



Please ask for Joel Hammond-Gant
Direct Line: 01246 34 5273
Email committee.services@chesterfield.gov.uk

The Chair and Members of Cabinet

11 December 2017

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 19 DECEMBER 2017 at 10.30 am in Committee Room 1, Town Hall, Rose Hill, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 5 - 14)

To approve as a correct record the Minutes of the Cabinet meeting held on 5 December, 2017.

4. Forward Plan (Pages 15 - 28)

Please follow the link below to view the latest Forward Plan.

[Forward Plan](#)

Items Recommended to Cabinet via Cabinet Members

Leader

5. Leader of the Council Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Deputy Leader

6. Deputy Leader of the Council Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Cabinet Member for Business Transformation

7. Cabinet Member for Business Transformation Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Cabinet Member for Economic Growth

8. Cabinet Member for Economic Growth Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Cabinet Member for Governance

9. Cabinet Member for Governance Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Cabinet Member for Health and Wellbeing

10. Cabinet Member for Health and Wellbeing Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Cabinet Member for Homes and Customers

11. Cabinet Member for Homes and Customers Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Cabinet Member for Town Centres and Visitor Economy

12. Cabinet Member for Town Centres and Visitor Economy Revenue Budget 2017/18 - 2022/23

- *Report to follow.*

Deputy Leader

13. General Fund Revenue Budget Summary

- *Report to follow.*

Cabinet Member for Governance

14. Civic Arrangements 2018/19 (Pages 29 - 32)

15. Exclusion of the Public

To move “That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 3 of Part I of Schedule 12A to the Local Government Act 1972.”

Part 2 (Non Public Information)

Cabinet Member for Health and Wellbeing

16. Future Waste Collection Arrangements

- *Report to follow.*

17. Re-admission of the Public

After the consideration of an item containing exempt information that the public be re-admitted to the meeting.

Cabinet Member for Homes and Customers

18. Housing Revenue Account Business Plan 2017/18 Onwards

- *Report to follow.*

19. Annual Report to Tenants 2016/17

- *Report to follow.*

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Randy', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer

CABINET

Tuesday, 5th December, 2017

Present:-

Councillor Serjeant (Chair)

Councillors Bagley
Blank
A Diouf

Councillors Huckle
Ludlow

Non Voting J Innes
Members

*Matters dealt with under the Delegation Scheme

82 **DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

83 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Brunt, Catt, Dickinson, P Gilby and T Gilby.

84 **MINUTES**

RESOLVED –

That the minutes of the meeting of Cabinet held on 14 November, 2017 be approved as a correct record and signed by the Chair.

85 **FORWARD PLAN**

The Forward Plan for the four month period 1 January 2018 to 31 April 2018 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

86 DELEGATION REPORT

Decisions taken by Cabinet Members during November 2017 were reported.

***RESOLVED –**

That the Delegation Report be noted.

87 CULTURAL VENUES FEES AND CHARGES 2018/19

The Arts and Venues Manager submitted a report recommending for approval proposed fees and charges for venue and equipment hire at the Pomegranate Theatre, the Winding Wheel, the Assembly Rooms in the Market Hall and Hasland Village Hall for 2018/19.

Following a review in 2011, the Council had implemented an improvement programme for the venues with the key aims of integrating the operation of the venues, improving the arts and cultural offer and reducing the overall subsidy to the council tax payer. It was noted that the annual fees and charges review had contributed in part to the reductions in subsidy required by the venues, with net controllable costs reduced by a total of £342,084 since 2011/12.

The Arts and Venues Manager advised the Cabinet that despite these savings, the venues had operated at a deficit through 2016/17. In light of the ongoing resource pressures faced by the Council, the venues had been tasked with reducing their net controllable costs to nil by the end of 2020/21.

*** RESOLVED –**

1. That the proposed theatre hire charges for the Pomegranate Theatre, as detailed at Appendix A of the officer's report, be approved and implemented from 1 April 2018.
2. That the proposed room hire charges for The Winding Wheel, as detailed at Appendix B of the officer's report, be approved and implemented from 1 April 2018.

