

**SOUTH LAKELAND DISTRICT COUNCIL
NOTICE OF FORTHCOMING KEY DECISIONS, PRIVATE EXECUTIVE MEETINGS AND
BUDGET AND POLICY FRAMEWORK DECISIONS
AS PUBLISHED ON 21 APRIL 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. 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

(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
Linda Fisher – Legal, Governance and Democracy Lead Specialist (Monitoring Officer)
Helen Smith – Finance Lead Specialist (Section 151 Officer)

Key Decision - Revenue and Capital Carry Forwards

To consider requests to transfer unspent budgets between financial years. Once approved, this will enable the services identified to be delivered in 2020/21.

Proposed Decision Maker (Decision Date): Cabinet (20 May 2020)

Date notice first published: 24 March 2020

(If Key or Private, decision cannot be until after 21 April 2020)

Open/Exempt: Open

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

2019/20 Budget Book
2020/21 Budget Book
Quarter 3 Corporate Finance Update
Council Constitution

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 - Leisure Partnering Agreement * NEW *

To consider amendments to the Leisure Partnering Agreement which may be required in response of the Coronavirus emergency.

Proposed Decision Maker (Decision Date): Cabinet (20 May 2020)

Date notice first published: 21 April 2020

(If Key or Private, decision cannot be until after 19 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:

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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)

Non-Key Budget and Policy Framework Decision - Carbon Reduction Target

Proposes Carbon Reduction target for SLDC as an organisation and makes recommendation on District and County wide targets.

Proposed Decision Maker (Decision Date): Council (Not before 30 Jun 2020)

Also considered by/to be considered by: Cabinet (18 Mar 2020)

Date notice first published: 24 March 2020

(If Key or Private, decision cannot be until after 21 April 2020)

Open/Exempt: Open

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

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

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

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