

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN  
FOR THE FOUR MONTH PERIOD 1 JULY 2021 TO 31 OCTOBER 2021

**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](mailto: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](http://www.chesterfield.gov.uk)



**CHESTERFIELD**  
BOROUGH COUNCIL

### Meeting Dates 2021/22

<u>Cabinet</u>	<u>Council</u>
15 June 2021	
6 July 2021* 20 July 2021	21 July 2021
14 September 2021*	
5 October 2021	13 October 2021
2 November 2021* 23 November 2021	
14 December 2021*	15 December 2021
18 January 2022*	
8 February 2022 22 February 2022*	23 February 2022
15 March 2022	
5 April 2022* 26 April 2022	27 April 2022
17 May 2022*	11 May 2022
*Joint Cabinet and Employment and General Committee	

<b>Cabinet members and their portfolios are as follows:</b>	
Leader	Councillor Tricia Gilby
Deputy Leader	Councillor Amanda Serjeant
Cabinet Member for Business Transformation and Customers	Councillor Jean Innes
Cabinet Member for Economic Growth	Councillor Dean Collins
Cabinet Member for Governance	Councillor Sharon Blank
Cabinet Member for Health and Wellbeing	Councillor Jill Mannion-Brunt
Cabinet Member for Housing	Councillor Chris Ludlow
Cabinet Member for Town Centres and Visitor Economy	Councillor Kate Sarvent
Minority Member without portfolio	Councillor Paul Holmes

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

Councillor Stuart Brittain  
 Councillor Maureen Davenport  
 Councillor Keith Falconer  
 Councillor Tom Murphy  
 Councillor Gordon Simmons

(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
<b>Key Decisions</b>							
Key Decision 398	<b>Sale of CBC Land/Property</b>	Cabinet Member for Economic Growth	Cabinet Member - Economic Growth	Not before 1st Jun 2021	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	No
Key Decision 584	<b>Purchase of Property under Strategic Acquisitions and Right of First Refusal Policy</b>	Service Director - Housing	Cabinet Member for Housing	Not before 1st Jun 2021	James Crouch Tel: 01246 345150 james.crouch@chesterfield.gov.uk	Exempt 3	No
Key Decision 997	<b>Housing Delivery Test</b>	Cabinet Member for Economic Growth	Cabinet Member - Economic Growth	Not before 1st Jun 2021	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	No
Key Decision 999	<b>Review of Community Infrastructure Levy (CIL) and Infrastructure Funding Statement</b>	Cabinet	Cabinet Member - Economic Growth	15 Jun 2021	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	No
Key Decision 1031	<b>Parks and Open Spaces Strategy (Consultation draft)</b>	Cabinet	Cabinet Member - Health and Wellbeing	6 Jul 2021	Ian Waller Service Director - Leisure, Culture and Community Wellbeing ian.waller@chesterfield.gov.uk	Public	No

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Key Decision 1032	<b>Play Strategy (Consultation draft)</b>	Cabinet	Cabinet Member - Health and Wellbeing	6 Jul 2021	Ian Waller Service Director - Leisure, Culture and Community Wellbeing ian.waller@chesterfield.gov.uk	Public	No
Key Decision 1033	<b>Parks and Open Spaces Strategy</b>	Cabinet Council	Cabinet Member - Health and Wellbeing  Cabinet Member - Health and Wellbeing	5 Oct 2021 13 Oct 2021	Ian Waller Service Director - Leisure, Culture and Community Wellbeing ian.waller@chesterfield.gov.uk	Public	No
Key Decision 1034	<b>Play Strategy</b>	Cabinet Council	Cabinet Member - Health and Wellbeing  Cabinet Member - Health and Wellbeing	5 Oct 2021 13 Oct 2021	Ian Waller Service Director - Leisure, Culture and Community Wellbeing ian.waller@chesterfield.gov.uk	Public	No
Key Decision 1036	<b>North Derbyshire Rough Sleeper Strategy 2021-23</b>	Cabinet	Cabinet Member - Housing	15 Jun 2021	Carl Griffiths Housing Options Manager carl.griffiths@chesterfield.gov.uk	Public	Yes
Key Decision 1037	<b>General Fund Budget Outturn 2020/21</b>	Cabinet Council	Deputy Leader Deputy Leader	15 Jun 2021 21 Jul 2021	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public	No

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Key Decision 1038	<b>Council Plan - Annual Performance Report</b>	Cabinet	Deputy Leader	6 Jul 2021	Donna Reddish Service Director - Corporate Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Key Decision 1039	<b>Month 2 Budget Monitoring 2021/22 and Updated Medium Term Financial Plan</b>	Cabinet Council	Deputy Leader Deputy Leader	20 Jul 2021 21 Jul 2021	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public	No
Key Decision 1040	<b>Housing Revenue Account (HRA) - Final Accounts 2020/21</b>	Cabinet	Cabinet Member - Housing	15 Jun 2021	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public	Yes
Key Decision 1041	<b>Chesterfield Railway Station Masterplan</b> Report to approve masterplan	Cabinet	Cabinet Member - Economic Growth	20 Jul 2021	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	No
Key Decision 1042	<b>Update on the COVID-19 Chesterfield Economic Recovery Plan</b>	Joint Cabinet and Employment & General Committee	Cabinet Member - Economic Growth	14 Sep 2021	Lynda Sharp Tel: 01246 345256 lynda.sharp@chesterfield.gov.uk	Public	No
Key Decision 1043	<b>County Cricket at Queen's Park</b>	Cabinet	Cabinet Member - Health and Wellbeing	20 Jul 2021	Huw Bowen Chief Executive Tel: 01246 345308 huw.bowen@chesterfield.gov.uk	Public	No

