

Executive decisions taken from 10 July to 1 October 2020.

	Decision and purpose	Decision Type	Implementation Date	Taken by
1.	Covid 19 Support For Recovery Of The Visitor Economy: On 20 April 2020 the Marches LEP Board took a decision to award the three Local Authorities (Herefordshire Council, Shropshire Council and Telford and Wrekin Council) Marches Investment Funds (MIF) for strategic tourism and business interventions to support those affected by Covid 19. The LEP allocated £444,220 of revenue funding to Herefordshire. Following the LEP Board approval they asked that the council in partnership with Herefordshire Business Board submit a business case identifying where the funds could be targeted to support recovery from Covid 19, considering local circumstances.	Non-Key	27 July, 2020	Cabinet member environment, economy and skills
2.	Loan For Courtyard Expansion Project: The Courtyard was the first major new build Art Council funded national lottery capital project in England. The council are the owners of the freehold of the building. The tenant of the building, The Courtyard Trust, is an independent registered charity and is a key provider for cultural services in Herefordshire. It is a thriving venue operating 7 days a week, it is now running at capacity and with no space to expand beyond its current operations. To address this the Courtyard proposed a £1.11m expansion project. In October 2018 the Courtyard secured conditional Arts Council funding of £500k towards the project and have been actively seeking other sources of funding to ensure it could be completed, including a request for loan funding from the council. In February 2019 council allocated a loan to the Courtyard of up to £0.611m which, together with the Arts Council grant, would enable the completion of the building works.	Key	29 July, 2020	Cabinet member commissioning, procurement and assets
3.	Allocation of Pothole and Challenge Fund 2020/2021 grant for highway maintenance. Reallocation of capital programme budgets for priority flood works: This decision sought Council approval for the allocation of funding to enable priority flood damage repairs and as able works to enhance the resilience of the county's infrastructure. The Bellwin scheme will not fund all repair needs following flooding in February 2020. With no further funding having been specifically made available by Government for recovery from Storm Dennis, the significant gap between what Bellwin provides and the cost of all necessary repairs must be met from within the capital programme.	Key	30 July, 2020	Cabinet
4.	Better Ways of Working Revised Implementation: The decision was to support a review of the council's "better ways of working" (BWOW) initiative that enables employees to work flexibly and to consolidate use of premises. This decision responds to the impact and implications of Covid-19 on the plans that were set out and agreed by Cabinet on 27 February 2020. The decisions specifically relates to the future occupancy of the Elgar House offices and the Nelson House building with a focus on Plough Lane as the key office location, along with maximising the potential of home working and use of multi-agency	Key	30 July, 2020	Cabinet

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	offices in the market towns. A key intention of BWOW is to reflect contemporary work practices that enable adaptable and flexible working arrangements that supports the workforce, aids staff morale and increases productivity. The proposed approach to BWOW also supports the council's ambitions to reduce carbon emissions with a decreased number of sites using utilities and staff having less travel to work. The decision also put in place approval of the revised BWOW proposals. Particularly to give notice on the Elgar House lease in time to meet the break clause otherwise the tenancy would continue until July 2023.			
5.	Heritage Action Zone – Leominster: This decision enabled the council to enter into a funding agreement with The Historic Buildings and Monuments Commission for England (HBMCE) to deliver the Heritage Action Zone Programme in Leominster as per the Delivery Plan with an anticipated total budget of £3.6m from the capital programme (£1.8 of which is match funded) and £1.8m from HBMCE. The nationwide initiative is designed to secure lasting improvements to historic high streets for communities who use them. Herefordshire Council has worked closely with Leominster Town Council in the development and submission of the Delivery Plan which forms the basis of the High Streets Action Zone for Leominster. The scheme is funded by the Ministry of Housing, Communities and Local Government and run by Historic England.	Key	30 July, 2020	Cabinet
6.	Herefordshire Multi- Agency Protocol for Children and Young People with Disabilities and Complex Needs - Preparing for Adulthood: In agreeing this protocol we are facilitating a pathway for clear the transition planning and review processes that prepare and support the move from adolescence to adulthood. The protocol is for Herefordshire young people with special education, disabilities and complex needs. Specifically our young people who: are in Education, Health and Care (EHC) Plan; meet the national eligibility criteria from the Care Act (2014); are in receipt of services from the Children with Disabilities Team; have or may have continuing health care needs; have complex needs (a combination of multiple and profound impairments, challenging behaviour and learning disabilities and acute and chronic medical conditions), and others who are not covered by the above but still have significant support needs This period extends from year 9 when a young person is approximately 14 years of age up until their 25th birthday.	Non-Key	30 July, 2020	Cabinet
7.	John Kyrle High School and Sixth Form: new permanent accommodation: This decision approved a new permanent building at John Kyrle High School & Sixth Form Centre to accommodate additional pupils admitted from September 2021. There are rising numbers of pupils in Ross-on-Wye. John Kyrle High School & Sixth Form Centre is rated Good with Outstanding features by the Office for standards in in education, children's services and skills (Ofsted) and has been consistently oversubscribed since 2009. In recent years additional permanent accommodation has been provided and funded by John Kyrle to enable additional children to attend. Funding has been identified in the council's capital	Key	30 July, 2020	Cabinet

