

## Officer Decisions

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

Decision Ref No	Title: Subject and Decision Taken:	Reports and Background Papers considered:	Date Decision Taken:	Decision Maker:															
OD.6/22	Central Plaza Project Development Costs The decision relates to the project development for the regeneration of the former Central Plaza site. The Council has made a £50,000 contribution (exclusive of VAT) to the cost of the preliminary work undertaken on the site between 2019-2021.	None.	10 January 2022	Corporate Director of Economic Development.															
OD.7/22	Real Living Wage Increase – January 2022 Real Living Wage Increase  Carlisle City Council supports paying all staff the Real Living Wage (RLW) or above. In line with the annual increase the Living Wage Foundation have increased the RLW rate from £9.50 per hour to £9.90 per hour. It is proposed that the Council adopt the increase and implements with effect from 1 <sup>st</sup> January 2022.  The Minimum Wage, set by the Government is as follows; <table border="1"><tr><td></td><td>Current</td><td>As at 1/4/22</td></tr><tr><td>Under 18</td><td>£4.62</td><td>£4.81</td></tr><tr><td>18 to 20</td><td>£6.56</td><td>£6.83</td></tr><tr><td>21 to 22</td><td>£8.36</td><td>£9.18</td></tr><tr><td>23 and over</td><td>£8.91</td><td>£9.50</td></tr></table> The real Living wage (set by the Living Wage Foundation) is now £9.90 per hour (£11.05 per hour in London) for over 18's. This payment is		Current	As at 1/4/22	Under 18	£4.62	£4.81	18 to 20	£6.56	£6.83	21 to 22	£8.36	£9.18	23 and over	£8.91	£9.50	N/A	07 January 2022	Deputy Chief Executive
	Current	As at 1/4/22																	
Under 18	£4.62	£4.81																	
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	<p>voluntary and is based on the cost of living according to a basket of household goods and services.</p> <p>This will impact on salary scale Grade A - Pay Point P1 and will cost the Council approximately £1400 per annum which can be met from base budgets.</p>													
OD.8/22	<p>One Public Estate Grant Funding Agreement for Kendal Leisure Centre. Carlisle City Council acts as the accountable body for the Cumbria wide One Public Estate (OPE) programme and as such takes responsibility for holding and allocating programme capital funds under the terms of the grant.</p> <p>The capital development work at Kendal Leisure Centre is part of this OPE programme and is eligible for a £60,000 repayable grant. The grant funding agreement for this contribution has been agreed and signed by all parties and funds will now be released.</p> <p>This decision is made following the Executive report (CS48/21) 13<sup>th</sup> December 2021 that set out the terms for allocating these funds.</p>	None.	17 January 2022	Deputy Chief Executive										
OD.9/22	<p>Revenue Grant Reserve – Release of Funds</p> <p>To release funding from the Revenue Grant Reserve in October to December 2021 to fund expenditure in line with the terms and conditions of the grant awards as follows:</p> <table><tr><td>Service Area</td><td>Request for Release</td></tr><tr><td>One Public Estate</td><td>6,100</td></tr><tr><td>Other Green Spaces</td><td>16,800</td></tr><tr><td>Waste Services</td><td>3,500</td></tr><tr><td>Partnerships</td><td>4,600</td></tr></table>	Service Area	Request for Release	One Public Estate	6,100	Other Green Spaces	16,800	Waste Services	3,500	Partnerships	4,600	None.	18 January 2022	Corporate Director of Finance and Resources
Service Area	Request for Release													
One Public Estate	6,100													
Other Green Spaces	16,800													
Waste Services	3,500													
Partnerships	4,600													

	<p>Investment and Policy      85,800</p> <p>Homeless Prevention and Welfare      7,500</p> <p>Electoral Services      4,900</p> <p>129,200</p> <p>The use of this reserve is set out within the Council's MFTP and can only be released under delegated powers, by the Corporate Director of Finance and Resources.</p>			
OD.10/22	<p>Business Rates Pooling Arrangements 2022/23</p> <p>At their meeting of 22 November 2021, the Executive agreed in principle to continue with the pooling arrangements with other Cumbrian Authorities under the Business Rates Retention Scheme for 2022/23 financial year.</p> <p>Final confirmation that the Pooling arrangements would be beneficial to the Council has been obtained through NNDR monitoring, and the decision, delegated to the Corporate Director of Finance and Resources, has been made to continue in the pool.</p> <p>Continuation of the Pooling arrangements for 2022/23 has been agreed by all of the Cumbrian S151 Officers.</p> <p>The financial implications of the pooling arrangements are included within the Council's 2022/23 – 2026/27 Revenue Budget which forms part of the 2022/23 budget proposals.</p>	RD48/21 Local Taxation 2022/23 – 2026/27	19 January 2022	Corporate Director of Finance and Resources
OD.11/22	<p>Precept Payment Dates 2022/23</p> <p>In accordance with section 2 (b) of the Council's Constitution <i>Leader's Scheme of Delegation</i>, the Corporate Director of Finance and Resources</p>	Final Paper to CCFO 12 <sup>th</sup> January 2022	19 January 2022	Corporate Director of

