

# Carlisle City Council: A Great Place to Work

CARLISLE  
CITY COUNCIL



[www.carlisle.gov.uk](http://www.carlisle.gov.uk)





# Introduction

Carlisle City Council is committed to supporting and developing people.

Recruiting and retaining the best staff is vital to continuing to deliver great services to our communities and employee benefits play a key role in making us an attractive employer.

This booklet gives you information about the wide range of benefits available to staff who work for us.

**Jason Gooding**

**Chief Executive,  
Carlisle City Council**



Welcome to  
The Settle - Carlisle Line

6

EAST DISTRICT

SLOWLY COAST

## Choose Carlisle

Carlisle has been a significant place since well before Roman times and is the largest city in England by area with a population of over 100,000. The north west city is only 10 miles from the border with Scotland and is the urban capital of the county of Cumbria.

Carlisle dominates a huge area of geography with our nearest city neighbours being Newcastle 58 miles to the East, Glasgow 96 miles to the North, Lancaster 68 miles to the South with the Irish Sea to the West.

If it's fun you want from extreme sports to quality time with the family, we have the places to play, the attractions to visit and plenty of quality and quirky dining and drinking experiences.

We're surprisingly easy to get to with excellent motorway and train connections and the perfect centre to explore further afield, with the Lake District right on our doorstep.



R I C T



S O L \* W A Y

C A T H E D R A L

G O A S T



C A S T

C A S T

# Working for Carlisle City Council

People choose to work in local government for a variety of reasons, but most have a strong sense of public duty and a desire to do their best for the community in which they live.

Carlisle City Council has a diverse range of staff and is committed to an active Equal Opportunities Policy. This covers recruitment and selection procedures, as well as learning and development opportunities, promotion opportunities, right through to retirement. As well developing and retaining its current staff, the City Council wants to attract the best applicants for any vacancies that arise. With both of these things in mind it provides many benefits.



REIVERS



# Money & Lifestyle

## Pension Scheme

Carlisle City Council staff are automatically enrolled in the Local Government Pension Scheme (LGPS). This is now a Career Average Related Earnings (CARE) scheme and your contribution rate will be between 5.5% and 10.5% depending on your pensionable pay.

## Cycle to Work

The City Council works in partnership with Halfords and local partners to deliver a Cycle to Work scheme for staff. The scheme allows you to buy a new bike and/or bike equipment and providing the main use of the bike is for commuting to work, you will incur no tax or National Insurance Contributions (NI) on the benefit.



## Childcare Vouchers

The City Council offers a childcare voucher scheme which allows you to choose a childcare provider for pre-school and out of school childcare and reduce your childcare costs.

## Car Scheme

The City Council has partnered with Tusker on a Salary Sacrifice Car Scheme for staff. The scheme offers you a brand new car, complete with insurance, breakdown cover and a host of other cost-saving benefits in exchange for a 'salary sacrifice', a fixed monthly reduction from your gross salary.

## Computers for Staff Scheme

The City Council works with PC World to deliver a scheme for staff to buy a tablet, laptop or PC.



BORDER REIVERS

WAY

## Long Service Awards

Staff who have worked for the City Council for 25 or 40 years are entitled to receive a gift up to the value of £250 or £400 in recognition of their service.

## Payroll Giving

Payroll giving is a scheme that allows donations direct from your pay to be made to any registered charity or recognised good cause registered within the UK. Donations made through payroll giving are tax free, meaning it costs you less to give.

## Staff Discounts and Offers

National and local companies regularly offer discounts and special offers for Carlisle City Council staff. Examples of these include Cotswold Outdoor who offer a 10% discount.



# Work Life Balance

## Annual Leave and Public Holidays

All staff are entitled to 23 days annual leave and 8 public holiday days. After 5 years of service staff get 28 days annual leave, after 10 years 30 days, after 15 years 31 days and after 20 years 33 days.

## Flexible Working

Flexible working is a way of working that can help employees balance their work and home lives. Examples could be having flexible start and finish times or working term time only because of child care commitments. The Council is open to consideration of any requests for flexible working arrangements for example job share, during the recruitment process.



## Maternity, Paternity, Adoption and Shared Parental Leave

The Council has schemes in place covering entitlements to pay and leave which follow statutory requirements and nationally agreed terms and conditions for Local Government employees.

## Holiday Purchase Scheme

The City Council has a Holiday Purchase Scheme and staff can request to buy up to ten days leave in addition to their contractual leave entitlement (pro rata for part-time staff). Staff can purchase leave at two points in the year and the leave purchased can be taken at any time within that year.





# Health and Wellbeing

## **Employee Assistance Programme**

Carlisle City Council has an Employee Assistance Programme (EAP) for staff and their immediate family. EAPs are intended to help people deal with personal problems that might adversely impact their work performance, health, and wellbeing. Help is available 24 hours a day, 7 days a week, 365 days a year. There is also a website with a wide range of health information and online tools.

