



**LANCASTER
CITY COUNCIL**

Promoting City, Coast & Countryside

URGENT BUSINESS

THURSDAY, 29 MARCH 2012

Please find an enclosed Urgent Business Notice in connection with the following:

1. **Request for the City Council to act as Accountable Body for Mary Portas Pilot - Town Team Initiative Bid by Morecambe Town Council (Pages 1 - 7)**

Queries regarding this document

Please contact Tom Silvani - Democratic Services - telephone 01524 582132, or email: tsilvani@lancaster.gov.uk.

Democratic Services,
Town Hall,
Dalton Square,
Lancaster LA1 1PJ

Published on Thursday 29 March 2012

Agenda Item 1

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Contact: Stephen Metcalfe
Telephone: (01524) 582073
Fax: (01524) 582161
Minicom: (01524) 582175
E-mail: sjmetcalfe@lancaster.gov.uk
Our reference: UB80

Councillor Eileen Blamire (Leader of the Council)

HEAD OF GOVERNANCE

Town Hall
Dalton Square
Lancaster
LA1 1PJ

29th March, 2012

Dear Councillor,

DX 63531

URGENT BUSINESS – REQUEST FOR THE CITY COUNCIL TO ACT AS ACCOUNTABLE BODY FOR MARY PORTAS PILOT – TOWN TEAM INITIATIVE BID BY MORECAMBE TOWN COUNCIL

Members are requested to consider the attached report which proposes that consideration be given to act as accountable body for the Morecambe Town Council in their bid for funding to implement a Mary Portas Pilot Town Team Initiative in the event of the funding bid being successful.

The Chief Executive is consulting with you to take an Urgent Business Decision for the City Council to act as accountable body for the Mary Portas Pilot, subject to there being no cost implications for the City Council. The reason for the urgency in this case is that the City Council must make a decision by 30th March 2012 in order to allow Morecambe Town Council to submit their bid on that date.

The issue is a Key Decision, but notice has not been included in the Forward Plan. Therefore in accordance with Access to Information Procedure 16, on this occasion, the Mayor has been asked to waive the requirement for notice of the decision to be included in the Forward Plan for five working days before the decision is taken.

The Urgent Business Procedure Rules authorise the Chief Executive to take urgent decisions which cannot reasonably wait until the next meeting of a committee, in consultation with the Chairman of the relevant committee.

I would be grateful if you could complete the slip, signifying whether you are in agreement with the recommendation or not, and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Stephen Metcalfe on 582073, or e-mail sjmetcalfe@lancaster.gov.uk, with your decision.

Yours sincerely,

Stephen Metcalfe
Principal Democratic Support Officer

Enc.

URGENT BUSINESS – REQUEST FOR THE CITY COUNCIL TO ACT AS ACCOUNTABLE BODY FOR MARY PORTAS PILOT – TOWN TEAM INITIATIVE BID BY MORECAMBE TOWN COUNCIL

Councillor Consultation

*I am/~~am not~~ (***please delete as appropriate**) in agreement with the recommendation: -

To agree: -

- (1) That the Chief Executive under urgent business agrees to Lancaster City Council acting as accountable body for the Mary Portas Pilot, subject to there being no cost implications for the City Council.
- (2) That the revenue budget is updated accordingly in the event that the Stage 2 application is successful.
- (3) That consultation be undertaken with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable the decision to be implemented immediately.

Signed: Councillor Eileen Blamire

Position Held: Leader of the Council

Dated: 29 March 2012-----

Chief Executive Decision

*I agree/~~do not agree~~ (***please delete as appropriate**) to exercise my delegated authority and approve: -

- (1) That Lancaster City Council agrees to act as accountable body for the Mary Portas Pilot, subject to there being no cost implications for the City Council.
- (2) That the revenue budget is updated accordingly in the event that the Stage 2 application is successful.
- (3) That consultation be undertaken with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable the decision to be implemented immediately.

