

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>Children and Young persons' Improvement Plan – progress update To provide a progress update in respect of the Children and Young persons' Improvement Plan</p>	<p>Cabinet 26 September 2024</p>	<p>Cabinet member children and young people</p> <p>Victoria Gibbs, Service Director Early Help, Quality Assurance and Prevention, Rachel Gillott, Service Director, Safeguarding and Family Support, Bart Popelier, Project Lead</p> <p><small>victoria.gibbs@herefordshire.gov.uk, Rachel.Gillott@herefordshire.gov.uk, Bart.Popelier@herefordshire.gov.uk</small></p>	<p>Children and Young People</p>	<p>30 August 2024</p>	<p>Non Key Open</p>
<p>Q1 2024/25 Budget Report To report the forecast position for 2024/25, including explanation and analysis of the drivers for the material budget variances.</p>	<p>Cabinet 26 September 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Rachael Sanders, Director of Finance</p> <p><small>Rachael.sanders@herefordshire.gov.uk</small></p>	<p>Corporate Support Centre</p>	<p>30 August 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>Q1 Performance Report Note and approve the quarterly performance report</p>	<p>Cabinet 26 September 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Jessica Karia, Head of Corporate Performance and Intelligence jessica.karia@herefordshire.gov.uk</p>	<p>Corporate Support Centre</p>	<p>30 August 2024</p>	<p>Non Key Open</p>
<p>To re-commission the Integrated Community Equipment Service (ICES) in Herefordshire To approve the re-commissioning of the county's Integrated Community Equipment Service (ICES), which supports residents to live safely and independently in their own homes and communities for longer</p>	<p>Cabinet 26 September 2024</p>	<p>Cabinet member adults, health and wellbeing</p> <p>Sharon Amery, Senior Commissioning Officer sharon.amery2@herefordshire.gov.uk</p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>Corporate Parenting Strategy To approve the corporate parenting strategy</p>	<p>Cabinet 24 October 2024</p>	<p>Cabinet member children and young people</p> <p>Caroline Marshall, Project manager, Julie Mepham caroline.marshall3@herefordshire.gov.uk,</p>	<p>Children and Young People</p>	<p>30 August 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>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 24 October 2024</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</small></p>	<p>Corporate Support Centre</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>Student Accommodation Update and Recommendations</p> <p>To update Cabinet Member on the progress and budget for the project</p>	<p>Cabinet 24 October 2024</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</small></p>	<p>Economy and Environment</p>	<p>30 August 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>To agree a long term lease with a city centre tenant To agree a long term lease with a city centre tenant</p>	<p>Cabinet 24 October 2024</p>	<p>Cabinet member community services and assets Helen Beale, Senior Estate Manager <small>HBeale@herefordshire.gov.uk</small></p>	<p>Corporate Support Centre</p>	<p>30 August 2024</p>	<p>KEY Fully exempt</p>
<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 23 January 2025</p>	<p>Cabinet member adults, health and wellbeing Hilary Hall, Corporate Director Community Wellbeing, Hayley Doyle, Service Director - All Age Commissioning <small>Hilary.Hall@herefordshire.gov.uk, Hayley.Doyle@herefordshire.gov.uk</small></p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>KEY</p>
<p>Cabinet Member Decisions (Key decisions only)</p>					
<p>Portfolio: adults, health and wellbeing</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>Community Spaces Capital Grant Scheme To approve the approach for the Community Spaces Capital Grant Scheme</p>	<p>Cabinet member adults, health and wellbeing 23 September 2024</p>	<p>Cabinet member adults, health and wellbeing Amy Pitt, Service Director Communities, Community Wellbeing <small>Amy.Pitt@herefordshire.gov.uk</small></p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>To re-commission the technology enabled care and call monitoring service in Herefordshire To approve the re-commissioning of the county's technology enabled care and proactive / reactive call monitoring service, which supports residents to live safely and independently in their own homes and communities for longer</p>	<p>Cabinet member adults, health and wellbeing 26 September 2024</p>	<p>Cabinet member adults, health and wellbeing Sharon Amery, Senior Commissioning Officer <small>sharon.amery2@herefordshire.gov.uk</small></p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>Carer Support Service re-procurement To agree the proposal to re-procure Herefordshire Carer Support Service for a period of 2 years with an option to extend for a further 12 months</p>	<p>Cabinet member adults, health and wellbeing 10 October 2024</p>	<p>Cabinet member adults, health and wellbeing John Burgess, Senior Commissioning Officer <small>John.Burgess3@herefordshire.gov.uk</small></p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>KEY Open</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>Recommissioning of Early Help Family Befriending & Mentoring Services</p> <ul style="list-style-type: none"> • The purpose of this document is for the Cabinet Member to be made aware of and agree to the recommissioning recommendation proposed – to tender for new contract/s for the same or redesigned service/s. • To delegate future operational decisions to Service Director. 	<p>Cabinet member children and young people 6 September 2024</p>	<p>Cabinet member children and young people</p> <p>Richard Watson, Senior Commissioning Manager - All age disability, Sam Westwood, Commissioning Officer, All Age Disability, Community Wellbeing</p> <p><small>rwatson@herefordshire.gov.uk, Sam.Westwood@herefordshire.gov.uk</small></p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>Children and Young People's Workforce Strategy</p> <p>To approve the children and young people's workforce strategy</p>	<p>Cabinet member children and young people 14 October 2024</p>	<p>Cabinet member children and young people</p> <p>Caroline Marshall, Project manager, Debbie Thompson, HR Business Partner, Danielle Pyemont, Senior Project Manager</p> <p><small>caroline.marshall3@herefordshire.gov.uk, debbie.thompson@herefordshire.gov.uk, danielle.pyemont@herefordshire.gov.uk</small></p>	<p>Children and Young People</p>	<p>30 August 2024</p>	<p>Non Key Open</p>