3. That the proposed equipment hire charges at The Winding Wheel, as detailed at Appendix B of the officer's report, be approved and implemented from 1 April 2018.
4. That the proposed theatre hire charges for The Winding Wheel, as detailed at Appendix C of the officer's report, be approved and implemented from 1 April 2018.
5. That the proposed room hire charges at the Assembly Rooms in the Market Hall, as detailed at Appendix D of the officer's report, be approved and implemented from 1 April 2018.
6. That the proposed room hire charges at Hasland Village Hall, as detailed at Appendix E of the officer's report, be approved and implemented from 1 April 2018.

REASON FOR DECISION

To make further progress towards a sustainable financial position for the venues.

88 EXCLUSION OF THE PUBLIC

RESOLVED –

That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 – as they contained information relating to

3. information relating to financial and business affairs.

89 PEAK GATEWAY FEASIBILITY PROJECT

The Economic Development Manager presented a report recommending for approval a budgetary contribution towards the undertaking of a feasibility study, to determine the Council's future engagement in the Peak Gateway project.

The report noted that representatives of Peak Worldwide had met with Councillor P Gilby and Huw Bowen, to discuss the opportunity for the Council to lead in delivering and operating the Peak Gateway building.

To enable the Council to make an effective decision as to its future role in the delivery and operation of a Gateway Building at Peak Resort, it was recommended that a feasibility study be undertaken, which would provide:

- Advice on the likely design and estimated build costs of the Gateway Building.
- Advice on the commercial viability of operating the building through the public or private sector, or as a shared investment. This would include an assessment of the commercial risks; financing arrangements; detailed capital and revenue investment requirements; detailed income and investment return projections; and the payback period.
- Advice on the likely legal arrangements that would need to be agreed with Peak Worldwide for the operation of the building to include a review of all relevant models and leasing arrangement options
- A view on the operational costs of operating the building.
- The likely demand for end users and the undertaking of a market assessment.

*** RESOLVED –**

1. That the Council's engagement in the Peak Gateway feasibility project, be approved.
2. That the proposed budgetary contribution of £30K revenue in 2017/18 towards the cost of a feasibility study, be approved.
3. That the findings of the feasibility study be presented to the Finance and Performance Board and Cabinet, to inform decisions around the Council's future engagement in the Peak Gateway project.

REASON FOR DECISION

To ensure that Chesterfield Borough Council is well informed and able to determine its future role in the Peak Gateway building at Peak Resort, to ensure maximum benefit to Chesterfield and its communities from the opportunities that the project may present.

90 RE-ADMISSION OF THE PUBLIC

That after consideration of an item containing exempt information the public be re-admitted to the meeting.

91 ENVIRONMENTAL HEALTH FEES AND CHARGES 2018/19

The Senior Environmental Health Officer submitted a report recommending for approval proposed fees and charges for various environmental health functions, including Environmental Permitting, Dog Control and Pest Control for 2018/19. The proposed fees and charges were outlined at Appendix A of the officer's report.

The fees and charges proposals had taken into account:

- The general principles that govern the Council's approach to charging.
- The demand for, and income received from these services.
- A comparison of fees and charges made by other authorities in Derbyshire.
- The Council's corporate concessions policy.

*** RESOLVED –**

1. That the proposed fees and charges for Environmental Health Services including concessionary rates where applicable, as detailed at Appendix A of the officer's report, be approved and implemented from 1 April 2018.
2. That the Senior Environmental Health Officer be granted discretion to offer reduced charges for the micro-chipping of dogs at promotional events and during campaigns.

3. That the Senior Environmental Health Officer be granted discretion to offer an alternative enforcement option for fly-tipping offences, where appropriate, instead of issuing a fixed penalty notice.

REASON FOR DECISION

To set the fees and charges for Environmental Health Services for 2018/19.

