

# HEREFORDSHIRE COUNCIL FORWARD PLAN



This document, known as the Forward Plan, sets out the decisions which are expected to be taken during the period covered by the Plan by either Cabinet as a whole, or by individual Cabinet Members. The Plan is updated regularly and is available on the Herefordshire Council website ([www.herefordshire.gov.uk](http://www.herefordshire.gov.uk)) and from Council Offices. This edition supersedes all previous editions.

The council must give at least 28 days' notice of key decisions to be taken. A key decision is one which results in the council incurring expenditure or making savings of £500,000 or more, and/or is likely to be significant in terms of the strategic nature of the decision or its impact, for better or worse, on the amenity of the community or quality of service provided by the council to a significant number of people living or working in the locality affected.

**Current cabinet members are listed below.** For more information and links papers for Cabinet meetings please visit <https://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251>

Councillor Jonathan Lester	Corporate Strategy and Budget (Leader of the Council)
Councillor Elissa Swinglehurst	Environment (Deputy Leader of the Council)
Councillor Carole Gandy	Adults, Health and Wellbeing
Councillor Ivan Powell	Children and Young People
Councillor Harry Bramer	Community Services and Assets
Councillor Graham Biggs	Economy and Growth
Councillor Pete Stoddart	Finance and Corporate Services
Councillor Barry Durkin	Roads and Regulatory Services
Councillor Philip Price	Transport and Infrastructure

Documents submitted in relation to each decision will be a formal report, which may include one or more appendices. Reports will usually be made available on the council website at least 5 clear working days before the date of the decision. Occasionally it will be necessary to exempt part or all of a decision report from publication due to the nature of the decision, for example if it relates to the commercial or business affairs of the council. Other documents may be submitted in advance of the decision being taken and will also be published on the website unless exempt.

To request a copy of a decision report or related documents please contact [governancesupportteam@herefordshire.gov.uk](mailto:governancesupportteam@herefordshire.gov.uk) or telephone 01432 261699.

The following information is provided for each entry in the Forward Plan:

<b>Heading</b>	<b>Contains</b>
<b>Report title and purpose</b>	A summary of the proposal
<b>Decision Maker and Due date</b>	Who will take the decision and the date the decision is expected to be made
<b>Lead cabinet member and officer contact(s)</b>	The cabinet member with responsibility for this decision and the officers producing the decision report.
<b>Directorate</b>	The directorate of the council responsible for the decision.
<b>Date uploaded onto plan</b>	The date the decision was first uploaded and the notice period started for key decisions.
<b>Decision type, exemptions and urgency</b>	Whether the decision is a Key or Non-Key decision, if the report is expected to be fully open, partly exempt or fully exempt and if urgency procedures are being followed.

Decisions to be taken by Cabinet at a formal meeting are listed first, ordered by date, and include both Key and Non-Key decisions. Decisions to be taken by individual Cabinet Members are then listed, grouped by portfolio area and sorted by date. These include Key decisions only.

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
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**Cabinet decisions by date (Key and Non-key listed)**

<p><b>Addition of Capital Budget to deliver IT Capital Programme</b></p>	<p>Cabinet 28 November 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Amy Swift, Portfolio Manager <small>Amy.Swift2@herefordshire.gov.uk</small></p>		<p>25 October 2024</p>	<p><b>KEY</b></p>
<p><b>Q2 Performance Report 2024/25</b> To review performance of Quarter 2 (Q2) 2024/25 and to report the performance position across all Directorates for this period.</p>	<p>Cabinet 28 November 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Jessica Karia, Head of Corporate Performance and Intelligence <small>jessica.karia@herefordshire.gov.uk Tel: 01432 260976</small></p>	<p>Corporate Support Centre</p>	<p>NEW ITEM</p>	<p><b>Non Key</b> Open</p>

