANCE AND RESOURCES
Report Number:	RD06/22

Purpose / Summary:

This report summarises the 2021/22 provisional outturn and performance position for Council Tax.

Recommendations:

Members are asked to:

- (i) note the provisional outturn position at 31 March 2022 for Council Tax, and
- (ii) note the current position with regard to business rates and to write offs and bad debt trends.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	19 July 2022

1. Background

1.1 The aim of this report is to:

- i) Advise Members of the current position on the 2021/22 Council Tax and Business Rates Accounts i.e., the total value of accounts raised and how much has been collected in the 2021/22 financial year.
- ii) Highlight and explain any variances against the expected (or budgeted) position.

2. Council Tax Provisional Outturn as at 31 March 2022

2.1 Collection Fund (Council tax)

2.1.1 The Council Tax Collection Fund records all the entries in relation to income and expenditure in relation to Council Tax. For budgeting purposes, the Collection Fund position is estimated on 15th January each year and it is this figure that forms the basis of the following year's budget.

2.1.2 In setting the budget for 2021/22, the position on the collection fund was estimated to a deficit of £1,204,081, with the Council's share being £146,948.37. However, amended regulations (Local Authorities (Collection Fund: Surplus and Deficit) (Coronavirus) (England) Regulations 2020) during the COVID-19 pandemic allowed Council's the opportunity to 'spread' the in-year (2020/21) deficit over 3-years. Therefore, the amount of the deficit recognised in 2021/22 was £526,608, with the Council's share being £64,268.29.

2.1.3 When the final position was calculated at the end of 2020/21 the deficit on the Council Tax Collection Fund was actually £1,202,142 of which the Council's share was £144,909.44 (compared to £146,948.37). This decrease in the deficit is then taken into account and redistributed in the budgeted estimate for 2022/23.

2.1.4 The actual collection fund position for 2021/22 has been calculated and the deficit has decreased, now standing at £587,456 with the Council's share being £70,813. This improved position is as a result of the normalisation of recovery Council Tax debt following the pandemic. In January 2022, the estimated collection fund position was a surplus of £981,853. When the estimate was prepared in January the expected level of income between January and March was anticipated to be higher. The year end collection rate of 96.59% remained lower than pre-pandemic levels (97.12% in 2019/20). The current position on the Council Tax Collection Fund is shown below:

Carlisle City Council	£000
Balance Brought Forward (Surplus) / Deficit	1,202
Council Tax Income (Net)	(70,305)
Precepts from Major Preceptors	
Cumbria County Council	51,932
Police & Crime Commissioner for Cumbria	9,435
Carlisle City Council	8,411
Impairment of Debts / Bad Debt Provision	439
In Year Deficit	(88)
Contribution towards previous years (surplus) / Deficit	527
Total Carried Forward Deficit	587
Distributed to preceptors:	
Cumbria County Council	437
Police & Crime Commissioner for Cumbria	79
Carlisle City Council	71

The Council's share of the deficit on the Collection fund is carried forward on the Balance Sheet and will be distributed as part of the budget process in 2023/24 as part of the new Cumberland Council. The in-year deficit is as a result of an increase in the bad debt provision and a decrease in income collected.

3. Council Tax Collection Performance

- 3.1 The Council's Council Tax collection performance for 2021/22 was 96.59% (2020/21 – 95.67%).

4. NNDR Provisional Outturn as at 31 March 2022

- 4.1 It should be noted that the statutory return to government on the final Business Rate Retention Scheme (BRRS) position, known as the NNDR3 is still being compiled with the deadline for this form to be submitted being 30 June. Therefore, it is not possible at this time to report the final outturn position and the impact on both the Collection Fund and General Fund. A separate report will be brought to the next Executive (27 June 2022) with the final NNDR outturn and collection fund position once the NNDR3 has been completed.
- 4.2 2021/22 is the ninth year of the Business Rate Retention Scheme and the Collection Fund Accounting Regulations and the sixth year the Council has participated in the Cumbria Pooling arrangement.

- 4.3 For 2021/22, the BRRS baseline for the Council of £3.335m was used as its budget estimate for income to be retained from Business Rates and an additional £2.700m was estimated to be generated from additional business rate income over the baseline level and from the effects of participating in the Cumbria Pool. A further £0.174m was expected for the Business Rate Multiplier Grant.
- 4.4 Under normal circumstances any additional income over and above the baseline level is shared 50/50 between the Council and Central Government in what is known as a 'levy'. However, local areas can form combined pools, where the net position of top ups and tariffs result in the pool being a net top-up authority. The benefit of forming the pool is that 100% of additional income is kept within that pool and not paid over to central government, meaning the local area benefits from growth in business rate income. However, there are also potential risks as the pool has to deal with any fall in business rates itself as the Government will not pay any safety net payments when income falls below 92.5% of the baseline.
- 4.5 The County Council are the administering body for the pool, with all Districts in Cumbria participating in the arrangement. Each district pays the 50% levy that would have gone to Central Government into the Pool. This is then distributed amongst the members on an agreed formula. The distribution is as follows:

Gross Retained Levies

- Administration Costs by County Council
- = Net Retained Levy

40% distributed on basis of spending baseline proportions

40% distributed on basis of gross levy proportions (i.e. how much each authority pays into the pool)

20% retained as a volatility reserve for any future decline in income

4.6 2021/22 Outturn

There are three elements to the 2021/22 outturn, firstly the performance of the City Council's Business Rate Retention, secondly the performance of the Pool and finally the performance of the Collection Fund.

Once the final outturn is known and the NNDR3 completed, the impact will be included in the Statement of Accounts including the impact on the Cumbria Business Rates Pool.

Due to the COVID-19 pandemic, Government announced that there would continue to be additional expanded relief given to the retail, leisure and hospitality sector for the first part of 2021/22. As in 2020/21, the Council would not collect Business

Rates from these businesses in the period the relief was given, and the Government provided compensation to local authorities in the form of a Section 31 Grant. The Council has therefore received approx. £8.1m to date in respect of this expanded retail and nursery relief. However, this compensation has been paid gross, i.e., the 50% local share and the 50% central government share. Once the NNDR3 is completed and a final amount of relief is known for the year, the Council will only recognise its share of the grant in the general fund which will be approximately 40% of the above amount.

As the grant is credited to the general fund and not the collection fund as is the case for any rating income collected, the Collection Fund will be in deficit to a similar amount (due to the non-collection of the business rate income). Therefore, it will again be necessary to carry forward a proportion of the received S.31 grant to offset the potential deficit into 2022/23 through an earmarked reserve (as was the case in 2021/22).

5. Bad Debt Write-Offs for NNDR, Council Tax and Debtors (including Penalty Charge Notices)

- 5.1 In accordance with Constitution, the Corporate Director of Finance and Resources is delegated with authority for the write-off of outstanding debts, without limit, and the Executive is asked to note that debts totalling £28,207.05 have been written off for the period 1st January 2022 to 31st March 2022; such bad debts are summarised for the Executive's information in Table 1 of this report. The total amount written off in 2021/22 of £564,125.07 compares to total write-offs in 2020/21 of £630,397.33.
- 5.2 The write-ons itemised in Table 1 totalling £30,701.56 are in respect of balances originally written off that have since been paid and credit write-offs for the period 1st January 2022 to 31st March 2022.
- 5.3 Also noted in Table 1 are the cumulative write offs and write-ons 1st April 2021- 31st March 2022. Total write-ons for 2021/22 were £48,231.59 compared to £15,549.36 in 2020/21.

Table 1

Type of Debt	Write offs 01/04/21 - 30/06/21 Quarter 1				Write offs 01/07/21 - 30/09/21 Quarter 2				Write offs 01/10/21 - 31/12/21 Quarters 3				Write offs 01/01/22 - 31/03/22 Quarter 4				Total Write offs 2021/22			
	No	Write Offs	No	Write Ons	No	Write Offs	No	Write Ons	No	Write Offs	No	Write Ons	No	Write Offs	No	Write Ons	No	Write Offs	No	Write Ons
NNDR	20		8	3,223.13	1		4		8	7,269.74	10	1,728.54	5	23,317.75	3	267.17	34	428,203.11	25	5,337.22
NNDR (PSC)		394,188.42				3,427.20		118.38									0	0.00	0	0.00
Council Tax	31		16	2791.91	33		22		62	62,761.23	23	5,654.67	15	3,461.69	48	30,102.58	141	128,728.70	109	42,349.15
Debtors																	0	0.00	0	0.00
Private Tenants																	0	0.00	0	0.00
Housing Benefit	14						11	28.73			43	182.89			14	249.49	14	2,133.13	68	461.11
Overpayments		2,133.13															0	0.00	0	0.00
General Fund	11		3	0.67	12		2	1.12	11	454.50			10	1344.61	11	82.32	44	2,676.13	16	84.11
Penalty Charge Notices																	0	0.00	0	0.00
On Street 16																	0	0.00	0	0.00
Off Street 3	23				4								1	83.00			28	2,384.00	0	0.00
																	0	0.00	0	0.00
TOTAL	99	435,997.78	27	6,015.71	50	29,434.77	39	3,948.22	81	70,485.47	76.00	7,566.10	31	28,207.05	76	30,701.56	261	564,125.07	218	48,231.59

6. Outturn position, Write-Offs/Write-ons via Debtor type

6.1 The outturn position in respect of 2021/22 on a cumulative basis by fund indicates total debts written off amount to £564,125.07.

6.2 Write offs were debited as follows:

	£
Council Tax (Collection Fund	128,728.70
NNDR	428,203.11
General Fund	7,193.26
Total	564,125.07

6.3 Write-ons were credited as follows:

	£
Council Tax (Collection Fund	42,349.15
NNDR	5,337.22
General Fund	545.22
Total	48,231.59

6.4 In the case of General Fund, the write-offs will be charged against provisions made for bad debts (except for PCN's which are accounted for on a cash basis). However, VAT which has been separately identified will be recouped in future VAT returns. Write-off/Write on of Council Tax will fall against the Collection Fund provisions within those accounts. Any Council Tax Court Costs written off will be charged against the costs 'Bad Debt' provision within the General Fund.

	General Fund	Council Tax	Total
Opening Bad Debt Provision	1,326,778	2,711,505	4,038,283
Closing Bad Debt Provision	1,336,646	3,010,562	4,347,208

N.B. The Bad Debt provision for NNDR is still to be calculated.

7. Risks

7.1 With the implementation of Business Rate Retention, the Council relies on Business Rate income to support its service delivery. Any significant loss of income would have a significant impact on the Council's Medium-Term Financial Plan.

8. Consultation

8.1 People Panel will consider the report on 9 June 2022.

9. Conclusion and reasons for recommendations

9.1 The provisional outturn position and comments on performance will feed into the overall Revenue accounts for 2021/22.

10. Contribution to the Carlisle Plan Priorities

10.1 The collection of Council Tax and NNDR directly affects all residents receiving services from Carlisle City Council.

Contact details:

Contact Officer: Steven Tickner

Ext: 7280

Appendices attached to report:

-

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

- None

Corporate Implications:

Legal - The Council has a statutory obligation to collect Council Tax (Local Government Finance Act 1992 and Council Tax (Administration and Enforcement) Regulations 1992 and NNDR (Local Government Finance Act 1988).

Property Services – No implications

Finance – Included within this report

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

Information Governance- No implications



Carlisle City Council Report to People Panel

Item
A.2(e)

Meeting Date: 9 June 2022
Portfolio: Finance, Governance and Resources
Key Decision: Yes: Recorded in the Notice Ref: KD.11/22
Policy and Budget Framework: Yes
Public / Private: Public

Title: Elected Members' Allowances - Provisional Outturn 2021/22
Report of: Corporate Director of Finance and Resources
Report Number: RD07/22

Purpose / Summary:

This report sets out the level of allowances paid to Members as part of the Elected Members' Allowances Scheme for 2021/22.

Questions for / input required from Scrutiny:

Members are asked to scrutinise the outturn position for Members Allowances.

Recommendations:

Members of the People Panel are asked to scrutinise this report.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	n/a



Carlisle City Council Report to Executive

Meeting Date: 25 May 2022
Portfolio: Finance, Governance and Resources
Key Decision: Yes: Recorded in the Notice Ref: KD.11/22
Policy and Budget Framework: Yes
Public / Private: Public

Title: Elected Members' Allowances - Provisional Outturn 2021/22
Report of: Corporate Director of Finance and Resources
Report Number: RD07/22

Purpose / Summary:

This report sets out the level of allowances paid to Members as part of the Elected Members' Allowances Scheme for 2021/22.

Recommendations:

The Executive is asked to receive the report and note the overall underspend of £17,937 on allowances for 2021/22.

Tracking

Executive:	25 May 2022
Scrutiny:	9 June 2022 (People Panel)
Council:	n/a

1. Background

1.1 Set out in the attached **Appendix 1** are the amounts paid directly to individual Members as part of the Elected Members' Allowances Scheme for 2021/22 as required under paragraph 15 of the Local Authority (Members Allowances) (England) regulations 2003.

2. Proposals

2.1 The detail in respect of Travel and Subsistence for Members collectively is provided in paragraph 2.6.

2.2 The overall position is summarised as follows:

	Budget £	Outturn £	Variance £
Basic Allowance	191,000	186,224	(4,776)
Special Responsibility allowance	88,700	84,460	(4,240)
Dependent Carers' Allowance	0	0	0
Travel	7,900	979	(6,921)
Subsistence	2,000	0	(2,000)
Total	289,600	271,663	(17,937)

2.3 There is an underspend overall of £17,937.

2.4 The Basic Allowance budget is under-spent because budgets are allocated for a full year from April and there were vacancies on the Council for some part of the year.

2.5 The Special Responsibility Allowance budget is slightly under-spent. This is partly due to committees not sitting until later in the year and therefore allowances only being paid for part of the year. In addition, Members are only entitled to receive one Special Responsibility Allowance and therefore if they hold two positions that attract an allowance only one will be paid.

2.6 Details of Travel and Subsistence:

	Budget £	Outturn £
Public Transport		
• Public transport costs in respect of attendance at committee meetings and other approved duties	2,100	117
• Planning Site visits and other approved duties	1,200	580
	3,300	697
Mileage Expenses		
Mileage costs in respect of attendance at committee meetings and other approved duties	4,600	282
Subsistence Expenses		
Subsistence costs in respect of attendance at committee meetings and other approved duties	2,000	0

Please note that subsistence covers items such as:

- Accommodation
- Car parking charges
- Out of pocket expenses
- Meals

3. Risks

3.1 There are no risks associated with the Members outturn report.

4. Consultation

4.1 The report will be considered by people Panel on 9 June 2022.

5. Conclusion and reasons for recommendations

5.1 The Executive is asked to receive the report and note the overall underspend of £17,937, with the Members' Allowances Scheme for 2021/22.

