

EXECUTIVE FORWARD PLAN NOVEMBER 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
November 2013**

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

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified	
CABINET MEETING - 13 NOVEMBER 2013, 6:30PM							
<p>E2596 Capital Allocation of the Department for Education Grant provided for Early Learning for Two Year Olds <i>From September 2014 up to 40% of 2 year old children will access a free early learning place. The DfE provide a revenue grant to pay for places. A small capital grant has been provided to expand provision where additional provision is required</i></p>	Cabinet		Councillor Dine Romero	Philip Frankland 01225 394330	Childcare Sufficiency Assessment Department of Education information for Local Authorities on Early Learning for 2 year olds	Ashley Ayre	3 October 2013 KEY
<p>E2593 Re-structuring of the Early Years, Children's Centre and Early Help (0 - 11 years) Services 2014 - 2016 <i>The PDS Panel will receive the report of the Task & Finish Group following their review of Early Years, Children's Centre and Early Help (0 - 11 years) Services. Cabinet will then consider the Panel's recommendations at its meeting on 13th November 2013.</i></p>	Cabinet		Councillor Dine Romero	Sara Willis Jane Williams 01225 395023		Ashley Ayre	6 August 2013 KEY

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
<p>E2599 Learning Partnership West <i>Learning Partnership West is the Local Authority controlled company owned by the four ex-Avon authorities which has provided Careers advice, guidance and tracking on behalf of the authorities. This paper proposes to remove local authority control and enable the company to become a Community Interest Company.</i></p>	Cabinet	Councillor Dine Romero	Ashley Ayre 01225 394200		Ashley Ayre	10 October 2013 KEY
<p>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></p>	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
<p>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></p>	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

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
E2594 Review of B&NES Local Development Scheme <i>The Council's programme for the preparation of planning policy documents (the Local Development Scheme) needs to be updated</i>	Cabinet	Councillor Tim Ball	Simon De Beer 01225 477616		Louise Fradd	23 September 2013 KEY
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
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	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

Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified	
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN NOVEMBER 2013						
E2589 Paulton Traffic Management Measures TRO <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>	Cllr Caroline Roberts		Tasos Papaloucas 01225 394048	Plan of proposals Consultation responses	Louise Fradd	8 August 2013 TRO
E2595 Nomination of a Deputy Medical Referee <i>The Council nominates for appointment by the Lord Chancellor and Secretary Of State for Justice. The Medical Referee, and the Deputies, are involved in the procedure whereby cremation may be authorised</i>	Cllr Simon Allen		Andrew Reed 01225 395261	Curriculum vitae (exempt)	Vernon Hitchman	23 September 2013 KEY Part exempt
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	Plan of proposals Consultation responses	Louise Fradd	28 January 2013 TRO

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
<p>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></p>	<p>Cllr Caroline Roberts</p>		<p>Andy Coles 01225 394208</p>	<p>Appx 1 Existing / Proposed Layout Plan Appx 2 Informal Consultation Responses Appx 3 Formal Consultation Responses</p>	<p>Louise Fradd</p>	<p>10 June 2013 TRO</p>
<p>E2601 Alice Park Tea Chalet - Renewal of Lease <i>A report outlining the terms of the renewal of the lease to the current occupier</i></p>	<p>Cllr Paul Crossley</p>		<p>David Jones 01225 477975</p>	<p>Appx 1 Lease renewal client form Appx 2 Tenancy at Will - Shed Appx 3 Deed of Variation Appx 4 Charities Act Notice Exempt Appx 5 - Heads of Terms E1872 New Lease of Alice Park Tea Chalet E2059 Alice Park Tea Chalet - Sale of Alcohol</p>	<p>Andrew Pate</p>	<p>21 October 2013 Part exempt</p>
<p>E2603 Replacement Play Area Equipment Programme <i>The report sets out the priority areas where play area equipment will be replaced as part of the 2013/14 capital programme, including arrangements for local consultation as appropriate</i></p>	<p>Cllr Paul Crossley Cllr David Dixon</p>		<p>Andy Chard 01225 396883</p>	<p>Appx 1 2013/14 Replacement Play Area Equipment Works</p>	<p>Louise Fradd</p>	<p>22 October 2013 KEY</p>

Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
CABINET MEETING - 4TH DECEMBER 2013, 6:30PM					
<p>E2508 Leisure Strategy <i>The Council's Leisure Strategy determines its investment and service delivery options for the next 25 years. This report is designed to clarify options available. The Strategy will be considered by the Health and Wellbeing Board on 6th November 2013 and the Economic and Community Development Policy Development and Scrutiny Panel on 28th November 2013.</i></p>	Cabinet	Councillor David Dixon	Marc Higgins 01225 396423	Appx 1 Joint Health and Well-Being Strategy Appx 2 Joint Strategic Needs Assessment Appx 3 Physical Activity Needs Assessment Appx 4 Get Active Strategy Appx 5 Built Facilities Strategy	Louise Fradd 16 January 2013 KEY
<p>E2597 Heritage Services Collections Development Policy <i>The report introduces a revised Collections Development Policy for the Council's museums and archives and seeks its adoption by the Council</i></p>	Cabinet	Councillor Ben Stevens	Stephen Bird 01225 477750	Appx 1 Collections Development Policy Collections Management Policy (2005) Acquisition & Disposal Policy (2005)	Louise Fradd 4 October 2013 KEY
<p>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 procurement process</i></p>	Cabinet	Councillor Ben Stevens Councillor David Bellotti	Duncan Kerr Richard Howroyd 01225 477334	Appx 1 Policy Document Appx 2 Policy Tool Kit	Louise Fradd, Andrew Pate 5 August 2013 KEY

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
<p>E2600 B&NES Homelessness Strategy</p> <p><i>This Strategy updates the existing Homelessness Strategy by aligning the Council's intentions with national guidance published in 2012 and current local priorities. It follows an evidence review and a consultation programme</i></p>	Cabinet	Councillor Simon Allen	Sue Wordsworth 01225 396050	Appx 1 Draft Homelessness Strategy 2014-18 Appx 2 Homelessness Strategy Evidence Review 2013 Appx 3 Homelessness Strategy Communication Plan	Ashley Ayre	10 October 2013 KEY
<p>E2602 Schools Carbon Reduction Programme - Invest to Save Loan Fund</p> <p><i>Following energy surveys of all schools, to seek approval for the operation of the Invest to Save Loan fund which will assist schools in undertaking energy efficiency projects identified in the surveys</i></p>	Cabinet	Councillor Dine Romero	Chris Kavanagh 01225 395149		Ashley Ayre	21 October 2013 KEY
CABINET RESPONSES TO PDS PANEL RECOMMENDATIONS ANTICIPATED IN DECEMBER 2013						
<p><i>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.</i></p>						
<p>E2566 Policy Development & Scrutiny recommendations - 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>	Cllr Simon Allen Cllr David Dixon Cllr Dine Romero		Emma Bagley Councillor Vic Pritchard 01225 396410		Ashley Ayre	3 May 2013 RVW

Title Precis	Decision Making Body Lead Councillor	Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified	
CABINET MEETING - 12 FEBRUARY 2014, 6:30PM						
<p>E2558 Revenue and Capital Budget Monitoring, Cash Limits and Virements - April 2013 to December 2013 <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>	Cabinet	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Revenue & Capital Monitoring Commentary Council's Budget Management Scheme	Andrew Pate	4 April 2013
<p>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></p>	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
<p>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></p>	Cabinet	Councillor David Bellotti	Jamie Whittard 01225 477213	Appx 1 Treasury Management Strategy	Andrew Pate	4 April 2013 KEY

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
<p>E2592 Budget & Council Tax 2014/15 and Financial Plan 2014/15 - 2015/16 <i>To agree and set the Council's medium term planning approach and recommend the 2014/15 Council Tax and Budget to Council.</i> <i>The item will go to Resources PDS Panel on 10-Feb-14, then to Cabinet on 12-Feb-14, then to Council on 18-Feb-14.</i></p>	Cabinet	Councillor David Bellotti	Tim Richens Gary Adams 01225 477468 01225 477107	Appx 1 Budget Aims & Ambitions Appx 2 The Budget & Council Tax Proposal of the Cabinet 2014/15 Appx 3 Medium Term Service & Resource Planning Assumptions Appx 4 Monitoring Officer Advice	Andrew Pate	9 September 2013 KEY PBF
CABINET MEETING - 09 APRIL 2014, 6:30PM						
<p>E2441 Terrace Walk Experimental Road Space Re-Arrangement Plan TRO <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

Title Precis	Decision Making Body Lead Councillor		Report Author Contact	Background Papers	Strategic Director Lead	Date First Notified
<p>E2598 Review of the Council's Street Trading Policy and Conditions</p> <p><i>This report considers a proposed revised policy and conditions for street trading following the introduction of new legislation and implementation of other Council policies</i></p>	Cabinet	Councillor David Dixon	Andrew Jones Alan Bartlett 01225 477557 01225 477536	Appx 1 Responses to Consultation and Officer Comments Appx 2 Proposed Policy and Conditions Local Government (Miscellaneous Provisions) Act 1982 Provision of Services Regulations 2009	Louise Fradd	10 October 2013 KEY
<p>E2435 Housing Delivery Update</p> <p><i>An update to Cabinet on the Councils response to the prioritisation of housing delivery</i></p>	Cabinet	Councillor Tim Ball	John Wilkinson John Cox 01225 396593	Core Strategy, SHLAA	Louise Fradd	16 January 2013 KEY
<p>The Forward Plan is administered by DEMOCRATIC SERVICES: Col Spring 01225 394942 Democratic_Services@bathnes.gov.uk</p>						