

LANCASTER CITY COUNCIL

Promoting City, Coast & Countryside

Key Decisions Annual Forward Plan

Monthly Update

**1 November 2007
29 February 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 Abbott Bryning	Storey Institute	31 October 2007
Councillor Evelyn Archer, Councillor John Gilbert	Former Auction Mart Car Park, Lancaster	6 November 2007
Councillor Abbott Bryning	Business Development Scheme Review	6 November 2007
Councillor Abbott Bryning	Lancaster Tourist Information Centre	6 November 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	6 November 2007
Councillor John Gilbert, Councillor David Kerr	Proposals for LPSA reward monies – Strategic Housing	6 November 2007
Councillor Evelyn Archer	Morecambe Townscape Heritage Initiative (THI) 2	6 November 2007
Councillor Abbott Bryning	Regeneration Staffing Capacity	6 November 2007
Councillor Maia Whitelegg	Consideration of a Cultural Services – Trust (Not for Profit Distributing Organisation)	6 November 2007
Councillor Maia Whitelegg	Dukes Theatre - Revised Business Model	6 November 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	11 December 2007
Councillor David Kerr	Grants to Voluntary Organisations - New Service Level Agreements for 2008/09 to 2010/11	11 December 2007
Councillor Evelyn Archer	Tender Brief - Land at Scotforth	11 December 2007
Councillor Maia Whitelegg	Updates on Parks and Open Spaces Strategy	11 December 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	22 January 2008
Councillor David Kerr	Fees and Charges 2008/09 - Health & Strategic Housing	22 January 2008
Councillor John Gilbert	Review of Parking Fees and Charges for 2008/09	20 January 2008
Councillor Jon Barry	Making our District a Cleaner Place	22 January 2008
Councillor Roger Mace	Budget and Policy Framework 2008/09	19 February 2008
Councillor Roger Mace	Treasury Management Strategy 2008/09	19 February 2008
Councillor Roger Mace	Capital Investment Strategy Update 2007/08	19 February 2008
Councillor Roger Mace	Medium Term Financial Strategy Update	19 February 2008
Councillor Roger Mace	Budget and Policy Framework 2008/09	18 March 2008
Councillor David Kerr	Introduction of a Selective Licensing scheme in the private rented sector under the Housing Act 2004 for the areas of Morecambe defined by; ·Poulton Neighbourhood Renewal Area boundary, and · Winning back Morecambe's West End Masterplan.	18 March 2008
Councillor Roger Mace	Budget and Policy Framework 2008/09	22 April 2008

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Storey Institute	
WARD:	All Wards	
SERVICE:	Economic Development and Tourism	
DECISION MAKER:	Individual Cabinet Member and Officer Delegated Decisions	
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	<p>To sign the construction contract with Conlon Ltd. which will allow building work to commence.</p> <p>On the 5th June 2007 Cabinet resolved to support the creation of a multipurpose creative industries centre by restoring the Storey Institute. In addition cabinet resolved to allocate an additional £200k to the project.</p> <p>On 20th June 2007 the full Council gave their approval of the above Cabinet decision.</p> <p>As a consequence, within the next 8 weeks from 13th July 2007, the City Council will need to sign a contract with the construction company Conlon of Preston who were previously chosen as the contractor via a competitive tendering process.</p> <p>At present the exact date of the required decision cannot be agreed as Conlon needs time to issue detailed specifications of work and a work programme.</p>	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	31 October 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Not applicable.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Not applicable.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Former Auction Mart Car Park, Lancaster	
WARD:		
SERVICE:	Property Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer, Councillor John Gilbert	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	That Members give consideration to the proposals / schemes received for the development opportunity at the Former Auction Mart car park, Lancaster	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	General public and other interested parties	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Exhibition on the 4th of September 2007 at Lancaster Town Hall	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Once proposals are received, public consultation in the form of an exhibition will take place at Lancaster Town Hall on Tuesday, 4th of September, 2007	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Business Development Scheme Review	
WARD:	All Wards	
SERVICE:	Economic Development and Tourism	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	The Business Development Scheme (BDS) provides grant assistance to encourage business expansion and is administered by the Economic Development	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Businesses supported under the Scheme, together with those who expressed an interest in applying, have been surveyed as part of the review.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Not applicable	
DATE FOR REPRESENTATIONS TO BE RECEIVED:		

