

**SOUTH LAKELAND DISTRICT COUNCIL  
NOTICE OF FORTHCOMING KEY DECISIONS, PRIVATE EXECUTIVE MEETINGS AND  
BUDGET AND POLICY FRAMEWORK DECISIONS  
AS PUBLISHED ON 18 DECEMBER 2020**

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, in accordance with the Council's Constitution, Part 4, Budget and Policy Framework Procedure Rules, paragraph 2. 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)

#### **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 and Innovation Portfolio Holder  
Cllr Robin Ashcroft – Economy, Culture and Leisure Portfolio Holder  
Cllr Philip Dixon – Customer and Commercial Services and People Portfolio Holder  
Cllr Dyan Jones – Climate Emergency and Localism Portfolio Holder  
Cllr Andrew Jarvis – Finance and Resources Portfolio Holder  
Cllr Suzie Pye – Health, Wellbeing and Financial Resilience Portfolio Holder

## **The District Council's Chief and Statutory Officers:-**

Lawrence Conway – Chief Executive  
Simon Rowley – Director Customer and Commercial Services  
David Sykes – Director of Strategy, Innovation and Resources  
Linda Fisher – Legal, Governance and Democracy Lead Specialist (Monitoring Officer)  
Helen Smith – Finance Lead Specialist (Section 151 Officer)

**Key Decision - Kendal Market Review \* NEW \***

Kendal Market review following the procurement process.

**Proposed Decision Maker (Decision Date): Cabinet (20 Jan 2021)**

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Fully exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

-

**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

**Portfolio Holder:** Customer and Commercial Services and People Portfolio Holder (Cllr Philip Dixon)

**Key Decision - Parking Fees and Charges \* NEW \***

Review of parking fees and charges for 2020/21.

**Proposed Decision Maker (Decision Date): Cabinet (20 Jan 2021)**

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Open

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

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**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

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

**Key Decision - Public Access - Council-owned Riverside Land in Kendal**

To consider the use and management of Council-owned land with regard to the new Gooseholme Bridge and flood defences.

**Proposed Decision Maker (Decision Date): Cabinet (20 Jan 2021)**

Date notice first published: 29 September 2020

*(If Key or Private, decision cannot be until after 27 October 2020)*

**Open/Exempt:** Part exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

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**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

**Portfolio Holder:** Economy, Culture and Leisure Portfolio Holder (Cllr Robin Ashcroft),  
Housing and Innovation Portfolio Holder (Cllr Jonathan Brook)

**Key Decision - Cumbria Coastal Strategy \* NEW \***

Cabinet will be asked to consider supporting and adopting the Cumbria Coastal Strategy which has been developed by the Cumbria County Council in conjunction with the District Councils.

**Proposed Decision Maker (Decision Date): Cabinet (03 Feb 2021)**

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Open

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

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**Lead Officer:** Gareth Candlin, Operational Lead Specialist Services  
gareth.candlin@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

**Portfolio Holder:** Climate Emergency and Localism Portfolio Holder (Cllr Dyan Jones)

**Key Decision - Disposal of Council owned land in Burton in Kendal**

Disposal of Council owned land to South Lakes Housing.

**Proposed Decision Maker (Decision Date): Cabinet (03 Feb 2021)**

Date notice first published: 26 May 2020

*(If Key or Private, decision cannot be until after 23 June 2020)*

**Open/Exempt:** Part exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

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**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

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

**Key Decision - Financial Support for the Leisure Services Contract \* NEW \***

Financial support for the leisure services contract due to Covid 19.

**Proposed Decision Maker (Decision Date): Cabinet (03 Feb 2021)**

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Fully exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

-

**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

**Portfolio Holder:** Economy, Culture and Leisure Portfolio Holder (Cllr Robin Ashcroft)

**Key Decision - Framework Agreement for Local Plan Review - 2020/21-2023/24**

It is proposed to procure a Framework Agreement with retained consultants to provide professional advice for the preparation of the Local Plan Review and related areas.

**Proposed Decision Maker (Decision Date): Cabinet (03 Feb 2021)**

Date notice first published: 9 November 2020

*(If Key or Private, decision cannot be until after 7 December 2020)*

**Open/Exempt:** Part exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

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**Lead Officer:** Alastair McNeill, Senior Specialist (Strategy Group)  
a.mcneill@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Strategy, Innovation and Resources

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

**Key Decision - Property Services Contract \* NEW \***

Review of property services contract with Lambert Smith Hampton.

**Proposed Decision Maker (Decision Date): Cabinet (03 Feb 2021)**

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Fully exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

-

**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

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

**Key Decision - Queens Park Recreational Space, Windermere**

To redesign the current playground including a wheeled sports track.

**Proposed Decision Maker (Decision Date): Delegated Executive Decisions (11 Feb 2021)**

Date notice first published: 27 October 2020

*(If Key or Private, decision cannot be until after 24 November 2020)*

**Open/Exempt:** Open

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

Windermere Park for All community group proposal.

Current fundraising report

**Lead Officer:** Polly Straker, Locality Team Leader polly.straker@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

**Portfolio Holder:** Customer and Commercial Services and People Portfolio Holder (Cllr Philip Dixon)

**Non-Key Budget and Policy Framework Decision - Adoption of Council Plan \* NEW \***

Adoption of Council Plan setting out corporate priorities for next five years

**Proposed Decision Maker (Decision Date): Council (23 Feb 2021)**

Also considered by/to be considered by: Overview and Scrutiny Committee (15 Jan 2021)  
Cabinet (20 Jan 2021)

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Open

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

Council Plan

Equalities Impact Assessment

Health and Sustainability Impact Statement

**Lead Officer:** Dan Hudson, Strategy Lead Specialist d.hudson@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Strategy, Innovation and Resources

**Portfolio Holder:** Deputy Leader of the Council (Cllr Jonathan Brook)

**Non-Key Budget and Policy Framework Decision - Budget 2021/22 to 2025/26 (including capital programme and fees and charges)**

To set the 2021/22 - 2025/26 capital and revenue budgets, the level of council tax increase to apply from 1 April 2021, the level of reserves and the levels of fees and charges.

