



**LANCASTER CITY COUNCIL**

*Promoting City, Coast & Countryside*

# **Forthcoming Key Decisions**

**TO BE TAKEN DURING FEBRUARY 2018**

# LANCASTER CITY COUNCIL

## FORTHCOMING KEY DECISIONS

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

Cabinet Member(s) with Special Responsibility	Decision	Date Decision Due
Councillor Anne Whitehead	Corporate Fees & Charges Policy Review	13 February 2018
Councillor Janice Hanson	Allocation of Planning Fee Income	13 February 2018
Councillor Darren Clifford	Lancaster's Castle Hill Archaeology Findings and Recommendations for Maximising Future Potential	13 February 2018
Councillor Anne Whitehead	Treasury Management Strategy 2018/19	13 February 2018
Councillor Anne Whitehead	Budget & Policy Framework Update 2018/2022	13 February 2018
Councillor Janice Hanson	Arts Hub Lancaster (Canal Corridor North) – Architectural and Design Team Services	19 February 2018

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

Cabinet Member(s) with Special Responsibility	Decision	Date Decision Due
Councillor Darren Clifford	Museums Service Redesign	13 February 2018

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

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

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

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

Cabinet Members: Councillors Eileen Blamire (Leader), Janice Hanson (Deputy Leader), Darren Clifford, Brendan Hughes, James Leyshon, Margaret Pattison, Andrew Warriner and Anne Whitehead.

Susan Parsonage  
Chief Executive

Publication Date: Monday 15<sup>th</sup> January 2018.

## Key Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Museums Service Redesign
<b>DECISION TO BE TAKEN IN PRIVATE</b>	<p>Whilst this report is public, it may contain an exempt appendix and in accordance with Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, notice is hereby given that the meeting is likely to move into private session if it is necessary to refer to the exempt appendix. The reason that the appendix is likely to be considered in private is that it will involve the disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:</p> <p><i>(3) Information relating to the financial or business affairs of any particular person (including the authority holding the information)</i></p>
<b>SERVICE:</b>	Regeneration and Planning
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Darren Clifford
<b>REASON KEY DECISION:</b>	Financial and Community Impact
<b>DECISION TO BE MADE:</b>	To provide Cabinet with a proposed strategy and outline options for the City Council's museums following further feasibility work, and to recommend to Cabinet initial key actions that are now required to develop a more sustainable and vibrant service for the future.
<b>DATE OF CABINET MEETING</b>	13 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Anne Marie Harrison, Economic Development Manager Tel: 01524 582308 <a href="mailto:amharrison@lancaster.gov.uk">amharrison@lancaster.gov.uk</a>

## Key Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Corporate Fees & Charges Policy Review
<b>SERVICE:</b>	Resources
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Anne Whitehead
<b>REASON KEY DECISION:</b>	Financial and Community Impact
<b>DECISION TO BE MADE:</b>	A review of the existing policy will be undertaken, through which Cabinet can determine any specific aspects or areas for action, as appropriate.
<b>DATE OF CABINET MEETING</b>	13 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Julie Raffaelli, Principal Accountant Financial Services Tel: 01524 582124 <a href="mailto:jraffaelli@lancaster.gov.uk">jraffaelli@lancaster.gov.uk</a>

## Key Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Allocation of Planning Fee Income
<b>SERVICE:</b>	Regeneration and Planning
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Janice Hanson
<b>REASON KEY DECISION:</b>	Financial Threshold
<b>DECISION TO BE MADE:</b>	To determine how to re-invest increased income from planning fees in the Council's Regeneration and Planning Service.
<b>DATE OF CABINET MEETING</b>	13 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Andrew Dobson, Chief Officer (Regeneration and Planning) Tel: 01524 582303 <a href="mailto:adobson@lancaster.gov.uk">adobson@lancaster.gov.uk</a>

## Key Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Lancaster's Castle Hill Archaeology Findings and Recommendations for Maximising Future Potential
<b>SERVICE:</b>	Regeneration and Planning
<b>WARD:</b>	Castle Ward
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Darren Clifford
<b>REASON KEY DECISION:</b>	Financial and Community Impact
<b>DECISION TO BE MADE:</b>	To note the initial archaeological findings and their potential national significance. To consider the recommendations for future work that will provide a comprehensive strategic direction for the site that the council intends to take.
<b>DATE OF CABINET MEETING</b>	13 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Anne Marie Harrison, Economic Development Manager Tel: 01524 582308 <a href="mailto:amharrison@lancaster.gov.uk">amharrison@lancaster.gov.uk</a>

## Key Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Treasury Management Strategy 2018/19
<b>SERVICE:</b>	Resources
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Anne Whitehead
<b>REASON KEY DECISION:</b>	Financial and Community Impact
<b>DECISION TO BE MADE:</b>	Formal approval of the Treasury Management Strategy by Cabinet is required before 01 April, though some aspects also require full Council and will be referred on accordingly. The strategy sets out overall borrowing and related budget assumptions for 2018/19.
<b>DATE OF CABINET MEETING</b>	13 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Nadine Muschamp, Chief Officer (Resources) and Section 151 Officer Tel: 01524 582117 <a href="mailto:nmuschamp@lancaster.gov.uk">nmuschamp@lancaster.gov.uk</a>



## Key Decision to be taken by Cabinet

<b>ITEM FOR DECISION:</b>	Budget & Policy Framework Update 2018/2022
<b>SERVICE:</b>	Resources
<b>WARD:</b>	All Wards
<b>DECISION MAKER:</b>	Cabinet
<b>RESPONSIBLE CABINET MEMBER:</b>	Councillor Anne Whitehead
<b>REASON KEY DECISION:</b>	Financial and Community Impact
<b>DECISION TO BE MADE:</b>	As part of the current budget and planning process, issues that require key decisions to be taken may well arise.
<b>DATE OF CABINET MEETING</b>	13 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Nadine Muschamp, Chief Officer (Resources) and Section 151 Officer Tel: 01524 582117 <a href="mailto:nmuschamp@lancaster.gov.uk">nmuschamp@lancaster.gov.uk</a>

## Key Decision to be taken by delegated Officer

<b>ITEM FOR DECISION:</b>	Arts Hub Lancaster (Canal Corridor North) – Architectural and Design Team Services
<b>SERVICE:</b>	Regeneration and Planning
<b>WARD:</b>	Bulk Ward
<b>DECISION MAKER:</b>	Chief Executive
<b>REASON KEY DECISION:</b>	Financial Threshold
<b>DECISION TO BE MADE:</b>	<p>Lancaster City Council is procuring a multi-disciplinary design team to prepare a design to RIBA Stage 2 to include associated cost plans for the proposed Arts Hub as part of the wider Canal Corridor North (CCN) regeneration project.</p> <p>The officer delegated decision for this item is to award the contract to the preferred consultant team following tender review and scoring.</p>
<b>DATE FOR OFFICER DECISION</b>	19 February 2018
<b>DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:</b>	None at the time of publication
<b>OFFICER CONTACT DETAILS:</b>	Anne Marie Harrison, Economic Development Manager Tel: 01524 582308 <a href="mailto:amharrison@lancaster.gov.uk">amharrison@lancaster.gov.uk</a>