














Executive Rolling Programme



FINAL DECISION MAKER AND WHETHER KEY DECISION	MEETING / BRIEFING DATE Cabinet Council Committee Cabinet Member Briefing Leadership Team Leaders Briefing	REPORT TITLE	PURPOSE	STATUTORY NOTICE FINAL PUBLICATION DATES  28 clear days' notice required  28 clear days' notice required AND 5 clear days' notice of reasons	REPORT DEADLINE	AGENDA PUBLICATION / DESPATCH - OR - CABINET MEMBER KEY DECISION – O&SC START OF 5 DAY REPORT NOTICE PERIOD	DIRECTOR AND LEAD OFFICER
CABINET MEMBER							
CABINET MEMBER 13/9/12	Cabinet Member Corporate Services Original date: 06/08/12 Decision date to be agreed HPSLT 17/07/12 LB 26/07/12	Consultation on Council Tax Discount	To seek permission to consult on the principles of a council tax discount scheme required following government's abolition of Housing Benefit from April 1st 2013. Consultation to commence 17/8/12 and end 26/10/12	N/A	12 September 2012	N/A	DCX/CO F&C
CABINET MEMBER							
CABINET MEMBER	Cabinet Member CM 21/06/12 HPSLT 03/07/12 LB 05/07/12 Decision date to be agreed	Car Parking Charges	To consider and agree the car parking charges proposed following the annual review.	N/A	At least one working day before Decision due to be taken	N/A	DP&C / Richard Gabb / Shane Hancock
CABINET MEMBER	Cabinet Member Environment Housing & Planning Decision date to be agreed LB 6/9/12	Disposal of Wilson Brook Cottages, Glewstone and the Retention of the Clawback by Herefordshire Housing Ltd	To seek cabinet member approval for Herefordshire Housing Ltd (HHL) to retain a proportion of the claw-back from the sale of 3 properties known as Wilson Brook Cottages, Glewstone Ross on Wye following disposal on the open market.	N/A	At least one working day before Decision due to be taken	N/A	DCE/CO F&C/ Richard Gabb
CABINET MEMBER	Cabinet Member Environment Housing &	The Vortex, Newton Farm, Hereford	To endorse the disposal of an undesignated piece of land known as the Vortex at Newton Farm, Hereford	N/A	At least one working day before	N/A	DCE/CO F&C/ Jane Thomas



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	Planning Decision date? HPSLT 4/9/12 LB 6/9/12		currently in the ownership of the Local Authority to Herefordshire Housing Ltd, to assist in facilitating the wider regeneration of the site known as the Oval.		Decision due to be taken		
OFFICER DECISION							
OFFICER DECISION 20-25/09/12	Officer Decision 20 or 25/09/12	Children Centres South of the City	To merge the three current Children Centres in the south of the city and to decide which of the three will be designated to offer increased number of child places	N/A – But note requirement to publish “open” documents to Council’s website and make copies available at Council Offices as soon as possible after Decision taken.	20-26 September 2012	N/A	DforPS
CABINET MEMBER							
 CABINET MEMBER 1/10/12	Cabinet Member Health & Wellbeing Key Decision 01/10/12	Procurement of Telecare	To seek approval of the procurement of a remodelled and re-managed telecare service.	Notice published 4 September 2012	21 September 2012	24 September 2012	DforPS Lead Officer?
CABINET 11/10/12							
CABINET 11/10/12	Cabinet 11/10/12 HPSLT 12/06/12; 19/06/12;03/07/12 10/07/12;17/07/12 24/07/12;04/09/12 LB: 27/09/12; 11/10/12 HPSLT Standing item	Root and Branch Review	Phase 1 Proposal. (May not be in time for Sept Cabinet – see October) HPSLT Standing item 2 R&B Reviews to Cabinet on 11/10/12 NO OTHER ITEMS APART FROM ROOT AND BRANCH REVIEW FOR THIS CABINET MEETING	? Key Decision ? Exempt Decision	27 September 2012	3 October 2012	DCE/Jenny Lewis

