



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 24th October 2022 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 a Cabinet 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 Jonathan Bateman	(Deputy Leader)	Planning, Environment & Waste	j.bateman@harborough.gov.uk
• Cllr James Hallam		Finance & Assets	j.hallam@harborough.gov.uk
• Cllr Paul Dann		Corporate & Regulatory Services	p.dann@harborough.gov.uk
• Cllr Simon Whelband		Wellbeing, Communities & Housing	s.whelband@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)
NOVEMBER 2022						
Air Quality Annual Status Report <i>[To note the contents of the Air Quality Annual Status Report for submission to DEFRA and publication on the website]</i>	14/11/2022	Cabinet (5.30pm)		Key Decision		Elaine Bird 07966 156064 Cllr J Bateman
Revenues and Benefits Bad Debt Report <i>[Cabinet to consider and approve write off of debts for council tax, non-domestic rates and housing benefit overpayments greater than £10,000.00]</i>	14/11/2022	Cabinet (5:30pm)		Key Decision		Leigh Butler 01455 638104 Cllr J Hallam
Core Business Systems - Software <i>[Recommendation to approve the contract for hosted Idox Uniform Cloud software in line with the ICT Strategy. This software is the primary tool used to manage day to day functions of the Council including case management across Environmental Services, Development Management & Regulatory Services.]</i>	14/11/2022	Cabinet (5.30pm)		Key Decision	Exempt	Rob Chew 01858 821313 Clive Mason 07857671101 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)
JANUARY 2023						
Leicester and Leicestershire Statement of Common Ground for the Distribution of Leicester's unmet needs. <i>[To present the Leicester and Leicestershire Statement of Common Ground for the Distribution of Leicester's unmet needs]</i>	09/01/2023	Cabinet (5.30pm)		Key Decision		David Atkinson 01858 821062 Cllr P King