



**HARBOROUGH DISTRICT COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

- This Forward Plan sets out matters which the Leader of the Executive believes will be the subject of a key decision to be taken by the Executive or Chief Officers in the period indicated. Any items to be considered in the preceding and following months are included for information. It should be noted that the Council is required to update and roll forward the Plan each month.
- A key decision is defined in Article 13.04 in Part 2 of the Constitution of Harborough District Council. Not all decisions to be taken by the Executive will be key decisions.
- If you wish to make representations to the Decision Maker, please contact either the Reporting Officer, the relevant Portfolio Holder or:

Beth Murgatroyd, Principal Democratic Officer (Legal and Democratic Services)  
The Council Offices, Adam & Eve Street, Market Harborough, Leicestershire LE16 7AG  
Tel: (01858) 821370  
Email: [b.murgatroyd@harborough.gov.uk](mailto:b.murgatroyd@harborough.gov.uk)

**Portfolio Holders:**

Finance, Efficiency and Assets–Cllr Spendlove-Mason  
Business Growth-Cllr Rook (Leader)  
Health and Community- Cllr Pain  
Regulatory and Safety-Cllr Golding  
Corporate Services-Cllr Dann  
Planning, Environment and Conservation-Cllr Ackerley



**APPENDIX C**

ANTICIPATED DATE OF DECISION	KEY DECISION	DECISION MAKER	CONSULTATION ARRANGEMENTS: THOSE TO BE CONSULTED, AND HOW (where appropriate)	Exempt /Confidential Information included?	TO WHOM REPRESENTATION(S) SHOULD BE MADE, AND/ OR REPORTING OFFICER(S)
All meetings of the Executive	Forward Plan of Key Decisions	Executive		No	Beth Murgatroyd Principal Democratic Officer 01858 821370
26 November 2012	Localisation of Council Tax support –decision on scheme				Jim Holden Section 151 Officer 01858 821261
26 November 2012	Second quarter performance report			No	Ann Marie Hawkins Shared Head of Service( Policy performance and Partnerships) Tel 01858 821324
26 November 2012	Supplementary Funding Opportunities for the Property Review			Yes	Chris Clarke Project Manager Tel 01858 821329
10 December 2012	Property review –review of final contract documents for redevelopment of HQ building and approval to enter into construction contract (reference 9/12/002)			Yes	Chris Clarke Project Manager Tel 01858 821329
10 December	Changes to RIPA Policy	Executive		No	Verina Wenham

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2012					Head of Legal and Democratic Services 01858 821258
10 December 2012	Amendments to Forward plan of key decisions			No	Verina Wenham Head of Legal and Democratic Services 01858 821258
17 December 2012	Quarterly report on Transformation programme progress			no	Belle Imison Transformation team Programme Manager 01858 821155
17 December 2012	Quarterly Revenue and capital Budget Monitoring			No	Kirsty Cowell Financial Services Manager 01858 821250
17 December 2012	Sundry Debts Write offs			No	Kirsty Cowell Financial Services Manager 01858 821250
17 December 2012	Write- off policy				Leigh Butler Senior Partnership Manager Leicestershire Partnership - Revenues and Benefits Telephone 01455 638104

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17 December 2012	Spark @ Harborough (Approval of Funding allocation to Oxford Innovations Facilitating business expansions supporting new business ideas for the District)	Executive		No	Jim Holden Section 151 Officer 01858 821261 and Anna Graves Chief Executive
17 December 2012	Social Fund- decision on accepting delegation from Leicestershire County Council	Executive		No	Beverley Jolly Assistant Director Corporate Services 01858 821311
14 January 2013	Corporate and Delivery Plan 2013-2015( reference 9/12/004)	Council		No	Ann Marie Hawkins Shared Head of Policy , Performance and Partnerships/Anna Graves Chief Executive Tel 01858 821324
29 January 2013	2013-2014 Revised capital Programme and Revised General Fund (reference 9/12/003)				Kirsty Cowell Financial Services Manager 01858 821250
29 January 2013	Seven Locks Housing transfer end of 5 year monitoring				Stephen Pointer Service manager

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	period				Strategic Planning and Housing Tel 01858 821168
11 February 2013	General Fund estimate and capital programme-2013-2014 recommendation and medium Term Financial Strategy to Council	Council		No	Kirsty Cowell Financial Services Manager 01858 821250
11 February 2013	Local Plan site allocation document- issues and options consultation	Executive		No	Stephen Pointer Service manager Strategic Planning and Housing Tel 01858 821168
11 February 2013	Tenancy strategy			No	Jim Wheeler Research and Development Manager Housing services Tel 01858 821013
26 February 2013	Lutterworth Air Quality Management			No	Elaine Bird Community Protection Manager Tel 01858 821130
11 March 2012	Quarterly report on Transformation programme			Yes	Belle Imison Transformation team

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	progress				Programme Manager 01858 821155
11 March 2013	Quarterly Revenue and Capital Budget Monitoring				Kirsty Cowell Financial Services Manager 01858 821250
11 March 2013	Sundry debt write offs				Kirsty Cowell Financial Services Manager 01858 821250
11 March 2013	Quarterly Prudential Guidelines				Kirsty Cowell Financial Services Manager 01858 821250
11 March 2013	Housing allocations policy review				Ann Ball Housing Services Manager 01858 821029
11 March 2013	Third quarter performance Monitoring				Ann Marie Hawkins Shared Head of Policy , Performance and Partnerships Tel 01858 821324
25 March 2013	Homelessness strategy update				Jim Wheeler Research and Development

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					Manager Housing services )1858 821013T
tbc	<b>Cemetery provision</b>	<b>Executive</b>			<b>Norman Proudfoot Assistant Director (Tel 01858 821171)</b>
tbc	<b>Procurement Policy and Strategy</b>	<b>Executive</b>			Jim Holden Section 151 officer Tel 01858 821258
tbc	Harborough Museum- operations				Jayne Wisely Cultural Services Manager 01858 821288
tbc	Preliminary CIL Charging Schedule and Draft Supplementary Planning Document on Affordable Housing and Developer Contributions	Executive		Yes	Stephen Pointer Policy Manager Housing Planning and Infrastructure Tel 01858 821168
tbc	Strategic Development Area Master Plan Ref :10/12/22	Council	Public Consultation in November 2012	No	Derek McKenzie Interim Manager (Strategic Policy) Tel 01858 821225