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Lancaster Tourist Information Centre	
WARD:		
SERVICE:	Economic Development and Tourism	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	<p>In February 2006 Cabinet agreed in principle to the relocation of Lancaster TIC from 29 Castle Hill to occupy part of the refurbished Storey Institute, "subject to a further detailed report once the revenue and capital costs are known"</p> <p>This report will provide an update and seek Cabinet approval for the relocation and refurbishment to proceed.</p>	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:		
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Written comments to Head of Economic Development & Tourism.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Friday 31st August 2007.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Budget and Policy Framework 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Proposals for LPSA reward monies – Strategic Housing	
WARD:		
SERVICE:	Health and Strategic Housing	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor John Gilbert, Councillor David Kerr	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To consider recommendations for delivering enhanced Home Improvement Agency type services to enable vulnerable households to remain in their own home, utilising reward monies, allocated through the Older People's Partnership. The LPSA reward is a one off allocation made available in 2007/08 and totals £75,050 that must be split 50/50 between revenue and capital.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Lancaster District's Older People's Partnership.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Morecambe Townscape Heritage Initiative (THI) 2	
WARD:	Poulton Ward	
SERVICE:	Planning Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	<p>A second THI is proposed for central Morecambe focusing on making available grant aid to property owners towards improvements to the fabric of predominantly commercial properties on part of Marine Road Central and on streets immediately landward. This is to achieve a significant uplift in the character and appearance of the historic commercial core of the town in order to support wider regeneration activity.</p> <p>The Council made a first stage application to the Heritage Lottery Fund (HLF) for the second THI earlier this year. In the event that in October 2007 the HLF gives its approval in writing to the first stage application the Council must decide whether to contract with the HLF to undertake all necessary preparatory work as may be required (by the HLF) in order for the Council to submit a more detailed second stage THI application (within 12 months). The HLF requires that such a contract is made within 21 days of its approving in writing the first stage application.</p> <p>The HLF advises that, should a positive decision subsequently be forthcoming at stage 2, the Council would need to decide within three months whether to proceed and thereby contract with the HLF to deliver the THI over a five year period. This prospectively would mean a THI commencement from early in the financial year 2009/10. Any contract for delivery will involve the Council in underwriting 50% of the total costs of the THI to match a 50% funding contribution from the HLF. At this very early stage officers anticipate that this would require the Council to find some £1 million in funding over five years from 2009/10 but with any direct contributions by the Council offset by the total of funding contributions that it might procure from third party organisations towards the THI.</p>	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Any interested persons or organisations	

PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Consultation Finder
DATE FOR REPRESENTATIONS TO BE RECEIVED:	2 November 2007