92

USE OF FORMER QUEEN'S PARK SPORTS CENTRE SITE

Councillor Simmons, Scrutiny Project Group Leader, presented the report and findings of the Enterprise and Wellbeing Scrutiny Committee on the Future Use of Former Queen's Park Sports Centre Site. The report was attached at Appendix B to the officer's report.

It was reported that the Scrutiny Project Group had considered the feasibility of operating an ice rink on the site, following on from the petition presented to Council in February 2017 (Minute No. 81, Council 2016/17), determining that it would not be financially sustainable to progress such a development on the site.

Councillor Sarvent, Chair of the Enterprise and Wellbeing Scrutiny Committee, noted that the activity and progress of the Scrutiny Project Group had been reported on a regular basis to the Committee, to ensure that the Council's Scrutiny Procedures were adhered to.

The Cabinet thanked Councillors Simmons and Sarvent for attending, and noted the hard work and effort of all scrutiny members throughout the process.

The Executive Director, Michael Rich, then presented a report recommending that the Cabinet approves and supports the development of an artificial sports pitch on the site of the former Queen's Park Sports Centre.

It was reported that FMG consultants had been retained to develop a full business case for the preferred option, as set out at Appendix 1 to the officer's report, and prepare a planning application. It was noted that the planning application was expected to be submitted in early 2018.

The Cabinet were advised that a range of internal and external financing arrangements were to be explored, to ensure that the Council achieves the most resource-beneficial outcome.

*** RESOLVED –**

1. That the report and recommendations of the Enterprise and Wellbeing Scrutiny Committee be received with thanks, and that the contributions of the Scrutiny Project Group as part of the pre-decision scrutiny process be noted, and their offer of continued engagement during the implementation stage be agreed.
2. That the business case for providing an artificial sports pitch within the footprint of the site of the former Queen's Park sports centre, be endorsed.
3. That the preferred option, as detailed in the business case, be approved in principle noting that this approval will remain subject to the outcome of the heritage assessment that is currently being undertaken.
4. That the work being carried out to prepare and submit a planning application for the preferred option, be noted.

That the Cabinet recommends to the full Council that:

5. Approval be given to the proposed allocation within the capital programme, as set out in Section 7 of the officer's report, to cover the capital investment required for the preferred option and endorse the work underway to reduce costs and maximise contributions from other funding sources.
6. Approval be given to the inclusion of the revised income and expenditure figures for the new facility within the budget setting process for 2018/19 and beyond, in line with the estimates set out in the business case.

REASON FOR DECISION

The recommendations support a preferred option that offers the best mix of enhancing the heritage value of the park whilst also providing new sports facilities that can bring a revenue return to the Council.

93 LOCAL COUNCIL TAX SUPPORT SCHEME 2018/19

The Director of Finance and Resources submitted a report seeking approval for the Local Council Tax Support Scheme for 2018/19.

It was reported that the proposed scheme being recommended for adoption in 2018/19 was unchanged from 2017/18.

*** RESOLVED –**

That the Cabinet recommends to the full Council that:

1. Approval be given to continue with the current Local Council Tax Support Scheme for 2018/19. The scheme is based on The Council Tax Reduction Scheme England Regulations 2012 amended to reflect the following local decisions concerning the key principles of the scheme:
 - For those of working age the maximum amount of the Local Council Tax that will be eligible for reduction is 91.5 per cent of their Council Tax Liability.
 - The Council continues its policy of disregarding war pensions for the purposes of calculating income in respect of the Council Tax Support scheme.
 - The ‘taper’, i.e. the rate at which support is withdrawn as income increases be maintained at 20 per cent.
2. Delegated powers be granted to the Director of Finance and Resources, in consultation with the Cabinet Member for Homes and Customers, to update the Local Council Tax Support Scheme 2018/19, to reflect such up-ratings of premiums, allowances and non-dependent deductions as may be determined by the Department for Work and Pensions, and other minor technical changes which may be required.
3. Approval be given to continue the current local council tax discounts, which were originally implemented in 2013/14.

REASON FOR DECISION

To ensure that the Council is able to continue to operate a localised scheme providing council tax support from April 2018.

