

**SOUTH LAKELAND DISTRICT COUNCIL
NOTICE OF FORTHCOMING KEY DECISIONS, PRIVATE EXECUTIVE MEETINGS AND
BUDGET AND POLICY FRAMEWORK DECISIONS
AS PUBLISHED ON 31 MAY 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

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

Simon McVey – 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 - Local Government Reorganisation

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

- Approach to significant contracts
- Matters regarding the close down of SLDC

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: Simon McVey, Director of Strategy, Innovation and Resources
s.mcvey@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: Paul Scullion, Asset and Commercial Services Manager
paul.scullion@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)

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: -

Lead Officer: Gareth Candlin, Operational Lead - Place and Environment
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)

Key Decision - Council Tax Energy Rebate

On 3 February 2022, the Chancellor announced that households in England, which are in council tax bands A-D, will receive a £150 rebate to support and protect from rising energy costs. The rebate to bills will be made directly by local authorities from April. This will not need to be repaid.

In addition, discretionary funding will also be provided to support vulnerable people and individuals on low incomes that do not pay Council Tax, or that pay Council Tax for properties in Bands E-H.

An Executive Decision is required to set up the grant scheme.

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

Also considered by/to be considered by: -

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

Date notice first published: 8 February 2022

Open/Exempt: Open

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

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

Key Decision - Sustainable Warmth Cumbria

A consortium of all district authorities lead by Carlisle encompassing LAD3 and HUG1. (installation of energy improvement measures for low income households both on grid and off grid - EPC DEFG). this is the next Green Homes grant phase following LAD2.

Proposed Decision Maker (Decision Date): Cabinet (Not before 13 Apr 2022)

Also considered by/to be considered by:

Overview and Scrutiny Committee for comments before going to Cabinet for decision.

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

Date notice first published: 8 February 2022

Open/Exempt: Open

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

feeds into the housing strategy

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)

Key Decision - Affordable Housing Grant for SLHA

High Sparrowmire is a 100% affordable housing scheme being delivered by South Lakes Housing (SLH) that will provide 25 no. new build homes in Kendal. The development includes 10 no. social rent homes, 14 no. shared ownership homes and 1 no. self-build plot. Planning approval for the scheme was received in Summer 2020 (planning ref L/2018/0806), attached is the site plan and proposed drawings with further information.

One of SLH's core objectives is 'greening' and as part of this they want their new build developments to be as sustainable and as energy efficient as possible. This objective aligns with the current changes in Building Regulations of no gas boilers by 2025 / The Future Homes Standard and net zero by 2050. As such, they are looking to maximise the sustainability credentials of this scheme by:

- Building highly insulated, airtight homes
- Removing gas boilers and replacing them with air source heat pumps
- Providing solar panels and battery stores
- Delivering the homes to this higher sustainability standard is adding approximately £200,000 to

The projects build costs, and it's for this purpose that they are seeking SLDC grant funding. The funding will be put directly towards offsetting the additional costs that would be incurred through raising the sustainability standards of the project.

Proposed Decision Maker (Decision Date): Cabinet (Not before 13 Apr 2022)

Also considered by/to be considered by:

None

(If Key or Private, decision cannot be until after 12 April 2022)

Date notice first published: 15 March 2022

Open/Exempt: Open

Relevant reports/background papers which are/will be available: Affordable Housing Grant Criteria

Lead Officer: Bruce Johnson, Community Led Housing Officer
Bruce.Johnson@southlakeland.gov.uk

Chief/Statutory Officer: Director of Customer and Commercial Services

Portfolio Holder: Housing Portfolio Holder (Cllr Helen Chaffey)

Key Decision - DFG Policy

Update to the DFG Policy following a review.

Proposed Decision Maker (Decision Date): Cabinet (Not before 08 Jun 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)

Key Decision - S106 Design Work - Stramongate, Kendal

To receive approval for the expenditure of S106 funding received on streetscape improvements at Stramongate, Kendal. South Lakeland District Council's S106 funding received from SL/2013/1120 is to be spent by November 2022 and must be used by the Council to fund improvements in the Northern Approach from the Railway Station at Longpool/ Longpool Junction to Kendal Town Centre.

Proposed Decision Maker (Decision Date): Cabinet (08 Jun 2022)

Also considered by/to be considered by: -

(If Key or Private, decision cannot be until after 12 April 2022)

Date notice first published: 15 March 2022

Open/Exempt: Open

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

Lead Officer: Laura Chapman, Corporate Support Officer
laura.chapman@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 - Kendal Flood Alleviation Scheme - Glass Panel Additional Funding Contribution

Planning for Kendal town centre only was approved in June 2019, which included approval to install aluminium framed glass flood defence panels in three locations within Kendal; 35m at Gooseholme near Stramongate weir, 130m at Waterside next to Miller Bridge and 92m along Aynam Road.

