

## HPS Rolling Programme

<b>MEETING / BRIEFING DATE</b>  <b>Cabinet Council Committee Cabinet Member Briefing</b>  <b>HPSLT Leaders Briefing</b>	<b>CONSULT:</b>  <b>A&amp;G Cttee</b> <b>Clinical</b> <b>Comm Grp</b> <b>H&amp;WB Brd</b> <b>HPEG</b> <b>NHSH Brd</b> <b>O&amp;S Cttee</b> <b>Planning Cttee</b> <b>Regulatory Cttee</b> <b>SMT</b>	<b>REPORT TITLE</b>	<b>PURPOSE</b>	<b>FINAL DECISION MAKER</b>	<b>DIRECTOR / LEAD OFFICER</b>
<b>ALLOCATED ITEMS</b>					
<b>Cabinet 05/04/12</b> LB 23/02/12		ICPR	To provide Cabinet with an overview of performance against the Joint Corporate Plan 2011-14	Cabinet	DCE / Jenny Lewis
Cabinet 29/03/12 HPSLT 20/03/12		Forward Plan update	To provide quarterly update on the Forward Plan	Cabinet	DCE
Cabinet 29/03/12		Budget Monitoring Report 2011/12	To receive the budget monitoring report.	Cabinet	DCE/ CO F&C
Cabinet 05/04/12 HPSLT 11/10/11 Plan. 01/02/12 Reg.	Public Planning Cttee Regulatory Ctte O&S Cttee?	Single Enforcement Policy	To introduce a new single enforcement policy to replace various area specific policies.	Cabinet	Corporate Services / AD LG&R / Paul Nicholas
Cabinet 05/04/12 HPSLT 18/10/11 & 03/01/12 & 06/03/12 & 13/03/12 LB 10/11/11		Corporate Delivery Plan	For Cabinet to approve the 2012/13 Corporate Delivery Plan.	Cabinet	DCE/Jenny Lewis
Cabinet 05/04/12 HPSLT 21/02/12		Shared Services Update		Cabinet	CO F&C

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LB 08/03/12 PCT Board March 2012					
Cabinet 05/04/12 HPSLT 28/02/12 CMB 01/03/12 LB 08/03/12		<b>New Item added 12/03/12</b> Compulsory Purchase Order Overross Farm	To seek Cabinet approval to resolve to CPO for the property known as 2 Overross Farmhouse, 26 Overross Farm, Ledbury Road, Ross-on-Wye, under powers contained un Section 17 (1) (b) of the Housing Act 1985 as amended, and the Acquisition of Land Act 1981 and all other enabling powers for housing purposes.	Cabinet	DforP&C/Jane Thomas
Cabinet 05/04/12 HPSLT (Standing item): 13/03/12; 03 & 17/04/12; 01 & 15/05/12; 12 & 19/06/12; 03/07; 10/07; 17/07 & 24/07/12 04/0912 LB 15/03/12		Root and Branch Review Report		Cabinet	DCE
Cabinet 05/04/12		<b>New Item added 12/03/12</b> Stanhope Agreement	To seek cabinet approval for the signing of : 1 a Deed of Variation (of the Development Agreement) between HC, Hfd Futures and Stanhope Plc. 2 a Deed of Novation between HC, Hfd Futures, Stanhope Plc and British Land Plc. 3 an Option Agreement between HC and British Land.  Cabinet approval of these Agreements, which will vary some of the terms contained in the 2009 Development Agreement, will	Cabinet key decision	DforP&C Andrew Ashcroft

