



## **HARBOROUGH DISTRICT COUNCIL**

### **FORWARD PLAN OF KEY DECISIONS**

- This Forward Plan sets out matters which the Leader of the Executive believes will be the subject of a key decision to be taken by the Executive or Chief Officers in the period indicated. Any items to be considered in the preceding and following months are included for information. It should be noted that the Council is required to update and roll forward the Plan each month.
- A key decision is defined in Article 13.04 in Part 2 of the Constitution of Harborough District Council. Not all decisions to be taken by the Executive will be key decisions.
- If you wish to make representations to the Decision Maker, please contact either the Reporting Officer, the relevant Portfolio Holder or:

Beth Murgatroyd, Principal Democratic Officer Legal Services  
The Council Offices, Adam & Eve Street, Market Harborough, Leicestershire LE16 7AG  
Tel: (01858) 821370  
Email: [b.murgatroyd@harborough.gov.uk](mailto:b.murgatroyd@harborough.gov.uk)

#### Portfolio Holders:

Asset Management and Finance –Cllr Spendlove-Mason  
Change Management, Local Business, Enterprise, and Legal Services-Cllr Rook (Leader)  
Community Engagement, Cohesion and Wellbeing- Cllr Pain  
Community Safety and Enforcement-Cllr Golding  
Corporate and Customer Services-Cllr Dann  
Housing Infrastructure and Planning-Cllr Ackerley  
Waste and Recycling- Cllr Charlish

## APPENDIX A

## APPENDIX A

ANTICIPATED DATE OF DECISION	KEY DECISION	DECISION MAKER	CONSULTATION ARRANGEMENTS: THOSE TO BE CONSULTED, AND HOW (where appropriate)	RELEVANT REPORTS, INCLUDING BACKGROUND DOCUMENTS	TO WHOM REPRESENTATION(S) SHOULD BE MADE, AND/ OR REPORTING OFFICER(S)
All meetings of the Executive	<b>Forward Plan of key Decisions</b>	Executive		Officer's report	Beth Murgatroyd Principal Democratic Officer 01858 821370
August 15 2011	<b>Building Cleaning Contract</b>	Executive		<b>Officer's report</b>	Matthew Bills Public Spaces Manager 01858 821283
August 15 2011	<b>Complaints Policy</b>	Executive		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321
August 15 2011	<b>Communications Strategy</b>	Executive		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321 (Rachael Abbott)
August 15 2011	<b>Manor Field Thurnby</b>	Executive	<b>Residents of Thurnby and Ward Members</b>	<b>Officer's report</b>	Matthew Bradford Head of Community Services 01858 821290
August 15 2011	<b>Business Planning and Budget process</b>	Executive		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
August 15 2011	<b>Revenue and Capital Monitoring reports quarter 1 2011/2012</b>	Executive		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 ) (Kirsty Cowell)
August 15 2011	<b>Out-turn report Revenue and Capital Budget</b>	Executive		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
August 15 2011	Joint Revenues and Benefits Committee	Executive		<b>Officer's report</b>	Verina Wenham Head of Legal and Democratic Services

## APPENDIX A

ANTICIPATED DATE OF DECISION	KEY DECISION	DECISION MAKER	CONSULTATION ARRANGEMENTS: THOSE TO BE CONSULTED, AND HOW (where appropriate)	RELEVANT REPORTS, INCLUDING BACKGROUND DOCUMENTS	TO WHOM REPRESENTATION(S) SHOULD BE MADE, AND/ OR REPORTING OFFICER(S)
					01858 821248
September 26 2011	<b>Parish Charter</b>	<b>Executive</b>		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321(Tom Day)
September 26 2011	<b>Section 106 Allocation</b>	<b>Executive</b>		<b>Grants panel</b>	Matthew Bradford Head of Community Services 01858 821290
September 26 2011	<b>Quarterly performance report</b>	<b>Executive</b>		<b>Officer's report</b>	John Chester Research and performance management officer 01858 821355
September 26 2011	<b>Business Planning- progress update and budget consultation strategy</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
7 November 2011	<b>ICT Security Annual Report</b>	<b>Executive</b>		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321
7 November 2011	<b>Assessment of Impact of Charging for planning advice – interim report (subject to approval by Council 24/1/11)</b>	<b>Executive</b>		<b>Officer's report</b>	Adrian Eastwood Development Control Manager 01858 821142
7 November 2011	<b>Consideration of Waste Collection</b>	<b>Executive</b>		<b>Officer's report</b>	Matthew Bradford Head of Community Services 01858 821290
December 19 2011	<b>CCTV</b>	<b>Executive</b>		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321(Jon Diaz)

