

FORWARD PLAN FOR THE PERIOD OCTOBER 2012 – JANUARY 2013

The Forward Plan gives advance information about the "key decisions" the Cabinet, Portfolio Holders or Council Officers are expecting to take over the forthcoming four-month period. It includes all "key decision" which, except in special or urgent circumstances, cannot be taken unless they have appeared in the Forward Plan covering the period when the decision will be taken.

Key decisions

Key decisions are defined as

- a) Any decision in relation to an executive function which results in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant, or
- b) A decision that is likely to be significant in terms of its effect on communities living in an area comprising two or more Wards in the Council's area.

Other decisions

Although it is not a statutory requirement, this Forward Plan also contains details of other matters likely to be considered by the Cabinet or other decision-makers, but which are not necessarily "key decisions". This includes prior consideration by the Cabinet of decisions that are to be taken by Council.

Further information about the decision making process (including key decisions) can be found in the Council's Constitution, which can be inspected at the Council's offices or online at www.gedling.gov.uk

Making Representations

If you wish to make representations about any matter listed on the Plan, then you must contact us at least 15 working days before the decision is due to be made. This can be done:

- by email to civic@gedling.gov.uk
- in writing to Members' Services, Gedling Borough Council, Arnot Hill Park, Arnold, Nottingham NG5 6LU. Telephone (0115) 901 3901

Inspection of documents

Reports to be submitted to the decision-maker are available online at www.gedling.gov.uk or for inspection at the offices of the Council five working days prior to the date on which the decision is due to be made.

CABINET MEMBERSHIP AND PORTFOLIO RESPONSIBILITIES

Councillor John Clarke	Leader of the Council
Councillor Michael Payne	Public Protection and Communications (Deputy Leader)
Councillor Jim Creamer	Environment
Councillor Kathryn Fox	Community Development
Councillor Jenny Hollingsworth	Health and Housing
Councillor Darrell Pulk	Leisure and Development

NOTE: Key decisions can also be taken by Council officers.

OCTOBER

ITEM 1	CHANGE IN STRUCTURE OF LEGAL SECTION
Approval required for additional resources to fund changes in the structure of the legal section	
Target Date for decision:	4 October 2012
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	Councillor John Clarke
Is this item to be taken in public?	Yes
Report of	Council Solicitor and Monitoring Officer
Contact	Helen Barrington – Council Solicitor and Monitoring Officer helen.barrington@gedling.gov.uk
Consultation	Internal Only

ITEM 2	ENCOURAGING EMPLOYMENT OPPORTUNITIES WITHIN GEDLING THROUGH THE USE AND DEVELOPMENT OF APPRENTICESHIPS, WORK EXPERIENCE AND INTERNSHIPS.
To approve plans to develop apprenticeships and work experience programmes within the Council on a planned basis and furthermore to encourage the development of internship opportunities.	
Target Date for decision:	4 October 2012
Decision Taker	Cabinet
Is this a Key Decision?	Yes
Lead Member:	Councillor John Clarke
Is this item to be taken in public?	Yes
Report of	Service Manager – Organisational Development
Contact	David Archer david.archer@gedling.gov.uk
Consultation	Internal only

ITEM 3	REQUEST TO WAIVE STANDING ORDERS FOR THE PROVISION OF A 3 YEAR CCTV MONITORING CONTRACT
For Council to approve a request to waive standing orders.	
Target Date for decision:	24 October 2012
Decision Taker	Council
Is this a Key Decision?	Not applicable
Lead Member:	Not applicable
Is this item to be taken in public?	Yes
Report of	Service Manager – Public Protection
Contact	Andy Callingham andy.callingham@gedling.gov.uk
Consultation	Not applicable

ITEM 4	ROCK PARK, DUNSTAN STREET, NETHERFIELD.
Report seeking permission to reverse a decision made by the Portfolio Holder in May 2010 to sell this land, and to instead grant the Service Manager for Housing & Localities permission to 'gift' this land to a registered provider to redevelop as social housing.	
Target Date for decision:	October 2012
Decision Taker	Portfolio Holder for Environment
Is this a Key Decision?	No
Lead Member:	Councillor Jim Creamer
Is this item to be taken in public?	Yes
Report of	Service Manager - Housing and Localities
Contact	Alison Bennett Alison.bennett@gedling.gov.uk
Consultation	Post decision if favourable will follow the due planning application process and consultation will be undertaken with neighbours as part of that process.

