

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 democratic.services@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 Michael 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 Alice Collinson *Planning Policy 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

Cabinet decisions						
Subject	Decision needed	Expected date of decision	Proposed consultation	Open/ exempt ?	First placed on schedule	Contact officer
Local Government Ombudsman Annual Review (annual report)	To consider the Annual Review letter from the Local Government Ombudsman. (August-September 2021)	20 Oct 2021	None	Open	24 September 2020	Joanne Porter Electoral Services and Information Governance Manager Tel: 01253 887503 Email: joanne.porter@wyre.gov.uk
Capital Programme Review and Monitoring Report (mid year annual report)	To consider the summary of the spending officers' review of the Capital Budget and its impact on the Capital Programme.	20 Oct 2021	None	Open	16 January 2020	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Medium Term Financial Plan (annual report)	To consider the council's Medium Term Financial Plan for the next 3 years.	20 Oct 2021	None	Open	5 December 2019	Clare James Corporate Director Resources 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.	1 Dec 2021	None	Open	5 December 2019	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Update on capital investment/acquisition at Fleetwood Docks – Project Neptune	To provide an update on the Project Neptune capital investment/acquisition at Fleetwood Docks.	1 Dec 2021	None	Fully exempt	1 September 2021	Marianne Hesketh Corporate Director Communities Tel: 01253 887350 Email: marianne.hesketh@wyre.gov.uk

Revenue Budget, Council Tax and Capital Estimates (annual report)	Confirmation of the Revenue Budget, Council Tax, Revised Capital Budget 2021/22 and Capital Programme 2022/23 onwards	23 Mar 2022	None	Open	1 March 2021	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Tourism Recovery in Wyre task group final report	To report the work of the task group to Cabinet.	12 Jan 2022	Overview and Scrutiny Committee	Open	30 July 2021	Marianne Unwin Democratic Services Officer Tel: 01253 887326 Email: marianne.unwin@wyre.gov.uk
Treasury Management Policy Statement & Practices, Treasury Management & Annual Investment Strategy, Minimum Revenue Provision Policy Statement & Capital Strategy (annual report)	To approve the policy statements and agree the strategy.	23 Mar 2022	None	Open	10 May 2018	Joanne McCaffery Senior Account Manager, Finance Tel: 01253 887312 Email: joanne.mccaffery@wyre.gov.uk
Asset Disposals (ad hoc reports)	To agree the declaration of assets as surplus to requirements, maximise commercial opportunities and improve the return from all our assets	Before 31 Dec 2030	None	Open	5 December 2019	Maria Blundy Head of Built Environment Tel: 01253 887246 Email: maria.blundy@wyre.gov.uk

Decisions to be taken by more than one portfolio holder						
Subject	Decision needed	Expected date of decision	Proposed consultation	Open/ exempt?	First placed on schedule	Contact officer
Fees and charges (annual report)	To determine charges or fees for any relevant services operated within the portfolio	Before 31 Dec 2021	Overview and Scrutiny Committee	Open	10 May 2018	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Individual Portfolio Holder decisions						
Subject	Decision needed	Expected date of decision	Proposed consultation	Open/ exempt?	First placed on schedule	Contact officer
Participation in Afghan Relocation Schemes	A decision to agree the Council joining the National effort to provide support to families and individuals entering the UK from Afghanistan	Before 30 Sep 2021	Consultation and liaison is on-going with LCC, Fylde Coast CCG and VCFSE partners	Open	1 September 2021	Mark Broadhurst Head of Housing Services Tel: 01253 887433 Email: mark.broadhurst@wyre.gov.uk
Afghan Locally Employed Staff (LES) Relocation Scheme	To receive a report on the Afghan Locally Employed Staff (LES) Re-location Scheme in response to an urgent call from the UK Government for local authorities to respond and accept Afghan Locally Employed Staff (LES)	Before 30 Sep 2021		Open	30 July 2021	Mark Broadhurst Head of Housing Services Tel: 01253 887433 Email: mark.broadhurst@wyre.gov.uk

	due to the deteriorating security situation in Afghanistan. To approve Wyre Council's participation in the Afghan LES Relocation Scheme					
Microsoft Enterprise Agreement	To agree to the renewal of the Microsoft Enterprise Agreement	Before 30 Sep 2021	None	Open	1 June 2021	Steve Simpson Head of ICT Tel: 01253 887417 Email: steve.simpson@wyre.gov.uk
Forton Village Hall & Recreation Ground – Award of S106 monies to improve play area	Approve Award of S106 monies	Before 30 Sep 2021	None	Open	2 July 2021	Ruth Hunter Head of Public Realm and Environmental Sustainability Tel: 01253 887478 Email: ruth.hunter@wyre.gov.uk
Allocation of S106 monies for improvements to Queen Elizabeth II Playing Field, Catterall	Approval for the allocation of S106 funds from developments at Catterall Lodge Farm, Garstang Bypass Road, Catterall and the Land South of Westfield Road, Claughton-on-Brock to improve the public open space at Queen Elizabeth II Playing Field, Catterall.	Before 29 Oct 2021	Parish Council	Open	1 September 2021	Jane Ferguson Senior Parks Development Officer Tel: 01253 887305 Email: jane.ferguson@wyre.gov.uk

Policy EP9 Holiday Accommodation – Guidance for Applicants	To adopt the <i>Policy EP9 Holiday Accommodation – Guidance for Applicants</i> .	October 2021	None	Open	1 September 2021	Steve Smith Planning Policy and Economic Development Manager Tel: 01253 887243 Email: Steve.Smith@wyre.gov.uk
Cosy Homes in Lancashire (CHiL) - Green Homes Grants	To seek approval to enter into a contract with Rhea Projects Limited to deliver Green Homes Grants as part of the Cosy Homes in Lancashire initiative.	6 Oct 2021		Open	1 September 2021	Mark Broadhurst Head of Housing Services Tel: 01253 887433 Email: mark.broadhurst@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 2021	None	Open	15 February 2019	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Write Offs - Irrecoverable Debts (annual / ad hoc reports)	To report Council Tax, Non-Domestic Rate (NDR), Housing Benefit overpayments & sundry debtor write-offs.	Before 31 Dec 2030	None.	Open	4 March 2020	Andrew Robinson Compliance Manager Tel: 01253 887536 Email: andrew.robinson@wyre.gov.uk
Repairs to various buildings (ad hoc reports)	To approve the costs of urgent repairs to various buildings funded from the capital receipts.	Before 31 Dec 2030	As appropriate.	Open	23 October 2019	Maria Blundy Head of Built Environment Tel: 01253 887246 Email: maria.blundy@wyre.gov.uk
Asset Disposals (ad hoc reports)	To declare assets as surplus to requirements, maximise commercial opportunities and improve the return from all our assets	Before 31 Dec 2030	None	Open	5 December 2019	Maria Blundy Head of Built Environment Tel: 01253 887246 Email: maria.blundy@wyre.gov.uk

Decisions by Council Officers						
Subject	Decision needed	Expected date of decision	Proposed consultation	Open/ exempt?	First placed on schedule	Contact officer
Property Investments (ad hoc reports)	To approve investment in commercial properties up to £1,000,000 in consultation with the Resources Portfolio Holder and to make recommendations for any commercial property investments over £1,000,000 to Cabinet.	Before 31 Dec 2030	As appropriate.	Part exempt	8 November 2019	Philip Gunson Senior Estates Surveyor Tel: 01253 887219 Email: philip.gunson@wyre.gov.uk