

**SOUTH LAKELAND DISTRICT COUNCIL  
NOTICE OF FORTHCOMING KEY DECISIONS, PRIVATE EXECUTIVE MEETINGS AND  
BUDGET AND POLICY FRAMEWORK DECISIONS  
AS PUBLISHED ON 11 JANUARY 2022**

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 Jonathan Brook – Leader and Promoting South Lakeland and Innovation Portfolio Holder

Cllr Andrew Jarvis – Deputy Leader and Finance and Assets Portfolio Holder

Cllr Robin Ashcroft – Economy, Culture and Leisure Portfolio Holder

Cllr Helen Chaffey – Housing Portfolio Holder

Cllr Philip Dixon – Customer and Locality Services Portfolio Holder

Cllr Dyan Jones – Climate Action and Biodiversity Portfolio Holder

Cllr Suzie Pye – Health, Wellbeing and Poverty Alleviation 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 - Contract Award for WSC Multi Storey Car Park - Structural Repairs**

Contract award for tender to undertake structural repairs to WSC multi story car park.

**Proposed Decision Maker (Decision Date): Cabinet (Not before 08 Nov 2021)**

Also considered by/to be considered by: -

*(If Key or Private, decision cannot be until after 19 October 2021)*

Date notice first published: 21 September 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 Assets Portfolio Holder (Cllr Andrew Jarvis)

**Key Decision - Ellerthwaite Depot - Asset Transfer**

Asset Transfer of Ellerthwaite Depot to Windermere Town Council

**Proposed Decision Maker (Decision Date): Cabinet (Not before 08 Nov 2021)**

Also considered by/to be considered by: -

*(If Key or Private, decision cannot be until after 22 June 2021)*

Date notice first published: 25 May 2021

**Open/Exempt:** Open

**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 Assets Portfolio Holder (Cllr Andrew Jarvis)

### **Key Decision - Local Government Reorganisation**

To consider matters regarding the progress of Local Government Reorganisation, to include one or more reports which will consider:-

- The draft Structural Changes Order
- Options and approach to the establishment of a joint committee
- The approach to meeting the financial cost of reorganisation

### **Proposed Decision Maker (Decision Date): Cabinet (Not before 08 Nov 2021) & Council (Not before 08 Nov 2021)**

Also considered by/to be considered by:

Engagement will take place with Cabinet, Council and Members as appropriate as proposals develop.

*(If Key or Private, decision cannot be until after 31 August 2021)*

Date notice first published: 3 August 2021

**Open/Exempt:** Open

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

**Lead Officer:** David Sykes, Director of Strategy, Innovation and Resources  
[d.sykes@southlakeland.gov.uk](mailto:d.sykes@southlakeland.gov.uk)

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

**Portfolio Holder:** Promoting South Lakeland and Innovation Portfolio Holder (Cllr Jonathan Brook)

### **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 (Not before 08 Jan 2022)**

Also considered by/to be considered by: -

*(If Key or Private, decision cannot be until after 22 June 2020)*

Date notice first published: 25 May 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:** -

**Lead Officer:** Sion Thomas, Operational Lead Delivery and Commercial Services  
[sion.thomas@southlakeland.gov.uk](mailto:sion.thomas@southlakeland.gov.uk)

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

**Portfolio Holder:** Housing Portfolio Holder (Cllr Helen Chaffey), Finance and Assets Portfolio Holder (Cllr Andrew Jarvis)

**Key Decision - Cumbria Business Rate pool**

To consider the Council's participation in any Cumbria business rate pool from April 2022.

**Proposed Decision Maker (Decision Date): Delegated Executive Decisions (Not before 27 Jan 2022)**

Also considered by/to be considered by:

Delegation to Finance Lead Specialist and Finance and Assets Portfolio Holder approved by Cabinet 7th December 2021

*(If Key or Private, decision cannot be until after 18 January 2022)*

Date notice first published: 21 December 2021

**Open/Exempt:** Open

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

Draft budget 2022/23 Cabinet 7th December 2021

**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 Assets Portfolio Holder (Cllr Andrew Jarvis)

**Key Decision - Cumbria Action for Sustainability (CAfS) Grant agreement**

Funding arrangements for CAfS to support the Council Plan priority "Addressing the climate emergency".

**Proposed Decision Maker (Decision Date): Cabinet (Not before 09 Feb 2022)**

Also considered by/to be considered by: Corporate Management Team

*(If Key or Private, decision cannot be until after 19 October 2021)*

Date notice first published: 21 September 2021

**Open/Exempt:** Open

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

Monitoring report on CAfS contracted work 2020- 2022.

