

## Schedule of Executive Decisions

Wyre Borough Council's Schedule of Executive Decisions lists the “**key decisions**” that we expect the Council's Executive (the Cabinet and individual Portfolio Holders) to take over the coming months and any decisions that they will take **in private** because they will be discussing **confidential** or **exempt information**.

Details of all such decisions are published on the Schedule at least 28 days before the decision is due to be taken, as required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. Where it is not possible to give 28 days' notice of a key decision that is to be made or a decision that must be taken in private, Cabinet or the Portfolio Holder will publish the reason(s) why.

In the spirit of open government, we may also include other upcoming executive decisions that do not require 28 days' notice in this Schedule.

If you want further details about any of the impending executive decisions or if you wish to make representations to the decision maker before the decision is taken, you will find the name and details of the council officer that you need to contact in the right-hand column.

### **What is a “key decision”?**

A key decision is an executive decision that is likely to result in “*significant expenditure or savings in relation to the council's budget for the service or function to which the decision relates*” (“significant” has been defined as £100,000 or more) and/or likely to be “*significant in terms of its effects on communities living or working in an area comprising of two or more wards of the borough*”.

### **What is confidential or exempt information?**

**Confidential information** is any information that the council is *not permitted to* disclose to the public for legal reasons.

**Exempt information** includes things like information about a person or information that could reveal an individual's identity. It can also include details of consultations or negotiations that relate to labour relations and information connected with the prevention and detection of crime. All the different categories of exempt information are described in Part 4.02 of the council's Constitution and Cabinet *may decide to* exclude the public from meetings if it is likely that exempt information would be disclosed.

For any other information about the Schedule of Decisions or to make representations for a decision that we anticipate will be taken in private to be considered in public, e-mail [duncan.jowitt@wyre.gov.uk](mailto:duncan.jowitt@wyre.gov.uk) or write to Democratic Services, Civic Centre, Breck Road, Poulton-Le-Fylde FY6 7PU.

### **The members of the Cabinet and their portfolios are**

Cllr David Henderson *Leader of the Council*

Cllr Alan Vincent *Resources and Deputy Leader*

Cllr Roger Berry *Neighbourhood Services and Community Safety*

Cllr Lynn Bowen *Leisure, Health and Community Engagement*

Cllr Simon Bridge *Street Scene, Parks and Open Spaces*

Cllr Michael Vincent *Planning and Economic Development*

The areas of responsibility within each portfolio at the date of publication are listed in full in Part 3.03 of the council's Constitution

<b>Cabinet decisions</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/ exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Local Government Ombudsman Annual Review (annual report)	To consider the Annual Review letter from the Local Government Ombudsman.	Before 30 Sep 2019	None	Open	10 May 2018	Joanne Porter Electoral Services and Information Governance Manager Tel: 01253 887503 Email: joanne.porter@wyre.gov.uk
Medium Term Financial Plan (annual report)	To consider the council's Medium Term Financial Plan for the next 3 years.	Before 31 Oct 2019	None	Open	10 May 2018	Clare James Head of Finance and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Capital Programme Review and Monitoring Report (annual report)	To consider the summary of the spending officers' review of the Capital Budget and its impact on the Capital Programme.	Before 31 Oct 2019	None	Open	10 May 2018	Clare James Head of Finance and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Cost Profiles – benchmarking results (annual report)	To consider the findings of the annual benchmarking study.	Before 31 Oct 2019	Cost Profiles Overview and Scrutiny Committee	Open	10 May 2018	Clare James Head of Finance and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Authorities Monitoring Report (annual report)	To approve the Authorities Monitoring Report.	Before 30 Nov 2019	None	Open	10 May 2018	David Thow Head of Planning Services Tel: 01253 887287 Email: david.thow@wyre.gov.uk

Capital Programme (annual report)	To agree the revised Capital Budget and the Capital Programme.	15 Jan 2020	Overview and Scrutiny Committee	Open	10 May 2018	Clare James Head of Finance and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Treasury Management Policy Statement and Practices, Treasury Management and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2019/20 (annual report)	To approve the policy statements and agree the strategy.	March 2020	None	Open	10 May 2018	Julie Woods Senior Account Manager Tel: 01253 887601 Email: julie.woods@wyre.gov.uk
<b>Decisions to be taken by more than one portfolio holder</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/ exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Fees and charges (annual report)	To determine charges or fees for any relevant services operated within the portfolio	Before 31 Jan 2020	Overview and Scrutiny Committee	Open	10 May 2018	Clare James Head of Finance and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk

<b>Individual Portfolio Holder decisions</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/ exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Off-site Green Infrastructure Contributions	To endorse the methodology used for the calculation of off-site Green Infrastructure provision as part of housing developments.	Before 31 Jul 2019	None	Open	30 April 2019	Len Harris Senior Planning Officer Tel: 01253 887231 Email: len.harris@wyre.gov.uk
Provision of electric charging points in council car parks.	Agree to electric charging points at suitably agreed locations in the council's car parks.	Before 31 Jul 2019	Parking consultation exercise undertaken 2017/18	Open	7 December 2018	Carl Green Head of Engineering Tel: 01253 887215 Email: carl.green@wyre.gov.uk
Revised Cemetery Rules and Regulations	To approve changes and ensure clarity of rules for all visitors, staff and contractor	August 2019	None	Open	14 June 2019	Anita Fish Bereavement Services Officer Tel: 01253 887662 Email: anita.fish@wyre.gov.uk
Environmental Enforcement Pilot Extension	Exemption from Financial Procedures	Before 10 Aug 2019		Open		Ruth Hunter Street Scene Manager Tel: 01253 887478 Email: ruth.hunter@wyre.gov.uk
Waste Management Software and In cab vehicle	Exemption from Financial Regulations	Before 10 Aug 2019		Open		Ruth Hunter Street Scene Manager Tel: 01253 887478 Email: ruth.hunter@wyre.gov.uk

Cash Receipting System Phase 2 Upgrade	To seek approval for phase 2 elements referred to in the 2018 report.	Before 31 Dec 2019	None	Open	15 February 2019	Clare James Head of Finance and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Hollins Lane Masterplan	To adopt the Hollins Lane masterplan.	Before 31 Jul 2019	Planning Policy Working Group and ward member.	Open	8 May 2019	Len Harris Senior Planning Officer Tel: 01253 887231 Email: len.harris@wyre.gov.uk
Statement of Community Involvement	To approve the Statement of Community Involvement for Planning purposes	Before 31 Aug 2019	None	Open	18 April 2019	Fiona Riley Planning Officer Tel: 01253 887235 Email: fiona.riley@wyre.gov.uk
Local Development Scheme	To approve the new Local Development Scheme for the partial review of the Local Plan.	September 2019	No consultation required	Open	16 May 2019	Réa Psillidou Planning Policy and Economic Development Manager Tel: 01253 887243 Email: rea.psillidou@wyre.gov.uk
Write Offs - Irrecoverable Debts (annual report*)	To report Council Tax, Non-Domestic Rate (NDR), Housing Benefit overpayments and sundry debtor write-offs. *Ad hoc reports may also be published at other times during the year.	31 Mar 2020	None	Open	4 March 2019	Andrew Robinson Compliance Manager Tel: 01253 887536 Email: andrew.robinson@wyre.gov.uk