	<p>is required to set the Collection Fund precept/business rate retention scheme payment dates.</p> <p>Consultation is required with the major precepting authorities, i.e., Cumbria County Council and the Police &amp; Crime Commissioner, on these suggested precept dates for 2022/23. Actual precept payment dates have to be notified before 31 January of each year.</p> <p>Consultation took place with the Cumbria Chief Finance Officers via email on 12<sup>th</sup> December 2021, with the suggested dates, set out on the attached, being agreed on 12<sup>th</sup> January 2022.</p>			Finance and Resources
OD.12/22	<p><b>Council Tax Base 2022/23</b></p> <p>In accordance with section 2 (a) of the Council's Constitution <i>Responsibility for Council Functions</i>, the Corporate Director of Finance and Resources is required to calculate the council tax base on an annual basis.</p> <p>That, after making the necessary calculations in accordance with Regulations, the estimated Council Tax Base for 2022/23 is set at 35,164.84. The proportion of this tax base due to the reduction of second homes discount is 219.66.</p>	Council Tax Base calculation spreadsheets 2022/23	19 January 2022	Corporate Director of Finance and Resources
OD.13/22	<p><b>Council Tax Surplus/Deficit 2022/23</b></p> <p>In accordance with section 2 (b) of the Council's Constitution <i>Leader's Scheme of Delegation</i>, the Corporate Director of Finance and Resources is required to estimate any surplus or deficit on the Collection Fund.</p> <p>That, after making the necessary calculations in accordance with Regulations, the estimated Council Tax Surplus for 2021/22 (to be recovered in 2022/23) is estimated at £981,852.99 which would normally</p>	Council Tax Surplus/Deficit calculation spreadsheets 2022/23 & CIPFA Collection Fund Toolkit.	19 January 2022	Corporate Director of Finance and Resources

	<p>be shared proportionally with the main preceptors on the Collection Fund as follows:</p> <ul style="list-style-type: none"> <li>• Carlisle City Council - £117,846.99</li> <li>• Cumbria County Council - £731,740.38</li> <li>• Cumbria Police &amp; Crime Commissioner - £132,265.62</li> </ul> <p>This amount includes 1/3<sup>rd</sup> of the estimated deficit for 2020/21 that is allowed to be spread over 3-years in accordance with The Local Authorities (Collection Fund: Surplus and Deficit) (Coronavirus) (England) Regulations 2020, due to the exceptional circumstances the COVID-19 pandemic has had on local tax collection.</p>			
OD.14/22	<p>Hammond's Pond Improvements – Beck Crossings</p> <ul style="list-style-type: none"> <li>• This project forms part of an extensive refurbishment and improvements package of the park infrastructure at Hammond's Pond, Upperby, Carlisle.</li> <li>• Funding is in place from a Section 106 agreement between Story Homes (developers of the adjacent Ridings Estate) and the City Council, with a total of £205,960 available for the improvement of footpaths at Hammond's Pond.</li> <li>• Structural engineers were engaged to produce designs for the replacement of three footbridges and the refurbishment of one culvert crossing over the Wire Mire Beck in Hammond's Pond.</li> <li>• A bespoke flood risk activity permit to complete the works was sought from the Environment Agency in September 2021 and full consent received.</li> <li>• A tender package was distributed to contractors placed on the existing Carlisle City Council Green Spaces Framework Agreement on 23/11/2021 and responses requested by 12/01/2022.</li> </ul> <p>Quotations were received from five contractors and, following tender assessment, the decision was made to award the contract to Evans Agricultural Contractors Ltd for a total value of £24,337.52.</p>	None.	21 January 2022	Deputy Chief Executive

OD.15/22	<p>Hammond's Pond Improvements – Footpaths Phase 1 (East)</p> <ul style="list-style-type: none"> <li>• This project forms part of an extensive refurbishment and improvements package of the park infrastructure at Hammond's Pond, Upperby, Carlisle.</li> <li>• Funding is in place from a Section 106 agreement between Story Homes (developers of the adjacent Ridings Estate) and the City Council, with a total of £205,960 available for the improvement of footpaths at Hammond's Pond.</li> <li>• Existing footpaths throughout the park are in generally poor condition, all were assessed by a City Council officer during 2021 and a priority list drawn together.</li> <li>• Paths in the Eastern area of the park (accessed off Scalegate Road) will be upgraded via the installation of concrete pin kerb edging along with an overlay of new asphalt to a depth of 80mm. This specification ensures a high-quality surface for users of all abilities, which is sufficiently robust to withstand occasional vehicle traffic and incur minimal maintenance costs.</li> <li>• A tender package was distributed to contractors placed on the existing Carlisle City Council Green Spaces Framework Agreement on 23/11/2021 and responses requested by 12/01/2022.</li> </ul> <p>Quotations were received from five contractors and, following tender assessment, the decision was made to award the contract to Toman Contracting Ltd for a total value of £68,330.84.</p>	None.	21 January 2022	Deputy Chief Executive
OD.16/22	<p>Stanwix House, Kell's Place, Carlisle</p> <p>Retrospective consent to grant parking licences at property. Decision taken is to grant retrospective consent on payment of one-off premium.</p>	None.	21 January 2022	Head of Property Services
OD.17/22	<p>Licensing decisions taken between 1 January and 31 January 2022</p> <p>The Licensing Manager has granted the attached licences or permissions under an express authorisation delegated to her and in accordance with</p>	Applications for various licences. Private Not for Publication by Virtue of Paragraph 1 of Part 1 of	31 January 2022	Licensing Manager

	the Council's policy requirements. (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> )	Schedule 12A of the Local Government Act.		
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