**Proposed Decision Maker (Decision Date): Council (23 Feb 2021)**

Also considered by/to be considered by: Lake Administration Committee, Planning Committee, Licensing Committee - fees and charges – (tbc)  
First draft budgets - Cabinet (8 Dec 2020)  
Budget update - Council (15 Dec 2020)  
Overview and Scrutiny Committee (15 Jan 2021)  
Cabinet (3 Feb 2021)

Date notice first published: 29 September 2020

*(If Key or Private, decision cannot be until after 27 October 2020)*

**Open/Exempt:** Open

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

Medium Term Financial Plan 2020/21 - 2025/26

**Lead Officer:** Helen Smith, Finance Lead Specialist (Section 151 Officer)  
h.smith@southlakeland.gov.uk

**Chief/Statutory Officer:** Section 151 Officer

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

**Non-Key Budget and Policy Framework Decision - Council tax discounts and premia**

To review the levels of council tax to be charged on empty homes from 1 April 2021.

**Proposed Decision Maker (Decision Date): Council (23 Feb 2021)**

Also considered by/to be considered by: Cabinet (25 Nov 2020)  
Cabinet (3 Feb 2021)

Date notice first published: 27 October 2020

*(If Key or Private, decision cannot be until after 24 November 2020)*

**Open/Exempt:** Open

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

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**Lead Officer:** Helen Smith, Finance Lead Specialist (Section 151 Officer)  
h.smith@southlakeland.gov.uk

**Chief/Statutory Officer:** Section 151 Officer

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



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

**\* NEW \***

The Local Government Finance Act 1992, as amended, places an obligation on local authorities to review and renew their Council Tax Reduction Scheme each year. This report will renew South Lakeland District Council's Council Tax Reduction Scheme for 2021/22.

**Proposed Decision Maker (Decision Date): Council (23 Feb 2021)**

Also considered by/to be considered by: Cabinet (3 Feb 2021)

Date notice first published: 18 December 2020

*(If Key or Private, decision cannot be until after 15 January 2021)*

**Open/Exempt:** Open

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

Confirmation of Council Tax Reduction Scheme for 2021/22 report

**Lead Officer:** Vicky McDonald, Operational Lead Case Management  
vicky.mcdonald@southlakeland.gov.uk

**Chief/Statutory Officer:** Section 151 Officer

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

**Non-Key Budget and Policy Framework Decision - Procurement Schedule 2020/21 and 2021/22**

To set out the Council's plans for procurement exercises during 2021/22 and to update plans for 2020/21 including the decision route for each procurement.

**Proposed Decision Maker (Decision Date): Council (23 Feb 2021)**

Also considered by/to be considered by: Overview and Scrutiny Committee (15 Jan 2021)  
Cabinet (3 Feb 2021)

Date notice first published: 29 September 2020

*(If Key or Private, decision cannot be until after 27 October 2020)*

**Open/Exempt:** Open

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

Budget report 2021/22 - 2025/26 to be reported to the same committees

**Lead Officer:** Gillian Flowers, Procurement Specialist gillian.flowers@southlakeland.gov.uk

**Chief/Statutory Officer:** Section 151 Officer

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

**Non-Key Budget and Policy Framework Decision - Treasury Management Framework 2021/22 to 2025/26**

To set the 2021/22 Prudential Indicators, Treasury Management Strategy, Treasury Management Policy and Minimum Revenue Provision (MRP) statement which controls the Council's capital financing, borrowing and investment activities.  
To approve the 2021/22 to 2025/26 Capital Strategy.

**Proposed Decision Maker (Decision Date): Council (23 Feb 2021)**

Also considered by/to be considered by: Overview and Scrutiny Committee (15 Jan 2021)  
Cabinet (3 Feb 2021)

Date notice first published: 29 September 2020

*(If Key or Private, decision cannot be until after 27 October 2020)*

**Open/Exempt:** Open

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

Medium Term Financial Plan 2020/21 - 2025/26 Budget report 2021/22 to 2025/26 to be reported to same Committees

**Lead Officer:** Helen Smith, Finance Lead Specialist (Section 151 Officer)  
h.smith@southlakeland.gov.uk

**Chief/Statutory Officer:** Section 151 Officer

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

**Key Decision - Disposal of Council owned land in High Sparrowmire, Kendal**

Disposal of Council owned land to South Lakes Housing.

**Proposed Decision Maker (Decision Date): Cabinet (17 Mar 2021)**

Date notice first published: 26 May 2020

*(If Key or Private, decision cannot be until after 23 June 2020)*

**Open/Exempt:** Part exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

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**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
sion.thomas@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Customer and Commercial Services

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

**Key Decision - Procurement of enhanced Cyber Security Solution**

Enhanced solution to boost the security of the council ICT Network and Systems

**Proposed Decision Maker (Decision Date): Cabinet (28 Apr 2021)**

Date notice first published: 9 November 2020

*(If Key or Private, decision cannot be until after 7 December 2020)*

**Open/Exempt:** Part exempt

**Reasons for Exemption:**

*Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)*

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

Report will be produced by Head of Shared ICT

**Lead Officer:** Ben Wright, Shared ICT Manager b.wright@southlakeland.gov.uk

**Chief/Statutory Officer:** Director of Strategy, Innovation and Resources

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