

Shadow Authority for Cumberland Council

To: The Shadow Council Leader and Members of Shadow Executive

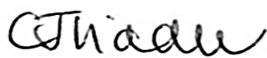
Agenda

Dear Member

SHADOW EXECUTIVE

A meeting of the Shadow Executive will be held as follows:

Date: Thursday, 16 February 2023
Time 10.30 am,
Place: Flensburg Room, Civic Centre, Carlisle, CA3 8QG



Clare Liddle
Chief Legal Officer (Monitoring Officer)
Cumberland Council

Enquiries and requests for supporting papers to:

Rachel Plant, Democratic Services
01228 817039 **democraticservices@carlisle.gov.uk**

MEMBERSHIP

Cllr L Brown (Vice-Chair)
Cllr B Cannon
Cllr M Fryer (Chair)
Cllr M Harris
Dr B Kelly

Cllr E Lynch
Cllr A Quilter
Cllr D Rollo
Cllr C Southward
Cllr E Williamson (Vice-Chair)

ACCESS TO INFORMATION

Agenda and Reports

Copies of the agenda and Part A reports are available for members of the public to inspect prior to the meeting. Copies will also be available at the meeting.

The agenda and Part A reports are also available on the Cumberland Council website
(<https://cumberland.moderngov.co.uk/mgCommitteeDetails.aspx?ID=140>).

A G E N D A

PART A – ITEMS CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1. Apologies for absence

To receive apologies for absence.

2. Declarations of Interest

To receive declarations by Members of any disclosable pecuniary interests, other registrable interests and any other interests in respect of items on the agenda.

3. Exclusion of Press and Public

To consider whether the press and public should be excluded from the meeting during consideration of any items of business on the agenda.

4. Minutes of the Previous Meeting

To receive the minutes of the previous meeting held on 20 December 2022.
(Copy Minutes herewith)
(Pages 7 - 12)

5. Public Participation

To receive any questions or representations which have been received from members of the public.

(note any member of the public who wishes to ask a question at the meeting should apply to do so no later than midday two working days before the day of the meeting. Information on how to apply can be obtained from the person named on the front of the agenda).

6. Budget 2023-24 and Medium Term Financial Plan General Fund Revenue and Capital

(Key Decision)

The Financial Planning and Assets Portfolio Holder to submit the 2023/24 Budget and Medium Term Financial Plan General Fund Revenue and Capital for Cumberland Council.

(Copy Report herewith)
(Pages 13 - 140)

7. Cumberland Schools Forum and Joint Standing Advisory Council on Religious Education (SACRE)

(Non Key Decision)

The Lifelong Learning and Development Portfolio Holder to submit a report regarding the establishment of a School Forum and Standing Advisory Council for Religious Education (SACRE)
(Copy Report herewith)
(Pages 141 - 158)

8. LGR Programme Update

(Non Key Decision)

To consider a report from the Senior Manager, LGR Programme, providing an update on the Programme in place to support Local Government Reorganisation in Cumbria.
(Copy Report herewith)
(Pages 159 - 172)

9. Delegated authority to approve operational policies and procedures

(Non Key Decision)

The Leader to submit a report which seeks delegated authority from the Cumberland Shadow Executive to the Chief Executive to approve necessary operational policies and procedures prior to Vesting Day on 1 April 2023 in consultation with the relevant Portfolio Holder.
(Copy Report herewith)
(Pages 173 - 176)

10. Section 24 - Extension of Apprentices Framework

(Key Decision)

The Lifelong Learning and Development Portfolio Holder to submit a report which considers the extension of the Apprenticeships Framework.
(Copy report herewith)
(Pages 177 - 198)

11. Section 24 - Consent to Award Contract for Insurance Services

(Key Decision)

The Financial Planning and Assets Portfolio Holder to submit a report regarding consideration to grant consent to the County Council to enter into a contractual arrangement for provision of a main insurance services to

Cumberland Council. The confidential appendix for the report is submitted as agenda item 12.

(Copy Report herewith)

(Pages 199 - 204)

PART B - TO BE CONSIDERED NOT IN THE PRESENCE OF THE PRESS AND PUBLIC

12. Section 24 - Consent to Award Contract for Insurance Services

3

(Key Decision)

Not for publication by virtue of Paragraph 3 of Schedule 12A to the Local Government Act 1972 at it contains information relating to the financial and business affairs of any particular person (including the authority holding that information).

The Financial Planning and Assets Portfolio Holder to submit the appendix to agenda item 11 regarding consideration to grant consent to the County Council to enter into a contractual arrangement for provision of a main insurance services to Cumberland Council.

(Copy Appendix herewith)

(Pages 205 - 206)

13. Award of design and build contract to construct Carlisle Southern Link Road

3

(Key Decision)

Not for publication by virtue of Paragraph 3 of Schedule 12A to the Local Government Act 1972 at it contains information relating to the financial and business affairs of any particular person (including the authority holding that information).

The Environment and Highways Portfolio Holder to submit a report seeking consent to the potential award of a design and build contract for the construction of Carlisle Southern Link Road (CSLR) by Cumbria County Council.

(Copy Report herewith)

(Pages 207 - 214)

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CUMBERLAND SHADOW EXECUTIVE

Minutes of the Shadow Executive held in ENERGUS, Lillyhall, Workington, CA14 4JW on Tuesday, 20 December 2022 at 10.30 am

Members

Councillor Mark Fryer (Chair)

Councillor Lisa Brown (Vice-Chair) and
Councillor Emma Williamson (Vice-Chair)

Councillor Barbara Cannon

Councillor Martin Harris

Councillor Elaine Lynch

Councillor Anne Quilter

Councillor Denise Rollo

Councillor Christopher Southward

Also in attendance

Ms C Nicholson, Ms C Parkinson, Mr A Seekings and H Younger

64. Apologies for absence

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

65. Declarations of Interest

There were no declarations of interest submitted.

66. Exclusion of Press and Public

RESOLVED – That the press and public be not excluded during discussion of any items on the agenda.

67. Minutes of the Previous Meeting

The minutes of the previous meeting held on 25 November 2022 were agreed as a correct record.

68. Public Participation

There were no public questions, petitions or representations submitted.

69. LGR Programme Update

Subject of the Decision

Members considered a report which provided members with an update on the Programme in place to support Local Government Reorganisation (LGR) in Cumbria.

The report consisted of the latest Programme Dashboard presented to the Programme board (15 November 2022), and a summary of the Day One Board report presented to the Day One Programme Board (15 November 2022).

Alternative Options Considered

The contents of the report detailed reporting mechanisms relating to progress of the LGR Programme, whilst there is a choice about how this might take place, the approach described was considered the most effective, efficient and fitting to local circumstances.

The Decision

RESOLVED – That the Shadow Executive noted the report details and key points included in section 3 of the report.

Reason for the Decision

To keep the Shadow Executive informed of the progress of the Local Government Reorganisation Programme Board.

70. Council Tax Reduction Scheme

Subject of the Decision

Members considered a report which sought approval of the adoption of a single, unified Council Tax Reduction with effect from 1st April 2023.

As a new unitary authority Cumberland Council had a requirement to agree a scheme which covered the whole of the new Councils area and replaced schemes previously operated by the former city and boroughs.

It was requested that Care Leavers be included in Appendix B the Equality Impact Assessment listed Protected Characteristics.

Members thanked the Finance Team for their work on the report.

The Portfolio Holder for Financial Planning and Assets moved the report, which was seconded by the Leader, as a recommendation from the Shadow Executive to be approved by the Shadow Authority.

Alternative Options Considered

With the creation of the new Council, unlike the previous city and boroughs, there was no alternative other than to implement a single unified scheme. This was required by law and there was no legal mechanism that would allow the existing 'legacy' schemes to continue.

There were a number of scheme designs that could be adopted including more radical approaches which were being implemented by other authorities, however due to the high level of support being provided currently to working age applicants and also that the three legacy authorities operate similar schemes currently, it was recommended that a similar scheme design be recommended and that any further review should be undertaken at some time in the future.

The Decision

RESOLVED - That the Shadow Executive:

- 1) Agreed to recommend that Shadow Council approve a new single Council Tax Reduction Scheme for 2023/24 for Cumberland Council, as outlined in the report, in accordance with Schedule 1A(3) of the Local Government Finance Act 1992;
- 2) Agreed to recommend that Shadow Council approve the 100% voluntary disregard as applicable under the scheme of War Disablement Pensions, War Widows Pensions and War Widowers' Pensions, under Section 134(8) and 139(6) of the Social Security Administration Act 1992.

Reason for the Decision

To approve a new single Council Tax Reduction Scheme for 2023/24 for Cumberland Council in accordance with Schedule 1A (3) of the Local Government Finance Act 1992.

71. UK Resettlement Scheme Pledge

Subject of the Decision

Members considered a report which sought to update the Shadow Executive on the proposals in relation to the resettlement of refugees in Cumberland for 2023/24.

The Cumbria County Council Cabinet, as the decision maker, would be recommended to agree to a pledge to resettle 48 refugees during 2023/24 in the Cumberland local authority area. That pledge would support individuals arriving in the country under the United Kingdom Resettlement Scheme (UKRS) which provided a safe and legal route to the UK for vulnerable refugees in need of protection.

The pledge to support 48 individuals was felt to be achievable alongside the delivery of the other migration schemes the Council would be involved in supporting over the same period of time.

Members thanked the Cumbria County Council Resettlement Team for all their hard work.

The Leader moved the recommendations in the report, this was seconded by the Portfolio Holder for Governance and Enabling.

Alternative Options Considered

Two options had been considered in developing the proposed pledge;

- a) To agree to resettle a minimum of 48 individuals,
- b) Not to agree to make a pledge to supporting refugees under the UKRS Scheme. Under that option existing refugees that had arrived under the scheme

and living in the local authority area would continue to be supported; however no new refugees would be accepted for arrival.

The Decision

RESOLVED

That the Shadow Executive note the recommendation that would be made to Cumbria County Council Cabinet to agree to the resettlement of a minimum of 48 individuals during 2023/24 in the Cumberland local authority area under the United Kingdom Resettlement Scheme.

Reason for the Decision

To update the Shadow Executive on the proposals in relation to the resettlement of refugees in Cumberland in 2023/24.

72. Cumbria Local Enterprise Partnership

Subject of the Decision

Members considered a report which sought to provide the Shadow Executive an update on the transfer of Cumbria Local Enterprise Partnership (CLEP) Accountable Body responsibilities from Cumbria County Council to Westmorland and Furness Council from 1 April 2023.

Local Enterprise Partnerships (LEP) were bodies across England tasked with leading economic growth activities in their local areas. The Cumbrian LEP operated across the whole of the current County footprint and had been in existence since 2014.

At the Member Implementation Board meeting on 14 October 2022, it was agreed that Westmorland and Furness would take on the role of CLEP Accountable Body, subject to ratification by their Shadow Executive.

The Leader moved the recommendations in the report, this was seconded by the Portfolio Holder for Governance and Enabling.

Alternative Options Considered

An alternative option would be to choose not to play a role in the operation of CLEP. However, that would limit the Council's ability to influence its operations and to deliver economic growth activities throughout the Cumberland area.

The Decision

RESOLVED – That the Shadow Executive:

- 1) Notes the content of the report and the transfer of accountable body responsibilities from Cumbria County Council to Westmorland and Furness Council from 1 April 2023;

- 2) Agrees to nominate the Leader as the Council's representative on the CLEP Board and note that the Deputy Leader (Statutory) be deputy to the Board and its subgroups;
- 3) Agrees that the Council becomes a Member of CLEP;
- 4) Agrees to delegate authority to the Chief Executive in consultation with the Leader, Monitoring Officer and S151 Officer to work with CLEP to agree changes to the following to reflect the new membership of the Council and Westmorland and Furness Authority and the transfer of the accountable body functions to Westmorland and Furness and the changes agreed at the AGM:
 - The ToR for the Investment Panel.
 - The ToR for the Transport and Infrastructure Group.
 - The ToR for the CLEP Scrutiny Board.
 - The Kingmoor Park Enterprise Zone MoU.
 - The Local Assurance Framework.
 - The Company Articles of Association.
- 5) Agrees that delegated authority be given to the Monitoring Officer to agree the conversion of project MoU's to grant funding agreements as appropriate;
- 6) Agrees that delegated authority be given to the Section 151 Officer (in consultation with the Portfolio holder for Financial Planning and Assets) to agree any financial and in-kind contribution to CLEP.

Reason for the Decision

To provide an update to members on the transfer of Cumbria Local Enterprise Partnership (CLEP) Accountable Body responsibilities from Cumbria County Council to Westmorland and Furness Council from 1 April 2023 and to seek approval for the Councils involvement in CLEP from 1 April 2023.

73. Community Governance Review Stanwix: Response to Consultation

Subject of the Decision

Members considered a report which sought views of the Shadow Executive on a consultation for a Community Governance Review for the Stanwix area of Carlisle.

In September Carlisle City Council received a petition requesting a Community Governance Review for the Stanwix area of Carlisle. As part of that review the Council must consult with any person or body (including a local authority) which appeared to have an interest in the review.

Members queried whether or not the Trustees of Carlisle should be included as part of the consultation. It was agreed that the Interim Monitoring Officer would include the comment as part of the response.

The Leader moved the recommendations in the report, this was seconded by the Portfolio Holder for Governance and Enabling.

Alternative Options Considered

The Shadow Executive could choose not to provide a response to the consultation.

The Decision

RESOLVED – That the Shadow Executive:

- 1) Notes the proposals set out in the Community Governance Review and agreed to respond to the request from Carlisle City Council for Cumberland Shadow Authority's views on the review;
- 2) Delegates to the Monitoring Officer, in consultation with the Chair, the responsibility for drafting a response to Carlisle City Council setting out the authority's response.

Reason for the Decision

Carlisle City Council had recently written to Cumberland Council asking for their views on the Community Governance Review.

The meeting closed at 11.13 am

Agenda Item 6

Cumberland Shadow Executive

16th February 2023

Budget 2023-24 and Medium-Term Financial Plan General Fund Revenue and Capital

Report from: Barbara Cannon, Portfolio Holder Finance
Report Author: Catherine Nicholson, S151 Officer
Wards: All
Key Decision: Yes

1.0 Purpose/Summary of report

- 1.1. This report sets out the first Revenue Budget and Medium-Term Financial Plan for Cumberland Council. It identifies the key factors influencing and informing the development of the Council's financial plans for 2023-24, and the on-going impact of those plans into the medium term.
- 1.2. The budget report sets out the latest estimated funding position, service and corporate budget pressures, financial risks and challenges influencing the development of Cumberland Council's financial plans
- 1.3. Proposals for 2023-24 are based on the outcome of the Provisional Local Government Finance Settlement, released on the 19th of December. A verbal update will be given at the meeting on any implications from the announcement of the Final settlement.
- 1.4. This report also covers the issues which need to be considered prior to the Council finalising the budget and setting the Council Tax for 2023-24.

2.0 Recommendation

2.1 It is recommended that the Shadow Executive Committee:

1) Approves the 2023-24 Budget for recommendation to Cumberland Shadow Authority for approval and adoption including: -

- The General Fund net revenue budget for 2023-24 of £303,278,387 and Directorate service budgets for 2023-24 as outlined in Appendix A
- Council Tax Harmonisation for Cumberland Council using the weighted average (alternative notional amount) from 1 April 2023
- An average Band D Council Tax in 2023-24 of £1,730.84 for Cumberland Council which represents an increase of 4.99% on the average Council Tax levied across the Cumberland

area (2.99% increase in core council tax and 2% Adult Social Care precept)

- The capital programme as set out in Appendix C
- The detailed Fees and Charges as set out in Appendix D
- Notes the S25 statement of the Chief Finance Officer as set out in Section 16 and the risk-based assessment of the level of General Fund Balances
- Notes the consultation feedback on the budget as set out in Appendix E

2.2 Approves the following further recommendations from the Shadow Executive Committee to the Shadow Authority to ensure that the revenue and capital budget and all associated financial policies can be delivered in a safe and legal manner from 1st April 2023 while ensuring flexibility to manage the overall budget in the year

- To delegate authority to the Section 151 Officer – in consultation with the portfolio holder for Finance and Assets, to amend the capital programme for 2023-24 going forward so that it accurately reflects issues such as slippage/ acceleration on current year projects that will need to be added to the programme
- To delegate authority to the Section 151 Officer to finalise and agree all outstanding financial policies and strategies and policies to ensure that the Council has the policies in place by 1 April 2023.
- To delegate authority to the Section 151 Officer in consultation with the portfolio holder for Finance and Assets to employ earmarked reserves for the purposes they were originally set up for
- To delegate authority to the Section 151 Officer in consultation with the portfolio holder for Finance and Assets to amend the Fees and Charges if required in 2023-24
- To delegate authority to the S151 Officer in consultation with the portfolio holder for Finance and Assets, to release the general contingency fund if required in the year

3.0 Background and Proposals

- 3.1 This report presents the first budget and medium-term financial plan for the new unitary authority Cumberland Council.
- 3.2 The creation of a new single tier council provides an opportunity to join up services and deliver at a scale that we have not previously had.
- 3.3 The ambition of this Executive is to create a council that engages and empowers residents whilst using our strengths, influence, and willingness to do things differently to improve the health and wellbeing of everyone in Cumberland.
- 3.4 This budget has been set with a strong focus on building a strong foundation with a “safe and legal” transition from the four sovereign councils to the new single tier Cumberland Council.
- 3.5 The ambition of Cumberland Council is to maximise the opportunities of becoming a unitary to develop a new modern organisation and culture that is more effective and efficient.
- 3.6 This budget does build in the resources to progress significant transformation and drive benefits from bringing together four councils, such new improved ICT infrastructure, workforce planning and consolidation of contracts.
- 3.7 There are also inherent costs that have arisen due to the disaggregation of the county council, such as duplication of statutory posts, maintenance of existing ICT systems etc and transitional costs to ensure that we can deliver a safe and legal new council.
- 3.8 It is important to reiterate that this is the very first budget created for this new organisation. As such, significant due diligence has been undertaken to create the baseline budgets transferring from the sovereign councils, there are some inherent financial risks associated with this. There is also a level of risk associated with the level of demand for the disaggregated services.
- 3.9 The budget proposals must be within the resources available to the council. This report considers the financial position considering both resources available from central government and those generated locally alongside the need to fund unavoidable cost pressures and to invest in Council priorities. It brings together the recent funding announcements and the council’s statutory duties.
- 3.10 Following vesting day, the senior leadership team and executive members will work together to develop the transformation plan so that Cumberland Council can deliver its long-term sustainability and ambitions.
- 3.11 To help maintain and protect levels of service provision and demand the Shadow Authority consulted on a core council tax increase of 2.99% and an adult social care precept of 2% (4.99% total increase) in line with the maximum limit set by government without triggering a referendum.
- 3.12 The council tax also assumes harmonisation based on the weighted average council tax across Cumberland Council as described in the section on Council Tax Harmonisation later in this report.

4.0 Provisional Local Government Finance Settlement

- 4.1 The provisional settlement was announced on 19th December 2022 and the main announcements for Cumberland was set out within the Core Spending Power (CSP) figure of £287.8m. Core Spending Power is a measure the Government uses to estimate how much authorities can spend using grants they announce in the settlement and an assumption on the amount of Council Tax that can be raised if maximum increases are incorporated. The spending power is broken down as follows:

Cumberland Core Spending Power (CSP) 2023/24

	£'m
<u>Settlement Funding Assessment</u>	
Revenue Support Grant	11.380
Baseline Funding Level	62.938
Settlement Funding Assessment	74.318
<u>Grant Funding included in Core Spending Power</u>	
Compensation for under-indexing the business rates multiplier	10.721
Improved Better Care Fund	14.616
New Homes Bonus	0.957
Rural Services Delivery Grant	2.499
Social Care Grant3	25.101
ASC Market Sustainability and Improvement Fund	3.306
ASC Discharge Fund	2.049
Services Grant	2.324
Grant Funding included in Core Spending Power	61.573
Assumed Council Tax Income (excluding parish precepts) *	151.932
Core Spending Power	287.823

*Assumed Council Tax income is a national calculation made by government based on an assumed council tax base and council tax amount and will differ from the actual council tax estimates included within this report

- 4.2 Due to the fact that this is a one-year settlement, many funding announcements are for one-year only. This means the position for 2024-25 and beyond remains uncertain and potentially extremely volatile and challenging. This makes strong financial management, budget monitoring, service intelligence and benchmarking arrangements crucial to ensure that Cumberland are proactive in identifying and dealing with emerging issues and that it can develop mitigations to deal with those issues as they arise.

5.0 Developing the Budget

Governance

- 5.1 Governance processes which were established to support the development of the budget have included
- Regular budget development sessions with members of the shadow executive
 - Finance theme board and Members Implementation Board oversight of the disaggregation of the county council's revenue budgets and capital programme
 - Officer led budget working group for Cumberland Council, combining lead officers from all the sovereign councils.

LGR Programme

- 5.2 Since the announcements in July 2021 about local government reorganisation (LGR) in Cumbria, preparations have been underway to enable a smooth operation of the new council from 1 April 2023.
- 5.3 The LGR Programme was established to put in place an overall programme structure with associated leadership and governance. This has included the establishment and operation of a Chief Executive level LGR Programme Board to oversee and direct the work being done.
- 5.4 A number of thematic officer working groups supported and advised by a range of workstreams/ work packages, have provided service and technical expertise to deliver the projects. The use of internal resources and staff has been supplemented by KPMG as the strategic partner to the Programme.
- 5.5 First and foremost, all programmes must achieve a safe and legal day one transition. This means that the new unitary councils must have the staff, systems, procedures, policies, and budgets to deliver their statutory duties. This is to avoid disruption to services for our residents and businesses and ensure that our vulnerable residents are protected.

Approach

- 5.6 The approach taken in setting the 2023-24 Budget and Medium-Term Financial Plan for Cumberland Council has been as follows:
- Establish the baseline budget for 2022-23 through the disaggregation of Cumbria County Council's budget and the aggregation of the three district Councils for Allerdale, Copeland and Carlisle City.
 - This work was undertaken under the oversight of the Finance Theme Board which presented progress reports to MIB/ Shadow Executives.

- Review of identified growth and savings from existing medium term financial plans for 2023-24 and the future years.
- Review of current years (2022-23) financial monitoring to identify additional service pressures and demands, and impact of previous decisions.
- Review and assessment of economic outlook and inflationary pressures on contracts, pay awards, energy costs etc
- Identify efficiency opportunities arising from initial transition. As stated, work on the wider organisational, contractual, and financial benefits of the wider consolidation of services will be post vesting day
- Identify and review local government reorganisation (LGR) related pressures such as duplication of statutory posts and maintaining existing ICT services to ensure a safe and legal transition
- Review of the funding position and assumptions
- Review options around Council Tax harmonisation, based on an assumption of harmonising adopting the Alternative Notional Amount methodology (the average Council Tax approach) and calculate yields based on this and increases, as recommended by Executive, and endorsed by Scrutiny
- Review and incorporate the announcements from the provisional local government finance settlement
- Review feedback from budget consultation

Cumberland Transition and Transformation

- 5.7 Cumberland Council is being established from the bringing together of four sovereign councils and the scale of this financial challenge has been well documented.
- 5.8 In order to deliver the efficiencies required from LGR and from the rationalisation of service delivery across the area, there will be a need to undergo service transformation to bring together and integrate the district and county services.

- 5.9 This will inevitably require expenditure pressure to be incurred to deliver service changes and improvements.
- 5.10 On top of this, the council is being impacted by cost pressures facing all local authorities, with costs increasing more than the income that is received. Significant pressure is also being felt in key service areas, such as Children Looked After (CLA), where demand continues to impact the budget.
- 5.11 As Directors and Assistant Directors are still in the process of being appointed (from 1 April 2023), there has not been the capacity to identify and develop savings plans and implement the service changes required to deliver these savings yet.
- 5.12 The focus of all existing staff has been on concentrating on a safe and legal transition at vesting day and on running sovereign council services.
- 5.13 As the county council is being disaggregated, it is inherent that additional costs will be incurred, such as duplication of statutory responsibilities, and maintaining sovereign ICT systems whilst new ones are developed.
- 5.14 Across the LGR programme, the sovereign councils have set aside £19 million from existing reserves to establish the new unitary councils – and this has therefore reduced the capacity for Cumberland Council to utilise these reserves for future transformational support
- 5.15 A request has been made to the Department of Levelling Up Housing and Communities (DLUHC) for exceptional financial support to assist the council in managing the transition and transformation.
- 5.16 This support would allow the authority to use capital resources to fund the revenue investment required in setting up and establishing the new council to enable it to deliver efficiencies from 2024-25 onwards.
- 5.17 This budget has been proposed on the basis that this request will be supported by Government.

6.0 Budget Consultation

- 6.1 Consultation with the public and other key stakeholders is essential to informing the Council's priorities and the financial plans which underpin delivery of those priorities, including the council's annual budget. The Council Plan agreed in 2022 outlines how the council aspires to put engagement with its communities and residents at the heart of its decision making.

- 6.2 Before the consultation on the budget proposals started, Shadow Scrutiny Committee members were given a briefing on the work to develop the budget at its meeting on 21st December 2022.
- 6.3 The budget consultation was held between 6 January 2023 and 31 January 2023. The consultation was made available on the Cumberland.gov.uk website and hard copy versions were available from libraries, council offices and on request.
- 6.4 The consultation was advertised and promoted in a number of ways. These included traditional press, such as the print media, radio, and television, as well as on the Cumberland Council social media accounts. Social media posts were also shared by the sovereign councils who also posted themselves. The consultation was also shared with staff and councillors and sent to parish councils and partner organisations.
- 6.5 To further help with the promotion of the consultation, sovereign councils used other methods such as email newsletters, including the weekly Carlisle Partnership newsletter which is emailed to a wide circulation list of local partners, posts on the Nextdoor platform, and on public display screens in their areas.
- 6.6 The consultation focused on a number of themes; these were:
- The options to harmonise council tax rates – to ensure that all residents in the Cumberland area pay the same, per council tax band, for the services that Cumberland Council delivers
 - The proposed increase in council tax for 2023-24
- 6.7 The consultation outlines the four main ways that the council could harmonise council tax. These are:
- Day 1 at average rate
 - Over years 1 – 8 on a straight-line basis, which maintaining the current council tax yield
 - At the lowest predecessor council tax charge
 - At the highest predecessor council tax charge
- 6.8 Consultees were asked about their views on the proposal to harmonise from 1 April 2023 at an average rate. The question was: Do you agree that council tax is harmonised in this way so that everyone in the same band pays the same amount, no matter where they live?
- 6.9 The second question acknowledged the financial pressures faced by many residents due to the rising cost of living, and the support that was available through the Council Tax Reduction Scheme to those most in need. It also

outlined how the council was not immune to the same financial pressures and therefore to ensure that the services which residents relied on were protected, it was proposing a below inflation rise of 4.99%. This was split by 2.99% as a base increase and another 2% for adult social care. The question asked was: Do you agree on a rise in council tax of 4.99% to help pay for essential services that will be provided by Cumberland Council, such as waste collection, adults social care, children's services, and highways?

- 6.10 There were 770 responses to the first question on harmonisation. Some 53.8% of respondents agreed with the proposal to harmonise from 1 April 2023, with some 41.8% disagreeing. Just over 4% responded with "Don't know".
- 6.11 In terms of the second question on the proposal to increase council tax by 4.99% there were 773 responses received. Of those who answered, 38.2% of responses agreed with the proposal and 56.9% disagreed. Some 5% responded as "Don't know".
- 6.12 More information on the feedback from the consultation can be found in Appendix E.

7.0 Disaggregation of the County

Disaggregation of the County Council revenue budget

- 7.1 The County Council's current commitments/ responsibility for expenditure and income, including specific grant funding, have been split and allocated to Cumberland.
- 7.2 This disaggregation had to identify a mechanism for splitting the current baseline budget in line with how the commitments and responsibilities are split.
- 7.3 A number of overarching principles were agreed by the Finance Theme Board with oversight of the Members Implementation Board. (MIB).
- 7.4 The disaggregation principles applied in order to split the county council services, and therefore develop a proxy for splitting the budget between Cumberland Council and Westmorland and Furness is set out below:
1. **Location Service Delivered:** e.g. location of assets - buildings, parks, geographic footprint of service
 2. **Residence of service user:** e.g. 'Ordinary Residence' principle for Social Care, where split may be based on 'home' postcode of service user, not location service is delivered
 3. **Population:** e.g. where costs/income based upon demand/usage. May include whole population or sub-set (e.g. 0-17, 18-64, 65+)
 4. **Other Cost/Income drivers:** underlying drivers for service areas, e.g. road length, FTE 's, number of households, council tax base or business rates tax base, demand data, activity data, performance data, corporate costs such as residual pension, teacher additional pension, Minimum Revenue Provision (MRP) –specialist advice being provided

5. **Funding Formula:** split prescribed within funding terms and conditions e.g. Dedicated Schools Grant (DSG), Public Health Grant, Better Care Fund (BCF), Improved Better Care Fund (IBCF) may have specific grant formula / data to allocate the funding. Work ongoing to review formula's where seen as out of date
- 7.5 Whilst the majority of disaggregation principles have been agreed there are still some to be finalised, particularly in relation to the balance sheet, corporate and support services, capital financing, reserves etc.
- 7.6 The data sets used to calculate the budget allocation have been taken at a point in time, and whilst regularly updated, there is a risk that with demand led budgets, such as Adult Social Care and Children's Services, there may be variations in the new financial year.
- 7.7 This disaggregation budget was then combined with the aggregated district council's budgets, to provide a baseline budget for 2022-23

Disaggregation of the County Council balance Sheet

- 7.8 There are linkages between items on the balance sheet, service revenue budget and capital programme. Therefore, where applicable, the principles used to disaggregate the balance sheet need to be consistent with principles used to disaggregate the revenue and capital budgets
- 7.9 The disaggregation of the County Councils balance sheet has been undertaken on a principles-based approach. It is important to note that the opening values for Cumberland's Balance Sheet cannot be confirmed until the previous sovereign Councils accounts have been completed, which will be after vesting day. Initial drafting has been based on historic data and estimates.
- 7.10 The main disaggregation principles applied in order to split the county council balance sheet is set out below:
 1. **Cumbria Fire and Rescue Service:** has been separately identified where possible
 2. **Unitary Geographical:** for fixed assets such as land and buildings
 3. **linked to contractual/hosting arrangements or agreed split of legacy responsibilities:** for assets linked to services such as Waste Disposal, Cumbria County Holding shares etc.
 4. **Expected service need/demand:** for assets such as vehicles e.g. fleet and highways
 5. **Link to Capital Programme / Capital Financing Requirement (CFR):** for liabilities such as borrowing. Work is on-going to determine the final split(s)
 6. **Link to service disaggregation:** where balance sheet items relate to a specific service, such as service-related provisions and reserves

7.11 Whilst the majority of the disaggregation principles have been agreed, there is further work being undertaken in some areas of the balance sheet and the final impact of the disaggregation will not be fully known until after vesting day once the previous sovereign Councils accounts have been completed.

8.0 Aggregation of the County and District Councils

8.1 The aggregation of the three district council's together with the disaggregated county council position for Cumberland was undertaken by the Finance Theme with the oversight of the MIB.

8.2 The initial aggregated position has continued to be reviewed and updated, to ensure the most accurate starting baseline budget position is available, that reflects commitments/responsibility. This refinement reduces the level of risk and uncertainty within Cumberland 2023-24 budget. This latest position has been used within this report and a summary is set out in the table below:

Total	Cumberland £m 2022-23	W & F £m 2022-23	Fire £m 2022-23
526.718	£278.459	220.871	27.388

9.0 Revenue Budget Overview

9.1 The changes to the current overall baseline budget (2022-23) that are needed to arrive at the proposed 2023-24 Cumberland net revenue budget are summarised below:

All Services / Directorates	£'M	£'M
2022-23 Updated Baseline Budget		278.459
Recurring growth	41.329	
Non-Recurring growth	7.059	
Growth and Pressure		48.388
Recurring Transition and Transformation	10.000	
Non-Recurring Transition and Transformation	30.000	
Non-recurring exceptional financial support	(40.000)	

Recurring cost of capitalisation directive financing	1.164	
Transition and Transformation		1.164
Recurring savings	(15.326)	
Non-Recurring savings	(9.406)	
Savings and Efficiencies		(24.732)
2023-24 Net Revenue Budget		303.279

Budget Growth and Pressures – Total £48.388m

9.2 These are the changes and additions to the current baseline budget (2022-23) that are needed to meet the anticipated cost of service provision and increased demand for services in 2023-24.

9.3 The pressures total £48.388m and include: -

9.4 Recurring Growth of £41.329m

- £25.039m contingency, inflation and pay award. This includes:
 - Circa £7.5m Assumed Pay Award of 5%

Although no decision has been taken on pay awards at this point, pending the outcome of the national public sector discussions. This will be held as a corporate contingency until agreement is reached.

- Circa £17.5m Contractual Inflation
This provides for in-built contractual and other inflationary cost related pressures, across various contracted/externally provided services, including Children Looked After, Care Leaver and Adults service(s)/care provision, leisure facility managements, grounds maintenance, waste collection services, utilities, waste disposal and transport contract(s)

Not all arrangements specify the annual uplift, and, in some cases, this may be subject to negotiation. This means the final amount is not yet certain and the uplift allowance reflects the best estimates at the time of setting the budget. Although the allowance differs depending on the service and/or contractual arrangements, as a guide, an allowance of 10% is included in most cases.

Pending these uplifts being finalised. This will be held as a corporate contingency until agreement is reached.

- £2.725m Capital Financing (MRP and Interest) in relation to the borrowing used to finance the Capital Programme. This is largely a result of legacy/sovereign decisions and arrangements, rather than new schemes being approved by Cumberland Council.
- £2.633m Pressure as a result of sovereign savings proposals not being fully achieved before vesting day. Although any sovereign savings that remain un-delivered are being 'removed' through this budget growth, these are being replaced by a Cumberland savings programme, based on Cumberland Council priorities
- £10.275m relates to other pressure, largely the result of County legacy services experiencing Demography and Service Demand Changes. This includes a reduction to the level of dividend expected from Cumbria County Holdings, increased cost of providing Inclusive Learning Direct Payments as the demand for these statutory services continues to increase, increased cost of Children Looked After Placements as the number of high cost packages has increased during 2022-23, increased cost of providing Special Education Needs and Disability (SEND) transport following increased service demand and the cost of providing routes during the latest academic year and additional un-budgeted inflation pressures across the County Council 2022-23 budget.
- £0.657m relates to smaller other pressures.

9.5 Non-Recurring Growth of £7.059m

- £3.306m New Burdens funded by ASC Market Sustainability & Improvement Fund (including fair cost of care)
- £2.049m New Burdens funded by Adult Social Care (ASC) Discharge Fund (required to be pooled as part of BCF)
- £1.704m relates to smaller other pressures, such as the cost of delivering existing legacy programme / projects initiated by Carlisle City Council, shortfall in income across various retail properties following change in lease arrangements and increased cost of leisure facility contracts due to delay of Sands Centre capital scheme completion

9.6 LGR Transition Pressures - £10m

- £3m ICT costs for licensing and staffing costs relating to maintaining sovereign ICT systems whilst developing new ones for the new council
- £6m Recruitment and Staffing – pressure to support the requirement to continue to deliver statutory responsibilities in both Adults and Children's services, including the recruitment of required statutory officer roles being disaggregated from the county. Also to ensure there is sufficient capacity within corporate support and enabling services to deliver safe and legal services.

- £1m – pressure from non-staffing budgets relating to the legacy operating models

9.7 LGR Transformation Programme - £30m

- £5m for capacity and expertise to deliver the new operating model through a Programme Management Office (PMO) approach which will identify the options, benefits assessments, and drive delivery
- £8m for workforce planning to undertake a pay and grading review and resultant staffing implications
- £2m for service contract termination costs and transactional fees
- £15m for ICT enterprise architecture - replacement of duplicate systems with bespoke single solutions, such as Finance/ HR, customer relationship management etc.

Budget Savings and Efficiencies– Total £24.732m

9.6 These are the changes that reduce the pressure on the 2023-24 Cumberland Budget and ensure a balanced budget is achieved.

9.7 The savings total £24.732m and include: -

Recurring Savings of £15.326m

£9.0m for 2023-24, consisting of:

- £1m, additional vacancy management, initially to be held centrally. This is to recognise the actual outturn underspend position across sovereign Council budgets in prior years and to ensure the Cumberland budget does not include an overly prudent salary budget given the level of vacancies across the sovereign Council services
- £1m reduction in LGPS employers pension rate following tri-annual review. Will come into effect from 1st April 2023, final impact is uncertain but initial indication is that this will be a saving to Cumberland - final figures to be agreed- initially to be held corporately and will be allocated to service budgets during 23/24
- £1.5m Adults Wellbeing and Housing Directorate £1.5m Children's and Family Wellbeing Directorate to reflect transformation of processes and capacity building to improve outcomes for people
- £4.0m Business Transformation and Change Directorate cross-cutting savings. New opportunities to realise efficiency and other savings will arise as the services in the new Council come

together. Planning for these new service areas give the opportunity to consolidate, transform and create economies of scale.

- The Director of Business Transformation and Change and the Director of Resources have responsibility to deliver a programme of transformation across all services in conjunction with partners and wider stakeholders.
- £3.412m increase in income, including increase fees and charge(s) across a range of service areas
- £2.914m relates to smaller other savings, such as the latest forecast of grant income, reduction in national insurance costs as a result of announcement that the national insurance levy introduced in 2022-23 will not continue, reduction in member allowance budget due to reduced number of members when compared to the sovereign Councils and anticipated continued reduction in demand for English National Concessionary Travel (ENCTS)

Non-Recurring Savings of £9.406m

- £2.500m Treasury Management Arrangements. In-line with sovereign Council 2022-23 budget monitoring, it is anticipated that Cumberland will be able to achieve additional investment income (as a result of increased interest rates) and reduced cost of interest associated with external borrowing (as a result of a strong cash-flow position, allowing Cumberland to utilise 'internal borrowing' arrangements)
- £1.551m Capitalisation of Community Equipment. The baseline budget includes revenue budget financing for Community Equipment. It is proposed that this equipment is capitalised and financed from non-revenue budget financing during 2023-24, which results in a one-off saving.
- £3.306m ASC Market Sustainability & Improvement Fund (including fair cost of care) to fund new burdens (included as a non-recurring growth/pressure)
- £2.049m Adult Social Care (ASC) Discharge Fund (required to be pooled as part of BCF) to fund new burdens (included as a non-recurring growth/pressure)

Directorate Revenue Budgets

9.8 The proposed budget for each new Directorate is shown in the table below, and in more detail at Appendix B. This is an indicative position whilst work is

finalised on the allocations between the different Directorates, and Members are requested to delegate any final amendments to the Section 151 Officer, so long as the Net Revenue Budget remains the same.

Directorate	2023-24
	£'M
Assistant Chief Executive	2.812
Business Transformation & Change	13.663
Resources	82.344
Place, Sustainable Growth & Transport	67.516
Public Health & Communities	5.024
Adult, Social Care & Housing	68.095
Children & Family Wellbeing	63.594
Chief Executive	0.231
Net Revenue Budget	303.279

Financing the 2023-24 Revenue Budget

9.9 The table below shows how the Net Revenue Budget is proposed to be financed: -

	2023-24
	£'M
Net Revenue Budget	303.279
Less: Planned use of earmarked balances / general fund	(11.723)
Net Revenue Budget Requirement	291.556
Financed By:	
General Grants	55.589
Council tax – Cumberland (excluding parish element)	152.883
Collection fund surplus/(deficit) - Council Tax	(0.930)
Less: Planned use of earmarked balances - Council Tax	0.000
National Non-Domestic Rates (NNDR) aka. Business Rates Retention (BRR) funding	88.306
Collection fund surplus/(deficit) – NNDR	(6.807)
Less: Planned use of earmarked balances - NNDR	2.515
Total Financing	291.556

10.0 Funding Overview

- 10.1 The new council's net budget will be funded from three main sources, council tax, business rates and government grants. In recent years central government funding has reduced and the ability to grow and maintain resources raised locally, such as council tax, has become even more important for financial sustainability.
- 10.2 This is particularly important when considered against the change in local government funding and the short term one-year financial settlements, which does not facilitate medium term financial planning.
- 10.3 The provisional settlement for local government was issued on 19 December 2022 and is incorporated within the figures contained within this report. These will be updated following the announcement of the final settlement.
- 10.4 The funding assumptions included in the 2023-24 budget are detailed below.

Council Tax

- 10.5 Council tax is the most stable, sustainable, and significant source of income for Cumberland Council. It is driven by both the tax base (number of Band D equivalent properties in the area) and the level of the Band D charge set by the Council.

Council Tax Harmonisation

- 10.6 Across the Cumberland Council area, different levels of Council Tax have previously been raised in each of the existing District Councils. The Council Tax level set by the County Council is the same across all of the areas.
- 10.7 The Local Government Finance Act 1992 requires local authorities to set a single basic (Band D) amount of Council Tax for their area. In Local Government Reorganisation (LGR) where a unitary council is created, this means setting a single level of council tax for their area.
- 10.8 This process of reaching equal levels of Council Tax is known as "harmonisation" meaning that residents whose properties are in the same valuation band now pay the same amount.
- 10.9 Shadow Members were briefed on Council Tax harmonisation to understand the issues and review the experience of other authorities who have undergone LGR. This included a review of the operational issues and risks.
- 10.10 Members requested that harmonisation be modelled on a number of options:

- Harmonisation of Council Tax levels on a straight-line basis over 1 – 8 years, whilst maintaining the current weighted average to protect overall council tax yield
- Harmonisation of Council Tax levels to the lowest predecessor Council Tax charge – Allerdale
- Harmonisation of Council Tax levels to the highest predecessor Council Tax charge - Carlisle

10.11 The table below sets out the 2022-23 Council Tax (Band D equivalents) levied for each individual area and calculates the weighted average Band D Council Tax Charge for Cumberland Council:

Weighted average Band D Council Tax Charge for Cumberland (Tax Base and Council Tax Yield)					
	District Band D	County Band D	Total Band D	Tax Base	Council Tax Yield
Allerdale	£179.72	£1,442.39	£1,622.11	31,031.82	£50,337,025.54
Carlisle	£222.20	£1,442.39	£1,664.59	35,164.84	£58,535,041.02
Copeland	£218.57	£1,442.39	£1,660.96	20,850.75	£34,632,261.72
TOTAL				87,047.41	£143,504,328.28
			Weighted Average Band D		£1,648.58

10.12 The range between the highest predecessor Council Tax charge (Carlisle) and the lowest (Allerdale) currently stands at £42.48. A move to the weighted average Council Tax figure over one year would have the following result:

	2022-23 £	2023-24 £	£ Diff	% Diff
Allerdale	1,622.11	1,648.58	26.47	1.6
Copeland	1,660.96	1,648.58	(12.38)	(0.8)
Carlisle	1,664.59	1,648.58	(16.01)	(1.0)

10.13 From the financial modelling, the option of harmonising at the lowest predecessor charge was discounted on the basis that the Council Tax yield would reduce by circa £2m. Harmonising at the highest predecessor charge was also discounted on the basis that it would potentially breach the referendum limits.

10.14 The view of Executive is that the Council Tax yield should be protected and maintained throughout the period of harmonisation.

- 10.15 Straight line harmonisation is considered the most appropriate as it is thought to be the most fair and simplest solutions, and the differential of £26.47 was close enough to close the gap and harmonise on day zero.
- 10.16 Member's proposal is therefore that Council Tax is fully harmonised on 1 April 2023 at the weighted average Band D charge at £1,648.58.
- 10.17 The governments provisional settlement confirmed that the referendum thresholds for 2023-24 are a 3% increase in core council tax plus a further 2% increase in the adult social care precept. Any increase above these thresholds would be subject to a local referendum. The draft budget is based on an average increase in the Band D council tax for Cumberland of 4.99%, resulting in a Band D charge of £1,730.84.
- 10.18 The tax base for 2023-24 was approved by Shadow Authority on 26 January 2023 and incorporates the impact of the relevant council tax discounts, exemptions, and premiums as well as the impact of the council tax reduction scheme.

Non-domestic rates (NNDR) (Business Rates)

- 10.19 Under the business rates retention scheme, 49% of business rates (NNDR) collected is retained by the Council. The remainder is paid to Central Government (50%) and Cumbria Police, Fire and Crime Commissioner (1%).
- 10.20 The scheme also provides that certain sums are to be treated as being outside the scheme and retained in their entirety by the Council. The Council is also able to retain the growth in the local share of business rates.
- 10.21 A system of top-up and tariffs ensures the Council's share of estimated business rates income (business rates baseline) does not exceed the level of funding to be provided through the business rates retention scheme (baseline funding). Tariffs, top-ups, and baseline funding levels are normally indexed each year in line with the small business rates multiplier. Top-up, tariffs, and baseline amounts have also been adjusted to ensure that the impact of the 2022 revaluation was revenue neutral for local authorities.
- 10.22 As part of the 2023-24 provisional settlement central government announced its decision to freeze the business rates multiplier in 2023-24. Authorities will be fully compensated for the freezing of the business rates multiplier in 2024-23 by way of a grant payment made under Section 31 of the Local Government Act 2003.
- 10.23 The amount of business rates income available to the Council's general fund and taken into account when setting the budget, is based on an estimate made in January preceding the start of the financial year and included in the government return NNDR 1 (i.e. January 2023 for the 2023-24 Financial Year). The estimate of business rate income, reported in the government return NNDR 1, also determines how much the Council must pay to central government and

the Cumbria Police, Fire and Crime Commissioner during the course of the year.

