



HARBOROUGH DISTRICT COUNCIL FORWARD PLAN

FOR THE PERIOD: 06 November 2015 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. 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)	Strategy / Economic Development	b.pain@harborough.gov.uk
• Cllr Phillip King	(Deputy Leader)	Financial & Commercialisation and Planning & Regeneration	p.king@harborough.gov.uk
• Cllr Neil Bannister		Environment & Regulation	n.bannister@harborough.gov.uk
• Cllr James Hallam		Corporate Services	j.hallam@harborough.gov.uk
• Cllr Rosita Page		Communities	r.page@harborough.gov.uk
• Cllr William Liquorish		Business Planning & Performance	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	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
NOVEMBER 2015						
Local Plan Process <i>[to scrutinise the Local Plan process and achievement of the five year land supply]</i>	12/11/2015	Scrutiny Task Group	Scrutiny Workplan <i>[Source: Resource & Performance Scrutiny Panel 19/02/2015]</i>			Steve Pointer 01858 821168 Cllr P. King
Audit reports released since the last meeting	19/11/2015	Governance & Audit				
Portfolio Holders' Half-year Reports, 2015/16 year. <i>[to inform the Scrutiny Commission of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the half-year position]</i> 996	26/11/2015	Scrutiny Commission				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Broadband Provision <i>[to examine Community Satisfaction with roll-out of superfast broadband across the District and the value for money obtained by the Council for its financial contribution to the project]</i>	26/11/2015	Scrutiny Commission	Scrutiny Workplan <i>[Source: Scrutiny Commission 26/02/2015]</i>			Simon Riley 01858 821062 Cllr P. King

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
The Scrutiny Work-plan <i>[to agree items to be scrutinised and to create a number of Scrutiny Task Groups, as required]</i>	26/11/2015	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>			George Keeping 01858 821272 Cllr J. Hallam
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>	30/11/2015	Executive		Key Decision		Storm Coope 01455 63 8104 Cllr J. Hallam
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	30/11/2015	Executive				George Keeping 01858 821272 Cllr P. King
Portfolio Holders' Quarter 2 performance, 2015/16 <i>[to inform The Executive of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the half-year position]</i> 998	30/11/2015	Executive				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Risk and Opportunity Management, Quarter Two 2015/16 <i>[to provide the Executive with information on the Council's Corporate Risks and Opportunities at the end of Quarter Two of the 2015/16 year]</i> 999	30/11/2015	Executive				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
The Symington Building; Lift Replacement Works <i>[to consider the tenders for the replacement of the Lift at The Symington Building]</i> 1038	30/11/2015	Executive		Key Decision		Mark Perris 01858 821355 Cllr P. King
Planning Obligations Supplementary Planning Guidance <i>[to consider adoption of a supplementary planning document on planning obligations following consultation on a draft as approved by Executive and Council in June 2015]</i> 1057	30/11/2015	Executive		Key decision		Raj Patel 01858 821151 Cllr P. King
Charging for Street naming and numbering <i>[to consider options for introducing charges for street</i>	30/11/2015	Executive		Key decision		Richard Ellis 01858 821155

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>namings and numbering services]</i> 1058						Cllr J Hallam
Open Space Strategy <i>[to consider consultation responses to the Draft Open Space Strategy, the need for any amendments and to approve the Open Space Strategy for the District in final form]</i> 1061, 1085	30/11//2015	Executive		Key decision		Stephen Pointer 01858 821168 Cllrs P. King & N. Bannister
Howard Watson Symington Trust <i>[sign off of accounts]</i>	30/11/2015	Executive			Exempt	Verina Wenham 01858 821258
Combined authority <i>[outcome of public consultation and recommendation to Council]</i>	30/11/2015	Executive				
Move-on space <i>[provision of move-on space for businesses in Market Harborough]</i>	30/11/2015	Executive				Norman Proudfoot 01858 821198 Cllr B. Pain
Sundry Debtors write –off <i>[to approve write-offs of Sundry debtors invoices where required and inform the Executive of the write-offs under delegation]</i> 1073	30/11/2015	Executive		Key decision		Kirsty Cowell 01858 821258 Cllr P. King

