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) 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 or telephone 01432 261699.

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

Heading	Contains
Report title and purpose	A summary of the proposal
Decision Maker and Due date	Who will take the decision and the date the decision is expected to be made
Lead cabinet member and officer contact(s)	The cabinet member with responsibility for this decision and the officers producing the decision report.
Directorate	The directorate of the council responsible for the decision.
Date uploaded onto plan	The date the decision was first uploaded and the notice period started for key decisions.
Decision type, exemptions and urgency	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
Cabinet decisions by date (Key and Non-key listed)					
Housing Development Company To explore the development of a council owned housing development company. There is a critical need for additional housing in the county. Following the outcome of a recent best practice study of how other Local Authorities across England have addressed this issue, the Connected Communities Scrutiny Committee have recommended that the council explore the development of a council owned housing development company, which is supported by the Cross Party Housing Working Group.	Cabinet 6 March 2025	Cabinet member economy and growth Roger Allonby, Service Director Economy and Growth Roger.Allonby@herefordshire.gov.uk Tel: 01432 260330	Economy and Environment	20 February 2025	**KEY** Open
Q3 2024/25 Budget Report To report the forecast position for 2024/25 at Quarter 3 (December 2024).	Cabinet 6 March 2025	Cabinet member finance and corporate services Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775	Corporate Support Centre	20 February 2025	**Non Key** Open

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
Q3 Performance Report To report to Cabinet the quarterly performance updates for across the council.	Cabinet 6 March 2025	Cabinet member finance and corporate services Jessica Karia, Head of Corporate Performance and Intelligence jessica.karia@herefordshire.gov.uk Tel: 01432 260976	Corporate Support Centre	20 February 2025	**Non Key** Open
Delivery Plan 2025-26 To approve the council's Delivery Plan 2025-26. Cabinet is required to produce a delivery plan which sets out how the strategic priorities within the Herefordshire Council Plan will be delivered and monitored.	Cabinet 27 March 2025	Cabinet member corporate strategy and budget Michelle Price, Project manager, Helun Sandifort, Project Manager, Rosie Thomas-Easton, Director of Strategy and Transformation michelleprice@herefordshire.gov.uk, Helun.Sandifort@herefordshire.gov.uk, rosie.thomas-easton@herefordshire.gov.uk Tel: 01432 383778, ,	Corporate Support Centre	20 February 2025	**KEY** Open

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
Education Strategy To endorse the Education Strategy	Cabinet 27 March 2025	Cabinet member children and young people Liz Farr, Service Director, Education, Skills and Learning liz.farr@herefordshire.gov.uk Tel: 01432 260897	Children and Young People	20 February 2025	**Non Key** Open
Ofsted Monitoring Visit Feedback To share the feedback letter from Ofsted following their sixth monitoring visit conducted on 18 and 19 February 2025.	Cabinet 27 March 2025	Cabinet member children and young people 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	Children and Young People	NEW ITEM	**Non Key** Open

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
Re-procurement of Unit 4 Business World Re-procurement of our ERP system - Unit 4 Business World	Cabinet 27 March 2025	Cabinet member finance and corporate services Simon Basran, Head of ICT & Digital Simon.Basran@herefordshire.gov.uk	Corporate Support Centre	20 February 2025	**KEY** Open
SEND inspection update (formerly known as Education Update and Overview) To update Cabinet on the outcome of the SEND Inspection carried out by Ofsted and CQC.	Cabinet 27 March 2025	Cabinet member children and young people Liz Farr, Service Director, Education, Skills and Learning, Hilary Jones, Head of Additional Needs, Louise Tanner, Admissions and 14 to 19 curriculum manager liz.farr@herefordshire.gov.uk, hjones@herefordshire.gov.uk, Louise.Tanner@herefordshire.gov.uk Tel: 01432 260897, Tel: 01432 260579, Tel: 01432383333	Children and Young People	20 February 2025	**Non Key** Open

