

**HAMBLETON DISTRICT COUNCIL**

**Report To:** Cabinet  
27 November 2012

**Subject:** FORWARD PLAN

**All Wards  
Leader of Council: Councillor N W Huxtable**

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**1.0 PURPOSE AND BACKGROUND:**

- 1.1 The purpose of this report is to inform Cabinet of the Forward Plan of Key Decisions to be made by the Council either by Cabinet or an Officer Delegation.
- 1.2 Under the Council's Executive Arrangements, the Cabinet is obliged to set out its programme of work for the coming four months, as far as it is known, in a Forward Plan.
- 1.3 The Plan has to be made publicly available and is updated on a rolling basis for the following four month period.
- 1.4 The format of the Forward Plan has changed to reflect recent changes in Regulations, but is fundamentally the same as previously.

**2.0 DECISION SOUGHT:**

- 2.1 The most recent version of the Forward Plan, as at the date of publication of this report, is attached for information. The Plan may have changed between publication and the date of the meeting.

**3.0 RECOMMENDATION:**

- 3.1 It is recommended that Cabinet notes the Forward Plan submitted with this report.

MARTYN RICHARDS

**Background papers:** None

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## **Forward Plan – Key decisions anticipated in the period until 31 March 2013**

A “key decision” is a decision involving expenditure or savings of £50,000 or more, or which is significant in terms of its effect on two or more wards.

The members of the Cabinet are:

Councillor N W Huxtable	–	Leader of the Council
Councillor R Kirk	–	Portfolio Holder for Resources and Deputy Leader
Councillor B Phillips	–	Portfolio Holder for Corporate
Councillor M S Robson	–	Portfolio Holder for Housing and Planning
Councillor T Swales	–	Portfolio Holder for Customers
Councillor P R Wilkinson	–	Portfolio Holder for Leisure and Health

The Council’s Senior Officers are:-

Philip Morton, Chief Executive
David Goodwin, Director of Leisure and Health
Justin Ives, Director of Resources
Mick Jewitt, Director of Planning and Housing
Martyn Richards, Director of Corporate Services
Sandra Walbran, Director of Customer Services

**Any documents referred to can be obtained (subject any prohibition or restrictions on their disclosure) from Committee Services within statutory timescales by telephoning 01609 767015/767016.**

**If you have views or comments on any matter in this Plan or any documents that you would like to be taken into account when decisions are made, please either write to the Council at the Civic Centre, Stone Cross, Northallerton or telephone 0845 1211 555 by no later than one week before the date the decision is due to be made. A copy of this Plan is also available on our website at [www.hambleton.gov.uk](http://www.hambleton.gov.uk)**

Matter in respect of which decision to be made (including significant report content)	Date decision will be made	Body/ Individual to make Decision	Documents to be considered	Public or Private	Proposed consultees	Consultation method	Portfolio Holder	Contact
<u>Fees and Charges</u> # - To consider fees and charges for 2013/14	21 November 2012	D Goodwin J Ives M Jewitt M Richards S Walbran	Report	Private	None	None	Leisure and Health Resources Housing and Planning Corporate Customers	D Goodwin J Ives M Jewitt M Richards S Walbran
<u>Procurement Method for Income Management System</u> # - To request that procurement rules be waived to allow the procurement of the new income management system to be made via a quotation based mini competition	27 November 2012	Cabinet	Report	Private	None	None	Resources	J Ives
<u>Council Performance 2012/13 – Q2</u> - To provide an update on the budgetary position and to report progress on performance against the Council Business Plan	11 December 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Draft Revenue Budget 2013/14</u> - To present the draft Revenue Budget proposals for the next financial year	11 December 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule</u> - To approve the proposed CIL charging rates and approve the PDCS for public consultation	11 December 2012	Cabinet	Report	Private	None	None	Housing and Planning	M Jewitt
<u>Adoption of Hambleton Tenancy Strategy</u> - To adopt the North Yorkshire tenancy strategy as corporate policy	11 December 2012	Cabinet	Report	Public	None	None	Housing and Planning	M Jewitt