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CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 JANUARY 2018 TO 30 APRIL 2018

What is the Forward Plan?

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of key decisions to be made on behalf of the Council. This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is available to the public 28 days before the beginning of each month.

What is a Key Decision?

Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:

- a decision to spend £100,000 or more from an approved budget, or
- a decision to transfer funds of more than £50,000 from one budget to another, or
- a decision which would result in a saving of £50,000 or more to any budget head, or
- a decision to dispose or acquire any interest in land or buildings with a value of £50,000 or more, or
- a decision to propose the closure of, or reduction by more than ten (10) percent in the level of service (for example in terms of funding, staffing or hours of operation) provided from any facility from which Council services are supplied.

Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in one or more electoral wards. This includes any plans or strategies which are not within the Council's Policy Framework set out in Article 4 of the Council's Constitution.

Are any other decisions included on the plan?

The Forward Plan also includes details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. They are called "non-key decisions". Non-key decisions that will be made in private are also listed.

How much notice is given of forthcoming decisions?

As far as possible and in the interests of transparency, the Council will seek to provide at least 28 clear days' notice of new key decisions (and many new non-key decisions) that are listed on this document. Where this is not practicable, such key decisions will be taken under urgency procedures (in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules). This will be indicated in the final column and a separate notice is also published with additional details.

What information is included in the plan?

The plan will provide a description of the decision to be taken, who will make the decision and when the decision is to be made. The relevant Cabinet Member for each decision is listed. If you wish to make representations about the decision to be made, the contact details of the appropriate officer are also provided. Decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private" and the reasons privacy is required will also be stated. Each issue is also listed separately on the website which will show more details including any Urgency Notices if issued.

How is consultation and Community Engagement carried out?

We want all our communities to be given the opportunity to be involved in the decisions that affect them so before a decision is taken, where appropriate, community engagement activities are carried out. The Council's Community Engagement Strategy sets out a framework for how the Council engages with its customers and communities. Details of engagement activities may be found in reports when published. Alternatively you can contact the officer to whom representations may be made.

Notice of Intention to Conduct Business in Private

Whilst the majority of the business at Cabinet meetings will be open to the public and media to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the Cabinet meetings shown on this Forward Plan will be held partly in private because some of the reports for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

A list of the reports which are expected to be considered at this meeting in private are set out in a list on this Forward Plan. They are marked "private", including a number indicating the reason why the decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

If you would like to make representations about any particular decision to be conducted in private at this meeting then please email: democratic.services@chesterfield.gov.uk. Such representations must be received in advance of 5 clear working days before the date Cabinet meeting itself, normally by the preceding Monday. The Council is required to consider any representations received as to why an item should not be taken in private and to publish its decision.

It is possible that other private reports may be added at shorter notice to the agenda for the Cabinet meeting or for a Cabinet Member decision.

Huw Bowen
Chief Executive

Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.chesterfield.gov.uk



CHESTERFIELD
BOROUGH COUNCIL

Meeting Dates 2017/18

<u>Cabinet</u>	<u>Council</u>
4 April 2017* 18 April 2017	26 April 2017
2 May 2017* 16 May 2017 30 May 2017	10 May 2017
13 June 2017* 27 June 2017	
11 July 2017* 25 July 2017	19 July 2017
12 September 2017*	
3 October 2017 24 October 2017*	11 October 2017
14 November 2017	
5 December 2017* 19 December 2017	13 December 2017
9 January 2018* 30 January 2018	
20 February 2018*	22 February 2018
13 March 2018	
3 April 2018* 24 April 2018	25 April 2018
15 May 2018*	9 May 2018

*Joint Cabinet and Employment and General Committee

Cabinet members and their portfolios are as follows:

In addition to the Cabinet Members above, the following Councillors are

Leader	Councillor Tricia Gilby
Deputy Leader	Councillor Amanda Serjeant
Cabinet Member for Business Transformation	Councillor Ken Huckle
Cabinet Member for Homes and Customers	Councillor Helen Bagley
Cabinet Member for Economic Growth	Councillor Terry Gilby
Cabinet Member for Governance	Councillor Sharon Blank
Cabinet Member for Health and Wellbeing	Councillor Chris Ludlow
Cabinet Member for Town Centres and Visitor Economy	Councillor Steve Brunt
Minority Member without portfolio	Councillor Alexis Diouf

Assistant Cabinet Members for special projects.