6. Contribution to the Carlisle Plan Priorities

6.1 Members allowances form part of the Council's revenue budget and there is a requirement to report the outturn against the budget as part of the overall Council outturn position.

Contact Officer: Alison Taylor

Ext: 7290

Appendices attached to report:

- Appendix 1 – Members' Allowances summary 2021/22

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

- None

Corporate Implications:

Legal - As stated within the body of the Report, the details herein are required to be reported by virtue of Regulation 15 of the Local Authorities (Members' Allowances) (England) Regulations 2003.

Property Services – not applicable.

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

Equality - not applicable.

Information Governance - not applicable.

MEMBERS' ALLOWANCES SUMMARY 2021/22

APPENDIX 1

Init	Surname	Basic	Became a councillor	Ceased to be a councillor	SRA	Travel	Subsistence	Notes
Ruth	Alcroft	4,887.00						
Trevor	Allison	4,887.00						
Louise	Atkinson	4,887.00						
James	Bainbridge	4,887.00			4,497.00			
Robert	Betton	4,887.00			542.78			
Pamela	Birks	4,887.00						
Jeffrey	Bomford	4,887.00						
Marilyn	Bowman	4,887.00			1,929.00			SRA wef 24/05/2021
Lisa	Brown	4,887.00			4,497.00			
Nigel	Christian	4,887.00			6,735.00			
John	Collier	4,887.00			745.94	21.76		SRA wef 03/08/2021
Helen	Davison	4,887.00			163.74			SRA ceased 21/05/2021
John	Denholm	1,484.49		21/07/21				
Gareth	Ellis	4,887.00			11,229.00			
Christine	Finlayson	4,887.00			374.75			SRA wef 01/03/2022
Anne	Glendinning	4,887.00						
Colin	Glover	4,887.00			471.77			SRA ceased 21/05/2021
Stephen	Higgs	4,887.00			6,735.00			
Neville	Lishman	4,400.93	07/05/21					
Elizabeth	Mallinson	4,887.00			6,735.00			
John	Mallinson	4,887.00			17,967.00	117.22		
Ann	McKerrell	4,887.00						
Niall	McNulty	(105.10)		23/03/21	(24.26)			SRA ceased 23/03/2021
Keith	Meller	4,887.00			4,497.00			
Linda	Mitchell	4,400.93	07/05/21					
Michael	Mitchelson	4,887.00						
David	Morton	4,887.00			3,647.57			SRA wef 09/06/2021
Nigel	Nedved	4,887.00			5,413.35			SRA wef 24/05/2021
John	Paton	4,101.59		02/02/22	3,774.27			SRA wef 24/05/2021
Lucy	Patrick	4,887.00						
Fiona	Robson	4,887.00						
David	Shepherd	4,887.00						
Lee	Sherriff	4,887.00						
Christopher John	Southward	4,887.00						
Peter	Sunter	4,400.93	07/05/21					
Valerie	Tarbitt	4,033.09		28/02/22				
Les	Tickner	4,887.00			2,903.23			SRA wef 21/05/2021
Raymond	Tinnion	4,887.00			652.79	259.76		SRA ceased 21/05/2021
Jeanette	Whalen	4,887.00						
Jo-Anne	Williams	4,887.00			163.74			
Christopher	Wills	2,088.80	28/10/21					
STANDARDS COMMITTEE					1,010.04			
PLANNING VISITS						580.00		
Payroll System Adjustments		147.12			(200.67)			
	Sum:	186,223.78			84,460.04	978.74	0.00	

Note: subsistence covers items such as accommodation, car parking charges, out of pocket expenses and meals.



Carlisle City Council

Report to People Panel

Item
A.3

Report details

Meeting Date: 9th June 2022
Portfolio: Culture Heritage & Leisure
Key Decision: N/A
Policy and Budget Framework: No
Public / Private: Public

Title: SANDS CENTRE REDEVELOPMENT – PROGRAMME UPDATE AND PLANS FOR REOPENING
Report of: The Deputy Chief Executive
Report Number: CS 22/22

Purpose / Summary:

The purpose of this report is to build on the sequence of update reports to Scrutiny and inform members on the progress being made to the main Sands Centre redevelopment contract, other matters relating to the events centre and outline early plans for reopening.

The report covers the following areas:

- Main contract programme update (to the latest Monthly Progress Meeting 24th May 2022)
- Overview of activities relating to the events centre
- Early development of reopening plans and impact on the decant from The Pools site and the former Newman School facility.

Recommendations:

That members of the People Panel review the report, note the progress made and respond with any feedback and / or questions

Tracking

Executive:	-
Scrutiny:	9 th June 2022
Council:	-

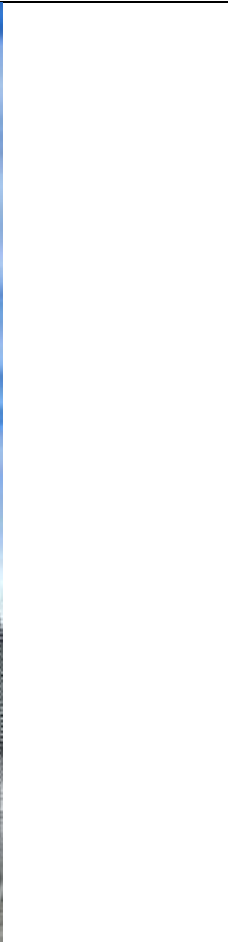
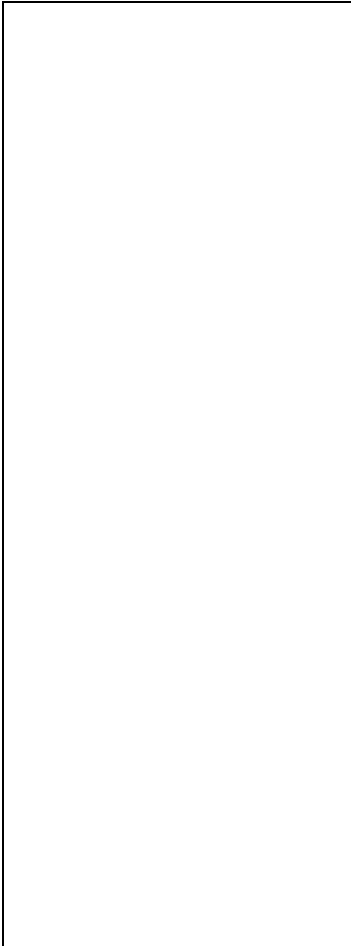
1. Background

- 1.1. The replacement of The Pools swimming facilities and the redevelopment of The Sands Centre site to improve wet and dry side sporting provision has been a long-term aspiration for the Council. Previous Council reports (6th March 2018, CS 16/18 and 25th June 2019, CS 17/19, 17th September 2020 CS 22/20 and 7th October CS 42/21) provide detailed background commentary on the development of the project and its progress via Scrutiny and Executive committees.
- 1.2. This report builds on the previous updates and provides members with an up to review of the current progress of the project.

2. Main contract programme update

- 2.1 The Sands Centre Redevelopment contract is now (at the time of writing) in week 77 of the programme.
- 2.2 Key highlights during this past period are as follows:

Highlighted progress	Relevant image (photos taken from NEC Supervisors Report No. 64 and site visit 24 th May)
Brickwork in progress to west elevation (facing Hardwicke Circus) – 93% of brickwork is now complete. External building cladding now also substantially complete	



Fitness suite
mechanical and
electrical (M&E)
progress – ventilation,
lighting and spinning
studio progress – 82%
of the whole site M&E
installation is
complete.



Pool Hall progress – 97% of main pool tiling is now complete. The tiling to the east wall to the Pool Hall is also now complete.

Lighting has been installed in the Pool Hall.

Glass balustrading to the viewing gallery is underway.

Ventilation equipment is now being installed and the small pool moveable floor will be installed from 26th May.



Street area – ground and first floor areas.

Floor tiling at first floor level now well advanced.

Main staircase now installed.

Lighting and grid installed for acoustic rafts.





NHS facility now advanced to installation of flooring, sanitary wear and ICT / Electrical points.



Pipework and other mechanical and electrical equipment now at advanced stage.



2.3 In addition to the photo update above, the following progress has also been made during this last period.

- Filter drainage laid to north elevation & external works in progress
- Connections for attenuation tank completed & Hydro-brake fitted
- Soffit in progress to entrance area
- Brickwork in progress to West Elevation
- Roofing works completed apart from minor works for apertures through roof
- Rooflights fitted, frames & window sections fitted.
- Hot melt system completed to Plant Roof, sealing around boiler flues in progress, pavings laid & gravel placed
- Fitting pool filtration pipework in well progressed to pool plant room & pump pit, insulating pipework in progress
- M&E installation in progress
- Work to plant room in progress, pipework installed & insulating pipework in progress
- 1stfix plumbing in progress, pipework installed & insulation to same prior to closing of IPS & boxings
- Ventilation fitted internally and in progress to roof area, insulation in progress to same.
- Air Handling Plant in place to plant roof area, insulation in progress to same
- Insulating pipework to 1stfloor in progress
- Window Installation to NHS rooms completed
- Metal rainscreen cladding in progress to east elevation
- Aluminium fin Rainscreen fitted to South Elevation
- Tiling in progress to learner pool walls
- Plasterboarding taping & filling in progress to internal partitions
- Wall tiling in progress to changing areas/toilets to ground & 1stfloor
- Wall tiling to main pool walls & floor in progress, epoxy grouting to pool floor in progress
- Rendering & plastering well progressed to ground floor areas
- Decoration to walls in progress to ground & 1stfloor walls
- Floor Screed to street floor completed & repairs to cracks in progress
- IPSunits fitted to ground floor toilet areas
- Joinery in progress, door sets to NHS rooms & pipe boxing
- Fire Stopping in progress

- Lift Installation well progressed, cars fitted.
- Decoration in progress to walls
- External work in progress, block paving in progress to west car parking bays
- Balustrading fitted to staircase to west elevation

(Extract from NEC Supervisors Weekly report No. 64)

2.4 Update from Site Progress Meeting No.18

Each month the Sands Project team (Council, contractor, project managers, cost consultants, GLL and Sport England representatives) meet to review progress, identify any issues arising and plan the month ahead.

At this month's meeting (24.05.22) the following updates on the project management were presented and discussed:

- The current contract programme position is now reported to be 10 working days behind programme. This delay in completion will have an impact on the sectional completion of the building. Currently this is estimated to be completed for hand over in mid-August. The contractor does not (currently) expect this delayed sectional completion to impact on the practical completion of the whole project planned for October 2022. The impact of this estimated additional 10 days on the programme is currently being reviewed by GLL and the Council.
- The project is being administered under a New Engineering Contract (NEC) and managed via various project management tools. The NEC operates via a system of:
 - Early Warning Notices: 'These must be issued as soon as a party becomes aware of 'any matter' which could affect the total of the prices, could delay completion or a key date, or impair the performance of the works in use.'
To 24.05.22 149 EWN's have been recorded on the project. 81 of these have been closed, 67 remain open and 1 is overdue.
 - Compensation Events: 'An event which can affect the cost to the Client of the work being carried out, the time when the works will be completed, or both. A compensation event is the only way in which these can be changed.'
To 24.05.22 150 CE's have been issued (from the contractor and Council). 84 have been closed, 11 remain open, 23 are awaiting quotations, 8 have been rejected.
 - Project Managers Instructions: These can cover a range of activities and are not automatically connected to any EWN or CE.

To 24.05.22 90 PMI's have been issued, 72 have been accepted by the contractor, 4 remain open, 13 have an overdue response and 1 has been cancelled.

3. Overview of activities relating to the events centre

During this last period no further works have taken place in the events centre. GLL have operated the facilities via the temporary portacabin entrance and bar areas.

In line with previous cycles a further structural engineers survey has been undertaken to review the condition of the RAAC roof structure in the events centre. This identified a need to investigate some signs of water ingress following the works undertaken to the roof last year. This investigation work has been reported to the Facilities Team for action. The report has not identified any additional risks related to this structure and recommends a further review in 12 months time.

4. Early development of reopening plans and impact on the decant from The Pools site and the former Newman School facility

4.1 During this last period work has focused on the following areas related to the decant and preparations for a soft opening of the new facilities.

- The Pools site: Further discussions have taken place (19.05.22) with the Friends of the Turkish Baths to review the resolutions from the deputation to City council (26.04.22) and develop plans for the ongoing operation of the site pre, during and post demolition. The Friends group also discussed their work to develop a business plan and early design for the site.
- Former Newman School site: Discussions have been ongoing with the NHS team working from this site and GLL regarding the timing of the site decant and operational requirements to secure a successful transfer. A further discussion has also taken place with Carlisle College regarding any longer-term prospect of using the site for education (sport, health and social care courses) and bespoke health and wellbeing activities. Carlisle College are currently working with their parent organisation (NCG) to establish if any expansion of the local education offer is feasible.

4.2 Work has now commenced on the re-opening plans for the new facilities. A series of meetings have been programmed to cover the key requirements for re-opening successfully.

- Physical decants (as outlined above)
- Communication of the site development, using existing web and social media opportunities

- Engagement of key stakeholders and opportunities to visit site (when safe and accessible)
- GLL marketing of the services and facilities – memberships deals, pricing and concessions
- Work to determine an official opening ceremony and celebration (planned for October / November 2022)

5. Risks

5.1 Risks related to the project continue to be monitored at a range of levels. Within the Council officers are monitoring the project risks within the Corporate Risk Register, Operational Risk Registers. Within the project team risks are also being monitored related to programme, costs, health and safety and quality.

6. Contribution to the Carlisle Plan Priorities

6.1 As previously reported, this project makes a substantial contribution to all of the current headline priorities.

Contact details:

Contact Officer: Darren Crossley Ext: 7004

Appendices attached to report:

- None

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

- None

Corporate Implications:

Legal – None related to this report

Property Services - None related to this report

Finance - None related to this report

Equality - None related to this report

Information Governance - None related to this report



Carlisle City Council

Report to

Item
A.4

Report details

Meeting Date: 9th June 2022
Portfolio: Communities Health & Wellbeing
Key Decision: No
Policy and Budget Framework: Yes/No
Public / Private: Public

Title: HEALTHY CITY 2022/23 PROGRAMME AND OPPORTUNITIES FOR BROADENING APPROACH BEYOND 2023
Report of: The Deputy Chief Executive
Report Number: CS 23/22

Purpose / Summary:

This report updates the panel on the work of the City Council's Healthy City Team in 2021/22 and programmed areas of work for 2022/23. The report also highlights work that will extend beyond March 2023 into the era of the new Cumberland authority.

Recommendations:

For the panel to review the report and provide guidance on the current work and potential opportunities for the Cumberland Council to consider moving beyond 2023.

Tracking

Executive:	
Scrutiny:	9/6/2022
Council:	

1.1. Healthy City Approach

Carlisle City Council first became involved in the World Health Organisation (WHO) Healthy Cities programme in 2009. To help better align the Authority's delivery with Health City priorities, a new Healthy City Team was created in 2019. It's focus is to deliver on the Council's strategic goal of improving the health and wellbeing of Carlisle District's communities through delivery of services and collaborative working with partners.

