



LANCASTER CITY COUNCIL
Promoting City, Coast & Countryside

Forthcoming Cabinet Key Decisions

TO BE TAKEN DURING SEPTEMBER 2025

LANCASTER CITY COUNCIL

FORTHCOMING DECISIONS

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

Cabinet Member(s) with Special Responsibility	Decision	Date Decision Due
Leader of the Council and Cabinet Member for Housing	Review of Council Housing Tenancy Agreement	16 September 2025
Cabinet Member for Planning	Review of Conservation Area Appraisals	16 September 2025
Cabinet Member for Planning	Renewal of the Regulation 7 Direction of Manage to Let Signs	16 September 2025
Cabinet Member for Finance and Property	Industrial Style Roof Repairs	16 September 2025

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
Leader of the Council and Cabinet Member for Housing	Council Housebuilding Support Fund application	16 September 2025
Cabinet Member for Morecambe Regeneration and Local Economy	Centenary House Developer Partner Procurement	16 September 2025

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 Support, Lancaster City Council, Lancaster Town Hall, Dalton Square, Lancaster, LA1 1PJ or email democracy@lancaster.gov.uk

Subject to any prohibition or restriction on their disclosure, any background papers relating to these forthcoming key decisions will be available electronically 5 days prior to the decision being taken and can be accessed using the following [Link here](#)

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

The City Council's Cabinet Members are:

Cabinet Members: Councillors Caroline Jackson (Chair), Mandy Bannon, Martin Bottoms, Tim Hamilton-Cox, Paul Hart, Peter Jackson, Sally Maddocks, Sam Riches and Sue Tyldesley

Mark Davies
Chief Executive

Publication Date: 15 August 2025

Decision to be taken by Cabinet

ITEM FOR DECISION:	Review of Council Housing Tenancy Agreement
SERVICE:	Housing & Property
WARD:	All Wards
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Leader of the Council and Cabinet Member for Housing
REASON KEY DECISION:	Community Impact
DECISION TO BE MADE:	Seeking Cabinet approval to go out to consultation to review Council Housing Tenancy Agreement
DATE OF CABINET MEETING	16 September 2025
DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:	None at the time of publication
OFFICER CONTACT DETAILS:	Catherine Cunliffe, Community Housing Manager ccunliffe@lancaster.gov.uk

Decision to be taken by Cabinet

ITEM FOR DECISION:	Review of Conservation Area Appraisals
SERVICE:	Planning & Climate Change
WARD:	Halton-with-Aughton and Kellet Ward; Silverdale Ward; Upper Lune Valley Ward; Warton Ward
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Cabinet Member for Planning
REASON KEY DECISION:	N/A
DECISION TO BE MADE:	The approval of updates to three Conservation Area Appraisals for Over Kellet, Whittington and the Yealands (Yealand Redmayne and Yealand Conyers).
DATE OF CABINET MEETING	16 September 2025
DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:	None at the time of publication
OFFICER CONTACT DETAILS:	Mark Cassidy, Chief Officer - Planning and Climate Change Tel: 01524 582390 mcassidy@lancaster.gov.uk

Decision to be taken by Cabinet

ITEM FOR DECISION:	Renewal of the Regulation 7 Direction of Manage to Let Signs
SERVICE:	Planning & Climate Change
WARD:	Bulk Ward; Castle Ward; John O'Gaunt Ward; Marsh Ward; Scotforth East Ward; Scotforth West Ward
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Cabinet Member for Planning
REASON KEY DECISION:	N/A
DECISION TO BE MADE:	The Regulation 7 direction which sought to prohibit the display of To Let boards needs to be reviewed every 5 years. The Direction seeks to prohibit the use of To Let boards on residential properties and requires advertisers to submit an application for express consent for To Let boards. The Regulation 7 direction is applicable to specific wards in Lancaster.
DATE OF CABINET MEETING	16 September 2025
DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:	None at the time of publication
OFFICER CONTACT DETAILS:	Mark Cassidy, Chief Officer - Planning and Climate Change Tel: 01524 582390 mcassidy@lancaster.gov.uk

Decision to be taken by Cabinet of Individual Cabinet Member

ITEM FOR DECISION:	Industrial Style Roof Repairs
SERVICE:	Housing & Property
WARD:	All Wards
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Cabinet Member for Finance and Property
REASON KEY DECISION:	Financial Threshold
DECISION TO BE MADE:	Seeking authorisation to proceed to tender for the refurbishment of 3 large scale industrial style roofs.
DATE OF CABINET MEETING	16 September 2025
DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:	None at the time of publication
OFFICER CONTACT DETAILS:	Charity Slater Lees, Assistant Facilities Manager cslees@lancaster.gov.uk

Decision to be taken by Cabinet

ITEM FOR DECISION:	Council Housebuilding Support Fund application
DECISION TO BE TAKEN IN PRIVATE	<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>
SERVICE:	Housing & Property
WARD:	Bowerham Ward; Skerton Ward
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Leader of the Council and Cabinet Member for Housing
REASON KEY DECISION:	Financial Threshold
DECISION TO BE MADE:	To seek approval to accept funding from the Council Housebuilding Support Fund should the Council's application be successful.
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	16 September 2025
DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:	None at the time of publication
OFFICER CONTACT DETAILS:	Joanne Wilkinson, Chief Officer - Housing and Property jowilkinson@lancaster.gov.uk

Decision to be taken by Cabinet

ITEM FOR DECISION:	Centenary House Developer Partner Procurement
DECISION TO BE TAKEN IN PRIVATE	This report is exempt from publication by virtue of paragraph 3, of Schedule 12a of the Local Government Act 1972 <i>(3) Information relating to the financial or business affairs of any particular person (including the authority holding the information)</i>
SERVICE:	Sustainable Growth
WARD:	West End Ward
DECISION MAKER:	Cabinet
RESPONSIBLE CABINET MEMBER:	Cabinet Member for Morecambe Regeneration and Local Economy
REASON KEY DECISION:	Financial Threshold
DECISION TO BE MADE:	To consider the progress made and the next steps for Centenary House to secure the positive residential reuse of this long-term vacant property. Authority is sought to procure a residential development partner for Centenary House. The priority is for affordable housing, but other tenures will be considered. Funding is requested for the legal costs of drafting suitable contract terms to govern the property disposal, form of development, future use and external grant funding.
DATE OF CABINET MEETING	16 September 2025
DOCUMENTS SUBMITTED TO THE DECISION MAKER FOR CONSIDERATION:	None at the time of publication
OFFICER CONTACT DETAILS:	Thomas Brown Tel: 01524 582326 tbrown@lancaster.gov.uk