- 10.24 The estimate of business rates income takes into consideration any projected changes in the NNDR tax base, estimated losses due to appeals and expected collection rates.
- 10.25 The amounts paid to central government and the Cumbria Police, Fire and Crime Commissioner, and the amount retained by the Council are fixed at the outset of each year (based on the estimates included in the Council's NNDR 1 return). As a consequence, any difference between estimated amounts and the actual amounts receivable will result in a surplus, or deficit on the Council's Collection Fund. An estimate must therefore be made by the Council of the surplus or deficit on the Collection Fund at the end of the previous financial year. This estimated amount is then shared between the Council, Police, Fire and Crime Commissioner and central government and added (or subtracted) from each Authorities share of the following year's non-domestic rating income.
- 10.26 During 2022-23, there has been a significant reduction in income collectable by Copeland Borough Council when compared with 2022-23 NNDR1 estimates submitted to DLUHC in January 2022. This is largely due to changes made to rateable values following a review by the Valuation office during 2022-23. This reduction in income has resulted in a reduction in the amount of business rates collected from ratepayers in 2022-23 and contributed to the collection fund deficit estimated at 31 March 2023. This is expected to result in a safety net payment being due to Copeland (partly self-financed and partly financed through the 2022-23 business rates pool arrangements). To offset the fall in business rates income, generated by the requirement for the Authority to repay its share of the Collection Fund deficit when setting its 2023-24 revenue budget, the additional safety net is expected to be transferred by Copeland to an earmarked reserve in 2022-23 and be released in 2023-24 to offset the reduction in business rates income
- 10.27 As part of its Covid-19 response, the Government announced in March 2022 a new Covid-19 Additional Relief Fund (CARF) to support businesses affected by the pandemic but ineligible for existing support linked to business rates. Under the scheme, billing authorities are responsible for administering the support (in the form of discretionary relief against 2021-22 business rate liabilities) and are reimbursed by government by way of a grant under Section 31 of the Local Government Act 2003. Although CARF relief can only be applied to reduce chargeable amounts in respect of 2021-22, relief can be awarded in 2022- 23 provided it is in respect of a 2021-22 liability.
- 10.28 Whilst the award of CARF relief has reduced collectable rates, it has not impacted on the fixed elements of NNDR income (based on the NNDR1 returns for 2022-23) credited to the general fund of sovereign councils in 2022-23. It will however impact on the 2022-23 Collection Fund surplus/deficit to be disbursed from/repaid to the Collection Fund in 2023-24. To offset this, the additional s31 grant received in 2022-23 in respect of reliefs awarded under the CARF scheme will be transferred to an earmarked reserve by the sovereign councils in 2022-23 and released in 2023-24 to offset the corresponding reduction in business rates income.
- 10.29 A summary of the business rate income included in the 2023-24 budget is shown in the table below:

	2023-24 Original Budget £'M
Fixed Elements:	
Cumberland share of NNDR Income	51.955
Other Income	
Amounts retained in respect of Designated Areas	0.289
Amounts retained in respect of renewable energy schemes	1.238
Qualifying relief in Designated areas – Ded'n from central share	0.182
Net top-up (tariff) payable from/(to) Central Government	12.208
Share of estimated collection fund surplus/(deficit) for PY	(6.807)
'Fixed' element of NNDR income	59.065
Variable Elements:	
Recon adj. re PY disregarded income - Designated areas	(0.007)
Recon adj. re PY disregarded income. - Renewable Energy	0.021
Section 31 grant	22.420
Variable element of NNDR income	22.434
Total Fixed & Variable Elements	81.499
Transfer from Earmarked Reserve (2023-24 s31 Grant)	1.915
Transfer from other Earmarked Reserve ringfenced to offset the 2023-24 collection fund deficit	0.600
NNDR income	84.014

Government Grants

10.30 The following Table summarises the General Grants used to finance the 2023-24 Cumberland budget and itemises a number of Specific Grants, included within Adult Services or Public Health 2023-24 Cumberland Budget

Cumberland 2023/24 General and Adult Services or Public Health Specific Grants

	Original budget 2023-24 £'M	Forecast 2024/25 £'M	Forecast 2025/26 £'M
General Government Grants Announced as Part of Financial Settlement			
Revenue Support Grant - Government Grant Distributed based on governments formulae-based assessment of relative need.	11.380	11.608	11.840
Rural Services Delivery Grant - Government Grant to support the increased costs of delivering services in rural areas.	2.499	2.499	2.499
New Homes Bonus - is an incentive-based grant to increase the number of new homes built and reduce the number of empty properties. This is currently being phased out, but forward projections assume Cumberland will be no better or worse off when the funding is re-purposed	0.957	0.957	0.957
Services Grant – initially a one-off grant to support Local Government Services in 2022-23, but has been continued at a reduced level for 2023-24, beyond which estimates are uncertain	2.324	2.324	2.324
Social Care Grant - A Government Grant to support the cost pressures in both Adult and Children's social care.	25.101	25.101	25.101
Other General Grants			
CNDR PFI	11.882	11.882	11.882
Focused Families (Troubled Families)	0.825	0.825	0.825
Other smaller grants	0.620	0.620	0.620
Total	55.589	55.817	56.049
Specific Grants Included within Adult Services or Public Health			
Market Sustainability and Improvement Funding - Government grant toward improvement in Adult Social Care	3.306	-	-
Discharge Fund – Government Grant to support hospital discharges	2.049	-	-
Better Care Fund - Grant from the ICB's for the integration of health and social care. This amount displayed here is the contribution to adult social care (22-23 values) only. This an estimate only and is based on NHS strategic finance calculations of the split of the NHS mandatory minimum contribution to the BCF across the two new authorities. This is still subject to review and is not yet a final allocation	17.728	17.728	17.728
Improved Better Care Fund - Government Grant to support local authorities to meet adult social care costs, reduce pressures on the NHS and support the social care market	14.616	14.616	14.616
Public Health Grant - Ringfenced Government funding to improve health in the local population. (22-23 values)	11.814	11.814	11.814

Specific Grants

10.31 Specific Grants can only be spent according to the terms and conditions of the grant, and therefore not be used to support general expenditure.

Additional one-off specific grants are sometimes received in year or for specific government focused activities. They are incorporated into the Councils Gross expenditure/income position and monitored as part of the budget monitoring processes.

Public Health Grant

10.32 Following the return of Public Health to local authorities in 2013, Local Authorities became responsible for achieving a series of Public Health outcomes and has budgeted to receive a grant specifically for its Public Health responsibilities. This grant allocation has yet to be confirmed, it has been assumed that this will continue at the same level as 2022-23 as a specific grant.

Dedicated Schools Grant (DSG)

10.33 The most significant specific grant is the Dedicated Schools Grant (DSG)

The DSG is a ring-fenced grant allocated to local authorities to support a range of education related services. Much of the funding is passported through to schools and other education providers.

The Education and Skills Funding Agency (ESFA) published the Dedicated Schools Grant (DSG) allocations for 2023/24 on 16 December 2022

The grant is provided in 4 blocks: Schools Block, High Needs Block, Early Years Block, Central Schools Services Block and Early Years Block,

The DSG settlement for 2023/24 includes additional funding for High Needs as part of £400m made available nationally. Acceptance of the additional funding is predicated on a funding increase of 3.4% being passed on to Special and AP schools. This requirement is now part of the conditions of grant for DSG.

The figure for DSG for Cumberland in 2023-24 is £256.126m. Of this £164.939m is estimated to be for Cumberland Council Maintained schools with £91.187m for Academies, Free Schools, and Further Education Colleges.

Dedicated Schools Grant

	Schools Block	Central Schools Services Block	High Needs Block	Early Years Block	Total DSG 2023-24	Total DSG (Estimated disaggregation of County Council allocation)

						2022-23
	£m	£m	£m	£m	£m	£m
Total DSG	198.900	1.829	38.757	16.640	256.126	233.916
Less Transfer to Academies / Other providers	(88.311)	-	(2.876)	-	(91.187)	(84.813)
DSG Allocation to CCC	110.589	1.829	35.881	16.640	164.939	149.103

In addition to the DSG there are other school grants, which like DSG are largely passported through to schools and other education providers. The table below provides an estimate, as the formal allocations have not yet been published for 2023-24 and in some cases Department for Education (DfE) have not yet announced whether the funding will continue e.g. announcements are outstanding for whether the Primary PE & Sports Premium will continue after August 2023 (the below assumes that it will continue).

Some of the announcements, including the Mainstream Schools Additional Grant (MSAG), are not expected at individual school level detail until Spring 2023 and changes will be dealt with in-year

Estimated Schools Grants

	£'m
Dedicate School Grant	164.939
Sixth For Grant (2023-24 still to be announced)	1.820
Pupil Premium Grant (2023-24 still to be announced)	7.896
Universal Infant Free School Meals (2023-24 still to be announced)	2.279
Primary PE and Sport Premium (2023-24 still to be announced)	1.980
COVID Recovery Premium (2023-24 still to be announced)	1.064
Mainstream Schools Additional Grant (2023-24 still to be announced)	3.667
Total – Estimated Schools Grants	183.645

Any changes to DSG and school grants, when compared to the baseline budget position currently included in this report, will be incorporated into the Councils Gross expenditure/income position, but as they are largely passported through to schools and other education providers these changes will have no impact on the overall net budget for Cumberland., those changes will be monitored as part of the budget monitoring processes

11.0 Fees and Charges

- 11.1 Income from Fees and Charges represents an important source of funds to the Council and enables a range of services to be provided within the area and beyond.
- 11.2 As part of LGR, a Fees and Charges work package was established to:
- Review the harmonisation of fees and charges across Cumbria, focussing on district council fees and charges
 - Develop proposals for the uplift to charges
- 11.3 A principles paper setting out harmonisation proposals was agreed by Cumberland Shadow Executive on 5 October 2022.
- 11.4 For those fees and charges which have been harmonised, separate rates between the areas of Cumberland Council will be in place.
- 11.5 Where fees and charges are not being harmonised from 1 April 2023, the Council is committed to harmonising these, where it is appropriate to do so, as soon as practicable.
- 11.6 These will be reviewed over a longer timescale, in conjunction with service planning and transformation strategies.
- 11.7 The proposed inflationary uplift to fees and charges is that 10% will be applied to discretionary fees and charges
- 11.8 A proposed Fees and Charges Policy is recommended for approval, and included at Appendix D.

12.0 Treasury Management Strategy

- 12.1 The Chartered Institute of Public Finance and Accountancy (CIPFA) has defined treasury management as “the management of the organisation’s borrowing, investments and cash flows, including its banking, money market and capital market transactions; the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks”.
- 12.2 As a new council, Cumberland will borrow and invest substantial sums of money and will therefore be exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the new Council’s treasury management strategy.
- 12.3 Delegated authority is requested for the Section 151 Officer to finalise and agree all required financial policies and strategies, including the Treasury

Management Strategy in order for the Council to be 'safe and legal' when it comes into operation.

13.0 Reserves

13.1 The council will inherit reserves from the existing district councils as well as the disaggregated county council share. Many of these reserves are earmarked for a specific purpose, others are contingency based and are therefore more flexible.

13.2 Based on the latest estimates for reserves remaining at the end of 2022-23, Cumberland Council could inherit total reserves of circa £91m as set as follows:

	Sum of Balance at 31/3/23 £m
Risk Mitigation – Earmarked Reserves	15.012
Risk Mitigation - General Fund	<u>22.672</u>
Uncommitted	37.684
Internally earmarked	9.311
Ringfenced – e.g. grants, statutory/contractual	25.457
Ringfenced - potentially subject to hosting arrangement	1.840
Ringfenced - PFI	22.065
Capital Receipts	2.573
Capital Receipts - to be used in 22/23	2.652
Unusable - if statutory over-ride stays in place	(11.173)
Budgeted to be used in 23/24	0.346
nil balance projected	<u>0.000</u>
Committed/used	<u>53.071</u>
Grand Total	90.755
Less: Planned use of earmarked balances / general fund in 2023-24 Cumberland Budget	(11.723)
Projected remaining balance	79.032

13.3 The final position on reserves will depend on levels of expenditure in 2022-23 and the finalisation of the accounts for the predecessor councils.

13.4 The budget for 2023-24 shows a balanced position after the use of reserves

14.0 Medium Term Financial Plan Forecasts

14.1 In line with the one-year finance settlement, this report sets out a balanced one-year only budget for 2023-24 along with an anticipated position for 2024-25 and 2025-26.

All Services / Directorates	2023/23	2024/25	2025/26
	£'M	£'M	£'M
2022-23 Updated Baseline Budget	278.459	315.626	329.480
Recurring growth	41.329	11.210	10.505
Recurring Transition and Transformation	10.000	0.000	0.000
Recurring cost of capitalisation directive financing	1.164	3.164	0.000
Recurring savings	(15.326)	(0.520)	0.000
Recurring (base) budget	315.626	329.480	339.985
Non-Recurring growth	7.059	0.720	0.000
Non-Recurring Transition and Transformation	30.000	0.000	0.000
Non-recurring exceptional financial support	(40.000)	0.000	0.000
Non-Recurring savings	(9.406)	0.000	0.000
Net Revenue Budget	303.279	330.200	339.985
Less: Planned use of earmarked balances / general fund	(11.723)	0.000	0.000
Net Revenue Budget Requirement	291.556	330.200	339.985
Financed By:			
General Grants	55.589	55.852	56.120
Council tax – Cumberland (excluding parish element)	152.883	156.940	161.334
Collection fund surplus/(deficit) - Council Tax	(0.930)	0.000	0.000
Less: Planned use of earmarked balances - Council Tax	0.000	0.000	0.000
National Non-Domestic Rates (NNDR)	88.306	90.072	91.874
Collection fund surplus/(deficit) – NNDR	(6.807)	0.000	0.000
Less: Planned use of earmarked balances - NNDR	2.515	0.000	0.000
	291.556	302.864	309.328
Budget Gap – surplus / (deficit)	0.000	(27.336)	(30.657)

15.0 Capital Programme

- 15.1 Capital expenditure includes the acquisition and construction of non-current assets, such as land and buildings, which have a useful life in excess of 12 months as well as expenditure on additions to, or enhancement of, existing non-current assets. It also includes items such as grants towards capital expenditure incurred by third parties (for example Disabled Facilities Grants).
- 15.2 There are several sources of capital resources available to the Council to fund capital expenditure, the main ones being:
- Borrowing (as per the Prudential Code)
 - Capital Grants e.g. DFG, specific capital grants
 - Capital Receipts e.g. proceeds from the sale of assets
 - Council Reserves e.g. General Fund, Earmarked Reserves
- 15.3 It should be noted that capital resources can only be used to fund capital expenditure and cannot, with the exception of the Council's own Reserves, be used to fund revenue expenditure. There are strict definitions of what constitutes capital expenditure.
- 15.4 It should also be noted that the resources available to support the capital programme can only be estimated during the year. The final position is dependent in particular on how successful the Council has been in achieving Capital Receipts from the sale of assets against its target i.e. the more capital receipts generated, the less is required to be taken from Borrowing and Council Reserves (and vice versa).
- 15.5 Capital Expenditure may also impact on the Council's revenue budget. Where this is the case, the revenue implications of the capital programme are dealt with as part of the revenue budget process. Examples of the revenue implications of capital expenditure include:
- increases/decreases in operating costs, e.g. utilities, maintenance, staff costs or increased income from new or enhanced assets
 - the requirement to set aside from the General Fund an annual amount (the Minimum Revenue Provision), to meet the capital cost of expenditure funded from borrowing or other credit arrangements
 - increased finance costs, either by way of interest on borrowing or the loss of income on investment balances, used to fund capital expenditure.
- 15.6 The cost of externally borrowing £1m to fund the capital programme will result in a charge to the revenue account in the next full year of approximately £80,000. This is made up of £50,000 for the cost of the interest payable (5% of £1m equates to £50,000) and a principal repayment provision (MRP) of 3% of the outstanding sum (3% of £1m equates to £30,000).

15.7 Financing the capital programme

15.8 Resources available to finance capital expenditure include:

- capital receipts (usable proceeds from asset sales)
- grants and contributions from third parties
- direct financing from revenue.

15.9 Capital expenditure that is not financed up-front from these resources will increase the Council's underlying need to borrow, as measured by the capital financing requirement (CFR). The Council's underlying borrowing is not necessarily the same as its actual borrowing position. The level of external debt will be determined in accordance with the Council's treasury management strategy and practices. As a consequence, an increase in the Council's underlying borrowing position will not necessarily mean a corresponding increase in the amount of external borrowing.

15.10 Statutory provisions set out the purposes to which the Council can apply its available capital receipts. The uses specified in regulations include:

- to meet capital expenditure in the current year
- to reduce the underlying borrowing requirement associated with capital expenditure not financed from capital receipts, grants, or revenue
- to pay a premium charged in relation to any amount borrowed
- to meet the administrative costs of, or incidental to, a disposal of an asset.

15.11 Capital receipts and grants received to date together with (capital) grant funding allocations for 2023-24 have been fully committed to support the Council's capital programme.

15.12 In accordance with the Codes of Practice published by the Chartered Institute of Public Finance and Accountancy and good professional practice, capital receipts expected to be received in 2023-24 and subsequent years should only be applied to fund (capital) priorities where, after carrying out option appraisals and whole life costings, it can be demonstrated that this offers better value for money to the Council when compared with alternative uses. Alternative uses include their application to reduce the underlying borrowing requirement associated with past expenditure.

15.13 Capital Spending Proposals

15.14 The capital programme has been put together by taking the already approved schemes in year from each of the existing sovereign authorities and what has been agreed for 2023-24 to 2026-27. Adjustments have been made to the programme for known profiling (slippage) issues identified during the 2022-23 monitoring process and where any specific new grants have been identified. Any slippage to sovereign authority programmes for 2022-23 will be incorporated into the capital programme following conclusion of the outturn positions.

15.15 The proposed programme will still need reviewing during quarter 1 of 2023-24. Inflationary pressures have been highlighted that will impact the affordability of some of the schemes within the programme. Rather than add a pressure to the current programme that would in turn require funding from a borrowing requirement that would impact the revenue budget, the inflationary pressures will need reviewed alongside the deliverability of the current proposed programme. The priority areas within the programme will need to be assessed and project scopes may need to be reduced in order to achieve an affordable capital programme.

15.16 The further reviews of the capital programme required will also have to determine the final allocations for highways as these are yet to be determined in line with the funding available.

15.17 There are some spending proposals that are duplicated in both the County Council capital programme and district council capital programme. These schemes are primarily related to Town Deal and Future High Street Funding that is received by the district councils and was to be passed to the County Council for delivery of the programme of works. These schemes are still included in the programme of expenditure and financing in the table below, therefore, the duplication will need to be removed once correct allocations and profiling are established. A summary of this duplication is given in the table below.

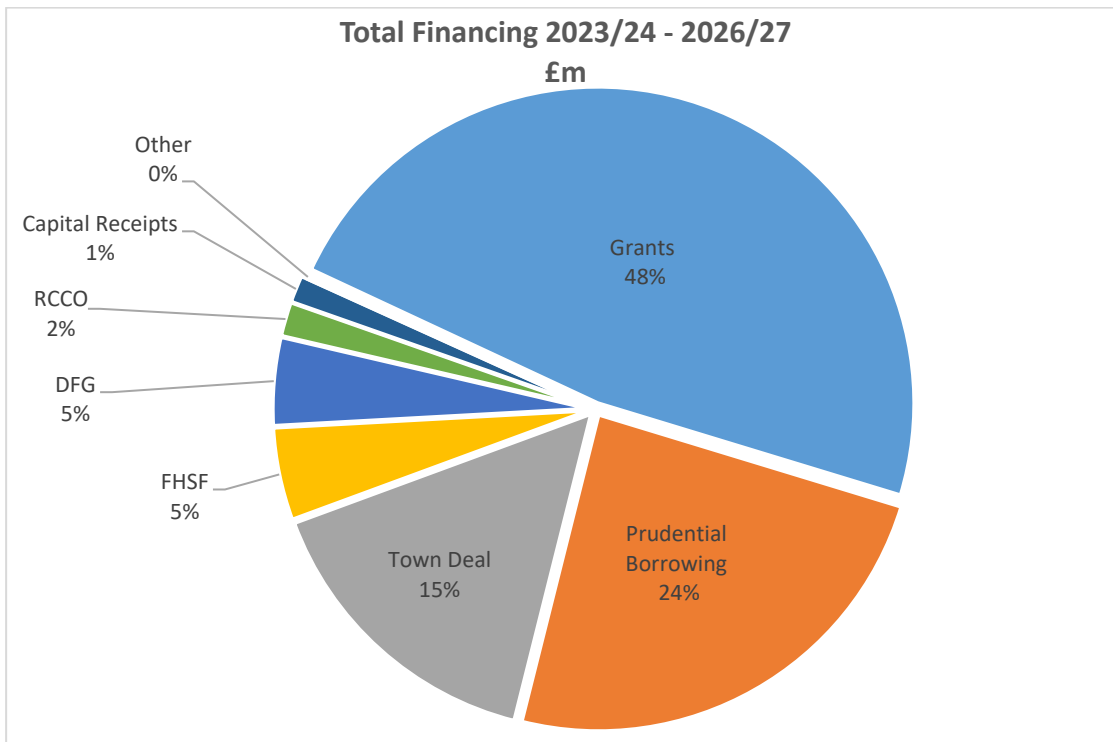
Sovereign Authority	Scheme	2023-24 £m	2024/25 £m	2025/26 £m	Total £m
Allerdale	Workington - Towns Fund Schemes	10.100	5.200	1.400	16.700
Cumbria	Workington Town Centre - Town Deal	0.800	3.000	0.000	3.800
Cumbria	Port of Workington - Town Deal	1.288	0.512	0.000	1.800
Allerdale	Maryport Future High Streets initiative	3.866	0.000	0.000	3.866
Cumbria	Maryport Future High Street Fund	0.784	0.000	0.000	0.784
Carlisle	TD - Southern Gateway	0.282	3.865	2.194	6.340
Cumbria	Carlisle Southern Gateway	0.348	3.865	2.194	6.407
Carlisle	TD - Digital and Community Learning Hub	0.750	0.000	0.000	0.750
Cumbria	Carlisle Library - Digital & Community Learning Hub	0.750	0.750	0.050	1.550

Carlisle	Future High Street Fund - Devonshire Street	0.251	0.000	0.000	0.251
Carlisle	Future High Street Fund - Market Square	1.693	0.000	0.000	1.693
Cumbria	Carlisle Future High Streets Fund (FHFSF)	3.211	0.000	0.000	3.211
	Total	14.023	11,992	4.438	30.452

15.18 The proposed capital programme and financing covering 2023-24 to 2026-27 is summarised in the table below (analysed by expected directorates, although these are still to be confirmed). A summary of the individual schemes is shown in Appendix C.

Proposed capital programme and methods of financing

	2023-24 £m	2024/25 £m	2025/26 £m	2026/27 £m	Total £m
Capital Expenditure					
Director of Adult Wellbeing and Housing	5.868	5.561	4.811	2.298	18.539
Director of Business Transformation and Change	0.520	0.596	0.621	0.621	2.359
Director of Children and Family Wellbeing	10.718	3.472	1.512	1.512	17.214
Director of Place, Sustainable Growth and Transport	105.555	68.980	34.083	12.673	221.291
Director of Resources	9.662	5.822	4.301	4.348	24.134
Total Expenditure	132.323	84.431	45.329	21.452	283.536
Financed By:					
Grants	61.925	43.178	20.190	10.115	135.407
Disabled Facilities Grant	3.534	3.534	3.534	2.156	12.756
Prudential Borrowing	33.912	15.555	11.603	7.573	68.642
Town Deal ¹	16.145	19.384	8.354	0.000	43.884
Future High Street Fund ¹	13.448	0.000	0.000	0.000	13.448
Revenue Contributions	1.780	1.062	1.062	1.062	4.967
Capital Receipts	1.079	1.719	0.587	0.547	3.932
Other	0.500	0.000	0.000	0.000	0.500
Total Financing	132.323	84.431	45.329	21.452	283.536



¹ There are schemes within these funding areas that were in both County Council capital programme and District Council's capital programme as the funding was to be passed from District to County. Therefore, the duplication of these schemes will need to be removed from both expenditure and financing.

16.0 Chief Finance Officer (CFO) Report and Advice on the Robustness of the Budget and Adequacy of Reserves and Balances

16.1 Under the terms of section 25 of the Local Government Act 2003, the Section 151 Officer is required to report to Council on two specific matters:

- the robustness of the estimates included in the budget
- the adequacy of the reserves for which the budget provides

16.2 Section 26 of the same Act places an onus on the Chief Finance Officer to ensure the Council has established a minimum level of reserves to be retained to cover any unforeseen demands that could be reasonably defined within finalising the proposed budget.

16.3 This report has been prepared by the CFO (Section 151 officer) to fulfil this duty and the Council has a statutory duty to have regard to this consideration when making its decision about the proposed budget, medium-term financial plan, and council tax requirement.

16.4 This is the first budget for Cumberland Council and brings together the budgets for the three district councils of Allerdale, Copeland and Carlisle, and the disaggregated budget of Cumbria County. In making the assessment of

robustness I have relied heavily upon the information provided by the Section 151 officers in each of the predecessor councils.

Robustness of Estimates

- 16.5 The focus of the budget preparation has been to develop a set of assumptions which are reasonable and robust given the uncertainty of Local Government Reorganisation and the inevitable complexity that comes from disaggregating and aggregating sovereign council budgets. This preparation has also had to reflect the known service pressures, LGR transitional pressures and financial risks that Cumberland will face in 2023-24.
- 16.6 It is important to note that the LGR structural changes order only allows the appointment of three statutory officers to be employed prior to vesting day. The senior leadership started to be appointed in December – January 23 with the remaining leadership team still ongoing.
- 16.7 Emphasis on the existing teams has been on delivering a safe and legal position for the 1 April 23, and there has been limited capacity to identify and develop savings plans, or implement services changes required to deliver these savings.
- 16.8 The proposals presented assume that additional government support will allow the authority to use capital resources to fund the revenue investment required in setting up and establishing the new council to enable it to deliver efficiencies from 2024-25 onwards,
- 16.8 The underlying pressures upon public services (children and adult social care in particular) and the continued growth in need and demand for services together with their related support services such as transport, legal etc, continues. All local authorities are facing sufficiency risks and price inflation and the need for these to be addressed nationally in a sustainable way is critical.
- 16.9 All local authorities are facing exceptional inflationary pressures in 2022-23 and it is expected that this will continue into 2023-24. The need for this to be addressed nationally and in a sustainable way is critical.
- 16.10 There is a high-level assessment of the Council's anticipated potential financial risks in 2023-24 and the subsequent period up to 2025-26 as far as that is possible, including:

The realism of the Revenue Budget 2023-24 estimates for: -

- Price increases and general levels of inflation
- Fees and charges income
- Changes to specific grants and/or changes to their eligibility requirements
- Provision for demand and supply chain pressures within services

- Funding for LGR implementation costs
- Transitional costs – likely impacts of disaggregation/ aggregation of services from 4 sovereign councils
- The financing costs arising from the capital programme
- The impact of current and forecast interest rates on the expected returns from investments of cash balances
- The probability of achieving the savings targets during the MTF period
- The likelihood of being able to deliver further necessary savings without significantly reducing the level of reserves and balances

The realism of the Capital Programme 2023-24 in light of: -

- The potential for slippage and underspending of the capital programme
- The risks of overspend due to inflation and / or contractor distress
- The possible non-achievement of capital receipts targets and its implications for the funding of the Capital Plan

Financial management arrangements including:

- The history over recent years of financial management performance across the predecessor councils including delivery/ non-delivery of savings programmes
- The impact of the budget savings required on service managers while establishing a new service from transitioning from the 4 authorities
- The impact of budget savings in finance and related functions, whilst at the same time retaining a capability to help provide the necessary support for other services delivery of savings targets across the council as a whole
- The need to continue to be able to respond to Covid or other similar scenarios whilst retaining existing services and implementing new arrangements as part of the new unitary for Cumberland Council.

Potential losses, including: -

- Claims against the council
- Bad debts or failure to collect income
- Major emergencies or disasters
- Contingent or other potential future liabilities

16.11 It is inevitable that the first cut of a new council budget will be imperfect, and risk-based and that better information will be ascertained once the new council is in existence. Estimates used in the Budget for 2023-24 are therefore based on pragmatic assumptions.

16.12 Budget monitoring will be carried out on a regular basis and reported, alongside other key performance information to Scrutiny and Executive during the year. Given the newness of the council, it is to be expected that there may be more significant variations in the budget position and therefore regular budget monitoring will be critical.

Adequacy of Reserves

- 16.13 Reserves provide the cushion to deal with uncertainty, risks and unforeseen events in the year, and the opportunity to respond to service changes outside existing plans. They provide flexibility and are key to a financially sustainable Council.
- 16.14 The projected level of reserves and balances based upon the disaggregation and aggregation of the predecessor councils is a total level of reserves (general fund and earmarked) of £90.8M at the 1 April 2023.
- 16.15 The General Fund Risk Mitigation – uncommitted balances and reserves is estimated to be £37.7m for 2023-24 as of 1 April 2023. This balance is unringfenced and therefore available for unknown risks. The estimated level of Earmarked Reserves as of 1st April 2023 is estimated to be £53.1m. A good level of Reserves and Balances will need to be maintained as the transition to the new council and its reviews and transforms service delivery.
- 16.16 The final reserves position will be known once the 2022-23 statement of accounts for the 4 councils have been finalised and a full review of the reserves will be undertaken following this.
- 16.17 The appropriateness of the level of reserves can only be judged in the context of the Council's longer-term plans and an exercise has been undertaken to review the level of reserves through the use of a risk assessment matrix. The findings of this exercise suggested that a prudent range of reserves of between £9m and £19.5m will be required as a general working capital/ contingency to cushion the Council against unexpected events and emergencies.
- 16.18 The Councils policy on reserves is that wherever possible reserves should not be used to fund recurring expenditure, but that where it is, this should be made explicit, and steps taken to address the situation in the following years.
- 16.19 Based on current projections, Council Reserves as of 31st March 2024 will be maintained at prudent levels. It is accepted that the level of reserves is reliant on the delivery of the transformation savings and achievement of income targets and government funding and this position may be significantly impacted should the Council not be able to deliver the savings built into the 2023-24 budget proposals. The position will need to be reviewed constantly throughout the financial year and earlier corrective action may be required should any forecast indicate the reserves and balances fall to minimum levels before any sustainable financial plan is in place.

16.20 The Government have confirmed that they have extended the DSG statutory override for a further 3 years up to March 2026. DFE guidance states that “DSG is a ringfenced specific grant separate from general funding of local authorities and that any deficit an authority may have on its DSG account is expected to be carried forward to the next years’ schools’ budget and does not require to be covered by the authority’s general reserves. For the purposes of this section 25 report the DSG deficit has not been reflected.

Section 25 Opinion of the Chief Finance Officer (Section 151 Officer)

16.21 Having regard to the risks and issues raised in this report, the Section 151 Officer is satisfied that:

- The estimates used in the 2023-24 revenue budget are considered to be as robust as possible given the extremely challenging circumstances
- The high-level estimates used in the projections for the MTFP beyond 2023-24 are recognised as being made in the context of significant uncertainty across arrange of factors
- Associated levels of reserves and balances for 2023-24 are adequate but given the range of challenges facing the authority, efforts must be made to build up the level of reserves.
- Enhanced financial monitoring during 2023-24 will ensure that the Council maintains focus on delivering its savings proposals and achieving its outcomes within the budget envelope.

16.22 Looking forward, Cumberland Council will have to prioritise its resources to deliver on the ambitions as set out in the Council Plan.

17.0 Alternative Options

The Council has a legal duty to set a balanced budget each year and these proposals fulfil that requirement

18.0 Implications

Financial, Resources and Procurement

18.1 The resource and financial implications of the budget plans are set out in the main body and appendices to this report.

Human Resources

18.2 There are a number of savings proposals that have HR implications, and the Council has processes and policies for dealing with these.

Legal

18.3 The provisions of the Local Government Finance Act 1992 set out what the Shadow Authority has to base its budget calculations upon for the new Council and require the Shadow Authority to set a balanced budget with regard to the advice of its Chief Finance Officer (Section 151 Officer).

Health and Sustainability Impact Assessment

18.4 The Council has a legal responsibility under the Health and Safety Act 1974 and associated regulations to ensure that, as far as reasonably practicable, adequate health and safety is considered in everything it does.

18.5 The majority of the budget proposals are technical financial adjustments and do not require an equality impact assessment.

Equality and Diversity

18.6 Have you completed an Equality Impact Analysis? Yes, for Fees and charges

18.7 Some proposals do not currently contain detailed explanations on how budget savings will be achieved. These Equality Impact Assessments (EIAs) will need to follow. When further details are taken on these more detailed proposals, EIA's will be provided to support the decisions.

Risk Management	Consequence	Controls required
Overspend on budget	Reduced contingencies and levels of reserves	High levels of contingency and assessment of inflation etc built into budget. High potential for overspends due to uncertainty of bringing together 4 councils and the current economic climate. Monitoring will be a key mitigation
Levels of reserves reduce to low levels	Level of risk reserves could fall below minimum range	Review post 1 April 23 on levels transferred and regular monitoring throughout year
National pay award higher than anticipated 5%	Additional budget requirement would be	Review of negotiations and assessment of contingency levels

Risk Management	Consequence	Controls required
	needed or additional savings	
Unitary preparations and transitional costs	Impact on safe and legal transition	Discussions with DLUHC re additional financial support so that maximum flexibility is being retained to fund transitional costs and maintain sustainability
Delivery of Savings targets	If not achieved other plans will need to be identified or reserves	These are estimates, and will need reviewed and agreed and action taken to replace if not deliverable

Contact Officers

Catherine Nicholson, AD Finance and Section 151 Officer
S 151 officers and Deputies from sovereign authorities

Appendices Attached to this Report

Appendix No.	Name of Appendix
A	Budget summary by Directorate
B	Budget proposals listings – Growth, pressures, savings, and efficiencies
C	Capital Programme
D	Fees and Charges policy
E	Budget consultation feedback

Name of Background document	Where it is available
Shadow Executive Draft Budget – October 2022	Cumberland Shadow Executive 27 October 2022 CN.pdf (moderngov.co.uk)
Finance working papers	

Name of Background document	Where it is available
Provisional local government finance settlement announcements 19 th December 2022	Provisional local government finance settlement: England, 2023 to 2024 - GOV.UK (www.gov.uk)

Appendix A1 Indicative Directorate Level Net Revenue Budget

	2023/24
Directorate	£'m
Assistant Chief Executive	2.812
Business Transformation & Change	13.663
Resources	82.344
Place, Sustainable Growth & Transport	67.516
Public Health & Communities	5.024
Adult Social Care & Housing	68.095
Children and Family Wellbeing	63.594
Chief Executive	0.231
Net Revenue Budget	303.279

Use of reserves	(11.723)
Net Budget - to be financed	291.556

Sources of Finance	
General Grants	55.589
Council tax – Cumberland (excluding parish element)	152.883
Collection fund surplus/(deficit) - Council Tax	(0.930)
Less: Planned use of earmarked balances - Council Tax	0.000
National Non-Domestic Rates (NNDR) aka. Business Rates Retention (BRR) funding	88.306
Collection fund surplus/(deficit) – NNDR	(6.807)
Less: Planned use of earmarked balances - NNDR	2.515
Total Sources of Finance	291.556

(Surplus) / Deficit	0.000
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Appendix A2 Indicative Assistant Chief Executive Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Assistant Chief Executive	0.144	0.000	0.144	0.000	0.144
Communications	0.901	0.136	1.037	(0.052)	0.985
Strategy and policy	0.971	0.153	1.124	(0.001)	1.123
Performance and Analysis	0.534	0.052	0.586	(0.025)	0.561
	2.550	0.341	2.891	(0.078)	2.813

Appendix A3 Indicative Business Transformation & Change Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Director - Business, Transformation & Change	0.171	0.000	0.171	0.000	0.171
Corporate Savings	0.000	(4.270)	(4.270)	0.000	(4.270)
Commissioning & Procurement	2.633	0.492	3.125	(1.086)	2.039
ICT	3.682	6.948	10.630	(0.458)	10.172
PMO	2.690	40.123	42.813	(41.382)	1.431
HR & OD	3.956	0.327	4.283	(0.162)	4.121
	13.132	43.620	56.752	(43.088)	13.664

Appendix A4 Indicative Resources Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Director - Resources	0.171	0.000	0.171	0.000	0.171
Resource Savings	0.000	(2.000)	(2.000)	0.000	(2.000)
Chief Legal Officer (monitoring officer)	5.358	2.970	8.328	(0.639)	7.689
Chief Financial Officer (section 151 officer)	8.238	79.668	87.906	(50.254)	37.652
Assets & Fleet	5.984	15.169	21.153	(16.688)	4.465
Customer Solutions	7.194	1.158	8.352	(1.250)	7.102
	26.945	96.965	123.910	(68.831)	55.079
Pay award, inflation and contingency	0.000	26.866	26.866	0.000	26.866
County to/from EMR	0.000	0.399	0.399	0.000	0.399
	26.945	124.230	151.175	(68.831)	82.344

Appendix A5 Indicative Place, Sustainable Growth & Transport Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Director - Place, Sustainable Growth & Transport	0.171	0.000	0.171	0.000	0.171
Highways & Transport	7.851	29.608	37.459	(9.395)	28.064
Thriving Place and Investment	4.635	2.632	7.267	(4.991)	2.276
Climate & Waste	4.498	32.034	36.532	(6.172)	30.360
Neighbourhoods	4.989	6.705	11.694	(5.049)	6.645
	22.144	70.979	93.123	(25.607)	67.516

Appendix A6 Indicative Public Health & Communities Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Director - Public Health & Communities	0.171	0.000	0.171	0.000	0.171
Communities & Localities	2.788	1.883	4.671	(1.970)	2.701
Public Health and Protection	5.399	10.041	15.440	(13.288)	2.152
	8.358	11.924	20.282	(15.258)	5.024

Appendix A7 Indicative Adult Social Care & Housing Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Director - Adult Social Care & Housing	0.171	0.000	0.171	0.000	0.171
Adult Wellbeing & Housing Savings	0.000	(1.500)	(1.500)	0.000	(1.500)
Operations	11.511	94.816	106.327	(68.578)	37.749
Service Provision	28.231	1.916	30.147	(0.300)	29.847
Quality & Resources - Adult	1.986	0.699	2.685	(0.857)	1.828
	41.899	95.931	137.830	(69.735)	68.095

Appendix A8 Indicative Children and Family Wellbeing Net Revenue Budget

	employee costs	Other Costs	Gross Revenue Expenditure	Income (including internal recharge to Capital)	Net
	£'m	£'m	£'m	£'m	£'m
Director - Children & Family Wellbeing	0.171	0.000	0.171	0.000	0.171
Children & Family Wellbeing Savings	0.000	(1.500)	(1.500)	0.000	(1.500)
SEND, Education & Inclusion	6.014	181.470	187.484	(181.404)	6.080
Children & Families	16.245	32.677	48.922	(3.214)	45.708
Quality & Resources - Children	3.685	12.317	16.002	(2.867)	13.135
	26.115	224.964	251.079	(187.485)	63.594

Appendix B1 Recurring Growth

		2023/24
Entity	Description	Growth £
Cumberland	Increase in contingency, inflation and pay award included in sovereign 2022/23 MTFP's, inline with latest estimates. Inflation has significantly increased since the estimated were included in the sovereign 2022/23 MTFP's were produced. Consists of: - An allowance of circa £7.5m has been made for Assumed Pay Award of 5%. Although no decision has been taken on pay awards at this point, pending the outcome of the national public sector discussions. This will be held as a corporate contingency until agreement is reached. - An allowance of circa £17.5m has been made for Contractual Inflation. This provides for in-built contractual and other inflationary cost related pressures, across various contracted/externally provided services, including Children Looked After, Care Leaver and Adults service(s)/care provision, leisure facility managements, grounds maintenance, waste collection services, utilities, waste disposal and transport contract(s) Not all arrangements specify the annual uplift, and, in some cases, this may be subject to negotiation. This means the final amount is not yet certain and the uplift allowance reflects the best estimates at the time of setting the budget. Although the allowance differs depending on the service and/or contractual arrangements, as a guide, a 10% allowance is included in most cases. Pending these uplifts being finalised, this will be held as a corporate contingency until agreement is reached.	25,038,624
Combined position	Capital Financing (MRP and Interest) in relation to the borrowing used to finance the Capital Programme. This is largely a result of legacy/sovereign decisions and arrangements, rather than new schemes being approved by Cumberland Council.	2,725,000
Carlisle	Savings target included as part of Carlisle City Council sovereign budget, which have as yet not been achieved	1,200,000
Cumberland	Remove CCH dividend income budget. The base budget includes an income budget, based on a disaggregated share of income that was previously expected to be received to the County Council as a dividend from Cumbria County Holdings (CCH). This dividend has not actually been received for a number of years and the capacity for CCH to pay this in the future years will be reviewed post-vesting day as part of future budget setting	273,309
County	Inclusive Learning – Direct Payments. Quarter 2 2022/23 County Council recurring budget pressure identified from in year budget monitoring. Direct payments relate to payments to children and families where a child has an Education and Health Care Plan (EHCP). The plan will identify needs the child has and we have a statutory responsibility to make direct payments available to children and their families, so they can arrange their own care rather than the Council arranging it for them e.g. overnight respite stays or a personal assistant to help with certain tasks. There has been an increase in demand for direct payments, linked to the increasing number of children with an EHCP. The Q2 monitoring shows that the number of payments has increased from 301 in Sept 21 to 376 in Sept 22, a 25% increase.	486,900

Appendix B1 Recurring Growth

		2023/24
Entity	Description	Growth £
County	<p>Children Looked After Placement costs and Children and Families staffing pressures. Quarter 2 2022/23 County Council recurring budget pressure identified from in year budget monitoring. The growth pressure identified by the County Councils was £6.9m, Cumberland are proposing to increase the budget by £5.0m (£1.9m less than the pressure identified by the County Council). Cumberland will review this position during 2023/24 and seek budget mitigations to reduce the recurring budget pressure in-line with this £5m. The reason for the pressure is:</p> <ul style="list-style-type: none"> - a small number of new exceptional bespoke packages of care required for CLAs with very complex needs. Across the County at Q2 there were 4 such packages forecast to cost circa £3.3m (10% of the total CLA placement budget) - an increase in the number of high cost placements: excluding the bespoke packages, at Q2 across the County there were 13 placements with a cost of £7k or more per week. This compares to just 1 at March 2021. The forecast cost for these is circa £5.2m (16% of the CLA placement cost budget) - a high number of external residential placements: at Q2 there were 98 external residential placements with a forecast cost of circa £24.5m. Whilst these placements represent only 13% of the total number of CLAs, the forecast cost equates to 73% of the CLA placement cost budget. Sufficiency of placements and the ability to place CLAs in the preferred setting has become very challenging and is a national issue - Children and Families staffing pressures as a result of recruitment issues leading to Externally Provided Worker (EPW) social worker contracts being extended. 	5,000,000
County	SEND Transport Quarter 2 2022/23 County Council recurring budget pressured identified from in year budget monitoring. the County Council increased the budget by £1.1m in 22/23, but this has not been sufficient to cover the emerging budget pressure. The forecast overspend continues due to ongoing increased demand and new routes following the commencement of the new academic year in September 2022.	1,428,000
County	Non-delivery of Savings included in 22/23 budget - Ernst Young Automation work (£25k county wide) - Automation work is not progressing due to the uncertainties LGR has caused around the systems and processes which will be in place in the new organisations which will need automation combined with a small growth required for Enterprise saving underachievement (£10k County wide)	19,250
County	Non-delivery of Savings included in 22/23 budget - Digital Transformation and agile working (£175k county wide). This saving has been identified as undeliverable due to the impact of the LGR programme on transformation opportunities available and staff capacity to deliver.	95,150
County	Non-delivery of Savings - removed from 22/23 as one-off but would have been part of County 23/24 baseline budget - enabling service saving programme not being progressed due to the impact of the LGR programme on transformation opportunities available and staff capacity to deliver	825,000

Appendix B1 Recurring Growth

		2023/24
Entity	Description	Growth £
County	Non-delivery of Savings - removed from 22/23 as one-off but would have been part of County 23/24 baseline budget - Ernst Young automation work saving programme not being progressed due to the impact of the LGR programme on transformation opportunities available and staff capacity to deliver	96,250
County	Non-delivery of Savings - removed from 22/23 as one-off but would have been part of County 23/24 baseline budget - Digital Transformation and agile working saving programme not being progressed due to the impact of the LGR programme on transformation opportunities available and staff capacity to deliver	247,500
County	Non-delivery of Savings - removed from 22/23 as one-off but would have been part of County 23/24 baseline budget - Customer Service transformation saving programme not being progressed due to the impact of the LGR programme on transformation opportunities available and staff capacity to deliver	150,150
County	22/23 inflation uplift made permanent County Council recurring budget pressured identified from in year budget monitoring. This permanent inflation was financed on a one-off basis through the use of reserves in 2022/23. There is no balance remaining in that reserve meaning a permanent base budget is now required from 2023/24	2,740,000
All Districts	LCTS Admin Support Grant - rolled in to settlement so needs removed from net budget	347,087
Cumberland	new legislation around Persistent Organic Pollutants - will continue to lobby government for additional new burdens funding, but this has not yet been successful	173,250
Cumberland	Senior Structure (Directors and Assistant Directors)- assumes all staff to be employed at the lowest scale point at year 1 and move to the highest scale point over a number of years. Allows for a 1% vacancy management adjustment across the new structure	483,481
		41,328,951

Appendix B2 Recurring Savings

		2023/24
Entity	Description	Saving £
Carlisle	Leisure Contract Savings - Based on original BTA from tender (will change and new pressure added)	(505,000)
Carlisle	Developer Contributions	(60,000)
Carlisle	Gateway 44 Income - Adjusted for final occupancy dates and rent free periods	(88,000)
Cumberland	Update BCF allocation based on Latest Government estimates - Update BCF allocation based on Latest Government estimates (this is the 22/23 baseline grant allocation changing between Cumberland and W&F) – changes the net income from £17.002m to £17.728m	(725,630)
Carlisle	National Insurance	(81,000)
County	remove Elections contribution to EMR - it is anticipated that sufficient baseline budget will be available from combined district budgets to meet Cumberland requirements	(95,315)
County	remove PFI contribution to EMR - revenue budget is set aside in the early years of PFI contract(s) to ensure the increased PFI cost over the life of the contract can be 'smoothed' out, so there is no baseline budget growth required in later years of these arrangements. These 'smoothing out' contributions will reduce during 2023/24	(411,318)
County	Increase if social care related service fees and charges, as a result of the projected inflationary increased in 2023/24 (increases in fees and charges will reflect an inflationary increase in the cost of providing these services)	(2,170,000)
County	Increase in CC&CS County Directorate fees and charges income, as a result of the projected inflationary increased in 2023/24. This mainly relates to library and registration services	(112,000)
County	Increase in E&I Directorate County fees and charges income, as a result of the projected inflationary increased in 2023/24. This mainly relates to some highways related chargeable services	(265,000)
Cumberland	Reduction in member allowance cost, due to reduction in the number of members when compared to the sovereign Councils	(507,736)
Copeland	Copeland fees and charges 10% increase (excluding parking)	(180,161)
Carlisle	Carlisle fees and charges increase 10% increase (excluding parking)	(287,470)
Allerdale	Allerdale fees and charges 10% increase (excluding parking)	(249,310)
County	Continued reduction in demand for English National Concessionary Travel (ENCTS)	(500,000)
County	Additional vacancy management, initially to be held centrally. This is to recognise the actual outturn underspend position across sovereign Council budgets in prior years and to ensure the Cumberland budget does not include an overly prudent salary budget given the level of vacancies across the sovereign Council services	(1,000,000)

Appendix B2 Recurring Savings

		2023/24
Entity	Description	Saving £
Cumberland	Discount for early payment of suppliers through Oxygen - Current baseline budget net position for Cumberland (after taking account of the discount and the amount payable to Oxygen as their share of the discount) is £0.467m. It is anticipated that this will increase through new terms and on-boarding of district suppliers not currently part of the County arrangement, as well as the County Council continuing to see improved returns from this service throughout 22/23	(89,000)
Cumberland	reduction in LGPS employers pension rate following tri-annual review. Will come into effect from 1st April 2023, final impact is uncertain but initial indication is that this will be a saving to Cumberland - final figures to be agreed- initially to be held corporately and will be allocated to service budgets during 23/24	(1,000,000)
Cumberland	Adults Wellbeing and Housing Directorate to reflect transformation of processes and capacity building to improve outcomes for people	(1,500,000)
Cumberland	Children's and Family Wellbeing Directorate to reflect transformation of processes and capacity building to improve outcomes for people	(1,500,000)
Cumberland	Business Transformation and Change Directorate cross-cutting savings. New opportunities to realise efficiency and other savings will arise as the services in the new Council come together. Planning for these new service areas give the opportunity to consolidate, transform and create economies of scale.	(4,000,000)

	(15,326,940)
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Appendix B3 Non-Recurring Growth

Entity	Description	2023/24 Growth £
Carlisle	City Centre Properties Income Shortfall - B&M site, university to redevelop this site and will result in reduced rental income. Originally in MTFP as reduced income but has been accelerated	205,000
Carlisle	Economic Development Project Management Office to support FHSF and Town Deal, Borderlands projects	83,000
Carlisle	Car Parking Income - £125K due to free parking offer and remaining declining usage	200,000
Carlisle	Contribution to Carlisle Local Focus Hub	55,000
Carlisle	Lanes Income Shortfalls	450,000
Carlisle	GLL Management Fee - delay in opening of Sand Centre has increased fee payable to GLL payable on a temporary basis until site fully operational in 24/25	456,000
Carlisle	Contribution to Carlisle Ambassadors Programme	55,000
Carlisle	Longtown Place Plan (BTIP) - project development work required to support borderlands	100,000
Carlisle	Shortfall in Hostels income - Historic underachievement in income target.	100,000
Cumberland	New Burdens / Growth funded by ASC Market Sustainability & Improvement Fund (includes fair cost of care continuation from 22/23 and new funding previously badged as capacity and discharge	3,306,263
Cumberland	New Burdens / Growth funded by ASC Discharge Fund (required to be pooled as part of BCF)	2,049,198
		7,059,461

Appendix B4 Non-Recurring Saving

		2023/24
Entity	Description	Saving £
Cumberland	Treasury Management - additional income from investment and continuation of internal borrowing	(2,500,000)
County	Capital community equipment, will need to be financed through capital programme	(1,550,970)
Cumberland	New Burdens / Growth funded by ASC Market Sustainability & Improvement Fund (includes fair cost of care continuation from 22/23 and new funding previously badged as capacity and discharge	(3,306,263)
Cumberland	New Burdens / Growth funded by ASC Discharge Fund (required to be pooled as part of BCF)	(2,049,198)
		(9,406,431)

Appendix B5 Recurring LGR

		2023/24
Entity	Description	Saving £
Cumberland	ICT Costs (licencing and staffing)	2,000,000
Cumberland	ICT Costs (staffing)	1,000,000
Cumberland	Legacy operating model – additional staffing - People	3,000,000
Cumberland	Legacy operating model – additional staffing - Corproate and Enabling	2,000,000
Cumberland	Legacy operating model – additional staffing - Other	1,000,000
Cumberland	Legacy operating model – non staffing (e.g. subscriptions etc)	1,000,000
		10,000,000