Councillor Ray Catt, Councillor John Dickinson, Councillor Jean Innes

In addition to the Cabinet Members above, the following Councillors are voting Members of the Joint Cabinet and Employment and General Committee

Councillor John Burrows
Councillor Maureen Davenport
Councillor Jean Innes
Councillor Gordon Simmons
Councillor Mick Wall

(To view the dates for other meetings please click [here](#).)

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decisions							
Key Decision 398	Sale of CBC Land/Property	Cabinet Member for Economic Growth	Cabinet Member - Economic Growth	Not before 30th Nov 2017	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	No
Key Decision 584	Purchase of Property under Strategic Acquisitions Policy	Assistant Director - Housing	Cabinet Member - Homes and Customers	Not before 30th Nov 2017	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No
Key Decision 657	Pay and Reward Project Proposals	Joint Cabinet and Employment & General Committee	Cabinet Member - Business Transformation	5 Dec 2017	Kate Harley Kate.Harley@Chesterfield.gov.uk	Exempt 3, 4	No
Key Decision 670	Barrow Hill Contractor Appointment Approval to appoint contractor.	Cabinet	Cabinet Member - Homes and Customers	30 Jan 2018	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 738	Asbestos Management Compliance to provide an update on the remedial work and actions that have been carried out to ensure adequate asbestos management within the council's Corporate and Housing Services property portfolios and to approve updated Asbestos Management Plan	Cabinet	Cabinet Member - Governance, Cabinet Member - Homes and Customers	30 Jan 2018	Alison Craig, James Drury Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk , james.drury@chesterfield.gov.uk	Public	No
Key Decision 739	Housing Revenue Account Business Plan 2017/18 Onwards to provide members with an update on the financial viability of the Housing Revenue Account following a series of policy changes	Cabinet	Cabinet Member - Homes and Customers	19 Dec 2017	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 748	Review of the resourcing of Environmental Protection and Anti-Social Behaviour Enforcement	Joint Cabinet and Employment & General Committee	Cabinet Member - Health and Wellbeing	20 Feb 2018	James Drury james.drury@chesterfield.gov.uk	Exempt 1, 4	No
Key Decision 749	Health and Safety Restructure	Joint Cabinet and Employment & General Committee	Cabinet Member - Governance	20 Feb 2018	James Drury james.drury@chesterfield.gov.uk	Exempt 1, 4	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 750	Use of former Queen's Park Sports Centre site To consider a full business case for the preferred option of artificial sports pitches on the site of the former sports centre, including associated capital and revenue costs and benefits.	Cabinet	Cabinet Member - Health and Wellbeing, Cabinet Member for Town Centres and Visitor Economy	5 Dec 2017	Michael Rich michael.rich@chesterfield.gov.uk	Public	No
Key Decision 751	Development around Chesterfield Station in preparation for HS2 To consider options for development around the station in preparation for HS2 services calling at Chesterfield, including the potential role of the council and other partners in setting the framework for development.	Cabinet	Cabinet Member for Economic Growth, Cabinet Member for Town Centres and Visitor Economy, Leader	9 Jan 2018	Michael Rich michael.rich@chesterfield.gov.uk	Exempt 3	No