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			enable Stanhope Plc to secure funding to deliver the Retail Quarter (Old Livestock Market) redevelopment from British Land Plc, one of the UK's largest property companies and the benefit of their long term approach and influential relationship with retailers.		
Cabinet Member 06/04/12 CMB 29/03/12		<b>New Item added 26/03/12</b> Neighbourhood Planning Governance Procedure		Cabinet Member Non- key decision	DforP&C
Cabinet Member 05/04/12		Dedicated Schools Grant 2012/13	For the Cabinet Member to approve the school budgets for 2012/13. This is an annual non key Cabinet Member decision. Decision delayed by 2 weeks because at Schools Forum on 24 February, they requested further information re the Schools Budgets which will delay the Cabinet Member Decision. (C.Marshall 29 Feb)	Cabinet Member decision	DforPS / Malcolm Green
<b>Cabinet 16/04/12</b> HPSLT 28/02/12 LB 29/03/12	O&S Cttee 19/03/12	Herefordshire Community Safety Strategy (changed from Community Safety & Drugs Partnership)		<b>B&amp;PF Council</b> 20/07/12	DforP&C / Richard Gabb
Cabinet 16/04/12 HPSLT 18/10/11 LB 27/10/11 & 22/03/12		Older People's Strategy – renamed Vision for Adults in Herefordshire – renamed on 6 March - <b>Strategic Delivery Plan for Adults</b> (moved to April to carry out consultation).	The vision for Adults in Herefordshire will be significant in informing future service planning across the county, giving a clear message to citizens, staff and stakeholders of the way in which we the council wish to work with residents of Herefordshire, particularly vulnerable adults. Cabinet is asked to approve the vision. <b><i>This has been removed from the Forward Plan as it is an important decision but not a key decision.</i></b>	Cabinet	DforPS

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Cabinet 16/04/12 HPSLT 06/03/12 LB 08/03/12		Herefordshire & Shropshire Joint Housing Strategy	To agree a joint housing strategy with Shropshire	Cabinet	DforP&C / Richard Gabb
Cabinet 16/04/12 HPSLT 06/12/11 LB 22/12/11	HPEG 09/02/12	Armed Forces Community Covenant	For cabinet to approve an armed forces community covenant pledge and action plan for the county.	Cabinet	DforP&C / Richard Gabb
Cabinet 16/04/12 LB 15/03/12		Fees & Charging Progress Report <i>(moved to later meeting date in April due to large agenda for 5 April)</i>	To bring Cabinet up to date on current position on the review of fees and charges being delivered by Price Waterhouse Cooper (PwC). The report also provides a summary of the progress for income areas as well as the links to the Overview and Scrutiny Committee task group.	Cabinet	Chief Officer – Finance & Commercial
Cabinet Member 19/04/12		<b>New Item added 23/03/12</b> Proposed admission arrangements for schools	To seek approval on the proposed admission arrangements for 2013/2014.	Cabinet Member Non-key	DforPS
<b>CABINET 10/05/12</b>  HPSLT 06/03/12 LB 19/04/12	O&S Cttee April '12	Vision for Education - renamed <b>Guiding Principles for the Herefordshire Learning Community</b> <i>(the decision date has moved to April as currently carrying out consultation)</i>	To agree the guiding principles for a council perspective to agree the steps to turn guiding principles into action. <b><i>*This has been removed from the Forward Plan as it is an important decision but not a key decision.</i></b> <b><i>**This item has been moved to 10 May Cabinet due to the late completion of consultation with the Schools' Strategic Planning Group.</i></b>	Cabinet	DforP&S
Cabinet Member 24/05/12 HPSLT 17/04/12	n/a	<i>Procurement of services to support the delivery of Herefordshire's Adult</i>	To seek approval to commit funding over £500k in the procurement of services for Adults in line with the Service Plan and based on an evaluation of current contracts, equality	Key Decision Cabinet Member	DforPS / Chris Baird / Interim Programme

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LB 19/04/12		Services The date of decision has been revised from February to March to allow for the tendering process to be completed	impact assessments and information from the Joint Strategic Needs Assessment. Decision planned for 15/03/12, but delayed due to complexity of contracts (C. Marshall 15/02/12)	24/05/12	Director, Adult Social Care
Cabinet Member Date of decision to be agreed HPSLT 01/05/12 LD 10/05/12		<b>New Item added 23/03/12</b> Local Authority Governor Appointments	Review of the existing procedure for the appointment of Local Authority Governors and to seek approval on the proposed changes recommended following the review.	Cabinet Member Non-key decision	DforPS
<b>ANNUAL COUNCIL 25/05/12</b>		Appointments to Committees (possible changes)		Council	
HPSLT 24/01/12 LB 26/01/12	A&G cttee 09//03/12	Report on amendments to the constitution.	To review the current list of budget and policy framework items in the Council's constitution.	Council	DCE / AD LG&R
Annual Council 25/05/12		Annual Leader's report		Council	
Annual Council 25/05/12		Police and Crime panel (generic report to all authorities)	Report on the composition of a Police and Crime Panel. (A view needs to be taken on whether report goes straight to Council or through Cabinet first).	Council	DCE / AD LG&R
Annual Council 25/05/12		Annual report O&S Cttee		Council	
Annual Council 25/05/12		Annual report Planning Cttee		Council	
Annual Council 25/05/12		Annual report A&G Cttee		Council	

