



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 24th August 2018 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 an executive decision which is likely:
 - i) to result in the local authority incurring expenditure which is, or the making of savings which are, more than £50,000 of the annual revenue budget for the service or function to which the decision relates or of the capital allocation to the scheme concerned; or
 - ii) to be significant in terms of its effects on communities living or working in an area comprising two or more Wards in the area of the local authority; and

- iii) in determining the meaning of "significant" for the purposes of (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 Neil Bannister	(Leader of the Executive)	Strategy/Communications/Economic Development/Tourism	n.bannister@harborough.gov.uk
• Cllr Phillip King	(Deputy Leader)	Planning, Housing & Regeneration	p.king@harborough.gov.uk
• Cllr Richard Hadkiss		Corporate Governance	r.hadkiss@harborough.gov.uk
• Cllr James Hallam		Finance & Assets	j.hallam@harborough.gov.uk
• Cllr Michael Rickman		Community Safety	democratic.services@harborough.gov.uk
• Cllr Janette Ackerley		Wellbeing & Localities	j.ackerley@harborough.gov.uk
• Cllr Jonathan Bateman		Environment & Regulatory Services	j.bateman@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, 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)
SEPTEMBER 2018						
Planning Improvement Plan <i>[to note and comment on the completion of the actions associated with the Planning Improvement Plan prepared following a review of the Planning Service in 2014]</i>	03/09/2018	Executive		Key Decision		David Atkinson 01858 821062 Cllr P. King
Land at De Verdon Road, Lutterworth <i>[to consider the granting of a short-term lease to Lutterworth Town Council]</i>	03/09/2018	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllr. J. Hallam
Air Quality Report Update – Approval of the Annual Status Report and The Draft Action Plan for the Kibworths	03/09/2018	Executive		Key Decision		Ian Bartlett 01858 821175 Cllr. J. Bateman
Peer Challenge Action Plan <i>[To provide an update on the progress on the action plan following the publication of the recent Peer Challenge Report]</i>	03/09/2018	Executive		Key Decision		Verina Wenham 01858 821259 Cllr R. Hadkiss
OCTOBER 2018						
Harborough Innovation Centre; Management Review <i>[to review the current</i>	15/10/2018	Executive		Key Decision	Exempt	Mark Perris 01858 821355

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>management arrangements ahead of a possible extension from June 2019 for up to 2 more years]</i>						Cllr. J. Hallam
Leisure Procurement <i>[to provide an update on the Leisure Procurement Process]</i>	15/10/2018	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllrs J. Ackerley & J. Hallam
Bad Debt Write Offs (Revenues and Benefits) <i>[to provide information on amounts written off under delegation in respect of non-domestic rates, Council Tax and housing-benefit overpayments. To provide information to the Executive where write offs above delegation limits are required]</i>	15/10/2018	Executive		Key Decision		Leigh Butler 01455 638104 Cllrs R. Hadkiss, J. Hallam
Syrian Vulnerable Persons Resettlement Scheme <i>[to consider resettling further vulnerable families in Harborough district in support of the Governments SVPRS scheme]</i>	15/10/2018	Executive		Key Decision		Tom Day 01858 821278 Cllr J. Ackerley
DECEMBER 2018						

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Bad Debt Write Offs (Revenues and Benefits) <i>[to provide information on amounts written off under delegation in respect of non-domestic rates, Council Tax and housing-benefit overpayments. To provide information to the Executive where write offs above delegation limits are required]</i>	03/12/2018	Executive		Key Decision		Leigh Butler 01455 638104 Cllrs R. Hadkiss, J. Hallam
Building Control Partnership	03/12/2018	Executive		Key Decision		Julian Howarth 01858 821139 Cllr J. Bateman
MARCH 2019						
Bad Debt Write Offs (Revenues and Benefits) <i>[to provide information on amounts written off under delegation in respect of non-domestic rates, Council Tax and housing-benefit overpayments. To provide information to the Executive where write offs above delegation limits are required]</i>	04/03/2019	Executive		Key Decision		Leigh Butler 01455 638104 Cllrs R. Hadkiss, J. Hallam
TBC						

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Leicester & Leicestershire Strategic Growth Plan	tbc	Executive		Key Decision		Rob Thornhill 01858 821257 Cllr P. King
The Symington Building; Condition Survey Works <i>[to award the contract for Condition Survey Works including a reactive repairs service]</i>	tbc	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllr J. Hallam
Harborough Innovation Centre; Ventilation Works <i>[to award the contract for the Ventilation Works]</i>	tbc	Executive		Key Decision		Mark Perris 01858 821355 Cllr J. Hallam
Welland Park Café; Future Options <i>[to consider the future options for the café and other community buildings within the park]</i>	tbc	Executive		Key Decision		Mark Perris 01858 821355 Cllr J. Hallam
Public Toilet Review <i>[to consider the alternative service options for the Public Toilets]</i>	tbc	Executive		Key Decision		Mark Perris 01858 821355 Cllr J. Hallam
Corporate Property Strategy <i>[to consider the draft Corporate Property Strategy covering the next 3 year]</i>	tbc	Executive		Key Decision		Mark Perris 01858 821355 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)
<i>period]</i>						
Environmental Services; Grounds Maintenance Savings <i>[to consider the options for the required £50,000 saving identified during the contract variation negotiations]</i>	tbc	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllr J. Bateman
Transfer of Public Open Spaces <i>[to consider requests from developers to transfer Public Open Spaces to the Council]</i> 1259	tbc	Executive		Key Decision		Mark Perris 01858 821355 Cllr J. Hallam
Homelessness Prevention Fund <i>[to consider the establishment of a Homelessness Prevention Fund to prevent and alleviate homelessness in the district]</i>	tbc	Executive		Key Decision		Rose Forman 01858 821081 Cllr J. Ackerley