

Written statement of a key decision
Cabinet member Infrastructure and transport

Title	Project Plan for the Local Plan update
Decision maker	Cabinet member Infrastructure and transport Information about cabinet, including the names and contact details of the cabinet members, can be found here: http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251
Date of decision	23 March 2021
Report exemption class	Open
Reason for being a key decision	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.
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 approve a project plan for the preparation of the update of the Herefordshire Local Plan.
Decision	That: <ul style="list-style-type: none"> a) the project plan for the Local Plan update in Appendix 1 to this report be approved; b) the project plan be maintained as a live document, with any significant change subject to the approval of the Cabinet Member; and c) the Assistant Director for Regulation, Environment & Waste is given authority for commissioning the evidence base studies set out in the project plan in consultation with the Cabinet Member for Infrastructure and Transport.
Reason for the decision	As set out in the report. Documents relating to this decision are available at

	http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50035981
Options considered	<ol style="list-style-type: none"> 1. There is no regulatory requirement to produce a project plan. The plan making process is regulated by Local Planning regulations and advice and guidance is set out in both the National Planning Policy Framework and national planning policy guidance. 2. However, preparing a project plan enables the establishment of timelines, costs and resources required for each stage in the process thereby improving the chances of achieving milestones and enables a better understanding of likely risks. A recent peer review undertaken by the Planning Advisory Service has recommended a clear timetable is developed for the local plan update.
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	29 March 2021

Councillor:	Date 23 March 2021
Cabinet member Infrastructure and transport (Councillor John Harrington)	

- 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.