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>Student Accommodation Update and Recommendations</b> To update Cabinet Member on the progress and budget for the project</p>	<p>Cabinet 28 November 2024</p>	<p>Cabinet member community services and assets</p> <p>Joni Hughes, Head of Chief Executive's Office, Susan White, Programme Manager</p> <p><small>Joni.Hughes@herefordshire.gov.uk, Susan.White2@herefordshire.gov.uk Tel: 01432 260598, Tel: 01432 260070</small></p>	<p>Economy and Environment</p>	<p>25 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>The New Public Realm Services</b> Defines the new public realm services for procurement</p>	<p>Cabinet 28 November 2024</p>	<p>Cabinet member community services and assets</p> <p>Alex Deans, Interim Programme Director – Major Contracts</p> <p><small>Alex.Deans@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>Corporate Parenting Strategy</b> To approve the corporate parenting strategy</p>	<p>Cabinet 19 December 2024</p>	<p>Cabinet member children and young people</p> <p>Caroline Marshall, Project manager, Julie Mepham caroline.marshall3@herefordshire.gov.uk, Tel: 01432 260249,</p>	<p>Children and Young People</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>Ofsted Monitoring Visit Feedback</b> To share the feedback letter from Ofsted following their fifth Monitoring Visit conducted 8th to 23rd October, with site days 22nd/23rd October 2024</p>	<p>Cabinet 19 December 2024</p>	<p>Cabinet member children and young people</p> <p>Maxine David, Executive Support Officer, Tina Russell, Corporate Director Childrens and Young People maxine.david@herefordshire.gov.uk, tina.russell@herefordshire.gov.uk Tel: 01432 260044, Tel: 01432 260 267</p>	<p>Children and Young People</p>	<p>25 October 2024</p>	<p><b>Non Key</b> Open</p>

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>Herefordshire and Worcestershire Group Training Association Ltd (HWGTA) Investment Partnership Model</b></p> <p>To develop a business case outlining options for a preferred investment model and;</p> <p>to approve the preferred investment model option for the HWGTA Ltd and Herefordshire Council partnership to enable the development of a vocational centre of excellence on Skylon Park.</p>	<p>Cabinet 23 January 2025</p>	<p>Cabinet member community services and assets</p> <p>Joni Hughes, Head of Chief Executive's Office, Gabriela Singh, Project Manager</p> <p><small>Joni.Hughes@herefordshire.gov.uk, Gabriella.Singh@herefordshire.gov.uk Tel: 01432 260598, Tel: 01432 260375</small></p>	<p>Corporate Support Centre</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>New care facility</b></p> <p>To consider and agree the business case to invest in and develop the council's own care facility in Herefordshire to meet future demand</p>	<p>Cabinet 23 January 2025</p>	<p>Cabinet member adults, health and wellbeing</p> <p>Hilary Hall, Corporate Director Community Wellbeing, Hayley Doyle, Service Director - All Age Commissioning</p> <p><small>Hilary.Hall@herefordshire.gov.uk, Hayley.Doyle@herefordshire.gov.uk Tel: 01432 260832</small></p>	<p>Community Wellbeing</p>	<p>17 October 2024</p>	<p><b>KEY</b></p>
<p><b>Cabinet Member Decisions (Key decisions only)</b></p>					
<p><b>Portfolio: adults, health and wellbeing</b></p>					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>Community Spaces Capital Grant Scheme</b> To approve the approach for the Community Spaces Capital Grant Scheme</p>	<p>Cabinet member adults, health and wellbeing 15 November 2024</p>	<p>Cabinet member adults, health and wellbeing  Emily Lowe, Talk Community Development Lead  <small>Emily.Lowe2@herefordshire.gov.uk Tel: 01432 383423</small></p>	<p>Community Wellbeing</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>Portfolio: children and young people</b></p>					
<p><b>Accommodation based support for children in care and care leavers aged 16-21</b> To seek approval to commission, by means of a competitive tender process in line with the council's contract procedure rules, an accommodation based housing related support service for 16-21 year old children in care and care leavers.</p>	<p>Cabinet member children and young people 11 November 2024</p>	<p>Cabinet member children and young people  Wendy Dyer, Commissioning Officer Communities  <small>Wendy.Dyer@herefordshire.gov.uk Tel: 01432 261673</small></p>	<p>Community Wellbeing</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>Portfolio: community services and assets</b></p>					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>High Needs Provision Capital Grant spend</b>            To approve the spend of the High Needs Provision Capital Grant to extend our inclusion offer in mainstream schools, increase places for children with Special Educational Needs and Disabilities (SEND) and to improve Alternative Provision (AP) education arrangements</p>	<p>Cabinet member community services and assets            8 November 2024</p>	<p>Cabinet member community services and assets             Hilary Jones, Virtual headteacher, Caroline Marshall, Project manager, Quentin Mee, Head of Educational Development   <small>hjones@herefordshire.gov.uk,            caroline.marshall3@herefordshire.gov.uk,            Quentin.Mee@herefordshire.gov.uk            Tel: 01432 260579, Tel: 01432 260249,</small></p>	<p>Children and Young People</p>	<p>17 October 2024</p>	<p><b>KEY</b>            Open</p>
<p><b>Portfolio: economy and growth</b></p>					



Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>Acquisition Fund for Housing Provision (previously Acquisition Fund For Housing Development)</b></p> <p>To seek delegated approval to acquire and develop sites to meet our critical housing need across Herefordshire, enabling a quick response as opportunities arise, subject to the completion of a due diligence business case. In July 2024 full council approved an outline business case (appendix 1) to add £5m to the capital programme to enable the council to develop the critical housing provision we need in the county. The council faces an increasing demand for social housing provision, there is a lack of local provision to meet this need, as such people are being placed in temporary accommodation which isn't fit for purpose and has significant additional costs.</p>	<p>Cabinet member economy and growth 30 October 2024</p>	<p>Cabinet member economy and growth</p> <p>Roger Allonby, Service Director Economy and Growth, Hayley Crane, Head of Service Housing, Stephen Holland, Interim Head of Housing Development</p> <p><small>Roger.Allonby@herefordshire.gov.uk, Hayley.Crane@herefordshire.gov.uk, stephen.holland@herefordshire.gov.uk Tel: 01432 260330, Tel: 01432 261919,</small></p>	<p>Economy and Environment</p>	<p>25 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>Portfolio: environment</b></p>					
<p><b>Portfolio: finance and corporate services</b></p>					

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>Household Support Fund 6</b> To accept the Household Support Fund allocation from the Department of Work and Pensions. To also approve the local eligibility approach for allocation of the funding for the Household Support Fund.</p>	<p>Cabinet member finance and corporate services 14 November 2024</p>	<p>Cabinet member finance and corporate services  Emily Lowe, Talk Community Development Lead, William Merriman, Senior Project Manager, Nikki Stroud, Talk Community Children and Families Lead  <small>Emily.Lowe2@herefordshire.gov.uk, William.Merriman2@herefordshire.gov.uk, nikki.stroud@herefordshire.gov.uk Tel: 01432 383423, ,</small></p>	<p>Corporate Support Centre</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>Portfolio: roads and regulatory services</b></p>					
<p><b>2025/26 Capital Investment in Existing Highway Infrastructure</b> To authorise the spend/investment in the public realm assets and infrastructure in 2025/26 following Council's resolution at the Council meeting 10 February 2023, to approve the proposed Capital Programme for 2023/24 through to 2026/27.</p>	<p>Cabinet member roads and regulatory services 14 November 2024</p>	<p>Cabinet member roads and regulatory services  Ed Bradford, Head of Highways and Traffic <small>Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786</small></p>	<p>Economy and Environment</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>

Report title and purpose	Decision Maker and Due date	Lead cabinet member and officer contact(s)	Directorate	Date uploaded onto plan	Decision Type, exemptions and urgency
<p><b>24/25 Winter Service</b> To seek approval for the arrangements being made for the provision of winter service during the period of 2023 through to 2024 season, as set out in the Winter Service Plan.</p> <p>The Winter Service Plan continues to build on existing best practice and the findings of reviews that have taken place both locally and nationally. Herefordshire Council will continue to meet its duties towards the maintenance of the highway network in full and by working in partnership with Herefordshire's communities, wherever practicable, enhance the county's resilience to the impact of prolonged or severe winter weather.</p>	<p>Cabinet member roads and regulatory services 5 December 2024</p>	<p>Cabinet member roads and regulatory services</p> <p>Bruce Evans, Engineering Manager bje@herefordshire.gov.uk Tel: 07792880548</p>	<p>Economy and Environment</p>	<p>17 October 2024</p>	<p><b>KEY</b> Open</p>
<p><b>Portfolio: transport and infrastructure</b></p>					