Key Decision 754	Risk Management Strategy and Annual Review	Standards and Audit Committee Council	Deputy Leader Deputy Leader	22 Nov 2017 13 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 757	Leader of the Council Revenue Budget 2017/18 - 2022/23	Cabinet	Leader	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 758	Deputy Leader of the Council Revenue Budget 2017/18 - 2022/23	Cabinet	Deputy Leader	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 759	Cabinet Member for Business Transformation Revenue Budget 2017/18 - 2022/23	Cabinet	Cabinet Member - Business Transformation	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 760	Cabinet Member for Economic Growth Revenue Budget 2017/18 - 2022/23	Cabinet	Cabinet Member - Economic Growth	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 761	Cabinet Member for Governance Revenue Budget 2017/18 - 2022/23	Cabinet	Cabinet Member - Governance	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 762	Cabinet Member for Health and Wellbeing Revenue Budget 2017/18 - 2022/23	Cabinet	Cabinet Member - Health and Wellbeing	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 763	Cabinet Member for Homes and Customers Revenue Budget 2017/18 - 2022/23	Cabinet	Cabinet Member - Homes and Customers	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 764	Cabinet Member for Town Centres and Visitor Economy Revenue Budget 2017/18 - 2022/23	Cabinet	Cabinet Member - Town Centres and Visitor Economy	19 Dec 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 765	Future Waste Collection Arrangements To determine future delivery options for waste collection in advance of the current contract expiring.	Cabinet	Cabinet Member - Health and Wellbeing	19 Dec 2017	Mike Brymer Assistant Director - Commercial Services Manager michael.brymer@chesterfield.gov.uk	Exempt 3	No
Key Decision 766	Cultural Venues Fees and Charges 2018/19 To review the scale of charges for lettings at the Pomegranate Theatre, the Winding Wheel, the Assembly Rooms in the Market Hall and Hasland Village Hall for 2018-19.	Cabinet	Cabinet Member - Town Centres and Visitor Economy	5 Dec 2017	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Public	No
Key Decision 767	General Fund Revenue Budget Summary	Cabinet	Deputy Leader	19 Dec 2017	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 768	Local Council Tax Support Scheme 2018/19	Cabinet Council	Cabinet Member - Homes and Customers Cabinet Member - Homes and Customers	5 Dec 2017 13 Dec 2017	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public	No
Key Decision 769	Collection Fund Revised Estimates 2017/18	Cabinet	Deputy Leader	9 Jan 2018	Richard Staniforth Tel: 01246 345456 richard.staniforth@chesterfield.gov.uk	Public	No
Key Decision 770	Innovation Centres Apprentices	Employment and General Committee	Cabinet Member - Economic Growth	4 Dec 2017	Laurie Thomas Tel: 01246 345256 laurie.thomas@chesterfield.gov.uk	Exempt 3	No
Key Decision 772	Modification of Off-street Parking Places Order	Cabinet Member for Town Centres and Visitor Economy	Cabinet Member - Town Centres and Visitor Economy	Not before 20th Nov 2017	Gerard Rogers Tel: 01246 345310 gerard.rogers@chesterfield.gov.uk	Public	No
Key Decision 773	Environmental Health Fees and Charges 2018/19	Cabinet	Cabinet Member - Health and Wellbeing	5 Dec 2017	Esther Thelwell Senior Environmental Health Officer esther.thelwell@moderngov.co.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 774	Peak Gateway Feasibility Project To consider Chesterfield Borough Council's engagement in the Peak Gateway Feasibility project	Cabinet	Cabinet Member - Economic Growth, Cabinet Member - Town Centres and Visitor Economy	5 Dec 2017	Neil Johnson Assistant Director - Economic Growth Manager Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Exempt 3	No