Appendix B6 Recurring LGR

		2023/24
Entity	Description	Saving £
Cumberland	ICT enterprise architecture/infrastructure - replacement of duplicate systems with bespoke single solutions (ERP)	10,000,000
Cumberland	ICT enterprise architecture/infrastructure - replacement of duplicate systems with bespoke single solutions (CRM)	5,000,000
Cumberland	ICT enterprise architecture/infrastructure - replacement of duplicate systems with bespoke single solutions (MDM)	5,000,000
Cumberland	Workforce planning – pay and grading review and redundancy and pension allowances costs	8,000,000
Cumberland	Service contract termination costs and transactional fees	2,000,000
		30,000,000

Appendix C – Detailed Capital Programme 2023/24 – 2026/27

	2023/24	2024/25	2025/26	2026/27	Total 2023 - 2027
	£m	£m	£m	£m	£m
Director of Adult Wellbeing and Housing					
Chronically Sick and Disabled Persons Adaptations	0.428	0.143	0.143	0.143	0.855
Cumbria Care Residential	1.135	1.135	1.135	0.000	3.406
Extra Care Housing / Accommodation with Care & Support- available for new schemes	0.773	0.750	0.000	0.000	1.523
Mandatory Disabled Facilities Grants	1.378	1.378	1.378	0	4.133
Private Sector Grants	2.156	2.156	2.156	2.156	8.622
Director of Adult Wellbeing and Housing Total	5.868	5.561	4.811	2.298	18.539
Director of Business Transformation and Change					
ICT Infrastructure	0.000	0.076	0.101	0.101	0.279
ICT Investment/Additional ICT Investment	0.520	0.520	0.520	0.520	2.080
Director of Business Transformation and Change Total	0.520	0.596	0.621	0.621	2.359
Director of Children and Family Wellbeing					
Basic Need schemes	1.101	0.000	0.000	0.000	1.101
High Needs Provision	2.052	1.008	0.000	0.000	3.060
Inclusion Strategy	1.250	0.000	0.000	0.000	1.250
North Carlisle Primary School - Design	0.500	0.000	0.000	0.000	0.500
Prioritised Capital Maintenance Projects/Schools Maintenance	5.814	2.464	1.512	1.512	11.302
Director of Children and Family Wellbeing Total	10.718	3.472	1.512	1.512	17.214
Director of Place. Sustainable Growth and Transport					
Activating Community Health	6.661	3.589	0.262	0.000	10.512
Additional Pot Hole Action funding	4.599	4.599	0.000	0.000	9.197
Carlisle Future High Streets Fund (FHSF)	3.211	0.000	0.000	0.000	3.211
Carlisle Library - Digital & Community Learning Hub	0.750	0.750	0.050	0.000	1.550
Carlisle Southern Gateway	0.348	3.865	2.194	0.000	6.407
Carlisle Southern Link Road	5.000	0.000	0.000	0.000	5.000
Carlisle Southern Link Road (CSLR)	6.321	3.118	0.000	0.000	9.439
Carlisle Station Gateway	3.703	4.200	4.176	0.500	12.579
Connected Millom & Haverigg	0.525	2.356	1.539	0.000	4.420
Connected Town	0.300	2.500	3.020	0.000	5.820
Countryside Access Improvements	0.040	0.040	0.040	0.040	0.160
Crematorium Infrastructure	0.000	0.000	0.000	0.000	0.875

	2023/24	2024/25	2025/26	2026/27	Total 2023 - 2027
	£m	£m	£m	£m	£m
Cumbria Coastal Community Forest	0.511	0.425	0.000	0.000	0.936
Non-Principal Road Network (NPRN)	6.263	6.263	6.263	6.263	25.052
DfT funded Flood Recovery Scheme	0.328	0.000	0.000	0.000	0.328
Engineering Safety Studies and implementation measures	0.135	0.135	0.135	0.135	0.540
Enterprising Town - Leconfield	11.933	1.650	0.000	0.000	13.583
Future High Street Fund - 6-24 Castle Street	0.624	0.000	0.000	0.000	0.624
Future High Street Fund - Central Plaza	3.920	0.000	0.000	0.000	3.920
Future High Street Fund - Delivery Costs	0.123	0.000	0.000	0.000	0.123
Future High Street Fund - Devonshire Street	0.251	0.000	0.000	0.000	0.251
Future High Street Fund - Market Square	1.693	0.000	0.000	0.000	1.693
Healthy Town	2.364	4.273	0.123	0.000	6.760
Highways & Transport - Bridges & Structures	1.642	1.642	0.940	0.940	5.165
Highways & Transport - Principal Road Network (PRN) Schemes	3.267	3.267	1.874	1.874	10.283
Land/Port/Waste Statutory Standards	3.019	3.019	0.763	0.763	7.564
Leconfield development	8.000	0.000	0.000	0.000	8.000
Major Projects Match Funding	1.917	2.404	2.185	2.006	8.512
Maryport Future High Street Fund	0.784	0.000	0.000	0.000	0.784
Maryport Future High Streets initiative	3.866	0.000	0.000	0.000	3.866
Maryport Regeneration (HAZ)	0.056	0.000	0.000	0.000	0.056
Port of Workington - Town Deal	1.288	512	0.000	0.000	1.800
Reactivating Heritage Buildings	2.082	300	0.140	0.000	2.522
Recycling Containers	0.045	0.045	0.045	0.045	0.180
Revitalised Town	1.936	2.129	1.109	0.000	5.174
Storm Damage	0.225	0.000	0.000	0.000	0.225
TD - Carlisle Business Exchange Centre	0.494	1.498	1.951	0.000	3.943
TD - Digital and Community Learning Hub	0.750	0.000	0.000	0.000	0.750
TD - Lighting Up Carlisle	0.270	0.105	0.065	0.000	0.440
TD - Project Tullie	0.564	0.089	0.000	0.000	0.653
TD - Southern Gateway	0.282	3.865	2.194	0.000	6.340
TD - Start with the Park	0.500	0.500	0.500	0.000	1.500
The Iron Line	3.085	3.535	3.008	0.000	9.628
Traffic signals and Network traffic systems	0.106	0.106	0.106	0.106	0.426
Workington - Towns Fund Schemes	10.100	5.200	1.400	0.000	16.700
Workington Town Centre - Town Deal	0.800	3.000	0.000	0.000	3.800
Director of Place. Sustainable Growth and Transport Total	105.555	68.980	34.083	12.673	221.291

	2023/24	2024/25	2025/26	2026/27	Total 2023 - 2027
	£m	£m	£m	£m	£m
Additional Inflation Risk allowance	1.183	1.548	0.000	0.000	2.731
Corporate Property Planned					
Maintenance and improvement	1.507	1.507	1.507	1.507	6.030
Highways Fleet Replacement	0.438	0.000	0.000	0.000	0.438
Modernising the Estate	2.013	1.378	1.378	1.378	6.147
Planned Enhancements to Council					
Property	0.250	0.250	0.250	0.250	1.000
SEND Fleet Vehicles	0.280	0.000	0.000	0.000	0.280
Vehicle Replacements	1.859	0.000	0.000	0.000	1.859
Vehicles. Plant & Equipment	2.132	1.139	1.166	1.213	5.650
Director of Resources Total	9.662	5.822	4.301	4.348	24.134
Grand Total	132.323	84.431	45.329	21.452	283.536

Cumberland Council Fees and Charges Policy

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Contents

Document Version Control	2
Change History	2
Contents	3
1.0 Introduction	4
2.0 Purpose.....	4
3.0 Scope	5
4.0 Background - legislation	5
5.0 Charging Models	5
6.0 General Principles.....	6
7.0 Local Government Reorganisation (LGR).....	7
8.0 New Fees and Charges Proposal.....	8
9.0 Discounts and Concessions	8
10.0 Reviewing of Fees and Charges	9
11.0 Collection of Fees and Charges	9
12.0 Recording of Fees and Charges	9
Appendices attached to this policy	10

1.0 Introduction

- 1.1 An important element of the overall funding of the Council's services is the ability to raise revenue from fees and charges.
- 1.2 The Council must ensure that the proportion of income raised from users of discretionary services meets the full cost of these services, rather than the costs falling on Council Taxpayers in general.
- 1.3 For some services, criteria may be set to apply concessions and other discretionary reductions in fees.
- 1.4 Due to the implementation of Local Government Reorganisation in Cumbria, this policy represents Cumberland Council's first Fees and Charges policy, effective from 1 April 2023, and will replace the Fees and Charges policies previously in place with the respective sovereign Councils.
- 1.5 Fees and charges play a key role in furthering service and strategic objectives and they should be considered and reviewed regularly. This should include the appropriateness and adequacy of the level of charges in force or being proposed.
- 1.6 This should be done within a general policy framework, which in turn should be carried out within the framework of the Council's service and budget planning process.
- 1.7 Services must provide a schedule of fees and charges for the forthcoming year as part of the annual budget process; a fees and charges booklet will be published on the Council's website.

2.0 Purpose

- 2.1 The purpose of this policy is to establish a framework within which the fees and charges can be levied and regularly reviewed.
- 2.2 The aim of this policy is to agree a charging policy and confirm the principles that the Section 151 Officer will apply. The policy allows the Council to have a properly considered, consistent and informed approach to all the charges it sets. This will support the delivery of the Council Plan and annual budget decision.
- 2.3 The setting and review of fees and charges is part of the Council's annual budget setting process. A schedule of the Council's fees and charges for the forthcoming financial year should be presented for approval, as part of the budget report, to Full Council each year.
- 2.4 Attached to this policy are the proposed fees and charges for 2023-24 at Appendix D2, being presented for approval.

3.0 Scope

- 3.1 Councils cannot charge for all the services that it provides. They cannot charge for services that they have a statutory duty to provide.
- 3.2 This policy applies to the setting and review of all fees and charges for Council services where the Council has discretion to apply a charge and discretion over the level of charge applied.
- 3.3 Certain services provided by the Council require their fees and charges to be set in line with legal obligations and national government charging policy. No discretion is therefore available to the Council around these fees. These will therefore be set in line with the statutory rates each year.

4.0 Background - legislation

- 4.1 Section 3 of the Localism Act 2011 allows Councils to charge for discretionary services offered under their general power of competence and sits alongside the powers already available under Section 93 of the Local Government Act 2003.
- 4.2 Discretionary services are those which an authority has the power to but is not obliged to provide.
- 4.3 Additions or enhancements to mandatory services above the standard that a Council has a duty to provide may be provided as discretionary services.
- 4.4 The Act introduced the following key points:
- Councils are under a duty to ensure that, taking one year with another, the income from charges do not exceed the costs of provision
 - The recipient of the discretionary service must have agreed to its provision and agreed to pay for it
 - Charges may be set differentially, so that different people are charged different amounts.
- 4.5 When determining the charge for services, the legal basis for charging needs to be clear, as well as considering the wider equalities implications which may be involved affecting accessibility of all groups to council services.

5.0 Charging Models

- 5.1 Generally, services fall into six main categories for charging purposes. These categories are set out in the table below:

Table 1: Charging Models

Category	Objective
Full cost recovery	To maximise revenue with an overall objective of recovering the full cost of provision, including overheads and capital charges
Full cost recovery with concessionary discounts	As above, but with discounted concessions being given to enable disadvantaged groups to access the service
Subsidised	Widely accessible but users should make some contribution to the service
Nominal	The Council wishes the service to be fully available but sets a charge to discourage frivolous usage
Free	To make the service fully available at no charge
Statutory	Charges are set in line with legal obligation

6.0 General Principles

- 6.1 In general terms, it is the Council's policy that a charge should be levied for all discretionary services in accordance with this policy, unless there is a good reason why an exception should be made.
- 6.2 Primarily, responsibility rests with Service Managers to take appropriate action in relation to fees and charges levied for services.
- 6.3 In establishing new charges, the basis and extent of any discounts or concession, or considering changes to existing charges, Service Managers will have regard to advice and guidance set out in this policy.
- 6.4 For existing charges, there is to be a general policy presumption that the levels of fees and charges should rise, each year, in line with the rate of inflation, as determined as part of the budget planning process. For 2023-24, this has been determined to be 10%.
- 6.5 General changes to fees and charges in line with inflation, would be approved as part of the budget setting process. On an exception basis where, following review, changes are proposed other than in line with inflation, as determined above, then a separate report would be presented to Executive.
- 6.6 There may follow new information, or changes in circumstances that may make it appropriate for a fee/charge to be changed in-year. In these situations, the Budget Report where the annual charges are agreed, will seek to delegate authority to approve any amendments (from the levels set within the Budget Report), up to a maximum of a 10% increase/decrease for any individual fee or a maximum of £50 increase/decrease, to the S151 Officer. Any proposed changes

outside of these thresholds should be approved by Executive. In year revised charges should be reviewed in the next budget planning cycle.

- 6.7 Consideration should be given, and advice sought where required, in relation to the need for an Equality Impact Assessment for any significant changes to existing fees and charges or the introduction of new fees and charges.

7.0 Local Government Reorganisation (LGR)

- 7.1 Due to the implementation of LGR in Cumbria, fees and charges within the previous District and Borough Councils have been reviewed to establish where it is appropriate to adopt a harmonised rate, effective from 1 April 2023.
- 7.2 As part of the review, fees and charges were categorised and associated principles approved by Members at the Shadow Executive meeting on 5 October 2022, as detailed in the Fees and Charges Harmonisation report presented at the meeting.
- 7.3 Following the Shadow Executive meeting, officers undertook discussions with Members and Interim Section 151 Officers on the categories where it was proposed within the principles paper, that Members would agree the rate (categories 2, 5 and 7).
- 7.4 The relevant categories and approved principles/decisions, is presented in the following table:

Table 2: Fees and Charges Categorisation and Principle/Decision

Category	Description	Principle/Decision
1	Fee/charge set in line with legal obligations	No change
2	Fee/charge presenting a mix of charging and no charge by sovereign councils	Adopt charge
3	Services dependant on their geographical location	No change – no harmonisation from Day 1
4	Marginal differences in current rates	Harmonise from Day 1
5	Wider range in current rates and/or different basis of charging	No change – no harmonisation from Day 1
6	Different levels of service	No change – no harmonisation from Day 1
7	Concessions and discounts currently applied to services by some sovereign Councils	No change – no harmonisation from Day 1

- 7.5 A harmonised rate for those services identified within category 4 has been achieved by taking an average of the sovereign Council's 2022-23 rates, and then raised to reflect inflationary increases, for 2023-24. As significant changes will not be made to the delivery of services from 1 April 2023, the average fee will be in line with the aggregated cost of providing the services from Vesting Day, prior to any transformation.
- 7.6 Where fees and charges are not being harmonised from 1 April 2023, the Council is committed to harmonising fees and charges where it is appropriate to do so, as soon as is practicable. For those fees and charges which have not been harmonised from 1 April 2023, separate rates between the areas of Cumberland Council will be in place. These will be reviewed over a longer timescale, in conjunction with service planning and transformation strategies. Any proposals will form part of the annual budget setting process or be subject to the in-year changes process.
- 7.7 As part of the budget report, approval is sought to provide delegated authority to the s151 officer, to apply the appropriate agreed principles to any fees and charges during 2023-24, where an error or omission is identified within the accompanying proposed 2023-24 fees and charges schedule.
- 7.8 It is recommended that where service transformation is undertaken following Day 1, that an Equality Impact Assessment is developed as part of this process, including the review of any changes to fees and charges.
- 7.9 As part of the harmonisation review for Day 1, an Equality Impact Assessment – Screening has been carried out and is available as an appendix to this policy, at Appendix D1.

8.0 New Fees and Charges Proposal

- 8.1 Proposals for new fees and charges must be considered within the service and budget planning process, or where necessary, submitted to Executive for approval as an in-year change.
- 8.2 Reasonable notice should be given to service users before any new charge is implemented, together with clear advice on discounts or concessions available.
- 8.3 The effects of any new charge on service usage and income generated will be monitored regularly over the first 12 months and reviewed within the next service and budget planning process.

9.0 Discounts and Concessions

- 9.1 There will be some circumstances where it may be appropriate to consider offering discounts or concessions in relation to particular activities or customer groups on a basis which is consistent with achieving the Council's overall objectives. Specific points to consider when establishing or reviewing the level of any discount or concession offered for a particular service include:

- Are we benefiting local residents?
- Can a discount policy contribute to wider policy objectives aimed at maximising access to services from among disadvantaged groups?
- Is the policy to target specific groups with discounts still valid?
- Are there other groups that should be considered for discounts?

9.2 In some circumstances discounts may not be appropriate, and in all cases, it will be necessary to carefully consider the impact on income before introducing discounts or concessions to service areas which do not currently offer them.

10.0 Reviewing of Fees and Charges

- 10.1 Service Managers must consider charging policies and current levels of fees/charges each year as part of the service and budget planning process. As indicated earlier, the assumption is that they will be maintained in real terms over time and increased in line with inflation annually.
- 10.2 Any source of income with an annual budget in excess of £250,000 per annum should be subject to detailed review annually within the service and budget planning process.
- 10.3 Sources of income with a budget of less than £250,000 per annum should be subject to a detailed review over a minimum three year period.
- 10.4 Where there are any significant changes during the course of a year, such as costs, market forces, service levels or delivery, which materially affect current charge and revenues, then that charge should be reviewed, and any proposed changes considered in line with the in-year changes approval process.

11.0 Collection of Fees and Charges

- 11.1 Wherever it is reasonable to do so, fees/charges should be collected in advance or at the point of service delivery.
- 11.2 Where fees/charges are to be collected after service delivery has commenced, invoices will be issued promptly, and as necessary appropriate recovery procedures should be followed.

12.0 Recording of Fees and Charges

- 12.1 Each service area should maintain a schedule of fees and charges levied. This schedule should include, but identify separately, those charges where there are national/external procedures or other specific procedures for determining and reviewing rates of charge. In all cases, however, the schedule should include:

- Who determines the charge
 - The basis of the charge
 - Current rates of charge, identifying VAT separately where applicable
 - Estimated revenue income in current year
- 12.2 When the charges are being reviewed as part of the service and budget planning process:
- Proposed increase
 - Percentage increase
 - Proposed rate of charge
 - Effective date for increase
 - Estimated revenue in full year
- 12.3 The departments should also maintain records of service users who receive a discount or concession.
- 12.4 This will assist with the proper consideration and approval of fees and charges and subsequent changes, through the service and budget planning process.

Appendices attached to this policy

Appendix	Title of appendix
D1	Equality Impact Assessment - Screening
D2	2023-24 Fees and Charges Schedule

Equality Impact Assessment – Screening

1. Decision/Policy/Service/Function

1.1 Fees and Charges Policy 2023-24 - Cumberland Unitary Authority.

2. Background and summary of Equality Advice

2.1 The Council's Fees and Charges Schedules are approved annually as part of the budget setting process. As part of Local Government Re-organisation (LGR), a Fees and Charges work package was established to:

- review the harmonisation of fees and charges across Cumbria, focusing on district council fees and charges
- develop proposals for the uplift to charges.

2.2.1 Harmonisation of Fees and Charges

2.2.1 Schedules were collated from each sovereign district council authority and categorised to reflect the type of charge. A principles paper setting out harmonisation proposals was agreed by Cumberland Shadow Executive. Please see [Cumberland Fees and Charges Executive report 5 October 2022](#).

2.2.2 Under powers from Section 3 of the Localism Act 2011 and Section 93 of the Local Government Act 2003, local authorities can charge different people different amounts or only charge some people. If a differential charging policy is implemented, the council must be able to objectively justify its reasons for doing so. This tenet runs throughout Cumberland Council's principles paper described above, which clearly sets out that proposals to adjust charges must be objectively justifiable. The principles also include a category where concessions and discounts are applied to services by some sovereign councils.

2.2.3 The principles paper set out the categories of fees and charges as:

1. Fees and charges set in line with legal obligations – no change (agreed)
2. Services presenting a mix of charge and no charge – for Members to agree rate
3. Service dependant on their geographical location – no change (agreed)
4. Marginal difference in current rates – (the average is less than both £30 and 30%) – average fee (agreed)
5. Wider range of current rates – for Members to agree rate
6. Different levels of service – no change (agreed)
7. Concession and discounts - for Members to agree rate

2.2.4 Following the Shadow Executive meeting in October, officers undertook discussions with Members and Interim Section 151 Officers on the categories where it was proposed that Members agreed the rate (categories 2, 5 and 7).

- 2.2.5 For services under Category 2 “Services presenting a mix of charge and no charge”, Members discussed proposals to charge for any services listed in this category. LGR work package leads were consulted on the potential implications this may have on service areas. This only applied to services where charges were made by some district councils, but not all, within the same Unitary.
- 2.2.6 For services under Category 5 “Wider range of current rates”, Members proposed that no changes would be made prior to vesting day and that these would be reviewed as part of future transformation work within the new unitary authority.
- 2.2.7 For services under Category 7 “Concession and discounts”, Members proposed that no changes would be made prior to vesting day to existing concessions currently applied to services by some sovereign Councils.

2.3 Uplift to Fees and Charges

- 2.3.1 Cumbria County Council’s fees and charges were reviewed, and information provided to both Cumberland and Westmorland to compile disaggregated schedules, in addition to the aggregated district councils’ schedule.
- 2.3.2 The proposed inflationary uplift is that 10% will be applied to discretionary fees and charges for 2023/24, unless there is a clear reason or obligation to apply different increases. LGR work package leads were consulted on the potential implications this may have on service areas.

3. Proposals to change the decision/policy/service/function

- 3.1 The proposals are outlined in the Fees and Charges Policy 2023-24 under Sections 6.0 General Principles and 7.0 Local Government Re-organisation.
- 3.2 Section 6.4 details the inflationary uplift as 10% for 2023-24.
- 3.3 Section 7.4 sets out the Fees and Charges Categorisation and Principle/Decision table.
- 3.4 Feedback from Members and Officers during the consultation stage has been considered. Where exceptions to the proposals have been identified due to service requirements or impact on customers, adjustments have been made to the fees and charges schedules, including the continuation of appropriate concessions and lower inflationary uplifts.

4. Consultation

Who	What
<ul style="list-style-type: none"> Legal Services 	Advice on the legal requirements in terms of what fees and charges must or may not be harmonised from Day 1.
<ul style="list-style-type: none"> Interim Section 151 Officer Interim Head of Paid Service Interim Monitoring Officer Shadow Executive Members 	Consultation on the Fees and Charges Principles paper (5 October 2022)
<ul style="list-style-type: none"> Interim Section 151 Officer Shadow Executive Members 	Consultation on categories requiring member decisions.
<ul style="list-style-type: none"> Interim Section 151 Officer Shadow Executive Members LGR Work Package leads and disseminated to relevant officers across all authorities LGR Project Managers Lead Finance Officers from Allerdale, Carlisle and Copeland Councils 	Consultation on the proposed harmonisation and inflationary uplift

5. Equality screening

Equality characteristic	Impact Y/N	Describe Impact (if Yes)	Measures to address impact (if Yes)	Full EqIA needed Y/N
General	Unknown	Due to changes in service delivery following vesting day and move to the new unitary authorities, impacts may be unknown at present.	The Fees and Charges Policy includes the following measures: <ul style="list-style-type: none"> Section 6.6 – The Budget Report where the annual charges are agreed, will seek to delegate authority to approve any amendments (from the levels set within the Budget Report), up to a maximum of a 10% increase/decrease for any individual fee or a maximum of £50 increase/decrease, to the Section 151 Officer. Any proposed changes outside of these thresholds should be approved by Executive. In year revised charges 	Yes – It is recommended that a Full EqIA is carried out after 6 months to inform future budgets and the Mid-Term Financial Plan. This should review data on protected characteristic of service users,
	Yes – neutral	Impacts of harmonisation - Households may pay more or less than prior to 1 April 2023, depending on how fees and charges have been harmonised.		
	Yes – negative	General impact of 10% inflationary increase on fees and charges, increasing		

		<p>costs on households. The government is increasing benefits by 10.1% in line with inflation, measured by the September (CPI) Consumer Price Index¹, however specific groups are more likely to be affected by increases in the costs of living². These include:</p> <ul style="list-style-type: none"> • Adults on the lowest incomes, those renting their homes or those with no formal qualifications. • Parents of dependent children, adults who are divorced or separated, and disabled adults. • Additional group to be considered include care leavers and armed forces veterans (with regard to the Council's Armed Forces Duty). 	<p>should be reviewed in the next budget planning cycle.</p> <ul style="list-style-type: none"> • Section 6.7 - Consideration should be given, and advice sought where required, in relation to the need for an Equality Impact Assessment for any significant changes to existing fees and charges or the introduction of new fees and charges. • Section 7.7 - It is recommended that where service transformation is undertaken following Day 1, that an Equality Impact Assessment is developed as part of this process, including the review of any changes to fees and charges. • Section 8.2 - Reasonable notice should be given to service users before any new charge is implemented, together with clear advice on discounts or concessions available. • Section 9.0 - Considerations for establishing or reviewing the level of discounts and concessions offered. • Section 12.0 - Recording of Fees and Charges supports the monitoring and evaluation of use to inform fees and charges reviews, and what measures can be introduced to address any impacts. 	<p>take up of concessions and complaints.</p> <p>Consideration should be given to how information on new fees and charges can be communicated to households and businesses in different formats. This should include how to access concessions or welfare support and advice if negatively impacted.</p>
Age	See General			
Disability	See General			
Gender reassignment	See General			

¹ [Autumn Statement 2022 HTML - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statements/autumn-statement-2022)

² [Impact of increased cost of living on adults across Great Britain - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk/peoplepopulationandcommunity/healthandcare/articles/impact-of-increased-cost-of-living-on-adults-across-great-britain)

Marriage or civil partnership	See General			
Pregnancy or maternity	See General			
Race	See General			
Religion or belief	See General			
Sex	See General			
Sexual orientation	See General			
Transgender	See General			
Rurality	See General			
Socio-economic status	See General			

FEES AND CHARGES 2023-24

The prices stated will be operative from 1st April 2023 to 31st March 2024 unless otherwise stated. Whilst every care has been taken in preparing this booklet for publication, anyone requiring absolute confirmation of the information it contains should contact the relevant service or facility for clarification.

All prices contained in this booklet include VAT where applicable.

Charges not included in this booklet (or described as subject to negotiation) are for negotiation by the Head of Service or facility concerned in consultation with, or in accordance with principles agreed by the Section 151 Officer and the Director.

Catherine Nicholson

Chief Finance Officer (Section 151)

CONTENTS

	Page number
Planning	3
Building Control	6
Land & Property	9
Bereavement Services	10
Environmental Enforcement	13
Environmental Protection	14
Environmental Health	16
Pest Control	19
Waste	20
Trade Waste	21
Land Charges	22
Licensing	23
Housing	28
Legal Services & Elections	29
General Disbursements	30
People	31
Registration Services	32
Library Services	33
Highways	34
Trading Standards	37
Markets	38
Car Parks	39
Talkin Tarn	43
Carlisle City Centre	44
Park Events	45
Digital Banners	46

Planning

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Planning Applications					
All Outline Applications - per 0.1 hectare for sites up to and including 2.5 hectares	S	£462.00	-	-	-
All Outline Applications - per 0.1 hectare for sites up to and including 2.5 hectares (to a maximum of £150,000)	S	£11,432 + £138 per 0.1 hectare	-	-	-
All Permission in Principle Applications - per 0.1 hectare site area	S	£402.00	-	-	-
Householder Applications - Alterations/extensions to a single dwelling, including works within boundary	S	£206.00	-	-	-
Full Applications (and First Submissions of Reserved Matters) - Alterations/extensions to two or more dwellings, including works within boundaries	S	£407.00	-	-	-
Full Applications (and First Submissions of Reserved Matters) - Per dwelling for new dwellings (up to and including 50)	S	£462.00	-	-	-
Full Applications (and First Submissions of Reserved Matters) - Per dwelling for new dwellings (for more than 50) to a maximum of £300,000	S	£22,859 + £138 per additional dwelling	-	-	-
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery) - Gross floor space to be created by the development / no increase in gross floor space or no more than 40 sq. m	S	£234.00	-	-	-
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery) - Gross floor space to be created by the development / more than 40 sq. m but no more than 75 sq. m	S	£462.00	-	-	-
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery) - Gross floor space to be created by the development / more than 75 sq. m but no more than 3,750 sq. m	S	£462 for each 75 sq. m or part thereof	-	-	-
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery) - Gross floor space to be created by the development / more than 3,750 sq. m to a maximum of £300,000	S	£22,859 + £138 for each additional 75 sq. m in excess of 3750 sq. m	-	-	-
The erection of buildings (on land used for agriculture for agricultural purposes) - Gross floor space to be created by the development / not more than 465 sq. m	S	£96.00	-	-	-
The erection of buildings (on land used for agriculture for agricultural purposes) - Gross floor space to be created by the development / more than 465 sq. m but not more than 540 sq. m	S	£462.00	-	-	-
The erection of buildings (on land used for agriculture for agricultural purposes) - Gross floor space to be created by the development / more than 540 sq. m but not more than 4,215 sq. m	S	£462 for first 540 sq. m + £462 for each 75 sq. m (or part thereof) in excess of 540 sq. m	-	-	-
The erection of buildings (on land used for agriculture for agricultural purposes) - Gross floor space to be created by the development / more than 4,215 sq. m to a maximum of £300,000	S	£22,859 + £138 for each 75 sq. m (or part thereof) in excess of 4,215 sq. m	-	-	-
Erection of glass houses (on land used for agriculture for agricultural purposes) - Gross floor space to be created by the development / not more than 465 sq. m	S	£96.00	-	-	-
Erection of glass houses (on land used for agriculture for agricultural purposes) - Gross floor space to be created by the development / more than 465 sq. m	S	£2,580.00	-	-	-
Erection / alterations / replacement of plant and machinery - Site area not more than 5 hectares	S	£462 for each 0.1 hectare (or part thereof)	-	-	-
Erection / alterations / replacement of plant and machinery - Site area more than 5 hectares to a maximum of £300,000	S	£22,859 + additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares	-	-	-
Applications other than building works					
Carparks, service roads or other accesses - for existing uses	S	£234.00	-	-	-
Waste (use of land for disposal or refuse or waste materials or deposit of material remaining after extraction or storage of materials - Site area not more than 15 hectares	S	£234 for each 0.1 hectare (or part thereof)	-	-	-
Waste (use of land for disposal or refuse or waste materials or deposit of material remaining after extraction or storage of materials - Site area more than 15 hectares	S	£34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000	-	-	-
Operations connected with exploratory drilling for oil or natural gas - Site area not more than 7.5 hectares	S	£508 for each 0.1 hectare (or part thereof)	-	-	-
Operations connected with exploratory drilling for oil or natural gas - Site area more than 7.5 hectares	S	£38,070 + additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000	-	-	-
Operations (other than exploratory drilling) for the winning and working of oil or natural gas - Site area not more than 15 hectares	S	£257 for each 0.1 hectare (or part thereof)	-	-	-
Operations (other than exploratory drilling) for the winning and working of oil or natural gas - Site area more than 15 hectares	S	£38,520 + additional £151 for each 0.1 in excess of 15 hectare up to a maximum of £78,000	-	-	-

Planning continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Other operations (winning and working of minerals) excluding oil and natural gas - Site area more than 15 hectares	S	£34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000	-	-	-
Other operations (not coming within any of the above categories) - Any site area	S	£234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028	-	-	-
Lawful Development Certificate					
LDC - Existing Use - in breach of a planning condition	S	Same as full	-	-	-
LDC - Existing Use LDC - lawful not to comply with a particular condition	S	£234.00	-	-	-
LDC - Proposed Use	S	Half the normal	-	-	-
Prior Approval (Under Permitted Development rights)					
Larger Home Extensions	S	£96.00	-	-	-
Additional storeys on a home	S	£96.00	-	-	-
Agricultural and Forestry buildings & operations	S	£96.00	-	-	-
Demolition of Buildings	S	£96.00	-	-	-
Communications (previously referred to as 'Telecommunications Code Systems Operators')	S	£462.00	-	-	-
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	S	£96.00	-	-	-
Change of use of a building and any land within its curtilage from Commercial/Business/Service (Use Class R), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to state funded school	S	£96.00	-	-	-
Change of use of building and any land within its curtilage from an Agricultural Building to a state-funded school	S	£96.00	-	-	-
Change of use of a building and any land within its curtilage from Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), OR Hotels (Use Class C1)	S	£96.00	-	-	-
Change of Use of building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3)	S	£100 for each dwelling	-	-	-
Proposed change of use of Agricultural building to a dwellinghouse (Use Class C3), where there are no Associated Building Operations	S	£96.00	-	-	-
Proposed change of use of Agricultural Building to a dwellinghouse (Use Class C3), and Associated Building Operations	S	£206.00	-	-	-
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining on of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3), where there are no Associated Building Operations	S	£96.00	-	-	-
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining on of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3), and Associated Building Operations	S	£206.00	-	-	-
Change of use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos, to dwellinghouses (Class C3), with no Associated Building Operations	S	£96.00	-	-	-
Change of use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos, to dwellinghouses (Class C3), and associated Building Operations	S	£206.00	-	-	-
Temporary use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that use	S	£96.00	-	-	-
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded school for up to 3 Academic Years	S	£96.00	-	-	-
Development Consisting of the Erection or Construction of Collection Facility within the Curtilage of a Shop	S	£96.00	-	-	-
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	S	£96.00	-	-	-
Reserved Matters - Application for approval of reserved matters following outline approval	S	Full fee due or if full fee paid then £462 due	-	-	-
Approval / Variation / discharge of condition - Application for removal or variation of a condition following grant of planning permission	S	£234.00	-	-	-
Approval / Variation / discharge of condition - Request for confirmation that one or more planning conditions have been complied with	S	£34 per request for Householder otherwise £116 per request	-	-	-
Change of Use of a building to use as one or more separate dwellinghouses, or other cases - Number of dwellings not more than 50	S	£462.00	-	-	-
Change of Use of a building to use as one or more separate dwellinghouses, or other cases - Number of dwellings more than 50 up to a maximum of £300,000	S	£22,859 + £138 for each in excess of 50	-	-	-
Other changes of use of a building or land	S	£462.00	-	-	-
Advertising - Relating to the business on the premises	S	£132.00	-	-	-
Advertising - Advance signs which are not situation on or visible from the site, directing the public to a business	S	£132.00	-	-	-
Advertising - Other advertisements	S	£462.00	-	-	-
Application for a Non-material Amendment Following a Grant of Planning Permission - Applications in respect of household applications	S	£34.00	-	-	-
Application for a Non-material Amendment Following a Grant of Planning Permission - Applications in respect of all other developments	S	£234.00	-	-	-
Erection, extension, or alteration of a university building (from 21 April 2021)	S	£96.00	-	-	-
Construction of new dwelling houses (from 2 September 2020) - Not more than 50 dwelling houses	S	£334.00	-	-	-
Construction of new dwelling houses (from 2 September 2020) - More than 50 dwelling houses (+ £100 for each dwelling house in excess of 50. Max fee of £300,000)	S	£16,525 + £100 per additional dwelling	-	-	-

Planning continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
General Charges					
Supply of decision notices (per item)	D	£17.00	-	-	-
Information to outside bodies research/survey information etc	D	£16.50 initial fee & £16.50 each additional hour + copying charges			
High Hedges submission fee (This fee is based on the costs of processing applications and matches the fee to process a standard planning application for a new dwelling)	D	£481.00	-	-	-
Miscellaneous Planning Costs					
Householder pre-application enquiry - written response	D	£70.00	-	-	-
Householder pre-application enquiry - meeting and written response	D	£117.00	-	-	-
Minor development pre-application enquiry - written response	D	£319.00	-	-	-
Minor development pre-application enquiry - meeting and written response	D	£374.00	-	-	-
Major development pre-application enquiry - written response	D	£1,650.00	-	-	-
Major development pre-application enquiry - meeting and written response	D	£1,705.00	-	-	-
Major development pre-application enquiry - additional meeting and written response (per meeting)	D	£110.00	-	-	-
Significant major development pre-application enquiry - written response	D	£2,750.00	-	-	-
Significant major development pre-application enquiry - meeting and written response	D	£2,805.00	-	-	-
Significant major development pre-application enquiry - additional meeting and written response (per meeting)	D	£110.00	-	-	-
Development Management Forum	D	£468.00	-	-	-
Pre-validation application check - householder applications	D	£20.00	-	-	-
Pre-validation application check - minor and other applications	D	£33.00	-	-	-
Pre-validation application check - major applications	D	£44.00	-	-	-
Local Plan and Associated Policies Maps					
District/Borough Local Plan (Final or Publication Draft) including Maps. Plus postage costs	D	£35.00	-	-	-
District/Borough Local Plan - (Final) Policies Maps or (Publication Draft) Proposals Maps. Plus postage costs	D	Included in above	-	-	-
St Cuthbert's Garden Village Masterplan. Plus postage costs	D	£50.00	-	-	-

Building Control

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Schedule 1 - New dwelling houses					
Plan Charge					
Charges for new dwellings (Single Dwelling)	D	£300.00	-	-	-
Charges for 2 new dwellings	D	£396.00	-	-	-
Charges for 3 new dwellings	D	£521.00	-	-	-
Charges for 4 new dwellings	D	£647.00	-	-	-
Charges for 5 new dwellings	D	£779.00	-	-	-
Inspection Charge					
Charges for new dwellings (Single Dwelling)	D	£670.00	-	-	-
Charges for 2 new dwellings	D	£785.00	-	-	-
Charges for 3 new dwellings	D	£1,096.00	-	-	-
Charges for 4 new dwellings	D	£1,267.00	-	-	-
Charges for 5 new dwellings	D	£1,558.00	-	-	-
Building Notice Charge					
Charges for new dwellings (Single Dwelling)	D	£1,030.00	-	-	-
Charges for 2 new dwellings	D	£1,419.00	-	-	-
Charges for 3 new dwellings	D	£1,940.00	-	-	-
Charges for 4 new dwellings	D	£2,297.00	-	-	-
Charges for 5 new dwellings	D	£2,812.00	-	-	-
Regularisation Charge					
Charges for new dwellings (Single Dwelling)	D	£1,136.00	-	-	-
Charges for 2 new dwellings	D	£1,480.00	-	-	-
Charges for 3 new dwellings	D	£2,019.00	-	-	-
Charges for 4 new dwellings	D	£2,393.00	-	-	-
Charges for 5 new dwellings	D	£2,926.00	-	-	-
Schedule 2 - Small Buildings & Extensions					
Plan Charge					
Extension where the floor area does not exceed 10m2	D	£208.00	-	-	-
Extension where the floor area exceeds 10m2 but does not exceed 40m2	D	£208.00	-	-	-
Extension where the floor area exceeds 40m2 but does not exceed 60m2	D	£231.00	-	-	-
Extension where the floor area exceeds 60m2 but does not exceed 80m2	D	£271.00	-	-	-
A loft conversion – alteration of a dwelling to provide one or more rooms in a roof space	D	-	£422.00	£277.00	£204.00
Erection or extension of a domestic garage or carport up to 40m2	D	£208.00	-	-	-
Erection or extension of a domestic garage or carport up to 80m2	D	£211.00	-	-	-
Conversion of a domestic garage into a habitable room(s)	D	£154.00	-	-	-
Barn Conversion (Up to 360m2)	D	£278.00	-	-	-
Inspection Charge					
Extension where the floor area does not exceed 10m2	D	£215.00	-	-	-
Extension where the floor area exceeds 10m2 but does not exceed 40m2	D	£419.00	-	-	-
Extension where the floor area exceeds 40m2 but does not exceed 60m2	D	£620.00	-	-	-
Extension where the floor area exceeds 60m2 but does not exceed 80m2	D	£726.00	-	-	-
A loft conversion – alteration of a dwelling to provide one or more rooms in a roof space	D	£488.00	-	-	-
Erection or extension of a domestic garage or carport up to 40m2	D	£215.00	-	-	-
Erection or extension of a domestic garage or carport up to 80m2	D	£422.00	-	-	-
Conversion of a domestic garage into a habitable room(s)	D	-	£211.00	£277.00	£124.00
Barn Conversion (Up to 360m2)	D	£782.00	-	-	-
Building Notice Charge					
Extension where the floor area does not exceed 10m2	D	£482.00	-	-	-
Extension where the floor area exceeds 10m2 but does not exceed 40m2	D	£690.00	-	-	-
Extension where the floor area exceeds 40m2 but does not exceed 60m2	D	£908.00	-	-	-
Extension where the floor area exceeds 60m2 but does not exceed 80m2	D	£1,048.00	-	-	-
A loft conversion – alteration of a dwelling to provide one or more rooms in a roof space	D	£760.00	-	-	-
Erection or extension of a domestic garage or carport up to 40m2	D	£521.00	-	-	-
Erection or extension of a domestic garage or carport up to 60m2	D	£0.00	-	-	-
Erection or extension of a domestic garage or carport up to 80m2	D	£759.00	-	-	-
Conversion of a domestic garage into a habitable room(s)	D	£380.00	-	-	-
Barn Conversion (Up to 360m2)	D	£1,133.00	-	-	-
Regularisation Charge					
Extension where the floor area does not exceed 10m2	D	£548.00	-	-	-
Extension where the floor area exceeds 10m2 but does not exceed 40m2	D	£783.00	-	-	-
Extension where the floor area exceeds 40m2 but does not exceed 60m2	D	£999.00	-	-	-
Extension where the floor area exceeds 60m2 but does not exceed 80m2	D	£1,245.00	-	-	-
A loft conversion – alteration of a dwelling to provide one or more rooms in a roof space	D	£834.00	-	-	-
Erection or extension of a domestic garage or carport up to 40m2	D	£545.00	-	-	-
Erection or extension of a domestic garage or carport up to 80m2	D	£792.00	-	-	-
Conversion of a domestic garage into a habitable room(s)	D	£420.00	-	-	-
Barn Conversion (Up to 360m2)	D	£1,250.00	-	-	-
Schedule 3 - Charges For All Other Work					
Plan Charge					
Work for which the estimated cost is up to £1,000	D	£150.00	-	-	-
Work for which the estimated cost is over £1,000 and up to £2,000	D	£221.00	-	-	-
Work for which the estimated cost is over £2,000 and up to £5,000	D	£311.00	-	-	-
Work for which the estimated cost is over £5,000 and up to £10,000	D	£116.00	-	-	-
Work for which the estimated cost is over £10,000 and up to £20,000	D	£132.00	-	-	-
Work for which the estimated cost is over £20,000 and up to £30,000	D	£150.00	-	-	-
Work for which the estimated cost is over £30,000 and up to £40,000	D	£186.00	-	-	-
Work for which the estimated cost is over £40,000 and up to £50,000	D	£219.00	-	-	-
Work for which the estimated cost is over £50,000 and up to £60,000	D	£256.00	-	-	-
Work for which the estimated cost is over £60,000 and up to £70,000	D	£295.00	-	-	-
Work for which the estimated cost is over £70,000 and up to £80,000	D	£330.00	-	-	-
Work for which the estimated cost is over £80,000 and up to £90,000	D	£350.00	-	-	-
Work for which the estimated cost is over £90,000 and up to £100,000	D	£389.00	-	-	-
Work for which the estimated cost is over £100,000 and up to £125,000	D	£422.00	-	-	-
Work for which the estimated cost is over £125,000 and up to £150,000	D	£462.00	-	-	-

Building Control continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Schedule 3 plan charge continued					
Work for which the estimated cost is over £150,000 and up to £175,000	D	£502.00	-	-	-
Work for which the estimated cost is over £175,000 and up to £200,000	D	£535.00	-	-	-
Work for which the estimated cost is over £200,000 and up to £225,000	D	£574.00	-	-	-
Work for which the estimated cost is over £225,000 and up to £250,000	D	£614.00	-	-	-
Inspection Charge					
Work for which the estimated cost is over £5,000 and up to £10,000	D	£276.00	-	-	-
Work for which the estimated cost is over £10,000 and up to £20,000	D	£337.00	-	-	-
Work for which the estimated cost is over £20,000 and up to £30,000	D	£451.00	-	-	-
Work for which the estimated cost is over £30,000 and up to £40,000	D	£551.00	-	-	-
Work for which the estimated cost is over £40,000 and up to £50,000	D	£661.00	-	-	-
Work for which the estimated cost is over £50,000 and up to £60,000	D	£766.00	-	-	-
Work for which the estimated cost is over £60,000 and up to £70,000	D	£878.00	-	-	-
Work for which the estimated cost is over £70,000 and up to £80,000	D	£990.00	-	-	-
Work for which the estimated cost is over £80,000 and up to £90,000	D	£1,056.00	-	-	-
Work for which the estimated cost is over £90,000 and up to £100,000	D	£1,162.00	-	-	-
Work for which the estimated cost is over £100,000 and up to £125,000	D	£1,267.00	-	-	-
Work for which the estimated cost is over £125,000 and up to £150,000	D	£1,379.00	-	-	-
Work for which the estimated cost is over £150,000 and up to £175,000	D	£1,492.00	-	-	-
Work for which the estimated cost is over £175,000 and up to £200,000	D	£1,604.00	-	-	-
Work for which the estimated cost is over £200,000 and up to £225,000	D	£1,723.00	-	-	-
Work for which the estimated cost is over £225,000 and up to £250,000	D	£1,835.00	-	-	-
Building Notice Charge					
Work for which the estimated cost is up to £1,000	D	£150.00	-	-	-
Work for which the estimated cost is over £1,000 and up to £2,000	D	£221.00	-	-	-
Work for which the estimated cost is over £2,000 and up to £5,000	D	£311.00	-	-	-
Work for which the estimated cost is over £5,000 and up to £10,000	D	£392.00	-	-	-
Work for which the estimated cost is over £10,000 and up to £20,000	D	£469.00	-	-	-
Work for which the estimated cost is over £20,000 and up to £30,000	D	£657.00	-	-	-
Work for which the estimated cost is over £30,000 and up to £40,000	D	£806.00	-	-	-
Work for which the estimated cost is over £40,000 and up to £50,000	D	£972.00	-	-	-
Work for which the estimated cost is over £50,000 and up to £60,000	D	£1,121.00	-	-	-
Work for which the estimated cost is over £60,000 and up to £70,000	D	£1,288.00	-	-	-
Work for which the estimated cost is over £70,000 and up to £80,000	D	£1,584.00	-	-	-
Work for which the estimated cost is over £80,000 and up to £90,000	D	£1,690.00	-	-	-
Work for which the estimated cost is over £90,000 and up to £100,000	D	£1,855.00	-	-	-
Work for which the estimated cost is over £100,000 and up to £125,000	D	£2,026.00	-	-	-
Work for which the estimated cost is over £125,000 and up to £150,000	D	£2,211.00	-	-	-
Work for which the estimated cost is over £150,000 and up to £175,000	D	£2,389.00	-	-	-
Work for which the estimated cost is over £175,000 and up to £200,000	D	£2,574.00	-	-	-
Work for which the estimated cost is over £200,000 and up to £225,000	D	£2,752.00	-	-	-
Work for which the estimated cost is over £225,000 and up to £250,000	D	£2,930.00	-	-	-
Regularisation Charge					
Work for which the estimated cost is up to £1,000	D	£176.00	-	-	-
Work for which the estimated cost is over £1,000 and up to £2,000	D	£260.00	-	-	-
Work for which the estimated cost is over £2,000 and up to £5,000	D	£365.00	-	-	-
Work for which the estimated cost is over £5,000 and up to £10,000	D	£461.00	-	-	-
Work for which the estimated cost is over £10,000 and up to £20,000	D	£551.00	-	-	-
Work for which the estimated cost is over £20,000 and up to £30,000	D	£749.00	-	-	-
Work for which the estimated cost is over £30,000 and up to £40,000	D	£919.00	-	-	-
Work for which the estimated cost is over £40,000 and up to £50,000	D	£1,099.00	-	-	-
Work for which the estimated cost is over £50,000 and up to £60,000	D	£1,276.00	-	-	-
Work for which the estimated cost is over £60,000 and up to £70,000	D	£1,466.00	-	-	-
Work for which the estimated cost is over £70,000 and up to £80,000	D	£1,667.00	-	-	-
Work for which the estimated cost is over £80,000 and up to £90,000	D	£1,760.00	-	-	-
Work for which the estimated cost is over £90,000 and up to £100,000	D	£1,931.00	-	-	-
Work for which the estimated cost is over £100,000 and up to £125,000	D	£2,112.00	-	-	-
Work for which the estimated cost is over £125,000 and up to £150,000	D	£2,299.00	-	-	-
Work for which the estimated cost is over £150,000 and up to £175,000	D	£2,492.00	-	-	-
Work for which the estimated cost is over £175,000 and up to £200,000	D	£2,679.00	-	-	-
Work for which the estimated cost is over £200,000 and up to £225,000	D	£2,866.00	-	-	-
Work for which the estimated cost is over £225,000 and up to £250,000	D	£3,053.00	-	-	-
Minimum Charges					
Standard Charge/ Building Notice Charge					
Fitting a solid roof to a conservatory	D	£297.00	-	-	-
Renovation of a thermal element (Domestic): The minimum charge for renovation of ground floors and external walls where work applies to 50% or more of the total surface area of that element throughout the dwelling.	D	£162.00	-	-	-
Renovation of a thermal element (Non-Domestic): The charge shall be based on 20% of the estimated cost of the work (see Schedule 3 'charges for all other work' table above), subject to a minimum charge of:	D	£162.00	-	-	-
Replacement Windows (Domestic): The minimum charge for a scheme of windows and/or door replacements in dwellings, not installed under a Competent Persons Scheme.	D	£162.00	-	-	-
Replacement Windows (Non-Domestic): The charge shall be based on 20% of the estimated cost of the work, subject to a minimum charge of:	D	£162.00	-	-	-
Where electrical works are to be carried out to a dwelling and the work is under the control of the Council the following charge will apply:	D	£297.00	-	-	-
Installation of PV panels or solar heating system to an existing dwelling	D	-	£198.00	£264.00	£124.00
Replacement Roof Covering (Domestic): The minimum charge for a replacement roof covering where work applies to 50% or more of the total surface area	D	£162.00	-	-	-
Replacement Roof Covering (Non-Domestic): The charge shall be based on 20% of the estimated cost of the work (see Schedule 3 'charges for all other work' table above), subject to a minimum charge of:	D	£162.00	-	-	-
Wood burning stoves	D	£301.00	-	-	-
Wet system solid fuel installation/boiler	D	£321.00	-	-	-

