

# LANCASTER CITY COUNCIL

*Promoting City, Coast & Countryside*

# Key Decisions Annual Forward Plan

Monthly Update

**1 January 2009**  
**30 April 2009**



**PUBLISHED 4<sup>TH</sup> DECEMBER 2008**

## INTRODUCTION

In order to ensure openness and accountability, this Forward Plan of key decisions has been prepared to set out clearly the **key decisions** that the Cabinet and Council Officers will be taking over the next twelve months.

The Plan is updated on a monthly basis and seeks to include all issues that are defined as “key decisions” in accordance with the Council’s Constitution and identifies which body will make the decision.

This document is one of the regular monthly updates to the Forward Plan published annually.

The Plan tries to anticipate the issues that will be the subject of a key decision within a given timescale. For each item, this Plan includes:

- a description of the item for decision
- who will take the decision
- the date or period within which it will be taken
- groups identified for consultation and how this will be undertaken
- the process and timescale for persons wishing to make representations
- a list of documents that will be used in consideration of the matter

### ***Key Decision - Definition***

The definition of a key decision is set out in Part 2, Article 13 “Decision Making” of the Council’s Constitution which states:

- A decision should be a Key Decision on financial grounds if it relates to any of the following:

expenditure or savings proposal not included within approved capital or revenue budgets (including new schemes, external funding bids, increased spending on or transfers/virements between budgeted schemes):

- estimated at over £50,000 in total (gross), or
  - where there are unbudgeted net revenue costs or other potential liabilities arising in current or future years.
- i. Any other initiative that relates to or would result in potential savings of over £50,000 in any year, which are not provided for in the approved budget.
  - ii. The allocation of revenue or capital grants (receivable or payable) or any general budget allocations where their specific use or method of allocation has not previously been approved by Cabinet. This also covers any proposals to delegate such arrangements.
  - iv. The award of contracts over £50,000.
  - v. Proposals that involve taking on the role of Accountable Body for a particular initiative.
  - vi. The carry forward of under- or overspends, irrespective of amount.

- vii. Increasing future years' spending forecasts in line with any flexibility authorised by Council, irrespective of amount.

With the exception of the following which shall not be a Key Decision:

- Transactions carried out as part of the efficient administration of the Council's finances in line with council policy and the s151 Officer's functions, e.g. treasury management.
  - Subsequent allocation of grants (receivable or payable) within a framework and criteria previously agreed by Cabinet.
  - Setting of fees and charges levels, including concessions, within the approved Budget and Policy Framework.
  - Incurring expenditure essential to meet any immediate needs created by an emergency threatening life and limb or related to major structural damage threatening the fabric of a building [see Financial Procedures section A 1.11 (f)].
- A decision should be a Key Decision on community impact grounds if it would have a significant and lasting impact on one or more of the following:
- (a) reputation of the Council
  - (b) the environment
  - (c) the local economy
  - (d) community safety
  - (e) human rights, equal opportunities or racial equality
- The Monitoring Officer would be responsible for the interpretation of the words **significant and lasting** in the community impact test.

The Plan does not, therefore, include:

- exempt or confidential information as defined in the Council's Constitution Part 4 Section 2, 10.03 and 10.04;
- any reference to decisions made by the Council's regulatory and other committees, i.e.
  - Licensing
  - Planning and Highways
  - Appeals
  - Standards
  - Audit
  - Personnel
  - Appraisal
- any decisions made by Cabinet or delegated to Officers which are not defined as **key decisions**.

## **Contacts**

If you have any queries relating to the publication of this plan please contact Gill Noall, Head of Democratic Services, on 01524 582060.

# LANCASTER CITY COUNCIL

## FORWARD PLAN – SUMMARY OF KEY DECISIONS

Cabinet Member(s) with Special Responsibility	Decision	Date Decision Due
Councillor Roger Mace	Funding of the Employee Establishment - Consideration of Vacancies	Ongoing
Councillor Roger Mace	Budget & Policy Framework Process 2009/10	Various
Councillor David Kerr	Memorial Safety Programme	20 January 2009
Councillor Roger Mace	Review of Parking Fees and Charges 2009/10	20 January 2009
Councillor David Kerr	Fees and Charges 2009/10 - Health & Strategic Housing	20 January 2009
Councillor Eileen Blamire	Planning Development Grant Allocation 2008/09	20 January 2009
Councillor Evelyn Archer, Councillor Abbott Bryning	Support for Business Start Up	20 January 2009
Councillor David Kerr, Councillor Roger Mace	Approval of Pay and Grading Structure	20 January 2009
Councillor Evelyn Archer, Councillor Abbott Bryning, Councillor Shirley Burns, Councillor John Gilbert	Review of Communications and Marketing	20 January 2009
Councillor Evelyn Archer, Councillor Eileen Blamire, Councillor Abbott Bryning, Councillor David Kerr	Consultation Document on Revised Structures for Programmes and External Funds, Project Delivery Teams, and the Future of Strategic Housing Role (Major Projects Delivery)	20 January 2009
Councillor Abbott Bryning	Luneside East Regeneration Project	20 January 2009
Councillor Evelyn Archer	Lancaster and Morecambe Worklessness Project	17 February 2009
Councillor Roger Mace	Treasury Management Strategy 2009/10	17 February 2009
Councillor Susie Charles	Adoption of Forest of Bowland AONB Management plan	17 February 2009
Councillor Roger Mace	Participatory Budgeting	17 March 2009
Councillor Evelyn Archer	Disposal of Land off Quernmore Road, Lancaster	17 March 2009
Councillor David Kerr, Councillor Roger Mace	Approval of Pay and Grading Structure	17 March 2009
Councillor Susie Charles	Arnside/Silverdale AONB Management Plan Review	17 March 2009

