

## 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](mailto: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 Michael Vincent *Leader of the Council*

Cllr Roger Berry *Deputy Leader and 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*

Cllr David Henderson *Resources*

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>
Youth Anti-Social Behaviour in Wyre Task Group final report	To report the work of the task group to Cabinet.	11 Jan 2023	Overview and Scrutiny Committee	Open	9 September 2022	Marianne Unwin Democratic Services and Scrutiny Manager (Temporary) Tel: 01253 887326 Email: marianne.unwin@wyre.gov.uk
Fleetwood Town Centre Regeneration Framework	Adoption of the Fleetwood Town Centre Regeneration Framework.	11 Jan 2023	The report is the culmination of a process of public and stakeholder engagement.	Open	2 August 2022	Mark Fenton Parks & Open Spaces Manager Tel: 01253 887612 Email: mark.fenton@wyre.gov.uk
Authorities Monitoring Report (annual report)	To approve the Authorities Monitoring Report.	11 Jan 2023	None	Open	29 October 2021	George Briscoe Monitoring and Research Technical Officer Tel: 01253 887302 Email: george.briscoe@wyre.gov.uk
Capital Programme Review and Monitoring Report (third quarter) (annual report)	To consider the summary of the spending officers' review of the Capital Budget and its impact on the Capital Programme.	11 Jan 2023	None	Open	29 October 2021	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: clare.james@wyre.gov.uk
Revenue Budget, Council Tax and Capital Estimates	Confirmation of the Revenue Budget, Council Tax, Revised	15 Feb 2023	None	Open	25 February 2022	Veronica Wilson Head of Finance Tel: 01253 887311

(annual report)	Capital Budget 2021/22 and Capital Programme 2022/23 onwards.					Email: veronica.wilson@wyre.gov.uk
Life In Wyre Resident Survey 2022	To note the results of the survey	15 Feb 2023	Residents	Open	3 January 2023	Sara Ordonez Policy and Performance Officer Tel: 01253 887267 Email: sara.ordonez@wyre.gov.uk
Upgrade to CCTV network	To allow consideration of the options available to upgrade the Council's town centre CCTV network.	22 Mar 2023	None	Open	27 May 2022	Corinne Mason Manager of Environmental Protection and Community Safety Tel: 01253 887207 Email: corinne.mason@wyre.gov.uk
Treasury Management Policy Statement and Practices, Treasury Management and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2022/23	To approve the policy statements and agree the strategy.	22 Mar 2023	None	Open	31 March 2022	Ben Ralphs Principle Accountant Tel: 01253 887317 Email: ben.ralphs@wyre.gov.uk
Insurance Procurement	To review the undertaking of a new insurance contract to cover the insurance needs of the Council.	22 Mar 2023		Open	3 January 2023	:Lee Rossall Procurement Officer  Email: lee.rossall@wyre.gov.uk

Local Government Ombudsman Annual Review (annual report)	To consider the Annual Review letter from the Local Government Ombudsman.	6 Sep 2023	None	Open	11 October 2022	Susannah Warren Corporate Feedback Co-ordinator Tel: 01253 887605 Email: susannah.warren@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.	18 Oct 2023	None	Open	11 October 2022	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.	18 Oct 2023	None	Open	11 October 2022	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.	28 Nov 2023	None	Open	5 December 2019	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: clare.james@wyre.gov.uk
Revenue Budget, Council Tax and Capital Estimates (annual report)	Confirmation of the Revenue Budget, Council Tax, Revised Capital Budget and Capital Programme	14 Feb 2024	None	Open	3 January 2023	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: clare.james@wyre.gov.uk
Asset Disposals (ad hoc reports)	To agree the declaration of assets as surplus to requirements, maximise commercial	Before 31 Dec 2030	None	Open	5 December 2019	Marianne Hesketh Corporate Director Communities Tel: 01253 887350 Email: marianne.hesketh@wyre.gov.uk

	opportunities and improve the return from all our assets					
<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 Dec 2030	Overview and Scrutiny Committee	Open	10 May 2018	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: <a href="mailto:clare.james@wyre.gov.uk">clare.james@wyre.gov.uk</a>
<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>
Car Parking Enforcement and Cash Collection	Wyre Council is a member of Chipside Lancashire, a group consisting most of the local authorities in Lancashire for enforcement of car parking and cash collection. The group is looking to retender the contract from 4 October 2022 for two years.	Before 31 Jan 2023	None	Open	27 May 2022	Paul Long Senior Engineer Tel: 01253 887271 Email: <a href="mailto:paul.long@wyre.gov.uk">paul.long@wyre.gov.uk</a>

Support Funding for George Williams House, Fleetwood	To contribute to funding to maintain the housing scheme	Before 31 Jan 2023	None	Open	25 February 2022	David McArthur Private Sector Housing and Housing Options Manager Tel: 01253 887434 Email: david.mcarthur@wyre.gov.uk
Replacement pool covers for our swimming pools and LED light improvements	Energy saving improvements and Carbon saving measures.	Before 31 Jan 2023	N/A	Open	1 December 2022	Mark Broadhurst Head of Housing Services Tel: 01253 887433 Email: mark.broadhurst@wyre.gov.uk
Biodiversity Net Gain - Procurement of Services and Grant Funding	To accept grant funding and procurement of services to support the delivery of Biodiversity Net Gain	Before 27 Feb 2023		Open	3 January 2023	Fiona Riley Planning Policy Manager Tel: 01253 887235 Email: fiona.riley@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	31 March 2022	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	Mark Billington Corporate Director Environment Tel: 01253 887456 Email: mark.billington@wyre.gov.uk
Asset Disposals (ad hoc reports)	To declare assets as surplus to requirements, maximise commercial opportunities and improve the return from	Before 31 Dec 2030	None	Open	5 December 2019	Marianne Hesketh Corporate Director Communities Tel: 01253 887350 Email: marianne.hesketh@wyre.gov.uk

	all our assets					
<b>Decisions by Council Officers</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>
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	Bernard Donnelly Senior Estates Surveyor Tel: 01253 887219 Email: Bernard.Donnelly@wyre.gov.uk