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Annual Council 25/05/12		Annual report Standards Cttee – the future of Standards Committee	Provisionally to include Standards Committee Working Group report on revised Code of Conduct. To be confirmed.	Council	
Annual Council 25/05/12		Annual report Regulatory Cttee		Council	
Annual Council 25/05/12		West Mercia Police Report		Council	
Annual Council 25/05/12		H&W Fire and Rescue Authority		Council	
Annual Council 25/05/12		Adoption of the Rifles	Presentation of a certificate to be made on the adoption of the Rifles as the county regiment.	Council	
<b>CABINET 14/06/12</b> HPSLT 01/05/12 LB 17/05/12		Local Transport Plan		B&PF Council 20/07/12	DforP&C / Steve Burgess
Cabinet 14/06/12		Forward Plan update	To provide quarterly update on the Forward Plan	Cabinet	DCE
Cabinet 14/06/12 HPSLT 01/05/12 LB 03/05/12 & LB 31/05/12	OSC - 29/05/12 LDF Grp May	Local Development Framework	To consider a submission draft version of the Core Strategy.	B&PF Council 20/07/12	DforP&C / Dave Nicholson
Cabinet 14/06/12 HPSLT 15/05/12 CMB 17/05/12 LB 17/05/12		Yes We Can Plan - Refresh		B&PF Council 20/07/12	DforPS / Philippa Granthier
Cabinet 14/06/12 HPSLT 15/05/12 LB 17/05/12	Public consultation to be carried	Children's Centre Review	The report will detail the results of a consultation on the future model for children centre delivery in Herefordshire. The options being consulted on are:	Cabinet Key Decision	DforPS/Tina McGrath

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	out January to March 2012		<ol style="list-style-type: none"> <li>1. Local authority continues to run children centre delivery directly, through a strategic delivery model;</li> <li>2. A mixture of commissioned and directly delivered services</li> <li>3. Children centre delivery is fully commissioned</li> <li>4. A social enterprise model of delivery.</li> </ol> Cabinet will be asked to agree the preferred model. Decision will have significant effect on one or more wards.		
Cabinet 14/06/12 LB 31/05/12		Integrated Needs Assessment (formerly JSNA)			DCE/Madeline Spinks
Cabinet 14/06/12 HPS LT 15/05/12 CMB 17/05/12 LB 17/05/12		Youth Services Review	Follow on from the report that went to Cabinet on 15 December to review the outcomes of the consultation.	Key Decision Cabinet	DforPS / Tim Fewell
Cabinet 14/06/12 HPSLT 03/04/12 LB 26/04/12		<b>New Item added 12/03/12</b> CPO Link Road		Cabinet Key Decision	DforP&C / Richard Ball
Cabinet 14/06/12 CM 10/05/12 HPSLT 15/05/12 LB 17/05/12		<b>New item added 22/03/12</b> <b>Future of the Youth Offending Service</b>	To consider whether to move from a joint Hfdshire/Wcstshire YOS to a West Mercia Yos; and to consider whether it should continue to be hosted by a local authority - Worcestershire hosts it currently - or whether another organisation such as a Probation Trust should provide. If the WM YOS doesn't come into being, HC would have to run its own as It is a statutory function of a local authority to have a YOS.	Cabinet	DforPS / Debbie Macmillan
<b>COUNCIL July</b>		Local Transport Plan		<b>B&amp;PF -</b>	DforP&C/ Steve