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Quarterly financial performance <i>[to review the Council's quarterly financial performance for the second quarter of 2015/2016]</i> 1072	30/11/2015	Executive		Key decision		Kirsty Cowell 01858 821258 Cllr P. King
Land at Priest Meadow, Fleckney <i>[to consider a request from Fleckney Parish Council for the District Council to pursue the acquisition of public open space]</i> 1071	30/11/2015	Executive				Mark Perris 01858 821355 Cllrs P. King & N. Bannister
Land at Northampton Road, Market Harborough <i>[to consider options for the use of the land at Northampton Road, Market Harborough]</i> 1070	30/11/2015	Executive		Key Decision	Exempt	Mark Perris 01858 821355 Cllr P. King
Whittle Roundabout <i>[to consider the options about the future maintenance of the plane]</i> 978, 1069	30/11/2015	Executive		Key Decision		Mark Perris 01858 821355 Cllr P. King
DECEMBER 2015						
	01/12/2015	Planning				
	08/12/2015	Ethical Governance				
Consultation feedback on Local	09/12/2015	Local Planning Exec.				Stephen

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
plan		Advisory Panel				Pointer 01858 821168 Cllr P. King
Kibworth Petition	09/12/2015	Local Planning Exec. Advisory Panel				Jamie Parsons 01858 821218 Cllr P. King
Quarterly Financial Performance: Quarter Two <i>[to review the Council's financial performance for the second quarter of the 2015/16 year]</i>	10/12/2015	Resource & Performance Scrutiny Panel	Scrutiny Workplan <i>[Source: on-going requirement]</i>			Simon Riley 01858 821062 Cllrs W. Liquorish & P. King
Risk and Opportunity Management, Quarter Two 2015/16 <i>[to provide Scrutiny with information on the Council's Corporate Risks and Opportunities at the end of Quarter Two of the 2015/16 year]</i> 997	10/12/2015	Resource & Performance Scrutiny Panel	Scrutiny Workplan <i>[Source: Resource & Performance Panel 06/11/2014]</i>			Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Review of Commissioning and Review Initiatives and Savings	10/12/2015	Resource & Performance	Scrutiny Workplan			Simon Riley 01858

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>[to evidence the impact of procurement initiatives in recent years (following withdrawal from the Wetland Procurement Unit) and to consider the forward commissioning plan in support of the delivery of Council objectives and delivery of MTFS savings]</i>		Scrutiny Panel	<i>[Source: Scrutiny Commission 03/09/2015]</i>			821062 Cllr P. King
Council Tax Base 2016/17 <i>[to approve the Council Tax Base for 2016/17]</i> 990	14/12/2015	Council				Kirsty Cowell 01858 821250 Cllr P. King
Mid year treasury management and Prudential Indicators <i>[to inform Council on the Treasury management performance and the prudential indicators]</i> 1074	14/12/2015	Council				Simon Riley 01858 821179 Cllr King
Combined authority decision to proceed –following public consultation	14/12/2015	Council				
JANUARY 2016						
	05/01/2016	Planning				
Corporate Plan (a) and Corporate Delivery Plan (b) <i>[(a) This document sets out the key priorities that the Council will</i>	11/01/2016	Executive		Key Decision		Ed O'Neill 01858 821053

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>deliver in the 2015-2016-2017 period. The document is designed to provide this information to the public in an easy-to-understand fashion. (b) This document sets out the critical and key activities that will deliver the Council's priorities during the 2016-2017 period]</i> 1043						Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Community Grant Fund and Section 106 Allocation Recommendations <i>[to consider recommendations for Community Grant Fund and Section 106 Allocation]</i> 1091	11/01/2016	Executive		Key Decision		Hayley Cawthorne 01858 821379 Cllr R. Page
Performance Management Framework <i>[this document sets out the Council's approach to performance management. It was last approved at the beginning of the 2015/16 year. The document is subject to annual review and as such must be approved before the beginning of the 2016/17 year]</i> 1103	11/01/2016	Executive				Ed O'Neill 01858 821053 Cllr J. Hallam
Risk and Opportunity Management Framework	11/01/2016	Executive				Ed O'Neill 01858

