

## 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 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

<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>
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
Treasury Management Policy Statement and Practices, Treasury Management and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2024/25	To set out the policies and objectives of the council in respect of Treasury Management activities, to explain how the council seeks to achieve the objectives and manage and control the activities for 2024/25 which includes the Capital Strategy.	14 Feb 2024		Open	2 January 2024	Ben Ralphs Principle Accountant (Capital & Treasury) Tel: 01253 887317 Email: ben.ralphs@wyre.gov.uk
Update on the future operation of the Council's theatres - Marine Hall and Thornton Little Theatre	To provide an update on the future operation of the Council's theatres - Marine Hall and Thornton Little Theatre.	14 Feb 2024		Open	2 January 2024	Marianne Hesketh Corporate Director Communities Tel: 01253 887350 Email: marianne.hesketh@wyre.gov.uk
Proposal to develop a Wyre and Fylde Building Control Shared	Explore the proposals for a shared building control service between Wyre Borough Council	14 Feb 2024		Open	2 January 2024	Steve Smith Head of Planning and Regeneration Tel: 01253 887243 Email: Steve.Smith@wyre.gov.uk

Service	and Fylde Borough Council.					
Citizens Advice Lancashire West Task Group final report	To report the work of the task group to Cabinet.	20 Mar 2024	Overview and Scrutiny Committee	Open	2 January 2024	Daphne Courtenage Democratic Services Officer Email: daphne.courtenage@wyre.gov.uk
UK Shared Prosperity Fund - Garstang Public Realm Works	To seek approval of Garstang Town Centre Public Realm Improvements following public consultation.	17 Apr 2024	The report is the culmination of a process of public (Jan 2024) and stakeholder engagement	Open	2 January 2024	Colm Healy Economic Development Officer Tel: 01253 887282 Email: Colm.Healy@wyre.gov.uk
Marsh Mill, Thornton-Cleveleys - lease end dilapidations claim	The sums involved are in excess of £100,000	17 Apr 2024		Fully exempt	1 February 2024	Neil Turvey Head of Assets and Development Projects Email: neil.turvey@wyre.gov.uk
Section 106 Affordable Housing Delivery Programme 2024	To seek approval to allocate a proportion of accumulated s106 contributions, to deliver affordable housing.	17 Apr 2024		Open	1 February 2024	Madison Yeo Affordable Housing Delivery Officer Email: madison.yeo@wyre.gov.uk
Wyre Local Plan to 2040 - Issues and Options	Ask the Cabinet to approve the Wyre Local Plan to 2040 - Issues and Options document for public consultation. The document will feed into the preparation of the draft Local Plan	5 Jun 2024		Open	2 January 2024	Fiona Riley Planning Policy Manager Tel: 01253 887235 Email: fiona.riley@wyre.gov.uk
Local Government	To consider the Annual	4 Sep 2024		Open	1 February	Marie Buckley

Ombudsman Annual Review Letter (annual report)	Review letter from the Local Government Ombudsman.				2024	Benefits Manager, Contact Centre Email: marie.buckley@wyre.gov.uk
Capital Programme Review and Monitoring Report (mid year 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
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
Authorities Monitoring Report 2023-2024	To approve the 2023-2024 Authorities Monitoring Report	27 Nov 2024		Open	1 February 2024	Lily Duffy Monitoring and Research Technical Officer  Email: Lily.Duffy@wyre.gov.uk
Capital Budget 2024/25 and Capital Programme 2025/26 Onwards	To consider and agree the capital budget and capital programme.	8 Jan 2025		Open	2 January 2024	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 2024/25 benchmarking study, a key element used to demonstrate that the council has proper arrangements in place for securing value for money.	8 Jan 2025		Open	2 January 2024	Clare James Corporate Director Resources 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 2025/26	To set out the policies and objectives of the council in respect of Treasury Management activities, to explain how the council seeks to achieve the objectives and manage and control the activities for 2024/25 which includes the Capital Strategy (recommendations to Council)	19 Mar 2025		Open	1 February 2024	Ben Ralphs Principle Accountant (Capital & Treasury) Tel: 01253 887317 Email: ben.ralphs@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 (recommendation to Council)	19 Mar 2025	Budget consultation Overview and Scrutiny Committee	Open	1 February 2024	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
<b>Decisions to be taken by more than one portfolio holder</b>						

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	<p>To request approval for the purchase of health and fitness equipment and related software for Fleetwood, Poulton and Thornton Leisure Centres.</p> <p>To note the acceptance of Sport England's SPSF revenue funding.</p>	18 Jan 2024		Open	4 September 2023	<p>Carol Southern Leisure, Healthy Lifestyles &amp; Communities Manager Tel: 01253 887655 Email: carol.southern@wyre.gov.uk</p>
UK Shared Prosperity Fund - Fleetwood Trust Community Cafe/Hub	To agree the allocation of UK Shared Prosperity Funding towards the community cafe/hub development works which will be located at the former Fleetwood Hospital site.	28 Mar 2024	Public consultation was conducted and 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.	Open	1 December 2023	<p>Sara Ordonez UKSPF Programme Manager Tel: 01253 887267 Email: sara.ordonez@wyre.gov.uk</p>

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
<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>
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
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
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
Fleetwood Golf Club Limited - new lease	Terms have been agreed for a new 30 year lease	28 Mar 2024		Part exempt	2 January 2024	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	11 Apr 2024		Open	2 October 2023	Steve Smith Head of Planning and Regeneration Tel: 01253 887243 Email: Steve.Smith@wyre.gov.uk
Biodiversity Net Gain - Guidance for Applicants	To approve the Biodiversity Net Gain - Guidance for Applicants	April 2024		Open	1 February 2024	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.	May 2024		Open	2 May 2023	Anita Fish Bereavement Services Manager Tel: 01253 887662 Email: anita.fish@wyre.gov.uk
Lease Renewal for Poulton Youth and	To renew the lease on the provisional agreed	20 Jun 2024		Fully exempt	3 July 2023	Neil Turvey Head of Assets and Development



Community Centre	terms.					Projects Email: neil.turvey@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
<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	Before 31 Dec 2030	As appropriate	Part exempt	8 November 2019	Neil Turvey Head of Assets and Development Projects  Email: neil.turvey@wyre.gov.uk

any commercial property investments over £1,000,000 to Cabinet.						
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