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<b>12</b> CABINET 14/06/12 HPSLT 01/05/12 LB 17/05/12				Council	Burgess
Council July		Local Development Framework	To consider a submission draft version of the Core Strategy.	B&PF	DforP&C/Dave Nicholson
Council July		Local Government Boundary Review	To receive a report in response to the Local Government Boundary Review		Head of Governance
Council July Cabinet 14/06/12 HPSLT 15/05/12 CMB 17/05/12 LB 17/05/12		Yes We Can Plan - refresh		B&PF	DforPS / Philippa Granthier
Council July Cabinet 19/04/12 HPSLT 28/02/12 LB March?	O&S cttee 19/03/12	Herefordshire Community Safety Strategy (changed from Community Safety & Drugs Partnership)		B&PF	DforP&C Richard Gabb
<b>CABINET</b> <b>12/07/12</b> HPSLT 11/10/11		Future direction of Public Health	Public Health Transformation Plan	Cabinet key decision	DofPH / Alan Holmes
<b>CABINET</b> <b>13/09/12</b> HPSLT 13/03/12 LB 15/03/12		Joint Corporate Plan  <i>(This has been moved to September Cabinet and November Council to fit in</i>	For Cabinet to commend the Joint Corporate Plan (JCP) to Council. The JCP is one of a suite of plans and strategies that form the Council's Budget & Policy Framework. It incorporates the vision and the priorities for the HPS partnership and outlines a number of outcomes to be pursued to realise those	B&PF Council November '12	DCE/Jenny Lewis



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		<i>with the budget process.)</i>	priorities. It is supported by a delivery plan which provides the milestones and targets against which performance is reported.		
Cabinet Sept '12		Forward Plan update	To provide quarterly update on the Forward Plan	Cabinet	DCE
Cabinet Sep '12					
<b>CABINET Oct. '12</b>		Public Health Annual Report	To receive the annual Public Health report	Cabinet	DofPH
<b>CABINET Nov '12</b>					
<b>COUNCIL Nov '12</b>		Joint Corporate Plan  <i>(This has been moved to September Cabinet and November Council to fit in with the budget process.)</i>	For Cabinet to commend the Joint Corporate Plan (JCP) to Council. The JCP is one of a suite of plans and strategies that form the Council's Budget & Policy Framework. It incorporates the vision and the priorities for the HPS partnership and outlines a number of outcomes to be pursued to realise those priorities. It is supported by a delivery plan which provides the milestones and targets against which performance is reported.	B&PF	DCE/Jenny Lewis
<b>OVERVIEW AND SCRUTINY ITEMS</b>					
19/03/12		Tourist and Temporary Event Signage Review	To consider the findings arising from the task and finish group review.		
19/03/12		Herefordshire Community Safety Partnership	To update the Cttee on the current priorities and issues for the Hfdshire Community Safety Partnership formally known as		

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			Safer Hfdshire.		
19/03/12		Adult Safeguarding	To consider the findings arising from the task and finish group review.		
19/03/12		Council Procurement and local employment	To consider the findings arising from the task and finish group review.		
19/03/12		Income and Charging	To consider the findings arising from the task and finish group review.		
March/ April		Wye Valley NHS Trust Stroke Services/Trauma Care	To follow up on issues raised in the Cttees meeting with the Trust in January 2012.		
April/May 2012		Safeguarding arrangements for children	To receive the report of the task and finish group		
May 2012		Planning system review	To receive the report of the task and finish group		
<b>UNALLOCATED ITEMS</b>					
<b><i>MOST RECENT UNALLOCATED ITEMS</i></b>					
COUNCIL May 2012 (poss Cabinet?)		Police and Crime Panel for West Mercia	To approve the composition of a Police and Crime Panel for West Mercia, appointments to it and the Panel's Constitution.		
		Independent Remuneration Panel	To review the Membership of the IRP		
LB 15/03/12		Hereford Futures			
Cabinet		Future of the Youth	For Cabinet to decide whether or not Herefordshire runs its	Cabinet	

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HPSLT 15/05/12 LB 17/05/12		Offending Service (YOS) (At this stage, we are not sure whether it will be a key or important decision but it is something we believe Cabinet would want to decide.)	own YOS or whether the county becomes part of a West Mercia YOS.		
HPSLT LB		Small Schools update	C. Marshall added 29 Feb. Reports will go to HPSLT and LB; she will advise dates		
HPSLT 03/04/12 LB 26/04/12		Recycling 'Bring' sites			
		HALO funding agreement		Cabinet Member	DforP&C Andrew Ashcroft Mick Ligema
		Approval of Winter Service Plan	To approve the plan	CM or officer decision	DforP&C/ Head of H&CS
HPSLT 03/04/12 LB 26/04/12		Black refuse sacks			
Cabinet		Butter Market		Cabinet	DforP&C / Dave Nicholson
Cabinet Member November		Tenancy Strategy		Cabinet Member	DforP&C / Richard Gabb
Cabinet December		Allocations Policy		Cabinet	DforP&C / Richard Gabb
Council		Changes to Members' Register of Interest (Localism			Head of Governance

