

**SOUTH LAKELAND DISTRICT COUNCIL  
NOTICE OF FORTHCOMING KEY DECISIONS, PRIVATE EXECUTIVE MEETINGS AND  
BUDGET AND POLICY FRAMEWORK DECISIONS  
AS PUBLISHED ON 19 FEBRUARY 2019**

The Council is required to give 28 days' notice when Key Decisions are to be made, and when an executive meeting is to be held in private. The Notice has been drafted to comply with that requirement. It is available for inspection on the Council's website as well as at South Lakeland House, Kendal and sets out the following:-

- (1) the matters which the Executive (also known as the Cabinet) believes fall within the definition of a Key Decision (see definition below) to be taken by the Executive or a Senior Officer of the Council;
- (2) details of any private meeting (see definition below) of the Executive; and
- (3) proposals for the recommendation to Council of any plan, strategy or budget that forms part of the Council's Budget and Policy Framework, and its timetable and arrangements for consultation. The policies which make up the Budget and Policy Framework can be found in Article 4, Part 2 of the Council's Constitution, viewable on the Council's website [www.southlakeland.gov.uk](http://www.southlakeland.gov.uk)

(Budget and Policy Framework Decisions are not Key Decisions (i.e. they are not Executive decisions but are decided by the Full Council; although the Executive may make recommendations to Council about them). In the spirit of openness and transparency the Council has decided to publicise the decision making process for such matters in the same manner as for Key Decisions.)

#### **Documentation**

Reports, as well as any background information, will be available for public inspection five working days before the date of the meeting at which the decision is going to be made. However, some of the reports may contain confidential information and, in that case, will not be available to the public.

When the Executive is going to consider a confidential report, at least 28 days' notice will be given of the intention to hold the meeting in private. A Notice to this effect will be published on the Council's website.

#### **Background Information**

If you wish to inspect background information, which will inform the decision-making process, contact the Lead Officer identified in the Notice as dealing with that matter. When the agenda for the meeting is published on the Council's website, normally at least 5 working days before the meeting, these documents will also be made available via the website. However, you will not be allowed to access any papers which contain exempt or confidential information.

#### **Representations (views you wish to make)**

If you wish to make a representation, either about one of the Key Decisions listed (where the meeting is to be held in private), or that an Executive meeting should be open to the public, you must write to the Lead Officer identified as dealing with that decision with your reasons why the meeting should not be held in private. This must be received at least five clear working days before the date of the meeting.

## **Decision Notice**

A Decision Notice for each Key Decision, or other Executive decision, will be produced as soon as practicable after the decision has been taken. These Decision Notices will be available for inspection at South Lakeland House, Kendal and on the Council's website.

## **Urgent Decisions**

The Law and the Council's Constitution provide for urgent decisions to be made provided certain criteria are met and relevant Notices published accordingly. None of the decisions detailed in this Notice are deemed to be Urgent Decisions - unless expressly stated.

## **Key Decision**

This definition was adopted by Council on Thursday, 17 December 2015 and is as follows :-

"An executive decision which, in relation to an executive function, has a significant effect on communities in two or more Wards of the Council and/or is likely to result in the Authority incurring expenditure or making savings above £100,000."

## **Private Meetings**

In regard to this Notice, private meetings are meetings of the Executive, or part of a meeting, during which the public are excluded as a result of confidential or exempt information being discussed. A reason will be given why it is felt that there is a need for the public to be excluded. If you wish to make a representation regarding the intention to hold the meeting in private, you must follow the procedure shown above under "Representations".

## **The District Council's Executive Members are:-**

Cllr Giles Archibald – Leader and Promoting South Lakeland Portfolio Holder  
Cllr Jonathan Brook – Deputy Leader and Housing, People and Innovation Portfolio Holder  
Cllr Robin Ashcroft – Culture and Leisure Portfolio Holder  
Cllr Graham Vincent – Economy and Assets Portfolio Holder  
Cllr Dyan Jones – Environment Portfolio Holder  
Cllr Andrew Jarvis – Finance Portfolio Holder  
Cllr Philip Dixon – Health and Wellbeing Portfolio Holder

## **The District Council's Chief Officers are:-**

Lawrence Conway – Chief Executive  
Debbie Storr – Director of Policy and Resources (Monitoring Officer)  
David Sykes – Director People and Places  
Shelagh McGregor – Assistant Director (Resources) and Chief Finance Officer

## **The District Council's Assistant Directors are:-**

Ian Hassall – Assistant Director Strategic Development  
Simon McVey – Assistant Director Performance and Innovation  
Simon Rowley – Assistant Director of Neighbourhood Services

**Non-Key Budget and Policy Framework Decision - Budget 2019/20 to 2023/24 (including capital programme and fees and charges)**

To set the 2019/20 - 2023/24 capital and revenue budgets, the level of Council tax increase to apply from 1 April 2019. To also consider the level of reserves, fees and charges.