Signed: Mark Cullinan -----

Chief Executive

Dated: 29 March 2012-----

Please return to: Stephen Metcalfe,
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ
Ref: UB80

Contact: Stephen Metcalfe
Telephone: (01524) 582073
Fax: (01524) 582161
Minicom: (01524) 582175
E-mail: sjmetcalfe@lancaster.gov.uk
Our reference: UB80

The Right Worshipful the Mayor
of the City of Lancaster Councillor P. Woodruff.

HEAD OF DEMOCRATIC SERVICES

29th March 2012

Town Hall
Dalton Square
Lancaster
LA1 1PJ

Dear Mr Mayor,

DX 63531

URGENT BUSINESS – REQUEST FOR THE CITY COUNCIL TO ACT AS ACCOUNTABLE BODY FOR MARY PORTAS PILOT – TOWN TEAM INITIATIVE BID BY MORECAMBE TOWN COUNCIL

Please find attached a report that the Chairman of Cabinet is being requested to consider. The report proposes that consideration be given to act as accountable body for the Morecambe Town Council in their bid for funding to implement a Mary Portas Pilot Town Team Initiative in the event of the funding bid being successful.

The Chief Executive is consulting with the Chairman of Cabinet with view to making an urgent decision. The reason for the urgency in this case is that the City Council must make a decision by 30th March 2012 in order to allow Morecambe Town Council to submit their bid on that date.

The issue is a Key Decision by virtue of its financial impact. However, notice has not been included on the Forward Plan. I am writing to you to seek your approval that the taking of the decision cannot reasonably be deferred, in accordance with the Council's Access to Information Procedure Rule 16. Also, in view of the deadline, I am also consulting with you on the waiving of the call-in period of 5 working days from the date of the decision, in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

I would be grateful if you would consider the following: -

- (1) To waive the requirement to include advance notice of the decision in the Forward Plan, in accordance with Access to Information Procedure Rule 16, in order that the decision can be taken without delay.**
- (2) To this matter being treated as a matter of urgency in accordance with Overview and Scrutiny Committee Procedure Rule 17(a) and therefore not being subject to call-in.**

Please complete the slip signifying your decision and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Stephen Metcalfe on 582073, or e-mail sjmetcalfe@lancaster.gov.uk with your decision.

Yours sincerely,

Stephen Metcalfe
Principal Democratic Support Officer

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URGENT BUSINESS – REQUEST FOR THE CITY COUNCIL TO ACT AS ACCOUNTABLE BODY FOR MARY PORTAS PILOT – TOWN TEAM INITIATIVE BID BY MORECAMBE TOWN COUNCIL

*I agree/~~do not agree~~ (***please delete as appropriate**)

Waiving the requirement to include advance notice of the decision in the Forward Plan, in accordance with Access to Information Procedure Rule 16, in order that the decision can be taken without delay.

Signed: Councillor Paul Woodruff (Mayor)

Dated: 29 March 2012

*I agree/~~do not agree~~ (***please delete as appropriate**)

To this matter being treated as a matter of urgency in accordance with Overview and Scrutiny Committee Procedure Rule 17(a) and therefore not being subject to call-in.

Signed: Councillor Paul Woodruff (Mayor)

Dated: 29 March 2012

Chief Executive Decision

*I agree/~~do not agree~~ (***please delete as appropriate**) to waive the requirement to include advance notice of the decision in the Forward Plan, in accordance with Access to Information Procedure Rule 16, in order that the decision can be taken without delay.

*I agree/~~do not agree~~ (***please delete as appropriate**) to this matter being treated as a matter of urgency in accordance with Overview and Scrutiny Committee Procedure Rule 17(a) and therefore not being subject to call-in.

