

## Officer Decisions

A.7

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

Decision Ref No	Subject Title	Subject Matter:	Reports and Background Papers considered:	Date Decision Taken	Decision Maker
OD.024/15	<b>CVS Presentation Skills Course - Elected Member Training</b>	To allow Councillor Allison to attend the CVS Presentation Skills Course at CREA on 19 March 2015 at a cost of £85.	Not Applicable	17-Feb-15	Organisational Development Manager
OD.025/15	<b>Caravan Sites Control and Development Act 1960, as amended by the Mobile Homes Act 2013.</b>	The Private Sector Housing Technical Team Manager at Carlisle City Council has considered the application for a site licence at Hadrian's Park, Brampton Old Road, Carlisle, CA6 4RH.	Application form for site licence and application fee - Private * Not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972	19-Feb-15	Private Sector Housing Technical Team Manager
OD.026/15	<b>Licensing Decisions between 13 February and 20 February 2015</b>	The Licensing Manager of Carlisle City Council has considered the attached applications for licences and permissions. (can be viewed on the Council website <a href="http://cmis.carlisle.gov.uk/cmisis/CouncilDecisions/OfficerDecisions.aspx">http://cmis.carlisle.gov.uk/cmisis/CouncilDecisions/OfficerDecisions.aspx</a> )	Applications for various licences	20-Feb-15	Licensing Manager
OD.027/15	<b>Provision of Mechanical and Electrical Maintenance at Various Properties in the area administered by the City Council of Carlisle.</b>	Contract CPU 201418	Not Applicable	18-Feb-15	Director of Governance
OD.028/15	<b>Flat Roof Works at the Enterprise Centre, Carlisle, CA2 5BB</b>	Contract CPU 201425	Not applicable	18-Feb-15	Director of Governance

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OD.029/15	<b>Cecil Street Car Park - Permit Sales</b>	Saver Car Park Permits for Cecil Street Car Parks.	LE.03/14 - Review of Charges Local Environment at Executive 10/11/14 and amendment report at Executive 15 /12/14. Management Agreement dated 24/09/12 relating to William Street and Cecil Street Car Parks between City of Carlisle and Cumbria County Council	23-Feb-15	Director of Local Environment
OD.030/15	<b>Hallbankgate Co-operative Store</b>	Recommendation to list Co-operative Store, Hallbankgate as a community asset under the Localism Act 2011.	Report PC.15/14 - Community Right to Bid report at Executive 15/12/15. Application form for Community Right to Bid - Private* Not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972	20-Feb-15	Town Clerk and Chief Executive
OD.031/15	<b>Caravan Sites Control and Development Act 1960, as amended by the Mobile Homes Act 2013.</b>	The Private Sector Housing Technical Team Manager at Carlisle City Council has considered the application for a site licence at Low Harker Dene, Low Harker, Carlisle, CA6 4DH	Previous site licence	25-Feb-15	Private Sector Housing Technical Team Manager
OD.032/15	<b>Licensing Decisions between 20 February 2015 and 26 February 2015</b>	The Licensing Manager of Carlisle City Council has considered the applications for licences and permissions received between 20 February 2015 and 26 February 2015. (can be viewed on the Council website <a href="http://cmis.carlisle.gov.uk/cmisis/CouncilDecisions/OfficerDecisions.aspx">http://cmis.carlisle.gov.uk/cmisis/CouncilDecisions/OfficerDecisions.aspx</a> )	Applications for various licences	26-Feb-15	Licensing Manager
OD.033/15	<b>Disabled Facilities Grant (DFG) Framework Agreement Provision of Building Construction and Adaptation Works</b>	Extension of Contract	Not applicable	27-Feb-15	Director of Economic Development

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OD.034/15	E-PURCHASING	To progress the full implementation of Electronic purchasing (E-Purchasing) for orders and invoice processing to improve efficiency and controls. This requires the purchase of intelligent scanning software which will sit alongside the e-purchasing software already within the core Financial ledger system. The cost of this implementation will be £25,000 and includes software and set up costs. This is to be funded from a virement by the Director of Resources as per Financial Procedure Rule A24 from the underspend in external audit fees.	None	26-Feb-15	Director of Resources
OD.035/15	FINANCIALS WEB IMPLEMENTATION	<p>In order to achieve the full functionality of the e-purchasing system it will also be necessary to make improvements to the overall Financial System. The additional functionality of the latest modules within the Financial System will allow web access to all users for viewing and interrogating the system, and will allow for automatic alerts to be sent when invoices are scanned and registered, which will enable more self-service and real time queries to be carried out by Managers. The one off cost is £41,500 and is proposed to be funded from a previously carried forward for IT Software and will be required to be carried forward to 2015/16 when the work will be carried out. This will be repaid through savings in the annual maintenance costs of the old Contractor Plus system which is no longer used. This will be £10,000 per year, and once the initial investment is repaid will be a recurring saving.</p> <p>Enabling the WEB financials will fit in with the Council's aims of having more up-to-date and easily accessible information available to Managers as part of the PRISM project.</p>	None	26-Feb-15	Director of Resources

