

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/

Decision Ref No	Title: Subject and Decision Taken:	Reports and Background Papers considered:	Date Decision Taken:	Decision Maker:
OD.92/21	<p>Civica Pay Contract The Council uses Civica Pay as its Income management system for processing all income due to the Council, including card payments and bank statement reconciliation.</p> <p>The current contract with Civica expires on 30 September 2021 but there are provisions for continuation in the current contract. The current system is on outdated servers and the upgraded system will comply with Accessibility regulations for web payments and help the Council comply with payment card industry data security standards.</p> <p>Therefore, in order to achieve continuation of service and to avoid the need to change systems, which will be resource and financially intensive, it is proposed that a new contract be directly awarded with Civica, using the provisions of the DAS Framework, effective from 1 October 2021 for a period of 3-years. This will allow the Council to effectively take payments until 2024, at which time consideration around systems will be a decision for the new Unitary authority.</p> <p>By not awarding the contract to Civica, the Council would be in the position where it may not have a fully working income management system with which to process payments and income it receives. There would be additional capital costs involved in procuring through a tender exercise and a risk of loss of service to the Council.</p> <p>The contract can be contained within current budgetary provisions.</p>	<p>SMT Report – Civica Payments System – 21 September 2021 – Not for publication by virtue of Paragraph 3 of Schedule 12A to the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	<p>24 September 2021</p>	<p>Corporate Director of Finance and Resources</p>

OD.93/21	Landlord's consent to repair. To grant Landlord's consent to roof repairs at The Lanes shopping centre.	None	29 September 2021	Property Services Manager
OD.94/21	Licensing Decisions taken between 1 September and 30 September 2021 The Licensing Manager has granted the attached licences or permissions under an express authorisation delegated to her and in accordance with the Council's policy requirements. (can be viewed on the Council website http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx)	Applications for various licences. Private Not for Publication by Virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act.	01 October 2021	Licensing Manager
OD.95/21	Transfer of funds from Planning Reserve to Development Management Operational Budget To transfer £56,100 to cover a series of in-year improvements to the operation of Development Management to improve efficiency of service delivery and staff training/resources for the following budget areas: Admin Salary Costs £29,300 Planning Graduate Costs £26,600	N/A	01 October 2021	Chief Executive
OD.96/21	Withdrawn After Publication - Regulatory Services Appointment of Agency Support for Licensing Officer Regulatory Services has appointed Agency Support for 3 months to provide assistance to the Licensing function and COVID compliance support to licensed premises and licensed vehicles.	N/A	05 October 2021	Licensing Officer
OD.97/21	Homeless Prevention and Accommodation Services The Homeless Prevention and Accommodation Service team managers of Carlisle City Council have made the attached decisions between 1 July 2021 and 30 September 2021, under the express authorisation delegated to relevant officers in accordance with the Council's policy requirements.	Individual assessments of need and vulnerability are considered on a case by case basis to inform decision making; these include personal sensitive information. The assessments are not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local	06 October 2021	Homelessness Prevention and Accommodation Manager

		Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).																
OD.98/21	<p>Revenue Grant Reserve – Release of Funds</p> <p>To release funding from the Revenue Grant Reserve in July to September 2021 to fund expenditure in line with the terms and conditions of the grant awards as follows:</p> <table> <thead> <tr> <th>Service Area</th> <th>Request for Release £</th> </tr> </thead> <tbody> <tr> <td>Investment and Policy</td> <td>34,800</td> </tr> <tr> <td>Regeneration</td> <td>1,300</td> </tr> <tr> <td>Homelessness prevention and Welfare</td> <td>(900)</td> </tr> <tr> <td>Electoral Services</td> <td>5,100</td> </tr> <tr> <td>Regulatory Services</td> <td>4,100</td> </tr> <tr> <td></td> <td>44,400</td> </tr> </tbody> </table> <p>The use of this reserve is set out within the Council's MTFP and can only be released, under delegated powers, by the Corporate Director of Finance and Resources.</p>	Service Area	Request for Release £	Investment and Policy	34,800	Regeneration	1,300	Homelessness prevention and Welfare	(900)	Electoral Services	5,100	Regulatory Services	4,100		44,400	None	12 October 2021	Corporate Director of Finance and Resources
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