



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 24th May 2019 onwards

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 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:

- Cabinet
- 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 Cabinet?

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

• Cllr Phillip King	(Leader of the Cabinet)	Strategy	p.king@harborough.gov.uk
• Cllr James Hallam	(Deputy Leader)	Finance	j.hallam@harborough.gov.uk
• Cllr Jonathan Bateman		Regulatory Services	j.bateman@harborough.gov.uk
• Cllr Dann		Corporate	p.dann@harborough.gov.uk
• Cllr Nunn		Wellbeing	a.nunn@harborough.gov.uk
• Cllr Michael Rickman		Communities	democratic.services@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 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 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 appropriate column.

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
JUNE 2019						
Resurfacing and associated work to various car parks in Market Harborough and Lutterworth <i>[to seek approval for the appointment of a contractor for the resurfacing and associated work to various car parks in Market Harborough and Lutterworth]</i>	10/06/2019	Cabinet		Key Decision		Caroline Averill / Mark Perris 01858 821194 Cllr P. King
Harborough District Commercial Services Limited - Report to the Shareholder Appointment of Non-Executive Directors <i>[to consider a report from the Director of the company requesting a change to the existing Articles of Association and approval to recruit additional non executive directors]</i>	10/06/2019	Cabinet		Key Decision		Verina Wenham 01858 821259 Cllr P. King. Cllr P. Dann Cllr J. Hallam
Voluntary Right to Buy and Clawback Restriction <i>[to advise Cabinet of the Voluntary Right to Buy Pilot (Voluntary RTB) in the Midlands and seek approval to waive the 50% clawback]</i>	10/06/2019	Cabinet		Key Decision		Tom Day 01858 821278 Cllr A. Nunn

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>restrictions for ex Council properties sold under the pilot]</i>						
JULY 2019						
Corporate Property Strategy <i>[to consider the draft Corporate Property Strategy covering the next 3 year period]</i>	01/07/2019	Cabinet		Key Decision		Mark Perris 01858 821355 Cllr P. King
Electricity Supply Contract <i>[To request Cabinet approval for the Council to enter into a contract for electricity supplies commencing October 1st 2020]</i>	01/07/2019	Cabinet		Key Decision		Jonathan Ward-Langman 07880 512540 Cllr P. King
SEPTEMBER 2019						
Air Quality - Annual Status Report 2019 <i>[the Environment Act 1995 places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether or not the air quality objectives are likely to be achieved. Where exceedances are considered likely, the local authority must then take appropriate action. This report summarises the work that we</i>	02/09/2019	Cabinet		Key Decision		Gareth Rees 01858 821174 Cllr J. Bateman

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>have done to this effect, between 1 January 2018 to 31st December 2018]</i>						
OCTOBER 2019						
Strategic Growth Plan – Statement of Common Ground	07/10/2019	Cabinet		Key Decision		David Atkinson 01858 821962 Cllr P. King
Revised Statement of Community Involvement (SCI) <i>[to agree how the Council will engage with communities in the preparation of Development Plan Documents, Supplementary Planning Documents and Planning Applications]</i>	07/10/2019	Cabinet		Key Decision		Rob Thornhill 01858 821257 Cllr P. King
NOVEMBER 2019						
Building Control Updated Terms of Reference <i>[to consider a report from the Partnership Manager updating on the terms of reference and governance arrangements]</i>	04/11/2019	Cabinet		Key Decision		David Atkinson/ Julian Howarth 01858 821062/ 01858 821139 Cllr J. Bateman
Built Facility Strategy <i>[to consider a draft strategy concerning up to date evidence relating to the need</i>	04/11/2019	Cabinet		Key Decision		David Atkinson / Tom Day 01858 821062/ 01858 821278

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>for built sporting and leisure facilities across the District and to recommend the draft strategy to Council for adoption]</i>						Cllr P. King
DECEMBER 2019						
Revised Local Development Scheme (LDS) <i>[to approve the headline work programme for the review of the Local Plan]</i>	02/12/2019	Cabinet		Key Decision		Rob Thornhill 01858 821257 Cllr P. King
JANUARY 2020						
FEBRUARY 2020						
MARCH 2020						
Development Management Supplementary Planning Document (SPD) <i>[to recommend the draft SPD to Council for publication for public consultation]</i>	09/03/2020	Cabinet		Key Decision		Adrian Eastwood 01858 821142 Cllr J. Bateman
APRIL 2020						
TBC						
The Symington Building; Condition Survey Works <i>[to award the contract for Condition Survey Works including a reactive repairs service]</i>	tbc	Cabinet		Key Decision	Exempt	Mark Perris 01858 821355 Cllr P. King
Harborough Innovation Centre; Ventilation Works	tbc	Cabinet		Key Decision		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>[to award the contract for the Ventilation Works]</i>						Cllr P. King
Public Toilet Review <i>[to consider the alternative service options for the Public Toilets]</i>	tbc	Cabinet		Key Decision		Mark Perris 01858 821355 Cllr P. King
Six Month Review of Performance: Building Control Partnership with Blaby District Council	tbc (July)	Cabinet		Key Decision		David Atkinson 01858 821962 Cllr J. Bateman
Leisure Procurement <i>[to consider the long term procurement for leisure services following award of the interim 3 year contract expiring 31 March 2022]</i>	tbc	Cabinet		Key Decision	Exempt	Mark Perris 01858 821355 Cllr P. King Cllr M. Rickman