Signed: Mark Cullinan -----
Chief Executive

Dated: 29 March 2012-----

Please return to: Stephen Metcalfe,
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ
Ref: UB80

URGENT BUSINESS

**Request for the City Council to act as Accountable Body
for Mary Portas Pilot – Town Team Initiative bid by
Morecambe Town Council**

Report of Head of Regeneration & Policy Service

PURPOSE OF REPORT			
To obtain the agreement of cabinet for the City Council to act as accountable body for the Morecambe Town Council in their bid for funding to implement a Mary Portas Pilot Town Team Initiative in the event of the funding bid being successful.			
Key Decision	<input checked="" type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>
			Referral from Cabinet Member
Date Included in Forward Plan	N/a.		
This report is public.			

RECOMMENDATIONS OF HEAD OF REGENERATION AND POLICY

- (1) That the Chief Executive under urgent business agrees to Lancaster City Council acting as accountable body for the Mary Portas Pilot, subject to there being no cost implications for the City Council.
- (2) That the revenue budget is updated accordingly in the event that the Stage 2 application is successful.
- (3) That consultation be undertaken with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable the decision to be implemented immediately.

1.0 Introduction

1.0 What are Mary Portas Pilots?

1.1 Mary Portas Pilots are projects which are able to attract specific funding targeted at revitalising high streets. The Morecambe Town Council intends to make a bid for a Town team Initiative which could attract up to £100,000 of funding. Before it makes a bid however it has to be able to confirm that the City Council would act as the accountable body for the funding, to manage it in accordance with Financial Regulations and apply the appropriate level of governance for the management of public funds.

2.0 Proposal Details

- 2.1 As host authority for the funds the Council would act as the accountable body were a grant to be awarded. The Town Council state that no match funding would be required from the City Council for this project. The requirement to have agreement in principle that a local authority will act as accountable body is similar to the obligation placed on the Arnside/Silverdale AONB when they applied for funding to create a Nature Improvement area for Morecambe Bay earlier this year.

3.0 Details of Consultation

- 3.1 The Town Council have sought advice from officers of the Regeneration and Policy Service before engaging expertise to formulate their bid. No formal consultation has been carried out as yet.

4.0 Options and Options Analysis (including risk assessment)

- 4.1 Option 1 is to agree to support the Town Council application for funding and agree to act as Accountable Body subject to there being no financial implications for the City Council. This option would demonstrate to the Town Council that the City Council supports complementary initiatives to help regenerate the town. A project which would assist in the regeneration of the towns shopping streets would be consistent with the City Councils regeneration objectives and the developing Morecambe Area Action Plan.
- 4.2 Option 2 is not to agree to act as Accountable Body. This would prevent the Town Council from applying for funding.

5.0 Officer Preferred Option (and comments)

- 5.1 Option 1 is the preferred option as this presents a unique opportunity in the current financial climate to obtain external funding for projects to improve the very special areas which the City Council has a responsibility to manage, without any match funding burden on the council itself.

RELATIONSHIP TO POLICY FRAMEWORK

The regeneration of Morecambe Town Centre is a part of the economic Growth key priority in the latest version of the corporate Plan 2012-2015.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

The provision of good quality shopping and services in Morecambe Town centre enables greater access to goods and services for local residents on this side of the river, reducing the need for travel and encouraging more sustainable communities.

FINANCIAL IMPLICATIONS

There is no match funding requirement for the council. The funds will contain an element to contribute to the administration costs of managing the funds which the City Council may be able to access.

SECTION 151 OFFICER'S COMMENTS

Should the bid be successful, then appropriate financial arrangements would need to be put in place to ensure that the Council's obligations as accountable body could be met fully, and that any initiatives facilitated by the bid had no financial implications for the City Council.

LEGAL IMPLICATIONS

There are no legal implications beyond those which will be contained in the grant conditions.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has no comments to add.

BACKGROUND PAPERS

Letter from Morecambe Town Council dated 21st March 2012.

Contact Officer: Andrew Dobson
Telephone: 01524 582303
E-mail: adobson@lancaster.gov.uk