The team was formed of existing services related parks, arts and culture, events, health and physical activity and food to effectively work both internally and externally to promote enjoyment, levels of physical and social activity, connection with nature and cultural opportunities that maximise health and wellbeing benefits for the people of Carlisle City and District.

Additionally, the work in delivering health and wellbeing outcomes runs throughout many areas of the City Council including Planning, Economic Development, Environmental Health, Housing, Policy and Partnerships, Benefits Advice.

1.2. World Health Organisation (WHO) Healthy Cities Network

The City Council is part of phase VII of the WHO Healthy City programme. At its core the WHO Healthy Cities Network has the six "P"s.



The 6 "P's" of this programme and the UN Sustainable Development Goals (<https://www.undp.org/content/undp/en/home/sustainable-development-goals.html>) will be at the heart of the forthcoming WHO Carlisle Healthy City Strategy and the team's approach to responding to the impact of Covid on Carlisle District's communities.

2. CONTEXT

2.1. The Wider Determinants of Health

Good or bad health is not simply the result of individual behaviour, genetics and medical care. A substantial part of the difference in health outcomes is down to the social, economic and environmental factors that shape people's lives. These factors are collectively described as the wider determinants of health.

The Barton and Grant diagram below depicts the recognised determinants of health that may impact on individuals, households and communities.

The work of the WHO Carlisle Healthy City Forum and our own Healthy City Team is focused on improving natural habitats, influencing the design and development of the built environment, delivering or supporting living, playing and learning activities and growing social capital and local networks. The Healthy City Team focusses on the facilitation and delivery of projects that address the wider determinants of health in a targeted way whilst also developing the evidence base to show the impact the interventions are having.



2.2. Cumbria Joint Public Health Strategy (2019)

The Strategy, which is adapted from the “five capitals” model proposed by ‘Forum for the Future’ as a framework for sustainable systems. Interpreted for the purposes of a public health strategy, this model suggests that a community is healthy and sustainable when it has:

Natural assets: A high quality natural environment that provides opportunities for engagement with the natural world.

Human assets: People with the skills, knowledge, and experience that give them the capacity to take part in society and have meaningful and fulfilling lives.

Social assets: A good social infrastructure, with networks and institutions that allow people to connect to each other.

Physical assets: A good physical infrastructure including housing, transport, and a commercial environment that promotes healthy behaviours.

Financial assets: Adequate financial resources that are fairly distributed.

This strategy also takes inspiration from the WHO Healthy Cities 6 “P’s” model

The Cumbria Joint Health and Wellbeing Strategy is led by the Public Health team at Cumbria County Council under the direction of the Health and Wellbeing Board and Cumbria Public Health Alliance. It has four key themes and the work of the Healthy City Team will be primarily focussed on delivering of two of these:

- Tackling the wider determinants of health, and
- Improving Health and Wellbeing throughout the life course.

2.3. Update on recent work activity and Future Plans

The following table, using the who 6 P's provides an overview of the work of the Healthy City Team over the last 12 months, the work that is happening this year and where this could potentially develop as services move to Cumberland Council in April 2023.

	Update	2022 onwards Plans
<p>People <i>Investing in the people who make up our cities</i> We will prioritise the following issues which will have the greatest impacts on people's health and wellbeing:</p> <ul style="list-style-type: none"> – Promoting opportunities for healthy early years – Empowering older people to live healthy lives – Reducing social exclusion – Supporting and promoting public health priorities, such as healthy diet and weight. 	<p>Thriving Communities Social Prescribing project – The City Council is core partner in the externally funded network of social prescribing partnerships and activities that seek to meet the needs of residents in Carlisle & North Cumbria, with a particular emphasis on people impacted by loneliness and isolation following Covid-19.</p> <p>Outcomes to date: Social Prescribing Referrals: 50% self-referral, 25% third-sector, 24% health & social care sector. Wellbeing assessment taken before and after showed improvements across all areas of wellbeing using the Short Warwick-Edinburgh Mental Wellbeing evaluation, particularly “feeling useful” and “feeling relaxed”.</p> <p>Additional unexpected Legacy Outcomes:</p> <ul style="list-style-type: none"> • Lasting on site interventions e.g. hedgerow in Botcherby, adding to the Incredibly Edible Project at Brampton, mural at Longtown • New partnerships / connections between community centres and practitioners • New 'Reading & Conversation' group at Brampton <p>Healthy weight – a partner of the Cumbria Healthy Weight Partnership. Assisting with the promotion of the group's objectives, goals, initiatives, and measures throughout the year</p>	<p>Thriving Communities next steps</p> <ul style="list-style-type: none"> • Spring programme of 9 activities across 8 centres. • ACE / CCF Funded project wrap up: <ul style="list-style-type: none"> ○ Toolkit & Film ○ Exhibition Opening – Friday 1st July ○ Exhibition Tour – September 2022 – March 2023 • New Coordinator role CCC funded + cash match from Tullie House. • Inside Out programme – refreshed and delivered in partnership. • Develop the partnership for long term sustainability beyond 2023 and broaden reach to Cumberland. <p>Health and Wellbeing Hubs – Explore the potential for multi-agency health and wellbeing hubs in the City Centre and / or key rural locations. Offering information and referral/signposting, engagement and delivery of population health outcomes initiatives. This potentially also supports the ‘reinventing the high street’.</p> <p>Produce an ‘Age-Friendly Community’ strategy – which sets out a vision and priorities for the new authority to become part of the UK Network of Age-Friendly Communities. Their aim is to create: a place in which people mid – and later life are economically,</p>

	<p>i.e., Healthy Start vouchers are being directly delivered into local communities most in need via the Community Centres.</p>	<p>physically, and socially active, and where they are healthier, safe, informed, influential, independent, and respected.</p> <p>An Aging Well City – prior to 2020, the North West Regional Team of the Office for Health Improvement and Disparities (OHID), had little focus on the healthy ageing agenda. However, Covid-19 has highlighted the need to push this agenda within the region. The intention is to join the UK Network of Age-Friendly Communities. The network is made of 50 cities, towns, boroughs, districts, counties, and city regions, all working together to share learning and promote age-friendly practices.</p> <p>Healthy Early Years – supporting the Breastfeeding Friendly scheme in and around Carlisle by encouraging businesses and communities to register and become breastfeeding friendly venues.</p> <p>Healthy Weight – continue to support the Cumbria Healthy Weight Partnership via a variety of activities and initiatives. We are a major partner in the ‘Healthy and sustainable food systems for Cumbria’ partnership too.</p>
<p>Place <i>Designing urban places that improve health and well-being;</i> We will prioritise aligning the social, physical and cultural</p>	<p>Community Places</p> <ul style="list-style-type: none"> • Using Tribe Carlisle as a focal point for promoting cultural, physical and social activities in Bitts Park • Reopening of the Old Fire Station and ensuring the new operator delivers a varied and exciting cultural programme for residents and visitors in line with the contract 	<p>Community Places</p> <ul style="list-style-type: none"> • Support Tribe Carlisle to increase capacity on delivery of cultural, physical and social activities • Ensuring the Old Fire Station delivers a varied and exciting cultural programme for residents and visitors in line with the contract and support its cultural growth

environments in the following ways to promote inclusivity and health and wellbeing:

- Improving recreation and leisure spaces
- Influencing urban design.
- Promote active travel opportunities
- Enhancing Carlisle's green and blue spaces to increase opportunities for formal and informal recreation

- Partner in setting up the **Carlisle Community Network** alongside CVS and Cumbria County Council
- Support **Community Centres** and third sector organisations with grant agreements to support targeted wellbeing activities for their local communities
- Design of the **Sands Centre redevelopment** bringing significant enhancement to the city centre leisure and cultural estate and improvements to the riverside and green areas alongside this development (Also see Participation below)

Green Spaces

- **Hammonds Infrastructure improvements.** Delivery of a major S106 funded project to enhance the park through improvement of play, recreation, CCTV and footpaths
- **Fellfoot forward project.** Activities this year include the production of education packs for schools to undertake environmental education.
- **Tree management** – Additional resources allocated to managing the impacts of the multiple storms that hit Cumbria over the last 12-18 months. Replanting programme for lost trees

Active spaces

- **Infrastructure Improvements.** On-going delivery of play area upgrades programme, implementing priorities in the Actives Spaces Infrastructure Capital Programme. E.g. Chances Park Play area, Hammonds Pond play area and Dale End MUGA and BMX track.

- Support to **Carlisle Community Network** alongside CVS and Cumbria County Council
- Support **Community Centres** and third sector organisations with grant agreements to support targeted wellbeing activities for their local communities
- Integration of **place standard** into workstreams

Green Spaces

- **Bitts Park** hard landscaping and pollinator planting project following the Environment Agency work and site cabins being on site
- **Fellfoot forward project** activities including gaining Dark Skies accreditation and seating/sculpture/memorial project at Talkin Tarn
- **Tree/woodland management** – Funding and feasibility of community woodland planting and Cumbria Coastal Woodland project. Assessment and management of Ash die back. Continued replanting programme for lost trees.
- A **Green Spaces Audit** as part of local planning.
- Embedding **The Swifts urban nature reserve** management into the teams work whilst further developing the Cumbria Wildlife Trust partnership

Active Spaces

- Supported development of **Active Travel Social Prescribing** pilot project and future work
- Support delivery of **Local Cycling and Walking Infrastructure Plan (LCWIP).**
- **£250k capital investment in play spaces** within the district

	<ul style="list-style-type: none"> • Hosting events such as Park Runs, Park Play, ‘Pretty Muddy’ and Race for Life and many more throughout the year. • On-going programme of Health Walks. • Supported development of Active Travel Social Prescribing Pilot bid. • Support delivery of Local Cycling and Walking Infrastructure Plan (LCWIP), for example upgrade of the surfacing of Skew Bridge to be more accessible to a variety of users. <p>Healthy places</p> <ul style="list-style-type: none"> • Promoting allotments and food growing spaces within new developments • St Cuthbert’s Garden Village. Proactively working with planning colleagues to design-in health and wellbeing benefits into the Garden Village, e.g. supporting the ‘Start with the Park’ design-focus along with food growing opportunities • Food Carlisle – see Participation below • Swifts Urban Nature Reserve. Cumbria Wildlife Trust / Carlisle City Council project to create a new urban nature reserve with increased biodiversity and opportunities for people to use and enjoy. 	<ul style="list-style-type: none"> • On-going development and delivery of Health Walks and new Ramblers ‘Wellness Walks’. • Looking for opportunities to increase outdoor exercise areas <p>Healthy places</p> <ul style="list-style-type: none"> • Continue to promote allotments and food growing spaces within new developments • St Cuthbert’s Garden Village. Continue support for project • Food Carlisle – see Participation below
<p>Participation <i>Fostering greater participation and partnerships for health and well-being;</i></p>	<p>Partnership projects that the Healthy City team have led or contributed to in order to increase participation in health and wellbeing activities and initiatives</p> <ul style="list-style-type: none"> • GLL Leisure contract <ul style="list-style-type: none"> ○ Delivery of new Sands Centre combining first class leisure, swimming and entertainment facilities on one site supporting a broad range of new 	<p>Future projects/partnerships</p> <ul style="list-style-type: none"> • Continue and develop existing partnerships • Support Eden Rivers Trust Engine Loning access project • GLL Leisure contract. Developing further co-location opportunities in both Sands and within the communities linking leisure, culture and community activities with health opportunities

We will promote greater participation and partnerships for health and wellbeing with a focus on:

- Preventing social isolation
- Increasing physical activity opportunities
- Collaborating with partners in delivering health interventions and volunteering opportunities

programmes and opportunities for physical activity and mental health development.

- The **Sands Centre** will incorporate an expanded NHS Musculo skeletal facility which will develop new joint/collective treatment and rehabilitation activities with GLL and other partners.
- External community work, holiday outreach programmes throughout the district such as the Cumbria **Holiday Activity and Food project, Carlisle Holiday Activity Programme**

- **Food Carlisle** - Cross-sector partnership to support sustainable food growing and promote healthy eating opportunities.
 - Food Charter signed by Local Authorities
 - Events delivered, including Health and Wellbeing Event.
 - Community growing projects supported, including allotments and Incredible Edible Brampton and Longtown
 - Weekly food growing sessions with James Rennie School
 - Successful application for Veg cities initiative
 - Securing funding for second year of Co-ordinator role from Sustainable Food Places programme
- **Thriving Communities** – see People above
- **Carlisle Physical Activity Alliance** – System approach to looking at increasing physical activity with Carlisle City Council, Active Cumbria, Cumbria County Council, GLL (Greenwich Leisure Limited).

● **Food Carlisle**

- Promotion of more community growing opportunities on existing green spaces and through planning interventions
- Delivery of Sustainable Food Places grant funded 'Veg City' initiative.
- Developing local food growing initiative at Tribe Carlisle.
- Developing 'Healthy Options Award' partnership along with Environmental Health Officers. This is part of the work with Cumbria Healthy Weight Partnership.
- Securing Silver Award accreditation for the Food Carlisle by 2023/24.
- Securing funding for year three of the Co-ordinator role by end of December 2022.
- Transitioning to proposed **Food Cumberland** Partnership, as part of proposals to establish healthy and sustainable food systems for Cumbria as we move through LGR.
- Healthy and sustainable food system for Cumbria'.
- Review Food Charter.
- Creation of an online Food Trail.
- **Cumbria Wildlife Trust** – Environmental Education project and involvement in urban setting projects.
- **Develop wider partnerships** – Education, Social Services, NHS to further develop social prescribing networks and pathways

Encouraging volunteering, social and health and wellbeing opportunities.

- Taking a more strategic approach by developing a Volunteering Strategy.

