



## HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 14 November 2014 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](http://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)	Economic Prosperity	b.pain@harborough.gov.uk
• Cllr Phillip King	(Deputy Leader)	Planning, Finance / Assets & Development	p.king@harborough.gov.uk
• Cllr Dr Paul Bremner		Environment & Waste	p.bremner@harborough.gov.uk
• Cllr James Hallam		Community Wellbeing	j.hallam@harborough.gov.uk
• Cllr Paul Dann		Corporate Services	p.dann@harborough.gov.uk
• Cllr William Liquorish		Community Safety & Regulatory	w.liquorish@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	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<b>NOVEMBER 2014</b>							
	17/11/2014	Member Workshop – Review of the Constitution					Verina Wenham 01858 821248  Cllr P. Dann
	18/11/2014	Exec. Advisory Panel – Member Development					Beth Murgatroyd 01858 828282  Cllr P. Dann
Annual Audit Letter from KPMG LLP for the 2013/14 year	20/11/2014	Governance & Audit					Simon Riley 01858 821062  Cllr P. King
Internal Audit: progress & performance, Quarter 2 2014/15	20/11/2014	Governance & Audit					Simon Riley 01858 821062  Cllr P. King
Report on a recent complaint about Parish Councillors	24/11/2014	Special Ethical Governance					Verina Wenham 01858 821248  Cllr P. Dann
	25/11/2014	Prospective Councillor Event					

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Adoption of a new street and house to house collection policy <i>[to adopt a new street and house to house collection for the District]</i> 887	26/11/2014	Regulatory					Sarah Greenway 01858 821172  Cllr W. Liquorish
Adoption of new conditions for Catteries, Dog Breeding and Pet Vending <i>[to fully adopt new model conditions for Catteries, Dog Breeding and Pet Vending]</i> 886	26/11/2014	Regulatory					Sarah Greenway 01858 821172  Cllr W. Liquorish
Portfolio Holders' Half-Year Reports (a.k.a. Quarter Two Performance Report) <i>[to consider the Council's performance against the Corporate Delivery Plan &amp; Performance Indicators for the first half of the 2014-15 financial year]</i>	27/11/2014	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Changes to Council Tax <i>[to examine how the Council has managed the recent changes to Council Tax]</i>	27/11/2014	Scrutiny Commission	Scrutiny Workplan <i>[Source: Meeting of the Scrutiny Commission,</i>				Beverley Jolly 01858 821062  Cllr P. King

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
			20/03/2014]				
The Scrutiny Work-plan <i>[to agree items to be scrutinised and to create a number of Scrutiny Task Groups, as required]</i>	27/11/2014	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Ed O'Neill 01858 821361  n/a
<b>DECEMBER 2014</b>							
Licence agreement for the use of the Commons Car Park by Anglian Water Services Ltd <i>[to note the signing of the licence agreement between Anglian Water Services Ltd in line with the Council's Constitution]</i> 910, 911	01/12/2014	Executive					Elaine Bird 01858 821130  Cllr W. Liquorish
Legacy - North Kilworth <i>[The council has been bequeathed a financial legacy by a former resident of North Kilworth who wishes the monies to be used for the benefit of North Kilworth]</i> 894	01/12/2014	Executive		Key Decision		Exempt	Verina Wenham 01858 821248  Cllr P. King
Howard Watson Symington Memorial Charity <i>[consideration of future trusteeship of the Charity]</i>  898	01/12/2014	Executive		Key Decision		Exempt	Verina Wenham 01858 821248  Cllrs B. Pain, P. King, P. Dann, Dr P.

