



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 24 March 2016 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 in Market Harborough and on the Council's website, www.harborough.gov.uk. The Council also publishes details of decisions to be taken at other meetings, though there is no statutory requirement to do this.

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 Blake Pain	(Leader of the Executive)	Strategy / Economic Development	b.pain@harborough.gov.uk
• Cllr Phillip King	(Deputy Leader)	Financial & Commercialisation	p.king@harborough.gov.uk
• Cllr Neil Bannister		Environment & Regulation	n.bannister@harborough.gov.uk
• Cllr James Hallam		Corporate Services	j.hallam@harborough.gov.uk
• Cllr Rosita Page		Communities	r.page@harborough.gov.uk
• Cllr William Liquorish		Business Planning & Performance	w.liquorish@harborough.gov.uk

• Cllr Jo Brodrick		Planning & Regeneration	j.brodrick@harborough.gov.uk
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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, The Symington Building, 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 appropriate column.

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
APRIL 2016						
Voluntary & Community Sector Accommodation Policy <i>[following adoption of the overarching VCS Policy, to consider the draft Voluntary & Community Sector Accommodation Policy and Action Plan]</i> 1162	04/04/2016	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllrs P. King & R. Page
Great Bowden Recreation Ground <i>[to consider the freehold sale of the Recreation Ground to Great Bowden Parish Council]</i> 1193	04/04/2016	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllr P. King
The Symington Building; Lease Arrangements <i>[to consider a request to provide additional rent free periods]</i>	04/04/2016	Executive			Exempt	Mark Perris 01858 821355 Cllr P. King
Planning Applications(draft): <i>15/01811/OUT Erection of up to 15 dwellings , including associated access , landscaping and infrastructure (all matters</i>	05/04/2016	Planning				Adrian Eastwood 01858 821142

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<p><i>reserved}). Land adj to Perkins Farm, Hall Lane, Ullesthorpe</i></p> <p><i>16/00080/FUL Erection of single storey front/side extension; first floor addition to create two storey dwelling, including installation of Juliet balcony to rear elevation Blue Haze,3 Broughton Lane, Leire</i></p> <p><i>16/00122/FUL Erection of a single storey rear extension (retrospective), 13 Shelley Drive, Lutterworth</i></p> <p><i>16/00145/OUT Outline application for the erection of up to 8 dwellings (access to be considered), Land Adj Broughton Hall Fencing, Mill Lane, Gilmorton</i></p> <p><i>16/00169/FUL Demolition of existing single storey rear extension; erection of part single and part two storey rear and side extensions including first floor terrace to rear elevation and erection of entrance gabled canopy, 71 Northleigh Grove, Market Harborough</i></p> <p><i>16/00209/FUL Erection of 2 dwellings with associated</i></p>						<p>Cllr J. Brodrick</p>

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<i>parking, Evergreen Field Farm, Pincet Lane, North Kilworth 16/00282/NOT Erection of single storey rear extension of depth 3.5m, ridge height 2.37m, and eaves height of 2.15m. 2 Bath street, market Harborough</i>						
<i>The Scrutiny Work-plan [to agree items to be scrutinised and to create a number of Scrutiny Task Groups, as required]</i>	07/04/2016	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>			George Keeping 01858 821272 Cllr J. Hallam
<i>Broadband Provision – verbal update [to examine Community Satisfaction with roll-out of superfast broadband across the District and the value for money obtained by the Council for its financial contribution to the project]</i>	07/04/2016	Scrutiny Commission	Scrutiny Workplan <i>[Source: Scrutiny Commission 26/02/2015]</i>			Simon Riley 01858 821179 Cllr P. King
<i>Review of the Scrutiny Function [to receive feedback from the Scrutiny Task Group]</i>	07/04/2016	Scrutiny Commission	Scrutiny Workplan <i>[Source: Scrutiny Commission 03/09/2015]</i>			George Keeping 01858 821272 Cllr J. Hallam

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Options Assessment and Selection <i>[to report on the outcome from the workshop and technical work on option assessment and seek the Panel's recommendation to the Executive on no more than three selected options]</i> 1204	13/04/2016	Local Planning Exec. Advisory Panel				Keith Reed 01858 821257 Cllr J. Brodrick
Anti-social Behaviour – new powers <i>[to investigate the impact on resources of the new anti-social behaviour powers]</i>	14/04/2016	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Scrutiny Commission 01/06/2015]</i>			Tom Day 01858 821278 Cllr N. Bannister
Harborough Hospital Update – Oral Report <i>[to receive an update on the progress of the planned construction of Harborough Hospital]</i>	14/04/2016	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Scrutiny Commission 28/11/13]</i>			Norman Proudfoot Cllr P. King
Community Governance Review - Parishes of Houghton on the Hill and Hungarton <i>[to agree final recommendations in respect of proposed parish boundary change]</i>	18/04/2016	Council				Richard Ellis 01858 821155 Cllr J. Hallam

