

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN  
FOR THE FOUR MONTH PERIOD 1 JUNE 2014 TO 30 SEPTEMBER 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](http://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](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.

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
<b>Key Decisions</b>									
Key Decision 296	Careline Consortium - Update on the current position regarding potential partnership arrangements with DCC.	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member	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	8 Jul 2014	Assistant Executive Member	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	29 Jul 2014		Meetings	Head of Regeneration	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public

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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	29 Jul 2014		Meetings	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public
Key Decision 339	Proposals for future use of the former garage site of Hady Lane	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member	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	17 Jun 2014	Assistant Executive Member	Meetings.	Business Planning and Strategy Manager - Housing Services	Laurie Thomas Tel: 01246 345256 laurie.thomas@chesterfield.gov.uk	Public
Key Decision 355	Proposed Sports Pavilion for Eastwood Park	Cabinet	Executive Member - Environment	17 Jun 2014	Assistant Executive Member	Meeting	Head of Environment	John Ramsey Tel: 01246 345097 john.ramsey@chesterfield.gov.uk	Public
Key Decision 369	Costings Associated with Construction of the New Sports Centre (L000)	Cabinet	Executive Member - Leisure, Culture and Tourism	8 Jul 2014	Assistant Executive Member	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Exempt 3 Contains financial information

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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	17 Jun 2014	Assistant Executive Member	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Public
Key Decision 389	Staveley Area Action Plan	Cabinet	Deputy Leader & Executive Member for Planning	17 Jun 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	4 Jun 2014		Meetings	Head of Regeneration	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Exempt 3 Financial information
Key Decision 395	Review of Arts and Venues Policies and Strategies - a review 12 months after their adoption and their impact. Will also include 2015 fees and charges proposals for the Venues.	Cabinet	Executive Member - Leisure, Culture and Tourism	29 Jul 2014	Assistant Executive Member	Meetings	Head of Regeneration	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Public

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Key Decision 397	Review of the Museum's Acquisitions, Rationalisation and Disposal Policies	Cabinet	Executive Member - Leisure, Culture and Tourism	17 Jun 2014	Assistant Executive Member	Meeting	Head of Regeneration	Alyson Barnes alyson.barnes@chesterfield.gov.uk	Public
Key Decision 398	Sale of CBC Land/Property	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	30 May 2014		Meeting.	Head of Kier	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information
Key Decision 399	Housing Revenue Final Accounts 2013/14	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member	Meeting	Head of Housing	Steve Spencer Tel: 01246 345454 steve.spencer@chesterfield.gov.uk	Public
Key Decision 400(1)	Portfolio Accounts 2013/14 - Leader and Executive Member for Regeneration	Cabinet	Leader & Executive Member for Regeneration	17 Jun 2014		Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 400(2)	Portfolio Accounts 2013/14 - Deputy Leader and Executive Member for Planning	Cabinet	Deputy Leader & Executive Member for Planning	17 Jun 2014		Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public

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Key Decision 400(3)	Portfolio Accounts 2013/14 - Executive Member for Governance and Organisational Development	Cabinet	Executive Member - Governance and Organisational Development	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 400(4)	Portfolio Accounts 2013/14 - Executive Member Leisure, Culture and Tourism	Cabinet	Executive Member - Leisure, Culture and Tourism	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 400(5)	Portfolio Accounts 2013/14 - Executive Member for Environment	Cabinet	Executive Member - Environment	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 400(6)	Portfolio Accounts 2013/14 - Customers and Communities	Cabinet	Executive Member - Customers and Communities	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 400(7)	Portfolio Accounts 2013/14 - Housing General Fund	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public

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Key Decision 401	General Fund Revenue and Capital Final Accounts 2013/14	Cabinet	Deputy Leader & Executive Member for Planning	17 Jun 2014		Meeting	Head of Finance	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public
Key Decision 402	Treasury Management Report for 2013/14	Cabinet	Deputy Leader & Executive Member for Planning	17 Jun 2014	Standards Committee	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 403	Security DSO Final Accounts 2013/14 & Business Plan 2014/15	Cabinet	Deputy Leader & Executive Member for Planning	17 Jun 2014		Meeting	Head of Finance	Steve Spencer Tel: 01246 345454 steve.spencer@chesterfield.gov.uk	Exempt 3 Contains Financial Information
Key Decision 404	Building Cleaning Final Accounts 2013 and Business Plan 2014/15	Cabinet	Executive Member - Environment	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Steve Spencer Tel: 01246 345454 steve.spencer@chesterfield.gov.uk	Exempt 3 Contains Financial Information
Key Decision 405	Spirepride Final Accounts 2013/14 and Business Plan 2014/15	Cabinet	Executive Member - Environment	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	John Hassall john.hassall@chesterfield.gov.uk	Exempt 3 Contains Financial Information



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Key Decision 406	Operational Services I.S.P. Final Accounts 2013/14 and Business Plan 2014/15	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Steve Spencer Tel: 01246 345454 steve.spencer@chesterfield.gov.uk	Exempt 3 Contains Financial Information
Key Decision 407	PCVU Window and Door Assembly Factory Final Accounts 2013/14 and Business Plan 2014/15	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member	Meeting	Head of Finance	Steve Spencer Tel: 01246 345454 steve.spencer@chesterfield.gov.uk	Exempt 3 Contains Financial Information
Key Decision 408	Corporate Management Structure	Joint Cabinet and Employment & General Committee	Leader & Executive Member for Regeneration	4 Jun 2014	All portfolio holders	Meetings	Chief Executive	Huw Bowen Chief Executive Tel: 01246 345308 huw.bowen@chesterfield.gov.uk	Exempt 1, 2, 4 Relates to individuals and consultations or negotiations.
Key Decision 410	Stock Condition Survey	Cabinet	Executive Member - Housing	8 Jul 2014	Assistant Executive Member	Meetings	Business Planning and Strategy Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public