Key Decision 775	Housing Capital Programme: New Programme for 2018/19 through to 2021/22 to approve the public sector housing 'Capital' programme for 2018/19 and provisionally to 2022/23.	Cabinet	Cabinet Member - Homes and Customers	20 Feb 2018	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 776	Housing Repairs Budget 2018/19 To agree and set the Housing Repairs Budget for 2018/19.	Cabinet	Cabinet Member - Homes and Customers	20 Feb 2018	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 777	Housing Revenue Account Budget 2017/18 to 2022/23 To consider the probable outturn for the current financial year and the draft budget for 2018/19	Cabinet	Cabinet Member - Homes and Customers	20 Feb 2018	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 778	Results of Tenant Consultation for Changes to Council Housing Tenancy Agreement Update following the consultation process with tenants and to agree the final changes to the Tenancy Agreement	Cabinet	Cabinet Member - Homes and Customers	30 Jan 2018	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 779	Annual HRA Rent and Service Charge Setting 2018-19 to set rent and service charge levels for 2018/19.	Cabinet	Cabinet Member - Homes and Customers	9 Jan 2018	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 780	Annual Report to Tenants 2016/17	Cabinet	Cabinet Member - Homes and Customers	19 Dec 2017	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 781	Leasehold and Right to Buy Officer	Employment and General Committee	Cabinet Member - Homes and Customers	4 Dec 2017	Alison Craig Assistant Director - Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 1, 4	No
Key Decision 782	Fees and Charges for Sport and Leisure 2018/19	Cabinet	Cabinet Member - Health and Wellbeing	20 Feb 2018	Darren Townsend Operations Manager - HLC darren.townsend@chesterfield.gov.uk	Public	No
Key Decision 783	Trade Waste Miscellaneous Fees 2018/19	Cabinet	Cabinet Member - Health and Wellbeing	20 Feb 2018	Mike Brymer Assistant Director - Commercial Services Manager michael.brymer@chesterfield.gov.uk	Exempt 3	No
Key Decision 784	Review of Cemeteries Fees and Charges 2018/19	Cabinet	Cabinet Member - Health and Wellbeing	13 Mar 2018	Mike Brymer Assistant Director - Commercial Services Manager michael.brymer@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 785	Fees and Charges Outdoor Sports and Recreation 2018/19	Cabinet	Cabinet Member - Health and Wellbeing	13 Mar 2018	Mike Brymer Assistant Director - Commercial Services Manager michael.brymer@chesterfield.gov.uk	Public	No
Key Decision 786	Open Market Fees and Charges 2018/19	Cabinet	Cabinet Member - Town Centres and Visitor Economy	30 Jan 2018	Andy Bond Tel: 01246 345991 andy.bond@chesterfield.gov.uk	Public	No
Key Decision 787	Review of Car Parking Charges	Cabinet	Cabinet Member - Town Centres and Visitor Economy	30 Jan 2018	Andy Bond Tel: 01246 345991 andy.bond@chesterfield.gov.uk	Public	No
Key Decision 788	Treasury Management Strategy 2018/19	Standards and Audit Committee Cabinet Council	Deputy Leader Deputy Leader	7 Feb 2018 20 Feb 2018 22 Feb 2018	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 789	Capital Strategy and General Fund Capital Programme 2018/19	Cabinet Council	Deputy Leader Deputy Leader	20 Feb 2018 22 Feb 2018	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 790	2018/19 Budget and Medium Term Financial Plan	Cabinet Council	Deputy Leader Deputy Leader	20 Feb 2018 22 Feb 2018	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 791	Council Tax for 2018/19	Council	Leader	22 Feb 2018	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Private Items (Non Key Decisions)							
Non-Key 363	Application for Home Repairs Assistance	Cabinet Member for Homes and Customers	Cabinet Member - Homes and Customers	Not before 30th Nov 2017	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Information relating to an individual information relating to financial affairs	No
Non-Key 367	Lease of Commercial and Industrial Properties	Cabinet Member for Economic Growth	Cabinet Member - Economic Growth	Not before 30th Nov 2017	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	No
Non-Key 368	Application for Discretionary Rate Relief	Cabinet Member for Business Transformation	Cabinet Member - Business Transformation	Not before 30th Nov 2017		Exempt	No
Non Key Decisions							