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	programme, using basic need government grant, to enable John Kyrle High School & Sixth Form Centre to expand by one form of entry. A grant will be provided to John Kyrle High School & Sixth Form centre to deliver a new science block which will provide additional classrooms and associated support spaces. The project will be delivered and managed by John Kyrle.			
8.	Car Parking Review: A review of countywide car park charges, where work had started prior to the Covid-19 outbreak, will be continued and concluded to ensure that strategic, operational and financial objectives are met as outlined in the Local Transport Plan and County Plan 2020-24. Consultation with key stakeholder groups, such as Town Councils, Hereford City Council, Wye Valley Trust (NHS), Hereford Business Improvement District, Herefordshire Disability United and local Shop-mobility groups will be undertaken to prepare a revised permanent charging structure.	Key	30 July, 2020	Cabinet member Infrastructure and transport
9.	Extension of European Regional Development Fund (ERDF) Sustainable Energy in Public Buildings programme: This decision authorised acceptance of the offer by the Ministry of Housing Communities & Local Government (MHCLG) of further ERDF capital and revenue funding to the council, in order to administer the Sustainable Energy in Public Buildings project covering the Marches local enterprise partnership (LEP) area on behalf of Herefordshire, Shropshire and Telford & Wrekin councils. This funding allows public authority applicants to apply for grant funding in order to enable the installation of energy efficiency measures in public buildings.	Key	5 August, 2020	Cabinet member environment, economy and skills
10.	Capital Investment in Infrastructure 2020/21 Public Realm Annual Plan: This decision authorised spend / investment in the highway asset and infrastructure following resolution at council meeting 14 February 2020 to allocate £2m from Hereford Transport Package to repair and maintain C and U roads in 2020/21. It also authorised spend of Investment in Infrastructure budget £2m in 2020/21 from capital programme to deliver improvements to the infrastructure assets set out within this report to improve resilience and safety of the highway network.	Key	6 August, 2020	Cabinet member Infrastructure and transport
11.	Capital spend on the development of Gypsy and Traveller sites within the County: This decision gave approval to the first of two projects which sought to begin works to modernise and upgrade traveller sites owned/managed by the council. The six sites and 53 pitches require works of further improvements. The proposed works include, improvements to fencing, doors, electric meter and supply upgrade, improved security on sites, play areas and general site repairs identified in the stock condition survey. Approval was also given to begin works to develop three additional traveller pitches. The pitches consist of two at the Bromyard Site and one at the Grafton Site. Both sites are owned and managed by the council. The development of the new pitches will attract an annual income of £11,700 and there is a waiting list of potential residents to take up tenancies for all these pitches. The	Key	10 August, 2020	Cabinet member commissioning, procurement and assets

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	second project was approved to commence the design stage of the four proposed pitches and entrance works on a new site adjacent to the already existing site at Pembridge, complete a tender process and award a contract for the works and then carry out the construction works required to complete the project.			
12.	West Midlands Combined Authority: This decision gave approval to withdraw as an observer from the West Midlands Combined Authority (WMCA) and to stop paying the £25k membership fee starting this financial year 2020/21. This decision was taken because, to date, there has been no ascertainable benefit to the council and its administrative area in this option. WMCA's strategic investment decisions on transport, housing, planning, policing and economic development do not include Herefordshire.	Non-Key	10 August, 2020	Cabinet member corporate strategy and budget
13.	The construction and management of Integrated Wetlands as tertiary treatments for waste water treatment works to reduce phosphate levels within the River Lugg catchment area: This decision approved the design, land acquisition, construction and management of integrated wetlands, providing tertiary treatment to waste water treatment works in order to reduce phosphate levels within the River Lugg catchment area. It will enable the design, construction and management of up to 8 integrated wetland sites set in strategic locations in order to provide tertiary treatment to waste water treatment works within the River Lugg catchment area. And allow the development an interim delivery plan including a phosphate calculator and a suite of recommended mitigation measures appropriate to the River. This will enable developers to calculate the phosphate load of their development proposals and therefore agree measures independently with landowners to mitigate or offset the identified phosphate load. This will need to demonstrate that development will be phosphate neutral or show betterment and any offsetting has to comply with the Habitat Regulations.	Key	10 August, 2020	Cabinet member Infrastructure and transport
14.	Executive response to the task and finish group concerning Child Exploitation: This decision approved the executive response to the recommendation from the task and finish group review concerning child exploitation. The task and finish group review considered the Herefordshire approach to child exploitation and made ten recommendations. The Children and Young People's Scrutiny Committee established a task and finish group review to review child exploitation. The committee agreed to undertake this review as part of the setting of its work programme priorities. The committee agreed that the review would cover the issues of child sexual exploitation (CSE) and child criminal exploitation (CCE). The topic was identified by the scrutiny committee as a priority over concerns regarding county lines activity, as a form of child criminal exploitation, in the West Midlands.	Non-Key	14 August, 2020	Cabinet member children and families