Matter in respect of which decision to be made (including significant report content)	Date decision will be made	Body/ Individual to make Decision	Documents to be considered	Public or Private	Proposed consultees	Consultation method	Portfolio Holder	Contact
<u>Emergency Flood Relief Scheme, Dalton Airfield Industrial Estate</u> - To seek approval for financial support for a flood relief scheme at Dalton Airfield Industrial Estate	11 December 2012	Cabinet	Report	Public	None	None	Customers	S Walbran
<u>Public Lighting Energy Saving Initiatives</u> - This report seeks consideration of public lighting energy saving initiatives	11 December 2012	Cabinet	Report	Public	NYCC	None	Corporate	M Richards
<u>Scrutiny 2 Task &amp; Finish Group: Policy Review: Area Forums/Area Partnerships – Final Report</u> - To consider and agree the Final Report of the Task and Finish Group	11 December 2012	Cabinet	Report	Public	None	None	Customers	S Walbran
<u>NNDR Base Report 2013/14</u>	22 January 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Public Open Space, Sport and Recreation Action Plans</u> - To endorse completed Action Plans	22 January 2012	Cabinet	Report	Public	None	None	Leisure and Health	D Goodwin
<u>Parking Review</u>	22 January 2012	Cabinet	Report	Public	None	None	Customers	S Walbran
<u>Council Tax 2013/14</u>	22 January 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Neighbourhood Plans</u> - To agree the approach to supporting plan preparation.	22 January 2012	Cabinet	Report	Public	None	None	Housing and Planning	M Jewitt

Matter in respect of which decision to be made (including significant report content)	Date decision will be made	Body/ Individual to make Decision	Documents to be considered	Public or Private	Proposed consultees	Consultation method	Portfolio Holder	Contact
<u>Council Performance 2012/13 Q3</u>	12 February 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Treasury Management Performance 2012/13 Q3</u>	12 February 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Treasury Management Policy and Strategy including Prudential Indicators 2013/14</u>	12 February 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Public Open Space, Sport and Recreation Action Plans</u> - To endorse completed Action Plans	12 February 2012	Cabinet	Report	Public	None	None	Leisure and Health	D Goodwin
<u>Calendar of Meetings 2013/14</u> - To approve the Calendar of Meetings for 2013/14	12 February 2012	Cabinet	Report	Public	None	None	Corporate	M Richards
<u>Treasury Management Strategy and Annual Investment Strategy 2013/14</u>	19 March 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Capital Programme Schemes</u>	19 March 2012	Cabinet	Report	Public	None	None	Resources	J Ives
<u>Public Open Space, Sport and Recreation Action Plans</u> - To endorse completed Action Plans	19 March 2012	Cabinet	Report	Public	None	None	Leisure and Health	D Goodwin
<u>Public Open Space, Sport and Recreation Action Plans</u> - To endorse completed Action Plans	19 March 2012	Cabinet	Report	Public	None	None	Leisure and Health	D Goodwin

\* This decision will be made under the general exception contained in Regulation 10 of the Local Government (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012 and the Chairmen of the Council's Scrutiny Committees have been notified accordingly. The reasons for this are contained in the Notice below.

# This decision will be made under the general exception contained in Regulation 5(6) of the Local Government (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012 and the Chairmen of the Council's Scrutiny Committees have agreed accordingly. The reasons for this are contained in the Notice below.

Regulation 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012 – Fees and Charges – Proposed Decision on 21 November 2012

The Directors of the Council intend to make decisions under delegated powers on Fees and Charges for 2013/14. Because these are Key Decisions there is normally a requirement to provide 28 days notice of the intention to make the decision. It is impractical to provide 28 days notice of the intention to make the decision because it is required to be made in time to include fees and charges information in the report to be presented to Cabinet/Council in the Budget for 2013/14 and this report needs to be completed within the 28 days.

Regulation 5(6) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012 – Fees and Charges – Proposed Decision on 21 November 2012

The decisions will be made in private and the information considered will be exempt information. There is normally a requirement to give 28 days notice of a meeting to be held in private. However, it is impractical to give 28 days notice because the decision needs to be made urgently and cannot normally be deferred. This is because a decision on fees and charges is required to be made in time to include fees and charges information in the report to be presented to Cabinet/Council on the Budget for 2013/14 and this report needs to be completed within 28 days.

Regulation 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012 – Procurement Method for Income Management System – Proposed Decision on 27 November 2012

The Cabinet intends to make a decision on the Procurement Method for Income Management System. Because this is a Key Decisions there is normally a requirement to provide 28 days notice of the intention to make the decision. It is impractical to provide 28 days notice of the intention to make the decision because it is required to be made in time to be legally compliant with the new legislation in respect of accepting debit and credit card transactions on line and this report needs to be completed within the 28 days.

Regulation 5(6) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012 – Procurement Method for Income Management System – Proposed Decision on 27 November 2012

The decisions will be made in private and the information considered will be exempt information. There is normally a requirement to give 28 days notice of a meeting to be held in private. However, it is impractical to give 28 days notice because the decision needs to be made urgently and cannot normally be deferred. This is because a decision on the Procurement Method for Income Management System is required to be made in time to be legally compliant with the new legislation in respect of accepting debit and credit card transactions on line and this report needs to be completed within the 28 days.