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
							Bremner, J. Hallam & W. Liqueurish
Garage Sites <i>[to consider the disposal options in relation to the various garage sites, and the offers received for the same]</i>	01/12/2014	Executive		Key Decision		Exempt	Mark Perris 01858 821355  Cllr P. King
Sundry Debt Write Offs <i>[to inform the Executive of Sundry Debt Write offs under delegated powers. for decision, amounts to be approved by the Executive]</i> 689	01/12/2014	Executive		Key Decision		Exempt	Kirsty Cowell 01858 821250  Cllr P. King
Bad Debt Write Offs (Revenues and Benefits) <i>[to seek approval to write off debts. Update Executive on what has been written off this year against Council Tax Non Domestic Rate Housing Benefit Overpayments]</i>	01/12/2014	Executive		Key Decision			Leigh Butler 01455 63 8104  Cllr P. Dann
Financial Performance Q2 2014/15 <i>[to inform Members of the Financial performance for the quarter ending 30 September 2014]</i> 692	01/12/2014	Executive		Key Decision			Kirsty Cowell 01858 821250  Cllr P. King

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Quarter 2 Risk Report <i>[to review the status of the Council's Risk Register at the end of Quarter 2]</i> 794	01/12/2014	Executive		Key Decision			Beverley Jolly 01858 821062  Cllrs P. Dann & W. Liquorish
Quarter 2 Performance Report <i>[to consider the Council's performance against the Corporate Delivery Plan &amp; Performance Indicators for Quarter 2 of the 2014-15 financial year]</i> 795	01/12/2014	Executive		Key Decision			Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	01/12/2014	Executive					George Keeping 01858 821272  Cllr P. King
Corporate Debt Policy <i>[to approve the revised policy following review and scrutiny]</i> 780	01/12/2014	Executive		Key Decision			Kirsty Cowell 01858 821250  Cllr P. King
Renumbering of existing properties on Lathkill Street, Market Harborough <i>[Renumbering of 4 existing</i>	01/12/2014	Executive					Steve Loach 01858 821154  Cllr P. Dann



Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>properties on Lathkill Street, Market Harborough to allow for consecutive numbering where a new development interrupts the existing numbering sequence. this is to make properties easily identifiable for deliveries, utilities and emergency services]</i> 837							
Children and Young People Partnership Commissioned Services <i>[to agree the Council's approach to contracts commissioned by the Harborough Children and Young People Partnership including de-commissioning and termination as appropriate; to agree process for management of the implications of reduced County Council for CYP programmes; to delegate authority to the Head of Community Wellbeing and Partnerships to lead the process]</i> 895	01/12/2014	Executive		Key Decision			Jonathan Ward-Langman 01858 821126  Cllr J. Hallam
Disposals and Acquisitions Policy and Community Asset Transfer Protocol <i>[to ensure a consistent approach in dealing with disposals or acquisitions, the Council will develop a Disposals &amp; Acquisition</i>	01/12/2014	Executive		Key Decision			Mark Perris 01858 821355  Cllr P. King

<b>Report Title / Subject / Ref.</b>	<b>Meeting Date</b>	<b>Meeting</b>	<b>Source Work Plan</b>	<b>Decision Maker/Key Decision</b>	<b>Public/Private</b>	<b>Consultation Process/Exempt</b>	<b>Contact Officer &amp; Portfolio Holder(s)</b>
<i>Policy and Community Asset Transfer Protocol]</i> 838, 872, 896							
Briefing from English Heritage on Planning and the Historic Environment	02/12/2014	All Member Briefing - Planning					Adrian Eastwood 01858 828282  Cllr P. King
Applications for determination	02/12/2014	Planning					Adrian Eastwood 01858 828282  Cllr P. King
	03/12/2014	Employment					Kate Frow 01858 821302  Cllr P. Dann
Report on Progress with Complaints	09/12/2014	Ethical Governance					Verina Wenham 01858 821248  Cllr P. Dann
Members' Planning Training	11/12/2014						Adrian Eastwood 01858 828282  Cllr P. King
Council Tax Base	15/12/2014	Council					Simon Riley

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>[to set the Council Tax base for the Council Tax in 2015/2016. In association with fixing the Council Tax base, to recommend to the Council the irrecoverable allowance (in percentage terms) to be made in 2015/2016]</i> 767							01858 821062  Cllr P. King
	17/12/2014	Local Planning Executive Advisory Panel					Steve Pointer 01858 821168  Cllr P. King
	18/12/2014	Exec. Advisory Panel – Member Development					Beth Murgatroyd 01858 828282  Cllrs P. Dann & P. King
<b>JANUARY 2015</b>							
Applications for determination	06/01/2015	Planning					Adrian Eastwood 01858 828282  Cllr P. King
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	12/01/2015	Executive					George Keeping 01858 821272  Cllr P. Dann