NOVEMBER

ITEM 5	NEIGHBOURHOOD WORKING
Proposals for introducing coordinated ward walkabouts with service providers and local ward members.	
Target Date for decision:	8 November 2012
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	Councillor Kathryn Fox
Is this item to be taken in public?	Yes
Report of	Corporate Director, Paula Darlington
Contact	Paula Darlington Paula.Darlington@gedling.gov.uk
Consultation	Nottinghamshire County Council, Nottinghamshire Police Gedling Homes

ITEM 6	QUARTERLY BUDGET MONITORING, PERFORMANCE DIGEST AND VIREMENT REPORT
To inform Cabinet of progress against targets and budgets and seek approval for changes, as appropriate	
Target Date for decision:	8 November 2012
Decision Taker	Cabinet

Is this a Key Decision?	No
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Senior Leadership Team
Contact	Alison Ball/Colleen Warren Alison.Ball@gedling.gov.uk / Colleen.Warren@gedling.gov.uk
Consultation	Internal

DECEMBER

ITEM 7	2013/14 FEES AND CHARGES - LEISURE CENTRES
To set fees and charges for activities and facilities in the Council's leisure centres for 2013/14.	
Target Date for decision	December 2012
Decision Taker	Portfolio Holder - Leisure and Development
Is this a Key Decision?	No
Lead Member	Councillor Darrell Pulk
Is this item to be taken in public?	Yes
Report of	Service Manager - Leisure and Culture
Contact	Kate Morris - Business Strategy Officer kate.morris@gedling.gov.uk
Consultation	Internal only

ITEM 8	2013/14 FEES AND CHARGES - COMMUNITY CENTRES
To set fees and charges for activities and facilities in the Council's community centres for 2013/14	
Target Date for decision	December 2012
Decision Taker	Portfolio Holder- Community Development
Is this a Key Decision?	No
Lead Member	Councillor Kathryn Fox
Is this item to be taken in public?	Yes
Report of	Service Manager - Leisure and Culture
Contact	Kate Morris - Business Strategy Officer kate.morris@gedling.gov.uk
Consultation	Internal only

ITEM 9	LEASE AT KILLISICK COMMUNITY CENTRE
To enable renewal of lease with Killisick Community Centre	
Target Date for decision:	December 2012
Decision Taker	Portfolio Holder – Community Development
Is this a Key Decision?	No
Lead Member:	Councillor Kathryn Fox
Is this item to be taken in public?	Yes
Report of	Service Manager - Leisure and Culture
Contact	Clare Janes - Community Leisure Manager clare.janes@gedling.gov.uk
Consultation	Internal only

ITEM 10	FUTURE APPROACH TO SOCIAL MEDIA
To consider and agree future approach to use of social media and associated resourcing	
Target Date for decision:	December 2012
Decision Taker	Portfolio Holder for Public Protection and Communications
Is this a Key Decision?	No
Lead Member:	Councillor Michael Payne
Is this item to be taken in public?	Yes
Report of	Service Manager - Communications
Contact	Carolynne Tasker/Caroline Newson Carolynne.tasker@gedling.gov.uk or caroline.newson@gedling.gov.uk
Consultation	Not applicable

