

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						
Subject	Decision needed	Expected date of decision	Proposed consultation	Open/ exempt?	First placed on schedule	Contact officer
Local Government Ombudsman Annual Review Letter (annual report)	To consider the Annual Review letter from the Local Government Ombudsman.	4 Sep 2024		Open	1 February 2024	Joanne Billington Assistant Director of Governance and Legal (Monitoring Officer) Tel: 01253 887372 Email: Joanne.Billington@wyre.gov.uk
Local Nature Recovery Strategy Decision Making	To put in place a timely decision making process for the approval of the consultation draft and submission (final) Lancashire Local Nature Recovery Strategy.	4 Sep 2024	Internal consultation with officers from the Environment Directorate.	Open	3 June 2024	Len Harris Senior Planning Officer Tel: 01253 887231 Email: len.harris@wyre.gov.uk
Council Plan Monitoring Quarter 1 2024/25	To note progress towards Council Plan	4 Sep 2024	Overview and Scrutiny Committee	Open	1 August 2024	Sandy Lee Policy, Data Intelligence and Change Manager Email: sandy.lee@wyre.gov.uk
LGA Corporate Peer Challenge 2024 Action Plan	Following our LGA corporate peer challenge 18-20 June 2024, a report outlining the key findings and recommendations from the peer team is shared with the Council. There is a requirement to	16 Oct 2024		Open	3 June 2024	Sandy Lee, Sarah Palmer Policy, Data Intelligence and Change Manager, Director of Transformation and Change Email: sandy.lee@wyre.gov.uk, sarah.palmer@wyre.gov.uk

	publish this report, alongside an action plan, within three months of the corporate peer challenge. This decision is to agree the action plan that will address the recommendations prior to a follow-up visit 6-9 months after the review.					
Introduction of Modern Polling - a digital polling station solution	To approve the introduction of Digital Electoral Polling System	16 Oct 2024	N/A	Part exempt	1 August 2024	Joanne Billington Assistant Director of Governance and Legal (Monitoring Officer) Tel: 01253 887372 Email: Joanne.Billington@wyre.gov.uk
Electric Vehicle Charging Points Task Group final report	To report to Cabinet the findings and recommendations of the Electric Charging Points Task Group.	16 Oct 2024	The Overview and Scrutiny Committee endorsed the recommendations and agreed to forward the report to Cabinet.	Open	2 September 2024	Marianne Unwin Democratic Services and Scrutiny Manager (Temporary) Tel: 01253 887326 Email: marianne.unwin@wyre.gov.uk
Approval of the leisure procurement strategy	Approval for the Wyre Leisure Procurement strategy	16 Oct 2024	CMT - 2nd October, Management Board - 9th October prior to the cabinet report on the 16th October.	Fully exempt	2 September 2024	Carol Southern Leisure, Healthy Lifestyles & Communities Manager Tel: 01253 887655 Email: carol.southern@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
Revenue & Capital Monitoring Report (Q2 report)		27 Nov 2024		Open	2 October 2023	Jeanette Moister Assistant Director of Finance, Revenues & Benefits Email: Jeanette.Moister@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 Director of Finance and Governance (S151) 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 Director of Finance and Governance (S151) Tel: 01253 887308 Email: clare.james@wyre.gov.uk
Revenue & Capital Monitoring Report (Q3 report)	To consider the council's Medium Term Financial Plan for the next 3 years.	12 Feb 2025		Open	2 September 2024	Jeanette Moister Assistant Director of Finance, Revenues & Benefits Email: Jeanette.Moister@wyre.gov.uk
Treasury Management Policy Statement and Practices,	To set out the policies and objectives of the council in respect of Treasury	19 Mar 2025		Open	1 February 2024	Ben Ralphs Principle Accountant (Capital & Treasury) Tel: 01253 887317

Treasury Management and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2025/26	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)					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 Director of Finance and Governance (S151) 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 Director of 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
Leisure Centre Improvement	To request approval for the replacement of	7 Nov 2024		Open	1 July 2024	Carol Southern Leisure, Healthy Lifestyles &