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
General fund Revenue estimate & Capital Programme 2015/16 <i>[to refer the General Fund Revenue estimate &amp; Capital Programme 2015/16 to Scrutiny]</i> 774	12/01/2015	Executive					Simon Riley 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Statement of Community Involvement <i>[to consider and adopt the SCI (revised following consultation) which will replace the existing SCI, adopted in July 2006]</i> 704, 902, 903	12/01/2015	Executive		Key Decision			Joanna Ellershaw / Chris Brown 01858 821149 / 01858821140  Cllr P. King
Members' Planning Training	13/01/2015						Adrian Eastwood 01858 828282  Cllr P. King
Supporting Leicestershire Families <i>[to receive six-monthly update on the progress of the SLF programme]</i>	15/01/2015	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Minute 504 07/03/2013]</i>				Ann Marie Hawkins 01858 821179  Cllr J. Hallam
Harborough Hospital Update <i>[to receive an update on the progress of the planned</i>	15/01/2015	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source:</i>				Ed O'Neill 01858 821361

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>construction of Harborough Hospital]</i>			<i>Scrutiny Commission 28/11/2013]</i>				Cllr J. Hallam
Mid-Year Treasury Management Report <i>[to advise Members of the Council's Treasury Management position]</i> 909	19/01/2015	Council					Simon Riley 01858 821062  Cllr P. King
National Non Domestic Rates (NNDR1) <i>[to seek delegated powers for the section 151 officer to submit the Business Rate Baseline (NNDR1) to the DCLG by the end of January]</i> 768	19/01/2015	Council					Simon Riley 01858 821062  Cllr P. King
Local Council Tax Support Scheme (LCTS) <i>[to seek approval to keep the LCTS scheme unchanged for 2015/16 other than the annual up rating of premiums, allowances and non-dependant deductions]</i> 769	19/01/2015	Council					<b>B. Jolly</b> 01858 821062  Cllr P. King
North West Market Harborough SDA Masterplan / Applications for determination	20/01/2015	Special Planning					Adrian Eastwood 01858 828282  Cllr P. King

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Climate Change <i>[outline of the Climate Local initiative commitments]</i>	21/01/2015	Scrutiny Task Group	Scrutiny Workplan <i>[officer suggestion]</i>				Helen Chadwick 01858 821159  Cllr P. King
Revenue & Capital Budgets, Fees & Charges <i>[to scrutinise budget proposals, to report back to the Executive to inform budget setting]</i>	22/01/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[on-going requirement]</i>				Simon Riley 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Corporate Plan & Corporate Delivery Plan <i>[to scrutinise both documents]</i>	22/01/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[on-going requirement]</i>				Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Performance Management Framework <i>[to consider a refresh of the Framework]</i>	22/01/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[on-going requirement]</i>				Beverley Jolly 01858 821062  Cllr P. Dann

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Quarterly Financial Performance (Quarter Two) <i>[to review the Council's financial performance in the second quarter of the 2014/15 year]</i> 695	22/01/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Simon Riley 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
	27/01/2015	Constitutional Review					Verina Wenham 01858 821248  Cllr P. Dann
	28/01/2015	Local Planning Executive Advisory Panel					Steve Pointer 01858 821168  Cllr P. King
	28/01/2015	Annual Parish Liaison Meeting					Hayley Cawthorne 01858 821379  Cllr J. Hallam
	29/01/2015	Exec. Advisory Panel – Member Development					Beth Murgatroyd 01858 828282  Cllr P. Dann

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<b>FEBRUARY 2015</b>							
Applications for determination	03/02/2015	Planning					Adrian Eastwood 01858 828282  Cllr P. King
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	09/02/2015	Executive					George Keeping 01858 821272  Cllr P. King
General Fund Revenue Budget & Capital Programme 2015/16 <i>[to consider the comments, questions and response from the Resources and Performance Scrutiny Panel To note that the final Local Government Finance Settlement and Council Tax capping criteria are still awaited from Central Government or to note the final settlement]</i> 775	09/02/2015	Executive					Simon Riley 01858 821062  Cllr P. King
Corporate Plan and Corporate Delivery Plan <i>[the Corporate Plan and Corporate Delivery Plan set out the Council's vision, priorities and Key Activities and how these will be delivered]</i> 875	09/02/2015	Executive		Key Decision			Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J.



