

# 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](http://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](mailto:governancesupportteam@herefordshire.gov.uk) or telephone 01432 261699.

FORWARD PLAN FOR 1 June 2025 ONWARDS

The following information is provided for each entry in the Forward Plan:

<b>Heading</b>	<b>Contains</b>
<b>Report title and purpose</b>	A summary of the proposal
<b>Decision Maker and Due date</b>	Who will take the decision and the date the decision is expected to be made
<b>Lead cabinet member and officer contact(s)</b>	The cabinet member with responsibility for this decision and the officers producing the decision report.
<b>Directorate</b>	The directorate of the council responsible for the decision.
<b>Date uploaded onto plan</b>	The date the decision was first uploaded and the notice period started for key decisions.
<b>Decision type, exemptions and urgency</b>	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)

<b>Q4 2024/25 Budget Report</b> To report the provisional financial outturn position for 2024/25 for revenue and capital budgets, subject to external audit.	Cabinet 5 June 2025	Cabinet member finance and corporate services  Rachael Sanders, Director of Finance <small>Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</small>	Corporate Support Centre	16 May 2025	<b>Non Key</b> Open
<b>Q4 Performance Report</b> Review performance for Q4 2024/25; and agree any outstanding key milestones in Appendix A to be carried forward to the Delivery Plan 2025/26.	Cabinet 5 June 2025	Cabinet member finance and corporate services  Jessica Karia, Head of Corporate Performance and Intelligence <small>jessica.karia@herefordshire.gov.uk Tel: 01432 260976</small>	Corporate Support Centre	16 May 2025	<b>Non Key</b> Open

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
<b>Risk Management Strategy (amended to non key)</b> To approve the Risk Management Strategy.	Cabinet 5 June 2025	Cabinet member finance and corporate services  Rachael Sanders, Director of Finance Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775	Corporate Support Centre	16 May 2025	<b>Non Key</b> Open
<b>Children and Young Persons' Improvement Plan - Phase 3</b> To present cabinet with the Phase 3 Children's Services Improvement Plan for endorsement.	Cabinet 17 July 2025	Cabinet member children and young people  Maxine David, Executive Support Officer, Tina Russell, Corporate Director Childrens and Young People maxine.david@herefordshire.gov.uk, tina.russell@herefordshire.gov.uk Tel: 01432 260044, Tel: 01432 260 267	Children and Young People	NEW ITEM	<b>Non Key</b> Open

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
<b>Domestic Abuse Strategy for Herefordshire 2025 to 2028</b> To approve the new strategy for reducing the prevalence of and preventing domestic abuse throughout the county.	Cabinet 17 July 2025	Cabinet member adults, health and wellbeing  Kayte Thompson-Dixon, Contracts officer <small>Kayte.Thompson-Dixon@herefordshire.gov.uk Tel: 01432 260727</small>	Community Wellbeing	16 May 2025	<b>KEY</b> Open
<b>New care facility</b> To consider and agree the business case to invest in and develop the council's own care facility in Herefordshire to meet future demand	Cabinet 25 September 2025	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 Tel: 01432 260832</small>	Community Wellbeing	16 May 2025	<b>KEY</b>
<b>Cabinet Member Decisions (Key decisions only)</b>					
<b>Portfolio: adults, health and wellbeing</b>					

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
<b>Portfolio: children and young people</b>					
<b>Housing related support for children in care and care leavers aged 16-25</b> To seek approval to commission, by means of a competitive tender process in line with the council's contract procedure rules, a housing related support service for 16–25-year-old children in care and care leavers	Cabinet member children and young people 4 July 2025	Cabinet member children and young people  Wendy Dyer, Commissioning Officer Communities <small>Wendy.Dyer@herefordshire.gov.uk Tel: 01432 261673</small>	Community Wellbeing	16 May 2025	<b>KEY</b> Open
<b>Portfolio: community services and assets</b>					
<b>Property Services Estate Capital Building Improvement Programme 2025/28</b> To agree the proposed programme of works as set out in appendices incorporating a series of planned project works to enable Council to deliver on its obligations to maintain buildings fit for purpose.	Cabinet member community services and assets 30 May 2025	Cabinet member community services and assets  Michael Griffin, Head of Major Projects, Anthony Oliver, Interim Director of Commercial Services <small>Michael.Griffin2@herefordshire.gov.uk, anthony.oliver@herefordshire.gov.uk Tel: 01432 383519</small>	Economy and Environment	16 May 2025	<b>KEY</b> Open