	<ul style="list-style-type: none"> • Tullie House – Community work, Carlisle Local Cultural Educational Partnership (CLEP) and Tullie on Tour. • Carlisle Conservation Volunteers • “Friends of” groups - support to six community-led Friends Groups associated with our parks, green spaces, and allotments. <p>Carlisle Cultural Consortium – ongoing support of Consortium.</p> <p>Supporting social prescribing pathways and networks across partnerships</p>	<ul style="list-style-type: none"> • Look at creating more opportunities for volunteering both internally and externally. <p>Carlisle Cultural - A Strategic Framework for culture in Carlisle. The intention is to align both the forthcoming ‘West Cumbria Cultural Strategy’ and Carlisle’s Cultural Framework. Alongside the Cumbria LEP Creative & Cultural Strategy - ‘Cumbria - the Natural Capital & Creativity and Culture.’</p>
<p>Prosperity <i>Improving</i> Improving community prosperity and access to common goods and services through:</p> <ul style="list-style-type: none"> – Promoting community resilience – Supporting routes back to work through volunteering – Influencing healthy urban planning and design 	<p>Tribe Carlisle offering low-cost business start-up accommodation with associated business support from Cumbria LEP</p> <p>Delivering the Greening the Green Market project, using Government post-Covid funding, to encourage shoppers to stay on the high street longer.</p> <p>Implementation of framework contracts to support work of Healthy City Team which has led to long term partnerships with local contractors which helps support the local economy</p>	<p>Carlisle Community Groups Network – to continue to contribute to the capacity building of the network.</p>
<p>Peace <i>Promoting peace and security through inclusive societies</i> by:</p> <ul style="list-style-type: none"> – Enhancing social cohesion, societal trust 	<p>Community Events programme. Events such as the Queen’s Platinum Jubilee Celebration and supporting a varied programme community events through direct delivery and grant support.</p> <p>Multi-Agency Problem Solving Group – attending twice-weekly hub meetings to help address anti-social behaviours and other community-level problems through collaborative working with the Police and others.</p>	<p>Welcome to your City – The intention of this initiative is to engage with Refugees and hopefully make them feel welcome and part of the community, while offering sign posting to services and encouraging greater links.</p> <p>Integration of work into Cumberland Community Safety Partnership and Multi-Agency Hub</p>

<p>and community resilience</p> <ul style="list-style-type: none"> – Ensuring culture, leisure, recreation and green spaces are safe 	<p>Enhance community resilience and emergency planning – in partnership with County Council and others, for example making better use of Community Centres.</p> <p>Supporting the ‘Carlisle Hotel’ project - welcoming and assisting asylum seekers coming to Carlisle, including</p> <ul style="list-style-type: none"> • running two ‘welcome to the city’ events at Tribe Carlisle • securing free 3 month memberships with GLL • providing a series of volunteer-led Health Walks. 	<p>Safer Streets - The main aim is to reduce ASB in the city centre and the hotspot locations around the city, which will have the additional benefits of improving the feelings of safety in public spaces, especially for women and girls and vulnerable groups. Two projects will be happening in Keenan Park and Bitts Park Skate Park.</p>
<p>Planet</p> <p><i>Protecting the planet from degradation, including through sustainable consumption and production.</i></p> <p>Protecting the planet from degradation, including through sustainable consumption and production by:</p> <ul style="list-style-type: none"> – Mitigating and adaption our landscapes to climate change – Promoting biodiversity 	<ul style="list-style-type: none"> • Improving operation of City Council allotments, e.g. by encouraging and supporting self-management, to increase the supply of fresh, cheap produce, whilst also offering social interactions/networking, physical exercise and contact with nature. • Biodiversity improvements across estate through changing management regimes and habitat creation. Supported by grants and partnerships eg. Higher level Scheme, Swifts urban nature reserve Get Cumbria Buzzing project with Cumbria Wildlife Trust, increasing conservation grassland and meadow management in green spaces • Use of low carbon technology such as electric vehicles and equipment 	<ul style="list-style-type: none"> • Working with Community Centres to transform their environmental performance and to develop their role as local green hubs, promoting more sustainable living to their local communities. • Supporting low carbon (and physically active) travel through delivering cycling and walking routes, within City Council land and through partnerships • Identifying opportunities to change green space land management practices to save or sequester carbon • Further adoption of low carbon technology within Team operations

3. WHO Phase VII – Carlisle Healthy City to Cumberland Healthy Region?

The Carlisle Healthy City Forum is currently in process of developing its application for the Phase VII Healthy City programme and there is an opportunity to broaden this out to the new Cumberland Council area and bring together the work of the different councils and partners into a cohesive approach to delivering population health improvements to residents. This approach will be discussed with the other existing Councils and the Shadow Authority during this next development period.

4. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

4.1. The work of the Healthy City Team supports the following priorities from the existing Carlisle Plan:

- Further develop sports, arts and cultural facilities to support the health and wellbeing of our residents
- Continue to improve the quality of our local environment and green spaces so that everyone can enjoy living, working in and visiting Carlisle

4.2. In addition, it supports the draft priorities from the emerging 2021-23 Carlisle Plan:

- We will continue to prioritise the current response to and rapid recovery from the health and wellbeing impacts of Covid 19 pandemic.
- We will work with our partners in the public, health, private and voluntary sectors to deliver a broad programme that will support the good, lifelong health and wellbeing of our residents and visitors. This priority builds on the framework of the Cumbria Public Health Strategy and WHO healthy city programme with projects and programmes that will focus on the determinants of health; a sense of place and safety; the quality of the local environment and tackling climate change together.
- As a Sustainable Food City, we will promote a vibrant and diverse food economy, with local communities having access to a range of healthy and affordable food options. All communities will have good access to a wide range of recreational, leisure and exercise opportunities, that are both diverse and affordable. We will encourage opportunities to participate in and engage with the arts and culture, the strategic focus will be on establishing Carlisle as a central hub for culture within the wider region. Accessible green spaces have a vital role in human health and wellbeing as well as providing opportunities to increase net biodiversity gains through improved wildlife habitats.
- Making Carlisle a great and safe place, to walk, cycle, and use electric vehicles, alongside public transport systems will increase activity and reduce the carbon footprint of local journeys.

Contact details:

Contact Officer: Luke Leathers

Ext: 7481

Appendices attached to report:

-

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

- None

Corporate Implications:

Legal -

Property Services -

Finance -

Equality -

Information Governance-



Carlisle City Council Report to People Panel

Item
A.5

Report details

Meeting Date: 9th June 2022
Portfolio: Finance, Governance and Resources
Key Decision: No
Policy and Budget Framework Yes
Public / Private Public

Title: SICKNESS ABSENCE REPORT END OF YEAR 2021/22
Report of: The Deputy Chief Executive
Report Number: CS 21/22

Purpose / Summary:

This report sets out the authority's sickness absence levels for the period 1st April 2021 to 31st March 2022 and outlines other sickness absence information.

Recommendations:

Consider and comment on the information on sickness absence provided in the report.

Tracking

Executive:	Not applicable
Scrutiny: PP	9 th June 2022
Council:	Not applicable

1. BACKGROUND

1.1 The report provides a year end overview of sickness absence for Carlisle City Council for the period of 1 April 2021 to 31 March 2022.

1.2 During 2021-22 a new Improving Attendance Policy was developed as part of a Member led Task and Finish Group and was formally adopted by the Employment Panel on 14 September 2021. The policy is intended to support managers and employees with improving attendance at work and it is anticipated that the benefits of the revised policy will start to be realised early during the next financial year 2022-23.

1.3 For 2021-22 the number of days lost per FTE equates to 12 days. This is close to the pre Covid figure of 12.1 days for 2019/2020. The 2020/2021 figure was 8.5 days.

2. 2021/22 SICKNESS ABSENCE

2.1 The tables below show the 12 days lost per FTE split between long and short-term sickness (long term sickness is defined as any absence more than 4 consecutive working weeks):

2021/22	Days Lost	Days Lost per FTE
Long-term	3,821 (76%)	9.1 (76%)
Short-term	1,208 (24%)	2.9 (24%)
Total	5,029	12

2.2 The table below provides absence levels split by directorates.

Directorate	Headcount	Days lost	Days Lost per FTE	Proportion Long-term
Community Services	183	2,972	17.3	77%
Corporate Support	34	139	4.3	14%
Economic Development	40	122	3.3	33%
Finance & Resources	74	552	8.8	73%
Governance & Regulatory Services	134	1,245	10.2	86%

2.3 For 2021/22, there is a 41% increase in overall days lost per employee, when compared to the previous year however the number of days lost is comparable with the most recent year not affected by covid which was 12.1 days in 2019/20.

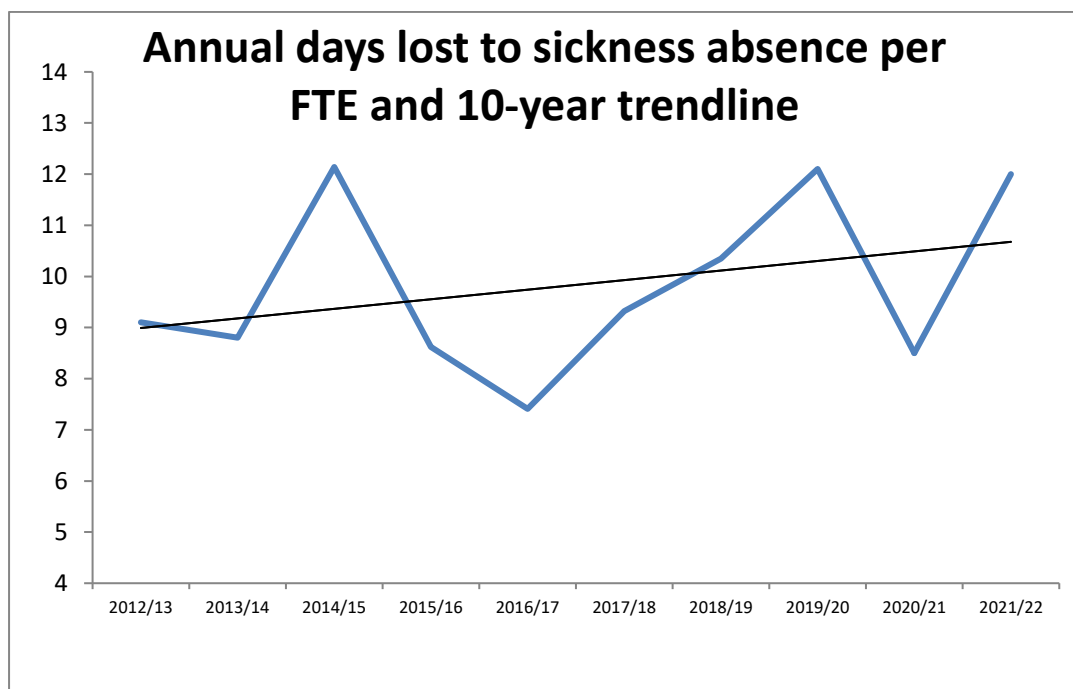
2.4 67 different employees were absent long-term (those cases where the absence is 4 working weeks or more) throughout the year - five more than the previous year. 6 long-

term cases remained open as of 23 May 2022 (10 less than at end of Quarter 3). Of these 6 cases 3 may meet the eligibility criteria for Ill Health Retirement and those applications are currently being processed.

3. TRENDS

3.1 The previous report showed the trend for both long-term and short-term absences with short term sickness absence tending to remain quite static with the exception of the covid affected period, where short term sickness absence reduced. There continues to be a clear correlation between long term sickness absence and the overall performance of the council in relation to absence. Overall performance improvement in this area is likely to be achieved through proactive management of long-term sickness absence through regular supportive discussion and early engagement with our occupational health provider, as set out in the new improving attendance policy.

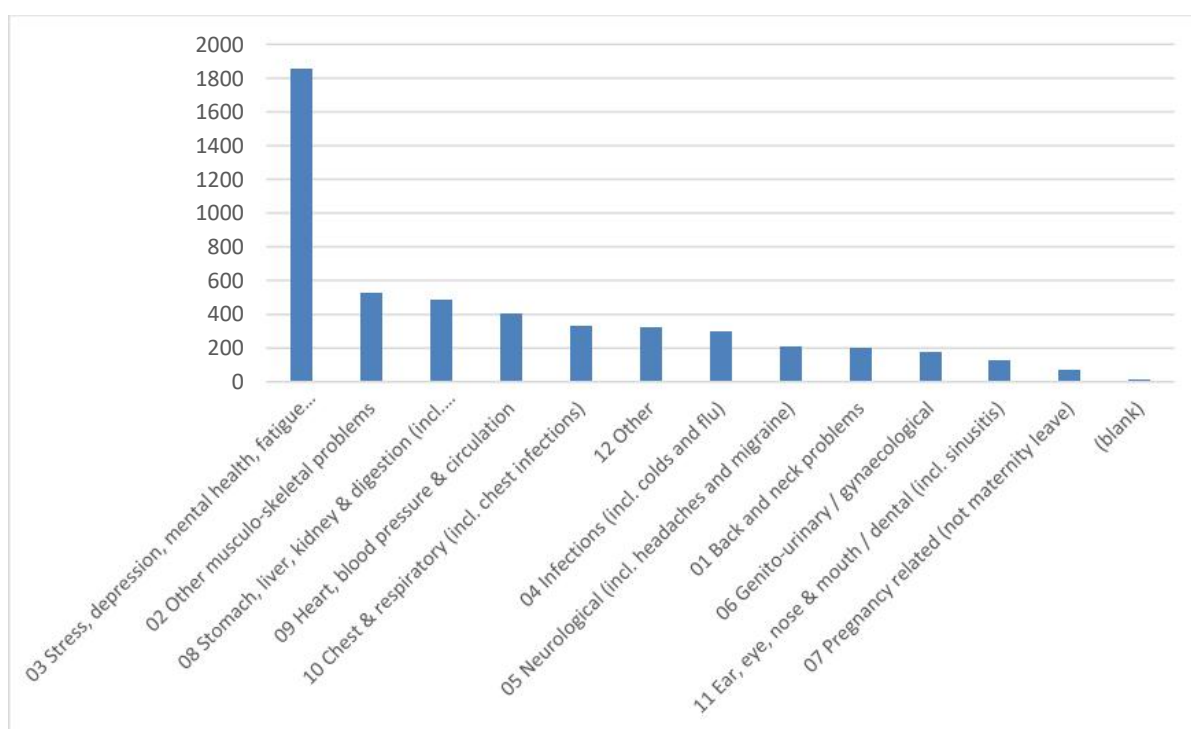
3.2 In the last quarterly report it was predicted that the end of year position would be around 13 days lost per FTE. Over the course of the last quarter the HR Advisers have been working closely with managers to oversee absences and the number of employees absent is steadily declining. This has resulted in the end of year position being an improvement on the prediction.



3.3 Based on current trends it is anticipated that the Council will continue to see a definite and clear improvement in the absence rates for the next financial year.

4. SICKNESS ABSENCE REASONS

4.1 The reasons for sickness absence in 2021/22 are shown in the chart below. The chart shows the hours lost by category of sickness absence. In 2021/22 'Stress, depression, mental health, fatigue syndromes' represents the absence reason with the greatest days lost (1,853 FTE days). The level of absence categorised as stress, depression and mental health remained relatively static however this type of absence still accounts for over a third of all days lost during 2021/22.



5. MENTAL HEALTH AND WELLBEING

5.1 At the last meeting of the Business Transformation Scrutiny Panel in February 2022 it was requested that alongside monitoring information this report provide a focus on mental health and provide details and outcomes from the wellbeing programme.