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							Hallam & W. Liqueorish
Performance Management Framework <i>[to consider a refresh of the Framework which sets out the Council's approach to performance management]</i> 876	09/02/2015	Executive		Key Decision			Beverley Jolly 01858 821062  Cllr P. Dann,
Quarterly Risk Register: Quarter Three <i>[to review the status of the Council's Risk Register]</i>	19/02/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[Source: Suggestion from Scrutiny Steering Group]</i>				Beverley Jolly 01858 821062  Cllrs P. Dann & W. Liqueorish
Quarterly Performance Report (Quarter Three) <i>[to inform the Executive of the performance of the Council against the Corporate Delivery Plan for Quarter Three of the 2014/15 financial year]</i>	19/02/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liqueorish
Partnership Register Annual Review	19/02/2015	Scrutiny Resource and Performance	Scrutiny Workplan <i>[Source:</i>				Ann Marie Hawkins 01858 821179

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
		Panel	<i>on-going requirement]</i>				Cllr P. Dann
Prudential Indicators and Treasury Management Strategy 2014/15 <i>[this report details the Council's proposed prudential indicators for the period 2015/16 to 2017/18 and sets out the forecast treasury activities over the same period]</i> 770	23/02/2015	Council (budget)					Simon Riley 01858 821062  Cllr P. King
General Fund Revenue and Capital Budget 2015/16 <i>[to consider the comments, questions and response from the Resources and Performance Scrutiny Panel]</i> 771	23/02/2015	Council (budget)					Simon Riley 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Council Tax 2015/16 <i>[to determine the District Council's precept upon the Collection Fund. To determine the level of Council Tax in respect of the District Council, the Leicestershire County Council, the Police &amp; Crime Commissioner, the Combined Fire Authority and the various Parish/Town Councils within the</i>	23/02/2015	Council (budget)					Simon Riley 01858 821062  Cllr P. King

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>District]</i> 772							
Corporate Plan and Corporate Delivery Plan <i>[the Corporate Plan and Corporate Delivery Plan set out the Council's vision, priorities and Key Activities and how these will be delivered]</i> 877	23/02/2015	Council (budget)					Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
The Scrutiny Work-plan <i>[to agree items to be scrutinised and to create a number of Scrutiny Task Groups, as required]</i>	26/02/2015	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Ed O'Neill 01858 821361  n/a
<b>MARCH 2015</b>							
Applications for determination	03/03/2015	Planning					Adrian Eastwood 01858 828282  Cllr P. King
	04/03/2015	Exec. Advisory Panel – Member Development					Beth Murgatroyd 01858 828282  Cllr P. Dann
	11/03/2015	Local Planning					Steve Pointer

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		Executive Advisory Panel					01858 821168 Cllr P. King
	12/03/2015	Governance & Audit					Simon Riley 01858 821062 Cllr P. King
Financial Performance Q3 2014/15 <i>[to inform Members of the financial performance for the year to the quarter ended 31/12/2014]</i> 693	16/03/2015	Executive		Key Decision			Kirsty Cowell 01858 821250  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
Quarter 3 Risk Report <i>[to review the status of the Council's Risk Register at the end of Quarter 3, 2014-15]</i> 796	16/03/2015	Executive		Key Decision			Beverley Jolly 01858 821062  Cllrs P. Dann & W. Liquorish
Quarter 3 Performance Report <i>[to consider the Council's performance against the Corporate Delivery Plan for Quarter 3 of the 2014/15 financial year]</i> 797	16/03/2015	Executive		Key Decision			Beverley Jolly 01858 821062  Cllrs P. Dann & W. Liquorish