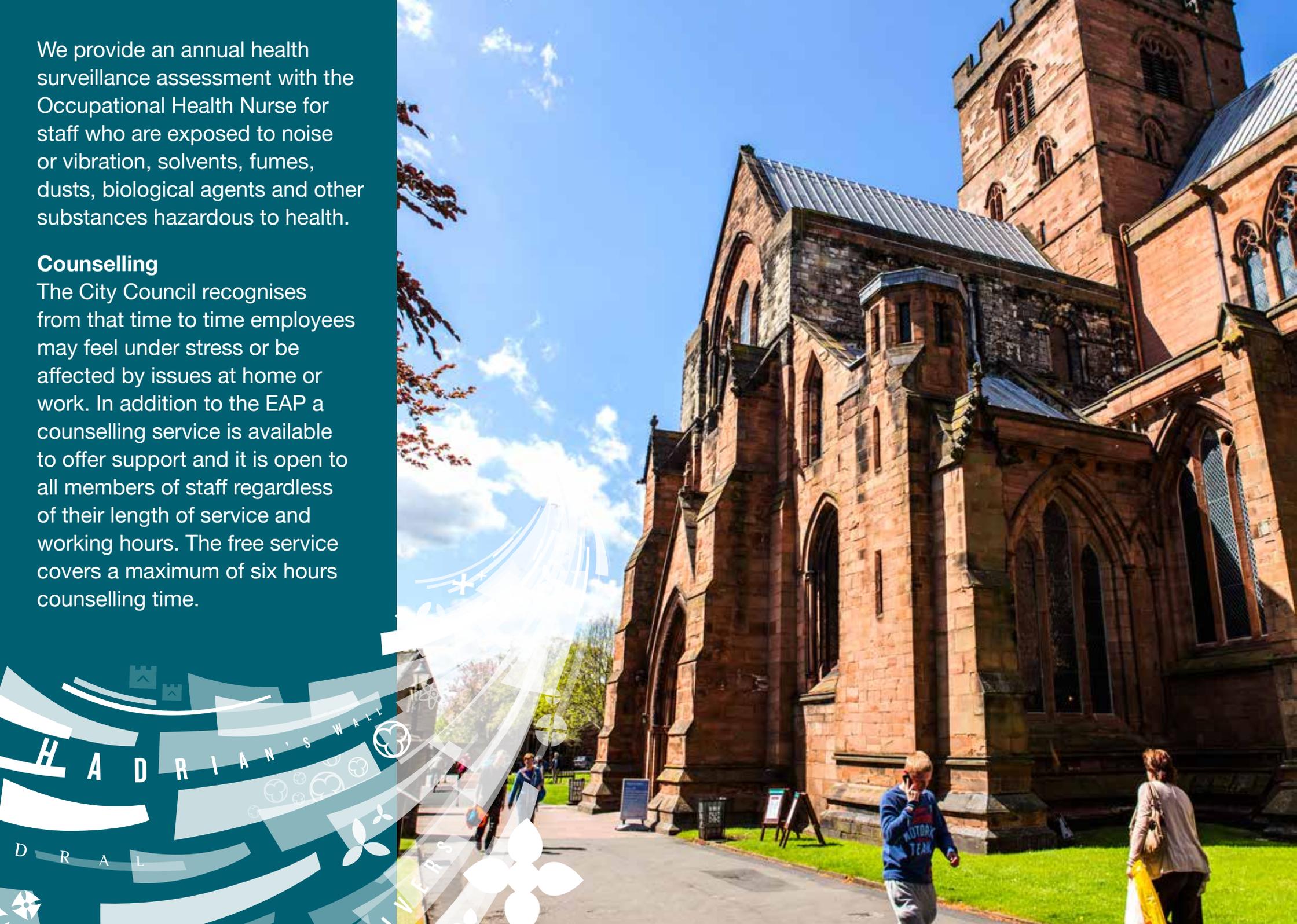
## **Occupational Health**

The City Council provides an occupational health service. The Occupational Health Nurse supports managers and staff with health-related issues. They assess fitness for work and advise on workplace adjustments if necessary. They also make referrals for physiotherapy and podiatry support.

We provide an annual health surveillance assessment with the Occupational Health Nurse for staff who are exposed to noise or vibration, solvents, fumes, dusts, biological agents and other substances hazardous to health.

### **Counselling**

The City Council recognises from that time to time employees may feel under stress or be affected by issues at home or work. In addition to the EAP a counselling service is available to offer support and it is open to all members of staff regardless of their length of service and working hours. The free service covers a maximum of six hours counselling time.





## **Medicash**

The City Council offers a healthcare cash plan for staff run by Medicash. The plan helps cover the expenses of everyday healthcare and there are eight levels of cover to choose from. Some of the health expenses the plan covers are eye care and dentistry, specialist consultations, x-rays and diagnostic tests, complimentary therapies and chiropody. The plan is open to anyone aged 16 to 65, no medical is needed and premiums do not increase with age.

## **Health Checks**

The City Council offers health checks to staff. These cover body statistics (including weight, body fat, basal metabolic rate and metabolic age), blood pressure, cholesterol and blood glucose. The health checks are offered as part of health and wellbeing days and through individual appointments with the Occupational Health Nurse.



# Learning and Development

## Qualification Study

The City Council aims to support staff who want to undertake part-time programmes of study, such as degree or post-graduate programmes, professional qualifications or other vocational qualifications. An in-house assessment centre offers NVQs in a range of vocational areas.

## Corporate Training Programme

The Organisational Development Team produces a directory which contains details about training courses for staff. Management development, personal development, ethical governance and health & safety courses are offered.



CARRILLSLE



## Secondments

The City Council offers opportunities for staff to develop their careers through internal and external secondments.

## Celebration of Learning Event

Each December, the City Council celebrates the success of staff who have achieved qualifications in the previous year with an event at Tullie House. Staff are invited to bring a family member or friend to the evening event and presented with a certificate of achievement by the Leader of the Council and Chief Executive.

TRICT

SOLWAY



COAST

FEDERAL

