



MELTON BOROUGH COUNCIL Forward Plan

FOR THE PERIOD September 2019 - December 2019

What is the Plan?

It is a list of the Key Decisions to be taken by the Cabinet during the period referred to above. The Council has a statutory duty to prepare this document, in accordance with the Local Government Act 2000 (as amended). The Plan is published 28 clear days before a meeting of Cabinet is to be held. The Plan is available to view at the Council's main offices in Melton, or on the Council's website, <http://www.melton.gov.uk>.

What is a Key Decision?

Definition of a key decision as detailed in the Council's Constitution is one which is likely to result in the Council:

- Incurring expenditure of £50,000 or more, or;
- Making savings or generate income of £50,000 or more, and/or
- Has a significant impact on two or more wards in the Borough and on communities living or working in those areas.

Who makes Key Decisions?

Under the Council's Constitution, Key Decisions are made by:

- Cabinet
- The Leader and Portfolio Holders
- Individual officers acting under delegated powers

Are only Key Decisions published on the Plan?

The Council has a statutory obligation to publish Key Decisions in the Plan. However, the Council has voluntarily decided to list non-key Cabinet decisions as well. To clarify matters, Key Decisions will be identified on the Plan with a Yes, non-key decisions with a No.

What does the List tell me?

The List gives information about:

- Upcoming Key and Non-Key Decisions (identified by Yes or No next to them)
- Whether the decision will be made in public or private.
- When decisions are likely to be made.
- Who will make these decisions.

- Who you can contact for further information.

Who are the members of the Cabinet?

The members of the Cabinet and their areas of responsibility are:

- Leader of the Council
- Growth and Prosperity (and Deputy Leader)
- Corporate Finance and Resources
- Corporate Governance, Access and Engagement
- Environment and Regulatory Services
- Housing and Communities

What is the role of Scrutiny?

The Council's Scrutiny Committee's role is to contribute to the development of Council policies, scrutinise decisions of the Cabinet and hold them to account and to consider any matter affecting Melton Borough or its citizens. Dates of these meetings can be found on the Council's website.

Who do I contact, and how?

Each entry on the Plan indicates the names of the people to contact about that item. They can be contacted via the switchboard on 01664 502502

Request to view Background Papers

Should you wish to request copies or extracts of any documents listed under the column entitled 'Background Papers', for items which are considered to be Key Decisions, please contact Democratic Services at, Melton Borough Council, democracy@melton.gov.uk Please note that copies or extracts of documents which contain information of a confidential or exempt nature cannot be disclosed to the public.

Submission of Additional Documents

Additional documents which are deemed relevant to a particular Key Decision item may be submitted to the Cabinet for consideration. Copies of such documents may also be requested under the same process for requesting to view Background Papers.

Confidential and Exempt Information

This list may also include items to be considered which contain confidential or exempt information, but will not disclose any detail of a confidential or exempt nature. Such items will be identified with '(Exempt)' in the report title.

Report Title	Background Papers	Decision Maker	Date of Decision	Key Decision?	Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
--------------	-------------------	----------------	------------------	---------------	--------------------------------------	----------------------------------------------------

<u>Safeguarding Policy</u> Approval of Safeguarding Policy.	Safeguarding Policy Appendix - Melton Safeguarding Policy	Cabinet	4 Sep 2019	Yes	Portfolio Holder for Housing and Communities Aysha Rahman, People Manager	Open
<u>Consideration of Infrastructure Funding Agreement with Leicestershire County Council</u> To consider and approve the terms of an Infrastructure Funding Agreement with Leicestershire County Council.		Cabinet	4 Sep 2019	Yes	Leader of the Council Edd de Coverly, Chief Executive	Fully exempt 3
<u>New Country Park Lease</u> Approval of lease for Country Park Cafe		Cabinet	4 Sep 2019	Yes	Portfolio Holder for Corporate Finance and Resources Pranali Parikh, Director for Growth and Regeneration	Open
<u>Quarter 1 Budget Management Report</u> To inform on how the Council is performing against its revenue and capital budgets.		Cabinet	4 Sep 2019	No	Portfolio Holder for Corporate Finance and Resources Dawn Garton, Director for Corporate Services	Open

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Asset disposal</u> To consider an offer to purchase land owned by Melton BC		Cabinet	26 Sep 2019	Yes	Portfolio Holder for Growth and Prosperity (and Deputy Leader) Pranali Parikh, Director for Growth and Regeneration	Fully exempt 3
<u>Granting Access Over Council Land</u>		Cabinet	26 Sep 2019	Yes	Portfolio Holder for Corporate Finance and Resources Pranali Parikh, Director for Growth and Regeneration	Fully exempt
<u>Public Space Protection Order (PSPO) Confirmation</u> To consider representations to the consultation on the draft PSPO and to determine the form in which it should be adopted.		Cabinet	26 Sep 2019	Yes	Portfolio Holder for Environment and Regulatory Services Natasha Taylor, Jim Worley, Assistant Director for Strategic Planning and Regulatory Services	Open
<u>Annual Letter from the Local Government Ombudsman 2018/19</u> To receive the annual review letter and report from the Local Government Ombudsman		Cabinet	26 Sep 2019	No	Portfolio Holder for Corporate Governance, Access and Engagement Adele Wylie, Director for Law and Governance	Open

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
<u>Housing Improvement Plan</u> To seek approval of Housing Improvement Plan.		Cabinet	26 Sep 2019	Yes	Portfolio Holder for Corporate Finance and Resources Pranali Parikh, Director for Growth and Regeneration	Part exempt 3
<u>Customer Engagement and Self Service Platform</u> To seek approval to award contract for Customer Engagement and Self-Service Platform.		Cabinet	26 Sep 2019	Yes	Portfolio Holder for Corporate Governance, Access and Engagement Keith Aubrey, Deputy Chief Executive & Director for People & Communities	Part exempt 3
<u>Melton Sustainable Neighbourhoods Masterplanning</u> To seek Cabinet's agreement to masterplans for Melton North and Melton South Sustainable Neighbourhoods. These documents will provide more detailed guidance and interpretation of the adopted Local Plan policies that apply to these areas, and will set the plans for how it is envisaged each will be delivered.		Cabinet	30 Oct 2019	Yes	Portfolio Holder for Growth and Prosperity (and Deputy Leader) Valerie Adams, Local Plans Manager	Open
<u>Treasury Management Mid-Year Report</u> An update on Treasury Management performance for 2019/20.		Cabinet	27 Nov 2019	No	Portfolio Holder for Corporate Finance and Resources Dawn Garton, Director for Corporate Services	Open

<u>Report Title</u> and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
------------------------------------------------------	------------------------------	-----------------------	-----------------------------	--------------------------	--------------------------------------------------------------------	---------------------------------------------------------------------------

<p><u>Quarter 2 Budget Monitoring Report</u></p> <p>To inform on how the Council is performing against its revenue and capital budgets.</p>		Cabinet	27 Nov 2019	No	<p>Portfolio Holder for Corporate Finance and Resources</p> <p>Dawn Garton, Director for Corporate Services</p>	Open
---------------------------------------------------------------------------------------------------------------------------------------------	--	---------	-------------	----	-----------------------------------------------------------------------------------------------------------------------------	------