Building Control continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Standard Charge/ Building Notice Charge continued					
Boilers/Heating Installations: The charge for boilers/heating installations with an output of over 50KW will be subject to a charge of:	D	£298.00	-	-	-
Unvented hot water system	D	-	£297.00	£297.00	£124.00
Oil/Non-mains gas fuel storage systems	D	£242.00	-	-	-
Chimney lining	D	£162.00	-	-	-
Installation of cavity wall insulation	D	£162.00	-	-	-
Wind Turbines	D	£162.00	-	-	-
Removal of a loadbearing wall and insertion of a steel beam (Please note that if structural calculations are defective and require more than one check, a fee of £50 (plus VAT) per each additional check will be charged. Accordingly, it is recommended that the services of a professionally qualified engineer are used)	D	£238.00	-	-	-
Replacement Waste Treatment Plant (e.g. septic tanks)	D	£298.00	-	-	-
Regularisation Charge					
Fitting a solid roof to a conservatory	D	£337.00	-	-	-
Renovation of a thermal element (Domestic): The minimum charge for renovation of ground floors and external walls where work applies to 50% or more of the total surface area of that element throughout the dwelling.	D	£201.00	-	-	-
Renovation of a thermal element (Non-Domestic): The charge shall be based on 20% of the estimated cost of the work (see Schedule 3 'charges for all other work' table above), subject to a minimum charge of:	D	£201.00	-	-	-
Replacement Windows (Domestic): The minimum charge for a scheme of windows and/or door replacements in dwellings, not installed under a Competent Persons Scheme.	D	£201.00	-	-	-
Replacement Windows (Non-Domestic): The charge shall be based on 20% of the estimated cost of the work, subject to a minimum charge of:	D	£201.00	-	-	-
Where electrical works are to be carried out to a dwelling and the work is under the control of the Council the following charge will apply:	D	£369.00	-	-	-
Installation of PV panels or solar heating system to an existing dwelling	D	-	£248.00	£275.00	£155.00
Replacement Roof Covering (Domestic): The minimum charge for a replacement roof covering where work applies to 50% or more of the total surface area	D	£201.00	-	-	-
Replacement Roof Covering (Non-Domestic): The charge shall be based on 20% of the estimated cost of the work (see Schedule 3 'charges for all other work' table above), subject to a minimum charge of:	D	£201.00	-	-	-
Wet system solid fuel installation/boiler	D	£402.00	-	-	-
Boilers/Heating Installations: The charge for boilers/heating installations with an output of over 50KW will be subject to a charge of:	D	£372.00	-	-	-
Unvented hot water system	D	-	£369.00	£369.00	£155.00
Oil/Non-mains gas fuel storage systems	D	£301.00	-	-	-
Chimney lining	D	£201.00	-	-	-
Installation of cavity wall insulation	D	£201.00	-	-	-
Wind Turbines	D	£248.00	-	-	-
Removal of a loadbearing wall and insertion of a steel beam (Please note that if structural calculations are defective and require more than one check, a fee of £50 (plus VAT) per each additional check will be charged. Accordingly, it is recommended that the services of a professionally qualified engineer are used)	D	£297.00	-	-	-
Replacement Waste Treatment Plant (e.g. septic tanks)	D	£369.00	-	-	-
Installing a solid fuel appliance like a stove or a boiler (wood, coal, oil etc) (If the installation is part of any other work like an extension please add this to the other charge)	D	£435.00	-	-	-
Miscellaneous Charges					
A site visit together with professional interpretation of Regulations and confirmation in writing as to whether the work undertaken was exempt from the Regulations in force at the time of construction.	D	£193.00	-	-	-
Searching of historic records	D	£51.00	-	-	-
Copy of completion certificate	D	£28.00	-	-	-
Site Inspection for completion certificate (over 12 months)	D	£67.00	-	-	-
Copy of notice of decision	D	£28.00	-	-	-
Pre-application advice including 'Do I need Building Regulation Consent' excluding 1st hour of consultation	D	£58.00	-	-	-
Written response to an enquiry on works not requiring an application. (e.g. confirmation of information available on internet or provided over the telephone). Includes a search on the presence of public sewers in relation to the development where applicable	D	£56.00	-	-	-
Written response for a query, including a search for information, where required (charges will therefore vary dependent on length of time taken to collate information). For each hour or part:	D	£66.00	-	-	-
Administration charges for dangerous buildings, demolitions, historic buildings (VAT is not payable for administration charges where work carried out is under the Council's Emergency Powers)	D	£52.00	-	-	-
Administering Demolition Counter Notices within 1 working week	D	-	£275.00	£275.00	£161.00
Demolition notice processed within statutory time period of 6 weeks	D	No charge	-	-	-
Additional Structural Design Checks where Structural Design found to be defective (per check).	D	£66.00	-	-	-
Admin charge for Building Notice applications withdrawn by applicant prior to commencement or site inspection	D	£47.00	-	-	-
Making available drawings for viewing subject to redaction and permission of copyright ownership	D	£55.00	-	-	-
Regularisation pre-app visit	D	£83.00	-	-	-

Land & Property

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Shop Mobility					
Radar Keys (The price of Radar Keys reflects the cost to the Council in procuring them)	D	-	-	-	£3.00
12 months membership of shop mobility	D	-	-	-	£13.00
6 months membership of shop mobility	D	-	-	-	£7.00
Street Naming and Numbering					
New Properties					
New Individual property (admin charges)	D	£53.00	-	-	-
New Street (admin charges) - for the first 10 units	D	£158.00	-	-	-
New Street (admin charges) - per unit after the first 10 units	D	£10.00	-	-	-
Redevelopment of existing building	D	£53.00	-	-	-
Alteration in either street name or property re numbering of a development after initial street name and numbering has been undertaken - for the first 10 units	D	£158.00	-	-	-
Alteration in either street name or property re numbering of a development after initial street name and numbering has been undertaken - per unit after the first 10 units	D	£10.00	-	-	-
Confirmation of postal address to solicitors or conveyances	D	£26.00	-	-	-
Existing Properties and Changes of Use					
Change of existing house name	D	£53.00	-	-	-
Adding an alias to a numbered property	D	£53.00	-	-	-
Change of building name, flats etc - application fee	D	£106.00	-	-	-
Change of building name, flats etc - per unit fee (in addition to application fee)	D	£14.00	-	-	-
Request for street name change - application fee	D	£263.00	-	-	-
Request for street name change - per property (in addition to application fee)	D	£53.00	-	-	-
Request for street numbering where none existed - application fee	D	£263.00	-	-	-
Request for street numbering where none existed - per property (in addition to application fee)	D	£53.00	-	-	-
Sub division of existing building into individual units - application fee	D	£53.00	-	-	-
Sub division of existing building into individual units - per property (in addition to application fee)	D	£19.00	-	-	-
Harbour Mooring Fees					
Price per metre of the boat size	D	-	-	£63.00	-
Allotments					
Full Plot	D	-	£46.00	-	-
Half Plot	D	-	£24.00	-	-
Rental	D	-	-	-	36p per square metre
Water supply	D	-	-	-	£14.50 for the year
Pitch fees					
Per season - Adult	D	-	-	£110.00	£292.00
Per season - Junior	D	-	-	£55.00	£87.00
Pitch and Accommodation/Season - Senior Clubs	D	-	-	-	£762.00
Pitch and Accommodation/Season - Junior Clubs	D	-	-	-	£230.00
Senior Clubs per match	D	-	-	-	£81.00
Junior Clubs per match	D	-	-	-	£41.00
Dirty pitch penalty charge	D	-	-	-	£90.00
Hire of Outside Space					
Hire of outside space for Events / Activities (e.g. Castle Park, Trinity Gardens and others on request)	D	-	POA	-	-

Bereavement Services

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Cremation					
Still born or Child up to 1 month	D	No charge	-	-	-
Child 1 month to 17 years	D	No charge	-	-	-
Cremation 18 years and over (including Medical Referee fee, Environment Levy and Certificate of Cremation)	D	£1,052.00	-	-	-
Early Morning Cremation - 9am (excludes Medical Referee Fee and Environmental Levy)	D	£715.00	-	-	-
Direct Cremation (including Medical Referee Fee & Environmental Levy)	D	£604.00	-	-	-
Other Cremation Fees					
Medical Referee/examiners fee	D	£39.00	-	-	-
Environmental levy	D	£68.00	-	-	-
Deleterious Material Surcharge	D	£59.00	-	-	-
Certificate of Cremation	D	£44.00	-	-	-
Optional Fees					
Additional copies of Cremation Certificates	D	£40.00	-	-	-
Strewing of remains in the grounds (without an appointment)	D	£23.00	-	-	-
Strewing of remains in the grounds (with appointment)	D	£66.00	-	-	-
Audio / Visual Tributes	D	POA	-	-	-
Strewing of remains - out of normal service hours	D	POA	-	-	-
Placing of cremated remains from the grounds	D	£81.00	-	-	-
Use of Chapel of Rest / Chilled Storage (24 hours)	D	£24.00	-	-	-
Use of Chapel of Rest / Chilled Storage (48 hours)	D	£43.00	-	-	-
Use of Chapel of Rest / Chilled Storage (72 hours)	D	£61.00	-	-	-
Use of Chapel to extend Service up to (45 mins Copeland), (40 mins Carlisle).	D	£157.00	-	-	-
For provision of EACH bearer at a cremation service (minimum of 1 member of Bereavement Services staff plus new bier, quoted by Carlisle)	D	£21.00	-	-	-
Cremation body parts, blocks & slides	D	£124.00	-	-	-
Plastic urn	D	£25.00	-	-	-
Metal urn	D	£37.00	-	-	-
Casket	D	£57.00	-	-	-
Baby urn	D	£10.00	-	-	-
Cemeteries					
Interment Fees					
Still born Child up to 1 month	D	No charge	-	-	-
Child 1 month to 17 years - including out of hours (Mon-Sat & Sun) & Bank Hols	D	No charge	-	-	-
Interment 18 years and over	D	£914.00	-	-	-
Interment 18 years and over (out of hours: Mon-Sat)	D	£1,462.00	-	-	-
Interment 18 years and over (out of hours: Sunday)	D	£1,511.00	-	-	-
Interment 18 years and over (out of hours: Bank Hols)	D	£1,562.00	-	-	-
Cremated Remains	D	£249.00	-	-	-
Strewing of cremated remains at a grave	D	£88.00	-	-	-
Levy per interment Millom Cemetery extension	D	-	£61.00	-	-
For interment in a common grave	D	-	£981.00	£534.00	£910.00
Non-resident	D	+ 50%	-	-	-
Interment of Body Parts, Blocks and Slides	D	-	-	£193.00	£81.00
Meadow burials	D	£688.00	-	-	-
Extra depth grave (Treble) - additional charge to normal grave	D	£242.00	-	-	-
Exhumation	D	POA	-	-	-
Interment in a vault	D	POA	-	-	-
Interment of casket above 7' X 30" inclusive of handles - additional charge	D	£259.00	-	-	-
Ex residents interment - in addition to normal charge	D	£77.00	-	-	-
Ex resident Cremated remains - in addition to normal charge	D	£33.00	-	-	-
Exclusive Right of Burial					
Grave used for burial of child to 17 years (30 year term)	D	-	£858.00	-	£87.00
Grave used for burial of child to 17 years (50 year term)	D	-	£1,419.00	£853.00	£116.00
Grave used for burial of person 18 years and over (30 year term)	D	£862.00	-	-	-
Grave used for burial of person 18 years and over (50 year term)	D	-	£1,419.00	£853.00	£1,452.00
Grave used for burial of person 18 years and over (75 year term)	D	-	-	£963.00	-
Grave used for burial of Cremated Remains (30 year term)	D	-	-	-	£304.00
Grave used for burial of Cremated Remains (50 year term)	D	-	£273.00	£319.00	£505.00
Grave used for burial of Cremated Remains (75 year term)	D	£528.00	-	-	-
Extension of Exclusive Right of Burial - 30 years	D	£502.00	-	-	-
Extension of Exclusive Right of Burial - 50 years	D	£836.00	-	-	-
Woodland/Meadow Burial - Adult Grave for one burial (30 year term)	D	£337.00	-	-	-
Woodland/Meadow Burial - Adult Grave for two burials (30 year term)	D	£674.00	-	-	-
Woodland/Meadow Burial - Grave for Cremated Remains (30 year term)	D	£337.00	-	-	-
Woodland/Meadow Burial - Adult Grave for one burial (50 year term)	D	£600.00	-	-	-
Woodland/Meadow Burial - Adult Grave for two burials (50 year term)	D	£924.00	-	-	-
Woodland/Meadow Burial - Grave for Cremated Remains (50 year term)	D	£440.00	-	-	-
Pre- purchase grave fee	D	£83.00	-	-	-
Pre- purchase cremated remains grave fee	D	£39.00	-	-	-
Admin charge for swapping an exclusive right or selling a right back to Council	D	£39.00	-	-	-

Bereavement Services continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Miscellaneous Fees					
Transfer of Exclusive Rights	D	£84.00	-	-	-
Family tree / grave search fee from registers - Single enquiry	D	£40.00	-	-	-
On-site location and Identification of grave	D	£46.00	-	-	-
Search fees (electronic)	D	£26.00	-	-	-
Print of electronic search	D	£13.00	-	-	-
Search fees (manual registers - maximum 1 hour staff time)	D	£40.00	-	-	-
Search cost per hour thereafter	D	£22.00	-	-	-
Certified copy of entry of burial in register	D	£39.00	-	-	-
Use of burial chapels - Richardson Street/Stanwix	D	-	-	-	£163.00
Re turf graves (at management discretion)	D	£37.00	-	-	-
Seat Maintenance	D	£130.00	-	-	-
Discretionary charge to Funeral Directors exceeding allocated service time	D	£163.00	-	-	-
Use of organ	D	£29.00	-	-	-
Replacement memorial admin fee	D	-	£106.00	£28.00	£109.00
Grave Care Services					
Bi-Annual Grave Care Package	D	-	£138.00	-	-
Seasonal Grave Care Package	D	-	£330.00	-	-
Memorial & Inscriptions					
A headstone above 3' in height	D	£550.00	-	-	-
Placing a Headstone/Monument to cover one grave space - up to 3' in height	D	£232.00	-	-	-
Placing a Headstone/Monument to cover two grave spaces	D	£444.00	-	-	-
Placing a Headstone/Monument to cover three grave spaces	D	£667.00	-	-	-
Kerb surround	D	-	-	£715.00	-
Wooden cross	D	-	-	£44.00	-
Flat stone up to 12" x 12"	D	-	-	£99.00	-
Vase	D	-	-	£88.00	-
Additional inscription	D	£83.00	-	-	-
Additional charge for floral emblems	D	-	£102.00	-	-
Additional charge for badges etc	D	-	£153.00	-	-
Replacement of existing Headstone	D	-	-	-	£109.00
Granite Plaques - 2 lines inscribed	D	-	-	-	£408.00
Granite Plaques - 3 lines inscribed	D	-	-	-	£525.00
Granite Plaques - 4/5 lines inscribed	D	-	-	-	£642.00
Granite Plaques - Each reserved line inscribed	D	-	-	-	£117.00
Bronze Plaques - 2 up to 4 lines inscribed	D	-	-	-	£413.00
Bronze Plaques - Replacement Bronze Plaque	D	-	-	-	£160.00
Bronze Plaques - Sheepfold Plaque	D	-	-	-	£487.00
Memorial plaque (15yrs) - Double	D	-	£396.00	-	-
Memorial plaque (15yrs) - Single	D	-	£219.00	-	-
Memorial plaque - 15 year extension	D	-	£101.00	-	-
Bench	D	-	£1,095.00	-	£1,331.00
Maintenance of Bench on request (Cleaned and stained)	D	-	-	-	£171.00
Audio/visual recording of services in the Crematorium Chapel - Downloadable video file	D	-	-	-	£44.00
Audio/visual recording of services in the Crematorium Chapel - DVD/USB	D	-	-	-	£66.00
Memorial Gardens - Maryport					
Memorial Gardens - Vase block lease 10 years	D	-	-	£330.00	-
Memorial Gardens - Vase block lease 20 years	D	-	-	£440.00	-
Memorial Gardens - Vase block plaque	D	-	-	£132.00	-
Memorial Gardens - Re-lease of vase block 10 years	D	-	-	£83.00	-
Memorial Gardens - Re-lease of vase block 20 years	D	-	-	£110.00	-
Memorial Gardens - Wall plaque lease 10 years	D	-	-	£165.00	-
Memorial Gardens - Wall plaque lease 20 years	D	-	-	£275.00	-
Memorial Gardens - Blank wall plaque	D	-	-	£110.00	-
Re-lease of wall plaque 10 years	D	-	-	£55.00	-
Memorial Gardens - Re-lease of wall plaque 20 years	D	-	-	£83.00	-
Memorial Gardens - Cremated Remains Vault 20 year lease (includes 1st burial and inscribed plaque)	D	-	-	£990.00	-
Memorial Gardens - Cremated Remains Vault 50 year lease (includes 1st burial and inscribed plaque)	D	-	-	£1,650.00	-
Memorial Gardens - Burial of 2nd casket in vault	D	-	-	£110.00	-
Memorial Gardens - New plaque following 2nd burial	D	-	-	£110.00	-
Trinity Gardens - Copeland					
Trinity Gardens - Strewing of cremated remains - Trinity Gardens	D	-	£94.00	-	-
Trinity Gardens - Charge per plaque entry	D	-	TBC	-	-
Trinity Gardens - Inscription - charge per letter or number	D	-	TBC	-	-
Heather Garden Memorials - Carlisle					
Heather Garden Memorial - Sanctum	D	-	-	-	£838.00
Heather Garden Memorial - Extra letters/figures	D	-	-	-	£9.00
Heather Garden Memorial - Vase holder	D	-	-	-	£34.00
Heather Garden Memorial - Memorial Vase and Tablet	D	-	-	-	£510.00
Heather Garden Memorial - Replacement Plaque on the Sanctum	D	-	-	-	£255.00
Heather Garden Memorial - New Octagon Planter Plaques	D	-	-	-	£176.00
Heather Garden Memorial - Replacement Plaque - Octagon Planters	D	-	-	-	£136.00
Heather Garden Memorial - Mushroom Plaques	D	-	-	-	£340.00

Bereavement Services continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Book of Remembrance - Inscription Charges (charges may be subject to supplier variation)					
Book of Remembrance 2 line entry	D	£92.00	-	-	-
Book of Remembrance 5 line entry	D	£152.00	-	-	-
Book of Remembrance 5 line entry + Flower Emblem or Badge	D	£238.00	-	-	-
Book of Remembrance 8 line entry	D	£200.00	-	-	-
Book of Remembrance 8 line entry + Flower Emblem or Badge	D	-	-	-	£270.00
Baby Book of Remembrance - Per line	D	-	-	-	£13.00
Baby Book of Remembrance - Motifs	D	-	-	-	£90.00
Remembrance Cards 2 line entry	D	-	-	-	£55.00
Remembrance Cards 5 line entry	D	£72.00	-	-	-
Cards - White - Package: Up to 5 line entry when a Book of Remembrance entry is purchased	D	-	£34.00	-	-
Remembrance Cards 5 line entry + Flower, Emblem or Badge	D	-	-	-	£182.00
Remembrance Cards 8 line entry	D	-	-	-	£122.00
Remembrance Cards 8 line entry + Flower, Emblem or Badge	D	-	-	-	£202.00
Memorial Tree (Chapel of Remembrance)					
Commemorative leaf (5yr lease)	D	-	£176.00	-	-
Commemorative leaf - additional leaf when purchasing with original	D	-	£88.00	-	-
Commemorative leaf (5yr lease extension)	D	-	£138.00	-	-
Commemorative leaf - Replica leaf in presentation box	D	-	£55.00	-	-

Environmental Enforcement

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Dog Enforcement					
Government Prescribed Fee - further amount additional to all expenses to be paid by a person claiming the person of a seized dog	S	£25.00	-	-	-
Working hours collection fee	D	At cost	-	-	-
Out of hours' collection fee	D	At cost	-	-	-
Return fee	D	At cost	-	-	-
Travel - per mile	D	-	-	-	£0.55
Stray Dogs - collected via acceptance points	D	-	-	At cost	-
Stray Dogs - through kennels	D	At cost	-	-	-
Stray Dogs - through kennels - Daily Supplements	D	At cost	-	-	-
Dog returned directly home (not kennelled) - First incident	D	£61.00	-	-	-
2nd & Subsequent Kennelling - Additional charge to be added to kennelling fees above	D	£80.00	-	-	-
Environmental Enforcement					
Environmental Protection Act - Litter	D	£150.00	-	-	-
Environmental Protection Act - Litter – paid within one week of issue	D	£80.00	-	-	-
Fly tipping - first offence or small fly-tipping incident	D	-	£250.00	£120.00	£250.00
Fly-tipping - repeat offence or large fly-tipping incident	D	£400.00	-	-	-
Fly Posting/Graffiti	D	£80.00	-	-	-
Fly Posting/Graffiti – paid within one week of issue	D	£60.00	-	-	-
S46 - Waste Receptacles (CEN)	D	£80.00	-	-	-
S46 - Waste Receptacles - (CEN) - paid within 14 days	D	£60.00	-	-	-
Failure to Produce a Waste Transfer Note	D	£300.00	-	-	-
Environmental Protection Act - Sch 3A- Distribution of Free Printed Material	D	£80.00	-	-	-
Community Protection Notices	D	£100.00	-	-	-
Community Protection Notices - paid within one week of issue	D	£80.00	-	-	-
Public Spaces Protection Orders (£100 on the spot fine)	D	£100.00	-	-	-
Public Spaces Protection Orders – paid within one week of issue	D	£80.00	-	-	-
Abandoned vehicle release (plus additional storage costs charged separately)	D	-	-	£149.00	£105.00
Abandoned Vehicles FPN	D	£200.00	-	-	-
Section 47 Commercial waste	D	£105.00	-	-	-
Householder Duty of Care FPN	D	-	£120.00	£300.00	£200.00
Engine idling (failing to turn off engine whilst stationary) (on the spot fine)	D	£20.00	-	-	-

Environmental Protection

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Smoke Free Legislation					
Smoking in smoke free premises or vehicles: - Fixed Penalty Notice	S	£50.00	-	-	-
Smoking in smoke free premises or vehicles: - Reduced charge if paid within 15 days	S	£30.00	-	-	-
Smoking in smoke free premises or vehicles: - Maximum fine if prosecuted and convicted by a court	S	£200.00	-	-	-
Failure to display no-smoking signs: - Fixed Penalty Notice	S	£200.00	-	-	-
Failure to display no-smoking signs: - Reduced charge if paid within 15 days	S	£150.00	-	-	-
Failure to display no-smoking signs: - Maximum fine if prosecuted and convicted by a court	S	£1,000.00	-	-	-
Failing to prevent smoking in a smoke free place: Maximum fine if prosecuted and convicted by a court	S	£2,500.00	-	-	-
Ship Sanitary Certification by Gross Tonnage					
Up to 1,000	S	£110.00	-	-	-
1,001 to 3,000	S	£150.00	-	-	-
3,001 to 10,000	S	£220.00	-	-	-
10,001 to 20,000	S	£365.00	-	-	-
20,001 to 30,000	S	£425.00	-	-	-
Over 30,000	S	£425.00	-	-	-
Vessel with capacity to carry 50 - 1,000 persons	S	£425.00	-	-	-
Vessel with capacity to carry over 1,000 persons	S	£725.00	-	-	-
Extension of current valid sanitation certificate (one month)	S	£80.00	-	-	-
Ship/Port microbiological water sampling for drinking water per sample; plus analysis costs	D	£108.00	-	-	-
Private Water Supplies Regulations 2016 and The Private Water Supplies (England) (Amendment) Regulations 2018 (Maximum Fee in brackets)					
Large Supplies and Supplies to Commercial or Public Premises					
Risk Assessment Visit	D	-	Commercial - £209 for first 3 hours then £33 per hour	£77 per hour	£357.00
Collection of Sample (each visit)	D	£100.00	-	-	-
Investigations (each visit)	D	£92.00	-	-	-
Testing (analysis) taken during Check Monitoring	D	At cost	-	-	-
Testing (analysis) taken during Audit Monitoring	D	At cost	-	-	-
Other Private Supplies					
Risk Assessment Visit	D	-	Domestic - £162.80 for first 3 hours then £33 per hour	£77 per hour	£214.00
Collection of Sample (each visit)	D	-	£28.00	£121.00	£110.00
Investigations (each visit)	D	£92.00	-	-	-
Testing (analysis) taken under regulation 10	D	£51.00	-	-	-
Single Property Dwelling - No charge may be levied for the collection, sampling or testing (analysis) under the regulations for this type of supply, unless the testing (analysis) is carried out at the specific request of the owner/occupier.					
Risk Assessment fee if requested by owner/occupier of Single Property Dwelling	D	-	Domestic - £162.80 for first 3 hours then £33 per hour	£77 per hour	£214.00
Collection of sample (each visit)	D	-	£28.00	£121.00	£110.00
Analysis	D	At cost	-	-	-
No fee is payable where a sample is taken and analysed to confirm or clarify the results of the analysis of a previous sample	D	No charge	-	-	-
Where two or more visits are required as part of any investigation. This will be charged at an hourly rate to include travelling time and time on site	D	£77 per hour	-	-	-
Contaminated Land (Inclusive – VAT not applicable)					
Contaminated Land Information Request - per hour	D	£76.00	-	-	-
Local Authority Pollution Prevention Control (LAPPC)					
Application fee					
Standard process (includes solvent emission activity) (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£1,650.00	-	-	-
Additional fee for operating without a permit (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£1,188.00	-	-	-
PVRI, SWOBs and Dry Cleaners (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£155.00	-	-	-
PVR I & II combined (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£257.00	-	-	-
VRs and other Reduced Fee Activities (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£362.00	-	-	-
Reduced fee activities: additional fee for operating without a permit (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£71.00	-	-	-
Mobile plant (for 1st and 2nd application) (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£1,650.00	-	-	-
Mobile plant (for 3rd to 7th applications) (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£985.00	-	-	-
Mobile plant (for 8th and subsequent applications) (Where an application is for a combined Part B and waste application, add an extra charge of £310 to the amount)	S	£498.00	-	-	-

Environmental Protection continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Local Authority Pollution Prevention Control (LAPPC)					
Annual subsistence Charge					
Standard Process Low (the additional amounts in brackets must be added to the charge where a permit is for a combined B and waste installation)	S	£772 (+£104)	-	-	-
Standard Processes Medium (the additional amounts in brackets must be added to the charge where a permit is for a combined B and waste installation)	S	£1,161 (+£156)	-	-	-
Standard Processes High (the additional amounts in brackets must be added to the charge where a permit is for a combined B and waste installation)	S	£1,747 (+£207)	-	-	-
PVRI, SWOBs and Dry Cleaners - Low	S	£79.00	-	-	-
PVRI, SWOBs and Dry Cleaners- Medium	S	£158.00	-	-	-
PVRI, SWOBs and Dry Cleaners- High	S	£237.00	-	-	-
PVR I & II combined - Low	S	£113.00	-	-	-
PVR I & II combined - Medium	S	£226.00	-	-	-
PVR I & II combined - High	S	£341.00	-	-	-
VR's and other Reduced Fees Low	S	£228.00	-	-	-
VR's and other Reduced Fees Medium	S	£365.00	-	-	-
VR's and other Reduced Fees High	S	£548.00	-	-	-
Mobile screening and crushing plant for 1st and 2nd permits - Low	S	£626.00	-	-	-
Mobile plant, for first and second permits- Medium	S	£1,034.00	-	-	-
Mobile plant, for first and second permits- High	S	£1,551.00	-	-	-
Mobile screening and crushing plant for 3rd to 7th permits - Low	S	£385.00	-	-	-
Mobile screening and crushing plant for 3rd to 7th permits - Medium	S	£617.00	-	-	-
Mobile screening and crushing plant for 3rd to 7th permits - High	S	£924.00	-	-	-
Mobile screening and crushing plant for 8th and subsequent permits - Low	S	£198.00	-	-	-
Mobile screening and crushing plant for 8th and subsequent permits - Medium	S	£316.00	-	-	-
Mobile screening and crushing plant for 8th and subsequent permits - High	S	£473.00	-	-	-
Late payment fee	S	£52.00	-	-	-
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra charge to the above of	S	£104.00	-	-	-
Local Authority Pollution Prevention Control (LAPPC)					
Transfer and Surrender					
Standard Process Transfer	S	£169.00	-	-	-
Standard Process partial transfer	S	£497.00	-	-	-
New operator at low risk reduced fee activity	S	£78.00	-	-	-
Surrender: all part B activities	S	No charge	-	-	-
Reduced fee activities: transfer	S	No charge	-	-	-
Reduced fees activities : partial transfer	S	£47.00	-	-	-
Local Authority Pollution Prevention Control (LAPPC)					
Temporary transfer to mobiles					
First Transfer, Repeat Transfer, Repeat following enforcement of warning	S	£53.00	-	-	-
Local Authority Pollution Prevention Control (LAPPC)					
Substantial change					
Standard process	S	£1,050.00	-	-	-
Standard process where the substantial change results in new PPC activity	S	£1,650.00	-	-	-
Reduced Fees activities	S	£102.00	-	-	-
Local Authority Integrated Pollution Prevention & Control (where paid quarterly the total amount payable will be increased by £38)					
Application (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£3,363.00	-	-	-
Additional fee for operating without a permit (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£1,188.00	-	-	-
Annual subsistence - Low (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£1,447.00	-	-	-
Annual subsistence - Medium (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£1,611.00	-	-	-
Annual subsistence - High (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£2,334.00	-	-	-
Late payment fee (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£52.00	-	-	-
Substantial variation (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£1,368.00	-	-	-
Substantial Variation (where 9 (2) (a) or 9 (2) (b) of the scheme applies)	S	£3,363.00	-	-	-
Transfer (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£235.00	-	-	-
Partial transfer (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£698.00	-	-	-
Surrender (includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation)	S	£698.00	-	-	-
Pollution & Nuisance Control					
Search & enquiry fees external - Domestic	D	£105.00	-	-	-
Search & enquiry fees external - Commercial	D	£209.00	-	-	-
Search & enquiry fees external - Sale of business enquiry information	D	£94.00	-	-	-
SWOBs (Small Waste Oil Burners)					
Initial Application Fee	S	£3,218.00	-	-	-
Annual Fee	S	£1,384.00	-	-	-

Environmental Health

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Caravan Site Licence					
New Site licence - 0 -5 pitches	D	£498.00	-	-	-
Plus fee per additional 10 pitches or part thereof	D	£100.00	-	-	-
Annual Inspection Fee per pitch	D	£14.00	-	-	-
Inspection Fee- example of typical charge for up to 5 pitches	D	£168.00	-	-	-
Site Licence transfer or amendment of licence conditions	D	£293.00	-	-	-
Site Rule Deposit	D	£94.00	-	-	-
Fee for a transfer of a license for a relevant protected site	D	£393.00	-	-	-
Licence Fee- amendment, expansion	D	£264.00	-	-	-
Council hosting of site rules	D	£72.00	-	-	-
Fit and Proper Person application	D	£297.00	-	-	-
Food Safety					
Surrender of unsound food - at premises per hour (minimum charge 1/2 hour), plus travel costs	D	£58.00	-	-	-
Surrender of unsound food - at office	D	£30.00	-	-	-
Certification of unsaleable food	D	£52.00	-	-	-
FHRS Requested Re-rating Fee	D	£205.00	-	-	-
Printed copy of Safer Food Better Business/Refill Pack	D	£11.00	-	-	-
Printed copy of Safer Food Better Business Food Diary	D	£2.00	-	-	-
Food Hygiene Training (3 hour training session, up to max of 12)	D	-	-	-	£256.00
Cost of Officer time where applicable (per hour) – including Statements of Fact	D	£68.00	-	-	-
Certificate of origin per hour (minimum 1 hour)	D	£68.00	-	-	-
Export certificates per hour (minimum 1 hour)	D	£68.00	-	-	-
Stamping of certificate	D	£25.00	-	-	-
Cancellation of certificate	D	£25.00	-	-	-
5th and subsequent visit	D	£36.00	-	-	-
Consent to Trade in Designated Street					
Profit making organisation - New Town Centre Area (regular per day)	D	-	-	£51.00	-
Profit making organisation - New Town Centre Area (occasional per day)	D	-	-	£76.00	-
Profit making organisation - Excluding New Town Centre Area (regular per day)	D	-	-	£38.00	-
Profit making organisation - Excluding New Town Centre Area (occasional per day)	D	-	-	£57.00	-
Profit making organisation - All other areas (regular per day)	D	-	-	£32.00	-
Profit making organisation - All other areas (occasional per day)	D	-	-	£48.00	-
Non profit making organisation - New Town Centre Area (regular per day)	D	-	-	£17.00	-
Non profit making organisation - New Town Centre Area (occasional per day)	D	-	-	£26.00	-
Non profit making organisation - Excluding New Town Centre Area (regular per day)	D	-	-	£17.00	-
Non profit making organisation - Excluding New Town Centre Area (occasional per day)	D	-	-	£26.00	-
Non profit making organisation - All other areas (regular per day)	D	-	-	£15.00	-
Non profit making organisation - All other areas (occasional per day)	D	-	-	£22.00	-
Street Trader - New (annual charge)	D	-	-	-	£275.00
Street Trader - Renewal (annual charge)	D	-	-	-	£250.00
Street Trader - Change of site from original application	D	-	-	-	£55.00
Street Trader - Occasional (up to one moth)	D	-	-	-	£59.40 or £36.30 for annual consent holders
Health & Safety					
Tattooing, Electrolysis, Acupuncture, Cosmetic Piercing, Microblading Registration	D	£131.00	-	-	-
Ear piercing only	D	£75.00	-	-	-
Transfer of Registration for Tattooing, Electrolysis, Cosmetic Piercing, Microblading (For Premises or Individual)	D	£116.00	-	-	-
Swimming Pool Sampling	D	£92.00	-	-	-
Animal Licensing					
Selling Animals as Pets					
Selling Animals as Pets - NEW (1-3 year licence depending on standards met at inspection)	D	-	£179.30 plus independent veterinary fees	£293.00 plus independent veterinary fees	Part A fee £194.70, Part B fee £58.90 Total fee £253.60
Selling Animals as Pets - RENEWAL (1-3 year licence depending on standards met at inspection)	D	-	£214.50 plus independent veterinary fees	£224.60 plus independent veterinary fees	Part A fee £171.00, Part B fee £58.90 Total fee £229.90
Selling Animals as Pets - 2/3 Year Licences - Inspection Fee	D	-	Included in new/renewal fee	Included in new/renewal fee	£146.00
Dangerous Wild Animals (plus independent veterinary fees)					
Dangerous Wild Animals - New	D	-	£201.30 plus independent veterinary fees	£177.85 (2 year licence) + additional vets fees	Part A fee £338.80, Part B fee £146.30 Total fee £485.10 + Specialist Vets Fee
Dangerous Wild Animals - Renewal	D	-	£118.80 plus independent veterinary fees	£119.70 (2 year licence) + additional vets fees	Part A fee £338.80, Part B fee £146.30 Total fee £485.10 + Specialist Vets Fee
Dangerous Wild Animals (2 Year Licence) - Variation	D	-	No Charge	Not offered	£146.30 + Specialist Vets Fee (if required)

Environmental Health continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Hiring Out of Horses					
Riding establishments / Hiring Out Horses (+ veterinary fees) - NEW (1-3 year licence depending on standards met at inspection)	D	-	£244.20 plus independent veterinary fees	£293.00 plus independent veterinary fees	Part A fee £233.20, Part B fee £58.90 Total fee £292.10
Riding establishments / Hiring Out Horses (+ veterinary fees) - RENEWAL (1-3 year licence depending on standards met at inspection)	D	-	£264.00 plus independent veterinary fees	£247.30 plus independent veterinary fees	Part A fee £201.30, Part B fee £58.90 Total fee £260.20
Riding Establishments / Hiring Out Horses - 2/3 year licences - inspection fee	D	-	No inspection	Included in new/renewal fee	£155.00
Animal Boarding					
Animal boarding establishments - NEW (1-3 year licence depending on standards met at inspection)	D	-	£151.80 plus independent veterinary fees	£293.00 plus independent veterinary fees	Part A fee £201.30, Part B fee £58.90 Total fee £260.20
Animal boarding establishments - RENEWAL (1-3 year licence depending on standards met at inspection)	D	-	£165.00 plus independent veterinary fees	£224.60 plus independent veterinary fees	Part A fee £179.30, Part B fee £58.90 Total fee £238.20
Animal boarding establishments - 2/3 year licences - inspection fee	D	-	No inspection	Included in new/renewal fee	£146.00
Home Boarding					
Animal boarding establishments-home boarding - NEW (1-3 year licence depending on standards met at inspection)	D	-	£137.50 plus independent veterinary fees	£293.00 plus independent veterinary fees	Part A fee £155.10, Part B fee £38.50 Total fee £193.60
Animal boarding establishments-home boarding - RENEWAL (1-3 year licence depending on standards met at inspection)	D	-	£132.00 plus independent veterinary fees	£224.60 plus independent veterinary fees	Part A fee £140.80, Part B fee £38.50 Total fee £179.30
Animal boarding establishments-home boarding - 2/3 year licences - inspection fee	D	-	No inspection	Included in new/renewal fee	£93.00
Dog Breeding					
Dog breeding establishments - NEW (1-3 year licence depending on standards met at inspection)	D	-	£148.50 plus independent veterinary fees	£293.00 plus independent veterinary fees	Part A fee £201.30, Part B fee £58.90 Total fee £260.20 + VET FEES
Dog breeding establishments - RENEWAL (1-3 year licence depending on standards met at inspection)	D	-	£165.00 plus independent veterinary fees	£224.60 plus independent veterinary fees	Part A fee £179.30, Part B fee £58.90 Total fee £238.20 + Vets Fee where business identified as High Risk following risk assessment
Dog breeding establishments - 2/3 year licences - inspection fee	D	-	No inspection	Included in new/renewal fee	£146.00
Zoo Licence					
Zoo Licence - NEW (4 year licence)	D	-	-	-	Part A fee £378.40 (Officer hourly rate of £75.60 will be applied for applications exceeding 5 hours of officer time), Part B fee £933.90 Total fee £1312.30 + DEFRA Vets Fee (Application / Year 1 and Year 4)
Zoo licence (+ vet fees) - NEW	D	-	£205.70 plus independent veterinary fees (1 year)	£705.00 (6 years)	-
Zoo licence (+ vet fees) - RENEWAL	D	-	£205.70 plus independent veterinary fees (1 year)	£625.60 (6 years)	Part A fee £378.40, Part B fee £1400.30 Total fee £1778.70 + DEFRA Vets Fee (Year 3 and Year 6)
Zoo Licence - VARIATION plus vets fees	D	-	£206.00	-	£146.00
Transfer of Zoo licence (+ vet fees)	D	£562.00	-	-	-
Keeping Animals for Exhibition					
Keeping Animals for Exhibition - 3 Year Licence	D	-	£206.80 plus independent veterinary fees	£293.00 plus independent veterinary fees	Part A fee £201.30, Part B fee £58.90 Total fee £260.20 + VET FEES

Environmental Health continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Miscellaneous Animal Licensing Fees					
Variation of Animal Licence/Re - evaluation of star rating/new licensable activity; plus vet fees	D	£143.00	-	-	-
Minor Variation to Animal Licence(reduce activity/number of animals)	D	£31.00	-	-	-
Additional Animal Licensable Activities - New/renewal	D	-	£148.50 + vet fees	£145.40 plus independent veterinary fees	Part A fee £92.90, Part B fee £58.90 Total fee £151.80 + Vet fees if required
Additional Licensable Activities - 2/3 Year Licence – Inspection Fee	D	£46.00	-	-	-
Variation to licence/re-evaluation of star rating - Animal Boarding / Pet Shops / Keeping animals for exhibition	D	£145.00	-	-	-
Variation to licence/re-evaluation of star rating - Dog Breeding / Hiring out horses; plus vet fees if required	D	£146.00	-	-	-
Minor Variation of Licence (Administrative change)	D	£31.00	-	-	-
Transfer of Licence due to death of licensee	D	£31.00	-	-	-
Works in Default					
Non Compliance with works required by Statutory Notice - Arrangement Fee for Works in Default	D	-	25% of the works cost	Administrative charge of 12% of the cost of works	£20.90 administration plus officer time at £75.60 per hour and default total.
Boats & Small craft					
Boatsman licence (Motor boat, rowing boat or sail boat) - NEW	D	£37.00	-	-	-
Boatsman licence (Motor boat, rowing boat or sail boat) - RENEWAL	D	£34.00	-	-	-
Small craft (sailboard, windsurf, canoe or kayak); per boat	D	-	-	£20.00	-
Boats 1-20 vessels	D	-	-	-	£462.00
Boats 21-30 vessels	D	-	-	-	£517.00

Pest Control

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Wasp Treatment (Domestic)	D	£72.00	-	-	-
Over 65 Wasp Treatment (Domestic)	D	-	-	-	£41.00
Treatment of all insect pests including fleas, cockroaches, bed bugs, ants, silverfish, beetles, woodlice, red spider mite (domestic premises) - per visit benefit recipient, payment in advance	D	-	-	£41.00	-
Ants / Standard Fleas / Cockroaches (Domestic)	D	£72.00	-	-	-
Over 65 Ants / Standard Fleas / Cockroaches (Domestic)	D	-	-	-	£41.00
Treatment of mice (initial visit includes a maximum of 2 subsequent visits) - Standard charge, payment in advance	D	£72.00	-	-	-
Treatment of mice (domestic premises) (initial visit includes a maximum of 2 subsequent visits) - Benefit recipient, payment in advance	D	-	-	£50.00	-
Treatment of rats (initial visit includes a maximum of 2 subsequent visits)	D	£63.00	-	-	-
Treatment of rats (domestic premises) (initial visit includes a maximum of 2 subsequent visits) - Benefit recipient, payment in advance	D	-	-	£50.00	-
Over 65: Mice (Domestic)	D	-	-	-	£41.00
Commercial Appointments (Wasps, other insect pests, mice & rats) - per hour (minimum of 1 hour)	D	£107.00	-	-	-
Standard Commercial Contract Service (Duration 12 months)	D	POA	-	-	-
Standard Farm Contract Service (Duration 12 months)	D	POA	-	-	-
Call Out Charge	D	£41.00	-	-	-
Loft clearance/disinfection (includes waste removal)	D	-	£275.00	-	-

Waste

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Bulky Waste Collection					
Bulky Waste Collection - 3 Items	D	£31.00	-	-	-
Each After Additional item after initial 3 (up to 6 individual items)	D	£7.00	-	-	-
Replacement/additional Bins etc					
Replacement 120 litre Refuse Bin (New) DELIVERED	D	-	-	£18.00	-
Replacement 140 litre Refuse Bin (New) DELIVERED	D	-	£18.00	-	£18.00
Replacement 140 litre Refuse Bin (New) COLLECTED	D	-	-	-	£13.00
Replacement 180 litre Refuse Bin (New) DELIVERED	D	£22.00	-	-	-
Replacement 180 litre Refuse Bin (New) COLLECTED	D	-	-	-	£17.00
Replacement 240 litre Refuse or Garden Waste Bin (New) DELIVERED	D	-	£44.00	-	£44.00
Replacement 240 litre Refuse or Garden Waste Bin (New) COLLECTED	D	-	-	-	£33.00
Replacement 360 litre large families (New) DELIVERED	D	-	POA	-	-
Replacement 140 litre Refuse Bin (Refurbished) DELIVERED	D	-	-	-	£9.00
Replacement 140 litre Refuse Bin (Refurbished) COLLECTED	D	-	-	-	£7.00
Replacement 180 litre Refuse Bin (Refurbished) DELIVERED	D	-	-	-	£11.00
Replacement 180 litre Refuse Bin (Refurbished) COLLECTED	D	-	-	-	£8.00
Replacement 240 litre Refuse or Garden Waste Bin (Refurbished) DELIVERED	D	-	-	-	£22.00
Replacement 240 litre Refuse or Garden Waste Bin (Refurbished) COLLECTED	D	-	-	-	£17.00
Additional 2nd garden waste bin if capacity	D	£40.00	-	-	-
Annual charge for emptying additional garden waste bin	D	£41.00	-	-	-
Exchange from 140 litre bin to new 240 litre bin. 140 litre bin to be returned and 'traded in' DELIVERED	D	-	-	-	£35.00
Exchange from 140 litre bin to new 240 litre bin. 140 litre bin to be returned and 'traded in' COLLECTED	D	-	-	-	£26.00
Exchange from 140 litre bin to new 180 litre bin. 140 litre bin to be returned and 'traded in' DELIVERED	D	-	-	-	£13.00
Exchange from 140 litre bin to new 180 litre bin. 140 litre bin to be returned and 'traded in' COLLECTED	D	-	-	-	£10.00
Exchange from 180 litre bin to new 240 litre bin. 180 litre bin to be returned and 'traded in' DELIVERED	D	-	-	-	£33.00
Exchange from 180 litre bin to new 240 litre bin. 180 litre bin to be returned and 'traded in' COLLECTED	D	-	-	-	£25.00
160 litre Standard Seagull Sack DELIVERED	D	£20.00	-	-	-
160 litre Standard Seagull Sack COLLECTED	D	-	-	-	£15.00
90 litre Seagull Sack DELIVERED	D	£10.00	-	-	-
90 litre Seagull Sack COLLECTED	D	-	-	-	£7.00
Box Cover	D	£2.00	-	-	-
Recycling Bag (Green) DELIVERED	D	£2.00	-	-	-
Recycling Bag (Green) COLLECTED	D	-	-	-	No charge
Recycling Box (Green) DELIVERED	D	£2.00	-	-	-
Recycling Box (Green) COLLECTED	D	-	-	-	No charge
Provision of bins to new-build properties 240L	D	£44.00	-	-	-
Provision of bins to new-build properties 140/180L	D	No charge	-	-	-
Provision 1100l Euro Bins to new-build flats	D	TBC	-	-	-
Environmental Cleansing					
Standard installation charge for a litter/dog bin (inc site survey) (additional charges may apply for difficulty of access or distance)	D	-	£61.00	-	£84.00
Litter/dog bin servicing charge (per collection)	D	-	£7.00	-	POA
Emergency/immediate response to issues for 3rd parties eg to remove needles, clean up spillage of diesel	D	£73.00	-	-	-

