

Forward plan of forthcoming decisions at 26 February 2021

Report title and purpose	Decision Maker and Due date	Lead officer and lead cabinet member	Directorate	Notice of decision first published / ID	Issue Type and exemptions
Director of Public Health Annual Report The purpose of this report is to present the 2020 Director of Public Health (DPH) annual report and to seek the support of the Health and Wellbeing Board in implementing the recommendations.	Health and wellbeing board 8 March 2021	Dr Hannah Wilson, Public health specialist registrar, Rebecca Howell-Jones, Acting Director of Public Health, Charlotte Worthy <small>Hannah.Wilson@herefordshire.gov.uk, Becky.Howell-Jones@herefordshire.gov.uk, charlotte.worthy@herefordshire.gov.uk Tel: 01432 261887, ,</small>	Adults and Communities	11 February 2021 I50036600	Non Key Open
Complex Needs Framework To approve the joining of the Worcestershire complex needs framework.	Cabinet member health and adult wellbeing 12 April 2021	Laura Ferguson, Senior commissioning officer <small>Laura.Ferguson@herefordshire.gov.uk Tel: 01432 383873</small> Cabinet member health and adult wellbeing	Adults and Communities	15 February 2021 I50036859	KEY Open
High Needs Budget 2021/22 To approve the Dedicated Schools Grant (DSG) high needs budget for 2021/22 as recommended by Schools Forum	Cabinet member children and families 31 March 2021	Malcolm Green, Strategic Finance Manager <small>malcolm.green@herefordshire.gov.uk</small> Cabinet member children and families	Children and Families	20 October 2020 I50035507	KEY Open

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<p>Member Development Strategy</p> <p>Herefordshire Council is committed to providing high quality development to its elected members to enable them to effectively fulfil their roles, now and in the future.</p> <p>This Member Development Strategy provides a framework for working with members to set out their principal development needs. Underpinning the strategy is a baseline survey of first time elected and returning members. This survey drew upon the LGAs Political Skills Framework toolkit to provide an understanding of member's leadership, relationship building, communications and political skills and experiences.</p>	<p>Cabinet member finance and corporate services</p> <p>29 January 2021</p>	<p>John Coleman, Democratic services manager</p> <p><small>John.Coleman@herefordshire.gov.uk Tel: 01432 260382</small></p> <p>Cabinet member finance and corporate services</p>	<p>Corporate Support Centre</p>	<p>10 December 2020 I50036210</p>	<p>Non Key Open</p>
<p>Modern.Gov Renewal</p> <p>To approve the renewal of licences and support arrangements for the governance ICT system modern.gov.</p>	<p>Chief executive</p> <p>5 March 2021</p>	<p>John Coleman, Democratic services manager</p> <p><small>John.Coleman@herefordshire.gov.uk Tel: 01432 260382</small></p> <p>Cabinet member finance and corporate services</p>	<p>Corporate Support Centre</p>	<p>24 February 2021 I50036978</p>	<p>Non Key Open</p>

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Hoople Service Level Agreement 2021/22 To approve the Hoople Ltd service level agreement for 2021/22.	Cabinet member finance and corporate services 25 March 2021	Karen Morris, Strategic Capital Finance Manager <small>karen.morris1@herefordshire.gov.uk</small> Cabinet member finance and corporate services	Corporate Support Centre	24 February 2021 I50037005	KEY Open
Executive response to the tree strategy and hedgehog protection motions To approve the cabinet member response to the Tree Strategy resolution that was passed by council at the meeting of full council on 17 July 2020. To approve the cabinet member response to the Decline in Hedgehog population resolution that was unanimously supported at the meeting of full council on 9 October 2020. To approve the development of a Nature Strategy to enhance and protect biodiversity across the Council's operations	Cabinet member environment, economy and skills 12 January 2021	Ben Boswell, Head of environment, climate emergency and waste services <small>bboswell@herefordshire.gov.uk</small> <small>Tel: 01432 261930</small> Cabinet member environment, economy and skills	Economy and Place	6 November 2020 I50035790	Non Key Open

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Empty Property and Development Capital Budget To approve expenditure and approach to delivering the Empty Property and Development Capital Budget.	Cabinet member housing, regulatory services, and community safety 29 January 2021	Hayley Crane, Strategic Housing Manager <small>hcrane@herefordshire.gov.uk Tel: 01432 261919</small> Cabinet member housing, regulatory services, and community safety	Economy and Place	28 August 2020 I50034941	KEY Open
Re-Opening of the High Street Safely Fund (RHSSF) To gain approval to accept and spend the Re-Opening of the High Street Safely Fund (RHSSF) Covid 19 grant funding amounting to £172,188 from the Ministry of Home, Communities, and Local Government (MHCLG).	Cabinet member environment, economy and skills 8 February 2021	Vinia Abesamis, Senior policy and funding officer <small>vabesamis@herefordshire.gov.uk Tel: 01432260625</small> Cabinet member environment, economy and skills	Economy and Place	8 February 2021 I50036048	Non Key Open