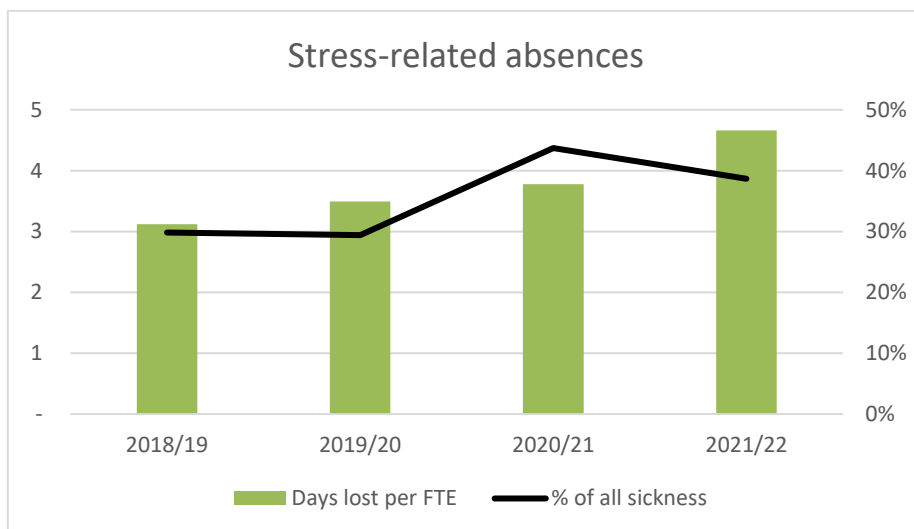
5.1.1 National Picture

According to the HSE (2020): “...in 2019/20 work-related stress, depression or anxiety accounted for 51% of all work-related ill health and 55% of all days lost due to work-related ill-health. Over recent years the rate of self-reported work-related stress, anxiety or depression has increased with the latest year 2019/20 significantly higher than the previous year. Evidence suggest this is not related to COVID-19 however, there is no clear trend in the rate of working days lost per worker for work-related stress, anxiety or depression.” The report further states that:

“...absence related to stress, depression or anxiety is more prevalent in public service industries, such as education; health and social care; and public administration and defence. By occupation, professional occupations that are common across public service industries (such as healthcare workers; teaching professionals and public service professionals) show higher levels of stress as compared to all jobs.”

5.1.2 Local Picture

The graph below shows days lost per full-time equivalent each year due to stress depression and mental health along with the percentage of total absence it accounts for in that year. There has been a dramatic increase in the percentage of absence relating to this category but the percentage increase is mainly as a result of the reduction in other absence categories which s as a result of covid lockdown. However, the graph does demonstrate a steady year on year increase in absence in this category and efforts as outlined above will continue in order to ensure early intervention and support to colleagues.



- 5.1.2.1 The statistics around absence due to stress, depression and anxiety are of concern and we continue to monitor the national guidance on what interventions may best support affected colleagues. The Council has robust interventions in place to support positive mental health including a comprehensive wellbeing programme and quick and easy access to counselling services through the Council's employee assistance provider. Further over the last 3 months increased focus has been given to ensuring that those off with stress, depression and mental health are identified at Day 1 (or at the earliest opportunity) and offered access to immediate interventions such as referral to Active Care (contact from the counselling service within 24 hours of referral). More information on the wellbeing programme is provided later in this report. Health and wellbeing of colleagues is also a key consideration for the local government reorganisation programme.
- 5.1.2.2 The shift in focus by the council on improving attendance, including support from members through the task and finish group to draft a new approach to managing sickness absence appears to be generating positive improvements in attendance. The improvement should become evident in the results for the first quarter of 2022/23. There is already discernible improvement as highlighted in section 2.4 of this report. Further of the 6 employees highlighted in section 2.4 none of the absence falls into the category of absence due to 'stress, depression or mental health'. All are absent due to physical health issues.
- 5.1.2.3 At the time the request was made for more detailed information on absence relating to mental health it was explained that an analysis of historic data around short term absence may not be good investment of time given the work which has gone in to improving the policy and processes which the council has adopted. Therefore to assist with highlighting the current picture, a snapshot of short term absence was taken covering the four weeks prior to the writing of this report. During this 4 week period there have been 25 employees recorded as absent due to sickness. 5 of these absences were recorded as related to stress, depression or mental health. The records indicate that none of these absences is directly work related and 4 have since returned to work.

5.1.2.4 As highlighted earlier in the report (section 3.3 and 5.1.2.2) it is anticipated that the Council will continue to see a definite and clear improvement in the absence rates for the next financial year.

6. WELLBEING

6.1 The Head of Workforce Development produces a Corporate Wellbeing report twice a year which is reviewed by the senior management team and shared with trade union colleagues. The latest report was shared with scrutiny panel members in March 2022 (dated November 2021). There were a number of highlights including the fact that the Council attained the Gold Better Health at Work Award at the end of last year and further has recently achieved the Better Health at Work Continuous Excellence Award. This was a great achievement considering the impact of the pandemic on normal ways of working and life. (Many organisations postponed assessments due to lack of delivered activity and resources.)

6.2 Further in order to ensure continued support was available for employees during the pandemic many interventions to promote wellbeing were delivered virtually. There are a range of support mechanisms to promote Wellbeing including:

- Weekly wellbeing and learning newsletters
- Regular emails on Wellbeing campaigns
- Virtual Wellbeing Day
- Virtual Time to Talk events
- Catch up calls with employees who were struggling to cope
- Promotion of one- to- one calls between managers and team members
- Information posted out to employee home addresses
- Men's health information posted out to employee home addresses
- Promotion of the Employee Assistance Programme
- Weekly virtual meditation session
- Virtual wellbeing related events including menopause, financial wellbeing, mental health, dementia awareness and more. Recorded links shared with wider workforce
- 2 Pulse surveys

- Wellbeing activity cards posted to all staff

6.3 The Council has an Employee Assistance Programme (EAP) and the annualised utilisation of the service is 13.9% (October 2020 to September 2021), calculated as counselling and advice calls against employee headcount of 460. Counselling calls account for 82.8% of all calls. Separation and divorce were the highest reason for counselling followed by anxiety. The online portal received a total of 295 hits within the reporting period.

7. RETURN TO WORK INTERVIEWS (RTW)

7.1 Carrying out a return-to-work interview continues to be one of the most effective ways to manage attendance and reduce absence.

7.2 In 2021/22, 95% of return-to-work interviews were conducted (2020/21: 97%). The number of working days between the employees returning to work and interviews being conducted and the proportion completed within five working days has also been included in the table below:

Directorate	Proportion of RTWs conducted	Average time taken to complete RTW (working days)	Proportion of RTWs completed within 5 working days
Community Services	94%	4.7	78%
Corporate Support	94%	6.4	61%
Economic Development	100%	5.5	65%
Finance & Resources	94%	5.9	72%
Governance & Regulatory Services	99%	5.6	74%
All Directorates	95%	5.2	74%

8. PROPOSALS

None

9. RISKS

None

10. CONSULTATION

N/A

11. CONCLUSION AND REASONS FOR RECOMMENDATIONS

The Panel are asked to consider and comment on the sickness absence information with a view to driving continuous improvement.

12. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

Monitoring sickness absence to help ensure the staff resources available to deliver the Carlisle Plan are maximised.

Contact Officers: Gary Oliver, Bibian McRoy

Appendices attached to report:

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

- None

CORPORATE IMPLICATIONS:

LEGAL - This report raises no explicit legal issues.

FINANCE – This report raises no explicit financial issues.

EQUALITY – This report raises no explicit equality issues.

INFORMATION GOVERNANCE – This report raises no explicit issues relating to Information Governance.

PROPERTY SERVICES - This report raises no explicit issues relating to Property Services.

Report details

Meeting Date: 16th June 2022
 Portfolio: Finance, Governance and Resources
 Key Decision: No
 Policy and Budget Framework: Yes
 Public / Private: Public

Title: END OF YEAR PERFORMANCE REPORT 2021/22 Policy
 Report of: and Communications Manager
 Report Number: PC 07/22

Purpose / Summary:

This report contains the End of Year 2021/22 performance against the current Service Standards and an update on the delivery of the Carlisle Plan 2021-23 actions as defined in the Plan. Performance against the Panel's 2021/22 Key Performance Indicators (KPIs) are included as a dashboard.

Recommendations:

1. Scrutinise the performance of the City Council with a view to seeking continuous improvement in how the Council delivers its priorities.

Tracking

Executive:	27 th June 2022
Scrutiny:	People – 9 th June 2022 Place – 16 th June 2022
Council:	N/A

1. Background

1.1 This report contains the 2021/22 performance against the Service Standards and a summary of the Carlisle Plan 2021-23 actions as defined in the Plan. The Panel's Key Performance Indicators (KPIs) are also included as an appended dashboard.

1.2 Service Standards are the measures judged to be the most important to our customers and therefore the mostly likely to influence the overall satisfaction with how the Council performs. The following pages contain the Council's performance against the Service Standards for this Panel.

1.3 The measures are predominately lagging indicators (looking back at performance) and cover a range of services. Some indicators naturally lend themselves to having a specific target, or a national target, whilst with others the aim is to continually improve year-on-year compared to past performance. Regularly monitoring the Council's performance helps to drive continuous improvement and protects against any financial or organisational issues by flagging up indicators that are off target. The measures can also be used for a variety of other purposes including: to evaluate, control, budget, motivate, promote, celebrate and learn. Performance management in this form, through performance reporting, is just one aspect of the Council's wider performance framework.

1.4 The current position of the projects and programmes of the Carlisle Plan are presented in Section 3. Normally, only actions within the remit of the Panel are included in this report. However, as this is the first Panel, all actions are included this time for information. The intention is to give the Panel a brief overview of the current position without duplicating the more detailed reporting that takes place within the Scrutiny agendas and Portfolio Holder reports.

1.5 Summary of KPIs and Service Standards:

Service Standards – 2 'red', 0 'amber' and 4 'green'

KPIs – 3 'red', 4 'amber', 9 'green'

Summary of Exceptions (RED)

Measure	Target	Performance
SS08: Proportion of official local authority searches completed on time	85%	70.7% Throughout the Summer and Autumn months of 2021, the delay was primarily due to some external partners taking longer to return information to us than usual. Performance has improved since the end of the temporary

		stamp duty freeze due to the reduction in demand on the service.
SS09: Proportion of new waste and recycling bins, bags and containers delivered on time (within 10 working days)	95%	89% For some weeks of November and December, a delivery driver was required to drive a refuse or recycling vehicle due to shortage of drivers as household waste collections took priority. Supply issues caused by an increase in manufacturer's lead time impacted delivery times in Feb and March.
CSe14: Actual car parking revenue as a percentage of car parking expenditure	148%	117% Revenue £347k under target.
CSe22 Actual city centre pedestrianised zone revenue as a percentage of city centre expenditure	49%	39% Revenue down on target due to less events in the city centre due to Covid-19 restrictions earlier in the year.
ED12 % of valid full plan applications determined or checked by Building Control within 15 working days	95%	62%

2. Proposals

None

3. Risks

None

4. Consultation

The report was reviewed by relevant senior management and will be considered at the other Scrutiny Panel.

5. Conclusion and reasons for recommendations

The Panel are asked to scrutinise the Performance Report prior to it being submitted to Executive.

6. Contribution to the Carlisle Plan Priorities

Detail in the report.

Contact details:

Contact Officer: Gary Oliver

Ext: 7430

Appendices attached to report:

- Performance Dashboard

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

- None

Corporate Implications:

Legal - This report raises no explicit legal issues.

Property Services - This report raises no explicit property issues

Finance - This report raises no explicit financial issues

Equality - This report raises no explicit issues relating to the Public Sector Equality Duty.

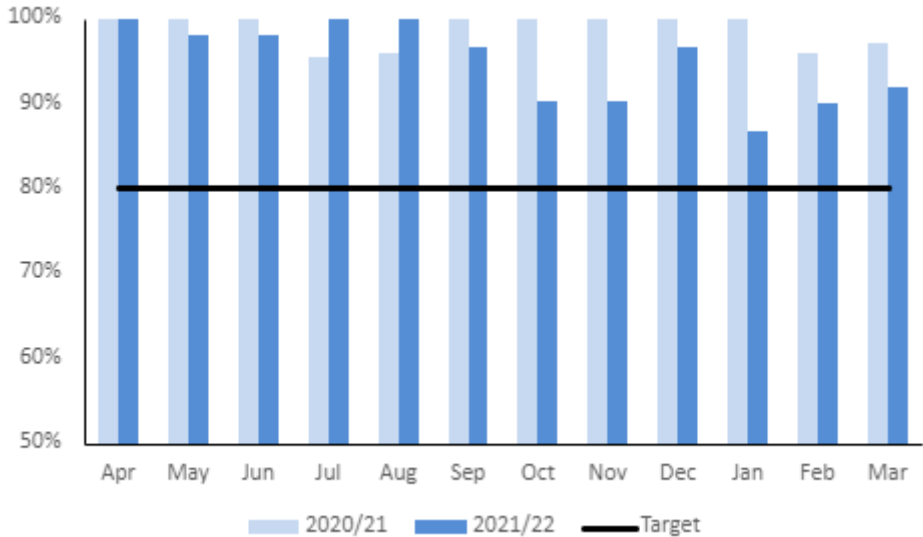
Information Governance- This report raises no explicit issues relating to Information Governance.

Section 1: Service Standards 2021/22

Service Standards were introduced in 2012 after consultation with Service Managers, DMTs, SMT and JMT. Five further measures were introduced from Quarter 2 2017/18 and all are reviewed during Quarter 3 each year as part of the service planning process. Service Standards are the measures judged to be the most important to our customers, therefore, the most likely to influence the overall satisfaction with how the Council performs.

The following pages contains the Council's performance against the Service Standard within the Panel's remit.