**LANCASTER CITY COUNCIL**

Potentially 20 January  
2009, 17 February 2009, 17  
March 2009, 21 April 2009

**Key Decision Taken by Cabinet or delegated Officer**

<b>ITEM FOR DECISION:</b>	Funding of the Employee Establishment - Consideration of Vacancies
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Legal and Human Resources
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Arising from a Cabinet decision of the 11th November, there is a presumption against filling vacant posts, and prior approval must be sought from Cabinet.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Potentially 20 January 2009, 17 February 2009, 17 March 2009, 21 April 2009. There is also the possibility of decisions being taken by Urgent Business Procedure between meetings if deemed necessary.
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Funding of the Employee Establishment Report to Cabinet and Minute from 12 November 2008.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Information from Service Heads and Directors will be provided to Cabinet by the Chief Executive in each case.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Not applicable
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

**LANCASTER CITY COUNCIL**

Various  
20 January 2009  
17 February 2009

**Key Decision Taken by Cabinet or delegated Officer**

<b>ITEM FOR DECISION:</b>	Budget & Policy Framework Process 2009/10
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Financial Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Various 20 January 2009 17 February 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Not applicable at present
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	To be set out in Budget timetable.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Not applicable at present.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Memorial Safety Programme
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Health and Strategic Housing
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Progress of the Memorial Safety Programme.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Report to Cabinet of 17 January 2006. New Cabinet Report refers to possible changes in staffing level Individual Cabinet Member Decision 22 February 2007 The Ombudsman Special Report on Memorial Safety in Local Authority Cemeteries.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Friends of Cemeteries Groups.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	In writing to Stephen Mann, Public Health & Safety Manager, Morecambe Town Hall, Morecambe, LA4 5AF.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed.
<b>REASON DECISION HAS BEEN DELAYED:</b>	Decision has been delayed from 11th November 2008 so that the item can be considered as part of the budget process for 2009/10.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Review of Parking Fees and Charges 2009/10
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Property Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To consider the level of parking fees and charges for 2009/10.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None at present
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Local Chambers of Commerce and of Trade
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Letters or emails to Head of Property Services or Parking and Administration Manager, Lancaster Town Hall, Dalton Square, Lancaster, LA1 5PJ.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Prior to 9th January 2009



## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Fees and Charges 2009/10 - Health & Strategic Housing
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Health and Strategic Housing
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The report sets out options for increasing fees and charges for a range of services in Health & Strategic Housing as part of the budget process.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Fees and Charges Cabinet Report 2007/08
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Poulton Neighbourhood Management Environment Sub Group and Funeral Directors
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Verbally or in writing to Head of Health & Strategic Housing, Town Hall, Morecambe, LA4 5AF. Telephone 01524 582701
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Prior to 12 December 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Planning Development Grant Allocation 2008/09	
<b>WARD:</b>	All Wards	
<b>SERVICE:</b>	Planning Services	
<b>DECISION MAKER:</b>	Cabinet	
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Eileen Blamire	
<b>KEY DECISION CRITERIA:</b>	Financial Threshold	
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To secure a decision for the expenditure of the 2008/9 Planning Delivery Grant allocation.	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009	
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	DCLG Letter 10 November 2008 HPDG Final Allocations Table	
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Management Team Statutory Officers Cabinet Member	
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Internal Circulation	
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable	

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Support for Business Start Up
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Economic Development and Tourism
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Evelyn Archer, Councillor Abbott Bryning
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The report will outline proposals for the NWDA Business Start Up Service, to be introduced in April 2009. Specific reference will be made to proposed delivery arrangements within Lancaster District.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	None
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	No active consultation is proposed - the nature of the Service and the framework for its delivery are prescribed by NWDA.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Approval of Pay and Grading Structure
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Legal and Human Resources
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr, Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Report of the Chief Executive to seek approval of a pay and grading structure which will form the basis of the notifications to employees of their Job Evaluation results
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None at this stage
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Trade unions through Single Status and JCC
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Discussions with the trade unions will be ongoing through Single Status and JCC.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Review of Communications and Marketing
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Corporate Strategy
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Evelyn Archer, Councillor Abbott Bryning, Councillor Shirley Burns, Councillor John Gilbert
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Options for the future organisation of the City Council's communications and marketing activity.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Summary of Research Analysis of marketing activity Advertising outturn finance information 08/9 Structure Options Chorley Circle presentation
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Members of staff have been consulted.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Staff have participated in marketing activities.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Consultation Document on Revised Structures for Programmes and External Funds, Project Delivery Teams, and the Future of Strategic Housing Role (Major Projects Delivery)
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Planning Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Evelyn Archer, Councillor Eileen Blamire, Councillor Abbott Bryning, Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To consider a new corporate approach, including the establishment of a central, corporate team, for the management of programmes and external funding.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	No background papers
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	JCC and staff
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Full 21 day consultation carried out with all staff involved.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Prior to 12th December 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Luneside East Regeneration Project	
<b>WARD:</b>	Castle Ward	
<b>SERVICE:</b>	Planning Services	
<b>DECISION MAKER:</b>	Cabinet	
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Abbott Bryning	
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact	
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To advise that the project is now ready for delivery by the private sector and to request that Cabinet determine how to best to proceed	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	20 January 2009	
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Planning Services Files - Luneside East Regeneration Project	
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	None	
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	To make representations to the Head of Planning Services, Palatine Hall, Dalton Square, Lancaster, LA1 1PB	
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed.	
<b>REASON DECISION HAS BEEN DELAYED:</b>	Decision has been delayed from 31st July 2008 - All parties are continuing to work to progress this issue, no conclusions have yet been reached.	

