



**FORTHCOMING KEY  
DECISIONS AND DECISIONS  
TO BE TAKEN IN PRIVATE  
BY CHARNWOOD BOROUGH  
COUNCIL'S EXECUTIVE**

**Published  
9th March 2022**

**What is a Key Decision?**

A key decision is one which:

- commits the Council to expenditure, savings or increases or reductions in income of £150,000 or more in any financial year;
- makes proposals in relation to the budget or the policy framework under Budget and Policy Framework Procedure 14.2(a); or
- will result in the closure of any facility from which Borough Council services are provided or a reduction by more than 10% in the level of a discrete service provided.

In other cases, the impact of the decision will be considered in terms of the strategic nature of the decision, the effect on the amenity of the community or quality of service provided by the Council to a significant number of people living or working in the locality affected, the size of the area affected and the likely public interest in the decision.

**What is a Private Meeting?**

Meetings of the Council's Cabinet are open to the public to attend. All or part of a meeting may be held in private, where the item of business to be considered may result in confidential or exempt information being disclosed. Definitions of confidential and exempt information are set out in the Access to Information Procedures in the Council's Constitution.

**Representations**

Members of the public are able to make representations about forthcoming key decisions to be taken by the Council's Executive, these should be made in writing (including via e-mail) to the responsible officer (details are listed for each proposed key decision). Members of the public are also able to make representations concerning proposals to hold a meeting in private, these should be made in writing (including via e-mail) to Democratic Services (contact details below). In both cases, representations should be submitted by midday on the working day preceding the date on which the decision is due to be taken.

**Other information**

This document supersedes all previous Forward Plans.

If you have any general queries, please contact:

Karen Widdowson  
Democratic Services Manager  
Charnwood Borough Council,  
Southfield Road, Loughborough, Leicestershire, LE11 2TX  
Tel: 01509 634785  
Email: [democracy@charnwood.gov.uk](mailto:democracy@charnwood.gov.uk)

## FORTHCOMING EXECUTIVE KEY DECISIONS

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Discretionary Business Rate Relief Policies	To adopt the Council's discretionary business rate relief policies (updated).	Officer Delegated Decision	10th March 2022	Delegated Decision Document	No Delegated Decision Document will be publicly available.	Simon Jackson Strategic Director; Environmental and Corporate Services Tel: 01509 634699 <a href="mailto:simon.jackson@charnwood.gov.uk">simon.jackson@charnwood.gov.uk</a>
Private Sector Licensing Schemes	To endorse work completed to date to implement two new discretionary licensing schemes, approve the HMO and Selective Licensing Policies. Approve the publication of the Public Notices for the two designated schemes for three months and the implementation of the schemes thereafter.	Cabinet	10th March 2022	Report	Yes	Alison Simmons Head of Strategic and Private Sector Housing Tel: 01509 634780 <a href="mailto:alison.simmons@charnwood.gov.uk">alison.simmons@charnwood.gov.uk</a>
Authority to Sell Council Owned Land	To seek approval for the Council-owned land known as Limehurst Depot to be declared surplus to requirement and for authority to be delegated to the Strategic Director; Commercial Development, Assets and Leisure to advertise the land for sale, either formally or informally, at the pre-planning stage.	Cabinet	10th March 2022	Report	No	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: <a href="mailto:justin.henry@charnwood.gov.uk">justin.henry@charnwood.gov.uk</a>
Active Together Physical Activity Framework 2022- 31	To endorse the co-developed and designed Active Together Physical Activity Framework 2022- 31.	Cabinet	10th March 2022	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>
Annual Procurement Plan 2022/23	To seek approval to the Annual Procurement Plan for 2022/23.	Cabinet	10th March 2022	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: <a href="mailto:justin.henry@charnwood.gov.uk">justin.henry@charnwood.gov.uk</a>