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Council		Act) Health & Wellbeing Board Report	To report to Council on changes in legislation in		DCE
HPSLT LB CMB		Blue badges	To agree an increase in the charge for blue badges to a maximum of £10.00		
HPSLT 21/02/12 & 03/04/12		Accommodation Strategy			DCE/DP
Cabinet HPSLT 28/02/12 LB 08/03/12		Ross Locality Plan			DforP&C
CMB early March '12 HPSLT 03/04/12 LB 26/04/12		Public Conveniences		Key Decision Cabinet Member ?	
HPSLT 06/03/12		OSC T&F Income			
HPSLT 06/03/12 & 12/06/12		Public Health Transition Plan			
Cabinet ? HPSLT 06/03/12 LB 22/03/12		Housing for Older People	Housing and support needs for older people		
HPSLT 06/03/12 LB 22/03/12	H&WB Brd – March '12	Vision for Health & Wellbeing strategy			DforPS
HPSLT 20/03/12		Performance Focus	Performance Report (HR element to include EOC result);		DCE

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			Forward Plan; SMT Work Plan progress. Parliamentary Boundary response		
HPSLT 17/04/12 & 24/07/12 & 23/10/12		Safeguarding Quarterly Report (inc Annual Report)			
Cabinet 10/05/12? HPSLT 17/04/12 LB 26/04/12		Broadband Contract			DforP&C / Natalia Silver
Cabinet LB 10/05/12		Future of Amey Strategic Partnership			DforP&C / Richard Ball
HPSLT 15/05/12		<i>Understanding Herefordshire</i> (IEB)			DCE/JD
HPSLT 12/06/12		Looked After Children Outcomes/Corporate Parenting update			DforPS
HPSLT 03/04/12 & 19/06/12 LB 19/04/12 & 05/07/12		Local Accounts			
HPSLT 19/06/12 LB 28/06/12		DPH Annual report			

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HPSLT 02/10/12		Public Health Transition Plan (Implementation Plan)			
LB 15/11/12		Annual Safeguarding Report (Children)			DforPS
HPSLT 08/01/13		Public Health Transition Plan (Progress)			
Council		Review of Polling Places, Districts and Stations		Council	John Jones
Cabinet Dec '12		Forward Plan update	To provide quarterly update on the Forward Plan	Cabinet	DCE
Cabinet or CM Between Sept-Dec 12		Home based care and support programme		Cabinet Member?	DforPS / Gurdev Singh
Expires 31 May 2013		HC/Microsoft Licence Agreement		Key Decision - Cabinet Member	ICT
Cabinet 2011 Council 2011		Cultural Strategy	GH has requested this strategy is no longer classed as a B&PF item. GH to speak with MO.	B&PF	DforP&C
2012 / 2013		Sustainable Communities Strategy	Review of strategy to be carried out during 2012. Current strategy remains in place until review is completed. Agreed at July HP exec grp meeting.	B&PF	DCE

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		PCT new board structure		Cabinet	DCE
		Hfd United FC lease	Surrender of existing lease & re-grant of a single lease.		DforP&C/ David P /Ian Higgs
		S 75 Agreements –			DforPS
		Ongoing Provision of Adult Safeguard Learning			D for P&C
		Comms Report/Management Update			DCE & D of CS/Richard B-P
		Employment Model ToFR			DCE/Jenny L
		Land Charges High Court Challenge			AD-L.G&R
Cabinet Member		Dedicated Schools Grant 2013/14	For the Cabinet Member to approve the school budgets for 2012/13. This is <b>an annual</b> non key Cabinet Member decision.	Cabinet Member decision	DforPS / Malcolm Green
Council		Pay Policy Statement	Pay Policy Statement. <b>Annual</b> Council decision		DCE/John Gorman

**Colour code:**

	Cabinet meeting
	Council meeting

	Cabinet Member decision
	Key decision