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
Food Waste Collection Service Following the successful award and mobilisation of the new waste collection service this report is to consider the business case for the introduction of a new food waste collection service.	Cabinet 24 April 2025	Cabinet member environment Ben Boswell, Head of Environment, Climate Emergency and Waste Services bboswell@herefordshire.gov.uk Tel: 01432 261930	Economy and Environment	20 February 2025	**KEY** Open
Garden Waste Collection Service Following the successful award and mobilisation of the new waste collection service this report is to consider the business case for the introduction of a new chargeable garden waste collection service.	Cabinet 24 April 2025	Cabinet member environment Ben Boswell, Head of Environment, Climate Emergency and Waste Services bboswell@herefordshire.gov.uk Tel: 01432 261930	Economy and Environment	20 February 2025	**KEY** Open

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
New care facility To consider and agree the business case to invest in and develop the council's own care facility in Herefordshire to meet future demand	Cabinet 24 April 2025	Cabinet member adults, health and wellbeing Hilary Hall, Corporate Director Community Wellbeing, Hayley Doyle, Service Director - All Age Commissioning Hilary.Hall@herefordshire.gov.uk, Hayley.Doyle@herefordshire.gov.uk Tel: 01432 260832	Community Wellbeing	20 February 2025	**KEY**
Herefordshire and Worcestershire Group Training Association Ltd (HWGTA) Investment Partnership Model To develop a business case outlining options for a preferred investment model and; 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.	Cabinet 15 May 2025	Cabinet member community services and assets Joni Hughes, Head of Chief Executive's Office, Gabriela Singh, Project Manager Joni.Hughes@herefordshire.gov.uk, Gabriella.Singh@herefordshire.gov.uk Tel: 01432 260598, Tel: 01432 260375	Corporate Support Centre	20 February 2025	**KEY** Open
Cabinet Member Decisions (Key decisions only)					
Portfolio: adults, health and wellbeing					

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
Portfolio: children and young people					
High Needs Budget 2025/26 To approve the Dedicated Schools Grant (DSG) high needs budget for 2024/25 as recommended by Schools Forum.	Cabinet member children and young people 28 March 2025	Cabinet member children and young people Clare Bellis-powley, Senior Finance Business Partner clare.bellis-powley@herefordshire.gov.uk	Children and Young People	20 February 2025	**KEY** Open
Portfolio: community services and assets					
Property Services Estate Capital Building Improvement Programme 2025/28 To agree the proposed programme of works as set out in appendices incorporating a series of planned project works to enable Council to deliver on its obligations to maintain buildings fit for purpose.	Cabinet member community services and assets 19 March 2025	Cabinet member community services and assets Michael Griffin, Head of Major Projects, Anthony Oliver, Interim Director of Commercial Services Michael.Griffin2@herefordshire.gov.uk, anthony.oliver@herefordshire.gov.uk Tel: 01432 383519	Economy and Environment	20 February 2025	**KEY** Open

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
Shire Hall Phase 2 Refurbishment Work Approval to spend allocated capital budget to deliver phase 2 of the planned Shire Hall refurbishment	Cabinet member community services and assets 19 March 2025	Cabinet member community services and assets Johnathan Pritchard, Senior Project Manager Johnathan.Pritchard@herefordshire.gov.uk Tel: 01432 261885	Corporate Support Centre	20 February 2025	**KEY** Open
Play Area Investment The purpose of this report is to set out how the £1 million for Play Area Investment is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member community services and assets 7 April 2025	Cabinet member community services and assets Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	20 February 2025	**KEY** Open
Portfolio: economy and growth					

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
UKSPF Allocation 2025/2026 To accept and spend Herefordshire's UKSPF allocation for 2025/26, totalling £2,172,966, made up of £401,198 capital and £1,771,768 revenue.	Cabinet member economy and growth Before 8 March 2025	Cabinet member economy and growth Nadine Kinsey, Economic Development Manager nkinsey@herefordshire.gov.uk	Economy and Environment	20 February 2025	**KEY** Open
Hereford Enterprise Zone Retained Business Rates – Herefordshire Growth Programme To approve the expenditure of the retained business rates from the Hereford Enterprise Zone, to deliver a county wide business growth, skills and inward investment programme	Cabinet member economy and growth 11 March 2025	Cabinet member economy and growth Roger Allonby, Service Director Economy and Growth Roger.Allonby@herefordshire.gov.uk Tel: 01432 260330	Economy and Environment	20 February 2025	**KEY** Open
Portfolio: environment					