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>[this document sets out the Council's approach to managing the risks and opportunities that the Council is presented with]</i> 1105						821053 Cllr J. Hallam
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	11/01/2016	Executive				George Keeping 01858 821272 Cllr P. King
	13/01/2016	Local Planning Exec. Advisory Panel				Stephen Pointer 01858 821168 Cllr P. King
Harborough Hospital Update – Oral Report <i>[to receive an update on the progress of the planned construction of Harborough Hospital]</i>	14/01/2015	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Scrutiny Commission 28/11/13]</i>			Norman Proudfoot Cllr P. King
Revenue and Capital Budgets, Fees and Charges <i>[to scrutinise budget proposals, to report back to the Executive to inform budget setting]</i>	21/01/2016	Resource & Performance Scrutiny Panel (budget)	Scrutiny Workplan <i>[Source: on-going requirement]</i>			Simon Riley 01858 821062 Cllr P. King
Corporate Plan (a) and	21/01/2016	Resource &	Scrutiny			Ed O'Neill

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Corporate Delivery Plan (b) <i>[(a)This document sets out the key priorities that the Council will deliver in the 2015-2016-2017 period. The document is designed to provide this information to the public in an easy-to-understand fashion. (b)This document sets out the critical and key activities that will deliver the Council's priorities during the 2016-2017 period]</i>		Performance Scrutiny Panel (budget)	Workplan <i>[Source: on-going requirement]</i>			01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Performance Management Framework <i>[this document sets out the Council's approach to performance management. It was approved at the beginning of the 2015/16 period and is now due to be refreshed]</i>	21/01/2016	Resource & Performance Scrutiny Panel (budget)	Scrutiny Workplan <i>[Source: on-going requirement]</i>			
	25/01/2016	Council				
	27/01/2016	Annual Parish Liaison Meeting				
	28/01/2016	Constitutional Review				
FEBRUARY 2016						
	02/02/2016	Planning				
Performance, Quarter Three	08/02/2016	Executive				Ed O'Neill

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
2015/16 year <i>[to inform the Executive of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the end of Quarter Three of the 2015/16 year]</i> 1000						01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Risk and Opportunity Management, Quarter Three 2015/16 year <i>[to provide the Executive with information on the Council's Corporate Risks and Opportunities at the end of Quarter Three of the 2015/16 year]</i> 1001	08/02/2016	Executive				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
General Fund Revenue Estimates and Capital Programmes <i>[to receive comments from Scrutiny and recommend to Council the budget for 2016/2017]</i> 1075	08/02/2016	Executive		Key Decision		Kirsty Cowell 01858 821250 Cllr King
Councillor ICT provision <i>[review of the Chromebook pilot and discuss determine if it is a suitable solution to roll out to all</i>	08/02/2016	Executive		Key decision		Chris James 01858 821354

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>Councillors]</i> 1053						Cllr J Hallam
Notes from Executive Advisory Panels <i>[to advise Executive of the work and recommendations of Advisory Panels]</i>	08/02/2016	Executive				George Keeping 01858 821272 Cllr P. King
	17/02/2016	Local Planning Exec. Advisory Panel				
General Fund Revenue Estimates and Capital Programme <i>[to approve the revenue and capita budgets for 2016/17]</i> 989	22/02/2016	Council (budget)		Key decision		Simon Riley 01858 821258 Cllrs B. Pain, P. King, R. Page, N. Bannister, J. Hallam & W. Liquorish
Council Tax 2016/17 <i>[to approve the Council Tax for 2016/17]</i> 991	22/02/2016	Council (budget)				Kirsty Cowell 01858 821250 Cllr P. King
Corporate Plan (a) and Corporate Delivery Plan (b) <i>[(a) This document sets out the key priorities that the Council will</i>	22/02/2016	Council (budget)				Ed O'Neill 01858 821053