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<p>Building maintenance, small works and cleaning services - Service Continuity Plan</p> <p>Approval is being sought to enter into a new arrangement for the current Building Maintenance, Small Works and Cleaning contract which is due to cease on 31 March 2021. A procurement process for these services was undertaken but interrupted by the Covid-19 pandemic in 2020. The procurement exercise was relaunched in the autumn of 2020 that has now concluded and been unsuccessful. This therefore presents a risk in respect of service continuity.</p> <p>A review of available options has been undertaken so that an urgent decision can be taken to mitigate the risk and ensure continuity of service.</p>	<p>Cabinet member commissioning , procurement and assets 9 February 2021</p>	<p>GianCarlo Paganuzzi, Architectural technologist gpaganuzzi@herefordshire.gov.uk Tel: 01432 261896</p> <p>Cabinet member commissioning, procurement and assets</p>	<p>Economy and Place</p>	<p>3 February 2021 I50036731</p>	<p>KEY Open Urgent</p>
<p>Commissioning of S106 projects for the public Realm</p> <p>This decision will enable funding and delivery in the financial year 2020/21 of developer S106 planning contributions for highways and transportation schemes. These schemes have been identified in accordance with the Heads of Terms (HoT) in the S106 Deed of Planning Obligation Heads of Terms for the individual developments which form the S106 contribution</p>	<p>Cabinet member Infrastructure and transport 11 February 2021</p>	<p>John Manterfield, Commercial and Contract Manager John.Manterfield@herefordshire.gov.uk</p> <p>Cabinet member Infrastructure and transport</p>	<p>Economy and Place</p>	<p>10 June 2020 I50034269</p>	<p>KEY Open</p>

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St Owen St Cycle Contraflow Budget Update This report seeks approval of the allocation of additional budget to complete the delivery of the St Owen St Cycle Contraflow scheme.	Cabinet member Infrastructure and transport 18 February 2021	Mairead Lane, Acting Assistant Director for Highways and Transport / Head of Infrastructure Delivery <small>mlane@herefordshire.gov.uk Tel: 01432 260944</small> Cabinet member Infrastructure and transport	Economy and Place	10 February 2021 I50036800	KEY Open Urgent
Change of charges for waste collection services To review waste collection service charges across commercial, bulky, and garden waste in line with the councils full cost recovery policy.	Director of Economy and Place 24 February 2021	Nicola Percival, Waste operations team leader <small>npercival@herefordshire.gov.uk Tel: 01432 260991</small> Cabinet member commissioning, procurement and assets	Economy and Place	17 February 2021 I50036888	Non Key Open
Car Parking Charges To approve new parking charges and hours of charging to apply in council car parks and on street pay and display. To continue with a review of parking operations, including cashless payment methods and service delivery.	Cabinet member Infrastructure and transport 26 February 2021	James.Hughes, Parking Strategy & Processing Manager <small>James.Hughes@herefordshire.gov.uk Tel: 01432 260975</small> Cabinet member Infrastructure and transport	Economy and Place	6 August 2020 I50034795	KEY Open

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Herefordshire Streetworks Permit Scheme The report proposes the implementation of the Hereford Permit Scheme thereby meeting the requirements of the new Street Manager regulations and enabling the better management and co-ordination of works on the highway by applying conditions (see appendix F) which are provided in statutory guidance. The permit scheme will be managed by Balfour Beatty Living Places (BBLP) through the public realm contract as this is within the scope of the contract, this is a change in approach to managing street works – this is not a new function	Cabinet member Infrastructure and transport 1 March 2021	Bruce Evans, Engineering manager bje@herefordshire.gov.uk Tel: 07792880548 Cabinet member Infrastructure and transport	Economy and Place	22 February 2021 I50036944	KEY Open Urgent
Withdrawal of the Bromyard Depot Site from the DRP To withdraw the Bromyard Depot from the Development Regeneration Partnership (DRP) as the council has not been able to secure vacant possession of the entire development site, and therefore current scheme cannot be taken forward at this time.	Cabinet member housing, regulatory services, and community safety 3 March 2021	Roger Allonby, Head of Economic Development, Economy and Place Roger.Allonby@herefordshire.gov.uk Tel: 01432 260330 Cabinet member housing, regulatory services, and community safety	Economy and Place	4 February 2021 I50036768	KEY Open