## APPENDIX A

<b>ANTICIPATED DATE OF DECISION</b>	<b>KEY DECISION</b>	<b>DECISION MAKER</b>	<b>CONSULTATION ARRANGEMENTS: THOSE TO BE CONSULTED, AND HOW (where appropriate)</b>	<b>RELEVANT REPORTS, INCLUDING BACKGROUND DOCUMENTS</b>	<b>TO WHOM REPRESENTATION(S) SHOULD BE MADE, AND/ OR REPORTING OFFICER(S)</b>
December 19 2011	<b>Lifeline Control Centre including HART and Pubwatch</b>	<b>Executive</b>		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321
December 19 2011	<b>Draft Budget (General Fund and Capital)</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
December 19 2011	<b>Revenue and Capital Monitoring reports quarter 2 2011/2012</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 ) (Kirsty Cowell)
December 19 2011	<b>Public health changes</b>	<b>Executive</b>		<b>Officer's report</b>	Norman Proudfoot Head of Health and Enforcement 01858 821171
December 19 2011	<b>Quarterly performance report</b>	<b>Executive</b>		<b>Officer's report</b>	John Chester Research and performance management officer 01858 821355
December 19 2011	<b>First draft of 2012/2013 Budget</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
January 23 2012	<b>Customer Service Strategy</b>	<b>Executive</b>		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321 (Rachael Abbott)
January 23 2012	<b>ICT Service strategy</b>	<b>Executive</b>		<b>Officer's report</b>	Peter Rowbotham Head of Customer Services 01858 821321(Chris James)
January 23 2012	<b>Draft General Fund Budget</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta

## APPENDIX A

<b>ANTICIPATED DATE OF DECISION</b>	<b>KEY DECISION</b>	<b>DECISION MAKER</b>	<b>CONSULTATION ARRANGEMENTS: THOSE TO BE CONSULTED, AND HOW (where appropriate)</b>	<b>RELEVANT REPORTS, INCLUDING BACKGROUND DOCUMENTS</b>	<b>TO WHOM REPRESENTATION(S) SHOULD BE MADE, AND/ OR REPORTING OFFICER(S)</b>
	<b>estimates 2012/2013</b>				Deputy Chief Executive (Tel 01858 821260 )
January 23 2012	<b>Home Improvement Agency – future proposal</b>	<b>Executive</b>		<b>Officer's report</b>	Norman Proudfoot Head of Health and Enforcement 01858 821171
January 23 2012	<b>Review of Polling stations</b>	<b>Executive</b>		<b>Officer's report</b>	Richard Ellis Corporate Administration Manager 01858 821155
January 23 2012	<b>Draft budget( to be referred to scrutiny panel resources 9/2/11 for comment</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
February 13 2012	<b>General Fund/ Capital Budget estimates</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )
February 13 2012	<b>Revenue and Capital Monitoring reports quarter 3 2011/2012</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 ) (Kirsty Cowell)
February 13 2012	<b>Mixed location working for staff</b>	<b>Executive</b>	<b>Union Consultation</b>	<b>Officer's report</b>	Norman Proudfoot Head of Health and Enforcement 01858 821171
February 13 2012	<b>Business Plan</b>			<b>Officer's report</b>	Beverley Jolly Head of Change Services 01858 821311
February 13 2012	<b>Receipt of scrutiny panel</b>	<b>Executive</b>		<b>Officer's report</b>	Kamal Mehta

## APPENDIX A

ANTICIPATED DATE OF DECISION	KEY DECISION	DECISION MAKER	CONSULTATION ARRANGEMENTS: THOSE TO BE CONSULTED, AND HOW (where appropriate)	RELEVANT REPORTS, INCLUDING BACKGROUND DOCUMENTS	TO WHOM REPRESENTATION(S) SHOULD BE MADE, AND/ OR REPORTING OFFICER(S)
	comments on draft budget and finalisation of budget for 2012/2013 for recommendation to Council				Deputy Chief Executive (Tel 01858 821260 )
March 12 2012	Quarterly performance report	Executive		Officer's report	John Chester Research and performance management officer 01858 821355
11 June 2012	Formal review and evaluation of charging for Planning advice (subject to approval by Council 24/1/11)	Executive		Officer's report	Adrian Eastwood Development Control Manager 01858 821142
tbc	Cemetery provision	Executive		Officer's report	Kamal Mehta Deputy Chief Executive (Tel 01858 821260 )