

**SOUTH LAKELAND DISTRICT COUNCIL  
NOTICE OF FORTHCOMING KEY DECISIONS, PRIVATE EXECUTIVE MEETINGS AND  
BUDGET AND POLICY FRAMEWORK DECISIONS  
AS PUBLISHED ON 18 JUNE 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 and Innovation Portfolio Holder  
Cllr Robin Ashcroft – Economy, Culture and Leisure Portfolio Holder  
Cllr Dyan Jones – Climate Emergency and Localism Portfolio Holder  
Cllr Andrew Jarvis – Finance and Resources Portfolio Holder  
Cllr Eric Morrell – Customer and Commercial Services and People 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 (Interim Monitoring Officer)  
Helen Smith – Section 151 Officer

**Key Decision - Parks and Open Spaces Strategy**

To consider approval of the Parks and Open Spaces Strategy 2019 – 2029.

**Proposed Decision Maker (Decision Date): Cabinet (26 Jun 2019)**

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

Date notice first published: 7 May 2019

*(If Key or Private, decision cannot be until after 4 June 2019)*

**Open/Exempt:** Open

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

Report to Overview and Scrutiny Committee April 2019.

**Lead Officer:** Deborah Clarke, Principal Community Spaces Officer  
deborah.clarke@southlakeland.gov.uk

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

**Portfolio Holder:** Customer and Commercial Services and People Portfolio Holder (Cllr Eric Morrell)

**Key Decision - Council Property at Dowker Lane, Kendal \* NEW \***

To consider the boundary of the Council's ownership at Dowker Lane, Kendal.

**Proposed Decision Maker (Decision Date): Cabinet (17 Jul 2019)**

Date notice first published: 18 June 2019

*(If Key or Private, decision cannot be until after 16 July 2019)*

**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:**

N/A

**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 - 2018/19 Procurement Annual Report \* NEW \***

2018/19 Procurement Annual Report and review of 2019/20 Procurement Schedule.

**Proposed Decision Maker (Decision Date): Cabinet (17 Jul 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (12 Jul 2019)

Date notice first published: 18 June 2019

*(If Key or Private, decision cannot be until after 16 July 2019)*

**Open/Exempt:** Open

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

None

**Lead Officer:** 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 Resources Portfolio Holder (Cllr Andrew Jarvis)

**Non-Key Budget and Policy Framework Decision - South Cumbria Community Safety Partnership Plan**

SLDC approves the new South Cumbria Community Safety Partnership (CSP) Plan 2019/20 and recognises the effective collaboration in place between South Lakeland District Council (SLDC), and Barrow Borough Council, Cumbria Police and partner agencies including Safer Cumbria.

**Proposed Decision Maker (Decision Date): Council (23 Jul 2019)**

Also considered by/to be considered by: Corporate Management Team (9 May 2019)  
Cabinet (5 Jun 2019)

Date notice first published: 28 May 2019

*(If Key or Private, decision cannot be until after 25 June 2019)*

**Open/Exempt:** Open

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

South Cumbria Community Safety Partnership Review 2018/19 report to Overview and Scrutiny Committee (26 April 2019)

**Lead Officer:** Simon Blyth, Strategy Specialist [s.blyth@southlakeland.gov.uk](mailto:s.blyth@southlakeland.gov.uk)

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

**Portfolio Holder:** Health, Wellbeing and Financial Resilience Portfolio Holder (Cllr Suzie Pye)

**Non-Key Budget and Policy Framework Decision - Medium Term Financial Plan 2019/20-2024/25 \* NEW \***

To consider the Medium Term Financial Plan, incorporating the Financial Strategy and the Budget Strategy (referred to collectively as the MTFP). The Plan ensures the Council has a sound basis for allocating resources and effective financial management over the medium term.

**Proposed Decision Maker (Decision Date): Council (23 Jul 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (12 Jul 2019)  
Cabinet (17 Jul 2019)

Date notice first published: 18 June 2019

*(If Key or Private, decision cannot be until after 16 July 2019)*

**Open/Exempt:** Open

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

None

**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 - Revenue and Capital Outturn 2018/19 \* NEW \***

To note the actual income and expenditure for 2018/19, note the budget variances, approve the contributions to and from reserves and to update the capital programme for carry forwards and other changes.

**Proposed Decision Maker (Decision Date): Council (23 Jul 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (12 Jul 2019)  
Cabinet (17 Jul 2019)

Date notice first published: 18 June 2019

*(If Key or Private, decision cannot be until after 16 July 2019)*

**Open/Exempt:** Open

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

None

**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 - Treasury Management Annual Report  
\* NEW \***

Report of 2018/19 Treasury Management activity and review of 2019/20 Treasury Management Strategy.

**Proposed Decision Maker (Decision Date): Council (23 Jul 2019)**

Also considered by/to be considered by: Overview and Scrutiny Committee (12 Jul 2019)  
Cabinet (17 Jul 2019)

Date notice first published: 18 June 2019

*(If Key or Private, decision cannot be until after 16 July 2019)*

**Open/Exempt:** Open

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

None

**Lead Officer:** Claire Read, Financial Services Officer [claire.read@southlakeland.gov.uk](mailto:claire.read@southlakeland.gov.uk)

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

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