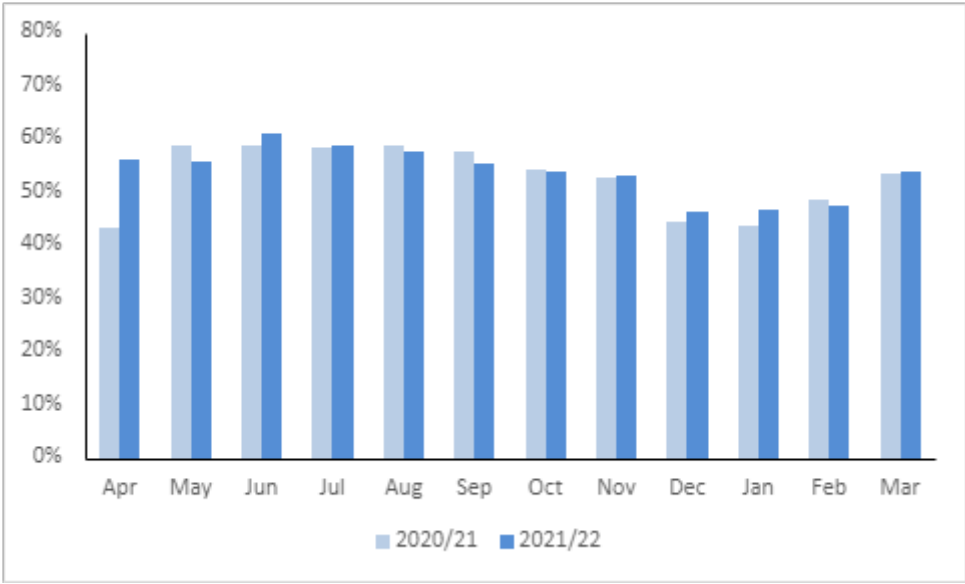
SS01: Percentage of Household Planning Applications processed within eight weeks

Service Standard	2021/22	Performance by Month	Further Information																																							
<p>80% (Nationally set target)</p>	<p>95.6%</p> <p>(2020/21: 98.5%)</p>	 <table border="1"> <caption>Monthly Performance Data</caption> <thead> <tr> <th>Month</th> <th>2020/21 (%)</th> <th>2021/22 (%)</th> </tr> </thead> <tbody> <tr><td>Apr</td><td>100</td><td>100</td></tr> <tr><td>May</td><td>100</td><td>98</td></tr> <tr><td>Jun</td><td>100</td><td>98</td></tr> <tr><td>Jul</td><td>95</td><td>100</td></tr> <tr><td>Aug</td><td>95</td><td>100</td></tr> <tr><td>Sep</td><td>100</td><td>96</td></tr> <tr><td>Oct</td><td>100</td><td>90</td></tr> <tr><td>Nov</td><td>100</td><td>90</td></tr> <tr><td>Dec</td><td>100</td><td>96</td></tr> <tr><td>Jan</td><td>100</td><td>86</td></tr> <tr><td>Feb</td><td>95</td><td>90</td></tr> <tr><td>Mar</td><td>96</td><td>92</td></tr> </tbody> </table>	Month	2020/21 (%)	2021/22 (%)	Apr	100	100	May	100	98	Jun	100	98	Jul	95	100	Aug	95	100	Sep	100	96	Oct	100	90	Nov	100	90	Dec	100	96	Jan	100	86	Feb	95	90	Mar	96	92	<p>429 household planning applications were processed in the year compared with 274 last year.</p>
	Month		2020/21 (%)	2021/22 (%)																																						
	Apr		100	100																																						
May	100	98																																								
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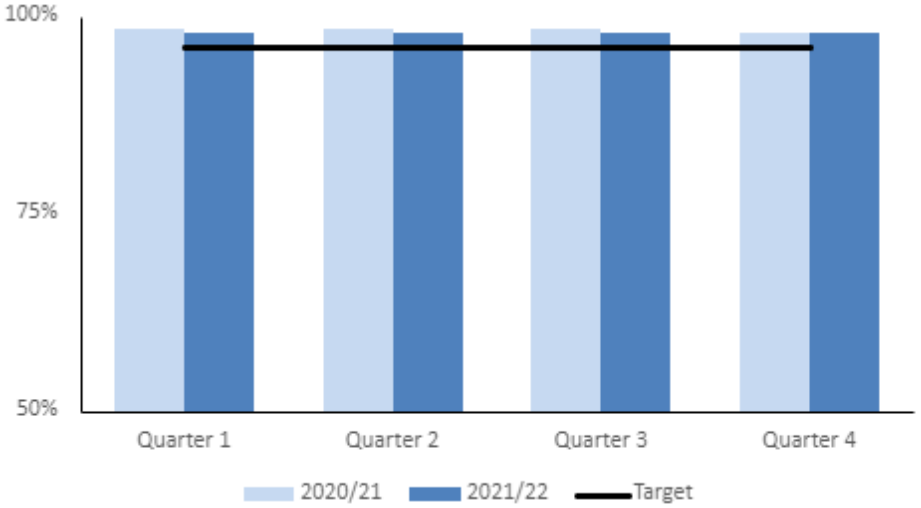
SS02: Proportion of waste or recycling collections missed (valid)

Service Standard	2021/22	Performance by Month	Further Information																																							
40 missed collections per 100,000 (Industry standard)	16.3 (2020/21: 9.9)	<table border="1"> <caption>Performance by Month Data</caption> <thead> <tr> <th>Month</th> <th>2020/21</th> <th>2021/22</th> </tr> </thead> <tbody> <tr><td>Apr</td><td>13</td><td>9</td></tr> <tr><td>May</td><td>10</td><td>12</td></tr> <tr><td>Jun</td><td>11</td><td>10</td></tr> <tr><td>Jul</td><td>10</td><td>16</td></tr> <tr><td>Aug</td><td>8</td><td>13</td></tr> <tr><td>Sep</td><td>7</td><td>30</td></tr> <tr><td>Oct</td><td>10</td><td>19</td></tr> <tr><td>Nov</td><td>8</td><td>17</td></tr> <tr><td>Dec</td><td>3</td><td>15</td></tr> <tr><td>Jan</td><td>18</td><td>20</td></tr> <tr><td>Feb</td><td>13</td><td>17</td></tr> <tr><td>Mar</td><td>10</td><td>14</td></tr> </tbody> </table>	Month	2020/21	2021/22	Apr	13	9	May	10	12	Jun	11	10	Jul	10	16	Aug	8	13	Sep	7	30	Oct	10	19	Nov	8	17	Dec	3	15	Jan	18	20	Feb	13	17	Mar	10	14	Around 3.8million collections have been made with 615 missed (99.98% success rate).
	Month		2020/21	2021/22																																						
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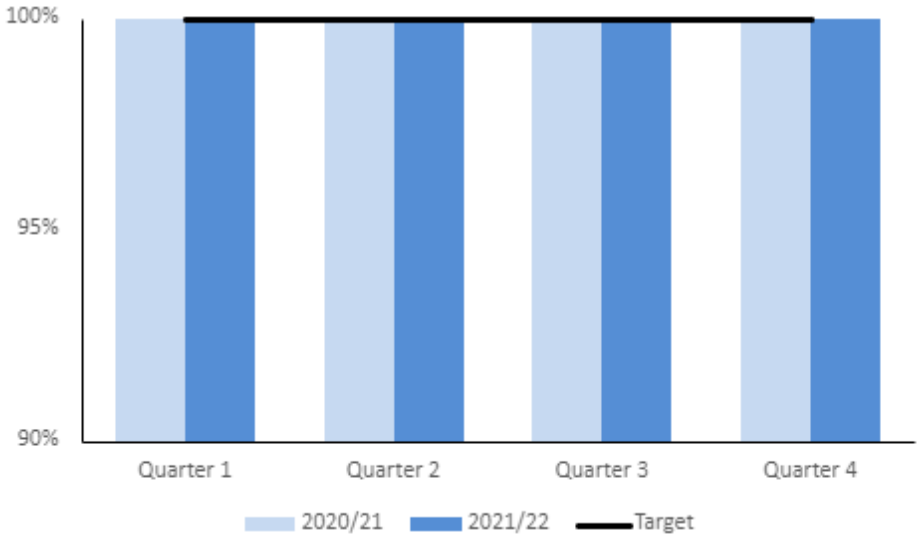
SS03: Percentage of household waste sent for recycling (including bring sites) **now including Household Waste and Recycling Centres at Bousteads Grassing and Brampton**

Service Standard	2021/22	Performance by Month	Further Information																																							
<p>Target to be confirmed (local and national targets under consideration)</p>	<p>54.2%</p> <p>(2020/21: 53.5%)</p>	 <table border="1"> <caption>Monthly Performance Data</caption> <thead> <tr> <th>Month</th> <th>2020/21 (%)</th> <th>2021/22 (%)</th> </tr> </thead> <tbody> <tr><td>Apr</td><td>42</td><td>55</td></tr> <tr><td>May</td><td>58</td><td>55</td></tr> <tr><td>Jun</td><td>58</td><td>60</td></tr> <tr><td>Jul</td><td>58</td><td>58</td></tr> <tr><td>Aug</td><td>58</td><td>57</td></tr> <tr><td>Sep</td><td>57</td><td>55</td></tr> <tr><td>Oct</td><td>54</td><td>54</td></tr> <tr><td>Nov</td><td>52</td><td>53</td></tr> <tr><td>Dec</td><td>44</td><td>46</td></tr> <tr><td>Jan</td><td>43</td><td>46</td></tr> <tr><td>Feb</td><td>48</td><td>47</td></tr> <tr><td>Mar</td><td>53</td><td>54</td></tr> </tbody> </table>	Month	2020/21 (%)	2021/22 (%)	Apr	42	55	May	58	55	Jun	58	60	Jul	58	58	Aug	58	57	Sep	57	55	Oct	54	54	Nov	52	53	Dec	44	46	Jan	43	46	Feb	48	47	Mar	53	54	<p>The Interim Joint Municipal Waste Management Strategy for Cumbria has not been formally signed off given the current uncertainty of LGR and the many unknown impacts arising from the Government's Waste and Resources Strategy (Environment Act 2021). The Strategy is led by the County Council as the designated Waste Disposal Authority.</p>
	Month		2020/21 (%)	2021/22 (%)																																						
	Apr		42	55																																						
May	58	55																																								
Jun	58	60																																								
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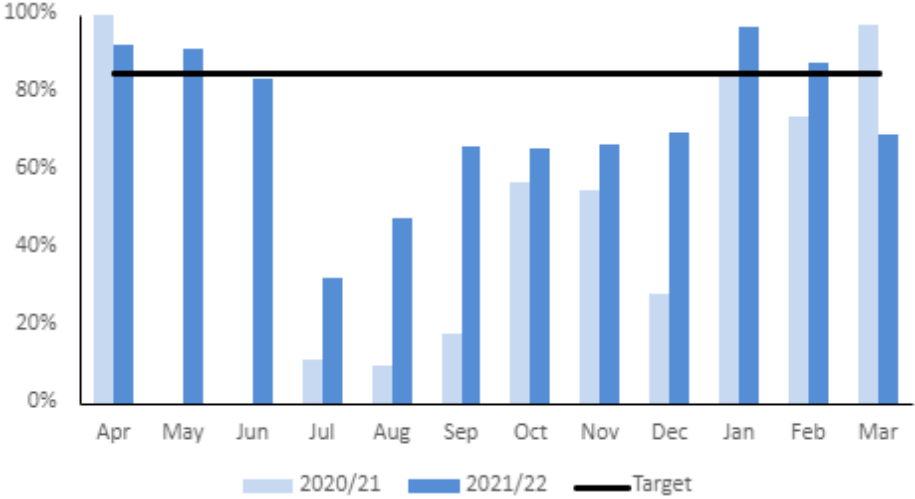
SS06: Proportion of food businesses that are broadly compliant or better with food safety legislation

Service Standard	Rolling figure to end of 2021/22	Performance by Quarter	Further Information																				
<p>Our work with local food businesses should ensure that 96% are at least broadly compliant.</p>	<p>98%</p>	 <table border="1" data-bbox="784 391 1702 901"> <caption>Performance by Quarter Data</caption> <thead> <tr> <th>Quarter</th> <th>2020/21 (%)</th> <th>2021/22 (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>~96</td> <td>~98</td> <td>96</td> </tr> <tr> <td>Quarter 2</td> <td>~96</td> <td>~98</td> <td>96</td> </tr> <tr> <td>Quarter 3</td> <td>~96</td> <td>~98</td> <td>96</td> </tr> <tr> <td>Quarter 4</td> <td>~96</td> <td>~98</td> <td>96</td> </tr> </tbody> </table>	Quarter	2020/21 (%)	2021/22 (%)	Target (%)	Quarter 1	~96	~98	96	Quarter 2	~96	~98	96	Quarter 3	~96	~98	96	Quarter 4	~96	~98	96	<p>Approximately 200 premises are usually inspected each quarter. All premises are usually inspected at least once every eighteen months.</p>
	Quarter		2020/21 (%)	2021/22 (%)	Target (%)																		
	Quarter 1		~96	~98	96																		
Quarter 2	~96	~98	96																				
Quarter 3	~96	~98	96																				
Quarter 4	~96	~98	96																				
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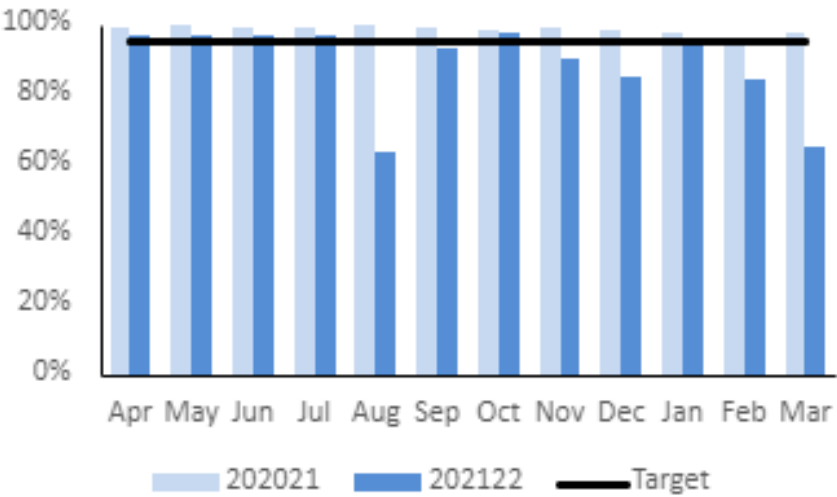
SS07: Proportion of non-contentious licence applications completed on time

Service Standard	2021/22	Performance by Quarter	Further Information																				
100% of non-contentious licence applications should be completed within 10 working days	100% (2020/21: 100%)	 <p>The chart displays performance by quarter for two financial years: 2020/21 (light blue bars) and 2021/22 (dark blue bars). A black horizontal line represents the 100% target. All bars for both years reach the 100% mark across all four quarters. The y-axis ranges from 90% to 100%.</p> <table border="1"> <caption>Performance by Quarter Data</caption> <thead> <tr> <th>Quarter</th> <th>2020/21 (%)</th> <th>2021/22 (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>100</td> <td>100</td> <td>100</td> </tr> <tr> <td>Quarter 2</td> <td>100</td> <td>100</td> <td>100</td> </tr> <tr> <td>Quarter 3</td> <td>100</td> <td>100</td> <td>100</td> </tr> <tr> <td>Quarter 4</td> <td>100</td> <td>100</td> <td>100</td> </tr> </tbody> </table>	Quarter	2020/21 (%)	2021/22 (%)	Target (%)	Quarter 1	100	100	100	Quarter 2	100	100	100	Quarter 3	100	100	100	Quarter 4	100	100	100	747 out of 747 applications completed on time.
	Quarter		2020/21 (%)	2021/22 (%)	Target (%)																		
	Quarter 1		100	100	100																		
Quarter 2	100	100	100																				
Quarter 3	100	100	100																				
Quarter 4	100	100	100																				
On target?																							
✓																							

