



**LANCASTER CITY COUNCIL**

*Promoting City, Coast & Countryside*

# **Forthcoming Decisions**

**TO BE TAKEN DURING MARCH 2022**

# LANCASTER CITY COUNCIL

## FORTHCOMING DECISIONS

### The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Cabinet Member(s) with Special Responsibility	Decision	Date Decision Due
Cabinet Member with particular responsibility for Planning and Place Making	Viability Protocol Supplementary Planning Document	1 March 2022
Cabinet Member with particular responsibility for Corporate Services	Civica Financials contract renewal	March 2022

Notice is hereby given that the decision(s) listed below and detailed on the attached notices are likely to be taken in private at the meeting indicated. For further information on why these matters will be considered in private, please see the description on the individual notice(s).

Cabinet Member(s) with Special Responsibility	Decision	Date Decision Due
Cabinet Member with particular responsibility for Housing	Proposed Property Acquisition	1 March 2022
Cabinet Member and Leader	Lancaster City Council Corporate Branding (Version 2)	1 March 2022

Should you wish to make any representations in relation to the meeting being held in private for the consideration of the above item, you should contact: Democratic Services, Lancaster City Council, Lancaster Town Hall, Dalton Square, Lancaster, LA1 1PJ or email [democracy@lancaster.gov.uk](mailto:democracy@lancaster.gov.uk)

Subject to any prohibition or restriction on their disclosure, any background papers relating to these forthcoming key decisions will be available for inspection at both Lancaster and Morecambe Town Halls Reception 5 days prior to the decision being taken or can be accessed electronically following the publication of the agenda using the following link and selecting the appropriate Cabinet meeting:

<http://committeeadmin.lancaster.gov.uk/ieListMeetings.aspx?XXR=0&Year=2013&CId=297&MD=ielistmeetings>

Alternatively copies of, or extracts from these documents may be requested from Democratic Services, Lancaster City Council, Town Hall, Dalton Square, Lancaster, LA1 1PJ or email [democracy@lancaster.gov.uk](mailto:democracy@lancaster.gov.uk). Other documents relevant to these matters may be submitted to the decision maker and can be requested from Democratic Services, contact details above, as they become available.

Cabinet Members: Councillors Caroline Jackson (Leader), Kevin Frea (Deputy Leader), Dave Brookes, Gina Dowding, Tim Hamilton-Cox, Tricia Heath, Erica Lewis, Cary Matthews, Sandra Thornberry and Anne Whitehead

Kieran Keane  
Chief Executive

Publication Date: 31 January 2022

## Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Viability Protocol Supplementary Planning Document
<b>DIRECTORATE:</b>	Director for Economic Growth and Regeneration
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Cabinet Member with particular responsibility for Planning and Place Making
<b>REASON KEY DECISION:</b>	N/A
<b>DECISION TO BE MADE:</b>	The Viability Protocol Supplementary Planning Document (SPD) sets out the process the Council expects applicants to undertake for site specific Viability Assessments where a reduction in contributions is sought. In January 2001, Members resolved to advance the SPD to adoption unless there were significant changes in which case it would be reported back to Cabinet for final endorsement. The (SPD) has been the subject to two consultations and to address issues raised various amendments. Final endorsement is therefore sought for the adoption of the SPD.
<b>DATE OF CABINET MEETING</b>	1 March 2022
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication.
<b>OFFICER CONTACT DETAILS:</b>	Fiona Clark, Planning Officer (Policy) <a href="mailto:fjclark@lancaster.gov.uk">fjclark@lancaster.gov.uk</a>

## Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Proposed Property Acquisition
<b>DECISION TO BE TAKEN IN PRIVATE</b>	This report is exempt from publication by virtue of paragraph 3, of Schedule 12a of the Local Government Act 1972  <i>(3) Information relating to the financial or business affairs of any particular person (including the authority holding the information)</i>
<b>DIRECTORATE:</b>	Director for Communities and the Environment
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Cabinet Member with particular responsibility for Housing
<b>REASON KEY DECISION:</b>	Financial and Community Impact
<b>DECISION TO BE MADE:</b>	An update report to seek final approval from Cabinet for a proposed property acquisition.
<b>DATE OF CABINET MEETING</b>	1 March 2022
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication.
<b>OFFICER CONTACT DETAILS:</b>	Kathy Beaton, Housing Strategy Officer Tel: 01524 582724 KBeaton@lancaster.gov.uk

## Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Lancaster City Council Corporate Branding (Version 2)
<b>DECISION TO BE TAKEN IN PRIVATE</b>	<p>Whilst this report is public, it may contain an exempt appendix and in accordance with Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, notice is hereby given that the meeting is likely to move into private session if it is necessary to refer to the exempt appendix. The reason that the appendix is likely to be considered in private is that it will involve the disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:</p> <p><i>(3) Information relating to the financial or business affairs of any particular person (including the authority holding the information)</i></p>
<b>DIRECTORATE:</b>	Chief Executive
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Cabinet Member and Leader
<b>REASON KEY DECISION:</b>	N/A
<b>DECISION TO BE MADE:</b>	Corporate branding project. Concepts and visuals.
<b>DATE OF CABINET MEETING</b>	1 March 2022
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication.
<b>OFFICER CONTACT DETAILS:</b>	Damian Woolfe, Marketing Manager Tel: 01524 582753 dwoolfe@lancaster.gov.uk

## Individual Cabinet Member Decision

<b>ITEM FOR DECISION:</b>	Civica Financials Contract Renewal
<b>DIRECTORATE:</b>	Corporate Services
<b>WARD:</b>	All Wards
<b>RESPONSIBLE CABINET MEMBER:</b>	Cabinet Member with particular responsibility for Corporate Services
<b>REASON KEY DECISION:</b>	Financial Threshold
<b>DECISION TO BE MADE:</b>	Expiry of 5 year contract for financial systems with Civica. Renewal value exceeds £250,000
<b>DATE OF ICMD</b>	March 2022
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication.
<b>OFFICER CONTACT DETAILS:</b>	Dorret Conway, Exchequer Services Manager Tel: 01524 582168 dconway@lancaster.gov.uk