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Sundry Debt write offs <i>[to provide information on amounts written off under delegation and obtain approval to write off debts in respect of Sundry Debts]</i> 776	16/03/2015	Executive		Key Decision			Kirsty Cowell 01858 821250  Cllr P. King
Bad Debt Write Offs (Revenues and Benefits) <i>[to seek approval to write off debts. Update Executive on what has been written off this year against Council Tax Non Domestic Rate Housing Benefit Overpayments]</i>	16/03/2015	Executive		Key Decision			Leigh Butler 01455 63 8104  Cllr P. Dann
Section 106 Grant Recommendations <i>[to discuss the recommendations made by the Member Grant Panel for Section 106 Grants]</i> 725	16/03/2015	Executive		Key Decision		Exempt	Hayley Cawthorne 01858 821379  Cllr J. Hallam
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	16/03/2015	Executive					George Keeping 01858 821272  Cllr P. King
Harborough Hospital Update <i>[to receive an update on the progress of the planned construction of Harborough]</i>	19/03/2015	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Scrutiny]</i>				Ed O'Neill 01858 821361  Cllr J. Hallam

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<i>Hospital]</i>			<i>Commission 28/11/2013]</i>				
	24/03/2015	Licensing					Sarah Greenway 01858 821172  Cllr W. Liquorish
	24/03/2015	Regulatory					Sarah Greenway 01858 821172  Cllr W. Liquorish
Members' Planning Training	26/03/2014						Adrian Eastwood 01858 828282  Cllr P. King
	30/03/2015	Council					Beth Murgatroyd 01858 821372  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish

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<b>APRIL 2015</b>							
Applications for determination	07/04/2015	Planning					Adrian Eastwood 01858 828282  Cllr P. King
	14/04/2015	Constitutional Review					Verina Wenham 01858 821248  Cllr P. Dann
	22/04/2015	Local Planning Executive Advisory Panel					Steve Pointer 01858 821168  Cllr P. King
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	27/04/2015	Executive					George Keeping 01858 821272  Cllr P. King
Applications for determination	28/04/2015	Planning					Adrian Eastwood 01858 828282  Cllr P. King
<b>MAY 2015</b>							
	12/05/2015	Member Induction					Beth Murgatroyd

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							01858 828282 Cllr P. Dann
	14/05/2015	Member Induction					Beth Murgatroyd 01858 828282 Cllr P. Dann
Quarterly Risk Register: Quarter Four <i>[to review the status of the Council's Risk Register]</i>	14/05/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[Source: Suggestion from Scrutiny Steering Group]</i>				Beverley Jolly 01858 821062 Cllrs P. Dann & W. Liquorish
Quarterly Financial Performance (Quarter Three) <i>[to review the Council's financial performance in the third quarter of the 2014/15 year]</i>	14/05/2015	Scrutiny Resource and Performance Panel	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Simon Riley 01858 821062 Cllr P. King
	19/05/2015	Annual Council					Beth Murgatroyd 01858 821372 Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J.



Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
							Hallam & W. Liquorish
	20/05/2015	Member Induction					Beth Murgatroyd 01858 828282  Cllr P. Dann
Portfolio Holders' End-of-year Performance Reports (a.k.a. Quarter Four Performance Reports)	21/05/2015	Scrutiny Commission					Beverley Jolly 01858 821062  Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
The Scrutiny Work-plan <i>[to agree items to be scrutinised and to create a number of Scrutiny Task Groups, as required]</i>	21/05/2015	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>				Ed O'Neill 01858 821361  n/a
	26/05/2015	Member Induction					Beth Murgatroyd 01858 828282  Cllr P. Dann
	27/05/2015	Member Induction					Beth Murgatroyd

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
							01858 828282 Cllr P. Dann
<b>JUNE 2015</b>							
Applications for determination	02/06/2015	Planning					Adrian Eastwood 01858 828282 Cllr P. King
Quarter 4 Risk Report <i>[to consider the status of the Council's Risk Register at the end of Quarter 4, 2014-15]</i> 798	08/06/2015	Executive		Key Decision			Beverley Jolly 01858 821062 Cllrs P. Dann & W. Liquorish
Quarter 4 Performance Report <i>[to consider the Council's performance against the Corporate Delivery Plan &amp; Performance Indicators for Quarter 4 of the 2014-15 financial year]</i> 799	08/06/2015	Executive		Key Decision			Beverley Jolly 01858 821062 Cllrs B. Pain, P. King, P. Dann, Dr P. Bremner, J. Hallam & W. Liquorish
	09/06/2015	Member Induction					Beth Murgatroyd 01858 828282 Cllr P. Dann