**Lead Officer:** Simon Blyth, Strategy Specialist s.blyth@southlakeland.gov.uk

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

**Portfolio Holder:** Climate Action and Biodiversity Portfolio Holder (Cllr Dyan Jones)

**Key Decision - Capital Programme KLC03 Ulverston Leisure site**

To consider and agree the next steps in progressing the Ulverston Leisure site scheme

**Proposed Decision Maker (Decision Date): Cabinet (09 Feb 2022)**

Also considered by/to be considered by: None

*(If Key or Private, decision cannot be until after 18 January 2022)*

Date notice first published: 21 December 2021

**Open/Exempt:** Open

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

Outcome of recent feasibility and stakeholder engagement work

**Lead Officer:** David Sykes, Director of Strategy, Innovation and Resources  
d.sykes@southlakeland.gov.uk

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

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

**Key Decision - Strategic Cultural Partners Grants Investment for 1 April 2022 - 31 March 2024 \*NEW\***

**Proposed Decision Maker (Decision Date): Cabinet (09 Feb 2022)**

Also considered by/to be considered by: CMT 27 January 2022

*(If Key or Private, decision cannot be until after 8 February 2022)*

Date notice first published: 11 January 2022)

**Open/Exempt:** Open

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

**Lead Officer:** Imelda Winters-Lewis, Principal Culture, Arts and Events Officer  
i.winterslewis@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 - Award of contract for Revenues and Benefits Hybrid Printing and Postage**

To consider approval for award of contract for Revenues and Benefits printing and postage services

**Proposed Decision Maker (Decision Date): Delegated Executive Decisions (10 Feb 2022)**

*(If Key or Private, decision cannot be until after 18 January 2022)*

Date notice first published: 21 December 2021

**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:**

DED Report

Successful tender submission

**Lead Officer:** Vicky McDonald, Operational Lead Case Management

vicky.mcdonald@southlakeland.gov.uk

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

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

**Key Decision - Capital Programme KDE09 - Windermere Road, Grange flood alleviation**

To approve expenditure by way of contribution to the Lead Local Flood Authority(LLFA) for their implementation of the scheme. To approve in principle the installation of drainage infrastructure in the Council's property by the LLFA.

**Proposed Decision Maker (Decision Date): Delegated Executive Decisions (10 Feb 2022)**

Also considered by/to be considered by:

None

*(If Key or Private, decision cannot be until after 18 January 2022)*

Date notice first published: 21 December 2021

**Open/Exempt:** Open

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

An outline of the proposed works will be annexed to the DED Report

**Lead Officer:** David Sykes, Director of Strategy, Innovation and Resources

d.sykes@southlakeland.gov.uk

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

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

**Key Decision - Arboricultural Framework Contract \*NEW\***

Procurement of Arboricultural Contracting works for the management of SLDC owned trees and woodlands

**Proposed Decision Maker (Decision Date): Delegated Executive Decisions (10 Feb 2022)**

Also considered by/to be considered by:  
none

*(If Key or Private, decision cannot be until after 8 February 2022)*

Date notice first published: 11 January 2022

**Open/Exempt:** Open

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

none

**Lead Officer:** Graham Nicholson, Arboricultural Officer g.nicholson@southlakeland.gov.uk

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

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

**Non-Key Budget and Policy Framework Decision - Budget 2022/23 to 2026/27 (including capital programme and fees and charges)**

To set the 2022/23 - 2026/27 capital and revenue budgets, the level of council tax increase to apply from 1 April 2022, the level of reserves and the levels of fees and charges.

**Proposed Decision Maker (Decision Date): Council (22 Feb 2022)**

Also considered by/to be considered by:  
First draft budgets - Cabinet (7 Dec 2021)  
Budget update - Council (14 Dec 2021)  
Overview and Scrutiny Committee (4 Feb 2022)  
Cabinet (9 Feb 2022)

*(If Key or Private, decision cannot be until after 6 December 2021)*

Date notice first published: 8 November 2021

**Open/Exempt:** Open

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

Medium Term Financial Plan 2021/22 - 2026-27

**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 Assets Portfolio Holder (Cllr Andrew Jarvis)



**Non-Key Budget and Policy Framework Decision - Corporate Financial Update Quarter 3, 2021/22**

To approve changes to revenue budgets and budget virements, adjustments to the capital programme, use of reserves, the Procurement Schedule and the Treasury Management Strategy, where required.

**Proposed Decision Maker (Decision Date): Council (22 Feb 2022)**

Also considered by/to be considered by:  
Overview and Scrutiny Committee (4 Feb 2022)  
Cabinet (9 Feb 2022)

*(If Key or Private, decision cannot be until after 19 October 2021)*

Date notice first published: 21 September 2021

**Open/Exempt:** Open

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

2021/22 Budget Book including MTFP projections <https://tinyurl.com/vtst3ez4>

Budget Setting Report <https://tinyurl.com/uuyt8wte>

Medium Term Financial Plan 2020/21-2025/26 <https://tinyurl.com/nh8sw98a>

**Lead Officer:** Claire Read, Finance Specialist [claire.read@southlakeland.gov.uk](mailto:claire.read@southlakeland.gov.uk), Helen Smith, Finance Lead Specialist (Section 151 Officer) [h.smith@southlakeland.gov.uk](mailto:h.smith@southlakeland.gov.uk)

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

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

**Non-Key Budget and Policy Framework Decision - Procurement Schedule 2021/22 and 2022/23**

To set out the Council's plans for procurement exercises during 2022/23 and to update plans for 2021/22 including the decision route for each procurement.