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
<b>Bromyard Employment Land and Leominster Business Hub Development</b> To seek approval to allocate and spend the Employment Land capital budget to bring forward detailed designs and accompanying business case for the development of business space on the former Bromyard Depot site, and to establish a business hub facility on the ground floor of the Buttercross Building in Leominster.	Cabinet member community services and assets 6 June 2025	Cabinet member economy and growth  David Wright, Head of Economy and Regeneration <small>David.Wright3@herefordshire.gov.uk Tel: 01432 383039</small>	Economy and Environment	16 May 2025	<b>KEY</b> Open
<b>Retaining of the swimming pool at Peterchurch Primary School</b> To approve the retention of and structural improvements to the swimming pool at Peterchurch Primary School	Cabinet member community services and assets 20 June 2025	Cabinet member community services and assets  Quentin Mee, Head of Educational Development <small>Quentin.Mee@herefordshire.gov.uk</small>	Children and Young People	16 May 2025	<b>Non Key</b> Open

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
<b>Play Area Investment</b> The purpose of this report is to set out how the £1 million for Play Area Investment is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member community services and assets 31 July 2025	Cabinet member community services and assets  Leigh Whitehouse, Group Manager-Streetscene, Public Rights of Way and Traffic Management leigh.whitehouse@herefordshire.gov.uk	Economy and Environment	16 May 2025	<b>KEY</b> Open
<b>Portfolio: economy and growth</b>					
<b>Hereford Enterprise Zone Retained Business Rates – Herefordshire Growth Programme</b> To approve the expenditure of the retained business rates from the Hereford Enterprise Zone, to deliver a county wide business growth, skills and inward investment programme	Cabinet member economy and growth 6 June 2025	Cabinet member economy and growth  Roger Allonby, Service Director Economy and Growth Roger.Allonby@herefordshire.gov.uk Tel: 01432 260330	Economy and Environment	16 May 2025	<b>KEY</b> Open



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
<b>Merton Meadows Flood Alleviation - delivery of construction works</b> To seek approval to spend the remaining £1.2 million of the £2 million Brownfield Land Release Fund grant awarded by the government for a flood alleviation scheme on the Merton Meadow sites in Hereford to enable them to be released for development. The grant funding will be utilised to deliver the physical flood alleviation works.	Cabinet member economy and growth 27 June 2025	Cabinet member economy and growth  Stephen Holland, Interim Head of Housing Development <small>stephen.holland@herefordshire.gov.uk</small>	Economy and Environment	16 May 2025	<b>KEY</b> Open
<b>Portfolio: environment</b>					
<b>Malvern Hills National Landscape Management Plan</b> To adopt the Malvern Hills National Landscape (Area of Outstanding Natural Beauty) Management Plan 2025-2030	Cabinet member environment 27 May 2025	Cabinet member environment  James Bisset, Principal Countryside Officer, Ben Boswell, Head of Environment, Climate Emergency and Waste Services <small>bboswell@herefordshire.gov.uk</small> <small>Tel: 01432 261930</small>	Economy and Environment	16 May 2025	<b>KEY</b> Open