<b>Decision Item</b>	<b>What is the nature of decision to be taken?</b>	<b>Who will take the decision?</b>	<b>When is the earliest a decision will be taken?</b>	<b>Documents to be considered?</b>	<b>Will the report be considered in public?</b>	<b>Who can give me more information?</b>
Housing Capital Programme	To approve the annual investment programme for improvements to the Council's housing stock.	Cabinet	10th March 2022	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 <a href="mailto:peter.oliver@charnwood.gov.uk">peter.oliver@charnwood.gov.uk</a>
Local Development Scheme	To approve a revised Local Development Scheme (LDS) so that the programme for the preparation of planning documents for Charnwood is agreed.	Cabinet	10th March 2022	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 <a href="mailto:richard.bennett@charnwood.gov.uk">richard.bennett@charnwood.gov.uk</a>
Shepshed Town Centre Public Realm Improvement Project	To approve the commitment of resources to bring forward the Shepshed public realm improvement scheme in light of the latest budget projections and engagement with the Town Team, Town Council and local businesses and residents.	Cabinet	7th April 2022	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 <a href="mailto:richard.bennett@charnwood.gov.uk">richard.bennett@charnwood.gov.uk</a>
Corporate Delivery Plan 2022/23	To approve the Corporate Delivery Plan 2022-23.	Cabinet	7th April 2022	Report	Yes	Helen Gretton Organisational Development Manager Tel: 01509 634556 <a href="mailto:helen.gretton@charnwood.gov.uk">helen.gretton@charnwood.gov.uk</a>
Charnwood Grants	To consider applications received in additional Round 3 of Charnwood Grants 2021/22 (Community Facilities Grants).	Cabinet	7th April 2022	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>
Charnwood Grants	To consider applications received in Round 1 of the Charnwood Community Grants and Community Facilities Grants Schemes for 2022/23.	Cabinet	7th July 2022	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>

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Capital Plan Outturn 2021/22	To report the Council's capital expenditure results for 2021/22 subject to audit.	Cabinet	7th July 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>
General Fund and HRA Revenue Outturn Report (2021/22) and Carry Forward of Budgets	To report the Council's revenue expenditure results for 2021/22 subject to audit.	Cabinet	7th July 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	7th July 2022	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: <a href="mailto:justin.henry@charnwood.gov.uk">justin.henry@charnwood.gov.uk</a>
Charnwood Dog Control Public Spaces Protection Order 2022	To approve the formal Notice of Intention to renew the Borough wide Public Spaces Protection Order for Dog Control (dog fouling, dogs on leads and dogs under control) under Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014.	Cabinet	7th July 2022	Report	Yes	Alan Twells Head of Regulatory Services Tel: 01509 634650 <a href="mailto:alan.twells@charnwood.gov.uk">alan.twells@charnwood.gov.uk</a>
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet  Council	15th September 2022  7th November 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>

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Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	15th September 2022	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: <a href="mailto:justin.henry@charnwood.gov.uk">justin.henry@charnwood.gov.uk</a>
Charnwood Grants	To consider applications received in Round 2 of the Charnwood Community Grants and Community Facilities Grants Schemes for 2022/23.	Cabinet	17th November 2022	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 <a href="mailto:julie.robinson@charnwood.gov.uk">julie.robinson@charnwood.gov.uk</a>
Draft General Fund and HRA 2023-24 Budgets	To seek approval to the Draft Revenue Budget for 2023-24 as a basis for consultation.	Cabinet	15th December 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet  Council	15th December 2022  23rd January 2023	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>
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Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	9th February 2023  27th February 2023	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>
Capital Strategy, Treasury Management Strategy Statement, Minimum Revenue Provision Policy and Annual Investment Strategy 2023-24	To seek approval to a Capital Strategy, Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy for 2023-24 and the annual report on the Prudential Code, for recommendation to Council.	Cabinet Council	9th February 2023  27th February 2023	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>
2023-24 General Fund and HRA Revenue Budgets and Council Tax <b>and Medium-Term Financial Strategy 2023-26</b>	To seek approval to the Revenue Budget for 2023-24 and to propose the Council Tax for approval by Council, also the Medium-Term Financial Strategy 2023-26.	Cabinet Council	9th February 2023  27th February 2023	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 <a href="mailto:lesley.tansey@charnwood.gov.uk">lesley.tansey@charnwood.gov.uk</a>

## **EXECUTIVE MEETINGS TO BE HELD IN PRIVATE**

The following items are due to be considered by the Council's Cabinet and the public could potentially be excluded since exempt or confidential information could be considered.

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When items are considered in exempt or confidential session, the reasons for exemption would fall into one or more of the following categories:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to 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.

## **CABINET MEMBERS**

Members of the Council's Cabinet are as follows:

<b>Name (Group)</b>	<b>Lead Member Responsibilities</b>
Councillor Morgan (Conservative)	<b>Leader of the Council</b> Strategic Relationships, Investments and Development, Regeneration, Communications and Inward Investment
Councillor Barkley (Conservative)	<b>Deputy Leader of the Council</b> Finance and Property Services
Councillor Bailey (Conservative)	Planning
Councillor Bokor (Conservative)	Loughborough
Councillor Harper-Davies (Conservative)	Community Support and Equalities
Councillor Mercer (Conservative)	Private Housing
Councillor Poland (Conservative)	Public Housing
Councillor Rattray (Conservative)	Business Support
Councillor Rollings (Conservative)	Transformation
Councillor Smidowicz (Conservative)	Strategic Support