ITEM 11	SUSTAINABILITY STRATEGY AND ACTION PLAN
To consider and agree a Sustainability Strategy and Action Plan	
Target Date for decision:	6 December 2012
Decision Taker	Cabinet
Is this a Key Decision?	Yes
Lead Member:	Councillor Jim Creamer
Is this item to be taken in public?	Yes
Report of	Corporate Director, Stephen Bray
Contact	Stephen Bray Stephen.bray@gedling.gov.uk
Consultation	Not applicable
Documents to be considered	Officer report Strategy and Action Plan document

ITEM 12	SUSTAINABILITY STRATEGY AND ACTION PLAN
To consider and agree a Sustainability Strategy and Action Plan	
Target Date for decision:	6 December 2012
Decision Taker	Cabinet
Is this a Key Decision?	Yes
Lead Member:	Councillor Jim Creamer
Is this item to be taken in public?	Yes
Report of	Corporate Director
Contact	Stephen Bray Stephen.bray@gedling.gov.uk
Consultation	Not applicable
Documents to be considered	Officer report Strategy and Action Plan document

ITEM 13	COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE
Proposing the introduction of a Community Infrastructure Levy which is the new mechanism for collecting financial contributions from developers towards the provision of infrastructure needed as a result of development. Approval required to allow for a period of representations on the Draft Charging Schedule	
Target Date for decision:	6 December 2012
Decision Taker	Cabinet
Is this a Key Decision?	Yes
Lead Member:	Councillor Darrell Pulk

Is this item to be taken in public?	Yes
Report of	Planning Policy Manager
Contact	Alison Gibson alison.gibson@gedling.gov.uk
Consultation	Statutory and non statutory consultees on the CIL database
Documents to be considered	Officer Report Community Infrastructure Levy Draft Charging Schedule Community Infrastructure Levy Viability Assessment

ITEM 14	ALIGNED CORE STRATEGY – SUBMISSION VERSION
The Aligned Core Strategy sets out Gedling Borough’s spatial policy framework for delivering the development and change needed to realise the Borough’s vision for sustainable development in the Borough up to 2028. Approval required for submission to the Secretary of State	
Target Date for decision:	19 December 2012
Decision Taker	Council
Is this a Key Decision?	Not applicable
Lead Member:	Councillor Darrell Pulk
Is this item to be taken in public?	Yes
Report of	Planning Policy Manager
Contact	Alison Gibson alison.gibson@gedling.gov.uk
Consultation	Statutory and non statutory consultees on the Local Development Framework database
Documents to be considered	Officer Report Aligned Core Strategy – Submission Version Sustainability Appraisal Report Habitats Regulations Assessment Equalities Impact Assessment

ITEM 15	ALIGNED CORE STRATEGY – SUBMISSION VERSION
The Aligned Core Strategy sets out Gedling Borough’s spatial policy framework for delivering the development and change needed to realise the Borough’s vision for sustainable development in the Borough up to 2028. Approval required for submission to the Secretary of State	
Target Date for decision:	19 December 2012
Decision Taker	Council
Is this a Key Decision?	Not applicable
Lead Member:	Councillor Darrell Pulk
Is this item to be taken in public?	Yes
Report of	Planning Policy Manager
Contact	Alison Gibson alison.gibson@gedling.gov.uk
Consultation	Statutory and non statutory consultees on the Local Development Framework database
Documents to be considered	Officer Report Aligned Core Strategy – Submission Version Sustainability Appraisal Report Habitats Regulations Assessment Equalities Impact Assessment

