

EXECUTIVE FORWARD PLAN SEPTEMBER 2013

This Forward Plan seeks to anticipate all the Cabinet decisions to be made by the Cabinet, or by individual Cabinet members (and occasionally key decisions by officers) over the next four months.

The printed version of the Forward Plan is re-issued on a monthly basis but inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online “Emerging” Forward Plan is updated regularly and can be seen on the Council’s website at:

<http://democracy.bathnes.gov.uk/mgListPlans.aspx?RPId=122>

The Forward Plan goes beyond the minimum legal requirement for only key decisions to be published over the coming four month period, and demonstrates the Council’s commitment to openness and participation in decision making. It also assists the Council’s Policy Development & Scrutiny Panels in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations to the decision taker, please contact the report author or Col Spring, Democratic Services (01225 394942). For Cabinet meeting items, a formal agenda will be issued 5 clear working days before the meeting. For individual (Single-Member) Cabinet member decisions, a Weekly List, with the details of the proposed decision, will be published and a decision will not be made until 5 clear working days have expired from the date of publication, to allow for representations.

Cabinet agenda papers and the Weekly List can be inspected on the Council’s website and at the Guildhall (Bath), Hollies (Midsomer Norton), Riverside (Keynsham) and at Bath Central, Keynsham and Midsomer Norton public libraries.

Key to Codes used in the Forward Plan

Decision Types

KEY	This item is a Key decision. It is one which will have significance in terms of budget impact (spending or savings) or its impact on a community that is wider than a single electoral ward. There is no set financial threshold above which a decision is regarded as Key.
PBF	This item is part of the Council's Policy and Budget Framework. This is the list of and contents of plans and strategies agreed by the Council as being those that collectively form the framework and which are determined by the Council. The current list of such plans and strategies can be accessed on the Council's website.
TRO	This item is a Traffic Regulation Order which by statute must be advertised by the Council for public consultation, giving a date by which any objections must be received. If objections are received, then the Order cannot be implemented but a Cabinet decision is required. If no objections are received, then the Order can be implemented without the need for a Cabinet decision.
RVW	Cabinet Response to Policy Development & Scrutiny Panel Review Recommendations

Directors Group Lead

JF	Jo Farrar – Chief Executive, Bath & NE Somerset Council
AA	Ashley Ayre – Strategic Director, People and Communities
AP	Andrew Pate – Strategic Director, Resources
LF	Louise Fradd - Strategic Director, Place
VH	Vernon Hitchman – Council Solicitor

Access to Information

The majority of the Cabinet's business listed in this Forward Plan will be open to the public to attend. Some business may contain confidential, commercially sensitive or personal information which is exempt from publication.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that parts of the Cabinet Meetings listed here may be held in private because the reports will contain exempt information under Part 1 of Schedule 2A 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.

Members of the public may make representations about why the meeting should be open to the public. The Cabinet will then make a statement of response to such representations.

Executive Forward Plan September 2013

Bath & North East Somerset Council
Anticipated business at future Cabinet meetings and
Single-member decisions anticipated in each month

Date	Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
CABINET MEETING - 11 SEPTEMBER 2013, 6:30PM						
11 Sep 2013	E2522 Energy Efficiency & Renewable Energy Guidance for Listed Bldgs and Undesignated Historic Bldgs <i>To report on progress of the implementation of the Sustainable Construction & Retrofitting SPD</i>	Cabinet	Councillor Tim Ball	Simon De Beer, Adrian Neilson 01225 477616, 01225 477020		Louise Fradd 25 January 2013
11 Sep 2013	E2561 Empty Property Policy: Enforcement Action <i>This report will seek a decision from Cabinet on initiating formal enforcement action to recover one or more high priority empty properties</i>	Cabinet	Councillor Tim Ball	Graham Sabourn 01225 477949	Appx 1 Property details (likely to be exempt from publication) Empty Property Policy	Ashley Ayre 9 April 2013 KEY
11 Sep 2013	E2579 Arts Development Strategy 2014-2015 <i>The Arts Development budget procures services from voluntary sector arts providers. The Strategy sets the service's priorities and the outcomes to be achieved, and describes the approach to procurement (commissioning and grant-funding).</i>	Cabinet	Councillor Ben Stevens	Ann Cullis 01225 396455	Appx 1 Arts Development Strategy 2014-2017 Sustainable Community Strategy 2009-2026 Cultural Strategy 2011-2026	Louise Fradd 6 June 2013 KEY

Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
11 Sep 2013	<p>E2441 Terrace Walk Experimental Road Space Re-Arrangement Plan TRO</p> <p><i>Change of highway layout in Terrace Walk and surrounding streets to cater for tourist coach relocation from Orange Grove to Terrace Walk. To be implemented on an experimental basis to understand how it will operate. Decision will only be required if there are objections to the Scheme.</i></p>	Cabinet	Councillor Caroline Roberts	Simon Thomas 01225 394260	High St, Bath - Public Realm & Highway Improvement Scheme, TRO single member decision report	Louise Fradd	16 January 2013 TRO
11 Sep 2013	<p>E2584 Childcare Sufficiency Assessment 2013</p> <p><i>The Childcare Act 2006 requires Councils to undertake and publish a sufficiency assessment of childcare in their area</i></p>	Cabinet	Councillor Dine Romero	Philip Frankland 01225 394330	Appx 1 Childcare Sufficiency Assessment 2013 Previous assessments and updates are available on the Council's website	Ashley Ayre	10 July 2013 KEY
11 Sep 2013	<p>E2555 Revenue and Capital Budget Monitoring, Cash Limits and Virements - April 2013 to July 2013</p> <p><i>This report presents the first monitoring information for the Authority as a whole for the financial year 2013/14 to the end of July 2013. The report also includes a number of budget transfer requests for both revenue and capital</i></p>	Cabinet	Councillor David Bellotti	Tim Richens, Jamie Whittard 01225 477468, 01225 477213	Appx 1 Revenue & Capital Monitoring Commentary Council's Budget Management Scheme	Andrew Pate	4 April 2013

Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
11 Sep 2013	E2552 Treasury Management Monitoring Report to 30th June 2013 <i>This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan 2013/14 for the first 3 months of 2013/14</i>	Cabinet	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Performance Against Prudential Indicators Treasury Management Strategy & Annual Investment Plan 2013/14	Andrew Pate	26 March 2013

CABINET RESPONSES TO PDS PANEL RECOMMENDATIONS ANTICIPATED IN SEPTEMBER 2013

The Chair of the Panel will make the Panel's recommendations available and Cabinet will then be asked to make its response within 2 months. Following this process, Cabinet might ask for one or more reports to be submitted to future Cabinet meetings so that action can be taken.

Before 20 Sep 2013	E2554 Policy Development & Scrutiny Recommendations - Boat Dwellers and River Travellers Review The Panel approved the recommendations as printed at their meeting on July 23 rd . <i>The Cabinet members are asked to respond to the Panel's recommendations before 20th Sept 2013.</i>	Cllr Ben Stevens, Cllr David Dixon, Cllr Tim Ball, Cllr Simon Allen		Jane Shayler, Emma Bagley 01225 396120, 01225 396410	Recommendations Response Table Appx 1 The Report (presented to the May Housing & Major Projects PD&S Panel)	Ashley Ayre	4 April 2013 RVW
19 Nov 2013		HMP PDS					

Date	Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN SEPTEMBER 2013						
Septem ber 2013	E2577 Considerations of responses to advertisement of the Outer Area TRO 2013 <i>Considerations of responses to parking proposals, including: No Waiting At Any Time, Limited Waiting Parking Bays, Loading Bay, Disabled Parking Bays, and No Waiting Between Times restrictions</i>	Cllr Caroline Roberts	Kris Gardom 01225 395362	Appx 1 Summary of public responses to advertisements Appx 2 Plans showing proposals	Louise Fradd	5 June 2013 TRO
Septem ber 2013	E2576 Gainsborough Hotel, Bath - Parking restrictions TRO <i>As part of the works to develop the Gainsborough Hotel, it is proposed to update the existing disabled parking bays and add separate loading / unloading bays along Beau Street and Lower Borough Walls</i>	Cllr Caroline Roberts	Andy Coles 01225 394208	Appx 1 Informal consultation report Appx 2 Existing / Proposed Layout Plan	Louise Fradd	30 May 2013 TRO

Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
September 2013	<p>E2585 Blue Badge Appeals Process <i>To formalise the appeals process for members of the public who are refused a Blue Badge in line with the best practice guidance released by the Department for Transport</i></p>	<p>Cllr Caroline Roberts</p>		<p>Chris Major 01225 394231</p>	<p>Appx 1 Appeals Procedure for Disabled Persons Appx 2 R002 Blue Badge Appeals EIA Consultation, including Impact Assessment; Blue Badge reform programme: DfT March 2010 Research report; Blue Badge Reform Strategy, Enforcement Evidence Base: DfT March 2010 Previous Government strategy, Comprehensive blue Badge Reform Strategy: DfT Oct 2008</p>	<p>Louise Fradd</p>	<p>24 July 2013 KEY</p>
September 2013	<p>E2586 City Centre Access Restrictions, Phase 1 - Bath Transportation Package TRO <i>The Council is committed to creating a safer and more attractive city centre area where conflict between vehicles and pedestrians is kept to a minimum. We aim to achieve this by introducing the proposed access restrictions.</i></p>	<p>Cllr Caroline Roberts</p>		<p>Tom Hayward 01225 395622</p>	<p>Appx 1 Equalities Impact Assessment Appx 2 Informal Consultation Report</p>	<p>Louise Fradd</p>	<p>1 August 2013 TRO</p>

Date	Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN OCTOBER 2013						
October 2013	E2524 Warminster Road Pedestrian Refuge TRO <i>The creation of double yellow lines as part of the installation of a pedestrian crossing island on Warminster Road, Bath. These will replace an existing un-used bus stop, some unrestricted parking bays and lengths of 'Keep Clear' markings.</i>	Cllr Caroline Roberts	Andy Coles 01225 394208		Louise Fradd	28 January 2013 TRO
October 2013	E2587 School Funding Formula Changes <i>Following guidance from DFE a few modifications can be made to the school funding regime. Following consultation with schools and the schools forum some amendments are suggested.</i>	Cllr Dine Romero, Cllr Paul Crossley	Richard Morgan 01225 395220	Appx 1 report on the impact of suggested changes Appx 2 impact of suggested changes	Ashley Ayre	1 August 2013 KEY
October 2013	E2580 Proposed parking restrictions - North Road, Combe Down TRO <i>Whether to add double yellow lines along a part of North Road. These are being proposed to aid visibility as part of the development of the Rockery Tea Gardens. If objections are received, a Cabinet decision will be required.</i>	Cllr Caroline Roberts	Andy Coles 01225 394208	Appx 1 Existing / Proposed Layout Plan Appx 2 Informal Consultation Responses Appx 3 Formal Consultation Responses	Louise Fradd	10 June 2013 TRO

Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
October 2013	E2591 Clean Bus Technology Fund <i>The Council has applied for DfT funding to improve emissions from buses in the Air Quality Management Area in Bath. This report provides more details of the bid and grant conditions for approval.</i>	Cllr Caroline Roberts		Colin Rees 01225 395101		Louise Fradd	20 August 2013

CABINET MEETING - 13 NOVEMBER 2013, 6:30PM

13 Nov 2013	E2575 Standards and general conditions to be attached to hackney carriage and private hire licences <i>This report seeks to provide a policy on hackney carriages and private hire licensing standards and amends the general conditions for drivers, vehicles and private hire operators</i>	Cabinet	Councillor David Dixon	Andrew Jones, John Dowding 01225 477557, 01225 477689	Appx 1 Policy on hackney carriage and private hire licensing standards Appx 2 Hackney carriage and private hire drivers general conditions Appx 3 Hackney carriage vehicle general conditions Appx 4 Private hire vehicle general conditions Appx 5 Private hire operators general conditions	Louise Fradd	22 May 2013 KEY
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Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
13 Nov 2013	E2588 Targeted Recruitment & Training Social Value Procurement Policy & ToolKit <i>A policy and tool kit to support council officers to deliver Targeted Recruitment & Training outcomes from the Council procurment process</i>	Cabinet	Cllr Ben Stevens	Duncan Kerr	Appx 1 Policy Document Appx 2 Policy Tool Kit	Louise Fradd	5 August 2013 KEY
13 Nov 2013	E2435 Housing Delivery Update <i>An update to Cabinet on the Councils response to the prioritisation of housing delivery</i>	Cabinet	Councillor Tim Ball	John Wilkinson, John Cox 01225 396593,	Core Strategy, SHLAA	Louise Fradd	16 January 2013 KEY
13 Nov 2013	E2590 Cycle City Ambition Grant Bid <i>The West of England's Local Enterprise Partnership's bid to improve cycling across the sub-region has been accepted by the DfT. This report provides further details of the scheme and grant conditions for Cabinet approval.</i>	Cabinet	Councillor Caroline Roberts	Adrian Clarke 01225 395223	Appx 1 Seven Dials Scheme Illustrative Plan West of England Cycle Transformation Cycle City Ambition Grant Bid Documents	Louise Fradd	20 August 2013 KEY

Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
13 Nov 2013	E2556 Revenue and Capital Budget Monitoring, Cash Limits and Virements - April 2013 to September 2013 <i>This report presents the second monitoring information for the Authority as a whole for the financial year 2013/14 to the end of September 2013. The report also includes a number of budget transfer requests for both revenue and capital</i>	Cabinet	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Revenue & Capital Monitoring Commentary Budget Management Scheme	Andrew Pate	4 April 2013
13 Nov 2013 14 Nov 2013	E2557 Treasury Management Monitoring Report to 30th September 2013 <i>This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan 2013/14 for the first 6 months of 2013/14</i>	Cabinet Council	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Performance Against Prudential Indicators Treasury Management Strategy & Annual Investment Plan 2013/14	Andrew Pate	4 April 2013

Date	Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
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INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN NOVEMBER 2013

November 2013	<p>E2589 Paulton Traffic Management Measures TRO</p> <p><i>In order to improve road safety in the vicinity of Paulton Junior & Infant Schools waiting restrictions, a prohibition of vehicles at limited times and a raised flat top road hump are proposed on the surrounding roads</i></p>	Cllr Caroline Roberts		Tasos Papaloucas 01225 394048		Louise Fradd	8 August 2013 TRO
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CABINET MEETING - 4TH DECEMBER 2013, 6:30PM

4 Dec 2013	<p>E2508 Leisure Strategy update</p> <p><i>The Council requires a Leisure Strategy to determine its investment and service delivery options for the next 25 years. This report is designed to clarify options available and provides recommendations to build the future leisure platform.</i></p>	Cabinet	Councillor David Dixon	Marc Higgins 01225 396423	<p>Appx 1 Joint Health and Well-Being Strategy</p> <p>Appx 2 Joint Strategic Needs Assessment</p> <p>Appx 3 Physical Activity Needs Assessment</p> <p>Appx 4 Get Active Strategy</p> <p>Appx 5 Built Facilities Strategy</p>	Louise Fradd	16 January 2013 KEY
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CABINET RESPONSES TO PDS PANEL RECOMMENDATIONS ANTICIPATED IN DECEMBER 2013

The Chair of the Panel will make the Panel's recommendations available and Cabinet will then be asked to make its response within 2 months. Following this process, Cabinet might ask for one or more reports to be submitted to future Cabinet meetings so that action can be taken.

December 2013	<p>E2566 Policy Development & Scrutiny recommendations on Alcohol Harm Reduction Strategy</p> <p><i>To consider PDS recommendations following a Scrutiny Inquiry Day aimed at formulating policy approaches to reducing the harm caused by alcohol</i></p>	<p>Cllr David Dixon, Cllr Dine Romero, Cllr Simon Allen</p>	<p>Emma Bagley, Councillor Vic Pritchard 01225 396410,</p>		Ashley Ayre	3 May 2013 RVW
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CABINET MEETING - 12 FEBRUARY 2014, 6:30PM

12 Feb 2014	<p>E2558 Revenue and Capital Budget Monitoring, Cash Limits and Virements - April 2013 to December 2013</p> <p><i>This report presents the third monitoring information for the Authority as a whole for the financial year 2013/14 to the end of December 2013. The report also includes a number of budget transfer requests for both revenue and capital.</i></p>	<p>Cabinet</p>	<p>Councillor David Bellotti</p>	<p>Jamie Whittard 01225 477213</p>	<p>Appx 1 Revenue & Capital Monitoring Commentary Council's Budget Management Scheme</p>	<p>Andrew Pate</p>	4 April 2013
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Date	Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
12 Feb 2014	E2559 Treasury Management Monitoring Report to 31st December 2013 <i>This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan 2013/14 for the first 9 months of 2013/14</i>	Cabinet	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Performance Against Prudential Indicators Treasury Management Strategy & Annual Investment Plan 2013/14	Andrew Pate	4 April 2013
12 Feb 2014 18 Feb 2014	E2560 Treasury Management Strategy Statement & Annual Investment Strategy 2014/15 <i>The Local Government Act requires the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy, setting out the Council's policies for managing its investments</i>	Cabinet Council	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Treasury Management Strategy	Andrew Pate	4 April 2013 KEY

ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN

E2511	Events Strategy 2014-2017	Reason for Withdrawal: <i>The purpose of this Strategy was to set out a way forward for the management and development of events, including identifying new opportunities to attract events to the district. The Council now intends to take more time to review these options in detail and to undertake research and consultation. In particular the Council will examine the potential economic impact of events, and how events relate to arts, culture and tourism. This work will be undertaken during 2013/14</i>
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The Forward Plan is administered by **DEMOCRATIC SERVICES**: Col Spring 01225 394942 Democratic_Services@bathnes.gov.uk