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	LD						
CABINET 18/10/12							
CABINET 18/10/12	Cabinet 18/10/12 HPSLT 13/03/12 LB 15/03/12	Corporate Plan <i>Listed for October Cabinet and November Council to fit in with the budget process.</i>	For Cabinet to recommend the Corporate Plan to Council. The Corporate Plan is one of a suite of plans and strategies that form the Council's Budget & Policy Framework. It incorporates the organisation's vision and priorities, 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.	N/A	4 October 2012	10 October 2012	DCE/Jenny Lewis
CABINET 18/10/12	Cabinet 18/10/12	Public Health Annual Report	To receive the annual Public Health report	N/A	4 October 2012	10 October 2012	DofPH
CABINET MEMBER							
CABINET MEMBER 18/10/12	Cabinet Member Enterprise and Culture 18/10/12 CM 24/9/12 LT 2/10/12 LB 4/10/12	Marches Deal	To consider a possible Marches Deal between Herefordshire, Shropshire, Telford and Wrekin Councils, the Marches Local Enterprise Partnership and Central Government. A deal is negotiated against a set of agreed priorities for the local area. These may focus upon a small range of activity such as strategic infrastructure projects, housing, transport or skills development.	N/A	17 October 2012	N/A	DofP&C / Vinia Abesamis / Penny Jones
CABINET MEMBER							



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 CABINET MEMBER 25/10/12	Cabinet Member Corporate Services & Cabinet Member Enterprise & Culture Decision 25/10/12	Buttermarket Refurbishment	To establish if and how the Council wishes to fund the refurbishment of the Buttermarket and to clearly set out the options available in managing the delivery of the project should it progress.	13 September 2012	10 October 2012	N/A	DforP&C Chris Jenner
 CABINET MEMBER 25/10/12	Cabinet Member Education & Infrastructure 25/10/12 CM Briefing 20/09/12 HPSLT 2/10/12 LB 11/10/12	Local Sustainable Transport Fund – Destination Hereford: Financial review and future programme	To agree Herefordshire Council's revised spending allocations for the Destination Hereford (DH) project	14 September 2012	10 October 2012	N/A	Dfor P&C Steve Burgess / Mairead Lane
CABINET MEMBER 31/10/12	Cabinet Member Education & Infrastructure Decision 31/10/12 HPSLT 16/10/12 LB 25/10/12	Schools funding	Schools funding/ SEN funding consultation. This schools consultation will take place from mid-September to mid-October. Response to DforE consultation on national funding formula.	N/A	30/10/12	N/A	DforPS / Malcolm Green
A&G 12/11/12							
A&G 12/11/12		Work Programme 2012/13		N/A	26/10/12	2/11/12	Daren Gilbert
A&G 12/11/12		Annual accounts action plan		N/A	26/10/12	2/11/12	DCE/ CO F&C / Heather Foster?



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A&G 12/11/12		Monitoring Officer's annual report		N/A	26/10/12	2/11/12	DCE/MO
A&G 12/11/12		The role of SMT in relation to the constitution		N/A	26/10/12	2/11/12	DCE/MO
A&G 12/11/12		Changes to the constitution		N/A	26/10/12	2/11/12	DCE/John Jones
A&G 12/11/12		Health and safety		N/A	26/10/12	2/11/12	DCE/Erica Hermon
CABINET 15/11/12							
CABINET 15/11/12	Cabinet 15/11/12 HPSLT 22/10/12 LB 01/11/12	ICPR	2 nd Quarter report	N/A	1 November 2012	7 November 2012	DCX/Jenny Lewis
CABINET 15/11/12	Cabinet 15/11/12	Budget Monitoring Report		N/A	1 November 2012	7 November 2012	DCE/David Powell
CABINET 15/11/12	Cabinet 15/11/12	Council Tax Discount Scheme	Council Tax Benefit (CTB) is being abolished 1/4/13 and this is to agree a local scheme to replace CTB.	N/A	1 November 2012	7 November 2012	DCE/CO F&C
CABINET MEMBER							
CABINET MEMBER 15/11/12	Cabinet Member Education & Infrastructure 15/11/2 HPSLT Briefing – by circulated report 29/10/12	Holme Lacy Primary school – Determination of proposal to discontinue	To consider a report on responses to the Statutory Notice to discontinue Holme Lacy Primary School and to determine if the school should close with effect from 31 December 2012.	N/A	14 November 2012	N/A	DforPS / DforP&C Rob Reid