**Proposed Decision Maker (Decision Date): Council (26 Feb 2019)**

Also considered by/to be considered by: Lake Administration Committee (5 Oct 2018)  
Cabinet (31 Oct 2018)

Licensing and Licensing Regulatory Committees (5 Nov 2018)

Cabinet (28 Nov 2018)

Council (19 Dec 2018)

Overview and Scrutiny Committee (11 Jan 2019)

Licensing and Licensing Regulatory Committees (14 Jan 2019)

Lake Administration Committee (25 Jan 2019)

Cabinet (6 Feb 2019)

Planning Committee (7 Feb 2019)

Date notice first published: 2 October 2018

*(If Key or Private, decision cannot be until after 30 October 2018)*

**Open/Exempt:** Open

**Relevant reports/background papers which are/will be available:**

Medium Term Financial Plan 2018/19 - 2023/24

**Lead Officer:** Helen Smith, Financial Services Manager [h.smith@southlakeland.gov.uk](mailto:h.smith@southlakeland.gov.uk)

**Assistant Director:** Assistant Director Resources (Section 151 Officer)

**Portfolio Holder:** Finance Portfolio Holder (Cllr Andrew Jarvis)

### **Non-Key Budget and Policy Framework Decision - Council Plan 2019-2024**

The Council Plan 2014-19 is complete. The 2019-2024 sets out the Council's ambition and priorities over the five year period to 2024 and details key projects that will contribute to achieving those priorities.

#### **Proposed Decision Maker (Decision Date): Council (26 Feb 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (11 Jan 2019)  
Cabinet (6 Feb 2019)

Date notice first published: 2 October 2018

*(If Key or Private, decision cannot be until after 30 October 2018)*

**Open/Exempt:** Open

#### **Relevant reports/background papers which are/will be available:**

C/61 2014-2019 Council Plan (2018 Update) -

<http://democracy.southlakeland.gov.uk/ieListDocuments.aspx?CId=120&MId=4276&Ver=4>

C/78 2014-2019 Council Plan (2017 Update) -

<http://democracy.southlakeland.gov.uk/ieListDocuments.aspx?CId=120&MId=4058&Ver=4>

C/79 2014-2019 Council Plan (2016 Update) -

<http://democracy.southlakeland.gov.uk/ieListDocuments.aspx?CId=120&MId=3771&Ver=4>

C/82 2014-2019 Council Plan (2015 Update) -

<http://democracy.southlakeland.gov.uk/ieListDocuments.aspx?CId=120&MId=3566&Ver=4>

C/78 - Council Plan 2014-2019 -

<http://democracy.southlakeland.gov.uk/ieListDocuments.aspx?CId=120&MId=3460&Ver=4>

**Lead Officer:** Paul Mountford, Principal Performance and Intelligence Officer  
p.mountford@southlakeland.gov.uk

**Assistant Director:** Assistant Director Performance and Innovation

**Portfolio Holder:** Promoting South Lakeland Portfolio Holder (Cllr Giles Archibald)

### **Non-Key Budget and Policy Framework Decision - Procurement Schedule 2018/19 and 2019/20**

To set out the Council's plans for procurement exercises during 2019/20 and to update the plans for 2018/19 including the decision route for each procurement.

#### **Proposed Decision Maker (Decision Date): Council (26 Feb 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (1 Feb 2019)  
Cabinet (6 Feb 2019)

Date notice first published: 2 October 2018

*(If Key or Private, decision cannot be until after 30 October 2018)*

**Open/Exempt:** Open

#### **Relevant reports/background papers which are/will be available:**

Budget report 2019/20 to 2023/24 to be reported to same Committees

**Lead Officer:** Helen Smith, Financial Services Manager h.smith@southlakeland.gov.uk

**Assistant Director:** Assistant Director Resources (Section 151 Officer)

**Portfolio Holder:** Finance Portfolio Holder (Cllr Andrew Jarvis)

**Non-Key Budget and Policy Framework Decision - Treasury Management Framework 2019/20 to 2023/24**

To set the 2019/20 Prudential Indicators, Treasury Management Strategy, Treasury Management Policy and MRP statement which controls the Council's capital financing, borrowing and investment activities.