SS08: Proportion of official local authority searches completed on time

Service Standard	2021/22	Performance by Month	Further Information																																																				
85% of official local authority searches should be completed within 10 working days	70.7% (2020/21: 45.5%)	 <p>The chart displays monthly performance percentages for two fiscal years: 2020/21 (light blue bars) and 2021/22 (dark blue bars). A horizontal black line represents the 85% target. The x-axis lists months from April to March. The y-axis shows percentages from 0% to 100%. In 2020/21, performance was mostly above the target, with a notable dip in July. In 2021/22, performance was significantly below the target for most of the year, particularly in the summer and autumn months, before improving in the final quarter.</p> <table border="1"> <caption>Performance by Month Data</caption> <thead> <tr> <th>Month</th> <th>2020/21 (%)</th> <th>2021/22 (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr><td>Apr</td><td>98</td><td>92</td><td>85</td></tr> <tr><td>May</td><td>90</td><td>90</td><td>85</td></tr> <tr><td>Jun</td><td>82</td><td>82</td><td>85</td></tr> <tr><td>Jul</td><td>10</td><td>30</td><td>85</td></tr> <tr><td>Aug</td><td>8</td><td>45</td><td>85</td></tr> <tr><td>Sep</td><td>15</td><td>65</td><td>85</td></tr> <tr><td>Oct</td><td>55</td><td>65</td><td>85</td></tr> <tr><td>Nov</td><td>52</td><td>65</td><td>85</td></tr> <tr><td>Dec</td><td>25</td><td>68</td><td>85</td></tr> <tr><td>Jan</td><td>82</td><td>95</td><td>85</td></tr> <tr><td>Feb</td><td>72</td><td>85</td><td>85</td></tr> <tr><td>Mar</td><td>95</td><td>68</td><td>85</td></tr> </tbody> </table>	Month	2020/21 (%)	2021/22 (%)	Target (%)	Apr	98	92	85	May	90	90	85	Jun	82	82	85	Jul	10	30	85	Aug	8	45	85	Sep	15	65	85	Oct	55	65	85	Nov	52	65	85	Dec	25	68	85	Jan	82	95	85	Feb	72	85	85	Mar	95	68	85	<p>Throughout the Summer and Autumn months of 2021, the delay was primarily due to some external partners taking longer to return information to us than usual. Performance has improved since the end of the temporary stamp duty freeze due to the reduction in demand on the service.</p>
	Month		2020/21 (%)	2021/22 (%)	Target (%)																																																		
	Apr		98	92	85																																																		
May	90	90	85																																																				
Jun	82	82	85																																																				
Jul	10	30	85																																																				
Aug	8	45	85																																																				
Sep	15	65	85																																																				
Oct	55	65	85																																																				
Nov	52	65	85																																																				
Dec	25	68	85																																																				
Jan	82	95	85																																																				
Feb	72	85	85																																																				
Mar	95	68	85																																																				
On target?																																																							
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SS09: Proportion of new waste and recycling bins, bags and containers delivered on time (within 10 working days)

Service Standard	2021/22	Performance by Month	Further Information																																																				
95% delivered within 10 working days	87.0%	 <p>The chart displays monthly performance percentages for two periods: 2020/21 (light blue bars) and 2021/22 (dark blue bars). A horizontal black line represents the 95% target. The 2021/22 data shows a significant dip in August (approx. 62%) and a sharp decline in February and March (approx. 82% and 64% respectively), falling well below the target. The 2020/21 data remains consistently above the target, mostly between 90% and 98%.</p> <table border="1"> <caption>Performance by Month Data</caption> <thead> <tr> <th>Month</th> <th>2020/21 (%)</th> <th>2021/22 (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr><td>Apr</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>May</td><td>98</td><td>95</td><td>95</td></tr> <tr><td>Jun</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>Jul</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>Aug</td><td>95</td><td>62</td><td>95</td></tr> <tr><td>Sep</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>Oct</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>Nov</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>Dec</td><td>95</td><td>85</td><td>95</td></tr> <tr><td>Jan</td><td>95</td><td>95</td><td>95</td></tr> <tr><td>Feb</td><td>95</td><td>82</td><td>95</td></tr> <tr><td>Mar</td><td>95</td><td>64</td><td>95</td></tr> </tbody> </table>	Month	2020/21 (%)	2021/22 (%)	Target (%)	Apr	95	95	95	May	98	95	95	Jun	95	95	95	Jul	95	95	95	Aug	95	62	95	Sep	95	95	95	Oct	95	95	95	Nov	95	95	95	Dec	95	85	95	Jan	95	95	95	Feb	95	82	95	Mar	95	64	95	<p>For some weeks of November and December, a delivery driver was required to drive a refuse or recycling vehicle due to shortage of drivers as household waste collections took priority.</p> <p>Supply issues caused by in an increase in manufacturer's lead time impacted delivery times in Feb and March.</p>
	Month		2020/21 (%)	2021/22 (%)	Target (%)																																																		
	Apr		95	95	95																																																		
May	98	95	95																																																				
Jun	95	95	95																																																				
Jul	95	95	95																																																				
Aug	95	62	95																																																				
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Mar	95	64	95																																																				
On target?																																																							
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Section 2: Key Performance Indicators (KPIs)

Service Standards are not the only set of measures used to interrogate the performance of the Council. Alongside the review of Service Standards, a set of Key Performance Indicators, derived from the links between the service plans and budget resolution were developed. The measures are predominately lagging indicators (looking back at performance) and cover a range of internal and external facing services. Some indicators naturally lend themselves to having a target or may have a national target set whilst with others, the aim is to improve year-on-year. Regularly monitoring the Council's performance helps to drive continuous improvement and protects against any financial or organisational issues by flagging up indicators that are off target. The KPIs can also be used for a variety of other purposes including: to evaluate, control, budget, motivate, promote, celebrate and learn. Performance management in this form is just one aspect of the Council's wider performance framework.

The KPIs are attached as a dashboard at the end of this report.

Section 3: Draft Carlisle Plan 2021-23 Actions

The new Carlisle Plan covers the period 2021 to 2023 and was adopted by Council on 14th September 2021 following a period of public consultation. The following table provides an update on the delivery of the actions in the plan.

Key Action	Project Activity
1 Delivering the Borderlands Inclusive Growth Deal	<p>Carlisle Railway Station</p> <ul style="list-style-type: none"> • £20m of Borderlands funding has been allocated to the project. • Cumbria County Council are the delivery body and the final design options for the Stage 1 works are being progressed by the appointed design and build contractors - Story Contracting for the work to the Northern Gateway (Court Square) and Eric Wright Civil Engineering for the work on the Southern Gateway (to the rear of the Station). • Further masterplanning work is underway that will set out future for the Stage 2 works and the wider Station Gateway area, supported by the City and County Councils. <p>Citadels</p> <ul style="list-style-type: none"> • £50m of Borderlands funding has been allocated to the project. The University of Cumbria are preparing to draw down the first tranche of funding. • The planning application for the scheme has been submitted to the City Council. • The land assembly required for the delivery of the project is also being finalised, with both the City Council and County Councils have agreed to transfer their land and property assets to the University.
2 Delivering St Cuthbert's Garden Village	<p>We continue to make good progress with St Cuthbert's with the majority of the technical commissions needed to inform the next stage of the Local Plan on track to report in July/August. These will then feed into the next stage of the works that will test various scenarios to inform the phased delivery of St Cuthbert's alongside the infrastructure requirements to support the level of growth. To further ensure that design quality is firmly embedded within future development, Government has selected us to be one of its 25 national Design Code Pathfinders. With Government £120,000 funding, we will over the next 12 months work with local communities and landowners to develop good practice design codes and processes that can serve as exemplars to others. In parallel, we are continuing to develop the business case regarding a long-term delivery vehicle to support St Cuthbert's delivery. A</p>

Key Action	Project Activity
	<p>key building block in its preparation has been the recent appointment of specialist legal and financial advisors who over the summer will appraise the options that are most appropriate to us and allow us to progress with the submission of the business case to Government in May 2023.</p> <p>With regards to the Carlisle Southern Link Road, all the Compulsory Purchase Orders have now been confirmed and enacted and preparatory works commenced in February. However, in March, Cumbria County Council deferred awarding the contract for the full construction works given the macro-economic conditions around increasing financial risks and market uncertainty associated with supply chains, labour and material shortages, rising energy costs. The County Council and ourselves are continuing to work with Homes England and awarding the contract will be discussed at a future Cabinet meeting.</p>
<p>3 Delivering the Future High Street Fund (FHSF), Towns Fund, Town Deal Accelerated Fund, and related regeneration projects</p>	<p>Town Deal</p> <ul style="list-style-type: none"> • The business cases for six of the seven projects included within the Town Deal programme have been produced, assured and submitted to Government for approval in March 2022 <ul style="list-style-type: none"> ○ Southern Gateway ○ Start with the Park ○ Carlisle Digital and Community Learning Hub ○ Lighting Up Carlisle ○ Carlisle Business Exchange Centre ○ Project Tullie – Phase 2 • The seventh and final business case is being prepared for the Market Hall project, which will be submitted in June 2022 <p>Future High Street Fund</p> <ul style="list-style-type: none"> • The Devonshire Street project will be delivered by Cumbria County Council and a Grant Funding Agreement is currently being finalised that will enable the funds to be transferred to the County Council to implement the project. • Specialists to support the Council with the design work for the Market Square project have been appointed to progress designs for the space. Stakeholder and public engagement is planned during the summer to inform the design options. • Specialists have been appointed to undertake structural surveys of the Central Plaza site who will then produce a design

Key Action	Project Activity
	<p>specification for the stabilisation of the retaining walls of the site along West Walls and Victoria Viaduct to prepare the site for redevelopment</p> <ul style="list-style-type: none"> • A repurposing scheme for the properties 6-24 Castle Street has been developed by Tullie House Trust and a Grant Funding Agreement is currently being finalised that will enable the funds to be transferred to the Trust to implement the project.
<p>4 Building on success through new economic opportunities</p>	<p>Rural Strategy</p> <ul style="list-style-type: none"> • • The Council is progressing the development a rural strategy for the district working jointly with Eden District Council. • This will involve developing a strong evidence base for Carlisle, which is developed in line and supported by strong stakeholder engagement – and the creation of a Rural Strategy with clear issues / opportunities identified and recommended actions <p>Proactively position Carlisle for future investment</p> <ul style="list-style-type: none"> • • The Council is attending the UK Real Estate Investment and Infrastructure Forum (UKREiiF) to be held in Leeds 17-19 May 2022 • The event brings together the public sector alongside Government, investors, funders, developers and housebuilders. • Attendance at the event will enable the Council to showcase the scale of development and future investment opportunities in Carlisle to national and international investors, developers and occupiers.
<p>5 Delivering the Phase VII World Health Organisation Healthy City Plan</p>	<ul style="list-style-type: none"> • Thriving Communities Carlisle partnership project between Tullie House, Carlisle City Council, Cumbria Wildlife Trust, Carlisle Health Care, Prism Arts, North Cumbria Integrated Care Trust along with others to increase social connectedness continues to deliver activities through the Spring 2022 programme • Setting up of formal grant agreements with Community Centres and third sector organisations mutually agreeing Health and Wellbeing activities and outcomes for the City Council grants to be focused towards. • The Food Carlisle partnership has been working alongside Harraby Community Centre to deliver a Veg Cities project. Food Carlisle has also been involved with the evaluation of National Sustainable Food Places which has been undertaken by the

Key Action	Project Activity
	<p>University of West of England to determine the role of Food Partnerships in terms of food resilience.</p> <ul style="list-style-type: none"> • The Health Walks within Carlisle and district have continued and the team have been working in partnership with Active Cumbria on the launch of the new Ramblers Wellbeing Walks within Carlisle. • A new physical activity initiative called Park Play has commenced in Hammonds Pond offering free sessions every Saturday for a year. • Community Network. In partnership with CVS and Cumbria County Council we have been working on a proposal for a Community Network for all community groups in Carlisle District to encourage collaboration. • Physical Activity Referral pathway. We are continuing to work with the County Council, Community Development Team and Cumbria CVS to develop a physical activity on referral pathway for the city in partnership with the lead social prescribers from Carlisle Healthcare and Carlisle Network PCN.
<p>6 Delivering The Sands Centre Redevelopment project</p>	<p>As at 11/4/22:</p> <p>We are in week 72 of 98 of the construction project. We currently have circa 120 personnel working on site and a further 30 – 40 staff or consultants working off site. Measures continue to be in place to limit the spread of COVID on site and to the wider community.</p> <p>The topping out ceremony took place on site during April with the Leader of the Council and the Wates Contract Director jointly laying the first tiles in the swimming pool.</p> <p>The site gatekeeper won a Wates award for best “new apprentice”. Wates have also been engaging with Carlisle college construction apprentices to allow them to visit site and see the theory put into practice.</p> <p>We are currently still one week behind programme, but the contingencies built into the programme to deal with Covid, and other events has now been exhausted. We are dealing with an increase in the number of risks which may have a time and cost implication for the project team to manage and mitigate. This includes the continued impact of Covid, ‘Brexit’, shortages in materials - particularly electrical components and skilled staff.</p>
<p>7 Support the delivery of partnership plans</p>	<p>National Lottery funded Place Standard programme:</p> <p>The Place Coordinator started on the 16 February. Initial steps have been Phase 1 of project delivery plan and includes: mapping,</p>

Key Action	Project Activity
	<p>establishing community contacts, meeting key partners, gathering data, health data and socio-economic data from a variety of sources, looking at methods of delivery. The first project board meeting was held on 7 April</p> <p>Develop and deliver an application to the National Lottery Partnership Fund: Collaborative Funding Pilot – further redevelopment work took place using a squad working methodology to capture new opportunities/impacts of LGR. This work will now be collated and added to a full application to the National Lottery in early Summer 2022.</p> <p>The Carlisle Community Resilience Group (CaCRG) has now been stood down with the view to be activated again if required. The group has now been reformed as the Carlisle Community Recovery Group, facilitated by two co-chairs' (Cumbria County Council and Carlisle Partnership) with representation from the CaCRG subgroups: Communities Group, Children and Families Partnership and World Health Organisation (WHO) Carlisle Health Forum, and the Carlisle Welfare Reform Board. This development aligns with the moving from response to recovery phase and the recently launched Cumbria Recovery Strategy.</p> <p>The recent Carlisle Partnership Executive (CPE) continued to be delivered virtually over the last two years and was well attended. In March the CPE was hosted by Carlisle City Council in the Cathedral Room. This was the first face to face gathering since the start of the pandemic and an opportunity to show case the newly refurbished Civic Centre ground floor. Highlights included: Cumbria Action for Sustainability – Targeting Net Zero Cumbria Local Government Reorganisation – Update The Wells Communities CIC – drug and alcohol addiction recovery support. Thriving Communities Carlisle – Update and Next Steps Armed Forces Covenant Signing Event Date of next meeting 6th June 2022</p>
8 Delivering the Homelessness Prevention and Rough Sleepers Strategy	<p>The strategic board and operational multi-partnership subgroup continue to monitor and oversee performance against the agreed action plan which supports the strategic priorities. Quarters 1-4 performance data is on track to achieve year one actions; a review has been undertaken by the Strategic Board who</p>

