



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 27th January 2025 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 Phil Knowles	Strategy (Leader of the Cabinet)	p.knowles@harborough.gov.uk
• Cllr Mark Graves	Finance	m.graves@harborough.gov.uk
• Cllr Darren Woodiwiss	Environmental & Climate Change	d.woodiwiss@harborough.gov.uk
• Cllr Paul Beadle	Corporate	p.beadle@harborough.gov.uk

• Cllr Simon Galton	Planning	s.galton@harborough.gov.uk
• Cllr Jim Knight	Wellbeing	j.knight@harborough.gov.uk
• Cllr Jo Asher	Culture, Leisure, Economy & Tourism	J.Asher@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.

If you feel that any decisions or reports that are to be discussed in private should be taken in public, please contact the Democratic Services (democraticservices@harborough.gov.uk) with your reasons no later than 8 working days before the decision is to be taken, to give time for a response to be made at least five clear working days before the day of the meeting. Items to be discussed in private are those that will involve the disclosure of confidential or exempt information under the stated paragraph of Schedule 12A of the Local Government Act 1972, and when the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Report Title / Subject / Ref.	Meeting Date	Meeting	Decision Maker/Key Decision	Consultation Process/ Exempt	Contact Officer & Portfolio Holder(s)
February 2025					
Car Parking Machine Replacement	10/02/2025	Cabinet	Key Decision	Exempt	Elaine Bird Cllr Woodiwiss
Anti-Social Behaviour Policy Refresh			Key Decision		Sarah Pickering Cllr Knight
Renewal of 3 Contracts over £50,000 to enable efficient preparation of the new local plan			Key Decision		David Atkinson Cllr Galton
Bad Debt Write Offs (Revenues and Benefits)			Key Decision		Claire Stone Cllr Graves
Empty Property Strategy and Council Tax Premium Approval			Key Decision		Elaine Bird Cllr Knight
Harborough Local Plan 2020 - 2041 - Publication and Public consultation of Proposed Submission draft	20/02/2025	Extraordinary Cabinet	Key Decision		David Atkinson Tess Nelson Cllr Galton
March 2025					
Playing Pitch Strategy – Stage E Review	24/03/2025	Cabinet	Key Decision		Matt Bills David Atkinson Cllr Galton
Extension of the Lightbulb Delegation			Key Decision		Elaine Bird Cllr Knight

Report Title / Subject / Ref.	Meeting Date	Meeting	Decision Maker/Key Decision	Consultation Process/ Exempt	Contact Officer & Portfolio Holder(s)
May 2025					
Market Hall lift modernisation and associated works	06/05/2025		Key Decision		Caroline Averill Cllr Graves