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
TBC							
Revision of Code of Conduct	tbc	Council					Verina Wenham 01858 821248  Cllr P. Dann
A review of the Terms and Conditions of Employment of Staff <i>[to present the findings of benchmarking data, options and recommendations]</i> 706	tbc	Council					Kate Frow 01858 821302  Cllr P. Dann
Surplus Asset Disposals <i>[to agree the sales of surplus assets]</i> 679	tbc	Council				Exempt	Mark Perris 01858 821355  Cllr P. King
Draft Revised Developer Guidance Note on Planning Obligations <i>[to present a revision to the Councils Developer Guidance Note on Planning Obligations and to seek approval for public consultation and potential adoption as a supplementary planning document]</i>  406	tbc	Executive		Key Decision			Steve Pointer 01858 821168  Cllr P. King
Welland Park Café; Future	12/01/2015	Executive		Key			Mark Perris

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Options <i>[to consider the future options for the operation of Welland Park café]</i> 516, 629, 839				Decision			01858 821355  Cllr P. King
Paper-light Working for Councillors <i>[To discuss recommendations made by the Scrutiny Commission on 28<sup>th</sup> November 2013]</i>	tbc	Executive	Scrutiny Work-plan				Ed O'Neill 01858 821361  Cllr P. Dann
Cemetery/Burial provision	tbc	Executive	Exec Forward Plan				Norman Proudfoot 01858 821198  Cllr J. Hallam Cllr P. King
The Settling Rooms <i>[to consider the future of The Settling Rooms following consideration by a Scrutiny Task Panel]</i> 520, 628, 823, 906	tbc	Executive		Key Decision			Mark Perris 01858 821355  Cllr P. King
Revised terms of reference for the Strategy Board for the Harborough Innovation Centre	tbc	Executive					Verina Wenham 01858 821248  Cllr B. Pain
County Council Spending Review <i>[to examine the impact of the</i>	tbc	Scrutiny Resource and	Scrutiny Workplan				Simon Riley 01858 821062

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Public/Private	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>proposed County Council spending review</i>		Performance Panel	<i>[Source: Scrutiny Steering Group]</i>				Cllr P. King
Car Parking Policy <i>[to scrutinise the Council's car parking policy to ensure that it is fit for purpose]</i>	tbc		Scrutiny Work-plan <i>[Source: Scrutiny Commission 05/09/2013]</i>				Norman Proudfoot 01858 821198  Cllr P. King
Cemetery Provision <i>[To examine adequacy of cemetery/burial provision in Harborough District]</i>	tbc		Scrutiny Work-plan <i>[Source: Previous meetings of Scrutiny Commission]</i>				Norman Proudfoot 01858 821198  Cllr J. Hallam Cllr P. King
Community Infrastructure Levy (CIL) Policy	tbc		Scrutiny Workplan <i>[Source: Cllr suggestion]</i>				Steve Pointer 01858 821168  Cllr P. King
Fuel Funding	tbc		Scrutiny Workplan <i>[Source: Scrutiny Commission 05/09/2013]</i>				Norman Proudfoot 01858 821198  Cllr P. King
A Review of the Council's working	tbc		Scrutiny				Norman

<b>Report Title / Subject / Ref.</b>	<b>Meeting Date</b>	<b>Meeting</b>	<b>Source Work Plan</b>	<b>Decision Maker/Key Decision</b>	<b>Public/Private</b>	<b>Consultation Process/Exempt</b>	<b>Contact Officer &amp; Portfolio Holder(s)</b>
arrangements with The Leisure Trust/Serco – Annual Review to be timetabled for summer 2015 <i>[to scrutinise the Council's working arrangements with The Leisure Trust/ Serco]</i>			Workplan				Proudfoot 01858 821198  Cllr J. Hallam
Electronic Dispatch of Meeting Papers <i>[To investigate the possibilities for electronic dispatch of Meeting papers (awaiting advice from central government)]</i>	tbc		Scrutiny Workplan <i>[Source: meeting of Scrutiny Commission, 20/03/2014]</i>				Beth Murgatroyd 01858 821372  Cllr P. Dann