Works	equipment at Poulton Leisure Centre and the flooring at Thornton Leisure Centre.					Communities Manager Tel: 01253 887655 Email: carol.southern@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 Director of Finance and Governance (S151) 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
Capital Project – Additional Playground Equipment Memorial Park, Fleetwood		29 Aug 2024		Open	1 August 2024	Kathy Winstanley Assistant Director of Environmental Services Tel: 01253 887376 Email: Kathy.Winstanley@wyre.gov.uk
Purchase of Vehicles and Containers in support of Food Waste Collections	To seek approval for the purchase of vehicles and containers in support of the introduction of household food waste collections, using New Burdens funding provided by the Department for Environment, Food and Rural Affairs (Defra), and for the scheme to	10 Oct 2024		Open	2 September 2024	Kathy Winstanley Assistant Director of Environmental Services Tel: 01253 887376 Email: Kathy.Winstanley@wyre.gov.uk

	be added to the 2024/25 Capital Programme.					
Property Management System	Request funds to purchase a new property management system to replace an old system which is no longer fit for purpose.	24 Oct 2024		Open	2 September 2024	Neil Turvey Assistant Director of Assets and Development Projects Email: neil.turvey@wyre.gov.uk
Flood and Coast Resilience Innovative Programme - Our Future Coast Development	To provide an update and seek approval to further develop the Flood and Coast Resilience Innovative Programme (FCRIP) Funded - Our Future Coast (OFC) project.	October 2024		Open	2 September 2024	Bea Beggs Our Future Coast Programme Manager Email: bea.beggs@wyre.gov.uk
Land at Kellys Corner, Knott End - proposed new lease	To agree terms for a new lease to Preesall Town Council	Before 7 Nov 2024	PH holder aware	Open	3 June 2024	Neil Turvey Assistant Director of Assets and Development Projects Email: neil.turvey@wyre.gov.uk
Lease Renewal for Poulton Youth and Community Centre	To renew the lease on the provisional agreed terms.	7 Nov 2024		Fully exempt	3 July 2023	Neil Turvey Assistant Director of Assets and Development Projects Email: neil.turvey@wyre.gov.uk
Purchase of land at Copse Road, Fleetwood	To approve the purchase of land at Copse Road for the extension of the Depot to enable the management of Wyre food waste.	Before 7 Nov 2024	PH holder aware. Mark Billington and Kathy Winstanley aware.	Part exempt	3 June 2024	Neil Turvey Assistant Director of Assets and Development Projects Email: neil.turvey@wyre.gov.uk

Biodiversity Net Gain Monitoring Fee	To approve the methodology for requiring applicants for planning permission to pay a fee to the Council for monitoring BNG provision over a 30 year period.	7 Nov 2024	With Greater Manchester Ecology Unit who are the Council's ecological advisors (planning applications).	Open	3 June 2024	Len Harris Senior Planning Officer Tel: 01253 887231 Email: len.harris@wyre.gov.uk
Fylde Coast Economic Needs Update and Employment Land Review 2024	Affects more than one ward	Before 7 Nov 2024		Open	2 September 2024	Lucy Embery Senior Planning Officer Tel: 01253 887331 Email: lucy.embery@wyre.gov.uk
UK Shared Prosperity Fund (UKSPF) - Construction of Cleveleys town centre scheme		Before 21 Nov 2024	The public realm works were subject to a comprehensive consultation under the Cleveleys Transport Study, 2023.	Open	2 September 2024	Carl Green Assistant Director of Engineering Tel: 01253 887215 Email: carl.green@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	21 Nov 2024		Open	2 May 2023	Anita Fish Bereavement Services Manager Tel: 01253 887662 Email: anita.fish@wyre.gov.uk

	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.					
Planning Enforcement Policy	Refresh of the council's planning enforcement policy	21 Nov 2024		Open	2 October 2023	Steve Smith Assistant Director of Planning and Building Control Tel: 01253 887243 Email: Steve.Smith@wyre.gov.uk
Fleetwood Pier site - proposed new lease	To approve the grant of a new 999 year lease to the current tenant	21 Nov 2024		Fully exempt	2 September 2024	Neil Turvey Assistant Director of Assets and Development Projects Email: neil.turvey@wyre.gov.uk
Festive Lighting Grant Support	To agree a revised process for the distribution of grant support for festive lighting / displays for 2024/25 and ongoing.	21 Nov 2024		Open	2 September 2024	Sarah Palmer Director of Transformation and Change Email: sarah.palmer@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	Before 31 Dec 2030	As appropriate	Open	23 October 2019	Mark Billington Director of Environment Tel: 01253 887456

	funded from the capital receipts.					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 Director of 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
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	Neil Turvey Assistant Director of Assets and Development Projects Email: neil.turvey@wyre.gov.uk