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	CM Briefing – 01/11/12 LB – by circulated report 02/11/12						
COUNCIL 23/11/12							
COUNCIL 23/11/12	Council 23/11/12 HPSLT 02/10/12 LB 04/10/12 Joint HPSLT & LB 08/10/12	Corporate Plan <i>Listed for October Cabinet and November Council to fit in with the budget process.)</i>	For Cabinet to recommend the Corporate Plan (to Council. The Corporate Plan is one of a suite of plans and strategies that form the Council's Budget & Policy Framework. It incorporates the organisation's vision and priorities, 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.	N/A	9 November 2012	15 November 2012	DCE/Jenny Lewis
COUNCIL 23/11/12	Council 23/11/12	Council Tax Discount Scheme	Council Tax Benefit (CTB) is being abolished 1/4/13 and this is to agree a local scheme to replace CTB.	N/A	9 November 2012	15 November 2012	DCE/CO F&C
COUNCIL 23/11/12	Council 23/11/12	Independent Remuneration Panel date entered on RP 15/08/12	To receive a report from the IRP on Town and Parish Cllr allowances & aspects of Members' allowances.	N/A	14 September 2012	20 September 2012	DCE/Tim Brown
CABINET MEMBER							
CABINET MEMBER	Cabinet Member Environment Housing &	Tenancy Strategy		N/A	At least one working day before	N/A	Lead Officer?

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	Planning Decision date? CM November HPSLT 06/11/12 LB 08/11/12				Decision due to be taken		
CABINET MEMBER December 2012	Cabinet Member Education & Infrastructure Decision December 2012 CM Briefing 23/8/12 HPSLT 4/9/12 LB 20/9/12	Community Infrastructure Levy Date entered on RP 5/09/12	To endorse the schedule of infrastructure schemes identified in the Infrastructure Delivery Plan which informs the Community Infrastructure Levy charging schedule and, approve the Council's prioritisation approach to the delivery of those schemes	N/A	At least one working day before Decision due to be taken	N/A	DforP&C / Andrew Ashcroft / Yvonne Coleman
A&G COMMITTEE 5/12/12							
A&G 5/12/12				N/A	21 November 2012	27 November 2012	
CABINET 13/12/12							
CABINET 13/12/12		Local Development Framework		2 November 2012	29 November 2012	5 December 2012	DforP&C / Yvonne Coleman
CABINET 17/01/13							
CABINET 17/1/13	Cabinet Jan/Feb 13 HPSLT 17/07/12 & 11/12/12 LB 20/12/12	Small Schools Policy	Consultation document to be sent out to schools.	N/A	3 January 2013	9 January 2013	DforPS and Rob Reid

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CABINET 17/1/13		Medium Term Financial Strategy		N/A		3 January 2013	9 January 2013	DCE/ CO F&C
A&G 18/1/13								
A&G 18/1/13				N/A		4 January 2013	10 January 2013	
COUNCIL 18/02/13								
COUNCIL 18/2/13		Medium Term Financial Strategy		N/A		4 February 2013	8 February 2013	
A&G 19/2/13								
A&G 19/2/13				N/A		5 February 2013	11 February 2013	
CABINET 21/02/13								
CABINET 21/2/13	Cabinet 21/02/13 HPSLT 22/01/13 LB 31/01/13	ICPR	Third Quarter report	N/A		7 February 2013	13 February 2013	DCE/Jenny Lewis
CABINET 21/2/13	Cabinet 21/02/13 CM Oct HPSLT 08/02/13 LB 10/01/12	Allocations Adoption Policy		N/A		7 February 2013	13 February 2013	DforP&C / Richard Gabb
COUNCIL 08/03/13								
COUNCIL 8/3/13		Council Tax		N/A		22 February 2013	28 February 2013	DCE/ CO F&C

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COUNCIL 8/3/13	Council 08/03/13 HPSLT LD	Pay Policy Statement	To approve the policy.	N/A		22 February 2013	28 February 2013	DCE/Jenny Lewis
CABINET 14/03/13								
CABINET 14/3/13	Cabinet 14/03/13	Response to Local Government Boundary Commission warding proposals		N/A		28 February 2013	6 March 2013	DCE/HofG
CABINET 14/3/13	Cabinet 14/03/13 HPSLT 11/02/13 LB 21/02/13	Corporate Delivery Plan	To approve plan for 2013/14	N/A		28 February 2013	6 March 2013	DCE/Jenny Lewis
A&G 15/3/13								
A&G 15/3/13				N/A		1 March 2013	7 March 2013	
A&G 16/4/13								
A&G 15/3/13				N/A		2 April 2013	8 April 2013	
CABINET 18/04/13								
CABINET 18/4/13						4 April 2013	10 April 2013	
A&G 13/5/13								
A&G 13/5/13				N/A		2 May 2013		
CABINET								