Key Action	Project Activity
	have finalised and agreed the year two priority actions which are now live.
9 Delivering the private sector housing standards to include a range of grants, advice, support and regulation	<p>Carlisle has seen a reduction of 35% in the number of empty properties following action taken through enforcement, grants and encouragement. Housing inspections started again and 31 licensed HMO Inspections have taken place in 2021/22 in new and existing licensed Houses in Multiple Occupation (HMO). The City Council have continued to see a high level of compliance within HMOs with very few informal recommendations having to be made to promote better compliance.</p> <p>Within the housing sector generally there have been a steady stream of complaints received for housing advice in relation to property conditions, totalling 142 complaints which resulted in 9 properties being inspected in the year due to the seriousness of the complaint or lack of action from the owner after a reasonable period. During the period, 7 enforcement notices have been issued for matters relating to poor housing conditions and a further 34 being issued relating to management and documentation requests. 98 notices have been issued specifically for Electrical Safety in the privately rented sector. 19 civil penalty notices were issued for breaches of the Electrical Safety Regulations.</p> <p>During 2021/22 there were 773 referrals for housing grants and 654 completed works. The most common works being level access showers; stairlifts; heating and boiler improvements and house cleans needed to make properties fit for the returning occupiers. Contractor issues; covid and vacancies within the teams delivering the grants, meant that 2021/22 was the first year for several years when the Council did not spend its full central Government DFG allocation. At present the supply chain and contractor availability is the biggest blockage to delivery of our main adaption type which is level access shower adaptations. There are currently 105 individuals in the system awaiting a bathroom adaptation. A priority point system is being used to manage the adaptation waiting list to ensure those most in need receive their adaptation in a timely manner. There are no issues at present with stairlift adaptations, these are being turn around very quickly from application to installation averaging under a month in most cases. In the last year the inhouse Trusted Assessor has undertaken 56 individual assessment of needs, these are referrals that would have otherwise been undertaken by Adult Social Care or are assessments of individuals that would have fallen outside the scope of a Care Act assessments.</p>

Key Action	Project Activity
<p>10 Delivering the Local Environment (Climate Change) Strategy</p>	<p>The Energy Saving Trust are working through our fleet data to identify opportunities for decarbonisation, a report with recommendations is expected in early summer.</p> <p>The application to the Public Sector Decarbonisation Scheme was unsuccessful, we have sought feedback on the application and will be working with the Northwest Local Energy Hub once this feedback has been received.</p> <p>Following on from the presentation to Health & Wellbeing Scrutiny Panel in November discussions on a citizens panel for Carlisle has been continuing, informed by the work completed in Copeland and views of the Allerdale BC Working Group.</p> <p>The LGR Programme has a work package underway for Climate Change, reporting to the Place Board.</p>
<p>11 Delivering the Green Spaces Strategy and supporting the delivery of the Local Cycling and Walking Infrastructure Plan (LCWIP)</p>	<p>The draft Local Cycling and Walking Infrastructure Plan (LCWIP) for Carlisle was published by the County Council (as Highway Authority) in March after extensive consultations with members, officers and interested groups.</p> <p>A Local Cycling and Walking Infrastructure Plan (LCWIP) is a document that identifies and prioritises cycling and walking improvements at a local level. It sets out an approach for developing prioritised routes over the period of the Plan (2022-2037), with the aim of encouraging more people to make journeys on foot or by bike.</p> <p>The focus of the LCWIP is the improvement of routes used for everyday shorter journeys, such as to work, school or the shops. It aims to identify good quality infrastructure that connects the places people need to get to, in a coherent, direct, safe and attractive way. Recognising that it is not always possible to connect everywhere and that funding for delivery needs to be secured, the LCWIP aims to prioritise future investment where the most benefits can be realised. The LCWIP is a not a funded plan however, having an LCWIP in place will put the Council in the best possible position to secure future funding for the delivery of improvements.</p> <p>The LCWIP has been developed using principles set out in the Governments first Cycling and Walking Investment Strategy, 2017. This Strategy sets out the ambition “to make walking and cycling the natural choices for shorter journeys or as part of a longer journey”. Government guidance outlining a recommended approach for developing LCWIPs has also been followed.</p> <p>The LCWIP is based on data and evidence of existing and future potential demand but has also been guided throughout by effective engagement with partners, stakeholders and the public.</p>

Key Action	Project Activity
	<p>Green infrastructure improvements New improved paths and infrastructure within Hammonds Pond has been installed using the developer contribution from The Ridings development. The new infrastructure will encourage more walking and cycling through the park and from the new development to local facilities and schools. Additionally, landscaping improvements have been made to the pond edges to repair eroded areas. Upgraded CCTV will also be installed to improve community safety.</p> <p>Upgrade of cycle track at Hammonds Pond Work to improve the surface of the BMX track at Hammond's Pond was completed in April. The track, which was created with the help of residents more than 20 years ago, has been widened, levelled and resurfaced with asphalt.</p> <p>Green Infrastructure input into proposed housing development Feedback has been given to several major housing developments within the district to ensure that the local plan policy for Open Space, Play Provision and Sports Pitches are adhered to. These include Currock Yard (92 units), Land off A69 Scotby (112 units) and Crindledyke (644 units for full application and 925 units for outline application).</p> <p>The Swifts urban nature reserve project. Work is nearing completion on the collaborative project with Cumbria Wildlife Trust to develop the Swifts into an urban nature reserve. The project forms part of the Get Cumbria Buzzing scheme and was funded by an £80,000 Cumbria Waste Management Environment Trust grant.</p>
12 Developing the new Cumbria Waste Strategy	A draft interim Joint Municipal Waste Management Strategy has been prepared and shared for comment by all seven councils. The interim 'holding' document remains under review and will be updated as necessary to reflect any changes arising from LGR, and, as and when, more detail emerges from the Government's Waste and Resources Strategy for example in relation to food waste and recycling collections.
13 Supporting the delivery of the Carlisle Cultural Framework	The Council has continued to support the development of Carlisle Culture. During this last period the group has continued to meet and work on the delivery of the Cultural Framework.

Key Action	Project Activity
	Recent activity has focused on the use and development of city centre retail space for cultural purposes.

Place Scrutiny Panel Performance Dashboard

End of Year 2021/22

Key	
↓	Performance is deteriorating (compared to same period last year)
↑	Performance is improving (compared to same period last year)
→	No change in performance (compared to same period last year)
✘	Off target
▲	Close to target (within 5%)
✓	On target

On Target?	New Code	Measure	Performance 2021/22	Performance 2020/21	Trend	Target	Comments
✓	CSe04	Revenue gained from household waste recycling collected	£ 1,007,323	£ 605,983	↑	£ 555,500	
N/A	CSe10a	Number of Fixed Penalty Notices issued for fly tipping	33	20	↑	Info only	
N/A	CSe10b	Number of Fixed Penalty Notices issued for littering	95	43	↑	Info only	Including 'Littering from a Vehicle'
N/A	CSe10c	Number of Fixed Penalty Notices issued for dog fouling	7	4	↑	Info only	
N/A	CSe10d	Number of Fixed Penalty Notices issued for abandoned vehicles	3	1	↑	Info only	
N/A	CSe11a	Number of counts/reports of fly tipping	1018	752	↑	Info only	
N/A	CSe11b	Number of counts/reports of littering	104	46	↑	Info only	
N/A	CSe11c	Number of counts/reports of dog fouling	154	179	↑	Info only	
N/A	CSe11d	Number of counts/reports of graffiti	12	3	↑	Info only	
N/A	CSe11e	Number of counts/reports of abandoned vehicles	461	325	↑	Info only	
▲	CSe12a	Proportion of acts of fly tipping responded to in full within 5 working days	97.7%	97.9%	↓	100%	
▲	CSe12c	Proportion of abandoned vehicles initially investigated within 5 working days	99.1%	99.7%	↓	100%	
✘	CSe14	Actual car parking revenue as a percentage of car parking expenditure	117.3%	71.4%	↑	148.1%	Revenue £347k under target
✘	CSe22	Actual city centre pedestrianised zone revenue as a percentage of city centre expenditure	39.0%	34.9%	↑	48.8%	Revenue £24k under target.
✓	CSe25	Actual Talkin Tarn revenue as a percentage of Talkin Tarn expenditure	93.1%	75.6%	↑	76.3%	
▲	ED03b	Building Control to decide 100% of all applications within the statutory period of 5 weeks or 2 calendar months (with the consent of the applicant)	97.1%	100.0%	↓	100%	
✓	ED05	Proportion of major planning applications completed in 13 weeks or within agreed time extension	77.3%	94.7%	↓	60%	
✓	ED06	Proportion of minor planning applications completed in 8 weeks or within agreed time extension	92.4%	97%	↓	80%	
✓	ED07	Proportion of 'other' planning applications completed in 8 weeks or within agreed time extension	87.0%	97.6%	↓	80%	
▲	ED11	% of valid full plan applications determined or checked by Building Control within 5 working days	23.3%	31.0%	↓	25%	
✘	ED12	% of valid full plan applications determined or checked by Building Control within 15 working days	62.0%	100.0%	↓	95%	
✓	ED13	% of site inspections carried out by Building Control on the date agreed	99.6%	99.6%	→	99%	
✓	GRS05	Proportion of Temporary Event Notices licences processed within 1 working day.	100%	100.0%	→	100%	
✓	GRS06	Proportion of public health service requests (pest control, noise, smells, house conditions) responded to within the target response times.	90.6%	88.6%	↑	90%	
✓	GRS10	Proportion of food hygiene inspections completed as scheduled	100%	100.0%	→	90%	

Meeting Date: 09/06/2022
 Portfolio: Cross-cutting
 Key Decision:
 Policy and Budget Framework No
 Public / Private Public

Title: Overview Report
 Report of: Overview and Scrutiny Officer
 Report Number: OS.15/22

Purpose / Summary:

This report provides an overview of matters related to the Scrutiny Panel's work. It also includes the latest version of the work programme.

Recommendations:

Members are asked to:

- Note the items within Panel remit on the most recent Notice of Key Executive Decisions
- Note the current work programme

Tracking

Executive:	Not applicable
Scrutiny:	People 09/06/22
Council:	Not applicable

1. Notice of Key Decisions

1.1. The most recent Notice of Key Executive Decisions was published on 22 April 2022. This was circulated to all Members and is available on the CMIS section of the Council’s webpages. The following items fall within the remit of this Panel:

Items that are included in the Panel’s work programme:

- 2021/22 Provisional Outturn Reports

Items that are not included in the Panel’s work programme:

- None

2. References from the Executive

2.1. None

3. Progress on resolutions from previous meetings

3.1. The following table sets out the meeting date and resolution that requires following up. The status is presented as either “completed”, “pending” (date expected), or “outstanding”. An item is considered outstanding if no update or progress has been made after three panel meetings. All the completed actions will be removed from the list following the meeting.

	Meeting date	Minute reference	Action	Status
1			None – first People Panel Meeting	

4. Work planning

4.1 The Chair and Vice Chair held a work planning session with Darren Crossley, Deputy Chief Executive. At this session they established a draft workplan for the coming year (Appendix 1), noting that this was likely to evolve and develop further over the year.

4.2 It was noted that there was potential value in an item on “Youth engagement in civic life”, but the Chair wished to seek views of the Panel on how this item could be developed and who should be engaged.

5. Contribution to the Carlisle Plan Priorities

5.1. The overview and scrutiny of the Carlisle Plan items that fall within the remit of this Panel contribute to ongoing policy development.

Contact Officer: Rowan Jones

Ext: 7257

**Appendices
attached to report:**

1. Draft Scrutiny Panel Work Programme 2022-23

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

- **None**

CORPORATE IMPLICATIONS:

LEGAL –

PROPERTY SERVICES -

FINANCE –

EQUALITY – This report raises no explicit issues relating to the public sector Equality Duty

INFORMATION GOVERNANCE –

APPENDIX 1: Draft Scrutiny Panel Work Programme 2022-23

Date	Title	Type of Scrutiny	Lead Officer
09/06/2022	End of Year Performance Report 2021/22	Monitoring	Steven O'Keeffe
	Sickness Absence - end of year report 2021/22	Monitoring	Bibian McRoy
	Provisional Outturn Reports	Monitoring	Steven Tickner
	Healthy City 2022/23 programme and opportunities for broadening approach beyond 2023	Policy	Luke Leathers
	Sands Centre Redevelopment - Programme Update and plans for re-opening	Policy	Darren Crossley
14/07/2022	Business Rates Outturn 2021/22	Monitoring	Alison Taylor
	Thriving Communities	Policy	Jeannie Pasley
	CAB - update presentation on work and issues for local residents	Policy	TBC
	Welfare Reform Board - update presentation on work and issues for local residents	Policy	TBC
25/08/2022	Annual Equality Report	Policy	Steven O'Keeffe
	Carlisle Plan - delivery progress	Policy	Steven O'Keeffe
	Victorian Baths	Policy	Darren Crossley/ Friends Group
06/10/2022	Budget monitoring Q1 2022/23	Monitoring	Steven Tickner
	Emergency Planning - winter readiness and LGR preparation	Policy	Steven O'Keeffe
	Asylum Seekers - CRAG update	Policy	TBC
	Local Cycling and Walking Infrastructure Plans (LCWIPs)	Policy	Darren Crossley
24/11/2022	Budget monitoring Q2 2022/23	Monitoring	Steven Tickner
	Performance Report Q2 2022/23	Monitoring	Steven O'Keeffe
	Sickness Absence - Q2 2022/23	Monitoring	Bibian McRoy
	Community Centre Sustainability - current and post LGR		TBC
	LGR - support for staff and assurance on proposed arrangements	Policy	Bibian McRoy
12/01/2023	Corporate Projects - LGR handover	Monitoring	Jason Gooding
	Corporate Risk Register - LGR handover	Monitoring	Darren Crossley
23/02/2023	Budget monitoring Q3 2022/23	Monitoring	Steven Tickner
	GLL	Partnership	Luke Leathers
	Scrutiny Annual Report	Policy	Rowan Jones

For information reports

Jul-22	Update on IT projects - Part B	Monitoring	D. Strong/ M. Kelly
Aug-22	Performance Report Q1 2022/23	Monitoring	Steven O'Keeffe
Aug-22	Sickness Absence - Q1 2022/23	Monitoring	Bibian McRoy
Dec-22	Update on IT projects - Part B	Monitoring	D. Strong/ M.Kelly
Feb-23	Performance Report Q3 2022/23	Monitoring	Steven O'Keeffe
Feb-23	Sickness Absence - Q3 2022/23	Monitoring	Bibian McRoy