



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

**Published
8th June 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

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 simon.jackson@charnwood.gov.uk
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	9th June 2022	Report	No	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
UK Shared Prosperity Fund	To agree the governance required to facilitate the UKSPF. To request authority to draw down the £4m made available by Government.	Cabinet	9th June 2022	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Housing Customer Engagement Strategy 2022 – 2025	To approve the Housing Customer Engagement Strategy 2022 – 2025. To give delegated authority to Head of Landlord Services in consultation with the Lead Member for Public Housing to make minor amendments to the Housing Customer Engagement Strategy 2022 – 2025.	Cabinet	9th June 2022	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 peter.oliver@charnwood.gov.uk
Statement of Common Ground on Housing and Employment Land Needs	To consider the scope and content of the Statement of Common Ground, between the Borough Council and the other Leicestershire authorities, on Housing and Employment Land Need. Subject to any amendments or additions by the Cabinet to agree to the Borough Council being a signatory of the Statement.	Cabinet	9th June 2022	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk

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Procurement of Environmental Services	To approve the commencement of procurement activities for Environmental Services incorporating: 1.Waste and Recycling Collections 2.Street Cleansing	Cabinet	7th July 2022	Report	Yes	Matthew Bradford Head of Cleansing and Open Spaces Tel: 01509 634695 matthew.bradford@charnwood.gov.uk
Private Sector Housing Enforcement Policy	To approve the proposed Private Sector Housing Enforcement Policy to go out to consultation. The Policy seeks to ensure that all properties let as residential dwellings and those in private ownership throughout the Borough are of good quality and are well managed.	Cabinet	7th July 2022	Report	Yes	Alison Simmons Head of Strategic and Private Sector Housing Tel: 01509 634780 alison.simmons@charnwood.gov.uk
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 julie.robinson@charnwood.gov.uk
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 lesley.tansey@charnwood.gov.uk
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 lesley.tansey@charnwood.gov.uk
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: justin.henry@charnwood.gov.uk

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?
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 lesley.tansey@charnwood.gov.uk
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: justin.henry@charnwood.gov.uk
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	13th October 2022	Report	Yes	Alan Twells Head of Regulatory Services Tel: 01509 634650 alan.twells@charnwood.gov.uk
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 julie.robinson@charnwood.gov.uk
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 lesley.tansey@charnwood.gov.uk
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 lesley.tansey@charnwood.gov.uk

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Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	15th December 2022	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@charnwood.gov.uk
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 lesley.tansey@charnwood.gov.uk
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 lesley.tansey@charnwood.gov.uk
2023-24 General Fund and HRA Revenue Budgets and Council Tax and Medium-Term Financial Strategy 2023-26	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 lesley.tansey@charnwood.gov.uk
Annual Procurement Plan 2023/24	To seek approval to the Annual Procurement Plan for 2023/24.	Cabinet	9th March 2023	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@charnwood.gov.uk

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Housing Capital Programme	To approve the annual investment programme for improvements to the Council's housing stock.	Cabinet	9th March 2023	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 peter.oliver@charnwood.gov.uk
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	9th March 2023	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Corporate Delivery Plan 2023/24	To approve the Corporate Delivery Plan 2023-24.	Cabinet	9th March 2023	Report	Yes	Helen Gretton Organisational Development Manager Tel: 01509 634556 helen.gretton@charnwood.gov.uk

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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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	9th June 2022	Report	No	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk

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:

Name (Group)	Lead Member Responsibilities
Councillor Morgan (Conservative)	Leader of the Council Strategic Relationships, Democratic Services, Legal Services, HR, Electoral Services, Land Charges, Investments and Development, Regeneration, Communications and Inward Investment.
Councillor Barkley (Conservative)	Deputy Leader of the Council Finance and Property Services Council Tax, Business Rates, Revenues and Benefits, Property Services and Building Control, and Audit & Risk.
Councillor Bailey (Conservative)	Planning Development Control, Conservation & Landscape and S106 Agreements.
Councillor Bokor (Conservative)	Loughborough Loughborough Markets & Fairs, Museums, Town Centre Management, Town Hall, Loughborough Public Conveniences, Arts & Culture, Open Spaces, Grounds Maintenance and Engineering.
Councillor Harper-Davies (Conservative)	Community Support Community Safety & Neighbourhood Management, Community Grants, Children & Young People, CCTV, Sports & Recreation, Leisure Centres, Waste and Waste Education.
Councillor Mercer (Conservative)	Private Housing Refugee Resettlement, Housing Option, Allocations & Lettings, Housing Needs, Empty Homes and HMO Licensing.
Councillor Poland (Conservative)	Public Housing Repairs & Investment, Tenancy Management, Supported Housing, Rents & Income Management, Leaseholders and Lifeline, and Equalities.
Councillor Rattray (Conservative)	Business Support Regulatory Services, Parking, Env Health, Street Management, Licensing, Tourism and High Street Recovery.
Councillor Rollings (Conservative)	Transformation Carbon Neutral by 2030, ICS, Customer Relationships, Organisational Development & Improvements and Emergency Planning.