<p>Portfolio: community services and assets</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>High Needs Capital Grant: Purchase of a building for Herefordshire’s Pupil Referral Unit To approve the spend from the High Needs Grant to purchase a suitable building, to relocate on to one site, Herefordshire’s Pupil Referral Unit</p>	<p>Cabinet member community services and assets 26 September 2024</p>	<p>Cabinet member community services and assets Hilary Jones, Virtual headteacher, Caroline Marshall, Project manager, Quentin Mee, Head of Educational Development <small>hjones@herefordshire.gov.uk, caroline.marshall3@herefordshire.gov.uk, Quentin.Mee@herefordshire.gov.uk</small></p>	<p>Children and Young People</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>Portfolio: economy and growth</p>					
<p>HBID Third Term Ballot Decision To agree to vote yes in the upcoming BID ballot (October 2024) ahead of the HBID's third term which is due to commence in April 2025</p>	<p>Cabinet member economy and growth 23 September 2024</p>	<p>Cabinet member economy and growth Nadine Kinsey, Economic Development Officer <small>nkinsey@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>30 August 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>Merton Meadow Flood Alleviation Scheme To seek approval to spend the £2m Brownfield Land Release Fund grant awarded by government to the council to design and implement the required flood alleviation scheme.</p>	<p>Cabinet member economy and growth 23 September 2024</p>	<p>Cabinet member economy and growth Roger Allonby, Service Director Economy and Growth, Stephen Holland, Interim Head of Housing Development <small>Roger.Allonby@herefordshire.gov.uk, stephen.holland@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>30 August 2024</p>	<p>KEY Open</p>
<p>Acquisition Fund For Housing Development To seek approval to spend up to £5m of the Acquisition Fund For Housing Development allocation in the Capital Programme, to enable the council to respond to short term opportunities to acquire and develop key strategic sites to meet critical social and affordable housing need.</p>	<p>Cabinet member economy and growth 30 September 2024</p>	<p>Cabinet member economy and growth Roger Allonby, Service Director Economy and Growth, Hayley Crane, Head of Service Housing, Stephen Holland, Interim Head of Housing Development <small>Roger.Allonby@herefordshire.gov.uk, Hayley.Crane@herefordshire.gov.uk, stephen.holland@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>NEW ITEM</p>	<p>KEY Open</p>
<p>Portfolio: environment</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					
<p>To approve the Hoople Ltd Service Level Agreement for 2024/25</p> <p>The report will describe the services that Hoople Ltd are commissioned to deliver with an agreed budget and seek authority to enter into contract with Hoople including authorisation of the SLA for 2024/2025 financial year. It will also authorise a performance framework that will be monitored over the duration of the contract</p>	<p>Cabinet member finance and corporate services</p> <p>26 September 2024</p>	<p>Cabinet member finance and corporate services</p> <p>Joni Hughes, Head of Chief Executive's Office</p> <p><small>Joni.Hughes@herefordshire.gov.uk</small></p>	<p>Corporate Support Centre</p>	<p>30 August 2024</p>	<p>KEY</p> <p>Open</p>
Portfolio: roads and regulatory services					
<p>24/25 Winter Service</p> <p>To seek approval for the arrangements being made for the provision of winter service during the period of 2023 through to 2024 season, as set out in the Winter Service Plan.</p> <p>The Winter Service Plan continues to build on existing best practice and the findings of reviews that have taken place both locally and nationally. Herefordshire Council will continue to meet its duties towards the maintenance of the highway network in full and by working in partnership with Herefordshire's communities, wherever practicable, enhance the county's resilience to the impact of prolonged or severe winter weather.</p>	<p>Cabinet member roads and regulatory services</p> <p>1 October 2024</p>	<p>Cabinet member roads and regulatory services</p> <p>Bruce Evans, Engineering Manager</p> <p><small>bj@herefordshire.gov.uk</small></p>	<p>Economy and Environment</p>	<p>30 August 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: transport and infrastructure					
<p>Hereford Public Art Strategy To consider and agree the recommendations arising from the Hereford Public Art Strategy developed as part of the Hereford City Centre Improvements (HCCI) public art programme.</p>	<p>Cabinet member transport and infrastructure 6 September 2024</p>	<p>Cabinet member transport and infrastructure Sarah Lee, Culture and Leisure Lead <small>sarah.lee@herefordshire.gov.uk</small></p>	<p>Community Wellbeing</p>	<p>30 August 2024</p>	<p>Non Key Open</p>