In response to the scheme Kendal Town Council formed a Flood Relief Scheme Working Sub-Group including the Environment Agency and South Lakeland District Council to report on the scheme and identify opportunities to improve the visual design of the glass panels in these public realm areas of the town.

South Lakeland District Council, Kendal Town Council and the Environment Agency will collaborate in order to progress the design, planning and installation of the new improved glass panels' which forms part of the new planning application for Aynam Road and Waterside.

The overall objective is to retain and improve the open aspects of the riverside views along Aynam Road by increasing the total length of glass panels from 92m to 411m (137No x 3m panels) along Aynam Road and at the same time change the glass panel specification from aluminium powder coated glass panels to an upgraded stainless steel specification glass panels in all three locations. The design principle along Aynam Road being to replace the approved flood wall above 1.2m in height with 800mm high glass panels located on a lower flood wall of varying heights, which would improve the open views along the riverside. In order to maintain a consistent specification across the scheme.

South Lakeland District Council has previously agreed to fund a fixed contribution of £325,000 plus an additional £150,000 fixed contribution on behalf of Kendal Town Council. However following the cost increase of materials South Lakeland District Council is seeking approval for an additional £125,000 contribution towards the installation of the Glass Panels from the Business Rates Pool.

Proposed Decision Maker (Decision Date): Cabinet (08 Jun 2022)

Also considered by/to be considered by:
Cabinet on 8 June 2022

(If Key or Private, decision cannot be until after 17 May 2022)

Date notice first published: 19 April 2022

Open/Exempt: Open

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

Lead Officer: Laura Chapman, Corporate Support Officer
laura.chapman@southlakeland.gov.uk

Chief/Statutory Officer: Director of Customer and Commercial Services

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

Key Decision - Kendal Local Cycling and Walking Infrastructure Plan (LCWIP)

A report requesting endorsement of Cumbria County Council's Local Cycling and Walking Infrastructure Plan (LCWIP) for Kendal

Proposed Decision Maker (Decision Date): Cabinet (08 Jun 2022)

Also considered by/to be considered by:
No

(If Key or Private, decision cannot be until after 7 June 2022)

Date notice first published: 10 May 2022

Open/Exempt: Open

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

Kendal Local Cycling and Walking Infrastructure Plan (LCWIP) 2022 - 2037

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 Portfolio Holder (Cllr Helen Chaffey)

Key Decision - Award of contract for Revenues and Benefits Software

The current contract for the Revenues and Benefits Software (following extension to the call off period) ends in 2024. It will therefore be necessary to undertake a full procurement exercise for the provision of software beyond 2024, which will be a lengthy and complex process. The current arrangements incorporate a joint contract with Eden DC. The intention is for a joint procurement to take place, and in light of LGR, it is possible that this will also include Barrow as the contract start date will be beyond vesting day.

Please note, Cabinet meeting date of 12/07/2022 may be amended to later within 2022 - 2023.

Proposed Decision Maker (Decision Date): Cabinet (Not before 12 Jul 2022)

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

Date notice first published: 8 February 2022

Open/Exempt: Open

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

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 - Covid-19 Additional Relief Fund Discretionary Non Domestic Rate Relief
*NEW***

The purpose of this policy is to determine the level of discretionary funding payable to local businesses under the Council's Covid-19 Additional Relief Fund (CARF) scheme. Central government has provided South Lakeland with funding of £2.1 million to assist those ratepayers whose businesses have, and continue to be affected by the pandemic, but who been ineligible for existing support associated with business rates

Proposed Decision Maker (Decision Date): Cabinet (29 Jun 2022)

Also considered by/to be considered by: -

(If Key or Private, decision cannot be until after 28 June 2022)

Date notice first published: 31 May 2022

Open/Exempt: Open

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

Covid 19 Additional Relief Fund Discretionary Non Domestic Rate Relief policy

Lead Officer: Amanda Foley, Principal Specialist (Welfare and Income Maximisations)
Amanda.Foley@southlakeland.gov.uk

Chief/Statutory Officer: Director of Customer and Commercial Services

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

Key Decision - Levelling Up Fund Bid *NEW*

Round 2 bid submission to the Levelling Up Fund.

Proposed Decision Maker (Decision Date): Cabinet (29 Jun 2022)

Also considered by/to be considered by: -

(If Key or Private, decision cannot be until after 28 June 2022)

Date notice first published: 31 May 2022

Open/Exempt: Open

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

Lead Officer: Matthew Williams, Senior Economy and Culture Specialist
matthew.williams@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 - New Abbey Capacity Grant - Staveley Community Trust *NEW*

SCT's aim over the past 12 months has been to explore options around the future of the Abbey Care Home (following closure by Cumbria County Council in late 2019). This is a priority action from their recently published Community Plan.