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OD.036/15	<b>Infrastructure Capacity Funding - 2014/15 Allocation</b>	<p>In April 2014 the Government (Communitites and Local Government) announced that they were making available a small amount of 'seedcorn' resource funding for Local Authorities for 2014/15 and 2015/16, where in house resources are limited, to help them to put in place the skills and capacity and undertake the related complex studies that may be needed to take locally-led large housing schemes through the planning and consent process.</p> <p>Following the submission of a bid prepared jointly with Cumbria County Council, Carlisle City Council was subsequently awarded up to £250K of funding over a two year period.</p> <p>The City Council are now in receipt of the £83,334 for the financial year 2014/15. Milestones are yet to be agreed with Governmment regarding the expenditure and draw down of any funds relating to spend in 2015/16 with the availability of this funding in any event subject to the agreement of any new Government post the general election.</p> <p>In accordance with the successful bid there is a need to act to expend the grant relating to the current financial year (2014/15) in order to support accelerating and bringing forward land allocated for housing within the emerging Local Plan, in accordance with the intentions of the award.</p>	Bid submission document	26-Feb-15	Director of Economic Development
OD.037/15	<b>The Future of On Street Parking Enforcement - Back Corporation Road</b>	The future management of the Parking Area of Back Corporation Road	LE.23/14 - The Future of On Street Parking Enforcement	27-Feb-15	Director of Local Environment
OD.038/15	<b>Licensing Decisions between 27 February 2015 and 6 March 2015</b>	<p>The Licensing Manager of Carlisle City Council has considered the applications for licences and permissions received between 27 February 2015 and 6 March 2015. (can be viewed on the Council website  <a href="http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx">http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx</a>)</p>	Applications for various licences	06-Mar-15	Licensing Manager

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OD.039/15	<b>The Housing Act 2004, Part 2 Licensing of Houses in Multiple Occupation</b>	The Private Sector Housing Technical Team Manager at Carlisle City Council has considered 7 applications for HMO licences in January and February 2015.	Application form for site licence and application fee	05-Mar-15	Director of Economic Development
OD.040/15	<b>Caravan Sites Control and Development Act 1960, as amended by the Mobile Homes Act 2013.</b>	The Private Sector Housing Technical Team Manager at Carlisle City Council has considered the application for a site licence at Ghyll Bank House, Low Harker, Carlisle, CA6 4DG	Application form for site licence and application fee	27-Feb-15	Director of Economic Development
OD.041/15	<b>Carlisle City Council Network PSN WAN upgrade</b>	<p>To upgrade the Council's Wide Area Network (WAN) between all sites from a now legacy, slow, obsolete network, and to increase connectivity speeds. The solution needs to be a Public Services Network (PSN) 21CN compliant network and reduce annual rental costs on the council's existing budgets.</p> <p>The WAN network covers Carlisle City Council site's, RBS shared service, Community Centres, Cumbria Action and Cumbria Council for Voluntary Services. GLL are presently migrating CLL sites onto their own network.</p> <p>The annual spend for the council sites including community centres is £47,578. For RBS the WAN costs are £94,530 per annum split down as £45,894 (Carlisle), £39,636 (Allerdale) and £8,999 (Copeland). This gives an annual spend total for Carlisle of £93,472.</p> <p>Using an existing Government framework for procurement a competitive tender was issued in October 2014 which also allows the other local authorities in Cumbria to use the framework over the 5 year period of the contract for procuring network WAN links.</p>	PSN WAN Tender - CPU201420	02-Feb-15	Deputy Chief Executive

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OD.042/15	<b>Carlisle City Council Network PSN WAN upgrade</b>	<p>To upgrade the Council's Wide Area Network (WAN) between all sites from a now legacy, slow, obsolete network, and to increase connectivity speeds. The solution needs to be a Public Services Network (PSN) 21CN compliant network and reduce annual rental costs on the council's existing budgets.</p> <p>The WAN network covers Carlisle City Council sites, RBS shared service, Community Centres, Cumbria Action and Cumbria Council for Voluntary Services. GLL are presently migrating CLL sites onto their own network.</p> <p>The annual spend for the council sites including community centres is £47,578. For RBS the WAN costs are £94,530 per annum split down as £45,894 (Carlisle), £39,636 (Allerdale) and £8,999 (Copeland). This gives annual spend total for Carlisle of £93,472.</p> <p>Using an existing Government framework for procurement a competitive tender was issued in October 2014 which also allows the other local authorities in Cumbria to use the framework over the 5 year period of the contract for procuring network WAN links.</p>	PSN WAN Tender - CPU201420	02-Feb-15	Deputy Chief Executive

OD.043/15	<b>Licensing Decisions between 6 March 2015 to 13 March 2015</b>	The Licensing Manager of Carlisle City Council has considered the applications for licences and permissions received between 6 March 2015 and 13 March 2015. (can be viewed on the Council website <a href="http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx">http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx</a> )	Applications for various licences	13-Mar-15	Licensing Manager
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OD.044/15	<b>The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002, adopted Housing Assistance Policy July 2013</b>	The Private Sector Housing Technical Team Manager at Carlisle City Council has considered applications for 10 Disabled Facility Grants in the period 12 January to 23 February 2015 for a totalling a approved grant sum of £39,664.17	Housing Renewal Assistance Policy 2013 Occupational Therapist referral for each client and 10 individual DFG applications - Private * Not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972	17-Mar-15	Private Sector Housing Technical Team Manager
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<b>OD.045/15</b>	<b>Centurion Inn, Walton</b>	Recommendation to list the Centurion Inn, Walton, as a community asset under the Localism Act 2011.	PC.15/14 - Community Right to Bid report at Executive 15/12/14 Application form for Community right to Bid - Private *Not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972	10-Mar-15	Town Clerk and Chief Executive
<b>OD.046/15</b>	<b>Licensing Decisions between 13 March and 20 March 2015</b>	The Licensing Manager of Carlisle City Council has considered the applications for licences and permissions received between 13 March 2015 and 20 March 2015. (can be viewed on the Council website <a href="http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx">http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx</a> )	Applications for various licences	20-Mar-15	Licensing Manager