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<i>deliver in the 2015-2016-2017 period. The document is designed to provide this information to the public in an easy-to-understand fashion. (b) This document sets out the critical and key activities that will deliver the Council's priorities during the 2016-2017 period]</i> 1044						Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Performance, Quarter Three 2015/16 <i>[to inform Scrutiny of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the end of Quarter Three of the 2015/16 year]</i> 1002	25/02/2016	Resource & Performance Scrutiny Panel				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Risk and Opportunity Management, Quarter Three 2015/16 <i>[to provide Scrutiny with information on the Council's Corporate Risks and Opportunities at the end of Quarter Three of the 2015/16 year]</i> 1003	25/02/2016	Resource & Performance Scrutiny Panel				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Quarterly Financial Performance:	25/02/2016	Resource &	Scrutiny			Simon Riley

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Quarter Three <i>[to review the Council's financial performance for the third quarter of the 2015/16 year]</i>		Performance Scrutiny Panel	Workplan <i>[Source: on-going requirement]</i>			01858 821062 Cllr P. King
Partnership Register (Annual Review) <i>[to scrutinise the Council's Partnership arrangements to ensure that they are fit for purpose]</i>	25/02/2016	Resource & Performance Scrutiny Panel	Scrutiny Workplan <i>[Source: on-going requirement]</i>			Ann Marie Hawkins 01858 821179 Cllr R. Page
	29/02/2016	Council (budget) – reserve date				
MARCH 2016						
Section 106 management and monitoring quarterly update	01/03/2016	Planning				Raj Patel 01858 821151
The Scrutiny Work-plan <i>[to agree items to be scrutinised and to create a number of Scrutiny Task Groups, as required]</i>	03/03/2016	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>			George Keeping 01858 821272 Cllr J. Hallam
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>	07/03/2016	Executive		Key Decision		Leigh Butler & Sue Williams-Lee 01455 638104 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)
Sundry Debt write-offs <i>[to approve sundry debt write-offs if required and to review write – offs authorised under delegation]</i> 1078	07/03/2016	Executive		Key decision		Kirsty Cowell 01858 821250 Cllr P. King
Quarter 3 financial performance <i>[to review the Council's financial performance for the third quarter of 2015/2016]</i> 1077	07/03/2016	Executive		Key decision		Kirsty Cowell 01858 821250 Cllr P. King
	10/03/2016	Governance & Audit				
	15/03/2016	Licensing/Regulatory				
APRIL 2016						
	04/04/2016	Executive (Waste Contract)				
	05/04/2016	Planning				
	06/04/2016	Local Planning Exec. Advisory Panel				
Anti-social Behaviour – new powers <i>[to investigate the impact on resources of the new anti-social behaviour powers]</i>	14/04/2016	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Scrutiny Commission 01/06/2015]</i>			Tom Day 01858 821278 Cllr N. Bannister
Harborough Hospital Update –	14/04/2016	Community	Scrutiny			Norman

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Oral Report <i>[to receive an update on the progress of the planned construction of Harborough Hospital]</i>		Leadership Scrutiny Panel	Workplan <i>[Source: Scrutiny Commission 28/11/13]</i>			Proudfoot Cllr P. King
Community Infrastructure Levy (CIL) Policy <i>[to examine how the Council is taking account of market conditions in making its CIL Policy fit for purpose]</i>	14/04/2016	Community Leadership Scrutiny Panel	Scrutiny Workplan <i>[Source: Cllr suggestion]</i>			Steve Pointer 01858 821168 Cllr P. King
	18/04/2016	Council				
	26/04/2016	Constitutional Review				
MAY 2016						
	03/05/2016	Planning				
	09/05/2016	Executive				
	18/05/2016	Local Planning Exec. Advisory Panel				
Traded & Commercial Services <i>[to receive a report on the current traded services provided by the Council and the opportunities, governance and risks of the Council considering a more commercial approach]</i>	19/05/2016	Resource & Performance Scrutiny Panel				Simon Riley 01858 821062 Cllr P. King
	23/05/2016	Annual Council				