Trade Waste

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Trade Refuse - Commercial					
120L wheeled container (per collection)	D	-	£3.00	£9.00	-
240L wheeled container (per collection)	D	-	£6.00	£9.00	-
360L wheeled container (per collection)	D	-	£8.00	£12.00	-
660L wheeled container (per collection)	D	-	£15.00	£17.00	-
1100L wheeled container (per collection)	D	-	£23.00	£24.00	-
Commercial refuse orange sacks per 13	D	-	-	£62.00	-
Commercial refuse orange sacks per 25	D	-	£50.00	-	-
Commercial refuse orange sacks per 26	D	-	-	£124.00	-
Commercial refuse orange sacks per 50	D	-	£88.00	-	-
Commercial refuse orange sacks per 52	D	-	-	£248.00	-
Commercial refuse recycling bins (Paper, Glass and Cans) 120L wheeled container (hire per week per collection)	D	£7.00	-	-	-
Commercial refuse orange sacks per 100	D	-	£154.00	-	-
Commercial refuse orange sacks per 200	D	-	£297.00	-	-
Annual Waste Transfer Note (Commercial Refuse sacks)	D	-	£31.00	-	-
Commercial refuse recycling bins (Paper, Glass and Cans) 240L wheeled container (hire per week per collection)	D	£7.00	-	-	-
Commercial refuse recycling bins (Paper, Glass and Cans) 360L wheeled container (hire per week per collection)	D	£9.00	-	-	-
Commercial refuse recycling bins (Paper, Glass and Cans) 660L wheeled container (hire per week per collection)	D	£12.00	-	-	-
Commercial refuse recycling bins (Paper, Glass and Cans) 1100L wheeled container (hire per week per collection)	D	£14.00	-	-	-
Trade refuse - Chargeable Household Waste (Schedule 2)					
120L wheeled container (per collection)	D	£7.00	-	-	-
240L wheeled container (per collection)	D	£7.00	-	-	-
360L wheeled container (per collection)	D	£8.00	-	-	-
660L wheeled container (per collection)	D	£12.00	-	-	-
1100L wheeled container (per collection)	D	£18.00	-	-	-
Chargeable household waste orange sacks per 12	D	£25.00	-	-	-
Chargeable household waste orange sacks per 26	D	£50.00	-	-	-
Chargeable household waste orange sacks per 52	D	£93.00	-	-	-
Chargeable household waste recycling bins (Paper, Glass and Cans) 120L wheeled container (hire per week per collection)	D	£3.00	-	-	-
Chargeable household waste recycling bins (Paper, Glass and Cans) 240L wheeled container (hire per week per collection)	D	£4.00	-	-	-
Chargeable household waste recycling bins (Paper, Glass and Cans) 360L wheeled container (hire per week per collection)	D	£4.00	-	-	-
Chargeable household waste recycling bins (Paper, Glass and Cans) 660L wheeled container (hire per week per collection)	D	£7.00	-	-	-
Chargeable household waste recycling bins (Paper, Glass and Cans) 1100L wheeled container (hire per week per collection)	D	£10.00	-	-	-
Trade waste contract - early termination charge - If it relates to industrial waste, or outside of the borough it will be standard rated	D	£47.00	-	-	-
Waste transfer note - failure to return	D	£110.00	-	-	-
Purchase wheeled bins - 120 litre container each	D	£41.00	-	-	-
Purchase wheeled bins - 240 litre container each	D	£41.00	-	-	-

Land Charges

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
LLC1 only (plus where applicable LDNP fee)	D	-	£23.10	£23.10	Service provided by HM Land Registry
LLC1 additional parcel of land (plus where applicable LDNP fee)	D	-	£5.50	£5.50	Service provided by HM Land Registry
CON29R only	D	£107.80	-	-	-
CON29R additional parcel of land	D	£16.50	-	-	-
CON29R only - Commercial properties - One parcel of land	D	£150.70	-	-	-
CON29R only - Commercial properties - additional parcel of land	D	£30.80	-	-	-
CON29O Questions 4 - 21 (Highways provide response for q.4 and q.21) (plus where applicable LDNP fee)	D	£16.50	-	-	-
CON29O Question 22	D	£26.40	-	-	-
Registration of a light obstruction notice plus any applicable registration	D	£34.10	-	-	-
Filing a Lands Tribunal light obstruction certificate	D	£34.10	-	-	-
Variation or cancellation of a light obstruction notice	D	£34.10	-	-	-
Inspection of documents relating to a light obstruction notice	D	No charge	-	-	-
Additional enquiry submitted with search by solicitor	D	£17.60	-	-	-
Copy of Land Charge documents e.g. S106, TPOs etc.	D	£22.00	-	-	-
Each printed enquiry – Urban	D	£15.40	-	-	-
Each printed enquiry – Rural	D	£15.40	-	-	-
Each additional enquiry	D	£15.40	-	-	-
Lake District National Park Fee	D	£33.75	-	-	-

Licensing

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Taxi Licensing					
Hackney Carriage Driver Licence					
New (one year)	D	-	£165.00	Part A Fee £154.10, Part B Fee £16.80, Total £170.90	£220.00
New (three years)	D	-	-	Part A Fee £217.90, Part B Fee £30.70, Total £248.60	£391.00
Renewal (one year)	D	-	£165.00	Part A Fee £102.20, Part B Fee £16.80, Total £119.00	£149.00
Renewal (three years)	D	-	-	Part A Fee £163.90, Part B Fee £30.70, Total £194.60	£281.00
Replacement of damaged badge (on producing existing)	D	£18.00	-	-	-
Replacement of lost badge	D	£20.00	-	-	-
Hackney Carriage Vehicle Licence					
New (one year)	D	-	£135.00	Part A Fee £135.40, Part B Fee £26.50, Total £161.90	£279.40 OR £301.40 if Hackney Carriage licence if Unmet Demand Survey Commissioned
Renewal (one year)	D	-	£135.00	Part A Fee £94.10, Part B Fee £26.50, Total £120.60	£233.20 or £255.20 if Hackney Carriage licence if Unmet Demand Survey Commissioned
Transfer	D	-	£135.00	£25.00	£39.00
Stripes (per set)	D	£26.00	-	-	-
Single stripe	D	£17.00	-	-	-
Replacement damaged plates (produce existing)	D	-	£9.00	One Plate £24.20 Two Plates £29.70	£17.00
Replacement lost plates	D	-	£9.00	£34.00	£17.00
Hackney Carriage Vehicle Licence: plate fee	D	-	£9.00	Part of application fee	£17.00
Duplicate licence	D	£17.00	-	-	-
Substitute/ Change of vehicle	D	£59.00	-	-	-
Change of registration	D	£35.00	-	-	-
DVLA Licence Check (per year) (costs are incorporated in the HC/PH driver application fee – those drivers not due to renew will need to pay costs from April 2022 for the years left on their current licence)	D	£6.00	-	-	-
NR3 Database contribution (per year) (costs are incorporated in the HC/PH driver application fee – those drivers not due to renew will need to pay costs from April 2022 for the years left on their current licence)	D	£7.00	-	-	-
Private Hire Driver Licence					
New (one year)	D	-	-	Part A Fee £134.90, Part B Fee £17.40, Total £152.30	£220.00
New (three years)	D	-	£165.00	Part A Fee £160.20, Part B Fee £32.60, Total £192.80	£391.00
Renewal (one year)	D	-	-	Part A Fee £80.90, Part B Fee £17.40, Total £98.30	£149.00
Renewal (three years)	D	-	-	Part A Fee £108.60, Part B Fee £32.60, Total £141.20	£281.00
Replacement of damaged badge (on producing existing)	D	£18.00	-	-	-
Replacement of lost badge	D	£20.00	-	-	-
Private Hire Vehicle Licence					
New (one year)	D	-	£129.00	Part A Fee £111.80, Part B Fee £26.10, Total £137.90	£268.00
Renewal (one year)	D	-	£135.00	Part A Fee £88.90, Part B Fee £26.10, Total £115.00	£204.00
Replacement damaged plates (produce existing)	D	-	£9.00	One Plate £24.20 Two Plates £29.70	£17.00
Replacement lost plates	D	-	£9.00	£34.00	£17.00
Private Hire Licence Fee: plate fee	D	-	£9.00	Part of application fee	£17.00
Change of registration	D	£36.00	-	-	-
Duplicate	D	£17.00	-	-	-
Transfer	D	-	£135.00	£25.00	£39.00
Substitute/ Change of Vehicle	D	-	£135.30 for transfer plus plate £9.00 and £16.50 admin fee	£40.00	£61.00

Licensing continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Private Hire Operator					
New (three years)	D	-	-	Part A Fee £155.20, Part B Fee £32.40, Total £187.60	-
New (five years)	D	-	£198.00	Part A Fee £193.00, Part B Fee £46.00, Total £239.00	-
Renewal (three years)	D	-	-	Part A Fee £132.40, Part B Fee £32.40, Total £164.80	-
Renewal (five years)	D	-	£198.00	Part A Fee £170.30, Part B Fee £46.00, Total £216.30	-
Private Hire Operator - 1 Year					
1-5 Vehicles	D	-	-	-	£255.00
6-10 Vehicles	D	-	-	-	£341.00
11-20 Vehicles	D	-	-	-	£396.00
21-30 Vehicles	D	-	-	-	£449.00
Private Hire Operator - 5 Years					
1-5 Vehicles	D	-	-	-	£605.00
6-10 Vehicles	D	-	-	-	£770.00
11-20 Vehicles	D	-	-	-	£891.00
21-30 Vehicles	D	-	-	-	£1,073.00
Miscellaneous Hackney Carriage/Private Hire Fees					
Test Fee (Did not turn up)	D	HC £31.40 PH £31.90	-	-	-
Administrative Fee for processing refund or transfer	D	£17.00	-	-	-
Certificate of Compliance (MOT for licensed vehicles)	D	£12.00	-	-	-
Scrap Metal					
Site Licence - New	D	£414.00	-	-	-
Site Licence - Renewal	D	£397.00	-	-	-
Site Licence - Site variation	D	-	£84.00	£188.00	£33.00
Vary Name	D	-	£84.00	£188.00	£33.00
Vary Site Manager	D	-	£84.00	£188.00	£83.00
Vary Collector to Site	D	-	£84.00	£188.00	£231.00
Add site	D	-	£84.00	£188.00	£165.00
Site Licence - Duplicate	D	£12.00	-	-	-
Collectors Licence - New	D	-	£185.00	£322.00	£315.00
Collectors Licence - Renewal	D	-	£185.00	£322.00	£315.00
Collectors Licence - Variation	D	-	£84.00	£188.00	£33.00
Collectors Licence - Duplicate	D	£10.00	-	-	-
Hypnotism					
New	D	£228.00	-	-	-
Duplicate	D	£17.00	-	-	-
Sex Shops/Sex Cinemas/Sexual Entertainment Venues					
New	D	-	POA	£502.00	£2,475.00
Renewal	D	-	POA	£502.00	£2,200.00
Variation	D	-	POA	£502.00	£292.00
Transfer	D	-	POA	£442.00	£143.00
Paragraph 7 waiver	D	£596.00	-	-	-
New application following waiver refusal	D	£473.00	-	-	-
Duplicate	D	£17.00	-	-	-
Premises Licence & Club Premises Certificate					
Initial Application Fee					
No rateable value to 4300	S	£100.00	-	-	-
4301-33000	S	£190.00	-	-	-
33001-87000	S	£315.00	-	-	-
87001-125000	S	£450.00	-	-	-
125001 +	S	£635.00	-	-	-
Multiplier applied to premises in bands 87001-125000 (x2) - where the premises are exclusively or primarily in the business of selling alcohol - Application Fee	S	£900.00	-	-	-
Multiplier applied to premises in bands 125001+ (x3) - where the premises are exclusively or primarily in the business of selling alcohol - Application Fee	S	£1,905.00	-	-	-
Variation Fee					
No rateable value to 4300	S	£100.00	-	-	-
4301-33000	S	£190.00	-	-	-
33001-87000	S	£315.00	-	-	-
87001-125000	S	£450.00	-	-	-
125001 +	S	£635.00	-	-	-
Multiplier applied to premises in bands 87001-125000 (x2) - where the premises are exclusively or primarily in the business of selling alcohol - Application Fee	S	£900.00	-	-	-
Multiplier applied to premises in bands 125001+ (x3) - where the premises are exclusively or primarily in the business of selling alcohol - Application Fee	S	£1,905.00	-	-	-
Annual Fee					
No rateable value to 4300	S	£70.00	-	-	-
4301-33000	S	£180.00	-	-	-
33001-87000	S	£295.00	-	-	-
87001-125000	S	£320.00	-	-	-
125001 +	S	£350.00	-	-	-
Multiplier applied to premises in band 87001-125000 (x2) - where the premises are exclusively or primarily in the business of selling alcohol -Annual Charge	S	£640.00	-	-	-
Multiplier applied to premises in bands 125001+ (x3) - where the premises are exclusively or primarily in the business of selling alcohol -Annual Charge	S	£1,050.00	-	-	-

Licensing continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Large Premises or Events					
New and Variation Fee - Number in Attendance at any one Time					
5000 to 9999	S	£1,000.00	-	-	-
10000 to 14999	S	£2,000.00	-	-	-
15000 to 19999	S	£4,000.00	-	-	-
20000 to 29999	S	£8,000.00	-	-	-
30000 to 39999	S	£16,000.00	-	-	-
40000 to 49999	S	£24,000.00	-	-	-
50000 to 59999	S	£32,000.00	-	-	-
60000 to 69999	S	£40,000.00	-	-	-
70000 to 79999	S	£48,000.00	-	-	-
80000 to 89999	S	£56,000.00	-	-	-
90000 and over	S	£64,000.00	-	-	-
Annual Fee - Number in Attendance at any one Time					
5000 to 9999	S	£500.00	-	-	-
10000 to 14999	S	£1,000.00	-	-	-
15000 to 19999	S	£2,000.00	-	-	-
20000 to 29999	S	£4,000.00	-	-	-
30000 to 39999	S	£8,000.00	-	-	-
40000 to 49999	S	£12,000.00	-	-	-
50000 to 59999	S	£16,000.00	-	-	-
60000 to 69999	S	£20,000.00	-	-	-
70000 to 79999	S	£24,000.00	-	-	-
80000 to 89999	S	£28,000.00	-	-	-
90000 and over	S	£32,000.00	-	-	-
Permitted Temporary Activities, Personal Licences & Miscellaneous					
Section 25 (theft, loss, etc. of premises licence or summary)	S	£10.50	-	-	-
Section 29 (application for provisional statement where premises being built, etc.)	S	£315.00	-	-	-
Section 33 (notification of change of name or address)	S	£10.50	-	-	-
Section 37 (application to vary licence to specify individual as premises supervisor)	S	£23.00	-	-	-
Section 42 (application for transfer of premises licence)	S	£23.00	-	-	-
Section 47 (interim authority notice following death etc. of licence holder)	S	£23.00	-	-	-
Section 79 (theft, loss etc. of certificate or summary)	S	£10.50	-	-	-
Section 82 (notification of change of name or alteration of rules of club)	S	£10.50	-	-	-
Section 83 (1) or (2) (change of relevant registered address of club)	S	£10.50	-	-	-
Section 100 (temporary event notice)	S	£21.00	-	-	-
Section 110 (theft, loss etc. of temporary event notice)	S	£10.50	-	-	-
Section 117 (application for a grant of personal licence)	S	£37.00	-	-	-
Section 126 (theft, loss etc. of personal licence)	S	£10.50	-	-	-
Section 127 (duty to notify change of name or address)	S	£10.50	-	-	-
Section 178 (right of freeholder etc. to be notified of licensing matters)	S	£21.00	-	-	-
Section 41A (application for a minor variation to a premises licence) or Section 86A (application for a minor variation to a club premises certificate)	S	£89.00	-	-	-
Section 41D (application for the mandatory alcohol condition requiring a Designated Premises Supervisor in respect of a premises licence to be dis-applied)	S	£23.00	-	-	-
Applications covering the provision of regulated entertainment only (excluding the sale of alcohol) Application by a proprietor of an educational institution (school or college) in respect of premises that are, or form part of, the educational institution and the provision of regulated entertainment on the premises is carried on by the educational institution for and on behalf of the purposes of the establishment.	S	No Charge	-	-	-
Application in respect of premises that are or form part of a church or chapel hall or other similar building or village, parish or community hall or similar building	S	No Charge	-	-	-
Gambling					
New Application					
Bingo	D	-	£796.00	£635.00	£2,750.00
Betting premises (excluding tracks)	D	-	£563.00	£694.00	£1,980.00
Race Tracks	D	-	POA	£635.00	£2,750.00
Family entertainment centres	D	-	POA	£635.00	£1,760.00
Adult gaming centre	D	-	£796.00	£635.00	£1,760.00
Regional Casino	D	-	POA	-	£16,500.00
Large Casino	D	-	POA	-	£11,000.00
Small Casino	D	-	POA	-	£8,800.00
Annual Fee					
Bingo	D	-	POA	£31.00	£770.00
Betting premises (excluding tracks)	D	-	POA	£31.00	£550.00
Race Tracks	D	-	POA	£31.00	£1,100.00
Family entertainment centres	D	-	POA	£31.00	£440.00
Adult gaming centre	D	-	POA	£31.00	£770.00
Regional Casino	D	-	POA	-	£16,500.00
Large Casino	D	-	POA	-	£11,000.00
Small Casino	D	-	POA	-	£5,500.00
Converted Casino	D	-	POA	-	£3,300.00
Seasonal Annual Fee					
Bingo	D	-	POA	-	£770 pro-rata min £330
Betting premises (excluding tracks)	D	-	POA	-	£550 pro-rata min £220
Race Tracks	D	-	POA	-	£1,100 pro-rata min £330
Family entertainment centres	D	-	POA	-	£440 pro-rata min £220
Adult gaming centre	D	-	POA	-	£770 pro-rata min £330
Regional Casino	D	-	POA	-	£16,500.00
Large Casino	D	-	POA	-	£11,000.00
Small Casino	D	-	POA	-	£5,500.00
Converted Casino	D	-	POA	-	£3,300.00

Licensing continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Application to Vary					
Bingo	D	-	£796.00	£635.00	£1,375.00
Betting premises (excluding tracks)	D	-	£563.00	£694.00	£990.00
Race Tracks	D	-	POA	£635.00	£1,375.00
Family entertainment centres	D	-	POA	£635.00	£880.00
Adult gaming centre	D	-	£796.00	£635.00	£880.00
Regional Casino	D	-	POA	-	£8,250.00
Large Casino	D	-	POA	-	£5,500.00
Small Casino	D	-	POA	-	£4,400.00
Converted Casino	D	-	POA	-	£2,200.00
Application to Transfer					
Bingo	D	-	£796.00	£635.00	£550.00
Betting premises (excluding tracks)	D	-	£563.00	£694.00	£330.00
Race Tracks	D	-	POA	£635.00	£1,045.00
Family entertainment centres	D	-	POA	£635.00	£330.00
Adult gaming centre	D	-	£796.00	£635.00	£440.00
Regional Casino	D	-	POA	-	£7,150.00
Large Casino	D	-	POA	-	£2,365.00
Small Casino	D	-	POA	-	£1,980.00
Converted Casino	D	-	POA	-	£1,485.00
Application for Re-instatement					
Bingo	D	-	£796.00	£635.00	£550.00
Betting premises (excluding tracks)	D	-	£563.00	£694.00	£330.00
Race Tracks	D	-	POA	£635.00	£1,045.00
Family entertainment centres	D	-	POA	£635.00	£330.00
Adult gaming centre	D	-	£796.00	£635.00	£440.00
Regional Casino	D	-	POA	-	£7,150.00
Large Casino	D	-	POA	-	£2,365.00
Small Casino	D	-	POA	-	£1,980.00
Converted Casino	D	-	POA	-	£1,485.00
Application for Provisional Statement					
Bingo	D	-	£796.00	£635.00	£2,750.00
Betting premises (excluding tracks)	D	-	£563.00	£694.00	£1,980.00
Race Tracks	D	-	POA	£635.00	£2,750.00
Family entertainment centres	D	-	POA	£635.00	£1,760.00
Adult gaming centre	D	-	£796.00	£635.00	£1,760.00
Regional Casino	D	-	POA	-	£16,500.00
Large Casino	D	-	POA	-	£11,000.00
Small Casino	D	-	POA	-	£8,800.00
New Application Following Provisional Statement					
Bingo	D	-	£796.00	£477.00	£1,100.00
Betting premises (excluding tracks)	D	-	£563.00	£538.00	£660.00
Race Tracks	D	-	POA	£477.00	£1,045.00
Family entertainment centres	D	-	POA	£477.00	£660.00
Adult gaming centre	D	-	£796.00	£477.00	£660.00
Regional Casino	D	-	POA	-	£8,800.00
Large Casino	D	-	POA	-	£5,500.00
Small Casino	D	-	POA	-	£3,300.00
Copy Licence					
Bingo	D	£15.00	-	-	-
Betting premises (excluding tracks)	D	£15.00	-	-	-
Race Tracks	D	£15.00	-	-	-
Family entertainment centres	D	£15.00	-	-	-
Adult gaming centre	D	£15.00	-	-	-
Notification of Change					
Bingo	D	£33.00	-	-	-
Betting premises (excluding tracks)	D	£33.00	-	-	-
Race Tracks	D	£33.00	-	-	-
Family entertainment centres	D	£33.00	-	-	-
Adult gaming centre	D	£33.00	-	-	-
New Applications					
Unlicensed FEC Gaming Machine	S	£300.00	-	-	-
Small Society Lottery	S	£40.00	-	-	-
Club Gaming	S	£200.00	-	-	-
Club Gaming Machine	S	£200.00	-	-	-
Licensed Premises Notification (2 machines or less)	S	£50.00	-	-	-
Licensed Premises Gaming Machine (more than 2 machines)	S	£150.00	-	-	-
Prize Gaming	S	£300.00	-	-	-
Temporary Use Notice - Gambling licence	D	£491.00	-	-	-
Annual Maintenance					
Small Society Lottery	S	£20.00	-	-	-
Club Gaming	S	£50.00	-	-	-
Club Gaming Machine	S	£50.00	-	-	-
Licensed Premises Gaming Machine (more than 2 machines)	S	£50.00	-	-	-
Renewal					
Unlicensed FEC Gaming Machine	S	£300.00	-	-	-
Club Gaming	S	£200.00	-	-	-
Club Gaming Machine	S	£200.00	-	-	-
Licensed Premises Gaming Machine (more than 2 machines)	S	£200.00	-	-	-
Prize Gaming	S	£300.00	-	-	-
Fast Track (Clubs)					
Club Gaming	S	£100.00	-	-	-
Club Gaming Machine	S	£100.00	-	-	-
Change of Name					
Unlicensed FEC Gaming Machine	S	£25.00	-	-	-
Club Gaming and Club Gaming Machine Permits	S	£25.00	-	-	-
Licensed Premises Gaming machine (more than 2 machines)	S	£25.00	-	-	-
Prize Gaming Permits	S	£25.00	-	-	-

Licensing continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Copy of Permit					
Unlicensed FEC Gaming Machine	S	£15.00	-	-	-
Club Gaming and Club Gaming Machine Permits	S	£15.00	-	-	-
Licensed Premises Gaming machine Permits	S	£15.00	-	-	-
Prize Gaming Permits	S	£15.00	-	-	-
Temporary Use Notice - copy of gambling permit	D	£15.00	-	-	-
Variation					
Club Gaming and Club Gaming Machine Permits	S	£100.00	-	-	-
Licensed Premises Gaming machine Permits	S	£100.00	-	-	-
Transfer					
Licensed Premises Gaming Machine Permits	S	£25.00	-	-	-
Conversion					
Unlicensed FEC Permit	D	£110.00	-	-	-
Prize Gaming Permit	D	£110.00	-	-	-
Club Gaming/Club Machine Permit	D	£110.00	-	-	-
Auctioneers					
Auctioneers	D	-	POA	-	£53.00

Housing

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
HMO Licences					
Houses in Multiple Occupation(HMO) Licence - NEW (Flat fee - Copeland BC) (per 5 lettings - Allerdale BC) (per 8 lettings - Carlisle CC)	D	-	£595.00	£476.00	£680.00
Houses in Multiple Occupation(HMO) Licence - RENEWAL (Flat fee - Copeland BC) (per 5 lettings - Allerdale BC) (per 8 lettings - Carlisle CC)	D	-	£595.00	£476.00	£416.00
Each additional letting room above: No charge for additional rooms - Copeland BC 5 rooms - Allerdale BC 8 rooms - Carlisle BC	D	-	-	£36.00	£19.00
Maximum licence fee	D	-	-	-	£1,100.00
Discount on HMO fee for Landlords with professional membership of a landlord organisation (NRLA)	D	-	-	-	5% discount
Cost of additional correspondence	D	-	-	-	£37.00
Immigration inspections - Standard	D	-	£110.00	£215.00	£165.00
Immigration inspections - Fast Track Application	D	-	£110.00	£215.00	£185.00
Housing enforcement notices (Under the Housing Act 2004)	D	-	-	£324.00	£75.60 per hour
Housing enforcement time (Under the Housing Act 2004) - Empty Property Owner VAT support letter	D	£18.00	-	-	-
Hazard awareness notice	D	-	£182.00	£75.60 per hour	£75.60 per hour
Improvement notice	D	-	£375.00	£324.00	£75.60 per hour
Prohibition order	D	-	£404.00	£324.00	£75.60 per hour
Disabled Facilities Grants					
Disabled Facilities Grant - administration fee	D	-	5% top sliced from overall grant - not charged on an individual case basis	-	-
Disabled Facilities Grant - basic fee (%)	D	-	-	12%	-
Disabled Facilities Grant - additional services fee (%)	D	-	-	12%	-
Empty property grants - Basic fee (%)	D	-	-	12%	-
Level Access Shower	D	-	-	-	£905.00
Shower toilets	D	-	-	-	£740.00
Ramps	D	-	-	-	£905.00
Stair lifts	D	-	-	-	£740.00
Door Widening	D	-	-	-	£905.00
Major Adaptations	D	-	-	-	£1686.00
Smaller Adaptations and non-framework adaptations	D	-	-	-	£895.00
Renovation Grant Costs	D	-	-	-	£618.00
Flat rate fee for additional lots, for DFG and renovation Grants	D	-	-	-	£392.00
Fee Charged for abortive works, after approval	D	-	-	-	£515.00
Fee Charged for basic support	D	-	-	-	£495.00
Hourly charge for home visits	D	-	-	-	£68.70
Homelife Charges					
General Agency Fee	D	-	-	-	15%
Discretionary Housing grants under £500	D	-	-	-	£90.00
To administer Handy Person grants	D	-	-	-	£90.00 per case (Plus hourly wage rate of handyperson)
Supply & fit Key-safes	D	-	-	-	£90.00
Discretionary Housing Grants Administered by Homelife					
Administration Fee	D	-	-	-	£627.00
Additional quotes from contractors for works within the same grant	D	-	-	-	£371.00
Additional Charges					
Home visits	D	-	-	-	£82.44
Obtaining charity funding	D	-	-	-	£164.88
Applications Assistance	D	-	-	-	£82.44
Homelife Hourly Rate	D	-	-	-	£82.44
Homeless Accommodation Charges					
Temporary Accommodation- Management Fee Per Week	D	-	£66.00	-	-

Legal Services & Elections

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Council Tax & NDR Court Costs					
C TAX Summons costs (set at Cumbria level) Agreed with the courts	D	TBC	-	-	-
NDR Summons costs (set at Cumbria level) Agreed with the courts	D	TBC	-	-	-
Legal Services					
Road Closing Order	D	£133.00	-	-	-
Electoral Register					
For sale of the Electoral Register and the notices of alteration (statutory fee)	S	- in data format, £20 plus £1.50 for each 1,000 entries (or remaining part of 1,000 entries) in it - in printed format, £10 plus £5 for each 1,000 entries (or remaining part of 1,000 entries) in it	-	-	-
Sale of the open (edited) register	S	- in data format, £20 plus £1.50 for each 1,000 entries (or remaining part of 1,000 entries) in it - in printed format, £10 plus £5 for each 1,000 entries (or remaining part of 1,000 entries) in it	-	-	-
For sale of the list of overseas electors (statutory fee)	S	- in data format, £20 plus £1.50 for each 1,000 entries (or remaining part of 1,000 entries) in it - in printed format, £10 plus £5 for each 1,000 entries (or remaining part of 1,000 entries) in it	-	-	-
Copy of marked version of register (statutory fee)	S	- in data format, £20 plus £1.50 for each 100 entries (or remaining part of 100 entries) in it - in printed format, £10 plus £5 for each 100 entries (or remaining part of 100 entries) in it	-	-	-
Miscellaneous Charges					
Council Minutes (VAT Standard Rate) - Per Booklet	D	£28.00	-	-	-
Training Sessions in Health and Safety and Data Protection topics per three-hour session (per group of 12 max)	D	-	-	-	£495.00
Civic Centre (VAT exempt) - Room Letting - per session	D	-	-	-	£136.00
Low Cost Housing Certificates	D	£68.00	-	-	-
Proof of Life Certificates	D	£28.00	-	-	-
Information Requests					
Freedom of Information Act Request (appropriate time limit)	S	No charge unless the cost of responding is greater than £450	-	-	-
Freedom of Information Act Request (in excess of appropriate time limit)	S	£25 Per Hour	-	-	-
Environmental Information Regulation Request (appropriate time limit)	S	No Charge	-	-	-
Environmental Information Regulation Request (in excess of appropriate time limit)	S	£25 Per Hour	-	-	-

General Disbursements

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
<i>Bulk copy rates available. Charges to outside bodies and individuals, Contract arrangements for specified customers for bulk copying</i>					
A4 Photocopy (Black and White)	D	£0.10	-	-	-
A4 Photocopy (Colour)	D	£0.20	-	-	-
A3 Photocopy (Black and White)	D	£0.20	-	-	-
A3 Photocopy (Colour)	D	£0.40	-	-	-
Size A2- Plan/Map (Black & White)	D	£2.80	-	-	-
Size A2- Plan/Map (Colour)	D	£5.50	-	-	-
Size A1 - Plan/Map (Black & White)	D	£3.30	-	-	-
Size A1 - Plan/Map (Colour)	D	£8.30	-	-	-
Size A0- Plan/Map (Black & White)	D	£3.90	-	-	-
Size A0- Plan/Map (Colour)	D	£11.00	-	-	-
CD	D	£1.70	-	-	-
DVD	D	£2.20	-	-	-
A2 Full Pages (Black and White)	D	£8.40	-	-	-
A2 Full Pages (Colour)	D	£8.40	-	-	-
A1 Full Pages (Black and White)	D	£11.70	-	-	-
A1 Full Pages (Colour)	D	£11.70	-	-	-
A0 Full Pages (Colour)	D	£17.10	-	-	-
A0 Full Pages (Black and White)	D	£17.10	-	-	-
Size A2 - Tracing	D	£4.00	-	-	-
Size A1 - Tracing	D	£4.50	-	-	-
Size A0 - Tracing	D	£11.30	-	-	-
Size A2 - Film	D	£8.50	-	-	-
Size A1 - Film	D	£11.30	-	-	-
Size A0 - Film	D	£19.80	-	-	-

People

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Residential and Nursing Care					
A person's personal contributions to the cost of providing care is calculated on an individual basis and is based on the ability of the person to pay. The value of people's houses are taken into account. The staff who undertake this calculation also look to make sure that people are claiming all the benefits to which they are entitled. Where the person is a full fee payer the cost to the Council will be payable.	D	Calculated on an individual basis	-	-	-
Independent Sector (based on the cost paid to providers)					
Residential	D	£656.25	-	-	-
Physically Frail - Residential and nursing	D	£741.30	-	-	-
Residential Dementia	D	£783.30	-	-	-
Nursing dementia	D	£811.65	-	-	-
Care Services					
Residential	D	£754.95	-	-	-
Physically Frail - Residential	D	£801.15	-	-	-
Residential Dementia	D	£876.75	-	-	-
Meals					
Care Services day care - Meal charge	D	£3.00			
Non Residential Care					
The Council's subsidy and a person's personal contributions to the cost of providing care are calculated on an individual basis and are based on the ability of the person to pay. The value of people's houses is not taken into account. The staff who undertake this calculation also look to make sure that people are claiming all the benefits to which they are entitled. The maximum cost of care is limited to an amount equivalent to the Physically Frail - Residential and Nursing band of £741.30 per week for 2023/24.	D	Calculated on an individual basis	-	-	-
Arrangement fee for non-residential full fee payers (per week)	D	£5.70	-	-	-
Deferred Payment Agreements (DPA)					
Setting up a DPA - maximum charge	D	£250.00	-	-	-
Annual review	D	£50.00	-	-	-
Termination of DPA	D	£50.00	-	-	-
Abortive costs	D	£50.00	-	-	-
Interest charge (reviewed 6 monthly in line with Government Gilt rates)	D	TBC	-	-	-
Schools					
Schools converting to academy status	D	£6,437.20	-	-	-
Schools converting to academy status - VA and Foundation Schools	D	£2,575.10	-	-	-
Educational Support Services include the provision of Teaching Assistants, Outdoor Education and the Music Service and are available on a traded basis to schools, academies and other educational or childcare settings. The services are available through either Service Level Agreements or pay as you go purchases. Further information can be found on the Council website.	D	See website	-	-	-

Registration Services

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Registration Services - NOTE that statutory fees are determined by the General Register Office, please refer to the Registrars page on the Council website					
Cumberland Registration Service – Register Office Only (Carlisle) - Statutory Ceremony					
Monday to Friday only (restricted times with witnesses only)	S	£46.00	-	-	-
Cumbria Registration Service - Internal Ceremony Rooms - Weddings & Civil Partnerships (and 2 stage conversions from civil partnership to marriage) - Traditional					
Monday to Friday only (small offices - e.g. Penrith & Kendal (non restricted times))	D	£125.00	-	-	-
Monday to Friday (main ceremony rooms - e.g. Barrow & Carlisle)	D	£250.00	-	-	-
Saturday	D	£375.00	-	-	-
Cumbria Registration Service - Internal Ceremony Rooms - Weddings & Civil Partnerships (and 2 stage conversions from civil partnership to marriage) - Enhanced					
Monday to Friday only (small offices - e.g. Penrith & Kendal (non restricted times))	D	£135.00	-	-	-
Monday to Friday (main ceremony rooms - e.g. Barrow & Carlisle)	D	£265.00	-	-	-
Saturday	D	£385.00	-	-	-
Cumbria Registration Service - External Ceremony Rooms - 3rd Party Partnerships -Weddings & Civil Partnerships (e.g. Cockermouth Town Hall, Kendal Town Hall, Whitehaven Civic Centre & Wigton Market Hall) - Traditional					
Monday to Friday	D	£350.00	-	-	-
Saturday	D	£440.00	-	-	-
Sunday & Bank Holiday Fees	D	£540.00	-	-	-
Cumbria Registration Service - Approved Premises Weddings & Civil Partnerships (and 2 stage conversions from civil partnership to marriage) - Traditional					
Monday to Friday	D	£565.00	-	-	-
Saturday	D	£665.00	-	-	-
Sunday & Bank Holiday Fees	D	£715.00	-	-	-
Cumbria Registration Service - Approved Premises Weddings & Civil Partnerships					
Monday to Friday	D	£575.00	-	-	-
Saturday	D	£750.00	-	-	-
Sunday & Bank Holiday Fees	D	£800.00	-	-	-
Cumbria Registration Service - Internal Ceremony Rooms - Renewal of Vows and Naming Ceremonies - non-statutory					
Monday to Friday (main ceremony rooms - e.g. Barrow & Carlisle)	D	£115.00	-	-	-
Saturday	D	£170.00	-	-	-
Cumbria Registration Service - External Ceremony Rooms - 3rd Party Partnerships - Renewal of Vows & Naming Ceremonies (e.g. Cockermouth Town Hall, Kendal Town Hall, Whitehaven Civic Centre & Wigton Market Hall) - non-statutory					
Monday to Friday	D	£175.00	-	-	-
Saturday	D	£250.00	-	-	-
Sunday & Bank Holiday Fees	D	£330.00	-	-	-
Cumbria Registration Service - Approved Premises Renewal of Vows & Naming Ceremonies					
Monday to Friday	D	£175.00	-	-	-
Saturday	D	£250.00	-	-	-
Sunday & Bank Holiday Fees	D	£330.00	-	-	-
Cumbria Registration Service - Deposit - weddings & civil partnerships					
Standard/Enhanced/Bespoke	D	£115.00	-	-	-
Cumbria Registration Service - Notice of Intent for Wedding or Civil Partnerships	S	£35.00	-	-	-
Cumbria Registration Service - Amendment Fees					
Amendment Fee	D	£40.00	-	-	-
Cumbria Registration Service - certificates					
<i>Statutory Fees are subject to change by the General Register Office, any changes will be published online.</i>					
Registry of Births and Deaths certificate at time of Registration	S	£11.00	-	-	-
Registry of Births and Deaths certificate after Registration	S	£11.00	-	-	-
SR Certificate - statutory service only	S	£11.00	-	-	-
Statutory Priority (issue within 24 hours) Certificate Fee wef 16.2.2019	S	£35.00	-	-	-
Commemorative certificate	D	£5.00	-	-	-
Cumbria Registration Service - Enhanced Postage Charges					
Traceable & Trackable	D	£2.50	-	-	-
Guaranteed Delivery	D	£7.50	-	-	-
Cumbria Registration Service - Approved Venue Licence					
New 3 Year licence	D	£1,560.00	-	-	-
Renewal 3 year licence	D	£1,560.00	-	-	-
Renewal 5 year licence	D	£2,400.00	-	-	-
Additional Room	D	£105.00	-	-	-
Revisit for missed licence appointments	D	£60.00	-	-	-
Cumbria Registration Service - Private Citizenship Service					
Monday to Friday	D	£105.00	-	-	-
Cumbria Registration Service - Late payment Fee - Ceremonies					
If fees not paid 12 weeks prior to the ceremony	D	£30.00	-	-	-
Other General Register Office Statutory Services					
Fees for attendance at the ceremony at a registered building	S	£86.00	-	-	-
Consideration by Senior Registrar of a divorce or civil partnership dissolution obtained outside the British Isles	S	£50.00	-	-	-
Consideration by the Registrar General of a divorce or civil partnership dissolution obtained outside the British Isles	S	£75.00	-	-	-
Entry of each notice of marriage or civil partnership for persons subject to Home Office Referral and Investigation Scheme	S	£47.00	-	-	-
Conversion of Civil Partnership to Marriage at The Register Office	S	£45.00	-	-	-
Conversion of Civil Partnership to Marriage two stage process - completing the declaration	S	£27.00	-	-	-
Conversion of Civil Partnership to Marriage two stage process - Signing the declaration in a religious building registered for the marriage of same sex couples	S	£91.00	-	-	-
Change of forename added within 12 months of the birth registration	S	£40.00	-	-	-
Consideration by Registrar/Superintendent Registrar of a correction	S	£75.00	-	-	-
Consideration by the Registrar General of a correction	S	£90.00	-	-	-
General search in the indexes by the applicant personally for not more than six successive hours	S	£18.00	-	-	-

Library Services

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Libraries Service - Hire of audio-visual material					
Orchestral Sets (per collection)	D	£28.00	-	-	-
Orchestral Sets (per collection) - Inter Library Loan	D	£54.30	-	-	-
Vocal Scores	D	£2.20	-	-	-
Vocal Scores - Inter Library Loan	D	£2.90	-	-	-
Requests for Out of County Stocks (British Library) - as per the rate from the British Library and is updated in September	D	£20.10	-	-	-
Requests for Out of County Stocks (non British Library)	D	£15.90	-	-	-
Renewal for British Library Books (at cost) - will be updated in September by the British Library	D	£6.20	-	-	-
Miscellaneous items					
Replacement Membership Card	D	£1.00	-	-	-
PC Hire - first 2 hours free, charge for each 15 minutes thereafter	D	£0.70	-	-	-
Room Hire:- Rates will vary across the county to reflect facilities available at each location.	D	£19.75-£46.75	-	-	-
Items charged for but not listed, e.g. photocopying, flash drives, headphones, will be charged on the basis of full cost recovery	D	At cost	-	-	-
Libraries Other Items					
Photocopies					
A4 Mono	D	£0.40	-	-	-
A4 Colour	D	£0.50	-	-	-
A3 Mono	D	£0.50	-	-	-
A3 Colour	D	£0.60	-	-	-
Prints from reader printers	D	£0.90	-	-	-
Laminating A4	D	£1.90	-	-	-
Laminating A3	D	£2.60	-	-	-
Ordnance Survey Mapping Charges					
1:500 A4 block plan	D	£18.90	-	-	-
1:1,250 A4 site plan - for rural area	D	£24.70	-	-	-
1:1,250 A4 site plan - for urban area	D	£30.50	-	-	-
1:2,500 A4 site plan - for rural area	D	£30.50	-	-	-
1:2,500 A4 site plan - for urban area	D	£71.50	-	-	-
Archives - Other items					
Digital Copies					
1-10 Digital images	D	£14.85	-	-	-
11-50 Digital images	D	£29.70	-	-	-
51+ Digital images	D	£59.40	-	-	-
Copying Orders Placed by Post/Email/Telephone					
Processing fee per hour (pro rata) £12.50 minimum charge	D	£59.40	-	-	-
Digitisation Service per hour	D	£59.40	-	-	-
Talks to Groups					
Talks to groups irrespective of location - 30 minutes	D	£29.70	-	-	-
Talks to groups irrespective of location - 1 hour	D	£59.00	-	-	-
Service Centre					
Blue Badge parking permits	S	£10.00	-	-	-

Highways

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Highways - Charge to utilities and contractors working within the public highway as part of the Cumbria Highway Works Permitting Scheme wef 1.9.2019					
Cumbria Highway Works Permitting Scheme - Category 0, 1 & 2 Roads - All Streets (Any time and / or location)					
PAA	S	£101.00	-	-	-
Major - (over 10 days and all major works requiring a traffic regulation order)	S	£204.00	-	-	-
Major - (4 to 10 days)	S	£126.00	-	-	-
Major - (up to 3 days)	S	£62.00	-	-	-
Standard	S	£126.00	-	-	-
Minor	S	£62.00	-	-	-
Immediate	S	£57.00	-	-	-
Variations	S	£45.00	-	-	-
Cumbria Highway Works Permitting Scheme - Category 3 & 4 Roads - Traffic Sensitive at certain times/locations. Wholly or partly within traffic sensitive times and or locations					
PAA	S	£101.00	-	-	-
Major - (over 10 days and all major works requiring a traffic regulation order)	S	£204.00	-	-	-
Major - (4 to 10 days)	S	£126.00	-	-	-
Major - (up to 3 days)	S	£62.00	-	-	-
Standard	S	£126.00	-	-	-
Minor	S	£62.00	-	-	-
Immediate	S	£57.00	-	-	-
Variations	S	£45.00	-	-	-
Cumbria Highway Works Permitting Scheme - Category 3 & 4 Roads - Traffic Sensitive at certain times/locations. Wholly outside of traffic sensitive times and or locations (30% discount)					
PAA	S	£70.70	-	-	-
Major - (over 10 days and all major works requiring a traffic regulation order)	S	£142.80	-	-	-
Major - (4 to 10 days)	S	£88.20	-	-	-
Major - (up to 3 days)	S	£43.40	-	-	-
Standard	S	£88.20	-	-	-
Minor	S	£43.40	-	-	-
Immediate	S	£39.90	-	-	-
Variations	S	£45.00	-	-	-
Cumbria Highway Works Permitting Scheme - Category 3 & 4 Roads - Non-Traffic Sensitive (Any time and / or location)					
PAA	S	£68.00	-	-	-
Major - (over 10 days and all major works requiring a traffic regulation order)	S	£113.00	-	-	-
Major - (4 to 10 days)	S	£64.00	-	-	-
Major - (up to 3 days)	S	£31.00	-	-	-
Standard	S	£64.00	-	-	-
Minor	S	£31.00	-	-	-
Immediate	S	£30.00	-	-	-
Variations	S	£35.00	-	-	-
Highways - Charge to utilities for NRSWA activities					
Sample inspections	S	£50.00	-	-	-
Defect joint inspections	S	£47.50	-	-	-
Remedial works inspection	S	£47.50	-	-	-
Inspection of completed remedial works	S	£47.50	-	-	-
Investigatory inspection	S	£68.50	-	-	-
Street works licence	S	£410.00	-	-	-
Street works consent	S	£355.00	-	-	-
Street works permit	S	£355.00	-	-	-
Change of Contractor	D	£40.00	-	-	-
Re-activation (+ inspection fee where applicable)	D	£40.00	-	-	-
Pre Site Inspection	D	£66.00	-	-	-
Sponsorship of signs	D	£110 per month/roundabout	-	-	-
Highways - Traffic Regulation Orders					
Online Application					
Temporary road closures (complex closures will incur additional charges at cost)	D	£777.00	-	-	-
Amend Traffic Regulation Order	D	£432.00	-	-	-
Arranging re-advertising of Traffic Regulation Order	D	£95.00	-	-	-
Emergency or urgent works	D	£492.00	-	-	-
Clearance of Accident Debris	D	cost + 10%	-	-	-
Re-activation cost of issuing a road closure	D	£432.00	-	-	-
Manual Application - 1.5 admin hours of a grade 6 Assistant TM Technician, £26 including overheads					
Temporary road closures (complex closures will incur additional charges at cost)	D	£803.00	-	-	-
Amend Traffic Regulation Order	D	£458.00	-	-	-
Arranging re-advertising of Traffic Regulation Order	D	£121.00	-	-	-
Emergency or urgent works	D	£518.00	-	-	-
Clearance of Accident Debris	D	cost + 10%	-	-	-
Re-activation cost of issuing a road closure	D	£458.00	-	-	-
Highways - Public Path Orders					
Processing of Public Path orders	D	£2,200.00	-	-	-

Highways continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Highways - Charges for permits etc.					
Vehicle Access (individual residential property)	D	£308.00	-	-	-
Vehicle Access (multiple properties and commercial use)	D	£862.00	-	-	-
Scaffolding (max 28 days)	D	£95.00	-	-	-
Hoardings at building work adjacent to the highway	D	£124.00	-	-	-
Hoarding Inspection (cost per inspection)	D	£42.00	-	-	-
Street cafes - excluding legal fee	D	£187.00	-	-	-
Advertising kiosks, rotundas, banners etc.	D	£157.00	-	-	-
Ramps	D	£308.00	-	-	-
Licence for adjoining landowners to plant trees, shrubs, etc. on highway	D	£157.00	-	-	-
Skips	D	£39.00	-	-	-
Deposition of building materials	D	£75.00	-	-	-
Agreement for district / parish councils to place furniture in the highway	D	£95.00	-	-	-
Application for Direction signs to premises (excluding Tourism Signs)	D	£308.00	-	-	-
Permission to erect sign (per 3 months)	D	£65.00	-	-	-
Provision of H - bar at private driveway	D	£206.00	-	-	-
Licence for projections / building over highway	D	£370.00	-	-	-
Temporary excavation in the highway	D	£370.00	-	-	-
Stage 1 - Initial Assessment of Tourism signage	D	£157.00	-	-	-
Stage 2 - Private Works Agreement - actual price is dependant on value of scheme	D	POA	-	-	-
Contractors waivers for parking on street and suspension of parking bays (per day)	D	Equivalent to full day off street parking charge plus £1.00 processing fee	-	-	-
Highways - Charges for searches					
CON29R (full highways)	D	£26.00	-	-	-
CON29R (individual questions)	D	£12.00	-	-	-
CON29O Question 4	D	£7.00	-	-	-
CON29O Question 5	D	£12.00	-	-	-
Service 1	D	£23.00	-	-	-
Service 2	D	£64.00	-	-	-
Service 3	D	£75.00	-	-	-
Service 4	D	£123.00	-	-	-
Service 5	D	POA	-	-	-
Minor Developments fee	D	£263.00	-	-	-
Major Developments fee	D	£528.00	-	-	-
Highways - Passenger Transport					
Voluntary Car Scheme:- Passenger fares per mile.	S	£0.45	-	-	-
Voluntary Car Scheme:- Fare per mile - each additional passenger	S	£0.05	-	-	-
Rural Wheels:- Fare per mile - single passenger	S	£0.45	-	-	-
Rural Wheels:- Fare per mile - multiple passengers (each)	S	£0.25	-	-	-
Community Minibuses:- Hire through the provision of brokerages.	D	£1.20	-	-	-
Community Minibuses:- Hire through the provision of brokerages - minimum daily rate	D	£25.00	-	-	-
Issue of Section 19 Community minibus permits	D	£9.20	-	-	-
Rural Wheels - joining the scheme, the price charges will generates the same amount of credit on the card.	D	£5.00	-	-	-
Rural Wheels Replacement card charge	D	£5.50	-	-	-
ENCTS - Replacement charge per card	D	£10.00	-	-	-
A2BNoW (Single fare/journey)	D	£1.80	-	-	-
A2BNoW (Return fare/journey)	D	£3.00	-	-	-
A2BNoW (funded by South Lakeland Local Committee, increase to be agreed by SLLC)	D	£10.00	-	-	-
A2BNoW Replacement	D	£10.00	-	-	-
DBS Admin Fee	D	£28.00	-	-	-
DBS Enhanced Check	S	£38.00	-	-	-
DBS Replacement Badge	D	£13.20	-	-	-
Highways - Home to School / College Transport					
Spare Seats	D	£504.30	-	-	-
Faith Schools	D	£504.30	-	-	-
School Bus Pass Replacements	D	£13.80	-	-	-
Highways - Fleet Services					
Fleet Maintenance Hourly Rate (office hours)	D	£65.30	-	-	-
Fleet Maintenance Hourly Rate (out of hours)	D	£98.20	-	-	-
Fleet Management professional advice	D	£68.10	-	-	-
Driver Training/Assessment - per hour - CCC Vehicle	D	£77.70	-	-	-
Driver Training/Assessment - per hour - Customer Vehicle	D	£65.20	-	-	-
Highways - Development Management					
s38 establishment charges £0-250k	D	9% of green field site figure	-	-	-
s38 establishment charges £251-500k	D	7% of green field site figure	-	-	-
s38 establishment charges £501-700k	D	6.5% of green field site figure	-	-	-
s38 establishment charges £701k-1m	D	6% of green field site figure	-	-	-
s38 establishment charges £1m+	D	5.5% of green field site figure	-	-	-
s38 establishment charges after work commences £0-250k	D	11% of green field site figure	-	-	-
s38 establishment charges after work commences £251-500k	D	9% of green field site figure	-	-	-
s38 establishment charges after work commences £501-700k	D	8.5% of green field site figure	-	-	-
s38 establishment charges after work commences £701-1m	D	8% of green field site figure	-	-	-
s38 establishment charges after work commences £1m+	D	7.5% of green field site figure	-	-	-
S228 adoptions after execution of street works	D	£199.70	-	-	-
Legal Costs (fixed fee)	D	£1,100.00	-	-	-