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16/05/13								
CABINET 16/5/13						1 May 2013	8 May 2013	
COUNCIL 31/05/13								
COUNCIL 31/5/13				N/A		16 May 2013	22 May 2013	
A&G July 2013								
A&G July 13		Annual Audit Fee Letter and Plan		N/A				
A&G July 13		Annual Governance Statement		N/A				
A&G July 13		Annual Internal Audit Plan		N/A				
A&G July 13		A&GC Work Programme		N/A				

NOTE: THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012:



**EXEMPT/
CONFIDENTIAL**

OVERVIEW AND SCRUTINY ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
12 Oct 12	Hereford Futures	To receive a report		
12 Oct 12	ICT Strategy	Report on digital channels strategy and links with Broadband to be made to the Committee in October to identify what needs to be reviewed.		
12 Oct 12	Locality Working	Report to be made to Committee in October to identify what needs to be reviewed.		
12 Oct 12	Corporate Plan	To comment on the Plan (moved from Sept to reflect the rolling Programme)	Cabinet	18 Oct 12
9 November 2012				
9 Nov 12	Discussion with NHS West Mercia Cluster	To discuss current issues		
9 Nov 12	Discussion with Wye Valley NHS Trust	To discuss current issues		
9 Nov 12	Discussion with Clinical Commissioning Group	To discuss current issues		
9 Nov 12	Budget and Emerging Options 2013/14	To consider the position		
9 Nov 12	Strategic Plan for Delivery Adult Services	To consider a quarterly report containing a schedule of performance reports outlining the savings that are being achieved through the Strategic Plan. (July12)		
9 Nov 12	Safeguarding of Children in Herefordshire	To receive the review of Safeguarding of Children		
9 Nov 12	Health Systems update	Following a review of the West Midlands Ambulance Service, NHS Integrated Pathways and Make Ready System in Herefordshire the Committee requested an update in Nov 2012 on how the systems were working in practice.		
10 December 2012				
10 Dec 12	Executive Responses to Task and Finish Review - Safeguarding of Children	To receive the Executive response to the Task & Finish Review into Safeguarding of Children and to consider the Executive's Action Plan.		
10 Dec 12	Discussion with 2gether NHS Trust	To discuss current issues		
10 Dec 12	Discussion with West Midlands	To discuss current issues		

OVERVIEW AND SCRUTINY ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
	Ambulance NHS Trust			
10 Dec 12	Completed Task & Finish Reviews: Monitoring progress against the Executive Action Plans	To monitor progress against the Executive Action Plan arising from the following Task & Finish Reviews: <ul style="list-style-type: none"> • Adult Safeguarding in Herefordshire. • Planning System Review – Development Control and the operation of the Constitution. • Council Procurement Policy and Local Business and Local Employment. • Income and Charging. • Tourist and Temporary Event Signage. 		
11 January 2013				
11 Jan 13	Medium Term Financial Strategy	To make recommendations to Cabinet	Cabinet Council	17 Jan 13 18 Feb13
11 Jan 13	Discussion with Wye Valley NHS Trust	To discuss current issues		
11 Jan 13	Discussion with Clinical Commissioning Group	To discuss current issues		
11 Jan 13	Discussion with NHS West Mercia Cluster	To discuss current issues		
15 February 2013				
15 Feb 13				
22 March 2013				
22 Mar 13	Discussion with 2gether NHS Trust	To discuss current issues		
22 Mar 13	Discussion with West Midlands Ambulance NHS Trust	To discuss current issues		
22 Mar 13	Discussion with NHS West Mercia Cluster	To discuss current issues		
12 April 2013				
12 Apr 13	Discussion with Wye Valley NHS Trust	To discuss current issues		
12 Apr 13	Discussion with Clinical Commissioning Group	To discuss current issues		

OVERVIEW AND SCRUTINY ITEMS

MEETING/ BRIEFNG DATE	ITEM	PURPOSE	O&SC PRE-DECISION PRIOR TO:	
			A&G Committee Cabinet Council	Meeting Date
10 May 2013				
10 May 13				
July 2013				
July 13	Music Service	Agreed in July 2011 to review after 2 years.		
October 2013				
October 13	Task and Finish Group – Income and Charging – Projected additional income			