

LANCASTER CITY COUNCIL

Promoting City, Coast & Countryside

Key Decisions Forward Plan

1 August 2007
30 November 2007



UPDATED JULY 2007

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 four months.

The Plan will be 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.

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	Sale of Land at Mossgate, Heysham	4 September 2007
Councillor David Kerr	Approval of an Air Quality Action Plan for Lancaster	4 September 2007
Councillor Roger Mace	Capital Investment Strategy Update 2007/08	4 September 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	4 September 2007
Councillor Roger Mace	Medium Term Financial Strategy Update	4 September 2007
Councillor Abbott Bryning	Lancaster Tourist Information Centre	4 September 2007
Councillor Jon Barry	Improving the Cleanliness of our streets	9 October 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	9 October 2007
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.	6 November 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	6 November 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	11 December 2007
Councillor Roger Mace	Budget and Policy Framework 2008/09	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 Roger Mace	Budget and Policy Framework 2008/09	22 April 2008

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Sale of Land at Mossgate, Heysham	
WARD:	All Wards	
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:	That Members give consideration to the tenders received for the sale of land at Mossgate, Heysham.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	4 September 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	None.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	None.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	N/A.	

Key Decision Taken by Cabinet or delegated Officer

ITEM FOR DECISION:	Approval of an Air Quality Action Plan for Lancaster	
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:	<p>The Council has a formal duty to review and assess local air quality. Where it is concluded that one or more of the UK air quality objectives is unlikely to be achieved, the Council must declare an Air Quality Management Area (AQMA). If further assessment confirms that conclusion then an Air Quality Action Plan must be prepared and implemented. The Council has a duty to maintain an Action Plan until the air quality objectives are achieved. An Air Quality Action Plan will be submitted for approval by Cabinet. This document will have undergone extensive consultation and public participation as part of the 'action planning' process.</p>	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	4 September 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	Further Assessment of local air quality in Lancaster City Centre – September 2006 available at www.lancaster.gov.uk/airquality	
GROUPS IDENTIFIED FOR CONSULTATION:	None for purposes of this report because extensive consultation and public participation is to be carried out in advance as part of the statutory 'action planning' process.	
PROCESS FOR MAKING REPRESENTATIONS TO DECISION MAKER:	Comments to Ms Suzanne Lodge, Head of Health & Strategic Housing Services.	
DATE FOR REPRESENTATIONS TO BE RECEIVED:	11th May 2007.	

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	4 September 2007	
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	4 September 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:	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	4 September 2007	
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:	Lancaster Tourist Information Centre	
WARD:		
SERVICE:	Economic Development and Tourism	
DECISION MAKER:	Cabinet	
RESPONSIBLE CABINET MEMBER:	Councillor Abbott Bryning	
KEY DECISION CRITERIA:	FINANCIAL	
	COMMUNITY IMPACT	
	BOTH	Yes
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	4 September 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:	Improving the Cleanliness of our streets	
WARD:		
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:	The report considers proposals for improving the cleanliness of our streets following the review of street cleansing.	
DATE OF CABINET MEETING/DATE FOR OFFICER DECISION	9 October 2007	
LIST OF BACKGROUND PAPERS FOR CONSIDERATION:	None.	
GROUPS IDENTIFIED FOR CONSULTATION:	N/a.	
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:	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	9 October 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:	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:	The Housing Strategy identifies areas of Morecambe as having a falling reputation, high incidence of crime and anti-social behaviour. These areas of the town still contain significant deprivation, featuring two of the regions most deprived wards. Pursuing the regeneration of these areas is a high corporate priority of the Council. It is proposed that Selective Licensing will be introduced in these areas 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	6 November 2007	
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	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:	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:	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:	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:	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.	

