

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 APRIL 2014 TO 31 JULY 2014

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. 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. Decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private".

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 rolled forward every month and is available to the public 28 days before the beginning of each month.

A 'Key' Decision is defined as:

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 £50,000 or more from an approved budget, or
- a decision to vire more than £10,000 from one budget to another, or
- a decision which would result in a saving of £10,000 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 meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules.

The Forward Plan has been extended to now include details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. It is hoped that this will better meet the needs of elected Members, Officers and the public. They are called "non key decisions". In addition the plan contains details of any reports which are to be taken in the private section of an Executive meeting.

Anyone wishing to make representations about any of the matters in the schedule below may do so by contacting the officer listed. Copies of the Council's Constitution and agenda and minutes for all meeting of the Council may be accessed on the Council's website: www.chesterfield.gov.uk.

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.

Cabinet meetings are held at the Town Hall, Chesterfield, S40 1LP, usually starting at 10.30 am on Tuesdays, but subject to change in accordance with legal notice periods.

Huw Bowen
Chief Executive



| Decision No | Details of the Decision to be Taken | Decision to be taken by | Relevant Portfolio Holder | Earliest Date Decision can be Taken | Proposed Consultees | Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated | Private |
|----------------------|---|--|----------------------------|-------------------------------------|--|---------------------------|---|---|---|
| Key Decisions | | | | | | | | | |
| Key Decision 255 | Appointment of Green Deal/ECO Partner | Joint Cabinet and Employment & General Committee | Executive Member - Housing | 25 Mar 2014 | Assistant Executive Member Support Members | Meetings. | Business Planning and Strategy Manager - Housing Services | Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk | Public |
| Key Decision 267 | Restructure of Homelessness Service | Joint Cabinet and Employment & General Committee | Executive Member - Housing | 8 Apr 2014 | Assistant Executive Member Support Members | Meeting. | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Exempt 1 Information relating to individuals |
| Key Decision 296 | Careline Consortium - Update on the current position regarding potential partnership arrangements with DCC. | Cabinet | Executive Member - Housing | 22 Apr 2014 | Assistant Executive Member Support Members | Meeting. | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Public |
| Key Decision 317 | Renewal of Cleaning Contract for Communal Areas | Cabinet | Executive Member - Housing | 11 Mar 2014 | Assistant Executive Member Support Members | Meeting | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Public |

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| Key Decision 318 | Proposals in respect of Grange Court - Change of Use/Conversion | Executive Member - Housing | Executive Member - Housing | 28 Mar 2014 | Assistant Executive Member Support Members | Meeting | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Public |
| Key Decision 321 | Review of Allocations Policy - Welfare Reform | Cabinet | Executive Member - Housing | 22 Apr 2014 | Assistant Executive Member Support Members | Meetings | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Public |
| Key Decision 329 | Local Plan: Sites and Boundaries Development Plan document - to agree preferred options for public consultation. | Cabinet | Deputy Leader & Executive Member for Planning | 6 May 2014 | | Meetings | Head of Regeneration | Alan Siviter Tel: 01246 345954 alan.siviter@chesterfield.gov.uk | Public |
| Key Decision 337 | THI Scheme Project Evaluation - to receive a final evaluation of the THI project for Chesterfield Town Centre. | Cabinet | Deputy Leader & Executive Member for Planning | 6 May 2014 | | Meetings | Head of Regeneration | Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk | Public |

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| Key Decision 339 | Proposals for future use of the former garage site of Hady Lane | Cabinet | Executive Member - Housing | 8 Apr 2014 | Assistant Executive Member Support Members | Meetings. | Business Planning & Strategy Manager | Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk | Public |
| Key Decision 340 | Caravan and Mobile Home Park Licensing | Cabinet | Executive Member - Housing | 8 Apr 2014 | Assistant Executive Member Support Members | Meetings. | Business Planning and Strategy Manager - Housing Services | Jane Thomas Tel: 01246 345708 jane.thomas@chesterfield.gov.uk | Public |
| Key Decision 347 | Anti-Social Behaviour Review | Joint Cabinet and Employment & General Committee | Executive Member - Customers and Communities | 8 Apr 2014 | Assistant Executive Member | Meetings | Head of Business Transformation | Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk | Exempt 1 Information relating to individuals |
| Key Decision 348 | Strategic Housing Marketing Assessment | Cabinet | Executive Member - Housing | 8 Apr 2014 | Assistant Executive Member Support Members. | Meeting. | Business Planning and Strategy Manager - Housing Services | James Crouch Tel: 01246 345150 james.crouch@chesterfield.gov.uk | Public |
| Key Decision 355 | Proposed Sports Pavilion for Eastwood Park | Cabinet | Executive Member - Environment | 25 Mar 2014 | Assistant Executive Member | Meeting | Head of Environment | John Ramsey Tel: 01246 345097 john.ramsey@chesterfield.gov.uk | Public |

