

LANCASTER CITY COUNCIL

Promoting City, Coast & Countryside

Key Decisions Annual Forward Plan

Monthly Update

31 August 2008
31 December 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 John Gilbert	YMCA Places of Change	Before 31 August 2008
Councillor David Kerr	Tender Acceptance - Environmental Works Vale Estate	Before 31 August 2008
Councillor David Kerr	Tender Acceptance - Energy Performance Certificates	Before 31 August 2008
Councillor Evelyn Archer	West End Housing Exemplar Project - Chatsworth Gardens	2 September 2008
Councillor Evelyn Archer	Chatsworth Gardens, Morecambe Regeneration Project - Site Assembly	2 September 2008
Councillor Roger Mace	Civil Parking Enforcement - Future Options	2 September 2008
Councillor Abbott Bryning	Luneside East Regeneration Project	2 September 2008
Councillor Roger Mace	Participatory Budgeting	2 September 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	Pay and Grading Structure	2 September 2008
Councillor Abbott Bryning	Storey Creative Industries Centre	2 September 2008
Councillor Evelyn Archer	Morecambe Central Area redevelopment	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
Councillor Roger Mace	Medium Term Financial Strategy Update	7 October 2008
Councillor John Gilbert, Councillor David Kerr	Procurement of a Partner for the delivery of the Council Housing Capital Programme	11 November 2008

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	YMCA Places of Change
WARD:	Castle Ward
SERVICE:	Neighbourhood Task Force
DECISION MAKER:	Urgent Business
RESPONSIBLE CABINET MEMBER:	Councillor John Gilbert
KEY DECISION CRITERIA:	Financial and Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To inform Members about the Communities and Local Government allocation of finance (£1.5m) for this project for homeless people and to seek approval for the City Council to administer this finance.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	Before 31 August 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	YMCA Lancaster Adactus RSL
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to Neighbourhood Task Force, Lancaster City Council, 61-63 Albert Road, Morecambe LA4 4HY.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Deadline has now passed.
REASON DECISION HAS BEEN DELAYED:	Decision has been delayed from 31 st July 2008 - the funding agreements between the Council and CLG and Council and the developers have not yet been agreed.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Tender Acceptance - Environmental Works Vale Estate
WARD:	Skerton West Ward
SERVICE:	Council Housing Services
DECISION MAKER:	Individual Cabinet Member and Officer Delegated Decisions
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	Tender acceptance for boundary wall treatments on the Vale Estate, Lancaster
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	Before 31 August 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	None
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Consultation is not appropriate as this is a private contract.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Tender Acceptance - Energy Performance Certificates
WARD:	All Wards
SERVICE:	Council Housing Services
DECISION MAKER:	Individual Cabinet Member and Officer Delegated Decisions
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	Tender acceptance for the Survey of Council Housing dwellings to produce energy performance certificates
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	Before 31 August 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	None
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Consultation is not appropriate as this is a private contract.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	West End Housing Exemplar Project - Chatsworth Gardens	
WARD:	Harbour Ward	
SERVICE:	Neighbourhood Task Force	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer	
KEY DECISION CRITERIA:	Financial and Community Impact	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	<p>The report will seek approval to agree:</p> <ol style="list-style-type: none"> (1) An updated Funding Agreement with English Partnerships for the release of additional funding to acquire further properties in the housing exemplar block. (2) A Building Agreement with English Partnerships and the preferred developer; Places for People to undertake the Project. 	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	LCC Planning and Development Control. West End Partnership Broader Morecambe community through consultative events.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	The Housing Exemplar Project is part 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.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Deadline has now passed.	
REASON DECISION HAS BEEN DELAYED:	Decision delayed from 22nd April 2008 - Legal information is not yet ready.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Chatsworth Gardens, Morecambe Regeneration Project - Site Assembly
WARD:	Harbour Ward; Heysham North Ward
SERVICE:	Neighbourhood Task Force
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer
KEY DECISION CRITERIA:	Financial and Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To update Cabinet on progress with land assembly for the Chatsworth Gardens, Morecambe project and seek Cabinet approval to use the Council's statutory powers of compulsory purchase to assist with completion of the land assembly needed to achieve the re-development of the site.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Elected Members Voluntary and Community organisations Local Residents Other relevant public bodies English Partnerships
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Planning process for Chatsworth Gardens Public Consultation Event 2007 Public Consultation via the 'West End Bulletin' West End Partnership Board (various meetings)
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Deadline has now passed.
REASON DECISION HAS BEEN DELAYED:	Decision has been delayed from 31st July 2008 - Legal Information is not yet ready.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Civil Parking Enforcement - Future Options
WARD:	All Wards
SERVICE:	Property Services
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace
KEY DECISION CRITERIA:	Financial and Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	The report will consider the future options for Civil Parking Enforcement in the Lancaster district after September 2009.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Lancashire County Council Lancashire district councils in the Parkwise partnership
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	A series of project board meetings have already been held with the consultation groups identified. Further meetings will be held in due course.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable
REASON DECISION HAS BEEN DELAYED:	Delayed from 31st July 2008- Lancashire County Council is yet to make its decision on the preferred option.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Luneside East Regeneration Project
WARD:	Castle Ward
SERVICE:	Planning Services
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning
KEY DECISION CRITERIA:	Financial and Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	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.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Internal Council Services
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	To make representations to the Head of Planning Services, Palatine Hall, Dalton Square, Lancaster, LA1 1PJ
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Deadline has now passed.
REASON DECISION HAS BEEN DELAYED:	Decision has been delayed from 31st July 2008 - Information still needs to be gained before the report can be completed.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Participatory Budgeting
WARD:	All Wards
SERVICE:	Neighbourhood Task Force
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace
KEY DECISION CRITERIA:	Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	<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>
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Local Residents of Poulton.
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing via email to John Deacon, Project Director, Neighbourhood Task Force. jdeacon@lancaster.gov.uk
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to 15th August 2008

