

# LANCASTER CITY COUNCIL

*Promoting City, Coast & Countryside*

# Key Decisions Annual Forward Plan

## Monthly Update

**1 July 2008  
31 October 2008**



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# 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 Evelyn Archer, Councillor Abbott Bryning	Lancaster District Vision - update on progress	8 July 2008
Councillor Evelyn Archer	Land at Scotforth Road, Lancaster	8 July 2008
Councillor Shirley Burns	Festival & Events	29 July 2008
Councillor Evelyn Archer	Lancaster Market	29 July 2008
Councillor Jon Barry	Lancashire Municipal Waste Strategy	8 July 2008
Councillor John Gilbert	Homelessness Strategy 2008 - 2013	8 July 2008
Councillor Roger Mace	Review of Staff and Member Permits and Charges	8 July 2008
Councillor David Kerr	Capital Programme for Private Housing	8 July 2008
Councillor Abbott Bryning	Lancaster Science Park	8 July 2008
Councillor David Kerr	West End Housing Exemplar Project - Chatsworth Gardens	29 July 2008
Councillor Roger Mace	The Future Strategy for Neighbourhood Management in Lancaster District	29 July 2008
Councillor John Gilbert, Councillor David Kerr	Home Support and Portland Street Young Persons Project Funding Update	29 July 2008
Councillor Roger Mace	Provisional Revenue & Capital Outturn 2007/08	29 July 2008
Councillor Roger Mace	Civil Parking Enforcement - Future Options	29 July 2008
Councillor Abbott Bryning	Luneside East Regeneration Project	29 July 2008
Councillor David Kerr	Review of Sheltered Housing Management Arrangements.	29 July 2008
Councillor David Kerr	Review of Council Housing Tenancy Agreement	29 July 2008
Councillor David Kerr	Tender acceptance - Re-roofing Vale Estate	Before 30 July 2008
Councillor David Kerr	Tender acceptance - Environmental Works Vale Estate	Before 30 July 2008
Councillor David Kerr	Tender Acceptance - Energy Performance Certificates	Before 31 August 2008
Councillor Evelyn Archer	Disposal of Land off Quernmore Road, Lancaster	2 September 2008
Councillor Jon Barry	Implications of the Lancashire Municipal Waste Strategy and PFI Waste Disposal Arrangements	2 September 2008
Councillor David Kerr	Tender acceptance - Rewiring Shakespeare Road	Before 30 September 2008
Councillor David Kerr	Tender acceptance - Renewal of Heaters - Mainway	Before 30 September 2008
Councillor Roger Mace	Capital Investment Strategy Update 2008/09	7 October 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Lancaster District Vision - update on progress
<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 Lancaster District Vision was developed by the Vision Board and subsequently adopted by the LSP and the Council as its Economic Strategy in 2006. The Council has agreed in principle to act as accountable body for Vision projects where appropriate, subject to certain conditions. This report provides an update on key projects within the Vision as well as reviewing current management arrangements and the means by which the range of projects within the Vision can be reviewed and adapted over time.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	North West Development Agency Lancashire Economic Partnership Vision Board
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	No public consultation required for this report as key projects within the Vision will consult separately as required. The review of management arrangements is an issue for the Council in consultation with external funders and this will be managed as part of ongoing discussions.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 3 June 2008 – It is likely that there will be some further information to include that will be extremely pertinent to Members and may inform their overall view.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Land at Scotforth Road, Lancaster
<b>WARD:</b>	Scotforth West 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 Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To provide Cabinet with the outcome of the marketing exercise for the potential disposal of the land.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	None identified as this relates to a sale of land between two parties
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	No formal consultation will be undertaken as it relates to the sale of land between two parties.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 3 June 2008 – Adverts placed were not published in time by the relevant parties.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Festival & Events
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Cultural Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Shirley Burns
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	A review of Festival and Events, including the Festivals Innovation Fund (FIF) and the Maritime Festival. A report covering the Maritime Festival will also be produced for Overview and Scrutiny Committee and Budget and Performance Panel.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Not applicable at this stage.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Not applicable at this stage. However, subject to Cabinet's view this issue may be subject to consultation.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable at this stage.
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 3 June 2008 – this is a complex issue and further information is still required.



## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Lancaster Market
<b>WARD:</b>	Duke's 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 update Cabinet on the information requested in line with the resolutions made at the January 2008 Cabinet meeting.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	None identified as this is a land transaction between two parties
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	No formal consultation will be undertaken as it relates to the sale of land between two parties.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 22 April 2008 – Information from 3 <sup>rd</sup> parties has not been forthcoming to allow negotiations to be completed.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Lancashire Municipal Waste Strategy
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	City Council (Direct) Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Jon Barry
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The LMWS which is currently being revised to cover the period to 2020. The strategy will form the basis of our approach to waste collection / recycling until 2020. The revised strategy will be presented to Cabinet for final approval
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Lancaster City Council
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Written responses to Head of City Council (Direct) Services, White Lund Depot, Morecambe.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Prior to 13th June 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Homelessness Strategy 2008 - 2013	
<b>WARD:</b>	All Wards	
<b>SERVICE:</b>	Neighbourhood Task Force	
<b>DECISION MAKER:</b>	Cabinet	
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor John Gilbert	
<b>KEY DECISION CRITERIA:</b>	Community Impact	
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	All housing authorities are obliged to produce a Homelessness Strategy every five years by CLG.	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008	
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.	
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Homeless Forum members - includes statutory sector, voluntary and faith sectors and service users	
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Consultation will take place via the new Consultation Master website to be launched at the end of April.	
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed.	

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Review of Staff and Member Permits and Charges
<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 Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To review Staff and Member permits and charges to bring both in line at 1st August 2008 and with a view to all permits being subsequently renewed on 1st April 2009, and annually thereafter.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Unison and other trade unions Independent Remuneration Panel Joint Consultative Committee
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Internal consultation only through Unison and other Trade Unions, the JCC and the Member's Independent Remuneration Panel.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	23rd June 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Capital Programme for Private Housing
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Neighbourhood Task Force
<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>	The Report will advise of the amount of funding allocated from the Regional Housing Board for this current Financial Year 08/09. It will then ask Cabinet to consider options including that the funding be split three ways between the Winning Back Morecambe's West End Masterplan, the Poulton Renewal Area and the Disabled Facilities Grant Budget.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Lancaster City Council Planning & Development Control. West End Partnership. Poulton Neighbourhood Management. Broader Morecambe community through consultative events.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	The Winning Back Morecambe's West End Masterplan has been developed through a broad community consultation process before being adopted by Lancaster City Council. The West End Partnership continues to support and advise of the various projects proposed in the Masterplan.  The Poulton Renewal Area gained Renewal Status in June 2000. A ten year programme of regeneration was approved and this year's financial allocation will continue to support this.  The Disabled Facilities Grant is a mandatory function of the Authority and the funding allocation will enable the continuation of this duty.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Lancaster Science Park
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Economic Development and Tourism
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Abbott Bryning
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Further to a previous reports to Cabinet on 25th July 2006 and 20th February 2007, to report on progress with project development work for Lancaster Science Park and to confirm that the Council should continue to lead the next stages of project development, including the submission of outline planning consent and recruitment of a development partner.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	8 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	There are no specific groups identified for consultation. However, North West Development Agency and Lancaster University will be consulted in due course.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	In writing to Corporate Director (Regeneration) Lancaster City Council, Town Hall, Dalton Square, Lancaster LA1 1PJ.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	4th July 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	West End Housing Exemplar Project - Chatsworth Gardens
<b>WARD:</b>	Harbour Ward
<b>SERVICE:</b>	Neighbourhood Task Force
<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>	This report will provide an update on progress made made to secure the delivery of the Housing Exemplar Project, a key element of the Winning back Morecambe's West End Masterplan. The report will also ask Cabinet to consider an updated Funding Agreement with English Partnerships to release additional funding to acquire further properties in the housing exemplar block and to agree a Building Agreement with English Partnerships and the preferred developer; Places for People to undertake the Project. Subject to a satisfactory Planning Consent being in place, Cabinet will also be asked to make a Compulsory Purchase Order declaration to acquire outstanding property interest enabling the project to proceed.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	LCC Planning and Development Control. West End Partnership Broader Morecambe community through consultative events.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	The Housing Exemplar Project is a priority intervention of the Winning Back Morecambe's West End Masterplan. The Masterplan was developed through a broad community consultation process before being adopted by Lancaster City Council as a Supplementary Planning Document to the Lancaster District Plan in February 2005. The developer selection process for the Exemplar project included a public consultation event over three days and final interviews which included representation by Lancaster City Council and the West End Partnership. Further consultation will take place as part of the Planning Application process and additional events will be planned to secure community input into the detailed design, property layout, community garden spaces and additional community impact that can be secured through the development.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 22 April 2008 in order to comply with Financial procedures and to fit into the Council's project management process (LAMP). Also delayed due to an announcement in funding.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	The Future Strategy for Neighbourhood Management in Lancaster District	
<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>	Financial and Community Impact	
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	This report summarises the principles upon which Neighbourhood Management is to be developed in Lancaster District and seeks a decision for the preferred way forward.	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008	
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.	
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Local residents (Poulton and West End)	
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	A range of consultation events and surveys over the six year life of Neighbourhood Management so far.	
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable	
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 8 <sup>th</sup> July 2008 - This is a complex issue and further information is still required.	



## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Home Support and Portland Street Young Persons Project Funding Update	
<b>WARD:</b>	All Wards	
<b>SERVICE:</b>	Neighbourhood Task Force	
<b>DECISION MAKER:</b>	Cabinet	
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor John Gilbert, Councillor David Kerr	
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact	
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To update Members on the outcome of funding decisions made by the Lancashire Supporting People Programme with regard to the Council's Home Support Team and the Portland Street Young Persons Project.	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008	
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.	
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	YMCA Home Support Team Staff	
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Comments can be made directly to Sharon Parkinson by email saparkinson@lancaster.gov.uk.	
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Deadline has now passed.	
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 8 July 2008 - Decision by Cabinet has been delayed due to a delay in the decision on funding.	

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Provisional Revenue & Capital Outturn 2007/08
<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 Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	As part of closure of accounts process, issues that require key decisions to be taken may well arise. (Such as requests for carry forward of budgets, as an example).
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	None directly - though individual issues may relate to items that have been the subject of consultation previously.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Not applicable
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Civil Parking Enforcement - Future Options
<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>	The report will consider the future options for Civil Parking Enforcement in the Lancaster district after September 2009.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Lancashire County Council Lancashire district councils in the Parkwise partnership
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	A series of project board meetings have already been held with the consultation groups identified. Further meetings will be held in due course.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## 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 readied 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>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Internal Council Services
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	To make representations to the Head of Planning Services, Palatine Hall, Dalton Square, Lancaster, LA1 1PJ
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Prior to 29 <sup>th</sup> July 2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Review of Sheltered Housing Management Arrangements.
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The Council currently manages 575 sheltered housing units. The management of these schemes is partially funded via Supporting People (a budget administered by Lancashire County Council). The existing management arrangements are in need of review as they don't currently provide sufficient flexibility to enable the Council to consistently meet individual tenants' Support Plans.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	All tenants directly affected, Scheme Managers, the Sheltered Housing Tenants Forum, the District Wide Tenants Forum.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Public Meetings held at Prospect Grove, Penhale Court and Altham Walk Sheltered Housing Schemes. All tenants were then individually surveyed.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	In writing to Steven Milce, Head of Council housing Services by 01 July 2008.

