

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
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Cabinet decisions by date (Key and Non-key listed)

<p>Addition of Capital Budget to deliver IT Capital Programme</p> <p>For Cabinet to recommend to Council to approve an amendment to the capital programme to utilise underspends to fund two new projects, at a total of £368,000 for delivery of IT projects within this financial year.</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>15 November 2024</p>	<p>KEY</p>
<p>Q2 2024/25 Budget Report</p> <p>To report the forecast position for 2024/25 at Quarter 2 (September 2024), including explanation and analysis of the drivers for the material budget variances, and to outline current and planned recovery activity to reduce the forecast overspend. To provide assurance that progress has been made towards delivery of the agreed revenue budget and service delivery targets, and that the reasons for major variances are understood and are being addressed to the cabinet's satisfaction.</p> <p>The forecast 2024/25 outturn shows a net overspend of £10.2 million at Quarter 2, before management action estimated at £8.2 million to reduce the forecast overspend to £2.0 million</p>	<p>Cabinet 28 November 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Rachael Sanders, Director of Finance <small>Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</small></p>	<p>Corporate Support Centre</p>	<p>15 November 2024</p>	<p>Non Key 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>Q2 Performance Report 2024/25 To review performance for 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 jessica.karia@herefordshire.gov.uk Tel: 01432 260976</p>	<p>Corporate Support Centre</p>	<p>15 November 2024</p>	<p>Non Key Open</p>
<p>The New Public Realm Services This report seeks approval of the council's Public Realm Services model and to delegate authority for the procurement and associated requirements relating to IT, fleet, depots and demobilisation of the current contract.</p>	<p>Cabinet 28 November 2024</p>	<p>Cabinet member community services and assets</p> <p>Alex Deans, Interim Programme Director – Major Contracts Alex.Deans@herefordshire.gov.uk</p>	<p>Economy and Environment</p>	<p>15 November 2024</p>	<p>KEY 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>Ofsted Monitoring Visit Feedback 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</p> <p><small>maxine.david@herefordshire.gov.uk, tina.russell@herefordshire.gov.uk Tel: 01432 260044, Tel: 01432 260 267</small></p>	<p>Children and Young People</p>	<p>15 November 2024</p>	<p>Non Key Open</p>
<p>Corporate Parenting Strategy 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</p> <p><small>caroline.marshall3@herefordshire.gov.uk, Tel: 01432 260249,</small></p>	<p>Children and Young People</p>	<p>15 November 2024</p>	<p>KEY 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>2025/26 Draft Budget- Revenue</p>	<p>Cabinet 19 December 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</p>	<p>Corporate Support Centre</p>	<p>NEW ITEM</p>	<p>KEY</p>
<p>2025/26 Draft Capital Investment Budget and Capital Strategy Update</p>	<p>Cabinet 19 December 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</p>	<p>Corporate Support Centre</p>	<p>NEW ITEM</p>	<p>KEY</p>
<p>Annual review of Earmarked Reserves – 2024/25 To note and review the earmarked reserves held by the council.</p>	<p>Cabinet 19 December 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</p>	<p>Corporate Support Centre</p>	<p>NEW ITEM</p>	<p>Non Key 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>Herefordshire and Worcestershire Group Training Association Ltd (HWGTA) Investment Partnership Model</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>15 November 2024</p>	<p>KEY Open</p>
<p>Leominster Heritage Action Zone - Lesson's Learned Review</p> <p>The aims of this report is to capture the history of how the Leominster Heritage Action Zone (HAZ) scheme was developed and delivered; and to put forward lesson's learned recommendations for the delivery of future public realm schemes.</p>	<p>Cabinet 23 January 2025</p>	<p>Cabinet member transport and infrastructure</p> <p>Scott Tompkins, Delivery Director - Infrastructure</p> <p><small>scott.tompkins@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>15 November 2024</p>	<p>Non Key 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>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</p>	<p>Cabinet 24 April 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>Hilary.Hall@herefordshire.gov.uk, Hayley.Doyle@herefordshire.gov.uk Tel: 01432 260832</p>	<p>Community Wellbeing</p>	<p>15 November 2024</p>	<p>KEY</p>
<p>Cabinet Member Decisions (Key decisions only)</p>					
<p>Portfolio: adults, health and wellbeing</p>					
<p>Portfolio: children and young people</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>Schools Budget 2025/26 To approve school forum’s recommended budget proposals for school budgets, central school services and early years within the Dedicated Schools Grant (DSG) for 2025/26</p>	<p>Cabinet member children and young people 14 February 2025</p>	<p>Cabinet member children and young people Clare Bellis-powley, Senior Finance Business Partner <small>clare.bellis-powley@herefordshire.gov.uk</small></p>	<p>Children and Young People</p>	<p>15 November 2024</p>	<p>KEY Open</p>
<p>High Needs Budget 2025/26 To approve the Dedicated Schools Grant (DSG) high needs budget for 2024/25 as recommended by Schools Forum.</p>	<p>Cabinet member children and young people 28 March 2025</p>	<p>Cabinet member children and young people Clare Bellis-powley, Senior Finance Business Partner <small>clare.bellis-powley@herefordshire.gov.uk</small></p>	<p>Children and Young People</p>	<p>15 November 2024</p>	<p>KEY Open</p>
<p>Portfolio: community services and assets</p>					

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<p>Student Accommodation Update and Recommendations (amendment to non key due to there being no further financial implications that exceed £500k)</p> <p>To update Cabinet Member on the progress and budget for the project</p>	<p>Cabinet member community services and assets</p> <p>31 January 2025</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>15 November 2024</p>	<p>Non Key</p> <p>Open</p>
<p>Portfolio: economy and growth</p>					
<p>Portfolio: environment</p>					
<p>Warm Homes: Local Grant</p> <p>We are seeking approval to apply for and spend funding under the new Warm Homes: Local Grant funding scheme</p>	<p>Cabinet member environment</p> <p>December 2024</p>	<p>Cabinet member environment</p> <p>Bernadette Muldowney, Programme Management Office</p> <p><small>Bernadette.Muldowney@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>15 November 2024</p>	<p>KEY</p> <p>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
Portfolio: finance and corporate services					
Portfolio: roads and regulatory services					
<p>2025/26 Capital Investment in Existing Highway Infrastructure</p> <p>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</p> <p>29 November 2024</p>	<p>Cabinet member roads and regulatory services</p> <p>Ed Bradford, Head of Highways and Traffic</p> <p>Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786</p>	<p>Economy and Environment</p>	<p>15 November 2024</p>	<p>KEY</p> <p>Open</p>
Portfolio: transport and infrastructure					