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
River Restoration To draw down funding from the Cabinet Commission for the delivery of river restoration projects.	Cabinet member environment 7 March 2025	Cabinet member environment Elizabeth Duberley, Phosphate Mitigation Lead Elizabeth.Duberley@herefordshire.gov.uk	Economy and Environment	20 February 2025	**Non Key** Open
Malvern Hills National Landscape Management Plan To consider and adopt the new management plan for the Malvern Hills National Landscape.	Cabinet member environment 21 March 2025	Cabinet member environment James Bisset, Principal Countryside Officer, Ben Boswell, Head of Environment, Climate Emergency and Waste Services bboswell@herefordshire.gov.uk Tel: 01432 261930	Economy and Environment	20 February 2025	**KEY** Open

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
Wye Valley National Landscapes - acceptance of grant funding This report seeks approval to accept a number of confirmed and indicative funding awards, allocations and bids from National Grid, DEFRA, Welsh Government and Natural Resources Wales for the future management and duties of the Wye Valley National Landscape, an Area of Outstanding Natural Beauty (AONB). This report also seeks approval to delegate the review of the AONB Management Plan and the renewal of a Memorandum of Understanding between the 4 constituent local authorities, on account of the complex nature of the cross-border designation.	Cabinet member environment 27 March 2025	Cabinet member environment Ben Boswell, Head of Environment, Climate Emergency and Waste Services bboswell@herefordshire.gov.uk Tel: 01432 261930	Economy and Environment	20 February 2025	**KEY** Open
Warm Homes: Local Grant We are seeking approval to apply for and spend funding under the new Warm Homes: Local Grant funding scheme	Cabinet member environment 31 March 2025	Cabinet member environment Bernadette Muldowney, Programme Management Office Bernadette.Muldowney@herefordshire.gov.uk	Economy and Environment	20 February 2025	**KEY** Open
Portfolio: finance and corporate services					

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
ICT systems upgrades & server replacements Draw down of funds to perform ICT Systems upgrades and replace servers.	Cabinet member finance and corporate services 27 March 2025	Cabinet member finance and corporate services Simon Basran, Head of ICT & Digital Simon.Basran@herefordshire.gov.uk	Corporate Support Centre	20 February 2025	**KEY** Open
Debt Enforcement Contract Award To award the debt enforcement contract	Cabinet member finance and corporate services 31 March 2025	Cabinet member finance and corporate services Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775	Corporate Support Centre	NEW ITEM	**KEY** Open
Portfolio: roads and regulatory services					

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
Highways Infrastructure Investment - Additional Funding The purpose of this report is to set out how the £5.0 million additional Highways Infrastructure Investment is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member roads and regulatory services 18 March 2025	Cabinet member roads and regulatory services Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	20 February 2025	**KEY** Open
Resurfacing Herefordshire Highways - Additional Funding The purpose of this report is to set out how the £5.0 million additional investment in Resurfacing Herefordshire Highways is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member roads and regulatory services 18 March 2025	Cabinet member roads and regulatory services Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	20 February 2025	**KEY** Open
Road Safety Schemes The purpose of this report is to set out how the £3.0 million for Road Safety Schemes is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member roads and regulatory services 18 March 2025	Cabinet member roads and regulatory services Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	20 February 2025	**KEY** Open

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
Portfolio: transport and infrastructure					
Herefordshire Flood Risk Mitigation The purpose of this report is to set out how the £2.055 million for Herefordshire Flood Risk Mitigation is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member transport and infrastructure 18 March 2025	Cabinet member transport and infrastructure Ed Bradford, Head of Highways and Traffic Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786	Economy and Environment	20 February 2025	**KEY** Open
Procurement of a professional services supplier to support Highways & Infrastructure To assist with the delivery of highways, transport and infrastructure work the Council requires the services of an external consultant possessing specialist technical skill to provide specialist design, project management and transport planning services to supplement and support Herefordshire's in-house teams	Cabinet member transport and infrastructure 28 March 2025	Cabinet member transport and infrastructure David Jones, Programme Manager, Tina Pugh, Senior Project Manager, Scott Tompkins, Delivery Director - Infrastructure David.Jones2@herefordshire.gov.uk, tina.pugh@herefordshire.gov.uk, scott.tompkins@herefordshire.gov.uk Tel: 01432 383320, Tel: 01432 383212,	Economy and Environment	20 February 2025	**KEY** Open