Highways continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Highways - Section 278					
S278 establishment charges £0-250k	D	9% of estimated works cost or £1500 whichever is greater	-	-	-
S278 establishment charges £251-500k	D	7% of estimated works cost	-	-	-
S278 establishment charges £501-700k	D	6.5% of estimated works cost	-	-	-
S278 establishment charges £701k-1m	D	6% of estimated works cost	-	-	-
S278 establishment charges £1m+	D	5.5% of estimated works cost	-	-	-
S278 Design Check Fee	D	3% of estimated works cost or £500 whichever is greater	-	-	-
Legal Costs (fixed fee)	D	£1,650.00	-	-	-
Planning					
Planning Application Fees:- For applications regarding minerals and waste, county council and school developments.	S	Statutory charge per application	-	-	-
Monitoring fees:- For minerals and waste sites - active site.	S	£397.00	-	-	-
Monitoring fees:- For minerals and waste sites - non active site.	S	£132.00	-	-	-
Pre Application Discussions - minor schemes	D	£467.50	-	-	-
Pre Application Discussions - major schemes	D	£1,155.00	-	-	-
Commons Registration - Landowner Statement / Declaration under Section 15A (Growth and Infrastructure Act 2013)	D	£347.60	-	-	-
Commons Registration search (CON29):- Fees for the provision of information on common land and village greens (VAT charged on top of fee)	D	£29.00	-	-	-
Commons Registration - Search of Common Land registers for grazing rights.	D	£29.00	-	-	-
Commons Registration:- Fees for the provision of a copy of the register.	D	£14.00	-	-	-
Commons Registration:- Fees for the provision of a map of Common Land	D	£7.00	-	-	-
Commons Registration - Creation of a right of common under Section 6 of the 2006 Act, resulting in the registration of new common land	S	£0.00	-	-	-
Commons Registration - Creation of a right of common over existing common land	D	£272.80	-	-	-
Commons Registration - Variation of a right of common	D	£272.80	-	-	-
Commons Registration - Variation of a right of common resulting in the registration of new common land	S	£0.00	-	-	-
Commons Registration - Apportionment of a right of common	D	£272.80	-	-	-
Commons Registration - Attachment of a right of common	S	£0.00	-	-	-
Commons Registration - Re-allocation of attached rights	D	£272.80	-	-	-
Commons Registration - Transfer of a right in gross	D	£110.70	-	-	-
Commons Registration - Surrender or extinguishment of a right of common	D	£221.10	-	-	-
Commons Registration - Statutory disposition pursuant to section 14 of the 2006 Act (including the exchange of land for land subject to a statutory disposition)	D	£409.20	-	-	-
Commons Registration - Registration of a new town or village green other than by the owner	S	£0.00	-	-	-
Commons Registration - Registration of a new town or village green by the owner	S	£0.00	-	-	-
Commons Registration - Correction, for the purpose of section 19(2)(a) (of a mistake made by the registration authority) and 19 (2)(c) removing a duplicate entry from the register	S	£0.00	-	-	-
Commons Registration - Correction, for a purpose described in section 19(2)(b) or (e)	D	£272.80	-	-	-
Commons Registration - Correction, for a purpose described in section 19(2)(d)	D	£47.30	-	-	-
Commons Registration - Severance by transfer to public bodies	D	£220.00	-	-	-
Commons Registration - Severance authorised by order	D	£220.00	-	-	-
Commons Registration - Non-registration of common land or town or village green	S	£0.00	-	-	-
Commons Registration - Waste land of a manor not registered as common land	S	£0.00	-	-	-
Commons Registration - Town or village green wrongly registered as common land	S	£0.00	-	-	-
Commons Registration - Deregistration of certain land registered as common land or as a town or village green	D	£1,355.00	-	-	-
Commons Registration - Historic Creation of a right of common	D	£519.00	-	-	-
Commons Registration - Historic Surrender or extinguishment of a right of common.	D	£273.00	-	-	-
Commons Registration - Historic Variation of a right of common	D	£487.00	-	-	-
Commons Registration - Historic Apportionment of a right of common (to facilitate any other purpose)	D	£432.00	-	-	-
Commons Registration - Historic Severance of a right of common	D	£273.00	-	-	-
Commons Registration - Historic Transfer of a right in gross	D	£273.00	-	-	-
Commons Registration - Historic Statutory disposition (including the exchange of land for land subject to a statutory disposition)	D	£487.00	-	-	-
Commons Registration - Declaration of entitlement to exercise a right of common	D	£72.00	-	-	-
Mines & Minerals Searches	D	£54.80	-	-	-
Archaeology:- HER Searches - hourly rate	D	£80.00	-	-	-

Trading Standards

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Explosives. NOTE the Explosives and Petroleum Licences fees are Statutory and determined in early April, therefore please refer to Trading Standards Website after this date					
Explosives - new registration 5 - 250kg NEQ (1 year's duration)	S	£111.00	-	-	-
Explosives - new licence 250-2000kg NEQ (1 year's duration)	S	£189.00	-	-	-
Explosives - renewal of registration 5 - 250kg NEQ (1 year's duration)	S	£55.00	-	-	-
Explosives - renewal of registration 5 - 250kg NEQ (2 year's duration)	S	£88.00	-	-	-
Explosives - renewal of registration 5 - 250kg NEQ (3 year's duration)	S	£123.00	-	-	-
Explosives - renewal of registration 5 - 250kg NEQ (4 year's duration) NEW 22/23 Not previously included on Schedule	S	£155.00	-	-	-
Explosives - renewal of registration 5 - 250kg NEQ (5 year's duration) NEW 22/23 Not previously included on Schedule	S	£189.00	-	-	-
Explosives - renewal of licence 250-2000kg NEQ (1 year's duration)	S	£88.00	-	-	-
Explosives - renewal of licence 250-2000kg NEQ (2 year's duration)	S	£150.00	-	-	-
Explosives - renewal of licence 250-2000kg NEQ (3 year's duration)	S	£211.00	-	-	-
Explosives - renewal of licence 250-2000kg NEQ (4 year's duration) NEW 22/23 Not previously included on Schedule	S	£272.00	-	-	-
Explosives - renewal of licence 250-2000kg NEQ (5 year's duration) NEW 22/23 Not previously included on Schedule	S	£333.00	-	-	-
Explosives - amendment to licence/registration	S	£36.00	-	-	-
Explosives - all year round licence	S	£500.00	-	-	-
Petroleum Licences					
Licence/renewal for up to 2,500 litres (price pa)	S	£45.00	-	-	-
Licence/renewal for up to 50,000 litres (price pa)	S	£61.00	-	-	-
Licence/renewal for over 50,000 litres (price pa)	S	£128.00	-	-	-
Transfer of Licence	S	£8.00	-	-	-
Conveyancing fees (VAT to be added at standard rate)	D	£79.00	-	-	-
General (hourly rate)					
Trading Standards Business Advice & Training	D	£79.00	-	-	-
Primary Authority	D	£79.00	-	-	-
Safety at Sports Grounds (Special Safety Certificate)	D	£79.00	-	-	-
Special Weighing & Measuring Equipment - Weights & Measures Testing Fees can be found on the Council website					
Calibration Charges will include Test And Report (price in per hour)	D	£94.80	-	-	-
Weighing Instruments (price in per hour)	D	£94.80	-	-	-
Measuring Equipment (price in per hour)	D	£94.80	-	-	-

Markets

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Markets					
Workington (Wednesday & Saturday)					
Regular/Casual (per stall) - Using provided stall	D	£15.00	-	-	-
Keswick					
<i>Saturday market</i>					
Regular/Casual (per stall) - Using provided stall	D	£43.00	-	-	-
<i>Thursday market</i>					
Regular/Casual (per stall) - Using provided stall	D	£35.00	-	-	-
Silloth (Thursday)					
Regular/Casual (per stall) - Using own stall	D	£2.00	-	-	-
Wigton (Friday)					
Regular/Casual (per stall) - Using provided stall	D	£14.00	-	-	-
Cockermouth (Friday)					
Regular/Casual (per stall) - Using provided stall	D	£17.00	-	-	-
Exhibitions					
Vans per day	D	POA	-	-	-
Whitehaven (Thursday & Saturday)					
Regular (Standard 3x3m stall)	D	£15.00	-	-	-
Casual (Standard 3x3 stall)	D	£21.00	-	-	-
Non-standard stalls per metre casual	D	£6.00	-	-	-
Non-standard stalls per metre length	D	£8.00	-	-	-
Egremont & Cleator Moor (Friday)					
Regular (Standard 3x4m pitch)	D	£21.00	-	-	-
Casual (Standard 3x4 pitch)	D	£29.00	-	-	-
Non-standard stalls per metre casual	D	£6.00	-	-	-
Non-standard stalls per metre length	D	£8.00	-	-	-
Miscellaneous Market Charges (Whitehaven, Egremont & Cleator Moor only)					
Introductory Fee First Month	D	-	£44.00	-	-
Young Entrepreneurs	D	-	FOC	-	-
Themed Markets	D	-	£18.00	-	-
Hire of stalls for festivals on request	D	-	£13.00	-	-

Car Parks

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Carlisle					
West Walls					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.30	-	-	-
2 to 3 hours	D	£2.90	-	-	-
3 to 4 hours	D	£3.50	-	-	-
4 to 9.5 hours	D	£4.40	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
Civic Centre					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.30	-	-	-
2 to 3 hours	D	£2.90	-	-	-
3 to 4 hours	D	£3.50	-	-	-
4 to 9.5 hours	D	£10.70	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
Bits Park					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.30	-	-	-
2 to 3 hours	D	£2.90	-	-	-
3 to 4 hours	D	£3.50	-	-	-
4 to 9.5 hours	D	£5.50	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
Lowther Street					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.30	-	-	-
2 to 3 hours	D	£2.90	-	-	-
3 to 4 hours	D	£3.50	-	-	-
4 to 9.5 hours	D	£5.50	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
Paddy's Market					
All day tariff	D	£2.80	-	-	-
Monday to Friday annual permit	D	£266.92	-	-	-
Monday to Friday monthly permit	D	£29.88	-	-	-
Monday to Saturday annual permit	D	£319.50	-	-	-
Monday to Saturday monthly permit	D	£31.34	-	-	-
Monday to Sunday annual permit	D	£373.11	-	-	-
Monday to Sunday monthly permit	D	£35.89	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
The Sands/Swift Bank					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.30	-	-	-
2 to 3 hours	D	£2.70	-	-	-
3 to 4 hours	D	£3.20	-	-	-
4-9.5 hours	D	£3.80	-	-	-
Early Bird - Pay before 10.30am for the early bird price to park all day Monday to Friday only	D	£2.80	-	-	-
Minibuses (Sands Car Park only)	D	£3.80 All day	-	-	-
Monday to Friday annual permit	D	£580.04	-	-	-
Monday to Friday monthly permit	D	£57.69	-	-	-
Monday to Saturday annual permit	D	£695.45	-	-	-
Monday to Saturday monthly permit	D	£65.33	-	-	-
Monday to Sunday annual permit	D	£810.86	-	-	-
Monday to Sunday monthly permit	D	£76.06	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
Viaduct					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.30	-	-	-
2 to 3 hours	D	£2.60	-	-	-
3 to 4 hours	D	£3.00	-	-	-
4 to 9.5 hours	D	£3.80	-	-	-
Early Bird - Pay before 10.30am for the early bird price to park all day Monday to Friday only	D	£3.10	-	-	-
Monday to Friday annual permit	D	£512.06	-	-	-
Monday to Friday monthly permit	D	£50.48	-	-	-
Monday to Saturday annual permit	D	£614.08	-	-	-
Monday to Saturday monthly permit	D	£58.12	-	-	-
Monday to Sunday annual permit	D	£716.10	-	-	-
Monday to Sunday monthly permit	D	£67.82	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
Caldew Riverside					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.20	-	-	-
2 to 3 hours	D	£2.60	-	-	-
3 to 9.5 hours	D	£3.00	-	-	-
Monday to Friday annual permit	D	£293.70	-	-	-
Monday to Friday monthly permit	D	£31.94	-	-	-
Monday to Saturday annual permit	D	£352.46	-	-	-
Monday to Saturday monthly permit	D	£34.43	-	-	-
Monday to Sunday annual permit	D	£410.19	-	-	-
Monday to Sunday monthly permit	D	£40.01	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-

Car Parks continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Castle					
Up to 1 hour	D	£1.40	-	-	-
1 to 2 hours	D	£2.20	-	-	-
2 to 3 hours	D	£2.60	-	-	-
3 to 9.5 hours	D	£3.00	-	-	-
Minibuses, Campers, Motor Homes, Caravans and Motor Caravans	D	£3.80 All day	-	-	-
Monday to Friday annual permit	D	£266.92	-	-	-
Monday to Friday monthly permit	D	£29.88	-	-	-
Monday to Saturday annual permit	D	£319.50	-	-	-
Monday to Saturday monthly permit	D	£31.34	-	-	-
Monday to Sunday annual permit	D	£373.11	-	-	-
Monday to Sunday monthly permit	D	£35.89	-	-	-
Car Park Charging for Alternative Uses - Essential/Trading at current rate	D	POA	-	-	-
County Councils office car park CA1 1SL					
6pm on Friday to Midnight on Sunday (including public & bank holidays):					
Up to 1 hour	D	£1.00	-	-	-
1-2 hours	D	£1.60	-	-	-
2-3 hours	D	£2.10	-	-	-
3-4 hours	D	£2.50	-	-	-
4-6 hours	D	£3.00	-	-	-
All day	D	£3.50	-	-	-
Any period between 6pm and midnight and midnight and 8am - Free	D	£0.00	-	-	-
Blue badge holders:- Free for first 3 hours (no return within 1 hour of waiting) Any additional waiting to be paid for in accordance with the charges outlined above	D	N/A	-	-	-
Annual parking permit	D	£350.00	-	-	-
Cecil Street car park, Carlisle CA1 1NT					
All day, Monday to Sunday (i.e. 24 hours) (including public and bank holidays)					
Up to 1 hour	D	£1.00	-	-	-
1-2 hours	D	£1.60	-	-	-
2-3 hours	D	£2.10	-	-	-
3-4 hours	D	£2.50	-	-	-
4-6 hours	D	£3.00	-	-	-
All day	D	£3.50	-	-	-
Any period between 6pm and midnight and midnight and 8am - Free	D	£0.00	-	-	-
Blue badge holders:- Free for first 3 hours (no return within 1 hour of waiting) Any additional waiting to be paid for in accordance with the charges outlined above	D	N/A	-	-	-
Citadel car park, Carlisle					
All day, Monday to Sunday (i.e. 24 hours) (including public and bank holidays)					
Up to 1 hour	D	£1.10	-	-	-
1-2 hours	D	£1.90	-	-	-
2-3 hours	D	£2.60	-	-	-
3-4 hours	D	£3.10	-	-	-
4-6 hours	D	£5.10	-	-	-
All day (between 08:00 hours and 18:00 hours each day)	D	£10.00	-	-	-
Any 24 hour period	D	£15.00	-	-	-
Blue badge holders:- Free for first 3 hours (no return within 1 hour of waiting) Any additional waiting to be paid for in accordance with the charges outlined above	D	N/A	-	-	-
Talkin Tarn					
Up to 1 hour	D	£1.30	-	-	-
1 hour +	D	£2.40	-	-	-
Minibuses	D	£4.70	-	-	-
Coaches	D	£5.90	-	-	-
Annual membership parking permit	D	£60.00	-	-	-
Workington					
Uldale Street & Ladies Walk - Workington (Short stay)					
7.00 am to 7.00pm on all days					
Up to 1 hour	D	£1.80	-	-	-
Up to 1.5 hours	D	£2.90	-	-	-
Up to 2 hours (max.)	D	£4.10	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Elizabeth Street, Brow Top & former lorry park, Central Station and Allerdale House - Workington (Long stay)					
7.00 am to 7.00pm on all days					
Up to 2 hours	D	£2.90	-	-	-
Up to 4 hours	D	£4.10	-	-	-
Up to 6 hours	D	£4.70	-	-	-
Up to 12 hours	D	£5.90	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Workington parking permit (on long stay car parks ONLY) <i>Payment periods - 1 month, 3 month, 6 month and 12 month are available as a simple divisible</i>	D	£291.00	-	-	-
Discount permits - 12 Month charge	D	£70.00	-	-	-
Discount permits - 6 Month	D	£35.00	-	-	-
Workington Multi Storey Car Park					
7.00 am to 7.00pm on all days					
Per each hour parking	D	£1.50	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£2.70	-	-	-
Cockermouth					
Fairfield (Short stay)					
7.00 am to 7.00pm on all days					
Up to 1 hour	D	£1.40	-	-	-
Up to 1.5 hours	D	£2.30	-	-	-
Up to 2 hours (max.)	D	£2.80	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-

Car Parks continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Bitterbeck, Riverside, Sullart Street and Memorial Gardens (Long stay)					
7.00 am to 7.00pm on all days					
Up to 0.5 hour	D	£0.90	-	-	-
Up to 1 hour	D	£1.40	-	-	-
Up to 2 hours	D	£2.80	-	-	-
Up to 4 hours	D	£4.50	-	-	-
Up to 6 hours	D	£4.70	-	-	-
Up to 12 hours	D	£5.20	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Cockermouth parking permit (on long stay car parks ONLY) <i>Payment periods - 1 month, 3 month, 6 month and 12 month are available as a simple divisible</i>	D	£276.00	-	-	-
Discount permits - 12 Month	D	£70.00	-	-	-
Discount permits - 6 Month	D	£35.00	-	-	-
Wigton					
Water Street (Long stay)					
7.00 am to 7.00pm on all days					
Up to 0.5 hour	D	£0.60	-	-	-
Up to 1 hour	D	£1.10	-	-	-
Up to 2 hours	D	£1.60	-	-	-
Up to 4 hours	D	£2.60	-	-	-
Up to 6 hours	D	£2.90	-	-	-
Up to 12 hours	D	£3.60	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Wigton parking permit <i>Payment periods - 1 month, 3 month, 6 month and 12 month are available as a simple divisible</i>	D	£200.00	-	-	-
Discount permits - 12 Month charge	D	£70.00	-	-	-
Discount permits - 6 Month	D	£35.00	-	-	-
Keswick					
Bell Close (Short stay)					
7.00 am to 7.00pm on all days					
Up to 0.5 hour	D	£0.60	-	-	-
Up to 1 hour	D	£1.80	-	-	-
Up to 2 hours	D	£3.50	-	-	-
Up to 3 hours (max.)	D	£5.90	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Central and Otley Road (Long stay)					
7.00 am to 7.00pm on all days					
Up to 2 hours	D	£3.50	-	-	-
Up to 3 hours	D	£5.90	-	-	-
Up to 6 hours	D	£8.20	-	-	-
Up to 12 hours	D	£10.40	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Discount permits - 12 Month charge	D	£70.00	-	-	-
Discount permits - 6 Month	D	£35.00	-	-	-
Lakeside (Long stay)					
7.00 am to 7.00pm on all days					
Up to 2 hours	D	£3.50	-	-	-
Up to 3 hours	D	£5.90	-	-	-
Up to 6 hours	D	£8.20	-	-	-
Up to 12 hours	D	£10.40	-	-	-
Overnight charge (7.00pm to 7.00am the following day)	D	£1.00	-	-	-
Coaches	D	£20.00	-	-	-
Keswick parking permit (on long stay car parks ONLY) <i>Payment periods - 1 month, 3 month, 6 month and 12 month are available as a simple divisible</i>	D	£347.00	-	-	-
Discount permits - 12 Month charge	D	£70.00	-	-	-
Discount permits - 6 Month	D	£35.00	-	-	-
Maryport					
Maryport parking permit (on long stay car parks ONLY) <i>Payment periods - 1 month, 3 month, 6 month and 12 month are available as a simple divisible</i>	D	£116.00	-	-	-
Discount permits - 12 Month charge	D	£70.00	-	-	-
Discount permits - 6 Month	D	£35.00	-	-	-
All Town Permit					
All town parking permit - includes Workington, Maryport, Wigton & Keswick long stay car parks only <i>Payment periods - 1 month, 3 month, 6 month and 12 month are available as a simple divisible</i>	D	£462.00	-	-	-
Whitehaven					
School House Lane & Senhouse Street					
Up to 1 hour	D	£1.50	-	-	-
Up to 2 hours	D	£2.50	-	-	-
Up to 5 hours	D	£3.50	-	-	-
Up to 12 hours	D	£5.00	-	-	-
Up to 24 hours	D	£6.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Monthly permit (payment by direct debit)	D	£90.00	-	-	-
Monthly permit (payment by non-direct debit methods)	D	£95.00	-	-	-
Annual Permit	D	£990.00	-	-	-
Sports centre					
Up to 2 hours	D	£2.60	-	-	-
Up to 3 hours	D	£3.50	-	-	-
Up to 5 hours	D	£4.00	-	-	-
Up to 24 hours	D	£6.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
North Shore					
Up to 3 hours	D	£2.00	-	-	-
Up to 5 hours	D	£3.00	-	-	-
Up to 12 hours	D	£5.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-

Car Parks continued

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Copeland Centre (Weekends only)					
Up to 5 hours	D	£4.00	-	-	-
Up to 24 hours	D	£6.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Beacon					
Up to 0.5 hour	D	£0.90	-	-	-
Up to 1 hour	D	£1.60	-	-	-
Up to 2 hours	D	£2.70	-	-	-
Up to 3 hours	D	£3.60	-	-	-
Up to 4 hours	D	£4.20	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Civic Hall					
Monthly permit (payment by direct debit)	D	£90.00	-	-	-
Monthly permit(payment by non-direct debit methods)	D	£95.00	-	-	-
Annual permit	D	£990.00	-	-	-
Egremont					
Chapel Street & Beck Green					
Up to 0.5 hour	D	£0.80	-	-	-
Up to 3 hours	D	£2.00	-	-	-
Up to 5 hours	D	£3.00	-	-	-
Up to 12 hours	D	£5.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Monthly permit (payment by direct debit)	D	£80.00	-	-	-
Monthly permit (payment by non-direct debit methods)	D	£85.00	-	-	-
Annual Permit	D	£880.00	-	-	-
St Bees					
Up to 1 hr	D	£1.50	-	-	-
Up to 2 hrs	D	£2.40	-	-	-
Up to 4 hrs	D	£3.20	-	-	-
7 day permit	D	£30.00	-	-	-
Eskdale					
Smithy Brow & Moorhead					
Up to 5 hours	D	£3.00	-	-	-
Up to 12 hours	D	£5.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Millom					
Lancashire Road					
Up to 5 hours	D	£3.00	-	-	-
Up to 12 hours	D	£5.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Cleator Moor					
The Square & Jacktrees Road					
Up to 5 hours	D	£3.00	-	-	-
Up to 12 hours	D	£5.00	-	-	-
Campervan over night charge	D	£8.00	-	-	-
Miscellaneous Parking Costs					
Reserved Parking Spaces					
12 Month charge	D	-	-	£526.00	-
6 Month	D	-	-	£264.00	-
Charge for additional permits	D	-	-	£15.00	-
Reserved parking spaces - 12 Month charge	D	-	-	£579.00	-
Reserved parking spaces - 6 Month	D	-	-	£290.00	-
Reserved parking spaces - Charge for additional permits	D	-	-	£17.00	-
Commercial Permits					
12 Month charge	D	-	-	£526.00	-
6 Month	D	-	-	£264.00	-
Charge for creation of permit	D	-	-	£1.00	-
Trade/Display Vehicles					
Trade/Display Vehicles	D	POA	-	-	-
Penalty Notices					
Lower level - If paid within 14 days	S	£25.00	-	-	-
Lower level - If paid within 15 days and service of notice to owner	S	£50.00	-	-	-
Lower level - If paid between service of notice to owner and service of charge certificate	S	£50.00	-	-	-
Lower level - If paid after service of charge certificate	S	£75.00	-	-	-
Higher level - If paid within 14 days	S	£35.00	-	-	-
Higher level - If paid within 15 days and service of notice to owner	S	£70.00	-	-	-
Higher level - If paid between service of notice to owner and service of charge certificate	S	£70.00	-	-	-
Higher level - If paid after service of charge certificate	S	£105.00	-	-	-
Commercial Permits - 6 Month	D	-	-	£290.00	-
Commercial Permits - Charge for creation of permit	D	-	-	£1.00	-
Trade/Display Vehicles (mobile bank units etc)	D	-	-	POA	-
EV Charging points within Off Street Pay and Display car parks					
EV Charging points within Off Street Pay and Display car parks (rate per KWh) NEW 22/23	D	Energy costs are variable in year and the rate per KWh chargeable will be displayed at charging points	-	-	-

Talkin Tarn

Description	*	Harmonised	Copeland Non-harmonised	Allerdale Non-harmonised	Carlisle Non-harmonised
		2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)	2023/24 Fee Including VAT (if applicable)
Hire Fees					
Education Cabin Hire (per half day)	D	£39.00	-	-	-
Education Cabin Hire (per full day)	D	£74.00	-	-	-
Education Cabin Hire (per hour - min charge 2 hours)	D	£9.00	-	-	-
The Alex Boathouse Hire	D	15% of any takings	-	-	-
Permits					
Water Sports Day Permit	D	£10.00	-	-	-
Annual Water Sport Permit - Groups	D	£452.00	-	-	-
Annual Water Sport Permit - Individuals	D	£155.00	-	-	-
Fishing Permit (adult per day)	D	£4.00	-	-	-
Fishing Permit (child per day)	D	£3.00	-	-	-
Fishing Permit (Annual permit)	D	£41.00	-	-	-
Annual Registration Fee for Swimming (adult)	D	£14.00	-	-	-
Visitor Registration Fee for Swimming (2 week pass)	D	£5.00	-	-	-
Day Permit - Stand up Paddle Board, Canoe, Kayak	D	£4.00	-	-	-
Annual Permit - Stand up Paddle Board, Canoe, Kayak	D	£73.00	-	-	-
Camping (private, insured groups) - per person per night	D	£3.00	-	-	-

Carlisle City Centre

Description	*	Harmonised	Copeland	Allerdale	Carlisle
		2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if
City Centre Promotional Booking Charges					
Events					
Charities, Education and Public Information Events	D	FOC	-	-	-
Large Commercial Markets - per day	D	£1,317.00	-	-	-
Farmers Markets (e.g. Local Traders) - per stall per day	D	£20.00	-	-	-
Large Children's Ride - per stall per day	D	£113.00	-	-	-
Small Children's Ride - per stall per day	D	£85.00	-	-	-
Commercial Promotions - daily charge per 3mx3m or 9m2 - One pitch	D	£77.00	-	-	-
Commercial Promotions - daily charge per 3mx3m or 9m2 - Two pitches	D	£154.00	-	-	-
Commercial Promotions - daily charge per 3mx3m or 9m2 - Three pitches	D	£230.00	-	-	-
Commercial Promotions - daily charge per 3mx3m or 9m2 - Four pitches	D	£306.00	-	-	-
Commercial Promotions - daily charge per 3mx3m or 9m2 - Max charge	D	£306.00	-	-	-
Large Commercial Promotions	D	£6.00	-	-	-
Commercial Promotions Cancellations and No Shows	D	Daily rate	-	-	-
Large Events - per day	D	£1,317.00	-	-	-
Pavement Cafes					
County Council administration fee payable when licence granted	D	£28.00	-	-	-
City Council administration fee, payable annually to cover up to 2 tables and 4 chairs	D	£152.00	-	-	-
City Council administration fee, payable annually to cover each additional table and 2 chairs	D	£44.00	-	-	-
City Council administration fee, payable annually to cover legal fees for preparation of licence	D	£272.00	-	-	-
City Centre Event Booking Charges					
3rd Party Hire					
Gazebo/Stall Hire (including put up and take down)	D	£65.00	-	-	-
Table	D	£7.00	-	-	-
Events					
3m x3m pitch only	D	£32.00	-	-	-
6m x3m pitch only	D	£63.00	-	-	-
table and 1 chair	D	£12.00	-	-	-
3m x 3m gazebo/stall hire (including put up and take down and pitch price), table and chair,	D	£48.00	-	-	-
6m x 3m gazebo/stall hire (including put up and take down and pitch price), table and chair,	D	£98.00	-	-	-
Contribution to generator hire - power up to 5kva	D	£12.00	-	-	-
Contribution to generator hire - power up to 10kva	D	£26.00	-	-	-

Park Events

Description	*	Harmonised	Copeland	Allerdale	Carlisle
		2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if
Low key' commercial use – Caterers selling hot & cold prepared food and drinks (e.g. burgers, pies, sandwiches etc.) - per day	D	£81.00	-	-	-
Fun Fairs - 1-10 rides/stalls per open day	D	£511.00	-	-	-
Fun Fairs - 11-15 rides/stalls per open day	D	£700.00	-	-	-
Fun Fairs - 16-20 rides/stalls per open day	D	£896.00	-	-	-
Fun Fairs - Over 20 rides/stalls per open day	D	Price by negotiation	-	-	-
Fun Fairs Building & Derigging Charges - 1-10 rides/stalls per day	D	£127.00	-	-	-
Fun Fairs Building & Derigging Charges - 11-15 rides/stalls per day	D	£176.00	-	-	-
Fun Fairs Building & Derigging Charges - 16-20 rides/stalls per day	D	£224.00	-	-	-
Fun Fairs Building & Derigging Charges - Over 20 rides/stalls per day	D	Price by negotiation	-	-	-
Not for profit, special interest events, with charitable status (proof required) where a charge is made for entry plus reinstatement costs	D	£298.00	-	-	-
Fully commercial, profit making events – e.g. Circus Shows, music concerts etc plus reinstatement costs	D	£1,462.00	-	-	-
Fully commercial, profit making events – e.g. Large scale events plus reinstatement costs	D	£1,419.00	-	-	-
Fully Commercial Events – takings from sale of consumables (additional charge)	D	£68.00	-	-	-
Commercial pitch (Catering, trade stands etc.)	D	£65 to £279	-	-	-
Charity and not for profit organisations pitch	D	£30 to £60	-	-	-

Digital Banners

Description	*	Harmonised	Copeland	Allerdale	Carlisle
		2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if	Non-harmonised 2023/24 Fee Including VAT (if
Event Asset Charges					
Digital Banner Charges					
Digital Banner commercial peak time 1 (Block bookings of the digital banner get a 10% discount on rates)	D	£241.00	-	-	-
Digital Banner commercial peak time 2 (Block bookings of the digital banner get a 10% discount on rates)	D	£276.00	-	-	-
Digital Banner commercial peak time 3 a & b (Block bookings of the digital banner get a 10% discount on rates)	D	£107.00	-	-	-
Digital Banner commercial off peak 1 to 4 (Block bookings of the digital banner get a 10% discount on rates)	D	£212.00	-	-	-
Week - 7 consecutive days (Block bookings of the digital banner get a 10% discount on rates)	D	£1,205.00	-	-	-
Tourist Information Centre Room Bookings					
Assembly room hire					
<i>N.B. The following groups and organisations get a discount of 50% for a morning or afternoon session, 30% for an evening session and 50% for double sessions including evenings will be allowed:</i>					
<i>i. Registered Charities</i>					
<i>ii. O.A.P. Groups</i>					
<i>iii. Other community groups e.g. community organisations, unemployed groups etc.</i>					
Morning Session 9:30am – 1.00pm	D	£76.00	-	-	-
Afternoon Session 1.30pm – 5.00pm	D	£76.00	-	-	-
All Day 9:30am -5.00pm	D	£152.00	-	-	-
Evening 6.30pm – 10.00pm	D	£76.00	-	-	-
Afternoon + Evening Session 1.30pm – 10.00pm	D	£152.00	-	-	-
Each additional hour	D	£28.00	-	-	-
Hourly rate	D	£33.00	-	-	-
Laptop hire	D	£5.00	-	-	-

Appendix E

Budget consultation 2023/24

The council is committed to engagement with residents and their communities. A key aspiration outlined in the Cumberland Council Plan is to “value their views and ideas and so we will work alongside residents to jointly create and design services that impact on their lives. We want our residents to be involved and feel understood at every opportunity.”

The consultation had two main areas:

- Consultees were asked about their views on the proposal to harmonise from 1 April 2023 at an average rate. The question was: Do you agree that council tax is harmonised in this way so that everyone, in the same band, pays the same amount, no matter where they live?
- The second area and question asked for views on the proposed council tax increase of 4.99%. This was split by 2.99% as a base increase and another 2% for adult social care. The question asked was: Do you agree on a rise in council tax of 4.99% to help pay for essential services that will be provided by Cumberland Council such as waste collection, adult care, children’s services and highways?

This report is based on 770 responses to Q1 and 773 responses to Q2.

The consultation is not designed to be a statistically representative sample of public opinion in Cumberland but a gauge of the opinions of those people and organisations that have chosen to participate in the process.

This report does not seek to make any recommendations: its purpose is to help inform decision makers of opinion expressed as part of this consultation.

Main consultation activity

The consultation began on 6 January 2023 and ended on 31 January 2023.

The Shadow Scrutiny Committee members were briefed on the work carried out on the budget at its meeting on 21 December 2022.

The consultation was advertised and promoted in a number of ways. These include:

- via the traditional press such as the print media, radio and television
- on the Cumberland Council social media accounts which were used for the first time now that the branding for the new council had been finalised.
- social media posts were also shared by the sovereign councils who also posted themselves.
- the consultation was also shared with staff and councillors.
- details were also sent to parish councils and partner organisations.
- to further help with the promotion of the consultation, sovereign councils used other methods such as email newsletters including the weekly Carlisle Partnership newsletter which is emailed to a wide circulation list of local

partners, posts on the Nextdoor platform, and on public display screens in their areas.

Questions and summary of responses

Q1: Do you agree that council tax is harmonised in this way so that everyone, in the same band, pays the same amount, no matter where they live?

Response	No. of responses	% of all responses
Yes	414	53.76
No	322	41.81
Don't know	34	4.41

The total number of responses to this question was 770.

Q2: Do you agree on a rise in council tax of 4.99% to help pay for essential services that will be provided by Cumberland Council such as waste collection, adult care, children's services and highways?

Response	No. of responses	% of all responses
Yes	295	38.2
No	440	56.9
Don't know	38	4.91

The total number of responses to this question was 773.

Summary of the comments received

Q1: Do you agree that council tax is harmonised in this way so that everyone, in the same band, pays the same amount, no matter where they live?

In responses to the first question on the harmonisation of council tax levels in the first year, there were 348 comments. These can be summarised as the following;

Comments that appeared most frequently:

“Prefer it was staggered over more years. It is too big a gap to bridge over one year. By doing this it will help those affected by the cost of living crisis”

“Approach is flawed as it makes no reference to what people are getting for their money.”

“Rural areas should pay less as get less services.”

“It is not fair as the people in the city get more services than those in Allerdale or Copeland”

“Not all areas get the same services – tourist areas get more than others.”

“All approaches have their issues, but this seems the fairest position to take”

“Not fair on Allerdale residents whose council tax will rise more than other areas. Why should they pay more for the same services?”

“If service combined and managed on a uniform basis then all should pay the same.”

“Should reduce bills not increase them under unitarisation, such as reducing the number of chief executives etc.”

“Worry it will push people into hardship”

Other comments

“Make more sense to increase levels for second-home owners”

“All approaches have their issues, but this seems the fairest position to take”

“Not fair on Allerdale residents whose council tax will rise more than other areas. Why should they pay more for the same services?”

“Harmonising over a longer period will confuse as people will pay different amounts.”

“Harmonising over a longer period makes it harder to justify asking government for more funding if not maximising council tax”

“Harmonising from the first year will make council’s budget position more sustainable going forward.”

“Should depend on the household and their income”

“Everyone should pay the same”

“Not taking into account those on low incomes who do not qualify for discounts”

“You should not take the average bill as a starting point but increase the lowest bill (Allerdale) by 4.99% and the others by slightly less to bring them to parity.”

“If the districts amounts are lower then they would presumably have a lower service level and therefore should have their services increased as taxes are harmonised over the same number of years.”

“Allerdale run their services efficiently and have the lowest bill, so this should be reflected and services in other areas run the same with bills reducing. Should harmonise to Allerdale’s lowest level.”

“Agree with the proposal as the government has left council finances in a poor state”

“Banding situation needs addressed”

“Some areas have traditionally had more spent on them and therefore if they want to keep these things they should pay more.”

“Need to consider the pensioners more and the hardship they face.”

“Should be set in accordance with the levels in other areas – example being the City of London.”

“Concern that the poorest will be hit hardest if based on an average.”

“Given the increasing demands on services perhaps the highest current council tax level would have been a better option”

“Save the money in other ways like councillor expenses and allowances.”

“I disagree that some people get a discount on their council tax as they still use the same services.”

“Need to consider the impact on bills of the rises due to the parish precepts and Police and Crime Commissioner.”

“Harmonisation of council tax should reflect the harmonisation of services over many years.”

“Concern that Carlisle will be used as a cash cow for Allerdale and Copeland.”

“This whole exercise is a scam to push through the siting of the GDF”

Response on behalf of Cumbria Third Sector Network

Cumbria Third Sector Network: We agree that residents across the Unitary area should pay the same

Q2: Do you agree on a rise in council tax of 4.99% to help pay for essential services that will be provided by Cumberland Council such as waste collection, adult care, children’s services and highways?

In responses to the second question on the proposed council tax rise, we received 381 comments.

Comments that appeared most frequently:

“Generally accept the need for a rise, but not this year”

“Not this year during a financial crisis”

“Cannot savings be made from the creation of the unitary authorities? Questions creation of two unitaries and argues would add further costs”

“Feels services are poor already so we should not pay more. Objects to paying more until services improve.”

“Agree in principle but lot of money wasted firefighting rather than a strategic approach to issues – not much support for cost of living crisis and need more help with holiday schemes.”

“Wages have not gone up 4.99% so why should council tax”

“In house efficiencies should be identified instead.”

“Questions the rise in councillor allowances”

“Requests more transparency in how money is spent.”

“Agree to increase if guarantee no cut in services”

“Villages are forgotten so disagree with the rise”

“I do not make use of the services provided so why should I pay more.”

Other comments summarised:

“Sadly, needs must”

“Always a difficult decision but appreciate you have to balance the budget”

“Would it be possible to charge on a household income basis?”

“Sort out town centres to be more attractive and then increase income.”

“Public services require good level of funding so people who need services continue to get them.”

“This will not make up for the money cut over last 12 years”

“Queries the recent rises for the social care levy and whether it really is 2%”

“What is meant by “essential” services and what about the other services”

“Sensible option to ensure those in need get services – and to fill gap in budget from government.”

“Everyone should have the same increase whatever their income”

“Allerdale residents are having to pay for an increase that is more than 4.99%”

“Question how this will balance the books if below inflation and concern it will still lead to reduced services.”

“Increases should be lower than 4.99%”

“Increase should be on current levels for council tax, not on the average”

“Lot of investment in other parts of Copeland and not enough in the south.”

“Fear this increase is just covering the cost of reorganisation”

“Recognises that council costs have increased with inflation and therefore this seems reasonable.”

“What would be the result if not put council tax up?”

“Think about those just about coping who do not get the help with paying their council tax”

“Hope increase in council tax will remedy the failures of the past and cuts to budgets”

“Would like to see a measurable improvement in services.”

“Why not ask people what they would like to see cut?”

“If putting health and wellbeing at heart of everything then this must happen with support for leisure facilities and using events and universities to bring in investment and people to the area”

“Should harmonise to lowest level then the 4.99% would not be so bad.”

“Try taking more money from tourists”

“Should increase by 4.99% from the three district levels, then harmonise services, then harmonise council tax.”

“Yes but council needs to demonstrate how this money is well spent.”

“Review council tax bands on properties to bring in more money.”

“Have an issue with the amount given to PCC and parish councils”

“Take action on holiday lets and small business rates relief”

“Waste services should be on a as requested basis – so garden waste is charged per bin”

“I hope you will start to support bus services in the area”

“Look to remove profit from the system by bringing contracted services back in house.”

“Aggregate services with Westmorland and Furness to save money.”

“Please ensure money is retained for community groups”

“Work smarter and more effectively to save money.”

“Can you link the increase to pay and other incentives for care workers to plug the gap in staffing?”

Response on behalf of Cumbria Third Sector Network

The Executive group of Cumbria Third Sector Network is well aware of the budgetary pressures on local authorities as the result of large cuts in funding from national government. We are therefore, somewhat reluctantly, prepared to support the proposed 4.99% increase, as we understand the challenge of maintaining essential public sector services, and the importance of those services in supporting the most vulnerable people during a cost of living crisis.

However, we are also acutely aware of the pressures on local residents during the cost of living crisis, and it is likely that many of the individual frontline voluntary and community sector organisations that make up Cumbria Third Sector Network will be opposed to increases in Council Tax, because they see the financial pressures people are under on a daily basis. Given the short time scale for consultation, we have not been able to consult with the full network membership, and are making no claim that the whole of Cumbria’s voluntary and community sector would be in favour of the council tax rise.

The disproportionately high impact of rising prices on those on the lowest incomes mean that it is essential that Council Tax Relief schemes remain available and well-advertised in order to mitigate the increase in Council Tax. We feel that it would be useful to involve people with lived experience of give feedback around how easy this support is to access, and could support that process. We would like to emphasis that the cost-of-living crisis is also having significant impacts on local voluntary and community sector organisations – an increase in demand, and an increase in running costs (such as heating costs) – but that these organisations are often not seeing an increase in their funding (and so many are unable to increase staff wages to reflect inflation).

Therefore, we would strongly urge that an increase in Council Tax is passed on, with a similar uplift in council funding (on existing grants and contracts) to the voluntary and community sector. Without such an increase, and the resulting ability to increase wages, the sustainability of the local voluntary and community sector will be undermined, staff will seek jobs in other sectors, and organisations will be unable to continue their work supporting the most vulnerable in our society.

One small opportunity to implement such support might be through the harmonisation of the discretionary element of Charitable Business Rates Relief (<https://www.gov.uk/apply-for-business-rate-relief/charitable-rate-relief>); this final 20% of business rates relief is something that has been dropped by some District Councils over recent years, and ensuring harmonisation reinstates it in full across the whole Unitary area would be a practical and technically straightforward step, which would make a real difference to small voluntary and community sector organisations facing increasing financial pressures.

This squeeze on voluntary and community sector organisations has been raised as a concern in Professor Tony Chapman's Third Sector Trends Survey, and there are also examples of good practice from other funders on how to implement such an approach, with National Lottery approaching organisations in receipt of grants to discuss how those organisations have been affected by rising costs, and what level of uplift might be required to allow projects to be delivered as planned.

We look forward to working collaboratively with the new council, and would again emphasis the opportunities that developing a new Compact together gives in building understanding and trust between organisations.

Cumberland Shadow Executive

Thursday 16 February 2023

Cumberland Schools Forum and Joint Standing Advisory Council on Religious Education (SACRE)

Report from: Cllr Elaine Lynch, Executive Member – Lifelong Learning and Development

Report Author: Daniel Barton – Assistant Director Education & Skills – Cumbria County Council

Wards: All

Key Decision: No

1.0 Purpose/Summary of report

- 1.1. To establish a Schools Forum for Cumberland in accordance with the constitution attached at Appendix 1.
- 1.2. To approve the constitution of a joint Standing Advisory Council on Religious Education ('SACRE').

2.0 Recommendation

2.1 It is recommended that the Shadow Executive

(1) Establishes the Schools Forum for Cumberland; and

(2) Constitute a joint SACRE in accordance with the constitution attached at Appendix 3 and appoint those listed at Appendix 4 as members of the SACRE.

3.0 Background and Proposals

Schools Forum

- 3.1 Each Local Authority is required by law to establish a Schools Forum. The current Cumbria Schools Forum will cease to exist on 31 March 2023 and two new Forums will be established, one for each of the two new authorities.

- 3.2 The role of the Schools Forum is summarised in the Education Skills and Funding Agency ('ESFA') Guidance 'Schools forum powers and responsibilities'. Essentially the Schools Forum has a consultative, or decision-making role (depending of the specific decision being made) in respect of schools/education financing.
- 3.3 The Schools Forum is not a committee of the Local Authority. Its membership is largely made up of senior managers/governors from schools and academies. The Schools Forums (England) Regulations 2012 ('the Regulations') provide a framework for the appointment of members but allow a considerable degree of discretion in order to accommodate local priorities and practice.
- 3.4 The membership of the Cumberland Schools Forum needs to include – school members, academy members, special school member(s), early years member(s), post 16 member(s), pupil referral unit member(s). It is proposed that there will also be representatives from the local dioceses and teaching/non-teaching professional associations. The Regulations permit some attendees from the Local Authority, but their role is largely advisory. At least two thirds of the membership must be made up of school and academy members. The balance between primary, secondary and academy members should be broadly proportionate to the pupil numbers in each category.
- 3.5 It is proposed that the Shadow Executive establishes the Schools Forum. The Forum will operate using the constitution set out in Appendix 1. Once established and quorate the Schools Forum could make changes to its membership to respond to changes to the educational landscape in its area.
- 3.6 It is proposed that, initially, the Cumberland Schools Forum should be made up of 16 school members and 6 non-school members; a proposed membership is set out at Appendix 2.
- 3.7 The Local Authority has the power to directly appoint non-school members to the Schools Forum. It can also appoint schools/academy members if an election has not been held by a prescribed dated.
- 3.8 Nominees are currently being sought to serve on the Cumberland Schools Forum. Current members of the Cumbria Schools Forum have kindly put themselves forward, but other expressions of interest are also being sought to ensure that there is representation from all education sectors.
- 3.9 If there are more nominees than members required for any group, then the Local Authority (as it stands Cumbria County Council) will support that group to hold an election (if required by the Regulations). Any

elections will be held by 31/03/23. If no elections have been held by that date, then the proposal is that Cumberland Local Authority will appoint members to the Schools Forum as required.

