

PUBLISHED : 15 February 2013



HARBOROUGH DISTRICT COUNCIL
Forward Plan
FOR THE PERIOD: 15 February 2013 onwards

What is the Plan?

It is a list of the Key Decisions to be taken by the Executive 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 Executive is to be held. The Plan is available to view at the Council's offices at Adam and Eve Street, Market Harborough and on the Council's website, www.harborough.gov.uk

What is a Key Decision?

Definition of a Key Decision is as detailed in Part 2 Article 13.04 of the Council's Constitution:

- a) A "key decision" means a decision of the Executive, which is likely:
 - i) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates; or
 - ii) to be significant in terms of its effects on communities living or working in an area comprising two or more Wards or electoral divisions in the area of the local authority; and
 - iii) in determining the meaning of "significant" for the purposes of (i) and (ii) above, regard shall be had to any guidance for the time being issued by the Secretary of State.

Who makes Key Decisions?

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

- Executive
- The Leader or Deputy Leader (in matters of urgency only)
- 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.

What does the List tell me?

The List gives information about:

- Upcoming Key Decisions
- 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 Executive?

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

- | | | |
|---------------------------------|--------------------------------------|--|
| • Cllr. Michael Rook | Leader of the Council | m.rook@harborough.gov.uk |
| • Cllr. Grahame Spendlove-Mason | Deputy Leader of the Council | g.spendlove-mason@harborough.gov.uk |
| • Cllr. Janette Ackerley | Planning, Environment & Conservation | j.ackerley@harborough.gov.uk |
| • Cllr. Chris Holyoak | Health & Community | c.holyoak@harborough.gov.uk |
| • Cllr. Colin Golding | Regulatory and Safety | c.golding@harborough.gov.uk |
| • Cllr. Paul Dann | Corporate Services | p.dann@harborough.gov.uk |

What is the role of Overview and Scrutiny?

The Council's Scrutiny Commission's role is to contribute to the development of Council policies, scrutinise decisions of the Cabinet Executive and hold them to account. 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 01858 828282.

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 Harborough District Council, Council Offices, Adam & Eve Street, Market Harborough, Leicestershire LE16 7AG. 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 Executive 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 and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Consultees and Consultation Process	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
Quarterly report on			25 March			Belle Imison	Private

Appendix B

Report Title and Expected Decision	Background Papers	Decision Maker	Date of Decision	Key Decision?	Consultees and Consultation Process	Report Available/ Portfolio Holder/ Contact Officer	Decision to be taken in public or private session?
Transformation programme progress			2012			Transformation team Programme Manager 01858 821155	
Quarterly Revenue and Capital Budget Monitoring			25 March 2013			Kirsty Cowell Financial Services Manager 01858 821250	Public
Sundry debt write offs			25 March 2013			Kirsty Cowell Financial Services Manager 01858 821250	Public
Quarterly Prudential Guidelines			25 March 2013			Kirsty Cowell Financial Services Manager 01858 821250	Public
Housing allocations policy review			25 March 2013			Ann Ball Housing Services Manager 01858 821029	Public
Third quarter performance Monitoring			25 March 2013			Ann Marie Hawkins Shared Head of Policy , Performance and Partnerships Tel 01858 821324	Public
Assets of Community Value -			25 March		yes	Matthew Bills	Public

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approval of policy and procedure on discharging Council responsibilities			2013			Neighbourhoods and Green Spaces Officer Tel 01858 821150	
Homelessness strategy update			25 March 2013			Jim Wheeler Research and Development Manager Housing services 01858 821013	Public
Lutterworth Air Quality Management			25 March 2013			Elaine Bird Community Protection Manager Tel 01858 821130	Public
Empty Homes Review Decision on engagement of a company to bring empty homes back into use			25 March 2013			Beverley Jolly Assistant Director Tel 01858 821311	Private
Climate Local Decision on whether to sign up to this			25 March 2013			Norman Proudfoot Assistant Director 01858 821198	Public
Response to Climate Ready Plan			25 March 2013			Norman Proudfoot Assistant Director 01858 821198	public

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Supporting Leicestershire families –final proposal and statement of Commitment			25 March 2013			Ann Marie Hawkins Policy , Performance and Partnerships Tel 01858 821324	Public
Broadband - signup to collaboration agreement			25 March 2013			Anna Graves Chief Executive Tel 01858 821259	
Safeguarding policies –approval		Council	25 March 2013			Stella Renwick Children's services Coordinator 0116 3050343	Public
Medium Term Financial Strategy		Council	May 13 2013			Jim Holden Section 151 Officer 01858 821261	Public
Cemetery provision		Executive	tbc				Public
Procurement Policy and Strategy		Executive	tbc				Public
Harborough Museum-operations			tbc				Public
Preliminary CIL Charging Schedule and Draft Supplementary Planning		Executive	tbc				Private

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Document on Affordable Housing and Developer Contributions							
Strategic Development Area Master Plan Ref :10/12/22		Council	tbc		Public Consultation in November 2012		Public
Lubenham Neighbourhood Area			tbc		Website and Public Notice consultation has occurred	Lesley Aspinall Senior Planning officer Tel 01858 821153	Public
Local Plan Scoping consultation		Executive	tbc		Website, Consultation	Tess Nelson Principal Planning Officer Tel 01858 821144	Public