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Lancaster and Morecambe Worklessness Project
<b>WARD:</b>	Harbour Ward; Heysham North Ward; Poulton Ward; Skerton East Ward; Westgate Ward;
<b>SERVICE:</b>	Neighbourhood Task Force
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Evelyn Archer
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Should the bid for funding be successful and an additional £160,000 secured from the Worklessness Programme Board a decision will be required on the work with families and individuals through housing and resettlement issues whilst breaking down barriers to training and employment. The work to be targeted to those Super Output Areas showing the most deprivation and need.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 February 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Consultation with Social Input Group partners (partners engaged with the resettlement and support programme)
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	West End Partnership, Project Liaison Group and sharing information and feed back from members of the Social Input Group.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable.
<b>REASON DECISION HAS BEEN DELAYED:</b>	Decision has been delayed from December 2008 - Report awaiting outcome of bid.



## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Treasury Management Strategy 2009/10
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Financial Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Formal approval of Treasury Management Strategy by Cabinet is required before 01 April, though some aspects also require full Council and will be referred on accordingly. The Strategy sets out overall borrowing and related budget assumptions for 2009/10.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 February 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Not applicable
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	No groups identified, although the Council's professional advisors will be consulted.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	There will be no consultation as the Strategy reflects in Treasury terms what is coming out of the budget process.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Adoption of Forest of Bowland AONB Management plan
<b>WARD:</b>	Upper Lune Valley Ward
<b>SERVICE:</b>	Planning Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Susie Charles
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The local authorities within who's area the Forest of Bowland lies, are obliged to preepare and update a Management plan under the CRoW Act 2000. This Plan is a revised and updated version of the current plan, and needs to be formally adopted.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 February 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Forest of Bowland AONB Management Plan Review available on Forest of Bowland web site.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Undertaken by statutory procedures by AONB Unit.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Undertaken by statutory procedures by AONB Unit.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	29th December 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Participatory Budgeting
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Neighbourhood Task Force
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	<p>This is to be a follow up report to the report already considered by Cabinet in June 2008 giving further details on implementation options.</p> <p>It was resolved at the previous Cabinet meeting:</p> <p>That a further report identifying specific opportunities to proceed with the development of Participatory Budgeting be brought back to a later Cabinet meeting.</p>
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 March 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Local Residents of Poulton.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	In writing via email to John Deacon, Project Director, Neighbourhood Task Force. jdeacon@lancaster.gov.uk
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed.
<b>REASON DECISION HAS BEEN DELAYED:</b>	Decision has been delayed from 2nd September 2008 - This report has been delayed so that it can be considered at the conclusion of the budgeting process.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Disposal of Land off Quernmore Road, Lancaster
<b>WARD:</b>	Bulk Ward
<b>SERVICE:</b>	Property Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Evelyn Archer
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To consider the disposal of land off Quernmore Road, Lancaster, adjacent to Nightingale Hall Farm
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 March 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Officers will be consulted.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	There is no external consultation process as the item is exempt.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Date not applicable.
<b>REASON DECISION HAS BEEN DELAYED:</b>	Decision has been delayed from 22nd January 2008 - This report has been delayed to allow further negotiations to take place.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Approval of Pay and Grading Structure
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Legal and Human Resources
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr, Councillor Roger Mace
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Cabinet will be asked to consider the financial aspects of the new Pay and Grading Structure which is currently the subject of discussion and negotiation with the trade unions.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 March 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	No background papers at this stage
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Trade unions through Single Status and JCC.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Consultation and negotiation ongoing with trade unions through Single Status and JCC.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Arnside/Silverdale AONB Management Plan Review
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Planning Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Susie Charles
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The Council is required to update the management plan for the AONB and submit it to the Secretary of State by 1st April 2009
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	17 March 2009
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	Arnside/Silverdale AONB Management Plan Review and Strategic Environmental Assessment
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Natural England, Statutory Conservation Bodies, General Public
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Via AONB Management Plan Review consultation process.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Prior to 29 January 2009