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JUNE 2016						
Portfolio Holders' End-of-year Performance Reports 2015/16 <i>[to inform the Scrutiny Commission of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the end-of-year position]</i> 1004	02/06/2016	Scrutiny Commission				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, 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>	02/06/2015	Scrutiny Commission	Scrutiny Workplan <i>[Source: on-going requirement]</i>			George Keeping 01858 821272 Cllr J. Hallam
	07/06/2016	Planning				
Portfolio Holders' End-of-Year Performance Reports 2015/16 <i>[to inform the Executive of the Council's performance against the 2015/16 Corporate Delivery Plan and Performance Indicators at the end-of-year position]</i> 1012	08/06/2016	Executive				Ed O'Neill 01858 821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
Risk and Opportunity Management, Quarter Four	08/06/2016	Executive				Ed O'Neill 01858

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
2015/16 <i>[to provide The Executive with information on the Council's Corporate Risks and Opportunities at the end of Quarter Four of the 2016/16 year]</i> 1013						821053 Cllrs B. Pain, P. King, N. Bannister, R. Page, J. Hallam & W. Liquorish
TBC						
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 W. Liquorish
Surplus Asset Disposals <i>[to agree the sales of surplus assets]</i> 679	tbc	Council			Exempt	Mark Perris 01858 821355 Cllr P. King
Welland Park Café; Future Options <i>[to consider the future options for the operation of Welland Park café]</i> 516, 629, 839	tbc	Executive		Key Decision		Mark Perris 01858 821355 Cllr P. King
Licence for Incredible Edible <i>[to seek permission for Director Community Services to issue a</i>	tbc	Executive				Matt Bills 01858 821148

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>licence for Incredible Edible to create two community gardens on Harborough District Council open space]</i> 1017						Cllr N. Bannister
Garage Sites <i>[following Council's decision to reject offers, to consider the future options for the sites]</i> 986, 988, 1033	tbc	Council				Mark Perris 01858 821355 Cllr P. King
Paper-light Working for Councillors <i>[To discuss recommendations made by the Scrutiny Commission on 28th November 2013]</i>	tbc	Executive	Scrutiny Work-plan			Ed O'Neill 01858 821361 Cllrs J. Hallam & W. Liquorish
Cemetery/Burial provision	tbc	Executive	Exec Forward Plan			Norman Proudfoot 01858 821198 Cllrs R. Page & 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

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
Revised terms of reference for the Strategy Board for the Harborough Innovation Centre	tbc	Executive				Verina Wenham 01858 821248 Cllr B. Pain
Review of the Scrutiny function at Harborough District Council	tbc [Jan 2016]	Scrutiny Task Panel	Scrutiny Workplan <i>[Source: Cllr suggestion]</i>			
Leicestershire County Council Electoral Review <i>[to consider the Local Government Boundary Commission's draft recommendations]</i> 1047	tbc	Council				Richard Ellis 01858 821155 Cllr J. Hallam
Frank Whittle – aeroplane on roundabout Lutterworth <i>[update on latest position regarding trustees]</i>	tbc	Executive				Verina Wenham 01858 821258
Empty Property <i>[to approve the Council's Empty Property Strategy]</i> 1054	tbc	Executive				Elaine Bird 07966 156064 Cllr R. Page
Enforcement Policy	tbc	Executive				Elaine Bird

Report Title / Subject / Ref.	Meeting Date	Meeting	Source Work Plan	Decision Maker/Key Decision	Consultation Process/Exempt	Contact Officer & Portfolio Holder(s)
<i>[to adopt the Council's Enforcement Policy]</i> 1055						07966 156064 Cllr R. Page
Adoption of the Energy Act 2013 and the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 <i>[to adopt the provision of the Energy Act 2013, to delegate provisions of the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 including setting the fee for the fixed penalty notice]</i> 1050 <i>Waiting for guidance on implementation from DCLG</i>	tbc	Executive				Ian Bartlett 01858 821175 Cllr N. Bannister
Leicestershire County Council Electoral Review <i>[to consider the Local Government Boundary Commission's draft recommendations]</i> 1047	tbc	Council				Richard Ellis 01858 821155 Cllr J. Hallam