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Regeneration Staffing Capacity	
WARD:		
SERVICE:	Economic Development and Tourism	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	This report will provide seek Cabinet approval for measures required to provide sufficient staff capacity to support the management and implementation of the Lancaster & Morecambe Vision investment strategy.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	The report is likely to be exempt because it may contain information relating to the terms and conditions of individual staff.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Consideration of a Cultural Services – Trust (Not for Profit Distributing Organisation)	
WARD:		
SERVICE:	Cultural Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Maia Whitelegg	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To seek Cabinet's opinion/approval for Officers to undertake an Options Appraisal for a Cultural Services Trust (NPDO).	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to the Head of Cultural Services.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to Cabinet meeting on 6th November 2007.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Dukes Theatre - Revised Business Model	
WARD:		
SERVICE:	Cultural Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Maia Whitelegg	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To update Cabinet on a revised business model for the Dukes Theatre, taking into account a reduction in Arts Council funding.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	6 November 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to the Head of Cultural Services.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to Cabinet meeting to be held on 6th November 2007.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Budget and Policy Framework 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	11 December 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Grants to Voluntary Organisations - New Service Level Agreements for 2008/09 to 2010/11	
WARD:	All Wards	
SERVICE:	Democratic Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To consider the level of funding available for non-housing voluntary organisations and to determine the renewal of existing Service Level Agreements and consider new applications for Service Level Agreements accordingly.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	11 December 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	City Council's Budget and Performance Panel.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to the Head of Democratic Services, Lancaster Town Hall, Dalton Square, Lancaster, LA1 1PJ.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	30th September 2007.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Tender Brief - Land at Scotforth	
WARD:		
SERVICE:	Property Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	The report brings forward the draft tender brief for consideration by Cabinet as requested by Cabinet at their meeting on 9th October 2007.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	11 December 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	None at this stage.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to the Head of Property Services, Lancaster Town Hall, Dalton Square, Lancaster, LA1 1PJ.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to cabinet 11th December 2007.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Updates on Parks and Open Spaces Strategy	
WARD:		
SERVICE:	Cultural Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Maia Whitelegg	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To provide an update of the Action Plan, including consideration of a pilot scheme to establish alternative partnership and/or community management models for Happy Mount Park and Highfield Recreation Ground.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	11 December 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to the Head of Cultural Services.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to date of Cabinet meeting to be held on 11th December 2007.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Budget and Policy Framework 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	22 January 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Fees and Charges 2008/09 - Health & Strategic Housing	
WARD:	All Wards	
SERVICE:	Health and Strategic Housing	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	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.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	22 January 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:		
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Review of Parking Fees and Charges for 2008/09	
WARD:	All Wards	
SERVICE:	Property Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor John Gilbert	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	The report reviews parking fees and charges and recommends a package of measures for 2008/09 to meet both budgetary and parking and traffic management objectives.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	20 January 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Lancaster and Morecambe Chambers of Commerce will be consulted over the proposals.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	To Head of Property Services or Parking and Administration Manager.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	19th January 2008.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Making our District a Cleaner Place	
WARD:	All Wards	
SERVICE:	City Council (Direct) Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Jon Barry	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	A report of the findings of the review of street cleansing	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	22 January 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:		
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:		
DATE FOR REPRESENTATIONS TO BE RECEIVED:		

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Budget and Policy Framework 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	19 February 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Treasury Management Strategy 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	Formal approval of Treasury Management Strategy by Cabinet is required before 01 April, though some aspects also require full Council approval and will be referred on accordingly. The Strategy sets out overall borrowing and related budget assumptions for 2008/09.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	19 February 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	No groups identified, although the Council's professional advisors will be consulted.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Capital Investment Strategy Update 2007/08	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the half yearly monitoring and update arrangements for the Capital Investment Strategy, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	19 February 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A at present – see above.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present – see above.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Medium Term Financial Strategy Update	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the half yearly monitoring and update arrangements of the approved MTFS, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	19 February 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A at present – see above.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present – see above.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Budget and Policy Framework 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	18 March 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Introduction of a Selective Licensing scheme in the private rented sector under the Housing Act 2004 for the areas of Morecambe defined by;-Poulton Neighbourhood Renewal Area boundary, and- Winning back Morecambe's West End Masterplan.	
WARD:	All Wards	
SERVICE:	Health and Strategic Housing	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	It is proposed that Selective Licensing will be introduced in areas of Morecambe in order to improve the standards of management across the entire private rented sector. For Selective Licensing to be introduced approval must first be sought from the Secretary of State.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	18 March 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Private rented sector landlords and agents. All statutory and community stakeholders.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Written and verbal representations following publicity (Formal notification will be required in the local press).	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to submission of final report to Management Team.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Budget and Policy Framework 2008/09	
WARD:		
SERVICE:	Financial Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace	
KEY DECISION CRITERIA:	FINANCIAL	Yes
	COMMUNITY IMPACT	
	BOTH	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the forthcoming budget and planning process, issues that require key decisions to be taken may well arise.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	22 April 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/A.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	N/A at present.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A at present.	