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Key Decision 411	Parkside Update and Appointment of Developer	Cabinet	Executive Member - Housing	29 Jul 2014	Assistant Executive Member	Meetings	Business Planning and Strategy Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 412	Proposed Budget for the Linacre Road Site, Ashgate	Cabinet	Deputy Leader & Executive Member for Planning	4 Jun 2014	Executive Member for Housing Assistant Executive Member Housing	Meeting	Head of Kier Asset Management	Linda Martin Tel: 01246 345445 linda.martin@chesterfield.gov.uk	Exempt 3 Contains financial information
Key Decision 413	Local Government Association Peer Challenge - findings and action plan	Cabinet	Deputy Leader & Executive Member for Planning	4 Jun 2014		Meeting	Corporate Management Team	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public
Key Decision 414	Former Chesterfield Cylinders/Whitebank Close Sports Ground - To make recommendations to secure a sustainable future for the sports ground.	Cabinet	Executive Member - Leisure, Culture and Tourism	4 Jun 2014	Assistant Executive Member	Meeting.	Report of Head of Environment & Kier Asset Management	Andy Pashley Tel: 01246 345099 andy.pashley@chesterfield.gov.uk	Exempt 3 Contains information relating to financial or business affairs of the Authority

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Key Decision 415	Performance Outturn for 2013/14 - To consider performance management information for 2013/14 and plans for 2014/15.	Cabinet	Deputy Leader & Executive Member for Planning	17 Jun 2014		Meetings	Report of Head of Business Transformation	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public
Key Decision 416	Fire Risk Assessments	Cabinet	Executive Member - Housing	17 Jun 2014	Assistant Executive Member for Housing	Meeting	Service Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 417	Economic Development Unit Staffing	Joint Cabinet and Employment & General Committee	Leader & Executive Member for Regeneration	17 Jun 2014	Executive Member for Governance & Organisational Development Assistant Executive Member for Governance & Organisational Development	Meeting.	Report of Head of Regeneration	Lynda Sharp, Laurie Thomas Tel: 01246 345256 lynda.sharp@chesterfield.gov.uk, Tel: 01246 345256 laurie.thomas@chesterfield.gov.uk	Public

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Key Decision 418	Annual Report to Tenants	Cabinet	Executive Member - Housing	8 Jul 2014	Assistant Executive Member for Housing	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 419	Review of Tenant Involvement	Cabinet	Executive Member - Housing	8 Jul 2014	Assistant Executive Member for Housing	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 420	Adoption of Revised Statement of Community Involvement	Cabinet	Deputy Leader & Executive Member for Planning	29 Jul 2014		Meeting	Report of Head of Regeneration	Louise Briggs Tel: 01246 345794 louise.briggs@chesterfield.gov.uk	Public
Key Decision 421	Cultural and Visitor Services Restructure	Joint Cabinet and Employment & General Committee	Executive Member - Leisure, Culture and Tourism	29 Jul 2014	All Portfolio Holders, Assistant Executive Member – Leisure, Culture & Tourism	Meetings	Report of Head of Regeneration	Bernadette Wainwright Tel: 01246 345779 bernadette.wainwright@chesterfield.gov.uk	Exempt 1, 3, 5 relates to individuals and financial information
<b>Private Items -Non Key/ Significant but non-Key</b>									

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Key Decision 363	Application for Home Repairs Assistance	Executive Member - Housing	Executive Member Housing - Executive Member decisions	2 Jun 2014	Assistant Executive Member	Meeting	Head of Housing	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Info. relating to an individual Info. relating to financial affairs
Key Decision 364	Application for Waiver of Home Repairs Assistances	Executive Member - Housing	Executive Member - Housing	13 Jun 2014	Assistant Executive Member - Housing	Meeting	Head of Governance	Stephen Oliver Tel: 01246 345313 stephen.oliver@chesterfield.gov.uk	Exempt 1 Contains information relating to an individual.
<b>Non Key Decision</b>									
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	29 Jul 2014	Consultation with property owners	Meeting	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public

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Key Decision Non-key 28	Consideration of the report on the Annual Review of Overview and Scrutiny Arrangements 2013/14	Council	Executive Member - Governance and Organisational Development	30 Jul 2014	Assistant Executive Member Overview and Performance Scrutiny Forum	Meetings Email	Report of Head of Business Transportation	Anita Cunningham Tel: 01246 345273 anita.cunningham@c hesterfield.gov.uk	Public
Key Decision Non-Key 29	Scrutiny Annual Report 2013/14	Council	Executive Member - Governance and Organisational Development	30 Jul 2014	Assistant Executive Member Overview and Performance Scrutiny Forum	Meetings Email	Report of Head of Business Transformation	Anita Cunningham Tel: 01246 345273 anita.cunningham@c hesterfield.gov.uk	Public
Key Decision Non-key 30	Consideration of the report and recommendations of the Enterprise and Wellbeing Scrutiny Committee on matters regarding the water rates collection process and related evictions policy.	Cabinet	Executive Member - Customers and Communities	8 Jul 2014	Executive Member for Customers and Communities Assistant Executive Member for Housing Assistant Executive Member for Customers and Communities	Meeting	Report of Head of Business Transformation	Anita Cunningham Tel: 01246 345273 anita.cunningham@c hesterfield.gov.uk	Public