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Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key Non-Key 70	Calculation of Tax Base 'Collection Fund' 2018/19	Employment and General Committee	Cabinet Member - Homes and Customers	22 Jan 2018	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public	No
Non-Key Non-Key 71	Non Domestic Rates Estimates 2018/19	Employment and General Committee	Cabinet Member - Homes and Customers	22 Jan 2018	Richard Staniforth Tel: 01246 345456 richard.staniforth@chesterfield.gov.uk	Public	No
Non-Key 73	Response to Department for Communities and Local Government consultation on updating disqualification criteria for local authority members	Standards and Audit Committee	Cabinet Member - Governance	22 Nov 2017	Donna Reddish Assistant Director - Policy and Communications Manager Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Non-Key Non-Key 74	Civic Arrangements 2018/19	Cabinet	Cabinet Member - Governance	19 Dec 2017	Rachel Appleyard Senior Democratic and Scrutiny Officer Tel: 01246 345277 rachel.appleyard@chesterfield.gov.uk	Public	No

For publication

Civic Arrangements 2018/2019 (GV000)

Meeting:	Cabinet
Date:	19 December, 2017
Cabinet portfolio:	Governance
Report by:	Senior Democratic and Scrutiny Officer

1.0 Purpose of report

1.1 To confirm arrangements for the civic year 2018/19 in respect of the following:

- (a) Election of Deputy Mayor 2018/19.
- (b) Annual Council Meeting and Civic Dinner 2018.
- (c) Civic Service 2018.

2.0 Recommendations

2.1 That it be recommended to Council that Councillor Gordon Simmons be invited to become Deputy Mayor of the Borough for 2018/19.

2.2 That it be noted that the Annual Council meeting will be held on Wednesday 9 May 2018, followed by a civic reception at the Winding Wheel.

2.3 That it be noted that the Annual Civic Service and Procession will be held on Saturday 12 May 2018.

3.0 Background

3.1 Each year the Council is asked to confirm its civic arrangements for the forthcoming municipal year, namely the appointment of Deputy Mayor, the date of the Annual Council meeting to elect the Mayor and Deputy Mayor and the associated civic events.

4.0 Election of Deputy Mayor

4.1 The appointment of Deputy Mayor as Vice Chairman of the Council is a statutory appointment under Part 1 of the Local Government Act 1972. In the case of a Borough Council the Vice Chairman is entitled to use the title of Deputy Mayor.

4.2 Cabinet adopted the following protocol for electing the Deputy Mayor in November 2006 (minute no. 124), continuing the practice adopted in 1995, namely:-

- (a) That the Deputy Mayor will be elected as Mayor after his or her year as Deputy Mayor, and
- (b) That the Mayor will be the councillor with the longest service, and that priority between councillors with equal length of service will be governed by ascending alphabetical order of surname, without regard to membership of political group.

4.3 In accordance with this protocol, Councillor Gordon Simmons has indicated his willingness to accept the appointment of Deputy Mayor for 2018/19. This will need to be confirmed by Full Council.

5.0 Civic Arrangements 2018/19

5.1 The date of the Annual Council Meeting to elect the Mayor and Deputy Mayor for 2018/19 will be Wednesday 9 May 2018.

5.2 In accordance with council policy, confirmed by Cabinet at minute no. 126, (2008/09), the Annual Council Meeting shall be immediately followed by a civic reception at the Winding Wheel with a Civic Service on the following Saturday. The Civic Service will, therefore, be held on 12 May 2018.

5.3 The Mayor Elect is meeting with the Chief Executive and the Member and Civic Support Officers in January 2018 to confirm details for the civic reception and make preparations for the Mayoral year.

6.0 Recommendations

6.1 That it be recommended to Council that Councillor Gordon Simmons be invited to become Deputy Mayor of the Borough for 2018/19.

6.2 That it be noted that the Annual Council meeting will be held on Wednesday 9 May 2018, followed by a civic reception at the Winding Wheel.

6.3 That it be noted that the Annual Civic Service and Procession will be held on Saturday 12 May 2018.

7.0 Reasons for Recommendations

7.1 To enable the Council to confirm civic arrangements for 2018/19.

Decision information

Key decision number	N/A
Wards affected	All
Links to Council Plan priorities	To provide value for money services.

Document information

Report author	Contact number/email
Rachel Appleyard	Tel: 01246 345277 email: rachel.appleyard@chesterfield.gov.uk
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	
None	