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15.	Writing and Publishing Council Plans, Policies and Procedures: This decision gave agreement on the approach to the production and publication of plans, policies and procedures produced by the council. It includes a framework for producing policy documents whilst recognising the purpose and intended audiences will influence different requirements. The report also covers the publishing of documents that meet the accessibility standards required by law.	Non-Key	21 September, 2020	Cabinet member finance and corporate services
16.	Hereford leisure pool re-opening: This decision makes a recommendation to Council that addition new capital budget is made available to ensure the swift reopening of the Hereford leisure pool that has been closed since suffering from flooding in October 2019. The majority of reinstatement work costs are funded from insurance cover however to open the centre to the public uninsured works require funding. The funding of these costs is proposed to be from a combination of existing and new capital budget, funded from prudential borrowing. Hereford leisure pool is a council owned asset with Halo, as tenant, responsible for the provision of leisure facilities.	Key	1 October, 2020	Cabinet
17.	Major contract performance review: Herefordshire Council has carried out a review in relation to the Public Realm services and Property and Facilities Management services contracts provided by Balfour Beatty Living Places to identify possible improvements to the current contract management processes. The review was conducted via both desktop review of documents in relation to contract administration and contract management as well as interviews with key stakeholders in the Council to obtain qualitative data from multiple perspectives on what is considered to work well and does not with the contract. Following this review, Cabinet have agreed the following improvements are implemented in a timely manner to improve the performance of the major contracts for Public Realm services and Property and Facilities Management services, specifically: a. Build technical knowledge within the Council; b. Improve internal communication and education; c. Increase the involvement of the procurement team; d. Set up a contract management framework, and e. Consider an appropriate Contract Management System (CMS)	Non-Key	1 October, 2020	Cabinet
18.	Quarter 1 Budget and performance report: Cabinet approved the performance for Quarter 1 2020/21 and the budget forecast. Assurances have been provided that progress is being made towards achievement of the agreed revenue budget and service delivery targets, and that the reasons for major variances or potential underperformance are understood and are being addressed to the cabinet's satisfaction. The 2020/21 forecast outturn is a £15,919k overspend as at the end of June 2020, however the council has been allocated COVID-19 grants of £11,878k from Ministry of Housing, Communities and Local Government, therefore reducing this net overspend of £4,041k. It is important to note that this forecast is predicated on no further significant expenditure on COVID-19 matters.	Non-Key	1 October, 2020	Cabinet

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19.	Performance Management Framework: The cabinet have agreed a refresh of the councils Performance Management Framework; setting out the councils approach to business planning, risk management and performance monitoring. The current Performance Risk and Opportunity Management Framework (PROM) was approved by Cabinet in July 2016. This refreshed approach sets out the council's approach to Performance Management; including business planning, risk management and performance monitoring. It allows for effective triangulation of planning, risk management and performance monitoring is key to ensuring that the strategic priorities within the County Plan are achieved, and where unexpected events occur, these are understood and integrated in to the plan in order to minimise, or mitigate their impact.	Non-Key	1 October, 2020	Cabinet
20.	Corporate Parenting Strategy 2020 – 2023: This decision approved and endorsed the Corporate Parenting Strategy and Care Leavers covenant. It also enables Cabinet to receive an annual report on Corporate Parenting to allow progress of the strategy to be monitored. As part of this decision the cabinet also agreed to sign up to the Care Leavers covenant. The Council is a “trailblazer” local authority working with the national organisation responsible for the covenant which seeks to lead the way in improving outcomes for care leavers.	Non-Key	1 October, 2020	Cabinet
21.	Talk Community strategic overview: This decision approved the Talk Community strategic approach and its implementation, including the development and delivery of a comprehensive Talk Community programme and strategy. Talk Community is the strategic delivery vehicle for the community ambition of the Herefordshire County Plan 2020-2024 to improve the sustainability, connectivity and wellbeing of our county by strengthening our communities. It is the council's strategic approach to prevention, enabling people to get the assistance they need and managing demand for more specialist services. Talk Community was cited positively in the recent LGA Corporate Peer Review of the council and as the preferred vehicle for delivering much of its priorities relating to communities.	Key	1 October, 2020	Cabinet