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Key Decision 1044	<b>Vision Derbyshire – Governance / Programme Resources</b>	Council	Leader	21 Jul 2021	Huw Bowen Chief Executive Tel: 01246 345308 huw.bowen@chesterfield.gov.uk	Public	No
Key Decision 1045	<b>Update on the Revitalising the Heart of Chesterfield scheme</b>	Cabinet	Cabinet Member - Economic Growth	20 Jul 2021	Neil Johnson Service Director - Economic Growth Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Public	No
Key Decision 1046	<b>Proposals for restructure of Directorate Leadership Teams</b>	Joint Cabinet and Employment & General Committee  Council	Leader  Leader	20 Jul 2021  21 Jul 2021	Christine Durrant, Ade McCormick Executive Director christine.durrant@chesterfield.gov.uk, Executive Director ade.mccormick@chesterfield.gov.uk	Exempt 4	No
Key Decision 1047	<b>The Anti-social Behaviour Crime and Policing Act 2014 Review of the Public Spaces Protection Order (PSPO)/dog control (2018) and Designation of the PSPO (dog control) 2021</b>	Cabinet	Cabinet Member - Health and Wellbeing	20 Jul 2021	Esther Thelwell Senior Environmental Health Officer esther.thelwell@moderngov.co.uk	Public	No
Key Decision 1048	<b>Commemorations Review - Phase 2</b>	Cabinet	Leader	20 Jul 2021	Donna Reddish Service Director - Corporate Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No

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Key Decision 1049	<b>Stephenson Memorial Hall - Stage 2</b>	Cabinet	Cabinet Member - Town Centres and Visitor Economy	14 Sep 2021	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Exempt 3	No
Key Decision 1050	<b>Staveley Town Masterplan - consultation draft</b>	Cabinet	Leader, Cabinet Member - Economic Growth	14 Sep 2021	Jonathon Little jonathon.little@chesterfield.gov.uk	Public	No
<b>Private Items (Non Key Decisions)</b>							
Non-Key 363	<b>Application for Home Repairs Assistance</b>	Cabinet Member for Housing	Cabinet Member for Housing	Not before 1st Jun 2021	Liz Cook Service Director - Housing liz.cook@chesterfield.gov.uk	Exempt 1, 3 Information relating to an individual Information relating to financial affairs	No
Non-Key 367	<b>Lease of Commercial and Industrial Properties</b>	Cabinet Member for Economic Growth	Cabinet Member - Economic Growth	Not before 1st Jun 2021	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	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
Non-Key 368	<b>Application for Discretionary Rate Relief</b>	Cabinet Member for Business Transformation and Customers	Cabinet Member for Business Transformation and Customers	Not before 1st Jun 2021	Damon Bruce Head of Customer Services damon.bruce@arvato.co.uk	Exempt	No
Non-Key 374	<b>Outstanding debts for write off</b>	Cabinet Member for Business Transformation and Customers	Cabinet Member for Business Transformation and Customers	Not before 1st Jun 2021	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Exempt 3	No

### Non Key Decisions

Non-Key 197	<b>Equality and Diversity Annual Report</b>	Cabinet  Council	Cabinet Member - Governance  Cabinet Member - Governance	6 Jul 2021  21 Jul 2021	Katy Marshall, Allison Potter Tel: 01246 345247 katy.marshall@chesterfield.gov.uk, allison.potter@chesterfield.gov.uk	Public	No
Non-Key 198	<b>Overview and Scrutiny Annual Report 2020/21</b>	Overview and Performance Scrutiny Forum  Council	Councillor Lisa Collins, Councillor Jenny Flood  Councillor Lisa Collins, Councillor Jenny Flood	1 Jul 2021  21 Jul 2021	Rachel Appleyard Senior Democratic and Scrutiny Officer Tel: 01246 345277 rachel.appleyard@chesterfield.gov.uk	Public	No

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Non-Key 199	<b>Standards and Audit Committee Annual Report</b> A summary of the work undertaken by the Standards and Audit Committee in 2020/21	Standards and Audit Committee  Council	Cabinet Member - Governance  Cabinet Member - Governance	28 Jul 2021  13 Oct 2021	Jenny Williams Tel: 01246 345468 jenny.williams@chesterfield.gov.uk	Public	No
Non-Key 200	<b>Internal Audit Consortium Annual Report 2020/21</b> A summary of the work completed by internal audit in 2020/21	Standards and Audit Committee	Cabinet Member - Governance	28 Jul 2021	Jenny Williams Tel: 01246 345468 jenny.williams@chesterfield.gov.uk	Public	No