Standing Advisory Council for Religious Education (SACRE)

- 3.10 Section 390 of the Education Act 1996 requires a Local Authority to constitute a SACRE.
- 3.11 The role of the SACRE is to advise the Local Authority on religious worship in community schools or in foundation schools which do not have a religious character, and the religious education to be given in accordance with an agreed or other syllabus, along with other functions as set out in the Education Act 1996.
- 3.12 The membership of the SACRE is largely determined by section 390 of the Education Act 1996. There are four committees within the SACRE –
- A – Christian denominations (other than Church of England) and other faiths
 - B – Church of England
 - C – Teacher Associations
 - D – The Local Authority
- 3.13 There is currently a Cumbria wide SACRE and the proposal is that a joint SACRE will operate for Cumberland and Westmorland and Furness from 1 April 2023, initially using the constitution at Appendix 3 and with the initial membership as listed at Appendix 4.
- 3.14 The Local Authority is responsible for making appointments to SACRE in accordance with section 390 of the Education Act 1996. Members should be nominated by the groups they represent where appropriate/possible. Further members and support officers will need to be appointed/named as individuals are identified post vesting day. Currently there are no members listed in Committee D. As matters stand, the constitution (Appendix 3) asks Cumberland and Westmorland and Furness to appoint two members each. It is understood that such appointments will be made at the Councils' respective AGMs due to be held in April.
- 3.15 Constituting a joint SACRE will enable the new SACRE meetings to be regularly quorate and to have the membership required by statute.
- 3.16 Currently SACRE meetings are held as hybrid meetings, to facilitate attendance by all members. There is requirement that SACRE meetings are open to members of the public and appropriate arrangements can be made to facilitate this when required. Although the legislation doesn't specify the way/format in which a SACRE meeting should be held or voting conducted, the DFE advised (in the

context of covid) that as long as the approach is accessible to all and enables every member to fully contribute and to register their vote, remote meetings should be acceptable.

- 3.17 Once constituted a joint SACRE will be able to vote on changes to its constitution, therefore enabling the SACRE to develop to meet the needs of the Cumberland/Westmorland and Furness structure. Any changes to the constitution must be approved by the Local Authority.
- 3.18 Operating a joint SACRE will enable a seamless transition. This is particularly important, as the agreed syllabus review (which is legally required to take place every five years) is currently underway.
- 3.19 The SACRE is currently funded by the Central School Services Block, with funds allocated for expenses, administrative resources and supply teacher cover etc. It will therefore be a more efficient use of resources if a joint SACRE is established.

4.0 Consultation

- 4.1 The current Cumbria Schools Forum received reports in June and November 2022 setting out the requirement to establish a new Schools Forum in each of the two new councils from 1 April 2023.
- 4.2 The proposal to operate a joint SACRE has been discussed with the current SACRE members and is viewed as the pragmatic way forward.
- 4.3 The DfE has been informed of the proposal to operate a joint SACRE, as has the National Association of Standing Advisory Councils on Religious Education ('NASACRE'). Neither has objected to the joint SACRE.

5.0 Alternative Options

- 5.1 The Executive can:
 - Approve the proposed approach to establish a Cumberland Schools Forum from 1 April 2023; or
 - Propose an alternative approach towards the establishment of a Cumberland Schools Forum from 1 April 2023.

There is no provision in law for two or more authorities to discharge their functions jointly, for example by establishing a single joint Schools Forum with Westmorland and Furness.

- 5.2 Separate SACREs could be established for each of the new Local Authorities. However, this raises concerns (with SACRE's current membership) about securing requisite representation for all four committees. Some religious/denominational representatives cover the whole of Cumbria and as such, operating two SACREs would increase the call on their time. Operating two SACREs would increase

the expense to the public purse, as two sets of payments would be needed for administrative support and the religious education professional adviser etc.

- 5.3 Establishing two SACREs would potentially hamper the work required this academic year by the Agreed Syllabus Conference to review and issue and the agreed syllabus.

6.0 Implications

Financial, Resources and Procurement

- 6.1 The cost of support for School Forum including any expenses incurred by School Forum members is funded from the Central School Services Block (CSSB) of the Dedicated Schools Grant (DSG). In 2023/24 the proposed budget for the Cumberland School Forum is £6,353.

SACRE is also funded from the CSSB at a cost of £5,000 for all of Cumbria. The CSSB has been disaggregated on the basis of pupil numbers in maintained and academy schools resulting in a SACRE budget for Cumberland of £2,800. If the recommendation to constitute a joint SACRE is accepted each new unitary authority will be able to utilise their SACRE CSSB budget to support the joint SACRE.

SM 27.01.23

Human Resources

- 6.2 The establishment of a Schools Forum for Cumberland is necessary to support Education provision across the Cumberland Authority footprint. There are no employment issues directly for Cumbria County Council with the Forum and SACRE being representative bodies.

Should the recommendation to have a single joint SACRE not be supported, then additional administrative support would be required increasing employment liabilities. In due course should the decision be taken to merge and have a single SACRE for the county then it is likely this would be a redundancy situation for the administrative support resource.

Alice Madden, Manager – Operational Delivery, 26th January 2023

Legal

- 6.3 The functions of Cumberland Shadow Authority are set out in the Cumbria (Structural Changes) Order 2022 ('the 2022 Order') and in relevant consequential orders.

Article 7 of the Cumberland Council Constitution states that the role of the Shadow Executive is limited to functions contained in the 2022 Order.

The 2022 Order states that -

'13(1) Each shadow authority must take all such practicable steps as are necessary or expedient...

(b) to prepare the authorities for the assumption, as Cumberland Council or Westmorland and Furness Council, of local government functions and full local authority powers on 1 April 2023...'

The establishment of the Schools Forum and the SACRE are necessary preparations for the assumption of local government functions and powers from 1 April 2023.

Section 390 of the Education Act 1996 compels a Local Authority to constitute a standing advisory council on religious education ('SACRE'). A SACRE shall consist of such groups of persons appointed by the local authority members.

Section 47A of the School Standards and Framework Act 1998 states that every Local Authority must...establish for their area a body to be known as a schools forum.

SD 26/01/23

Health and Sustainability Impact Assessment

- 6.4 Have you completed a Health and Sustainability Impact Assessment?
No
- 6.5 If you have not completed an Impact Assessment, please explain your reasons: There are no direct implications associated with this report.

Equality and Diversity

- 6.6 Have you completed an Equality Impact Analysis? No

6.7 If you have not completed an Impact Analysis, please explain your reasons: There are no new implications associated with this report.

Risk Management	Consequence	Controls required
None		

Contact Officers

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Appendices Attached to this Report

Appendix No.	Name of Appendix
1	Cumberland Schools Forum Draft Constitution
2	Cumberland Schools Forum Proposed Membership
3	SACRE Constitution
4	SACRE Initial Membership

Background Documents Available

Name of Background document	Where it is available
Schools Forum Operational & Good Practice Guide – March 2021	<u>Schools forum operational and good practice guide amended March 2021.pdf</u>
Schools Forum Powers & Responsibilities	<u>Schools forums powers and responsibilities.pdf</u>

DRAFT Cumberland Schools Forum – Constitution

1. Membership

The Schools Forum will consist of the following members:

- 1.1 School Members (**must** include at least one governor and at least one headteacher/senior member of school staff)
 - 6 maintained primary school headteachers/senior members of school staff or governors
 - 1 maintained secondary school headteacher/senior member of school staff or governor
 - 5 academy (primary and secondary) headteachers/senior members of school staff or governors
 - 1 academy special school headteacher/senior member of school staff or governor)
 - 1 maintained special school headteacher/senior member of school staff or governor
 - 1 maintained nursery school headteacher/senior member of school staff or governor
 - 1 PRU representative
- 1.2 Non School Members
 - 1 teachers' professional associations
 - 1 non-teaching staff associations
 - 1 CE Diocese
 - 1 RC Diocese
 - 1 representative 16 – 19 providers
 - 1 private voluntary and independent (PVI) early years provider
- 1.3 Observer Members

Lead Member for Education, Skills and Training, Childrens' Services or Financial Planning and Assets, Education and Skills Funding Agency (ESFA).
- 1.4 Local Authority Representatives

Officers of the Local Authority can attend Schools Forum meetings but this is restricted to:

 - Director of Children and Family Wellbeing or their representative
 - Director of Resources or their representative
 - Any person invited by Schools Forum to provide financial or technical advice
 - Any person presenting a paper to Schools Forum but their ability to speak is limited to the paper they are presenting
- 1.5 Clerking

Clerking of the Schools Forum is often provided by a local authority employee or Schools Fora can consider the appointment of an independent clerk.

2. Working Groups

The Schools Forum may establish working groups. Each member of the Schools Forum will be expected to contribute to at least one of these groups but groups can also include wider representation to enable the group to give a considered view on the local authority's proposals to the School Forum.

3. Election of Members and Terms of Office

- 3.1 For any vacancy that arises, each group or constituency will determine its own procedures for nomination, which may include elections.
- 3.2 Each constituency or group is responsible for the method by which they elect and nominate their representatives.
- 3.3 Appropriate support to each group or sub-group to manage their election processes will be offered by the clerk of the Schools Forum. This may be the provision of advice, but may also consist of providing administrative support in running the elections themselves. Support will be provided in line with the Schools Forum Operational Good Practice Guide – March 2021.
- 3.4 In the event of a tie between two or more candidates, then the LA will appoint the member instead.
- 3.5 There may be occasions where a constituency is unable to nominate a representative. The local authority can set a date by which the election/nomination should take place by and must appoint the member if the election has not taken place by that date. The person appointed should be a member of the relevant group.
- 3.6 The term of office is attached to the office and not the person. The usual term of office will be for a period of up to 2 years (to be reviewed).
- 3.7 A member's appointment will end before the expiry of his/her term of membership if that member resigns or no longer holds the office by which they became eligible for election, selection or appointment to the forum. If a member moves to a school within the same constituency, he/she will remain a member of the forum. However, if the member moves to a school in a different constituency, or no longer works in the LA area, that member will cease to be a member of the forum. Vacancies will be filled in line with the nomination and election process for the relevant constituency.
- 3.8 The LA will appoint non-school members who will be nominated by the relevant body. The LA will inform all represented bodies of the details of any non-schools member appointed to the forum within one month of such an appointment. This should be done when initially constituting the forum, and after the appointment of any new or replacement member.
- 3.9 There will be no maximum number of consecutive periods of membership.

4. Appointment of Chair and Vice Chair

- 4.1 The Chair and Vice Chair of the Schools Forum will be elected from among the members by a majority vote, but may not be an elected member or officer of the LA.
- 4.2 The Chair and Vice Chair will be elected annually at the first meeting of the financial year.
- 4.3 A Chair or Vice Chair may stand for re-election in successive years.

5. Quorum

- 5.1 The quorum shall be 40% of the current membership of the forum, excluding vacancies but including substitutes.
- 5.2 Being inquorate will not prevent a meeting from taking place however, the Schools Forum will not legally be able to take decisions. An inquorate meeting can respond to consultation and give views to the LA.

6. Voting

- 6.1 Decisions will be taken after full discussion and by a simple majority by a show of hands unless any one member requires a secret ballot. Decisions of the Schools Forum may only be rescinded at a subsequent quorate meeting.
- 6.2 School members will vote, by sector, on the level of delegation to schools.
- 6.3 Maintained primary school members will vote on levels of delegation for primary schools which will then be binding on all maintained schools within that sector.
- 6.4 Maintained secondary schools will vote on levels of delegation for secondary schools which will then be binding on all maintained schools within that sector.
- 6.5 Academies and special schools are not able to de-delegate in this way.
- 6.6 In the event of a tied vote the Chair will have a second or casting vote except for when voting, by sector, on the level of delegation to schools. In the event of a tied vote on the level of delegation to schools – action will need to be decided.

7. Substitutes

If elected, members should, wherever possible, attend all meetings. If a member is unable to attend, he/she should seek to secure an appropriate substitute to attend the meeting on their behalf. Appropriate being a headteacher/senior member of school staff or a governor from the same constituency. Substitute members will count as part of the quorum. Substitutes attending in place of members should not become the norm.

8. Clerk

To be provided by the Local Authority, or appointed externally.

9. Frequency and Pattern of Meetings

- 9.1 There will be a minimum of 4 meetings each year. The forum may wish to arrange additional meetings eg. to discuss budget issues in the autumn term; or it may wish to set up committees or sub-groups to consider specific issues.
- 9.2 Meetings can be held remotely; this includes telephone conferencing, video conferencing, live webcast and live interactive streaming.
- 9.3 Unscheduled or extraordinary meetings may be called to consider urgent business.
- 9.4 Alternatively, if it is not possible to schedule an additional meeting, a process such as clearance by email correspondence, allowing all Forum members to have an opportunity to participate, can be used.
- 9.5 The Chair cannot take a decision on behalf of the Schools Forum however, should an urgent issue arise which needs an immediate decision, the Chair will have the power to give the LA a view on the issue.
- 9.6 There is a requirement that meetings of the Schools Forum will be public meetings.

10. Exclusion of Access by the Public to Meetings

- 10.1 Schools Forum meetings will be open to the public. Papers, agendas and minutes will be publicly available on the LA website in advance of each meeting (add link to page here).
- 10.2 The public must be excluded from meetings whenever it is likely, in the view of the nature of the proceedings, that confidential or exempt information would be disclosed.
- 10.3 Confidential information means information given to the LA by a government department on terms which forbid its public disclosure or information which cannot be publicly disclosed by court order.
- 10.4 Exempt information means information falling within (*number to be added in line with Cumberland Council constitution*) categories as set out in the LA constitution.

11. Expenses

- 11.1 School members and non-school members will be entitled to claim reasonable travelling expenses.
- 11.2 Members of the Schools Forum will also be eligible to claim reasonable reimbursement for additional costs such as childcare costs, loss of earnings or

costs incurred at school due to absence. Should the need arise, the definition of reasonable will be determined by the Chair on the advice of the Director of Children and Family Wellbeing.

11.3 Such costs will not be paid to LA Councillors who have a separate expenses system.

12. Declarations of Interest

Members of the Schools Forum will declare an interest in any individual proposal which directly affects a school at which they are employed, or at which they are a governor. In these circumstances members may participate fully in the discussion and any subsequent decision. However, where a member might have a pecuniary interest in any decision made they shall withdraw from the meeting, taking no part in the discussion and any subsequent decision.

13. Schools Forum Powers and Responsibilities

The schools forum powers and responsibilities are set out in a separate document, published by the Education and Skills Funding Agency.

[2021 Schools forums powers and responsibilities.pdf](#)



2021_Schools_forum
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E&S/NS
November 2022

Proposed membership of Cumberland Schools Forum

Schools and Academy Members	Number of Members	Expression of Interest
Maintained Primary Schools	6	1. 2. 3. 4. 5. 6.
Maintained Secondary Schools	1	1.
Academy		
- Primary	1	1.
- Secondary	4	1. 2. 3. 4.
- Special	1	1
Maintained Nursery	1	1.
Special Schools	1	1.
PRUs	1	1.
Total	16	
Non-School Members	Number of Members	Expression of Interest
CE Diocese	1	1.
RC Diocese	1	1.
16-19 Providers	1	1.
EY/PVIs	1	1.
Teaching Associations	1	1.
Non-Teaching Associations	1	1.
Total	6	
Total Members	22	



CUMBRIA STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE)

Constitution

Our aim is to enrich the quality of learning in religious education and collective worship for all Cumbrian pupils

February 2023

1. The Duties of the Local Authority:

Establishing a SACRE has been a legal requirement for every Local Authority (LA) since 1988. The LA is legally obliged to ensure:

- that there is a functioning SACRE with all four committees represented
- that there is professional and financial support in place for SACRE to carry out its duties
- that there is an Agreed Syllabus for RE which is reviewed at least once every five years
- that it consults with SACRE on any issues to do with RE and collective worship
- that it takes note of, and responds to, any advice it receives from SACRE

2. The Duties of Cumbria SACRE are to:

- Provide advice to the LA and schools on collective worship and RE in accordance with the agreed syllabus.
- Advise the LA on how to monitor the provision and quality of collective worship and RE in Cumbrian community schools and foundation schools without a religious character.
- Advise the LA on any complaints concerning RE or collective worship.
- Consider any requests from community schools or foundation schools without a religious character to lift the legal requirement to hold a daily act of collective worship of a broadly Christian character for some or all of the pupils at that school. Such applications are to be made by the headteacher after consultation with the governing body. If SACRE agrees, the school is granted a 'determination' for five years, after which the school can reapply and the determination must be reviewed.
- Require the LA to review the agreed syllabus by convening an Agreed Syllabus Conference in accordance with the provisions of Para 3, Schedule 31 to the Education Act 1996
- Publish an annual report about its work.

3. The Membership of Cumbria SACRE:

Legally the LA is the appointing body and members are appointed to one of four committees:

- Committee A: people to represent Christian denominations and other religions as, in the opinion of the LA, appropriately reflect the principal religious traditions in the area
- Committee B: people to represent the Church of England
- Committee C: people to represent teacher's professional associations
- Committee D: people to represent the LA

Cumbria SACRE aims to have:

Committee A: Representation from Catholicism, Methodism, Quakerism, United Reformed, non-conformists, Free Churches, Churches Together and other faiths including but not limited to Buddhism, Hinduism, Judaism, Islam, and Sikhism.

Committee B: Representatives nominated by the Diocesan Board of Education (Church of England)

Committee C: Representatives nominated by teacher unions and other professional bodies

Committee D: Elected Members - two members appointed by Cumberland and two by Westmorland and Furness.

4. The Appointment of Representatives to SACRE:

Term of Office of Representative Members:

The LA appoints members of SACRE following consultation with the appropriate body. Members continue to serve until they resign in writing or the LA, following consultation with the nominating body, suspends their membership at which time they will cease to be a member of SACRE. Members who fail to attend three consecutive meetings without good reason will have their membership reviewed by the LA through the Clerk and in consultation with the appointing body who may suspend their membership.

Co-opted members:

It is open to SACRE to co-opt people who may be able to contribute to its work. Co-optees are not members of any of the four committees and do not have voting rights. Such co-options will be reviewed annually at the first meeting of the academic year.

Substitutes:

A member who is unable to attend a SACRE meeting can be represented at that meeting by a substitute from the same nominating body. The member should inform the Clerk of the name of the substitute prior to the meeting. Substitutes do not have voting rights.

5. SACRE Working Practices:

Quorum: SACRE will be quorate when at least one member of EACH of the 4 committees are present.

Appointment of Chair and Vice Chair:

The Chair and Vice-Chair of SACRE are nominated by SACRE and appointed by the LA. The appointment is for 3 years.

Working Groups/sub-committees:

SACRE can appoint sub-committees to work on particular tasks on behalf of the full SACRE. They can elect a Chair who will report the results of the work of that committee to the full SACRE.

Voting Arrangements:

As far as is practical, items will be discussed fully and issues decided by consensus. If a formal vote is necessary each of the 4 SACRE committees has one vote. It may be necessary for the four committees to meet separately to determine how their collective vote will be cast. To facilitate such a vote each committee may elect a Chair. A committee's vote will represent the majority within that committee. In any vote, a majority of 3 carries the vote but if the vote is split (2-2) the status quo applies because the Chair of SACRE doesn't have a casting vote. Co-opted members do not have a vote.

Agreed Syllabus Conference (ASC):

SACRE must convene an ASC every five years to review the agreed syllabus and where necessary produce a new agreed syllabus. The agreed syllabus is the statutory document for RE which community and foundation schools must follow. It is a long standing tradition in Cumbria that each body nominates, and the LA appoints, the same people as on SACRE.

Extraordinary Meetings:

The Clerk to SACRE, following consultation with the Chair, may convene an Extraordinary Meeting. The Clerk must always consult with the Chair if requested to do so by 5 SACRE members. At least seven days' notice must be given to members of any such meeting.

Appendix 1:**Meetings:**

Cumbria SACRE aims to meet on at least three occasions during the school year (normally one meeting per term). Non members are welcome to attend, to observe SACRE meetings.

Agenda:

Matters for the Agenda should be sent to the SACRE Clerk at least 21 days in advance of the meeting. The Agenda should be distributed at least seven working days in advance of meetings. The minutes of meetings are published on the Cumbria County Council website.

Annual report:

SACRE's annual report should be emailed to the LA, Cumbrian schools and academies, DfE and NASACRE.

Code of Conduct of members:

Cumbria SACRE encourages all of its members to:

- Attend all SACRE meetings and take a full and active part in its work and discussions.
- Appoint a substitute if unable to attend a meeting. (See Non-attendance above)
- Consult actively with the organisation you represent so that debate is fully informed.
- Listen with respect to the views of other members. Express views and opinions openly and sensitively, recognising others may have different views. Never denigrate or mock the views of others. Seek reasoned consensus where views diverge.
- Develop their understanding of the different faiths and beliefs represented in Cumbria and contribute to the wider community cohesion agenda.
- Remember that SACRE's aim is to improve the quality of provision in RE and collective worship for Cumbrian pupils.

Initial SACRE Membership (Committee D appointments needed)

Committee A:

Other Faiths/ Denominations

Sheila Gewolb - Jewish
Rashmi Manemi - Hindu
Wendy Ridley - Buddhist
Mohammed Dhalech - Muslim
Karen O'Donoghue – Baha'i
Rev David Milner - Methodist
Michael Watmough – Quaker
Jane Yates - Humanist

Committee B:

Church of England (CE)

Laura Watson
Richard Cox
Vacancy

Committee C:

Teacher Associations

James Douglas - NEU
Brian Eaton - VOICE
Katherine France - NATRE
Irene Roberts-Green - NAHT
Bernadette Little – NASUWT

Co-opted:

Georgia Prescott
Carolyn Reade
Vicky Bunter - Secondary

Clerk to SACRE

Sue McGaw (Cumberland)

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Cumberland Shadow Executive

Date 16th February 2023

Title LGR Programme Update Report

Report from: Kathryn Griffiths, Senior Manager – LGR Programme

Report Author: Kathryn Griffiths, Senior Manager – LGR Programme

Wards: All

Key Decision: No

1.0 Purpose/Summary of report

1.1. This report provides Members with an update on the Programme in place to support Local Government Reorganisation in Cumbria.

1.2. The report consists of the latest Programme Dashboard presented to the Programme Board (24 January 2023), and a summary of the Day One Board report presented to the Day One Board (24 January 2023).

2.0 Recommendation

2.1 It is recommended that the Shadow Executive:-

(1) Notes the report details and key points included in section 3 of this report.

3.0 Background and Proposals

3.1 Members have previously agreed that the format of this report and associated appendices for providing a monthly update on the progress of the LGR Programme. It shares key progress summaries considered regularly by the Programme Board and the Day One Board.

Programme Dashboard Report 24/1/23(Appendix 1)

- 3.2 The LGR Programme Board meets monthly and receives a programme dashboard report at every meeting. The Programme Board is chaired by the Programmes Senior Responsible officer and includes Chief Executives from all of the Councils and Programme Theme Leads. The dashboard provides:
- an executive summary of progress,
 - highlighted key programme milestones,
 - a position statement (updated monthly) on the LGR Implementation Reserve,
 - any items for escalation to the Programme Board,
 - key risks from across the programme,
 - a summary of all critical changes to the programme as the change control process is embedded.

Day One Board Report Summary 24/1/23 (Appendix 2)

- 3.3 The Day One Board meets weekly and is chaired by the Programme's Senior Responsible Officer and includes all technical leads and programme managers representing delivery themes from across the programme. The board is focused on delivery against the programme's critical day one requirements, needed to ensure that the new councils and the operation of their services are safe and legal on day one. Sixty-one delivery plans are in place and aligned to those requirements, incorporating key milestones, progress on delivery and flags where progress is at risk.
- 3.4 The Day One Board receives a report on progress at every meeting. This is a detailed report and reviews progress against all delivery plans (including actions, milestones and day one requirements). It assists the Board in focusing on the most critical areas. Included in this report (at Appendix 2) is the summary page of the report that includes some key performance measures for the programme:
- progress in delivering against day one requirements
 - the number of day one requirements and milestones that have been flagged (e.g. due to a decision pending or a delay due to an interdependency) or have reached their due date but are still reporting as incomplete
 - a count of the number of day one requirements across each theme and the associated milestone (Level 1, 2, 3)
 - a summary of the status updates for each of the requirements by theme
 - a snapshot of the completeness of data held across the three thousand plus action lines within all deliver plans

3.5 Key Points to Highlight from the Programme Dashboard and Day One Report Summary (24/1/2023):

- 46.8% of the programmes 1,332 milestones have now been completed, with 29 of the 212 Day 1 Requirements fulfilled and a further 34 nearing completion. A strong focus on accountability for delivery is being maintained by the Day 1 Board with the ongoing provision of support and challenge across all themes.
- Appointment to Chief Officer structures (including Section 151 and Monitoring Officers) will be finalised by the end of January 2023. Assistant Director structures are now confirmed, and internal recruitment will commence early February with appointments finalised by 10th March. The staff allocation process will be complete by the end of January and TUPE letters will start to be issued from 17th February.
- The ICT Theme has been closely monitored throughout the programme and this continues. The Microsoft Licensing Agreement is now in place and contracts have been awarded for the Adults Social Care Case Management and Finance/Charging systems. The existing County Council contract for the Highways Information Management System has been modified for implementation with a view to awarding two new contracts before Vesting Day. The contract for the Asset Management system is due to be finalised before the end of January.
- 2023/24 budgets are out to consultation and will be finalised during February; constitutions will be agreed by both Council's by the end of January; and Inter-authority agreements and service schedules for hosted services are in the process of being finalised.
- Planning for Services activity is underway and will be a focus for the next 2 months for the Cumberland and Westmorland & Furness Unitary Boards alongside the activity above.
- Both Cumberland and Westmorland & Furness Unitary Boards have been focusing on clarifying their priorities and are developing overarching delivery plans to encompass strategic activity up to and then past vesting day to support transition into the new councils.
- The Senior Responsible Officers (Chief Executive Designates and Cumbria County Council Chief Executive) are continuing to closely monitor and manage the LGR implementation reserve, challenging and prioritising the additional resource asks and it is expected that either through further challenge of the use of the reserve or

additional financial support from sovereign authorities that the required resources to deliver day 1 safe and legal will be available.

- New websites are in place for each new unitary council and are in development alongside legacy websites to ensure a consistent customer journey. Telephony solutions are in place and implementation activity is underway.
- The programmes strategic risks have seen some reduction as the likelihood of some risks occurring has reduced.

4.0 Consultation

4.1 The contents of this report respond to a Statutory Instrument which was the subject of consultation by the Government.

5.0 Alternative Options

5.1 The contents of this report details reporting mechanisms relating to progress of the LGR Programme, whilst there is a choice about how this might take place, the approach described is considered the most effective, efficient, and fitting to local circumstances.

6.0 Implications

Financial, Resources and Procurement

6.1 There are no direct implications associated with this report. Note that the programme has a Financial and Commercial Theme Board, and an implementation reserve of £18.92m.

Human Resources

6.2 There are no direct implications associated with this report. Note that the programme has Human Resources & Organisational Development Workstream as part of the Corporate & Enabling Theme.

Legal

6.3 There are no direct implications associated with this report. Note that the programme has a Legal & Democratic Services Workstream as part of the Corporate & Enabling Theme.

Health and Sustainability Impact Assessment

- 6.4 Have you completed a Health and Sustainability Impact Assessment? No
- 6.5 If you have not completed an Impact Assessment, please explain your reasons: There are no direct implications associated with this report. Assessments are being considered across the programme as it develops.

Equality and Diversity

- 6.7 Have you completed an Equality Impact Analysis? No
- 6.8 If you have not completed an Impact Analysis, please explain your reasons: There are no direct implications associated with this report. Assessments are being considered across the programme as it develops.

Contribution to Cumberland Council Plan Priorities

- 6.9 The programme is focused on the achievement of the programme objectives agreed by the seven sovereign councils. In relation to programme activity to deliver day one requirements for Cumberland Council and to plan for service transition to the Council this is all undertaken with due regard to the priorities within the Council Plan.

Risk Management	Consequence	Controls required
There is a need for a co-ordinated approach to reporting LGR Programme delivery progress to ensure effective and efficient management of the programme.	Failure to deliver statutory and key services on vesting day.	The programme governance arrangements described in this report assist in mitigating this risk.

Contact Officers

Kathryn Griffiths, Senior Manager - LGR, kathryn.griffiths@cumbria.gov.uk, 07384241477.

Appendices Attached to this Report

Appendix No.	Name of Appendix
1	LGR Programme Dashboard
2	Day One Board Report

Background Documents Available

None

 <p>Local Government Reorganisation Delivering Two New Councils for Cumbria</p>	<h2>Programme Dashboard</h2>	<p>Accountable Owner: John Metcalfe</p> <p>Responsible Owner: Kathryn Griffiths</p>	<p>Board Date:</p> <p>24-Jan-23</p>
<h3>Executive Summary</h3>			
<ol style="list-style-type: none"> 1. 48.6% (648) of the programmes 1,332 milestones have now been completed, with 29 of the 212 Day 1 Requirements fulfilled and a further 34 nearing completion. 2. Appointment to Chief Officer structures (including Section 151 and Monitoring Officers) will be finalised by the end of January. Assistant Director structures are now confirmed and internal recruitment will commence early February with appointments finalised by 10th March. This a delay on the intended timeline. The staff allocation process will be complete by the end of January and TUPE letters will start to be issued from 17th February. 3. The ICT Theme has been closely monitored throughout the programme and this continues. The Microsoft Licensing Agreement is now in place and contacts have been awarded for the Adults Social Care Case Management and Finance/Charging systems. The existing County Council contract for the Highways Information Management System has been modified for implementation with a view to awarding two new contracts before Vesting Day. The contract for the Asset Management system is due to be finalised before the end of January. 4. 2023/24 budgets are out to consultation and will be finalised during February; constitutions will be agreed by both Council's by the end of January; and Inter-authority agreements and service schedules for hosted services are in the process of being finalised. 5. Planning for Services activity is underway and will be a focus for the next 2 months for the Cumberland and Westmorland & Furness Programme Boards alongside the activity above. 6. Both Cumberland and Westmorland & Furness Programme Boards have been focusing on clarifying their priorities and are developing overarching delivery plans to encompass strategic activity upto and then past vesting day to support transition into the new council's. 7. The Senior Responsible Officers (Chief Executive Designates and Cumbria County Council Chief Executive) are continuing to closely monitor and manager the LGR implementation reserve, challenging and prioritising the additional resource asks and it is expected that either through further challenge of the use of the reserve or additional financial support from sovereign authorities that the required resources to deliver day 1 safe and legal will be available. 8. New websites are in place for each new unitary council, and are in development alongside legacy websites to ensure a consistent customer journey. Telephony solutions are in place and implementation activity is underway. 9. The programmes strategic risks have seen some reduction as the likelihood of some risks occurring has reduced. 			
<h3>Progress this period</h3>			
<ol style="list-style-type: none"> 1. 48.6% (648) of the programmes 1,332 milestones have now been completed, with 29 of the 212 Day 1 Requirements fulfilled and a further 34 nearing completion. 2. Recruitment to the Director roles, including Section 151 and Monitoring Officers, will complete with the appointment of Directors of Adult Services and Childrens Services before the end of January. Tier 3 structures have been finalised and announced on 19th January. The staff allocation process is almost complete, with a small number (less than 300) of complex roles to be allocated by the end of January. 3. The ICT Theme has been closely monitored throughout the programme and this continues. Microsoft Licensing Agreement is now in place and contacts have been awarded for the Adults Social Care Case Management and Finance/Charging systems. The existing County Council contract for the Highways Information Management System has been modified for implementation with a view to awarding two new contracts before Vesting Day. The contract for the Asset Management system is due to be finalised before the end of January. 4. Inter Authority Agreements have been drafted for hosted services, with separate agreements for Waste and Coroners Services; these are all undergoing final reviews. All services confirmed as being hosted have produced service schedules and these are undergoing legal review. 5. Both Cumberland and Westmorland & Furness Programme Boards have been focusing on clarifying their priorities and the associated resources and activities required to deliver them during the final days approaching vesting day. Each Board is developing an overarching delivery plan to encompass this and other strategic activity upto and then past vesting day to support transition into the new council's. 6. Service planning for a small number of priority services is well underway and is commencing for all remaining service areas. 7. Constitutions for each new council have been finalised through a range of working groups and shadow member engagement; and are to be agreed by each Council by the end of January. Both Council's are undergoing public consultation on their 2023/24 budgets. 8. The Senior Responsible Officers (Chief Executive Designates and Cumbria County Council Chief Executive) are continuing to closely monitor and manager the LGR implementation reserve, challenging and prioritising the additional resource asks and it is expected that either through further challenge of the use of the reserve or additional financial support from sovereign authorities that the required resources to deliver day 1 safe and legal will be available. 9. New websites are in place for each new unitary council, and are in development alongside legacy websites to ensure a consistent customer journey. Telephony solutions are in place and implementation activity is underway. 10. The programmes strategic risks have seen some reduction as the likelihood of some risks occurring has reduced. 			
<h3>4-Week Look Ahead</h3>			
<ol style="list-style-type: none"> 1. The internal appointments process for Chief Officer roles is to be finalised by end of January 2023, and the internal appointment to Assistant Director roles will be complete by 10th March. 2. Staff allocation will be finalised by the end of January and TUPE letters will start to be issued from 17th February. 3. Continued focus on ICT Theme, and contractual sign off of the final critical ICT systems; and targeting of resource on category 1 business applications. 4. Finalisation of 2023/24 budgets and medium term financial plans following consultation. 5. Planning for Services process to progress for all council services (at Assistant Director level). 6. Inter Authority agreements and supporting service schedules to be finalised and presented to Unitary Councils for approval. 7. Council constitutions for Cumberland and Westmorland & Furness to be approved by each Council. 8. Unitary Programme Board Delivery Plans fully operational and incorporating key strategic activity through to and post vesting day. 			

Key Milestones				
No.	Description	Planned Date	Forecast Date	Commentary
1	Customer & Digital: New Unitary Websites in place (Two Content Management Systems built and deployed ready for content).	07-Dec-22	07-Dec-22	Complete.
2	Customer & Digital: Rebranding of legacy websites to allow for consistent customer journey from new to legacy sites and vice versa.	31-Mar-23	31-Mar-23	Development of content for new sites ongoing.
3	Customer & Digital: Telephony Solution (Liberty Converse 'Netcall') in place to provide telephony for Customer Services on Day 1	31-Mar-23	31-Mar-23	Contractuals finalised. Implementation ongoing.
4	Strategic Commissioning: Contract Decision - Final Sign Off Complete	19-Dec-22	19-Dec-22	90% of contract decisions have now been taken. Revised end date subject to change control - forecast completion of 95% by 28/02/2023 and 100% by 31/03/2023.
5	Strategic Commissioning: Grant Decision - Final Sign Off Complete	31-Jan-23	20-Jan-23	Complete - communications issued to all grant recipients in early January 2023.
6	Human Resources / Organisational Development: TUPE Staff Allocation confirmed	30-Nov-22	31-Jan-23	The staff allocation process is nearing completion with less than 300 staff still to be allocated to one of the two unitaries or to the Fire Service. The remaining complex cases are being worked through with support from the County Council's Corporate Management Team. Change to milestone end date approved by Day 1 Board.
7	Human Resources / Organisational Development: Appointments confirmed for internally appointed Chief Officer and Statutory Roles	12-Dec-22	16-Jan-23	Internal recruitment process complete. External recruitment ongoing (see milestone below).
8	Human Resources / Organisational Development: Appointments confirmed for externally appointed Chief Officer & Statutory Roles.	08-Feb-23	08-Feb-23	The open recruitment process for the following roles is ongoing with interviews due to commence week commencing 23/01/2023: Cumberland Council • Director of Adult Social Care and Housing. • Director of Children and Family Wellbeing. Westmorland and Furness Council • Director of Adult Social Care. • Director of Children's Services.
9	Human Resources / Organisational Development: Outcome of Assistant Director structures and Managing Change Procedure consultation finalised and next steps for this process confirmed	31-Dec-22	31-Dec-22	Complete - communication issued to all staff impacted by Tier 3 recruitment process on 19 January 2023.
10	Policy and Performance: Council Plan adopted by Westmorland & Furness Shadow Authority	29-Dec-22	21-Dec-22	Complete. Council Plan approved by Shadow Authority on 19/12/22.
11	ICT: Concerto Asset Management System: Contractuals Finalised	30-Oct-22	30-Oct-22	Officer Decision Records for two new contracts with legal team for comments. Sign off due 27 January 2023.
12	ICT: Highways Information Asset Management System: Contractuals finalised	14-Nov-22	14-Nov-22	Existing County Council contract has been modified for implementation services. Two new contracts to be awarded via G-Cloud Framework 13 ahead of 1 April 2023. Date will be subject to change control.
13	ICT: Adult Social Care Finance / Charging System: Contractuals finalised	15-Nov-22	15-Nov-22	Complete - contract awarded 17/01/2023.
14	ICT: Microsoft Licensing Agreement in place	23-Dec-22	23-Dec-22	Complete. Agreements with Microsoft are in place. Implementation work is ongoing to utilise Eden and Copeland's contracts for Vesting Day.

Key Milestones (Continued)

15	Communication and Engagement: New corporate branding guidelines to be approved	31-Dec-22	31-Dec-22	Complete. Final guidelines approved and shared with all Themes.
16	Finance: Budget Consultation	31-Jan-23	31-Jan-23	Public consultation for 2023/24 budgets ongoing.
17	Finance: Budget 2023/24 agreed by Shadows and Council Tax set	27-Feb-23	10-Mar-23	To agree the Council Budgets for 2023/24 and the Medium Term Financial Plan, and recommend to Full Council for approval. Full Council dates now agreed.
18	Legal and Democratic: Westmorland and Furness Shadow Authority approval of Constitution	31-Jan-23	23-Jan-23	Constitution due to be considered by W&F Shadow Authority on 23/01/2023.
19	Legal and Democratic: Cumberland Shadow Authority approval of Constitution	10-Mar-23	26-Jan-23	Constitution due to be considered by Cumberland Shadow Authority on 26/01/2023.
20	Legal and Democratic: Complete Section 16 Agreement	20-Mar-23	20-Mar-23	Work is ongoing to identify the contracts that will be transferred under the Section 16 agreement.

Key Decisions / Issues for Escalation

No items for escalation.

Finance - Implementation Reserve to 31/12/2022 (as at 19/01/2023 report)

Budget Line	Initial Allocation (£)	Virements approved by Programme Board (£)	Updated Allocation (£)	Approved / Committed Spend to 19/01/2023 (£)	Actual Spend to 31/12/2022 (£)
Programme Management	4,400,000	455,610	4,855,610	4,855,610	2,888,225
People	1,100,000	492,500	1,592,500	1,592,500	664,559
Place	600,000	-300,777	299,223	299,223	202,193
Corporate/Enabling Services	1,100,000	1,549,595	2,649,595	2,699,195	1,092,882
Finance & Commercial	750,000	-192,315	557,685	557,685	313,571
Customer & Digital	350,000	365	715,000	715,000	190,000
ICT	4,350,000	0	4,350,000	4,263,000	2,111,677
Branding	750,000	0	750,000	750,000	27,682
Shadow Chief Exec/Member	850,000	1,063,461	1,913,461	1,913,461	873,463
Election Costs	1,200,000	-110,000	1,090,000	1,090,000	1,089,851
Contingency	3,470,000	-3,323,074	146,926	0	0
Total	18,920,000	-364,635	18,920,000	18,735,674	9,454,103
Total Funding Available	(18,920,000)		(18,920,000)	(18,920,000)	(18,920,000)
Total Funding Remaining	0		0	(184,326)	(9,465,897)

Programme Dashboard

Accountable Owner: John Metcalfe

Board Date:

Responsible Owner: Kathryn Griffiths

24-Jan-23

Key Strategic Changes (Extract from Programme Change Register)


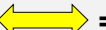

Change ID	Theme	Work Package/ Work Stream	Day 1 Requirement ID	Change Description	Impacted Areas / Comments	Change Type	Impact (1-5)	Change Status
CH - CEHROD - 11	Corporate and Enabling	HR/OD	HR-REQ-03-L1- M05	Level 1 Milestone end date change: 'TUPE Allocations Confirmed'. End date change: from: 30/11/2022 to: 31/01/2023	All services, particularly Comms & Engagement & ICT. All work packages advised of revised date.	Time	4	Change Approved
CH-CECE- 03	Corporate and Enabling	Communication s and Engagement	COMMS-REQ- 01	Day 1 Requirement end date change: 'New Council Corporate ID and branding guidelines approved (including organisational values and protocols for media, social media, events, sponsorship, signage etc)' From: 30/11/2022 To 31/12/2022	All work packages advised of revised date.	Time	5	Change Approved
CH - CELD - 25	Corporate and Enabling	Legal and Democratic	LEGAL-REQ- 36	Day 1 Requirement end date change: 'Member Democratic Services systems, templates and processes approved and in place' End date Change from 30/11/2022 to 31/1/2023	Reason- dependent upon constitution. Cumberland constitution due to be signed off 26/1/23, Westmorland and Furness 23/2/23 No impact on other areas identified, within work package only.	Time	5	Change Approved
CH - CELD - 27	Corporate and Enabling	Legal and Democratic	LEGAL-REQ- 58	New level 1 milestone under Day 1 Requirement 'Legal Agreement in place between Cumberland and Westmorland and Furness for hosted arrangements' New milestone description: IAA sign off including schedules at Shadow Authority Executive/Cabinet End date: 24/02/2023	Reason - Committee dates are now formalised and forward plan submitted All work packages advised of revised date.	Scope	4	Change Approved
CH - CELD - 32	Corporate and Enabling	Legal and Democratic	LEGAL-REQ- 47	Day 1 Requirement - Change to scope From: Members and Officers appointed to external bodies / partnerships / authorities To: Members appointed to outside bodies	Reason - Member appointments to outside bodies is the legal and dem. focus for day 1. All other areas will be picked up with individual service areas. Approach agreed with all impacted Themes (Place, People).	Scope	4	Change Approved
CH - PECH - 13	People	Children's - Education & Skills	CHIL-E&S-REQ- 54	Day 1 Requirement end date change: 'Establish a Schools Forum in each authority' End date chage from: 23/11/22 to: 28/02/23	Legal and Democratic Workstream.	Time	5	Change Approved

Key Strategic Risks

Risk ID	Risk Category	Description	Target Likelihood (1-5)	Target Impact (1-5)	Target Risk Score	Current Likelihood (1-5)	Current Impact (1-5)	Current Risk Score	Direction of Travel	Key Mitigations (Controls and Actions)
RSK - PROG - 01	Strategic	There is a risk that the programme fails to create three financially sustainable organisations (two unitary councils and PCC governed FRS) with effect from 1 April 2023	2	5	10	3	5	15	↔	Every organisation will have a Medium Term Financial Plan covering estimated revenue income and expenditure over at least the next three years. This will be informed by a clear articulation of budget disaggregation outputs and input to the development of the MTFP for all organisations. They will also have a similar plan for likely capital income and expenditure. The budget for the forthcoming year (year one of the MTFP post vesting day) will be considered in more detail, leading to the setting and approval of detailed income and expenditure budgets on a service-by-service basis. It is essential that the budget is set in accordance with the service plans and objectives for the forthcoming year and within the available financial envelope. This will be informed by the planning for services process which will take place over by the end of February providing a clear view on pressures and potential savings that will need to be made to ensure a balanced budget. There is also an ongoing dialogue with DLUHC about the potential for financial support with transitional and transformation costs in the short term
RSK - PROG - 02	Strategic	There is a risk that the financial challenges (in year and future pressures) impact on the financial assumptions on which the three organisations are developing their medium term financial plans	2	5	10	4	5	20	↔	All sovereign councils are committed to delivering a balanced budget at the end of FY22/23. This is being supported by tight financial management in current councils to remain within budget and minimise potential use of reserves to offset spending. No new spending will be initiated by existing councils without consultation with the new organisations. However, growth in demand for some services may add additional pressures on base budgets for future years and financial options will need to be developed to accommodate such growth without additional government support.
RSK - PROG - 03	Strategic	There is a risk that there are insufficient resources to deliver all of the required activities for a safe and legal Day 1 transfer and to prepare new organisations for transitional activities from Day 1.	3	4	12	4	4	16	↑	The Senior Responsible Officers (Chief Executive Designates and the Cumbria County Council Chief Executive) are reviewing current commitments for the LGR implementation reserve and it is expected that the required resources to deliver day 1 safe and legal will be available, either through further challenge of the use of the reserve or additional financial support from sovereign authorities, The above will be supported through a rigorous governance process to control spend as the programme continues to progress. This will include the completion of an Officer Decision Record requiring S151 sign-off, as well as review and approval by the 3 programme SROs. <i>Likelihood reduced from 5 to 4 in January review</i>
RSK - PROG - 04	Strategic	There is a risk that the programme fails to deliver all of the necessary activities for the safe and legal establishment of three organisations from April 1 2023 (Day 1).	2	5	10	3	5	15	↔	Day 1 activities are all mapped and set out in individual delivery plans, which are monitored weekly by the Day 1 board with support from individual theme groups. Any potential risks and issues to delivery are flagged at Day 1 board, where they are discussed and actions are agreed to remedy them. Further escalations are made to the Programme Board, where the intervention, support or steer from Sovereign Chief Execs is required. In addition there are change control mechanisms in place that allow for interdependences of activities to be considered before any planned activity is amended.
RSK - PROG - 05	Strategic	There is a risk that key service provider failures divert attention from the ability of the LGR programme to achieve delivery plans and maintain delivery of key services.	3	4	12	4	4	16	↔	Resources within the LGR team would need to be prioritised to those activities essential to reach safe and legal transition on Day 1 and away from those activities that are more about setting the organisations up to transform over the longer term. Where there is an urgent need to redirect resources, options for doing this will need to be discussed and agreed at Programme Board by sovereign chief execs.
RSK - PROG - 06	Strategic	There is a risk that current organisations need to respond to 'shocks' in their operating environment (emergency situations or industrial action) which divert attention from the ability of the LGR programme to achieve delivery plans and maintain delivery of key services.	2	5	10	3	5	15	↔	Resources within the LGR team would need to be prioritised to those activities essential to reach safe and legal transition on Day 1. Where there are emergency situations that require urgent focus, options on how to resource these (in line with current business continuity plans) and consider minimising impact to the delivery of the programme, will need to be drafted and agreed with sovereign chief execs and/or the Programme Board.

Key Strategic Risks (Continued)

Risk ID	Risk Category	Description	Target Likelihood (1-5)	Target Impact (1-5)	Target Risk Score	Current Likelihood (1-5)	Current Impact (1-5)	Current Risk Score	Direction of Travel	Key Mitigations (Controls and Actions)
RSK - PROG - 07	Strategic	There is a risk of the loss of key personnel central to the delivery of the programme prior to its completion	3	4	12	3	4	12	↑	Theme Leads will need to make sure that there are no single points of failure in the programme. The programme is working to ensure staff are given certainty around their continued employment options post vesting day as soon as possible by reviewing fixed term arrangements and finalising the staff allocations process as soon as possible. <u>Likelihood reduced from 4 to 3 in January review</u>
RSK - PROG - 08	Strategic	There is a risk that the programme fails to recruit staff to senior (Chief Officer) posts in sufficient time to influence service and budget planning	2	4	8	4	4	16	↔	Undertake recruitment process drawing from internal resources first and then external advertisement as soon as vacant positions are clear. There are national challenges to recruiting to some key statutory posts and that there is perceived to be a challenge recruiting people to Cumbria which might require other incentives to attract the right candidates.
RSK - PROG - 09	Strategic	There is a risk that suppliers (particularly ICT) fail to agree appropriate and timely terms and conditions for the provision of goods and services necessary to affect the establishment of the three organisations from Day 1	2	5	10	4	5	20	↔	Extensive legal advice has been taken on the route to market for all essential goods and services. This is informing contract negotiations however they are still being challenged by suppliers seeking to use LGR as a commercial opportunity. These will need to be considered on a case by case basis, with consideration being given to the perceived risk and merit.
RSK - PROG - 10	Strategic	There is a risk that the scale of ambition for transformation in the three organisations exceeds the capacity of the programme to provide support or build into the transitional planning that should follow Day 1	2	4	8	3	4	12	↑	SROs to keep under review the balance between activities necessary for safe and legal arrangements to be delivered on Day 1 alongside the need to plan for the transformation of all organisations post vesting day and to set in place plans to deliver that transformation in readiness for when they become operational. <u>Likelihood reduced from 4 to 3 in January review</u>
RSK - PROG - 11	Strategic	There is a risk that the programme fails to allocate staff to each organisation in a fair and proportionate manner to support their ongoing success and to properly identify how specialist roles are to be shared between the organisations	2	3	6	2	3	6	↑	The staff allocation process allows for adequate time for consultation with staff and allocations take into consideration the needs of each organisation (including identifying where specialist roles will need to be shared between organisations). Undertake recruitment process drawing from internal resources first and then external advertisement as soon as vacant positions are clear. There are national challenges to recruiting to some key statutory posts and that there is perceived to be a challenge recruiting people to Cumbria which might require other incentives to attract the right candidates. <u>Likelihood reduced from 3 to 2 in January review</u>
RSK - PROG - 12	Strategic	There is a risk that the programme fails to establish an Inter Authority Agreement between all organisations to support the basis on which many programme deliverables have been developed.	2	4	8	3	4	12	↔	Regular engagement with all stakeholders in the development of the overarching legal agreement and the associated schedules that govern each hosted service arrangement. Governance of the development of the agreements will be through the Members Implementation Board prior to final sign off by both unitary authorities. To support the development of the agreement and service schedules, additional legal resource has been procured to advise on the approach and support the drafting of the agreement and schedules, with an officer working group in place to drive the activity and support services accordingly.