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<p>St Owen's Street cycle contraflow scheme traffic regulation order 2021</p> <p>To approve the objection report following the statutory consultation which ran from 14 March to 4 April 2019 for Traffic Regulation orders that allowed for a cycle contraflow scheme to be constructed on St Owen's Street.</p>	<p>Cabinet member Infrastructure and transport 4 March 2021</p>	<p>Mairead Lane, Acting Assistant Director for Highways and Transport / Head of Infrastructure Delivery mlane@herefordshire.gov.uk Tel: 01432 260944</p> <p>Cabinet member Infrastructure and transport</p>	<p>Economy and Place</p>	<p>27 January 2021 I50036682</p>	<p>Non Key Open</p>
<p>Lugwardine: A438 Improvement scheme:S106 Works Pedestrian Crossing and footway</p> <p>To approve the allocation of highway contributions secured by way of a S106 agreement to deliver works through the public realm contract.</p> <p>These works are to be undertaken using S106 monies which will deliver a pedestrian crossing and extend a footway to the bus stop. The works are in the vicinity of the school and are aimed to ensure safety for children accessing the school and access for all to the bus waiting facilities</p>	<p>Cabinet member Infrastructure and transport 4 March 2021</p>	<p>Bruce Evans, Engineering manager bje@herefordshire.gov.uk Tel: 07792880548</p> <p>Cabinet member Infrastructure and transport</p>	<p>Economy and Place</p>	<p>5 November 2020 I50035792</p>	<p>Non Key Open</p>

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Draft Housing Strategy To approve the draft housing strategy for community consultation.	Cabinet member housing, regulatory services, and community safety 5 March 2021	Hannah McSherry, Housing Strategy Officer <small>Hannah.McSherry2@herefordshire.gov.uk Tel: 01432 383061</small> Cabinet member housing, regulatory services, and community safety	Economy and Place	1 February 2021 I50036692	Non Key Open
Minerals & Waste Local Plan (MWLP) Consultation To approve the draft MWLP development plan document (appendices A to C) for pre-submission publication, in accordance with regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).	Cabinet member Infrastructure and transport 5 March 2021	Victoria Eaton, Senior planning officer <small>veaton@herefordshire.gov.uk Tel: 01432 260146</small> Cabinet member Infrastructure and transport	Economy and Place	19 January 2021 I50036625	KEY Open
Property Services Planned and Reactive Maintenance Programme 2021/22 To agree the property services planned and reactive maintenance programme 2021/22 to ensure the continuing upkeep, improvements and maintenance of the council's property assets and also to allow the council to fulfil its obligations to carry out statutory compliance inspections and related remedial works.	Cabinet member commissioning , procurement and assets 8 March 2021	GianCarlo Paganuzzi, Architectural technologist <small>gpaganuzzi@herefordshire.gov.uk Tel: 01432 261896</small> Cabinet member commissioning, procurement and assets	Economy and Place	14 January 2021 I50036538	KEY Open

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<p>Public realm service annual plan 2021/22 To confirm the annual plan 2021/22 for the public realm services contract with Balfour Beatty Living Places.</p> <p>The annual plan has been developed by Balfour Beatty Living Places (BBLP) with council officers based on instruction by the council to ensure that it meets the council's objectives for the public realm (highways and related services) within the assigned budgets. The service manager's acceptance of the annual plan has ensured that the annual plan complies with the terms of the public realm services contract. Cabinet member approval of the plan provides final confirmation of this acceptance and in doing so ensures that the plan provides a sound basis for performance and contract management during the forthcoming financial year. The council has confirmed that the necessary contractual requirements have been complied with in regard to the annual plan.</p>	Cabinet member Infrastructure and transport 11 March 2021	<p>John Manterfield, Commercial and Contract Manager <small>John.Manterfield@herefordshire.gov.uk</small></p> <p>Cabinet member Infrastructure and transport</p>	Economy and Place	20 January 2021 I50036552	KEY Open
<p>Bereavement Services - Service review and Charges To consider and approve new service charges and changes to service times for Bereavement Services</p>	Director of Economy and Place Before 17 March 2021	<p>John Gibbon, Direct Services Manager <small>jjgibbon@herefordshire.gov.uk Tel: 01432 383204</small></p> <p>Cabinet member housing, regulatory services, and community safety</p>	Economy and Place	25 February 2021 I50037010	Non Key Open

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Public Realm Contract Extension To approve an extension of the public realm service contract, with Balfour Beatty Living Places, in line with contract terms and conditions.	Cabinet member commissioning , procurement and assets 18 March 2021	John Manterfield, Commercial and Contract Manager <small>John.Manterfield@herefordshire.gov.uk</small> Cabinet member commissioning, procurement and assets	Economy and Place	18 November 2020 I50035893	KEY Open
Review of Cycle Training and Promotion This report seeks authority to improve service delivery and meet the new requirement of Bikeability standards for cycle training, cycle activities and led rides through a competitive tender exercise to appoint a delivery partner.	Director of Economy and Place 18 March 2021	Judith Whateley, Principal Sustainability and Climate Change Officer <small>Judith.Whateley@herefordshire.gov.uk</small> <small>Tel: 01432 260157</small>	Economy and Place	9 February 2021 I50036770	Non Key Open
Hereford City Centre Transport Package (HCCTP) - Development of the remaining elements To confirm next steps to progress the design development and public consultation of the remaining elements of the HCCTP.	Cabinet member Infrastructure and transport 18 March 2021	Mairead Lane, Acting Assistant Director for Highways and Transport / Head of Infrastructure Delivery <small>mlane@herefordshire.gov.uk</small> <small>Tel: 01432 260944</small> Cabinet member Infrastructure and transport	Economy and Place	15 February 2021 I50036856	KEY Open