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Review of Council Housing Tenancy Agreement
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Community Impact
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	To inform Cabinet of the results of consultation on the proposed changes to the council housing tenancy agreement and to ask Cabinet to approve the new agreement.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	29 July 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	All tenants; District-wide Tenants Forum; Community Safety Partnership; Domestic Violence Forum
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	In compliance with Section 103 of the Housing Act 1985, a Preliminary Notice has been served on every Council tenant. The District-wide Tenants' Forum/Cabinet Liaison Group has also been consulted.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Statutory consultations have been undertaken

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Tender acceptance - Re-roofing Vale Estate
<b>WARD:</b>	Skerton West Ward
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Individual Cabinet Member and Officer Delegated Decisions
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Tender acceptance for re-roofing works on the Vale Estate, lancaster
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Before 30 July 2008
<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>	Consultation is not appropriate at this is a private contract.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Tender acceptance - Environmental Works Vale Estate
<b>WARD:</b>	Skerton West Ward
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Individual Cabinet Member and Officer Delegated Decisions
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Tender acceptance for boundary wall treatments on the Vale Estate, Lancaster
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Before 30 July 2008
<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>	Consultation is not appropriate at this is a private contract.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable



## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Tender Acceptance - Energy Performance Certificates
<b>WARD:</b>	All Wards
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Individual Cabinet Member and Officer Delegated Decisions
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Tender acceptance for the Survey of Council Housing dwellings to produce energy performance certificates.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Before 31 August 2008
<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>	Consultation is not appropriate at this is a private contract.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## 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 and approve the disposal of land off Quernmore Road, Lancaster, adjacent to Nightingale Hall Farm	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	2 September 2008	
<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>	Not applicable as item is exempt.	
<b>REASON DECISION HAS BEEN DELAYED:</b>	Carried forward from 22 April 2008 – Information from 3 <sup>rd</sup> parties has not been forthcoming to allow negotiations to be completed.	

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Implications of the Lancashire Municipal Waste Strategy and PFI Waste Disposal Arrangements	
<b>WARD:</b>	All Wards	
<b>SERVICE:</b>	City Council (Direct) Services	
<b>DECISION MAKER:</b>	Cabinet	
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Jon Barry	
<b>KEY DECISION CRITERIA:</b>	Financial and Community Impact	
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	The revised LMWS and the new PFI waste disposal arrangements (which are expected to be in place 2010/2011) generate implications strategically, financially and operationally that the City Council need to consider. This report will present Cabinet with an analysis of the implications and a range of options as to how to deal with them	
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	2 September 2008	
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.	
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	Cabinet members	
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Report to be considered by Cabinet.	
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	2nd September 2008	

## LANCASTER CITY COUNCIL

Before 30 September  
2008

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Tender acceptance - Rewiring Shakespeare Road
<b>WARD:</b>	Skerton West Ward
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Individual Cabinet Member and Officer Delegated Decisions
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Tender acceptance for rewiring works at Shakespeare Road, Lancaster
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Before 30 September 2008
<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>	Consultation is not appropriate at this is a private contract.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Tender acceptance - Renewal of Heaters - Mainway
<b>WARD:</b>	Skerton East Ward
<b>SERVICE:</b>	Council Housing Services
<b>DECISION MAKER:</b>	Individual Cabinet Member and Officer Delegated Decisions
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor David Kerr
<b>KEY DECISION CRITERIA:</b>	Financial Threshold
<b>SUMMARY DESCRIPTION OF RELEVANT ISSUES:</b>	Tender acceptance for the renewal of heaters at Mainway, Lancaster
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	Before 30 September 2008
<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>	Consultation is not appropriate at this is a private contract.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable

## Key Decision Taken by Cabinet or delegated Officer

<b>ITEM FOR DECISION:</b>	Capital Investment Strategy Update 2008/09
<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 half yearly monitoring and update arrangements for the Capital Investment Strategy, issues that require key decisions to be taken may well arise.
<b>DATE OF CABINET MEETING/DATE FOR OFFICER DECISION</b>	7 October 2008
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION:</b>	None.
<b>GROUPS IDENTIFIED FOR CONSULTATION:</b>	None directly - though individual issues may relate to items that have been the subject of consultation previously.
<b>PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:</b>	Not applicable at present.
<b>DATE FOR REPRESENTATIONS TO BE RECEIVED:</b>	Not applicable at present.