<http://www.staveleywithingspc.co.uk/wp-content/uploads/STAVELEY-WITH-INGS-COMMUNITY-PLAN-SUMMARY.pdf>

Comprehensive community engagement has been ongoing, to create a proposal which has been submitted to Cumbria County Council (site owners) with the aim of securing a Community Asset Transfer. It shows how the Abbey could be reimagined to continue providing valued services and accommodation for older people in our community. Part of the vision is to support people better in their own homes, from the New Abbey as a Care Hub, as well as a small development of independent living apartments.

The community proposal for the New Abbey can be seen here

<http://www.staveleywithingspc.co.uk/the-new-abbey-proposal> and has been in the public domain since October 2021.

With support from the SLDC Community Homes Fund they will be able to move from a broad proposal to a much more robust, detailed business and delivery plan. This will enable them to assume responsibility for the site, ideally through Community Asset Transfer, and proceed to planning application with LDNPA.

To date, all work included in the proposal and supporting documents has been done on a voluntary or pro bono basis. This has so far included contributions from local professionals in architecture, building surveying, fundraising, project management, legal advice and community engagement and consultation.

This grant will enable the Staveley Community Trust to:

1. Engage a Lead Consultant (likely Architect) who will co-ordinate all other professional services to deliver a successful planning application, with confidence that the build and the social vision can be delivered. Team will include but not be limited to:

- o structural engineer
- o quantity surveyor
- o services engineer
- o planning adviser
- o ancillary surveyors (flood, bat, trees, renewable energy etc)
- o landscape architect

2. Build on positive dialogue with Mark Dutton at South Lakes Housing by working with SLH to create a route to secure funding from Homes England for the build phase. This project is meeting a specialist need, for older people, it will be affordable, and it is innovative, being at scale to serve a small rural community.

3. Pay for expert Operational Planning advice from Care Delivery Professionals, Westmorland Homecare, to ensure that our proposals are in line with local need, that they fulfil all CQC requirements and that they are the best way to achieve the independent living and community care outcomes. They will also help us explore local demand and the surrounding 'retirement home' market, to strengthen our business case.

4. Prepare a robust business plan based on the workings of our appointed professional team and updated cost estimates for construction and revenue costs.

5. Develop a forward fundraising strategy with relevant sector input.

6. Keep the community informed at each step of the process about their options and the decisions which need to be made. This will be a combination of online web-presence, social media, face to face events and leaflets and posters to give everyone an opportunity to join our work. We will make a particular effort to work with our older residents and those who have existing care needs at home, to make sure our vision fits with their expectations and desires for aging in their community.

Cumbria County Council have recently (25 March 2022) sent them a technical response to their Community Proposal (October 2021). I understand this to be their next step in assessing whether they will agree to a Community Asset Transfer. CCC have raised a number of queries which they expect to address through the work proposed above.

Proposed Decision Maker (Decision Date): Cabinet (29 Jun 2022)

Also considered by/to be considered by: -

(If Key or Private, decision cannot be until after 28 June 2022)

Date notice first published: 31 May 2022

Open/Exempt: Open

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

Lead Officer: Bruce Johnson, Community Led Housing Officer
Bruce.Johnson@southlakeland.gov.uk

Chief/Statutory Officer: Director of Customer and Commercial Services

Portfolio Holder: Housing Portfolio Holder (Cllr Helen Chaffey)

Non-Key Budget and Policy Framework Decision - The Gambling Act 2005 - Statement of Gambling Licensing Policy

The Gambling Act 2005 requires licensing authorities before each successive period of three years to;

- (a) prepare a statement of the principles that they propose to apply in exercising their functions under this Act during that period; and
- (b) publish the statement of policy.

A revision of the policy has been undertaken and public consultation completed. This decision seeks approval to adopt the revised policy.

Proposed Decision Maker (Decision Date): Council (26 Jul 2022)

Also considered by/to be considered by:

7/2/22 Licensing Regulatory Committee. Approval to circulate draft document for public consultation.

4/3/22 Overview & Scrutiny Committee.

Final consideration by Licensing regulatory Committee is required on completion of public consultation.

(If Key or Private, decision cannot be until after 12 April 2022)

Date notice first published: 15 March 2022

Open/Exempt: Open

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

Local Authority Guidance issued by the Gambling Commission

Copy of SLDC existing Gambling Policy

The Gambling Act 2005

The Gambling Act 2005 (Licensing Authority Policy Statement)(England and Wales)

Regulations 2006

Lead Officer: 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)