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Registration Services – Non-statutory charges To consider and approve new charges (none statutory) for Registration Services	Director of Economy and Place 21 March 2021	John Gibbon, Direct Services Manager jgibbon@herefordshire.gov.uk Tel: 01432 383204 Cabinet member housing, regulatory services, and community safety	Economy and Place	25 February 2021 I50037017	Non Key Open
Local Flood Risk Management Strategy Action Plan To seek the views and invite policy influence from the scrutiny committee on the action plan which identifies a programme of work for reducing local flood risk within Herefordshire	General scrutiny committee 22 March 2021	Steve Hodges, Directorate services team leader sthodes@herefordshire.gov.uk Tel: 01432 261923 Cabinet member Infrastructure and transport	Economy and Place	18 February 2021 I50036937	Non Key Open
Holmer & Shelwick - Traffic Calming and Pedestrian Improvements To propose and implement highway regulation measures, and associated engineering measures as part of Holmer and Shelwick Traffic Calming & Pedestrian Improvements. The scope and funding for this scheme has been approved and monies received by Herefordshire Council as part of planning process and associated S106 agreements following recent development in the locality.	Cabinet member Infrastructure and transport 22 March 2021	Bruce Evans, Engineering manager bje@herefordshire.gov.uk Tel: 07792880548 Cabinet member Infrastructure and transport	Economy and Place	18 September 2020 I50035199	KEY Open

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Project Plan for the Local Plan update To set out a project plan for the preparation of an updated Herefordshire Local Plan	Cabinet member Infrastructure and transport 23 March 2021	Kevin Singleton, Team leader strategic planning <small>ks1@herefordshire.gov.uk Tel: 01432260137</small> Cabinet member Infrastructure and transport	Economy and Place	22 February 2021 I50035981	KEY Open
Property services estates capital works programme To agree the property services estates capital works programme. The proposed programme of works as set out in appendix A and B incorporates a series of planned project works that enables the council to deliver on its obligations to maintain buildings fit for purpose utilising the agreed £2.067m capital budget which was approved at council budget meeting of 12 February 2021	Cabinet member commissioning , procurement and assets 23 March 2021	GianCarlo Paganuzzi, Architectural technologist <small>gpaganuzzi@herefordshire.gov.uk Tel: 01432 261896</small> Cabinet member commissioning, procurement and assets	Economy and Place	15 February 2021 I50036873	KEY Open
Affordable Housing Supplementary Planning Document (SPD) To seek approval on the adoption of the Affordable Housing Supplementary Planning Document (SPD) following consultation	Cabinet member Infrastructure and transport 31 March 2021	Tina Wood, Housing development officer <small>twood2@herefordshire.gov.uk Tel: 01432 261975</small> Cabinet member Infrastructure and transport	Economy and Place	27 January 2021 I50036685	KEY Open

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Acceptance and implementation of Solar PV for schools project To seek approval for the Council to invest capital £941,151 across schools allocated for the solar photovoltaic (PV) project. The Council will install solar PV without any cost to the schools and charge the schools for discounted solar generated electricity.	Cabinet member environment, economy and skills 31 March 2021	Danny Lenain, Marches Sustainable Energy Project Officer, Economy, Communities and Corporate Directorate daniel.lenain@herefordshire.gov.uk Cabinet member environment, economy and skills	Economy and Place	5 February 2021 I50036775	KEY Open
Freehold Transfer of the Town Hall into a third sector community organisation The purpose of the report to approve the freehold transfer of the Town hall into a third sector community organisation.	Cabinet member commissioning , procurement and assets 23 April 2021	Helen Beale, Senior Estate Manager HBeale@herefordshire.gov.uk Tel: 01432 260688 Cabinet member commissioning, procurement and assets	Economy and Place	I50036993	Non Key Open
Highways Maintenance Plan 2020 To update the original plan, incorporating updates in legislation.	Cabinet member Infrastructure and transport 3 June 2021	Bruce Evans, Engineering manager bje@herefordshire.gov.uk Tel: 07792880548 Cabinet member Infrastructure and transport	Economy and Place	21 January 2020 I50030462	KEY Open