ITEM 16 COMMON ALLOCATIONS POLICY	
<p>Production of the common allocations strategy in partnership with both Broxtowe and Rushcliffe. The review of the existing policy and replacement with a new one is in response to both the Localism Act, and operation issues raised by the local authorities, partner registered providers and service users.</p> <p>The new common allocations policy will define how the flexibilities granted to local authorities through the Localism Act covering issues such as who is eligible to apply for housing (eligible persons) and if additional preference will be granted to certain groups (Community Covenants) will be included in the policy and what the criteria would be. The operational issues cover matters such as medical priority and waiting times etc.</p> <p>The draft strategy is being produced in Partnership with both Broxtowe Borough Council and Rushcliffe Borough Council as they are our partners in the Choice based lettings Scheme.</p>	
Target Date for decision:	6 December 2012 (Cabinet) 19 December 2012 (Council)
Decision Taker	Cabinet Council
Is this a Key Decision?	Yes
Lead Member:	Councillor Jenny Hollingsworth
Is this item to be taken in public?	Yes
Report of	Service Manager – Housing & Localities
Contact	Alison Bennett Alison.bennett@gedling.gov.uk
Consultation	Councillors/Scrutiny Committees Neighbouring Local Authorities Registered Providers Public
Documents to be considered	Common Allocations Policy National guidance Legislation Case Law Good practice

ITEM 17 TENANCY STRATEGY	
<p>Production of a Tenancy Strategy to define the council's view on the issue of fixed term tenancies in response to the Localism Act. The strategy is being produced in partnership with Broxtowe Borough Council and Nottingham City Council, however if GBC would prefer a standalone version this is an option.</p>	
Target Date for decision:	6 December 2012 (Cabinet) 19 December 2012 (Council)
Decision Taker	Cabinet Council
Is this a Key Decision?	Yes
Lead Member:	Councillor Jenny Hollingsworth
Is this item to be taken in public?	Yes
Report of	Service Manager – Housing & Localities
Contact	Alison Bennett Alison.bennett@gedling.gov.uk
Consultation	Councillors/Scrutiny Committees Neighbouring Local Authorities Registered Providers Public
Documents to be considered	Tenancy Strategy. Relevant parts of Localism Act and other

	legislation
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ITEM 18	GEDLING BOROUGH COUNCIL HOMELESS STRATEGY
Production of a new Homeless Strategy. The strategy is being produced with both Broxtowe and Rushcliffe to align services.	
The process started with a desk top review covering the last 4 years. The increase in demand has been mapped showing the main causes of homelessness.	
These issues will then be discussed with key partners during the consultation event on the 3.10.2012 which will result in a draft homeless strategy.	
Target Date for decision:	6 December 2012 (Cabinet) 19 December 2012 (Council)
Decision Taker	Cabinet Council
Is this a Key Decision?	Yes
Lead Member:	Councillor Jenny Hollingsworth
Is this item to be taken in public?	Yes
Report of	Service Manager – Housing & Localities
Contact	Alison Bennett Alison.bennett@gedling.gov.uk
Consultation	Councillors/Scrutiny Committees Neighbouring Local Authorities Registered Providers Public
Documents to be considered	Homeless Strategy National guidance Legislation Case Law Good practice

ITEM 19	REVENUES STAFFING STRUCTURE
For Cabinet to approve a revised structure of the Revenues Services section.	
Target Date for decision:	6 December 2012 (Cabinet)
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	Councillor TBC
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Mark Kimberley. Mark.Kimberley@gedling.gov.uk
Consultation	Trade Unions and the Joint Consultative and Safety Committee

ITEM 20	COUNCIL TAX TECHNICAL REFORMS
Amendment of Council Tax Discounts for empty and second homes.	
Target Date for decision:	19 December 2012
Decision Taker	Council
Is this a Key Decision?	Not applicable
Lead Member:	Councillor TBC
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer

Contact	Mark Kimberley. Mark.Kimberley@gedling.gov.uk
Consultation	Has taken place

ITEM 21	COUNCIL TAX TECHNICAL REFORMS
Amendment of Council Tax Discounts for empty and second homes.	
Target Date for decision:	19 December 2012
Decision Taker	Council
Is this a Key Decision?	Not applicable
Lead Member:	Councillor Clarke
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Mark Kimberley. Mark.Kimberley@gedling.gov.uk
Consultation	Has taken place

