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**HEAD OF DEMOCRATIC SERVICES**

Councillor Keith Budden,  
Mayor of the City of Lancaster.

Town Hall  
Dalton Square  
Lancaster  
LA1 1PJ

DX 63531

8<sup>th</sup> April 2009

Dear Councillor,

**URGENT BUSINESS – Seven Day per Week Opening of Morecambe Visitor Information Centre - Trial Period**

Members are requested to consider the attached report, advising of the need to seek approval to extend the opening hours of the Morecambe Visitor Information Centre (VIC) to 7 days a week as a trial period during the shoulder seasons (spring and autumn) of 2009.

The issue of 7 day per week opening for the Morecambe VIC has been looked at following a request at the Cabinet and MP liaison meeting on 21<sup>st</sup> April, 2008. The original request was to consider the possibility of Sunday opening throughout the whole year and not just during the summer months. However, it was clear that the financial implications of this would be likely to require budget growth. It is therefore proposed that an initial trial period of extended opening is undertaken to assess the levels of demand and income generation, during the “shoulder” months of the season in April and May, 2009, and the following October and November.

The trial period will allow the full implications of the costs, income and service to the public to be assessed to allow an informed decision to be made about the feasibility of extending 7 day per week opening into 2010. It is possible that one outcome of the trial would be to demonstrate that extended opening in spring (i.e. between Easter and the start of the summer season) could be supported within existing budgets.

The urgency for this decision is to allow implementation one week after Easter on 26<sup>th</sup> April in order to allow for the 13 additional Sundays proposed in the trial period (the VIC is already open for the 3 bank Holiday Sundays in the spring). There would be 4 additional Sundays in the spring and 9 in the autumn shoulder period (October-November).

The recommendations are:-

- (1) To approve the opening of the Morecambe VIC for 7 days per week as a trial period during April and May, 2009, and during October and November, 2009.**

- (2) That a further report is produced at the end of the trial to consider the feasibility of further extending the 7 days per week operation of Morecambe VIC from the spring of 2010 onwards.**
- (3) That the Overview & Scrutiny Chairman be consulted with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable immediate implementation.**

The approval of the Chief Executive, in consultation with the Leader and relevant Cabinet Member has been sought to this action.

On this occasion, due to the absence of both the Chairman and Vice-Chairman of the Overview and Scrutiny Committee, in accordance with Overview and Scrutiny Committee Procedure Rule 17(a) you have been consulted on this matter in your capacity as Mayor of the City of Lancaster.

Subject to this approval, I would be grateful if you could consider the immediate implementation of this course of action and agree to waive the right of call-in, in accordance with Overview and Scrutiny Committee Procedure Rule 17(a). Please complete the attached slip signifying your decision and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Tom Silvani on 582132, or e-mail [tsilvani@lancaster.gov.uk](mailto:tsilvani@lancaster.gov.uk) with your decision.

Yours sincerely,

**HEAD OF DEMOCRATIC SERVICES**

**Enc.**

**URGENT BUSINESS – Seven Day per Week Opening of Morecambe Visitor Information Centre - Trial Period**

~~\*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: Keith Budden (In the absence of both the Chairman and Vice-Chairman of the Overview and Scrutiny Committee) .....

Dated: 8<sup>th</sup> April 2009 .....

Chief Executive Decision

I have considered the request that my decision be 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. However, after consultation with the Chairman of Overview and Scrutiny I agree that this matter should be subject to call-in.

Signed: Mark Cullinan-----  
Chief Executive

Dated: 9<sup>th</sup> April 2009-----

Please return to: Tom Silvani  
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Town Hall,  
Dalton Square,  
LANCASTER. LA1 1PJ  
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