

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 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 Peter Le Marinel *Planning Policy and Economic Development*

Cllr Lesley McKay *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

| Cabinet decisions | | | | | | |
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| Subject | Decision needed | Expected date of decision | Proposed consultation | Open/ exempt? | First placed on schedule | Contact officer |
| Authorities Monitoring Report 2022-2023 | The purpose of this report is to consider and recommend the content of the Authorities Monitoring Report 2022-2023. | 29 Nov 2023 | | Open | 4 September 2023 | Lily Duffy Monitoring and Research Technical Officer Email: Lily.Duffy@wyre.gov.uk |
| Review of the council's pay and conditions | To consider a review of the council's pay and conditions | 29 Nov 2023 | Any consultation requirements will be met e.g. with the union. | Fully exempt | 1 November 2023 | Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: clare.james@wyre.gov.uk |
| Poulton Town Centre Regeneration Framework | Adoption of the Poulton Town Centre Regeneration Framework. | 10 Jan 2024 | The report is the culmination of a process of public and stakeholder engagement. | Open | 2 October 2023 | Mark Fenton Economic Development Manager Tel: 01253 887612 Email: mark.fenton@wyre.gov.uk |
| Cost Profiles – benchmarking results (annual report) | To consider the findings of the annual benchmarking study. | 10 Jan 2024 | None | Open | 5 December 2019 | Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: clare.james@wyre.gov.uk |
| Capital Budget 2023/24 and Capital Programme 2024/25 Onwards (annual report) | To consider the review of the 2023/24 Capital Programme and the progress of schemes for the nine month period, covering April | 10 Jan 2024 | N/A | Open | 1 November 2023 | Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: clare.james@wyre.gov.uk |

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| | <p>2023 through December 2023, undertaken by spending officers. Noting amendments to the Capital Programme since last reported to Cabinet on 18 October 2023 and the financial impact over the term of the Programme.</p> <p>To agree the latest Capital Budget 2023/24 and the Capital Programme for the financial year 2024/25 onwards.</p> | | | | | |
| Renewal of the Existing Public Space Protection Order for Alcohol Related Anti-Social Behaviour | To seek Cabinet agreement to renew the existing Public Space Protection Order (PSPO) for alcohol related anti-social behaviour for a further three years. | 10 Jan 2024 | 6 week public / partner consultation proposed | Open | 4 September 2023 | Corinne Mason Manager of Environmental Protection and Community Safety Tel: 01253 887207 Email: corinne.mason@wyre.gov.uk |
| Revenue Budget, Council Tax and Capital Estimates (annual report) (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 |
| Capital Programme Review and Monitoring Report | | 16 Oct 2024 | | Open | 2 October 2023 | Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 |

| (mid year annual report) | | | | | | Email: clare.james@wyre.gov.uk |
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| Medium Term Financial Plan (annual report) | | 16 Oct 2024 | | Open | 2 October 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 opportunities and improve the return from all our assets | Before 31 Dec 2030 | None | Open | 5 December 2019 | Marianne Hesketh Corporate Director Communities Tel: 01253 887350 Email: marianne.hesketh@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 |
| Purchase of Health and Fitness Equipment - YMCA Fylde Coast and acceptance of Swimming Pool Support Fund (SPSF) revenue funding | To request approval for the purchase of health and fitness equipment and related software for Fleetwood, Poulton and Thornton Leisure Centres. To note the acceptance of Sport England's SPSF revenue funding. | 18 Jan 2024 | | Open | 4 September 2023 | Carol Southern Leisure, Healthy Lifestyles & Communities Manager Tel: 01253 887655 Email: carol.southern@wyre.gov.uk |
| UK Shared Prosperity Fund - | To agree the allocation of UK Shared | 29 Feb 2024 | Public consultation was conducted and | Open | 1 December | Sara Ordonez UKSPF Programme Manager |

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| Fleetwood Trust Community Cafe/Hub | Prosperity Funding towards the community cafe/hub development works which will be located at the former Fleetwood Hospital site. | | results informed the Fleetwood Regeneration Framework. Following which a list of projects nominated via consultation with the Future Fleetwood Partnership, were selected by CMT for Wyre's UKSPF Investment Plan which gained agreement in January 2023. | | 2023 | Tel: 01253 887267 Email: sara.ordonez@wyre.gov.uk |
| 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: 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 |
| UK Shared Prosperity Fund - Garstang Community Sports Club | | 1 Feb 2024 | | Open | 1 June 2023 | Sara Ordonez UKSPF Programme Manager Tel: 01253 887267 Email: sara.ordonez@wyre.gov.uk |

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| Lease Renewal for Poulton Youth and Community Centre | To renew the lease on the provisional agreed terms. | 1 Feb 2024 | | Fully exempt | 3 July 2023 | Neil Turvey Head of Assets and Development Projects Email: neil.turvey@wyre.gov.uk |
| Planning Enforcement Policy | Refresh of the council's planning enforcement policy | 1 Feb 2024 | | Open | 2 October 2023 | Steve Smith Head of Planning and Regeneration Tel: 01253 887243 Email: Steve.Smith@wyre.gov.uk |
| Biodiversity Duty - Planning Baseline Report 2024-2026 | To endorse the planning baseline report covering 2024-2026 | 1 Feb 2024 | | Open | 1 December 2023 | Len Harris Senior Planning Officer Tel: 01253 887231 Email: len.harris@wyre.gov.uk |
| Revisions to the Cemetery Rules and Regulations, Memorial Management and Safety Programme and Grave Space Memorabilia Policy | Five year review of the documents with additions to the cemetery rules and regulations regarding grave rights end of lease process and stipulations for reserving of grave spaces for future burial. The Memorial management programme includes that the memorial masons must be licensed under Bramm (British register of memorial masons) or RQMF (Register of qualified memorial fixers). Grave space memorabilia policy is typo amendments. | Not before 1st Feb 2024 | | Open | 2 May 2023 | Anita Fish Bereavement Services Manager Tel: 01253 887662 Email: anita.fish@wyre.gov.uk |

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| Acceptance of Funding from LCC Public Health | To accept funding from LCC Public Health for an Active Travel project and for adult and children weight management programmes in Wyre. We also seek approval for how we procure this work. | 1 Feb 2024 | | Open | 1 December 2023 | Carol Southern Leisure, Healthy Lifestyles & Communities Manager Tel: 01253 887655 Email: carol.southern@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 Revenues 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 all our assets | Before 31 Dec 2030 | None | Open | 5 December 2019 | Marianne Hesketh Corporate Director Communities Tel: 01253 887350 Email: marianne.hesketh@wyre.gov.uk |

Decisions by Council Officers

| Subject | Decision needed | Expected date of decision | Proposed consultation | Open/ exempt? | First placed on schedule | Contact officer |
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| Property | To approve investment | Before 31 | As appropriate | Part | 8 | Neil Turvey |

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| Investments (ad hoc reports) | 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. | Dec 2030 | | exempt | November 2019 | Head of Assets and Development Projects Email: neil.turvey@wyre.gov.uk |
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