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| Key Decision 369 | Consideration of Tenders for the Construction of the New Sports Centre (L000) | Cabinet | Executive Member - Leisure, Culture and Tourism | 25 Mar 2014 | Assistant Executive Member | Meeting | Head of Environment | Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk | Exempt 3 Contains financial information |
| Key Decision 370 | Appropriation of Land at Queen's Park Annexe for the Construction of the New Sports Centre (R320) | Cabinet | Executive Member - Leisure, Culture and Tourism | 6 May 2014 | Assistant Executive Member | Meeting | Head of Environment | Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk | Public |
| Key Decision 374 | Review of Fleet Facilities Manager | Joint Cabinet and Employment & General Committee | Executive Member - Housing | 8 Apr 2014 | Assistant Executive Member | Meeting | Report of Operational Services Manager | Martyn Bollands Tel: 01246 345020 martyn.bollands@chesterfield.gov.uk | Exempt 3 Contains financial information |
| Key Decision 378 | Local Authority Mortgage Scheme Update Report - take up of mortgages | Cabinet | Executive Member - Housing | 25 Mar 2014 | Assistant Executive Member | Meetings | Report of Business Planning and Strategy Manager | James Crouch Tel: 01246 345150 james.crouch@chesterfield.gov.uk | Public |

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| Key Decision 380 | Derbyshire County Council's Consultation on Proposed Budget Cuts - Potential Impact on Housing Services | Cabinet | Executive Member - Housing | 8 Apr 2014 | Assistant Executive Member | Meetings | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Public |
| Key Decision 381 | Annual Report to Tenants - Local Offers 2014/15 | Cabinet | Executive Member - Housing | 25 Mar 2014 | Assistant Executive Member | Meeting | Service Manager - Housing Services | Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk | Public |
| Key Decision 383 | Chatsworth Road Conservation Area - outcome of consultation and adoption of proposal to designate a new Conservation Area on Chatsworth Road | Cabinet | Deputy Leader & Executive Member for Planning | 25 Mar 2014 | | Meeting | Head of Regeneration | Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk | Public |
| Key Decision 386 | Internal Communications Strategy | Council | Leader & Executive Member for Regeneration | 23 Apr 2014 | | Meetings | Chief Executive/Head of Business Transformation | John Fern Tel: 01246 345245 john.fern@chesterfield.gov.uk | Public |

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| Key Decision 388 | Community Infrastructure Levy - Approval of Charging Schedule for Submission | Council | Deputy Leader & Executive Member for Planning | 23 Apr 2014 | | Meetings | Head of Regeneration | Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk | Public |
| Key Decision 389 | Staveley Area Action Plan | Cabinet | Deputy Leader & Executive Member for Planning | 6 May 2014 | | Meetings | Head of Regeneration | Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk | Public |
| Key Decision 390 | Chesterfield Waterside GPF Loan | Cabinet | Leader & Executive Member for Regeneration | 11 Mar 2014 | | Meetings | Head of Regeneration | Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk | Exempt 3 Financial information |
| Key Decision 391 | Support Services Restructure | Joint Cabinet and Employment & General Committee | Executive Member - Governance and Organisational Development | 25 Mar 2014 | Assistant Executive Member | Meetings | Head of Business Transformation | Mark Evans Head of Business Transformation Tel: 01246 345732 mark.evans@chesterfield.gov.uk | Exempt 1, 2, 4 Information relating to individuals and staffing issues |

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| Key Decision 392 | Home Repairs Assistance - 12 Spital Lane (H000) | Executive Member - Housing | Executive Member Housing - Executive Member decisions | 24 Mar 2014 | Assistant Executive Member | Meeting | Head of Housing | Jane Thomas Tel: 01246 345708 jane.thomas@chesterfield.gov.uk | Exempt 1, 3 Info. relating to an individual Info. relating to financial affairs |
| Key Decision 393 | Revised Enforcement Policy for Young People | Cabinet | Executive Member for Environment | 25 Mar 2014 | Assistant Executive Member Executive Member for Customers and Communities | Meeting | Head of Environment | Sherri Stock sherri.stock@chesterfield.gov.uk | Public |
| Private Items - not Key or non-Key | | | | | | | | | |
| Non-Key 5 | Application for financial assistance Brimington Village Circle | Executive Member - Customers and Communities | Executive Member - Customers and Communities | 25 Mar 2014 | Assistant Executive Member | Meeting | Head of Finance | Paula Clayton paula.clayton@chesterfield.gov.uk | Exempt 3 Financial info. |
| Non Key Decision | | | | | | | | | |

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| Non-Key Non Key 24 | List of Buildings of Local Interest - to consider the list of nominated buildings and agree an assessment panel and process | Deputy Leader & Executive Member for Planning | Deputy Leader & Executive Member for Planning | 17 Mar 2014 | Consultation with property owners | Meeting | Head of Regeneration | Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk | Public |
| Key Decision Non Key 25 | Statement of Community Involvement | Deputy Leader & Executive Member for Planning | Deputy Leader & Executive Member for Planning | 23 Apr 2014 | | Meeting | Head of Regeneration | Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk | Public |