**Proposed Decision Maker (Decision Date): Council (22 Feb 2022)**

Also considered by/to be considered by:  
Overview and Scrutiny Committee (4 Feb 2022)  
Cabinet (9 Feb 2022)

*(If Key or Private, decision cannot be until after 6 December 2021)*

Date notice first published: 8 November 2021

**Open/Exempt:** Open

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

Budget report 2022/23 - 2026/27 - to be reported to same committees

**Lead Officer:** Gillian Flowers, Procurement Specialist [gillian.flowers@southlakeland.gov.uk](mailto:gillian.flowers@southlakeland.gov.uk), Helen Smith, Finance Lead Specialist (Section 151 Officer) [h.smith@southlakeland.gov.uk](mailto:h.smith@southlakeland.gov.uk)

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

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

### **Non-Key Budget and Policy Framework Decision - Review of the Local Council Tax Reduction Scheme**

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 2022/23.

#### **Proposed Decision Maker (Decision Date): Council (22 Feb 2022)**

Also considered by/to be considered by:  
Cabinet

*(If Key or Private, decision cannot be until after 6 December 2021)*

Date notice first published: 8 November 2021

**Open/Exempt:** Open

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

Confirmation of Council Tax Reduction Scheme for 2022/23 report

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

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

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

### **Non-Key Budget and Policy Framework Decision - Review of SLDC Statement of Licensing Policy**

The Licensing Act 2003 provides that each Licensing Authority are to determine and publish a Statement of its Licensing Policy once every five years. The policy must be published before it carries out any licensing function under the Licensing Act 2003. The Statement of Licensing Policy details the strategic approach on how the licensing authority intends to operate and promote the licensing objectives in their area

#### **Proposed Decision Maker (Decision Date): Council (Not before 22 Feb 2022)**

Also considered by/to be considered by:

Licensing Committee 29/11/21

Licensing Committee 17/01/22

O & S Committee 04/02/22

*(If Key or Private, decision cannot be until after 18 January 2022)*

Date notice first published: 21 December 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, Sean Hall, Principal Specialist (Health & Environment)  
s.hall@southlakeland.gov.uk

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

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

**Non-Key Budget and Policy Framework Decision - Treasury Management Framework 2022/23 -2026/27**

To set the 2022/23 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 2022/23 to 2026/27 Capital Strategy.

**Proposed Decision Maker (Decision Date): Council (22 Feb 2022)**

Also considered by/to be considered by:  
Overview and Scrutiny Committee (4 Feb 2022)  
Cabinet (9 Feb 2022)

*(If Key or Private, decision cannot be until after 6 December 2021)*

Date notice first published: 8 November 2021

**Open/Exempt:** Open

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

Medium Term Financial Plan 2021/22 - 2026/27 Budget report 2022/23 to 2026/27 to be reported to same Committees

**Lead Officer:** Claire Read, Finance Specialist [claire.read@southlakeland.gov.uk](mailto:claire.read@southlakeland.gov.uk), Helen Smith, Finance Lead Specialist (Section 151 Officer) [h.smith@southlakeland.gov.uk](mailto:h.smith@southlakeland.gov.uk)

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

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

**Non-Key Budget and Policy Framework Decision - Council Plan and Policy Framework - Transitional Arrangements \*NEW\***

To set out the approach to implementing current SLDC Council Plan priorities in the final year before the vesting of the Westmorland and Furness Council

**Proposed Decision Maker (Decision Date): Council (22 Feb 2022)**

Also considered by/to be considered by:

Cabinet 09/02/2022

Council 22/02/2022

*(If Key or Private, decision cannot be until after 8 February 2022)*

Date notice first published: 11 January 2022

**Open/Exempt:** Open

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

Current Council Plan

**Lead Officer:** Dan Hudson, Strategy Lead Specialist [d.hudson@southlakeland.gov.uk](mailto:d.hudson@southlakeland.gov.uk)

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

**Portfolio Holder:** Chairman of the Council (Cllr Pete McSweeney)

**Key Decision - DFG Policy \*NEW\***

Update to the DFG Policy following a review.

**Proposed Decision Maker (Decision Date): Cabinet (13 Apr 2022)**

Also considered by/to be considered by:  
Overview and Scrutiny Committee

*(If Key or Private, decision cannot be until after 8 February 2022)*

Date notice first published: 11 January 2022

**Open/Exempt:** Open

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

Housing Strategy 2016 to 2025

**Lead Officer:** Amanda Pharaoh, Housing Strategy and Delivery Specialist  
amanda.pharaoh@southlakeland.gov.uk

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

**Portfolio Holder:** Housing Portfolio Holder (Cllr Helen Chaffey)