**Proposed Decision Maker (Decision Date): Council (26 Feb 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (11 Jan 2019)  
Cabinet (6 Feb 2019)

Date notice first published: 2 October 2018

*(If Key or Private, decision cannot be until after 30 October 2018)*

**Open/Exempt:** Open

**Relevant reports/background papers which are/will be available:**

Medium Term Financial Plan 2018/19 - 2023/24

Budget report 2019/20 to 2023/24 to be reported to same Committees

**Lead Officer:** Helen Smith, Financial Services Manager h.smith@southlakeland.gov.uk

**Assistant Director:** Assistant Director Resources (Section 151 Officer)

**Portfolio Holder:** Finance Portfolio Holder (Cllr Andrew Jarvis)

**Non-Key Budget and Policy Framework Decision - Council Tax Reduction Scheme**

The Local Government Finance Act 1992 as amended places an obligation on Local Authorities to review and renew it council tax reduction scheme each year. This report will renew South Lakeland District Councils Council Tax Reduction Scheme for 2019-20.

**Proposed Decision Maker (Decision Date): Council (26 Feb 2019)**

Also considered by/to be considered by: Cabinet (6 Feb 2019)

Date notice first published: 8 January 2019

*(If Key or Private, decision cannot be until after 5 February 2019)*

**Open/Exempt:** Open

**Relevant reports/background papers which are/will be available:**

Confirmation of Council Tax Reduction Scheme for 2019/20 report

**Lead Officer:** Michael Fisher, Revenues and Benefits Services Manager  
michael.fisher@southlakeland.gov.uk

**Assistant Director:** Assistant Director Resources (Section 151 Officer)

**Portfolio Holder:** Finance Portfolio Holder (Cllr Andrew Jarvis)

**Non-Key Budget and Policy Framework Decision - Development Management Policies and Arnsdale & Silverdale AONB Development Plans Documents**

To request Council to adopt, as part of the Development Plan for South Lakeland, the Development Management Policies and Arnsdale & Silverdale AONB Development Plans Documents, on receipt of the Inspector's reports on the conclusion of the independent examination of both documents (expected in October or November 2018).

**Proposed Decision Maker (Decision Date): Council (28 Mar 2019)**

Date notice first published: 10 August 2018

*(If Key or Private, decision cannot be until after 7 September 2018)*

**Open/Exempt:** Open

**Relevant reports/background papers which are/will be available:**

Final versions of the Development Management Policies and Arnsdale & Silverdale AONB Development Plans Documents (DPDs) .

The Inspector's reports following the independent examination of both DPDs.

**Lead Officer:** Alastair McNeill, Development Plans Manager a.mcneill@southlakeland.gov.uk

**Assistant Director:** Assistant Director Strategic Development

**Portfolio Holder:** Housing, People and Innovation Portfolio Holder (Cllr Jonathan Brook)

**Non-Key Budget and Policy Framework Decision - Cumbria Public Health Strategy**

To consider adoption of the Cumbria Public Health Strategy in place of the existing Public Health Strategy in the Policy Framework.

**Proposed Decision Maker (Decision Date): Council (28 Mar 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (1 Feb 2019)  
Cabinet (20 Mar 2019)

Date notice first published: 21 December 2018

*(If Key or Private, decision cannot be until after 18 January 2019)*

**Open/Exempt:** Open

**Relevant reports/background papers which are/will be available:**

Cumbria Public Health Strategy

**Lead Officer:** Rachel Earnshaw, Public Protection Officer r.earnshaw@southlakeland.gov.uk,  
Fiona Inston, Public Protection Manager Fiona.Inston@southlakeland.gov.uk

**Assistant Director:** Assistant Director Neighbourhood Services

**Portfolio Holder:** Health and Wellbeing Portfolio Holder (Cllr Philip Dixon)

**Key Decision - Draft South Lakeland District Council Homelessness Strategy 2019 - 2024**

The draft South Lakeland District Council Homelessness Strategy will help to address homelessness in the District through prevention, increasing the supply of settled accommodation and providing support to those that need it.

**Proposed Decision Maker (Decision Date): Cabinet (05 Jun 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (26 Apr 2019)

Date notice first published: 8 January 2019

*(If Key or Private, decision cannot be until after 5 February 2019)*

**Open/Exempt:** Open

**Relevant reports/background papers which are/will be available:**

South Lakeland District Council Homelessness Review 2018.

**Lead Officer:** Julie Jackson, Principal Housing Strategy Officer  
j.jackson@southlakeland.gov.uk

**Assistant Director:** Assistant Director Strategic Development

**Portfolio Holder:** Housing, People and Innovation Portfolio Holder (Cllr Jonathan Brook)