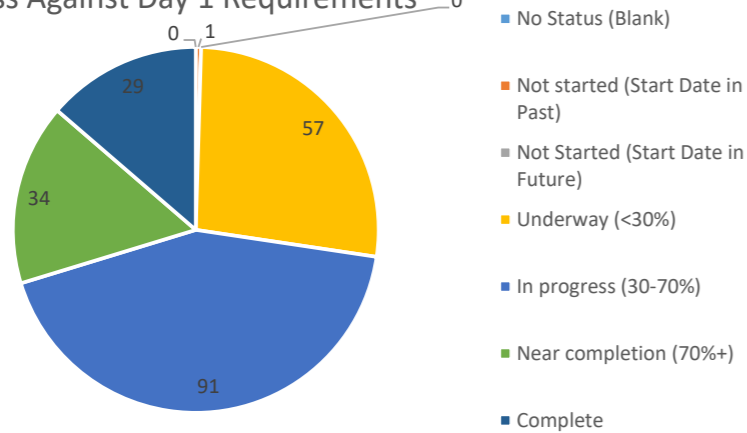
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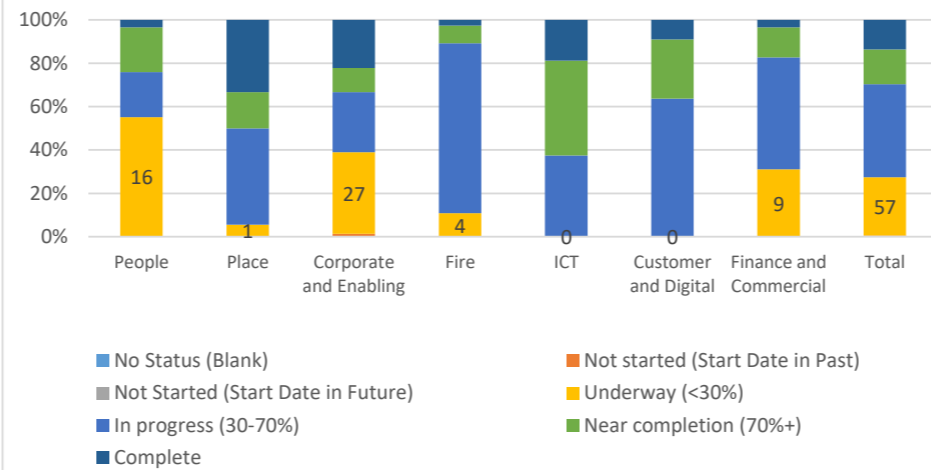
Day 1 Board report 24 January 2023

Data Date: 19/01/2023

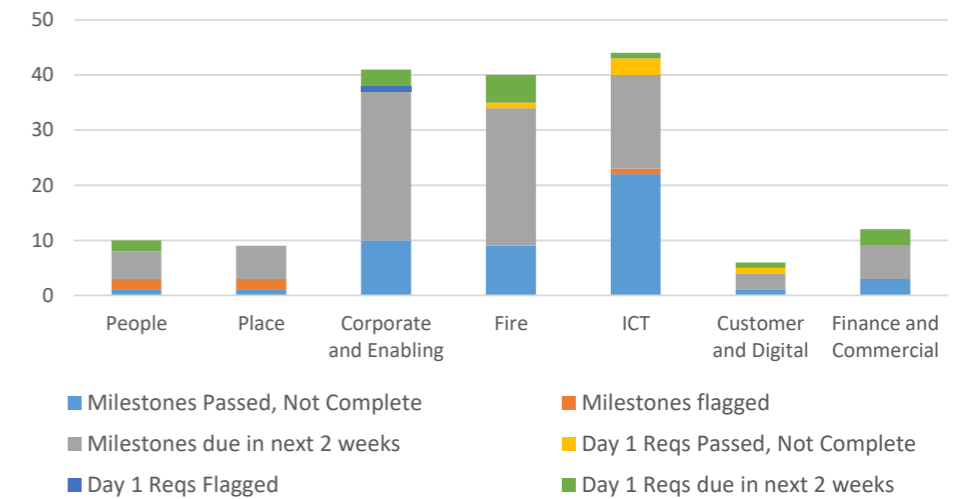
Progress Against Day 1 Requirements



Breakdown by Theme



Requirements and Milestones that are incomplete and due, flagged or upcoming



Day 1 requirements and milestone count

	People	Place	Corporate and Enabling	Fire	ICT	Customer and Digital	Finance and Commercial	Total
Day 1 requirements	29	18	72	37	16	11	29	212
L1 milestones	-	-	50	-	18	4	4	76
↳ Or Fire Board	-	-	-	51	-	-	-	51
L2 milestones	15	7	64	24	125	10	3	248
L3 milestones	83	69	226	31	443	33	72	957
	98	76	340	106	586	47	79	1332

Day 1 requirements status updates

	People	Place	Corporate and Enabling	Fire	ICT	Customer and Digital	Finance and Commercial	Total
No Status (Blank)	0	0	0	0	0	0	0	0
Not started (Start Date in Past)	0	0	1	0	0	0	0	1
Not Started (Start Date in Future)	0	0	0	0	0	0	0	0
Underway (<30%)	16	1	27	4	0	0	9	57
In progress (30-70%)	6	8	20	29	6	7	15	91
Near completion (70%+)	6	3	8	3	7	3	4	34
Complete	1	6	16	1	3	1	1	29
Post-Day 1 Requirements	0	0	0	0	0	0	0	0
	29	18	72	37	16	11	29	212

Milestone & Day 1 Requirements Summary

	People	Place	Corporate and Enabling	Fire	ICT	Customer and Digital	Finance and Commercial	Total
Milestones Complete	47	33	212	14	274	32	36	648
Milestones Complete (%)	48.0%	43.4%	62.4%	13.2%	46.8%	68.1%	45.6%	48.6%
Milestones Passed, Not Complete	1	1	10	9	22	1	3	47
Milestones flagged	2	2	0	0	1	0	0	5
Milestones due in next 2 weeks	5	6	27	25	17	3	6	89
Post-Day 1 Milestones	0	0	0	0	1	0	0	1
Day 1 Reqs Passed, Not Complete	0	0	0	1	3	1	0	5
Day 1 Reqs Flagged	0	0	1	0	0	0	0	1
Day 1 Reqs due in next 2 weeks	2	0	3	5	1	1	3	15

Actions snapshot

The Delivery plans include 4743 lines of data, of which:	Of data marked as a Day 1 Requirement or a Milestone:
93.8% have an owner	100.0% have an owner
90.3% have a start date	100.0% have a start date
91.5% have an end date	100.0% have an end date
94.7% have a status recorded	100.0% have a status recorded

Cumberland Shadow Executive

16 February 2023

Delegated authority to approve operational policies and procedures

Report from:	Cllr Mark Fryer, Leader of the Council
Report Author:	Nik Hardy, Assistant Chief Executive Designate
Wards:	All
Key Decision:	No

1.0 Purpose/Summary of report

- 1.1. The purpose of this report is to seek delegated authority from the Cumberland Shadow Executive to the Chief Executive to approve necessary operational policies and procedures prior to Vesting Day on 1 April 2023 in consultation with the relevant Portfolio Holder.

2.0 Recommendation

2.1 It is recommended that the Shadow Executive:-

- (1) Delegates authority to the Chief Executive (in consultation with the relevant Director and Portfolio Holder) to approve operational policies and procedures for the new council prior to Vesting Day on 1 April 2023.

3.0 Background and Proposals

- 3.1 The Shadow Authority must take all practicable steps as are necessary or expedient -
- To prepare for the assumption, as Cumberland Council, of local government functions and full local authority powers on 1 April 2023
 - To prepare any budgets or plans required by Cumberland Council when these functions are assumed
 - To liaise with the county council, district councils and the other shadow authority for the purpose of ensuring continuity of the delivery of public services on and after 1 April 2023.
- 3.2 As part of the Local Government Reorganisation Programme there has been a need to consider alignment of a large number of plans,

strategies, policies, schemes, procedures, and protocols of the existing councils to ensure safe and legal public service delivery from 1 April 2023.

- 3.3 Work has been ongoing across the LGR programme to identify policies, strategies, plans etc. in existence across all sovereign authorities and consideration has been given to which policies and procedures are necessary to provide continuity of service delivery and what will need to be harmonised pre Vesting Day. As new Directors take up their roles they will be picking up the detail of these service arrangements.
- 3.4 The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 (and subsequent amendments) make provision as part of transition for the continuity of services by an automatic transfer of all matters listed in the regulations. These include statutory plans, reviews, schemes, statements and strategies, and a wide range of other matters.
- 3.5 The regulations provide for specific extensions for the harmonisation of statutory policies and plans in areas such as licensing, planning, and housing. In many functional areas there are few or no statutory policies, but staff teams are working to existing operational policy and procedure and continuity is required. These policies may simply be retained and the Council can continue to operate with different policies and procedures in different areas to enable staff to continue to operate as they do now. In some areas it is necessary to harmonise operational policy and procedure to have a single approach ready for 1 April 2023. This may involve making only minor changes to align existing council policies as single policies of the new council.
- 3.6 In the absence of a scheme of delegation (the Shadow Authority was unable to delegate when the Shadow Constitution was agreed as there was no officer structure) these are matters which the Executive has the power to determine, but would normally be delegated to operational managers.
- 3.7 To ensure that the Council has the necessary operational policies and procedures in place for 1 April 2023 approval is sought for the Chief Executive (in consultation with the relevant Director and Portfolio Holder) to approve operational policies and procedures for the new Cumberland Council.
- 3.8 As most members of the Senior Leadership Team do not formally take up their new roles until 1 April 2023 it is proposed that the delegation is to the Chief Executive who will exercise the delegation through the appointed Directors in consultation with the relevant Portfolio Holders.

4.0 Consultation

- 4.1 There was no requirement to consult with the public as part of the proposals in this report. Consultation exercises will be undertaken in relation to specific plans and policies, as necessary.

5.0 Alternative Options

- 5.1 Given the committee time available prior to Vesting Day seeking Executive committee approval for all operational policies and procedures would be unworkable. These proposed delegations are in line with those set out in the Scheme of Delegation in the new Cumberland Council Constitution.

6.0 Implications

Financial, Resources and Procurement

- 6.1 There are no financial implications arising from this decision. Any financial implications arising from the approval of policies and procedures will be considered prior to approval.

Human Resources

- 6.2 There are no direct implications associated with this report.

Legal

- 6.3 Under the Structural Changes Order all matters which are not reserved specifically by legislation to full council are Executive. These delegations are therefore consistent with the transitional legal framework.

Health and Sustainability Impact Assessment

- 6.4 Have you completed a Health and Sustainability Impact Assessment? No
- 6.5 If you have not completed an Impact Assessment, please explain your reasons: There are no direct implications associated with this report. Impact assessments would be undertaken where relevant for individual policies and procedures.

Equality and Diversity

- 6.6 Have you completed an Equality Impact Analysis? No
- 6.7 If you have not completed an Impact Analysis, please explain your reasons: There are no direct implications associated with this report. Impact assessments would be undertaken where relevant for individual policies and procedures.

7.0 Contribution to Cumberland Council Plan priorities

7.1 The recommendation supports the Council in ensuring continuity of the delivery of public services on and after 1 April 2023.

Risk Management	Consequence	Controls required
There is a need to have a clear set of operational policies and procedures in place for 1 April 2023 as these provide important instructions as to how services will be operated and give operational staff the ability to operate within a framework without the need to refer to managers.	In the absence of this there is a risk that operational decisions will be slowed down or that decisions will be made which are inconsistent and create a risk of challenge.	Ensuring clarity on operational policies and procedures in place for the new council
There are no significant risks arising from the proposed implementation of the recommendations in this report as it is giving effect to arrangements which are already operating within service areas.		

Contact Officers

Alex FitzGerald, Strategic Advisor – Corporate, Allerdale Borough Council, 01900 516662, alex.fitzgerald@allerdale.gov.uk

Appendices Attached to this Report

None

Background Documents Available

None

Cumberland Shadow Executive

16 February 2023

Extension of Apprenticeships Framework

Portfolio:	Financial Planning and Assets
Report Author:	Chief Finance Officer/ Commissioning Manager
Wards:	All Wards
Key Decision:	Extension of Apprenticeships Framework

1.0 Purpose/Summary of report

- 1.1. To consider granting consent to the County Council to extend its Apprenticeships Framework ("The Framework") for a period of one year until 31 March 2024.
- 1.2. In compliance with the Direction issued under section 24 of the Local Government and Public Involvement in Health Act 2007, the extension of the Framework requires the consent of both Cumberland Shadow Authority and Westmorland and Furness Shadow Authority.

2.0 Recommendation

- 2.1 It is recommended that that the Shadow Executive grants consent to Cumbria County Council to extend the Apprenticeships Framework for a period of one year from 01 April 2023 until 31 March 2024, with an indicative annual value of £4m.

3.0 Background and Proposals

- 1.1. All large employers with an annual pay bill of over £3 million are required by the Government to pay an 'apprenticeship levy' of 0.5% of their total annual pay bill. The Apprenticeships Framework enables the Council to spend this levy on apprenticeships and training and keeps these funds in Cumbria and to invest in its workforce and supports the wider aims of the Council Plan.
- 1.2. The Apprenticeship Framework commenced on 01 April 2018 for 4 years until 31 March 2022. There are 2 optional 12-month extensions available, one of which has already been utilised, to 31st March 2023.

The last end date using both extensions is 31 March 2024. The Apprenticeship Framework is an 'open' Framework meaning that new providers can join during the term of the Framework. There are currently 61 Providers on the Framework (Appendix 2). Each identified apprenticeship training requirement is commissioned via a mini competition and has a Ca2II Off Agreement in place.

- 1.3. Consent is now sought from the Shadow Authority to use the **final one-year extension**, extending current arrangements to 31 March 2024. A contract modification form has been completed for each contract and duly authorised by Cumbria County Council and is included at Appendix 3.
- 1.4. The total contract value for the full 6-year term (if both optional 12 month extensions are utilised) is £20m. The actual, plus committed spend to date is currently circa £8.3m
- 1.5. This extension of the Framework is being sought to ensure that there are arrangements in place for both new unitary authorities and Cumbria Fire & Rescue from 01 April 2023. Extension would allow the operational teams sufficient time to 'settle' into new organisations and for decisions to be taken around the strategic approach around these services. The contract states that the Council must give providers 3 months' notice of contract extension, a notice of intention to extend has been sent to all Framework Providers.
- 1.6. Following a meeting with SROs it was proposed that Westmorland & Furness Council will host the contractual arrangements. This will help to ensure that the Framework and service delivery remains workable until such a time that the services are reviewed.

Funding

- 1.7. The Apprenticeships Framework is funded by the Apprenticeship Levy with the total framework value, including any extension options, as described in the contracts OJEU notice 2017, is £20 million. The spend levels (both confirmed and indicative) are detailed in the table below. For the extension period the use of the Framework is expected to increase as it will include the levy value for the 6 district councils as well as Cumbria County Council (including Voluntary Controlled and Community Schools and Cumbria Fire and Rescue). The projected

value by 31/03/23 is Cumbria County Council expected to be £8.3m, leaving £11.7m of the original published contract value of £20m. This equates to £5.2m contract spend to date (since commencement) and £3.1m commitments.

- 1.8. Current levy amounts for the district councils are shown below, these are being used as a benchmark to understand the potential spend via the Framework post LGR, the inclusion of these amounts is within the remaining contract values noted above:

	Allerdale	Barrow	Carlisle	Copeland	Eden	South Lakeland
2022/23 Estimated Apprenticeship Levy (Including 10% top up)	£22,000	£19,512	£50,647	£29,691	£10,111	£47,000
TOTAL	£178,961					

- 1.9. As the arrangements are fully funded by the Apprenticeship Levy, there are no financial consequences for the Council or new organisations connected to the use of the Framework, other than what has already been committed. There is no requirement to use the Framework if it is extended. If the new organisations do not commission apprenticeship training by the Framework (or any other mechanism) there is a risk that the apprenticeship levy amount (0.5% of their total annual pay bill) will not be spent and this funding may expire e.g. returned to central government.
- 1.10. Officers are currently working with the Department of Education to establish the way in which digital accounts will be administrated moving forward.

Performance

- 1.11. The Framework is fit for purpose and will be suitable to meet the short-term needs of the two new local authorities and Cumbria Fire and Rescue Service. It recognised that it would be beneficial for the new local authorities to review the Framework as soon as possible and consider their future apprenticeship training needs, as there is some scope for improvement including update to ensure alignment with latest guidance.

1.12. There are currently circa 391 apprentices accessing training via the Framework.

1.13. The continued operation of the Framework provides a mechanism for the new local authorities to continue to maximise the apprenticeship levy so that no funds expire or require pay back to central government.

1.14. The Framework currently performs well supporting the Councils' workforce planning:

- A progression rate into employment post apprenticeship of 92%
- Enables the Council to foster a "grow your own" approach e.g., Solicitors, Civil Engineers, Social Workers, Project Managers (particularly beneficial in hard to fill roles)
- The provision of work-based learning for leadership and management up to Senior Leaders.

1.15. Additionally, the Framework has supported Cumbria County Council to be nationally recognised around its work with Apprentices including:

- National Apprenticeship Service Awards 2019 (NW Regional) - Winner Macro Employer and Recruitment Excellence
- Chartered Institute of Public Relations North-West Pride Awards 2019 – Winner Gold Integrated Campaign
- Lancashire and South Cumbria Health & Care Partnership – 2022 Apprenticeship Awards – Finalist Employer of the Year.

1.16. The Framework also contributes to wider Council priorities via the delivery of apprenticeship training to young people around:

- Corporate Parent
- Special Educational Needs and Disabilities/Inclusion
- Numbers of Young People Not in Education, Employment or Training (NEET).

4.0 Consultation

4.1 Consultation on the extension of the Apprenticeships Framework matter was not required.

5.0 Alternative Options

- 1.17. Option 2 – Do not extend the Apprenticeship Framework. This option is not recommended as it means that it is likely that the new local authorities will not have arrangements in place to commission new apprenticeship training – though the call off arrangements in place would remain active.
- 1.18. Delivery of such services would not be possible via an “in house” approach at this stage as the Council and the new authorities do not have the resource and expertise to deliver the broad training that is required.
- 1.19. The option to consent to the extension of the Apprenticeship Framework for a period of one year from 01 April 2023 until 31 March 2024, with an indicative annual value of £4m, is recommended for the following reasons:
- 1.20. The approach ensures that there are known services in place from vesting day which have been commissioned in a legally compliant manner.
- 1.21. The recommendation to extend current arrangements is to ensure that the new organisations have sufficient time and resource to plan and execute the delivery of apprenticeship training. For each new organisation to achieve their new strategic goals it is highly likely that activity may need to include regulated procurement exercises and internal governance processes which are subjected to set timescales, the extension gives the time to achieve this.
- 1.22. The setup of the Framework means that new providers can join so that any additional training needs which may arise as a result of the inclusion of district councils can be commissioned following established processes

6.0 Implications

Financial, Resources and Procurement

- 6.1 The terms of the contract allows the agreement to be extended for two 12 month periods, this ODR recommends the second extension for the period 1st April 2023 to 31st March 2024. The estimated value of the contract will be fully funded by the Apprenticeship Levy, so

there will be no financial consequences for the Council or new Unitary Authorities.

J.Wright 26/01/23

Legal

- 1.3. In compliance with the Direction issued under section 24 of the Local Government and Public Involvement in Health Act 2007, the extension of the Apprenticeships Framework (the Framework) requires the consent of both Cumberland and Westmorland and Furness Shadow Authorities. Once consent is obtained the County Council's Assistant Director – Strategic Commissioning has the power to implement the extension under paragraph 11.3(b) of Part 3A of the County Council's Constitution.
- 1.4. In accordance with County Council's governance procedures, the request to modify the Framework was approved by its Senior Manager – Corporate and Contract Management on 18 January 2023 and is attached as Appendix 3 to this report.
- 1.5. As noted at paragraph 3.6 above it is proposed that the Framework transfers to Westmorland & Furness Council who will 'host' it. As a hosting arrangement has been agreed between the new councils the transfer of the Framework will occur automatically by operation of law on 01 April 2023 using the provisions in section 16 of the Local Government and Public Involvement in Health Act 2007. The new councils will enter into a section 16 agreement which sets out the contracts (including framework agreements) that are being transferred to each new council from the sovereign councils.
- 1.6. The specific arrangements for hosting the Framework will be detailed in an agreement between the two new councils.
- 1.7. Whilst the new councils can use framework agreements that transfer, they are under no obligation to do so.
- 1.8. (S Barnes 26/01/2023) (EL 27/01/2023)

Health and Sustainability Impact Assessment

- 1.1. Have you completed a Health and Sustainability Impact Assessment? No.

- 1.2. An Impact Assessment has not been completed because there would be no impact on Health and Sustainability if the Shadow Authority consents to the extension. An Impact Assessment would be needed if consent is not gained.

Equality and Diversity

- 1.1. Have you completed an Equality Impact Analysis? Yes (attached at Appendix 1).

7.0 Contributions to the Cumberland Council Plan Priorities

- 7.1 The recommendation supports the following priorities identified in the Council Plan:
- Local economies that work for local people
 - Delivering excellent public services

Risk Management	Consequence	Controls required
A number of Providers do not accept the extension of current arrangements.	If Providers do not agree to the extension, then they are, in effect, removed from the Framework. The Framework continues with those providers who wish to remain.	As the Framework is 'open', providers can re-join as well as new providers joining. This risk is unlikely at this stage as there is no obligation for providers to bid on mini competitions, so it is expected that most providers will re-join so that they can as a minimum view the future opportunities
Cumberland Council does not wish to continue with the Framework from 01 April 2023 after extensions have been undertaken.	The Framework is not used by the new Authorities.	There is no requirement for the Framework to be used (other than already commenced training for existing apprentices).

Risk Management	Consequence	Controls required
<p>If consent is not given, there will be no arrangements in place to support Cumberland Council to deliver new Apprenticeship training</p>	<p>If there are no arrangements in place, Cumberland Council will need to commission apprenticeship training packages individually, meaning increased time and resource from a staffing perspective.</p> <p>Individual commissioning of training also brings the risk of breaking procurement law should the aggregated amounts exceed the Public Contract Regulations 2015 thresholds</p>	<p>This risk could be mitigated by a clear proposal around alternative service provision, though at this stage in the LGR process this level or detail is not available</p>
<p>Increased amounts of Levy Funding being paid back to Central Government</p>	<p>There are no identified financial benefits of not extending the Framework. Without arrangements in place there is an increased risk of the Cumberland Council not being able to commission apprenticeship training and therefore not able to spend its Levy, subsequently this will need to be paid back to central government.</p>	<p>This risk could be mitigated by a clear proposal around alternative service provision, though at this stage in the LGR process this level or detail is not available</p>

Risk Management	Consequence	Controls required
	The return of Levy funding means that money that could have been spent in Cumbria is lost which also brings political and media interest and would likely bring the two new local authorities into disrepute.	

Contact Officers

Lisa Studholme, Commissioning Manager, 07966 111890
Lisa.Studholme@cumbria.gov.uk

Appendices Attached to this Report

Appendix No.	Name of Appendix
1	Equality Impact Assessment
2	Framework Providers as at 09/01/2023
3	Authorised Contract Modification Form

Background Documents Available

None

Appendix 1 - Equality Impact Assessment – Screening

Decision

Extensions of apprenticeships framework – Cumberland and Westmorland & Furness Executive Decision.

Background and summary of Equality Advice

The decision is to extend the current Apprenticeship Framework for 12 months from 1 April 2023.

A screening Equality Impact Assessment has been completed to assess the potential risks to people who share a protected characteristic if the recommendation were not to be agreed.

In the event of the recommendation not being agreed a full Equality Impact Assessment would be required as there would be significant risk in paying due regard to the Public Sector Equality Duty.

Proposals to change the decision/policy/service/function

State proposed change: to extend the current arrangements for another year.

Consultation

List consultation and consultees (completed and pending): not required for the screening EIA of this decision but would be required for a Full Equality Impact Assessment.

Equality screening

Equality characteristic	Impact Y/N	Describe Impact (if Yes)	Measures to address impact (if Yes)	Full EqIA needed Y/N
General	Y	If the contracts were not extended there would be a disproportionate impact on all protected characteristics	To agree the recommendation in the Cabinet Report	N
Age	Y	The majority of people affected by the decision are aged 16-25		
Disability	Y	An increasing number of		

Equality characteristic	Impact Y/N	Describe Impact (if Yes)	Measures to address impact (if Yes)	Full EqIA needed Y/N
		apprentices have a disability, including a number who are neurodiverse.		
Gender reassignment	Y	A number of transgender apprenticeships have been supported successfully through the current framework		
Marriage or civil partnership	N			
Pregnancy or maternity	Y	Any change in provider or lack of provision would impact specifically on any apprentice who is pregnancy/ or has recently given birth		
Race	Y	An increasing number of apprenticeships from people from ethnic minority groups have been supported successfully through the current framework		
Religion or belief	N	None known to the service		
Sex	Y	The apprenticeships have given males and females opportunities to work in areas where there is traditionally gender segregation and is helping longer term to create a more equal workforce.		
Sexual orientation	Y	A number of LGB people have been supported		

Equality characteristic	Impact Y/N	Describe Impact (if Yes)	Measures to address impact (if Yes)	Full EqIA needed Y/N
		successfully through the programme.		
Rurality	Y	Removing the programme would limit access to Local Authority work for people in rural areas.		
Socio-economic status	Y	Apprenticeships is one of the strongest ways of helping young people in poverty to progress into skilled employment, especially where someone has not been through a traditional academic route.		
Armed-forces personnel/veterans	Y	Apprenticeships offers an opportunity to enter local authority employment for veterans.		
Children with Care Experience	Y	Apprenticeships is one of the strongest ways of helping young people to progress into skilled employment, especially where someone has not had a consistently stable support system in place.		

Appendix 2: Framework Providers as at 09/01/2023

1	ACACIA TRAINING LIMITED
2	ACTIV FIRST LIMITED
3	BALTIC TRAINING SERVICES LIMITED
4	BAUER RADIO LIMITED
5	B-SKILL LIMITED
6	BLACKPOOL AND THE FYLDE COLLEGE
7	BURNLEY COLLEGE
8	CILEX LAW SCHOOL
9	C.M.S. VOCATIONAL TRAINING LIMITED
10	KENDAL COLLEGE
11	EXPANSE GROUP LTD
12	GATESHEAD COLLEGE
13	GENII ENGINEERING & TECHNOLOGY TRAINING LIMITED
14	GP STRATEGIES TRAINING LIMITED
15	REALISE LEARNING AND EMPLOYMENT LIMITED PREVIOUSLY INTERSERVE LEARNING & EMPLOYMENT (SERVICES) LIMITED
16	LANCASTER UNIVERSITY
17	LEARNING CURVE GROUP LIMITED
18	LIFETIME TRAINING GROUP LIMITED
19	NACRO
20	NORTH LANCS. TRAINING GROUP LIMITED(THE)
21	PARAGON EDUCATION & SKILLS LIMITED
22	PREMIER PEOPLE SOLUTIONS LIMITED
23	PROFOUND SERVICES LIMITED
24	QA LIMITED
25	REMIT GROUP LIMITED
26	SHEFFIELD HALLAM UNIVERSITY
27	SKILLS TRAINING UK LIMITED
28	THE CARE LEARNING CENTRE (ISLE OF WIGHT) LIMITED
29	THE SKILLS CO
30	THE OPEN UNIVERSITY
31	TRN (TRAIN) LTD
32	TRAIN 2 TRAIN LIMITED
33	UNIVERSITY OF CENTRAL LANCASHIRE
34	UNIVERSITY OF CUMBRIA
35	BUSY BEES HOLDINGS LIMITED
36	DERWENTSIDE COLLEGE - BUSINESS DEVELOPMENT
37	INTEC BUSINESS COLLEGES LIMITED
38	LEARNING AND DEVELOPMENT BUREAU LTD
39	MIDDLESEX UNIVERSITY HIGHER EDUCATION CORPORATION
40	NORTHUMBRIA UNIVERSITY
41	SYSTEM PEOPLE LIMITED
42	UNIVERSITY COLLEGE OF ESTATE MANAGEMENT
43	UNIVERSITY CENTRE QUAYSIDE LIMITED
44	OPTIMUM SKILLS LIMITED

45	SERCO LIMITED
46	CONSTRUCTION AND PLANT ASSESSMENTS LTD
47	ELIESHA TRAINING LIMITED
48	ESTIO TRAINING LIMITED
49	JTL
50	THE IT SKILLS MANAGEMENT COMPANY LIMITED
51	BABINGTON BUSINESS COLLEGE LIMITED
52	CSM CONSULTING LIMITED
53	RUNSHAW COLLEGE
54	THE EDUCATION AND SKILLS PARTNERSHIP LTD
55	THE SKILLS NETWORK LIMITED
56	CIPS CORPORATE SERVICES LIMITED
57	IODA LIMITED
58	CIPFA BUSINESS LIMITED
59	CREDIT SERVICES ASSOCIATION
60	IMPACT FUTURES TRAINING LIMITED
61	RAISE THE BAR LTD

Appendix 3: Authorised Contract Modification Form

REQUEST TO MODIFY A CONTRACT DURING ITS TERM

CUMBRIA COUNTY COUNCIL CONTRACT PROCEDURE RULES

Use this form from 15 January 2020 to seek approval to modify a contract during its term.

Modification is the term used in the Public Contracts Regulations 2015 and the CPRs for variations and extensions to contracts.

Please note that a contract that has terminated cannot be extended.

The Executive Director – Corporate, Customer and Community Services is responsible for approving requests to modify contracts following consultation with the Chief Legal Officer.

The Executive Director – Corporate, Customer and Community Services is not authorised to approve requests for modifications which would cause the Council to breach the Public Contracts Regulations 2015.

SUMMARY

MODIFICATION PROVIDED FOR IN CONTRACT	Yes
VALUE	There is no guaranteed spend on the Framework. £4,000,000 (indicative)
DATE DECISION REQUIRED	December 2022

DIRECTORATE INFORMATION

DIRECTORATE	People Directorate, Strategic Commissioning, (Children & Young People)
NAME OF OFFICER REQUESTING MODIFICATION	Lisa Studholme
POST TITLE	Commissioning Manager

CONTRACT DETAILS

PARTIES	62 framework providers (list attached at appendix A) and Cumbria County Council
DATE OF CONTRACT	All 62 framework contracts are dated 08 June 2018
TERM	Initial term: 1 April 2018 to 31st March 2022 (initial 4-year framework with up to two further options to extend the Term by up to two further periods of 12 months)

TOTAL CONTRACT VALUE (including value of any options to extend the contract)	£20,000,000 (value includes both optional extensions) Spend to date: £5,200,000
SUBJECT MATTER	Extension of Apprenticeships Framework contract for a period of 12 months to 31 st March 2024.

CLAUSE IN CONTRACT PERMITTING MODIFICATION

Insert details of the clause in the contract (if any) which permits modification

Clause 2.2 – The Council may extend this agreement beyond the Initial Term by up to two further periods of up to 12 months (Extension Period). If the Council wishes to extend this Agreement, it shall give the Provider at least 3 months written notice of such intention before the expiry of the Initial Term or Extension Period.

The first extension for a period of 12 months to 31st March 2023 has been utilised.

IMPACT OF MODIFICATION

Use this section to explain the impact of the modification, including: The monetary value of the modification and its impact on the contract; and The effect on the scope of the contract (include precise information on the effect of the modification on the existing specification, contract terms and subject matter of the contract).

The modification allows for the continued provision of the framework for a further period of up to 12 months.

The Apprenticeships Framework is funded by the Apprenticeship Levy with the total framework value, including any extension options, as described in the contracts OJEU notice 2017, is £20 million. The spend levels (both confirmed and indicative) are detailed in the table below. For the extension period the use of the Framework is expected to increase as it will include the levy value for the 6 district councils as well as Cumbria County Council (including Voluntary Controlled and Community Schools and Cumbria Fire and Rescue). The projected value by 31/03/23 is expected to be £8.3m, leaving £11.7m of the original published contract value of £20m. This equates to £5.2m contract spend to date (since commencement) and £3.1m commitments.

Levy amounts for both the district councils are shown below, these are being used as a benchmark to understand the potential spend via the Framework post LGR:

	Allerdale	Barrow	Carlisle	Copeland	Eden	South Lakeland
2022/23 Estimated Apprenticeship Levy (Including 10% top up)	£22,000	£19,512	£50,647	£29,691	£10,111	£47,000

This contract is a framework arrangement with no committed spend, meaning the new LAs can choose whether they utilise this Framework for the delivery of apprenticeship training.

The requirements of the existing terms and conditions and specification included in the framework shall remain the same.

It is expected that the County Council will enter into the extensions and on Vesting Day the contracts will transfer automatically by an operation of law to the new Councils. As this is a countywide service there is no clear way for this to be automatically novated to only one authority as it sits across both. Therefore, it is also expected that one of the new authorities will "host" the Framework to ensure that it is appropriately managed e.g. avoiding both new LAs going out for the same type of training and in effect being in competition for the same provider/services. This hosting has not yet been confirmed/decided.

BACKGROUND AND REASONS FOR REQUESTING A MODIFICATION

Explain the reasons why the modification is sought

All large employers with an annual pay bill of over £3 million is required by the Government to pay an 'apprenticeship levy' of 0.5% of their total annual pay bill. Whilst the Apprenticeships Framework does not support statutory service delivery in enables the Council to spend this levy on apprenticeships and training and keeps these funds in Cumbria and to invest in its workforce and supports the wider aims of the Council Plan.

The wide variety of roles and specialisms undertaken by all Local Authorities are complex and changeable, therefore a Framework Approach supports Local Authorities to deliver training for a variety of apprenticeships from a range of providers.

The contract extension from 1st April 2023 to 31st March 2024 is being sought for the following reasons:

- To ensure that there are arrangements in place for both new Council's to be able to access funding for apprenticeships training from day 1.
- There is currently not sufficient clarity to set out about what Workforce and Organisation should look like from 1st April 2023. The extension of this contract gives extra time for these to be worked up and finalised so that both new Councils can fully consider the options available to them around

Apprenticeships and ensure that these fit into their strategic direction and be able to be put through their new decision-making processes.

- There are a number of options around the delivery of Apprenticeship services, by extending the current Framework Arrangements the new Councils will be able to consider these options
- The current arrangements are working well, with Cumbria County Council being recognised nationally for its full use of the apprenticeship levy.

VIEWS OF THE ASSISTANT DIRECTOR (& CABINET MEMBER)

Use this section to provide confirmation that the Assistant Director supports the request and any other comments from the Assistant Director. Where the value of the contract exceeds the Key Decision threshold, confirmation should be provided that the Cabinet Member supports the proposal.

Supported by AD

LEGAL IMPLICATIONS

Comments from Legal Services

Due to the value, the framework agreement is regulated by the Public Contract Regulations 2015 (PCRs).

The decision to extend the framework agreement by a further period of up to 12 months is a lawful decision and is the final available extension permitted, as clause 2.2 of the agreement provides for this, provided at least 3 months written notice of the Council's intention is given to the Providers prior to the framework expiry.

The Assistant Director – Strategic Commissioning may approve the requested modification under paragraph 11.3(b) Part 3A of the Constitution in accordance with rules 7.11 and 7.12 of the Contract Procedure Rules at Part 5H of the Constitution.

The requesting officer will need to seek further authority to implement the proposed extension to extend the framework agreements and instruct legal accordingly.

Solicitor: S Barnes **Date:** 22 December 2022

Likelihood of claim against Council being successful	Impact of claim against Council being successful	Risk Score
1	2	2

FINANCE IMPLICATIONS

Comments from Finance

The terms of the contract allow the agreement to be extended for two 12 month periods, this modification is in relation to the second extension for the period 1st April 2023 to 31st March 2024. The estimated value of the contract will be fully funded by the Apprenticeship Levy, so there will be no financial consequences for the Council or new Unitary Authorities.

Finance Officer: Jamie Wright **Date:** 20/12/22

Likelihood	Likelihood	Likelihood
1	5	5

REQUESTING OFFICER SIGNATURE AND DATE OF REQUEST

SIGNED	DATE
Lisa Studholme	04/01/2023

COMMENTS OF THE SENIOR MANAGER – COMMISSIONING, PROCUREMENT AND CONTRACT MANAGEMENT

As per the T&C's clause for the second years extension, I'd agree with this request at this stage.

OVERALL RISK ASSESSMENT

Likelihood	Impact	Risk Score
1	2	2

Name date Bev Kent 18/1/23

DECISION OF THE EXECUTIVE DIRECTOR - CORPORATE, CUSTOMER AND COMMUNITY SERVICES

MODIFICATION APPROVED	Conway Stewart
MODIFICATION NOT APPROVED	
COMMENT	As per legal and Proc comments above. However, I don't understand the high impact score identified by Finance colleagues as this money is 'passported' through from central government. More importantly, it is worth noting that we have had issues regarding both the historical and recent commissioning discussions about the current contract with the L&D team to date, so I assume they have a plan to begin the re-commissioning of this work, ready to begin immediately
DATE OF DECISION	18/1/23

PROCEDURE

The Executive Director – Corporate, Customer and Community Services will only consider requests for modification of contracts made on the Request for Exemption form.

Corporate Procurement and Contract Management can provide assistance in completing the form and this is advised to ensure that sufficient relevant information is included in the request.

The manager requesting the modification must:

1. complete all sections of the form;
2. circulate the form for comment to Legal Services and Finance;
3. e-mail the completed form to the Executive Director – Corporate, Customer and Community Services.

The Executive Director – Corporate, Customer and Community Services will log the request and consult with the Senior Manager – Commissioning, Procurement and Contract Management and the Chief Legal Officer (Monitoring Officer) before determining the request.

The Executive Director – Corporate, Customer and Community Services will return the signed decision to the requesting officer.

The Executive Director – Corporate, Customer and Community Services will retain a record of the request and the decision.

		Impact				
		1	2	3	4	5
		Insignificant	Minor	Moderate	Major	Most severe
Likelihood	V Likely	5	10	15	20	25
	Likely	4	8	12	16	20
	Possible	3	6	9	12	15
	Unlikely	2	4	6	8	10
	V Unlikely	1	2	3	4	5

APPENDIX A – LIST OF PROVIDERS ON FRAMEWORK (modification form appendix)

1	Acacia Training Limited	32	Trn (Train) Ltd
2	Activ First Limited	33	Train 2 Train Limited
3	Baltic Training Services Limited	34	University Of Central Lancashire
4	Bauer Radio Limited	35	University Of Cumbria
5	B-Skill Limited	36	Busy Bees Holdings Limited
6	Blackpool And The Fylde College	37	Derwentside College - Business Development
7	Burnley College	38	Intec Business Colleges Limited
8	Cilex Law School	39	Learning And Development Bureau Ltd
9	C.M.S. Vocational Training Limited	40	Middlesex University Higher Education Corporation
10	Kendal College	41	Northumbria University
11	Expanse Group Ltd	42	System People Limited
12	Gateshead College	43	University College Of Estate Management
13	GEN II Engineering & Technology Training Limited	44	University Centre Quayside Limited
14	GP Strategies Training Limited	45	Optimum Skills Limited
15	Realise Learning And Employment Limited	46	SERCO Limited
16	Lancaster University	47	Construction And Plant Assessments Ltd
17	Learning Curve Group Limited	48	Eliesha Training Limited
18	Lifetime Training Group Limited	49	Estio Training Limited
19	NACRO	50	JTL
20	North Lancs. Training Group Limited(The)	51	The IT Skills Management Company Limited
21	Paragon Education & Skills Limited	52	Babington Business College Limited
22	Premier People Solutions Limited	53	CSM Consulting Limited
23	Profound Services Limited	54	Runshaw College
24	QA Limited	55	The Education And Skills Partnership Ltd
25	Remit Group Limited	56	The Skills Network
26	RWP Training Limited	57	CIPs Corporate Services Limited
27	Sheffield Hallam University	58	IODA Limited
28	Skills Training Uk Limited	59	CIPFA
29	The Care Learning Centre (Isle Of Wight) Limited	60	Credit Services Association
30	The Skills Co	61	Impact Futures Training Limited
31	The Open University	62	Raise The Bar Ltd

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Cumberland Shadow Executive

16 Feb 2023

**Section 24 Direction and General Consent –
Consent to Award Contract for Insurance
Services**

Report From:

Barbara Cannon, Portfolio Holder – Financial Planning and Assets

Report Author:

Catherine Nicholson, Chief Finance Officer (S151 Officer)

Wards: All Wards

Key Decision: Yes

1.0 Purpose/Summary of report

- 1.1. To consider granting consent to the County Council to enter into a contractual arrangement for provision of main insurance services to Cumberland Council for a period of three years from 01 April 2023 with the option to extend for 2 separate periods of one year.
- 1.2. In compliance with the Direction issued under section 24 of the Local Government and Public Involvement in Health Act 2007, the award of these contracts requires the consent of Cumberland Shadow Executive.

2.0 Recommendation

2.1 It is recommended that the Shadow Authority Executive:-

(1) grant consent to Cumbria County Council to enter into contractual arrangements for the provision of main insurance services to Cumberland Council.

3.0 Background and Proposals

- 3.1 Cumberland Council will, post vesting date, provide a complex range of services and undertake a wide range of activities and will therefore

need to ensure appropriate insurance cover is in place from 1 April 2023 to demonstrate good financial and risk management.

- 3.2 Due to the lead in time to ensure appropriate insurances are in place for 1 April 2023, a procurement process has been undertaken by Cumbria County Council on behalf of Cumberland Council.
- 3.3 To support this process, Shadow Authority Executive is recommended to grant consent to Cumbria County Council to enter into contractual arrangements for main insurance services.
- 3.4 Marsh Ltd have been appointed to provide insurance brokerage services to Cumberland Council (the Council) with this contract transferring from the County Council to the Council on 1 April 2023. Marsh Ltd have supported the procurement process for insurance provision utilising their access to the market and wide experience to ensure a cost effective insurance contract for the Council. The contracts are being procured using the Yorkshire Procurement Organisation (YPO) national Dynamic Purchasing System (DPS) agreement for Insurance Placement (000978).
- 3.5 To ensure the most cost effective contract for the Council, main insurance services have been split into three lots with the potential for different insurers for each lot:
 - Lot 1 – Liability & Fidelity Guarantee Insurance
 - Lot 2 – Property Insurance
 - Lot 3 – Motor Insurance
- 3.6 Additionally Engineering Inspections are being procured through the YPO DPS agreement.
- 3.7 A range of other services requiring specialist insurances are being procured for Cumberland Council outside of the DPS agreement. These include insurance for fine arts; tenants' insurance etc. These other insurances fall below the threshold for seeking S24 consent.
- 3.8 The procured main insurance contract will also include a claims handling service to work closely with the respective Council's Insurance team and other teams across the Council to ensure claims are responded to and managed in a professional and timely manner.
- 3.9 Whilst Cumberland Council will be insuring against a wide range of risks, there are also a number of risks that will be self-insured.
- 3.10 The contracts will commence from 1 April 2023 for a three year period to 31 March 2026 with the option to extend for two further years (by two individual one year extensions) to 31 March 2028.
- 3.11 Based on provisional results from the procurement process, the estimated cost to Cumberland Council of the main insurance services listed in section 3.5 is £1.989m per annum (including Insurance

Premium Tax) (and £9.943m for the maximum five year term of each contract) as detailed in Appendix 1 (confidential and not for release).

- 3.12 Once S24 consent is granted, contracts will be awarded to the most economically viable insurance solution for Cumberland to ensure that insurances are in place for 1 April 2023. That solution may result in different insurers for the lots identified in section 3.5.

4.0 Consultation

- 4.1 Consultation on the award of contract for main insurance services has not been required.

5.0 Alternative Options

- 5.1 Cumberland Council will require insurances from 1 April 2023. However, the services that are insured, insurance excesses, aggregate limits and the extent of any self-insurance within the Council have been carefully considered.
- 5.2 Officers have worked closely with the appointed insurance broker, Marsh Ltd, to explore the insurance markets for appropriate cover and engaged initially with the interim S151 Officer and recently the Director of Finance (S151 Officer) regarding insurances to be procured.

6.0 Implications

Financial, Resources and Procurement

- 6.1 The contracts for the insurance premiums identified in paragraph 3.5 are provisionally estimated to be £1.989m per annum (including Insurance Premium Tax) and therefore £9.943m for the maximum five year term of the contracts as detailed in Appendix 1 (confidential and not for release). It is expected that other specialist insurances still to be procured will cost an additional £0.100m per annum.
- 6.2 The Medium Term Financial Budget includes a pressure of £0.250m for insurance services and it is expected that the cost of insurances services will be funded from within the available budget including this pressure.

Human Resources

- 6.3 There are no Human Resources implications associated with the recommendations of this report.

Information Governance

- 6.4 There are no Information Governance implications associated with the recommendations of this report.

Legal

- 6.5 In compliance with the Direction issued under section 24 of the Local Government and Public Involvement in Health Act 2007, the award of the contracts for the provision of insurance services to the Council with effect from 01 April 2023 requires the consent of Cumberland Shadow Authority.
- 6.6 Once consent is obtained the County Council's Director of Finance has the power to award the contracts under paragraphs 14.6 and 14.8 of Part 3A of the County Council's Constitution. Owing to the value of the contracts the decision to award will be a key decision and the key decision process must be followed.
- 6.7 The County Council's legal services reviewed the YPO DPS documentation prior to permission to procure being granted. It was deemed to be compliant with the Public Contracts Regulations 2015 and the call off terms and conditions acceptable.
- 6.8 Once concluded the contracts will by operation of law automatically transfer from the County Council to the Council on 01 April 2023 using the provisions in section 16 of the Local Government and Public Involvement in Health Act 2007. The new councils will enter into a section 16 agreement which sets out the contracts that are being transferred to each new council from the sovereign councils. (Emma Lawson 31.01.2023)

Health and Sustainability Impact Assessment

- 6.9 Have you completed a Health and Sustainability Impact Assessment?: No
- 6.10 The recommendations of this report are for the Shadow Executive to grant consent to the County Council to enter into a contract for insurance services for Cumberland Council. There are no associated

health and sustainability implications arising from this recommendation.

Equality and Diversity

6.11 Have you completed an Equality Impact Analysis? No

6.12 The recommendations of this report are for the Shadow Executive to grant consent to the County Council to enter into a contract for insurance services for Cumberland Council. There are no associated equality and diversity implications arising from this recommendation.

7.0 Contributions to the Cumberland Council Plan Priorities

7.1 Sound financial and risk management within the Council will contribute to Cumberland Council’s priority of “Delivering excellent public services”.

Risk Management	Consequence	Controls required
If consent is not given, there will be no insurance arrangements in place for Cumberland Council	Cumberland Council requires appropriate insurance policies to ensure good financial and risk management. Without such arrangements in place, the Council is liable for all its insurable risks creating a potential significant financial risk to the Council.	This risk would be mitigated through approval of the recommendation of this report.
There is a risk that the Inter Authority Agreement between Westmorland & Furness Council and Cumberland Council may result in a lack of clarity associated with insurance	A lack of clarity as to insurance coverage within the Inter Authority Agreement may lead to contractual issues with the insurers and result in the liability claims against hosted	Work is currently underway to clarify how liability and insurance arrangements operate effectively with the Inter Authority Agreement.

Risk Management	Consequence	Controls required
coverage between the two parties	services being challenged.	

Pete George, Group Finance Manager, Cumbria County Council
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Appendices Attached to this Report

Appendix No.	Name of Appendix
1	Outcome of Tender for Insurance Services (Confidential)

Background Documents Available

None

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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