

**Written statement of a key decision**  
**Cabinet member roads and regulatory services**

<b>Title</b>	<b>Public Realm Services Annual Plan 2024 - 2025</b>
Decision maker	Cabinet member roads and regulatory services
Date of decision	28 March 2024
Report exemption class	Open
Reason for being a key decision	<p>This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.</p> <p>This is a key decision because it is likely to be significant having regard to: the strategic nature of the decision; and / or whether the outcome will have an impact, for better or worse, on the amenity of the community or quality of service provided by the authority to a significant number of people living or working in the locality (two or more wards) affected.</p>
A notice was served in accordance with Part 3 (Key decisions) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.	
General exception or special urgency (as defined in the constitution)	No
Purpose	To confirm the Annual Plan 2024/25 for the Public Realm Services contract with Balfour Beatty Living Places (BBLP) and the close out of the Major Contracts Improvement Board plan
<b>Decision</b>	<p>That:</p> <p>(a) the Annual Plan for public realm services, as outlined at Appendix 1 of this report be approved as the basis for service delivery during 2024/25 with an overall budget of up to £18,669,041; made up of £5,802,041 revenue and £12,867,000 capital budgets as detailed in paragraph 36 and;</p> <p>(b) approval to spend the retained capital budget of £2,599,000 as detailed in paragraph 36;</p>

	<p>(c) the Service Director Environment and Highways be authorised to agree, through the Public Realm Contract governance arrangements, final adjustments to the programme (including any recommendations from the Strategic Partnering Board) and budget allocation to each of the Annexes and any in-year adjustments to the plan, within the overall budget; including the retained capital budget, and</p> <p>(d) the close out of the Major Contracts Improvement Board improvement plan be approved.</p>
Reason for the decision	<p>As set out in the report. Documents relating to this decision are available at</p> <p><a href="http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50047760">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50047760</a></p>
Options considered	<p>1. Not to approve the Annual Plan. This is not recommended as operating without an approved Annual Plan may put the management of budgets, performance and contract management arrangements at risk</p> <p>2. If in-year changes to the service as detailed in this Annual Plan are required, then these can be best managed, from the baseline position established in the Annual Plan, through the change management processes that are in the Public Realm Services contract and managed through the council's contract management team following instruction from the appropriate commissioner.</p> <p>3. To approve an alternative Annual Plan for 2024/25; this option is not recommended as the development of the Annual Plan has gone through a robust process with BBLP and the council's commissioners and Contract Management Team to ensure effective prioritisation and asset management have been applied within the overall budgets available.</p>
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	5 April 2024

<p>Councillor: .....</p> <p>Cabinet member roads and regulatory services (Councillor Barry Durkin)</p>	<p>Date 28 March 2024</p>
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- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;

and

- in respect of any declared conflict of interest, a note of dispensation granted.