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Disposal of Land off Quernmore Road, Lancaster	
WARD:	Bulk Ward	
SERVICE:	Property Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer	
KEY DECISION CRITERIA:	Financial and Community Impact	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To consider the disposal of land off Quernmore Road, Lancaster, adjacent to Nightingale Hall Farm	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Officers will be consulted.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	There is no external consultation process as the item is exempt.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Date not applicable.	
REASON DECISION HAS BEEN DELAYED:	Decision has been delayed from 22nd April 2008 - Information from third parties has not been forthcoming to allow negotiations to be completed.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Implications of the Lancashire Municipal Waste Strategy and PFI Waste Disposal Arrangements	
WARD:	All Wards	
SERVICE:	City Council (Direct) Services	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Jon Barry	
KEY DECISION CRITERIA:	Financial and Community Impact	
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	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.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	Cabinet members	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Report to be considered by Cabinet.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	2nd September 2008	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Pay and Grading Structure
WARD:	All Wards
SERVICE:	Legal and Human Resources
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To consider approving a provisional pay and grading structure.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Trade unions
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Consultation will be in accordance with the Council's Consultation and Negotiation Protocol.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	The new pay and grading structure will be the subject of consultation with the trade unions through Single Status and the JCC as an ongoing process leading up to final approval of a new pay and grading structure.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Storey Creative Industries Centre
WARD:	Duke's Ward
SERVICE:	Economic Development and Tourism
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning
KEY DECISION CRITERIA:	Financial and Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To review the revenue implications associated with operation of the Storey Creative Industries Centre following completion of the current refurbishment works.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Storey Creative Industries Centre Board
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	In writing to Corporate Director, Regeneration, Lancaster City Council, Town Hall, Dalton Square, Lancaster, LA1 1PJ.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Prior to 29th August 2008

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Morecambe Central Area redevelopment
WARD:	Harbour Ward; Poulton Ward
SERVICE:	Planning Services
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Evelyn Archer
KEY DECISION CRITERIA:	Financial and Community Impact
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	To seek Cabinet authority to prepare an Area Action Plan for central Morecambe, amend the existing Development Agreement covering the Central Promenade Area and submit a bid for external funding under the "Sea Change" initiative.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	2 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	See above.
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Not relevant at this stage. Extensive public and stakeholder engagement will be take place throughout project development.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not relevant at this stage. Appropriate consultations will be undertaken following Cabinet approval to proceed.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Tender Acceptance - Rewiring Shakespeare Road
WARD:	Skerton West Ward
SERVICE:	Council Housing Services
DECISION MAKER:	Individual Cabinet Member and Officer Delegated Decisions
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	Tender acceptance for rewiring works at Shakespeare Road, Lancaster
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	Before 30 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	None
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Consultation is not appropriate as this is a private contract.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Tender Acceptance - Renewal of Heaters - Mainway
WARD:	Skerton East Ward
SERVICE:	Council Housing Services
DECISION MAKER:	Individual Cabinet Member and Officer Delegated Decisions
RESPONSIBLE CABINET MEMBER:	Councillor David Kerr
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	Tender acceptance for the renewal of heaters at Mainway, Lancaster
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	Before 30 September 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	None
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Consultation is not appropriate as this is a private contract.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Capital Investment Strategy Update 2008/09
WARD:	All Wards
SERVICE:	Financial Services
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace
KEY DECISION CRITERIA:	Financial and Community Impact
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	7 October 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Not applicable at present.
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	None directly – though individual issues may relate to items that have been the subject of consultation previously.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable at present.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Medium Term Financial Strategy Update
WARD:	All Wards
SERVICE:	Financial Services
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor Roger Mace
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	As part of the half yearly review of the approved Medium Term Financial Strategy, issues that require key decisions may well arise.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	7 October 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Not applicable at present.
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	None directly – though individual issues may relate to items that have been the subject of consultation previously.
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not applicable at present.

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Procurement of a Partner for the delivery of the Council Housing Capital Programme
WARD:	All Wards
SERVICE:	Council Housing Services
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Councillor John Gilbert, Councillor David Kerr
KEY DECISION CRITERIA:	Financial Threshold
SUMMARY DESCRIPTION OF RELEVANT ISSUES:	The procurement to identify a preferred partner to deliver the 5 year Council Housing Capital Programme in partnership with the in-house provider.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	11 November 2008
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.
GROUPS IDENTIFIED FOR CONSULTATION:	Leaseholders, tenant representatives and Members.
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	<p>There is a statutory requirement to consult with leaseholders over the proposal.</p> <p>This is a two stage process. The first is pre-tender stage to notify leaseholders that the Council intends to enter into an agreement and for leaseholders to make observations.</p> <p>The second is following the receipt of the proposal and the selection of the proposed partner and again to invite observations. However this consultation does not take place until after the submission of the proposal and the selection of the contractor/partner.</p> <p>There will be an interview as part of the process which tenant representatives and members will be invited to but no other consultation will be undertaken.</p>
DATE FOR REPRESENTATIONS TO BE RECEIVED:	Not Applicable.