

## **Key Decisions & Items to be Considered in Private**

**To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

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## INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Cabinet or an officer under delegated powers.

Preparation of the list helps Cabinet to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG. Copies of the list can be obtained from Sarah Sternberg, Joint Head of Corporate Governance and Monitoring Officer at this address or by email to [sarah.sternberg@bolsover.gov.uk](mailto:sarah.sternberg@bolsover.gov.uk).

The list can also be accessed from the Council’s website at [www.ne-derbyshire.gov.uk](http://www.ne-derbyshire.gov.uk). The Cabinet is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at the District Council Offices and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

Cabinet members and their responsibilities are as follows:

Councillor N Barker	- Portfolio Holder for Commercial Property and Assets
Councillor G Baxter MBE	- Leader and Portfolio Holder for Corporate Strategy and Transformation
Councillor M Gordon	- Portfolio Holder for Environment
Councillor E A Hill	- Deputy Leader and Portfolio Holder for Housing Strategy
Councillor P R Kerry	- Portfolio Holder for Finance
Councillor J Lilley	- Portfolio Holder for Partnerships, Health and Wellbeing
Councillor R Smith	- Portfolio Holder for Corporate Governance

The Cabinet agenda and reports are available for inspection by the public five clear days prior to the meeting of the Cabinet. The papers can be seen at the District Council Offices at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Cabinet and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Cabinet are open to the public and usually take place in the Committee Rooms at the District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list shows where this is intended and the reason why the reports are exempt or confidential. Members of the public may make representations to the Joint Head of Corporate Governance and Monitoring Officer about any particular item being considered in the private session of the meeting.

The list does not detail all decisions which have to be taken by the Cabinet, only “Key Decisions”. In these Rules a “Key Decision” means an executive decision, which is likely:

(1) **REVENUE**

- (a) Results in the Council making Revenue Savings of £100,000 or more; or
- (b) Results in the Council incurring Revenue Expenditure of £100,000 or more

(2) **CAPITAL**

- (a) Results in the Council making Capital Income of £250,000 or more; or
- (b) Results in the Council incurring Capital Expenditure of £250,000 or more

- (3) Be significant in terms of its effect on communities living or working in an area comprising two or more wards in the District.

**The dates for the meetings of Cabinet in 2018/2019 are as follows:**

2018 -	6 June	2019 -	16 January
	27 June		13 February
	1 August		13 March
	5 September		10 April
	3 October		
	31 October		
	28 November		
	19 December		

The Council hereby gives notice of its intention to make the following Key Decisions:

Matter in respect of which a decision will be taken	Decision-maker	Date of decision	Documents to be considered	Is this decision a Key Decision?	Is this decision to be heard in public or private session
<p><b>Medium Term Financial Plan 2017/18 to 2020/21</b></p> <p>To update Members regarding the current position and to agree the process for securing financial savings whilst maintaining service delivery in respect of 2017/18 to 2020/21, together with any implications this may have for the Council's staffing establishment.</p>	Cabinet	1 August 2018	Report of Councillor P R Kerry, Portfolio Holder for Finance.	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraphs 1, 3 and 4 of Schedule 12A to the Local Government Act 1972 (as amended)
<p><b>Medium Term Financial Plan 2017/18 to 2020/21</b></p> <p>To update Members regarding the current position and to agree the process for securing financial savings whilst maintaining service delivery in respect of 2017/18 to 2020/21.</p>	Cabinet	1 August 2018	Report of Councillor P R Kerry, Portfolio Holder for Finance.	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Public

<b>Matter in respect of which a decision will be taken</b>	<b>Decision-maker</b>	<b>Date of decision</b>	<b>Documents to be considered</b>	<b>Is this decision a Key Decision?</b>	<b>Is this decision to be heard in public or private session</b>
<b>Land Sales</b>  To consider offer(s) to sell Council owned General Fund land.	Cabinet	1 August 2018	Report of Councillor N Barker, Portfolio Holder for Commercial Property & Assets	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended).
<b>Empty Property Trial</b>  To advise Cabinet of a proposed trial with a utility company to bring empty residential properties back into use.	Cabinet	1 August 2018	Report of Councillor E A Hill, Portfolio Holder for Housing Strategy.	Yes – likely to result in the Council incurring Revenue Expenditure of £100,000 or more.	Exempt under Paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended).
<b>Management of Corporate Debt – Write-Off of Outstanding Amounts</b>  To write off irrecoverable amounts over £2,500.	Cabinet	1 August 2018	Report of Councillor P R Kerry, Portfolio Holder for Finance.	Yes – likely to result in the Council incurring Revenue Expenditure of £100,000 or more.	Exempt under Paragraphs 1 & 3 of Schedule 12A to the Local Government Act 1972 (as amended).

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<p><b>Review of the Governance Team, including PA Support to Senior Managers</b></p> <p>Proposals for Cabinet to give consideration to the financial implications of an agreed staffing structure for the Governance Team and PA Support to the Chief Executive, Directors and Heads of Service in light of the recent SAMT restructure.</p>	Cabinet	1 August 2018	Report of Councillor R Smith, Portfolio Holder for Corporate Governance.	No	Exempt under Paragraphs 1, 2 and 3 of Schedule 12A to the Local Government Act 1972 (as amended)
<p><b>Manor Farm, Dronfield – Update Report</b></p> <p>To update Cabinet on the project to regenerate the former Area Housing Office Site, Manor Farm, Dronfield.</p>	Cabinet	September 2018	Report of Councillor E A Hill, Portfolio Holder for Housing Strategy.	Yes – likely to result in the Council incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended)

Matter in respect of which a decision will be taken	Decision-maker	Date of decision	Documents to be considered	Is this decision a Key Decision?	Is this decision to be heard in public or private session
<p><b>North Wingfield Phase Two</b></p> <p>To update Cabinet on the second phase of the regeneration project at North Wingfield.</p>	Cabinet	October 2018	Report of Councillor M Gordon, Portfolio Holder for Environment.	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended).

## **SCHEDULE**

### **SCHEDULE 12A**

#### **ACCESS TO INFORMATION: EXEMPT INFORMATION**

##### **PART 1**

##### **DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

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.