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
1202						
Review of the Scrutiny Function <i>[to receive proposals from the Scrutiny Commission]</i>	18/04/2016	Council	Scrutiny Workplan <i>[Source: Scrutiny Commission 03/09/2015]</i>			George Keeping 01858 821272 Cllr J. Hallam
Review of the Scrutiny Function <i>[to consider proposals relating to the review of the Scrutiny Commission]</i>	26/04/2016	Constitutional Review				George Keeping 01858 821272 Cllr J. Hallam
MAY 2016						
	03/05/2016	Planning				
Risk and Opportunity Management, Quarter Four 2015/16 <i>[to provide The Executive with information on the Council's Corporate Risks and Opportunities at the end of Quarter Four of the 2016/16 year]</i> 1013, 1196	09/05/2016	Executive				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam, J. Brodrick & W. Liquorish

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Commissioning of Local Plan Evidence <i>[to inform the Executive of the commissioning of several pieces of work in accordance with the Councils procedure on procurement where normal procurement process has been waived owing to reasons of urgency and technical continuity]</i> 1189, 1191, 1200	09/05/2016	Executive		Key Decision		Steve Pointer 01858 821168 Cllr J. Brodrick
Microchipping of Dogs Regulations 2015 <i>[to seek member approval on the enforcement of the Microchipping of Dogs Regulations 2015]</i> 1188	09/05/2016	Executive		Key Decision		Elaine Bird 01858 821130 Cllr N. Bannister
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	09/05/2016	Executive				Peter Storey 01858 821083 Cllr. J. Brodrick
Local Plan Options Assessment and Selection <i>[to receive the recommendation of the Local Plan Exec Advisory Panel on no more than 3 selected]</i>	09/05/2016	Executive		Key Decision		Keith Reed 01858 821257 Cllr J.

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<i>options to take forward for further analysis and to recommend this to the Council for approval]</i> 1205						Brodrick
Land at Coventry Road, Broughton Astley <i>[to consider the option to acquire the public open space at the above site from the developer, William Davis]</i> 1209	09/05/2016	Executive				Mark Perris 01858 821355 Cllr P. King
Traded & Commercial Services <i>[to receive a report on the current traded services provided by the Council and the opportunities, governance and risks of the Council considering a more commercial approach]</i>	19/05/2016	Resource & Performance Scrutiny Panel				Simon Riley 01858 821062 Cllr P. King
Risk and Opportunity Management, Quarter Four 2015/16 <i>[to provide the Scrutiny Panel with information on the Council's Corporate Risks and Opportunities at the end of Quarter Four of the 2016/16 year]</i> 1198	19/05/2016	Resource & Performance Scrutiny Panel				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam, J. Brodrick &

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						W. Liquorish
Local Plan Options Assessment and Selection <i>[to decide which 3 (max) options to be taken forward for further analysis with a view to a preferred option being selected/ developed for Pre-Submission Consultation later in the year]</i> 1206	23/05/2016	Annual Council				Keith Reed 01858 821257 Cllr J. Brodrick
	25/05/2016	Local Planning Exec. Advisory Panel				
JUNE 2016						
Portfolio Holders' End-of-year Performance Reports 2015/16 <i>[to inform the Scrutiny Commission of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the end-of-year position]</i> 1004	02/06/2016	Scrutiny Commission				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam, J. Brodrick & W. Liquorish
The Scrutiny Work-plan <i>[to agree items to be scrutinised and to create a number of</i>	02/06/2015	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-</i>			George Keeping 01858

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<i>Scrutiny Task Groups, as required]</i>			<i>going requirement]</i>			821272 Cllr J. Hallam
Portfolio Holders' End-of-Year Performance Reports 2015/16 <i>[to inform the Executive of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the end-of-year position]</i> 1012, 1195	06/06/2016	Executive				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam, J. Brodrick & W. Liquorish
Harborough Market; Lease Renewals <i>[to consider the options available regarding the leases due for renewal in April 2016 and shortly thereafter]</i> 1210	06/06/2016	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllr P. King
	07/06/2016	Planning				
TBC						
Licence for Incredible Edible <i>[to seek permission for Director Community Services to issue a licence for Incredible Edible to</i>	tbc	Executive				Matt Bills 01858 821148

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>create two community gardens on Harborough District Council open space]</i> 1017						Cllr N. Bannister
Cemetery/Burial provision	tbc	Executive	Exec Forward Plan			Norman Proudfoot 01858 821198 Cllrs R. Page & P. King
Car Parking Strategy <i>[to review the draft strategy]</i>	tbc	Resource & Performance Scrutiny Panel	Scrutiny Workplan <i>[Source: Scrutiny Commission, 03/09/2015]</i>			Elaine Bird 01858 821130
Assessment of local Community Provision and Developer Contribution	tbc	Scrutiny Task Group	Scrutiny Workplan <i>[Source: Scrutiny Commission, 20/03/2014]</i>			Tom Day 01858 821278
Community Infrastructure Levy (CIL) Policy <i>[to examine how the Council is taking account of market</i>	tbc	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Cllr</i>			Steve Pointer 01858 821168

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<i>conditions in making its CIL Policy fit for purpose]</i>			<i>suggestion]</i>			Cllr P. King
Whittle Roundabout <i>[to consider the options about the future maintenance of the plane]</i> 978, 1069, 1112	tbc	Executive		Key Decision		Mark Perris 01858 821355 Cllr P. King
Adoption of the Energy Act 2013 and the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 <i>[to adopt the provision of the Energy Act 2013, to delegate provisions of the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 including setting the fee for the fixed penalty notice]</i> 1050 <i>Waiting for guidance on implementation from DCLG</i>	tbc	Executive				Ian Bartlett 01858 821175 Cllr N. Bannister