ITEM 22	COUNCIL TAX BASE
To determine the council's Council Tax base for the year 2012/2013 for the whole of its Area and for its parishes.	
Target Date for decision:	December 2012
Decision Taker	Portfolio holder for Finance and Performance (Leader of the Council)
Is this a Key Decision?	Yes
Lead Member:	Councillor John Clarke
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Mark Kimberley. Mark.Kimberley@gedling.gov.uk
Consultation	Has taken place
Documents to be considered	Officer report

JANUARY

ITEM 23	BUDGET 2014/15 – INCLUDING FEE INCREASES
High level budget report including recommendation of fee increases for 2014/15 and basis for statutory consultation with business ratepayers	
Target Date for decision:	8 November 2012
Decision Taker	Cabinet
Is this a Key Decision?	Yes
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Alison Ball Alison.Ball@gedling.gov.uk
Consultation	Internal
Documents to be considered	Officer report

BEYOND THE LIFE OF THIS PLAN

ITEM 24	BUDGET 2014/15 – INCLUDING FEE INCREASES
High level budget report including recommendation of fee increases for 2014/15 and basis for statutory consultation with business ratepayers	
Target Date for decision:	8 November 2012
Decision Taker	Cabinet
Is this a Key Decision?	Yes
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Alison Ball Alison.Ball@gedling.gov.uk
Consultation	Internal
Documents to be considered	Officer report

ITEM 25	QUARTERLY BUDGET MONITORING, PERFORMANCE DIGEST AND VIREMENT REPORT
To inform Cabinet of progress against targets and budgets and seek approval for changes, as appropriate	
Target Date for decision:	7 February 2012
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Senior Leadership Team
Contact	Alison Ball/Colleen Warren Alison.Ball@gedling.gov.uk / Colleen.Warren@gedling.gov.uk
Consultation	Internal

ITEM 26	COUNCIL PLAN 2013/14
Consideration of General Fund Revenue Budget and Service Plan for recommendation to Council	
Target Date for decision:	14 February 2013
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Senior Leadership Team on behalf of the Leader
Contact	Alison Ball/Stephen Bray Alison.Ball@gedling.gov.uk / Stephen.Bray@gedling.gov.uk
Consultation	Internal and Business rate payers
Documents to be considered	Officer report

ITEM 27	CAPITAL PROGRAMME 2013/14
Consideration of Capital Programme for recommendation to Council	
Target Date for decision:	14 February 2013
Decision Taker	Cabinet
Is this a Key Decision?	No

Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Senior Leadership Team on behalf of the Leader
Contact	Alison Ball Alison.Ball@gedling.gov.uk
Consultation	Internal
Documents to be considered	Officer report

ITEM 28	CAPITAL PROGRAMME 2013/14
Consideration of Capital Programme for recommendation to Council	
Target Date for decision:	14 February 2013
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Senior Leadership Team on behalf of the Leader
Contact	Alison Ball Alison.Ball@gedling.gov.uk
Consultation	Internal
Documents to be considered	Officer report

ITEM 29	INTEGRATED TREASURY MANAGEMENT STRATEGY, ANNUAL INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION POLICY STATEMENT 2013/14
Integrated Treasury Management Strategy, Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2013/14 for recommendation to Council	
Target Date for decision:	14 February 2013
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Alison Ball Alison.Ball@gedling.gov.uk
Consultation	Internal
Documents to be considered	Officer report/strategy

ITEM 30	INTEGRATED TREASURY MANAGEMENT STRATEGY, ANNUAL INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION POLICY STATEMENT 2013/14
Integrated Treasury Management Strategy, Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2013/14 for recommendation to Council	
Target Date for decision:	14 February 2013
Decision Taker	Cabinet
Is this a Key Decision?	No
Lead Member:	All members of Cabinet
Is this item to be taken in public?	Yes
Report of	Corporate Director – Chief Financial Officer
Contact	Alison Ball Alison.Ball@gedling.gov.uk
Consultation	Internal
Documents to be considered	Officer report/strategy