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><b>Wye Valley National Landscapes - acceptance of grant funding</b></p> <p>This report seeks approval to accept a number of confirmed and indicative funding awards, allocations and bids from National Grid, DEFRA, Welsh Government and Natural Resources Wales for the future management and duties of the Wye Valley National Landscape, an Area of Outstanding Natural Beauty (AONB). This report also seeks approval to delegate the review of the AONB Management Plan and the renewal of a Memorandum of Understanding between the 4 constituent local authorities, on account of the complex nature of the cross-border designation.</p>	<p>Cabinet member environment</p> <p>6 June 2025</p>	<p>Cabinet member environment</p> <p>Ben Boswell, Head of Environment, Climate Emergency and Waste Services</p> <p>bboswell@herefordshire.gov.uk Tel: 01432 261930</p>	Economy and Environment	16 May 2025	<p><b>KEY</b></p> <p>Open</p>
<p><b>Solar Car Ports at Plough Lane</b></p> <p>To approve the scoping and construction of solar car ports at Plough Lane</p>	<p>Cabinet member environment</p> <p>19 June 2025</p>	<p>Cabinet member environment</p> <p>Katie Ainsworth, Senior Project Manager, Richard Vaughan, Sustainability &amp; Climate Change Manager, Rosanna Willmott, Sustainability and Climate Change Officer</p> <p>katie.ainsworth2@herefordshire.gov.uk, Richard.Vaughan@herefordshire.gov.uk, rosanna.willmott@herefordshire.gov.uk Tel: 01432 260192, Tel: 01432 261749</p>	Economy and Environment	NEW ITEM	<p><b>KEY</b></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
<b>Portfolio: finance and corporate services</b>					
<b>Debt Enforcement Contract Award (amended to non key due to monetary amount)</b> To award the debt enforcement contract	Cabinet member finance and corporate services 6 June 2025	Cabinet member finance and corporate services  Rachael Sanders, Director of Finance <small>Rachael.sanders@herefordshire.gov.uk Tel: 01432 383775</small>	Corporate Support Centre	16 May 2025	<b>Non Key</b> Open
<b>Portfolio: roads and regulatory services</b>					
<b>Portfolio: transport and infrastructure</b>					

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><b>Capability and Ambition Fund 2025/26 allocation</b></p> <p>The purpose of the report is to confirm what Herefordshire Council will deliver with the Capability and Ambition Fund grant</p>	<p>Cabinet member transport and infrastructure</p> <p>6 June 2025</p>	<p>Cabinet member transport and infrastructure</p> <p>Ffion Horton, Transport Planning Services Manager, Scott Tompkins, Delivery Director - Infrastructure, Richard Vaughan, Sustainability &amp; Climate Change Manager</p> <p><small>ffion.horton@herefordshire.gov.uk, scott.tompkins@herefordshire.gov.uk, Richard.Vaughan@herefordshire.gov.uk Tel: 01432 260192</small></p>	Economy and Environment	16 May 2025	<p><b>Non Key</b></p> <p>Open</p>
<p><b>Road Safety Schemes</b></p> <p>The purpose of this report is to set out how the £3.0 million for Road Safety Schemes is proposed to be spent and to seek the necessary approvals to do so.</p>	<p>Cabinet member transport and infrastructure</p> <p>6 June 2025</p>	<p>Cabinet member roads and regulatory services</p> <p>Ed Bradford, Head of Highways and Traffic</p> <p><small>Edward.Bradford@herefordshire.gov.uk Tel: 01432 260786</small></p>	Economy and Environment	16 May 2025	<p><b>KEY</b></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
<b>Bus Service Improvement Plan capital funding</b> The purpose of this report is to set out how the £1.1 million of Bus Service Improvement Plan capital spend is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member transport and infrastructure 6 June 2025	Cabinet member transport and infrastructure  David Land, Head of Transport and Access Services david.land@herefordshire.gov.uk Tel: 01432 383484	Economy and Environment	16 May 2025	<b>KEY</b> Open
<b>Herefordshire Flood Risk Mitigation</b> The purpose of this report is to set out how the £2.055 million for Herefordshire Flood Risk Mitigation is proposed to be spent and to seek the necessary approvals to do so.	Cabinet member transport and infrastructure 6 June 2025	Cabinet member transport and infrastructure  Steve Hodges, Directorate services team leader sthodges@herefordshire.gov.uk Tel: 01432 261923	Economy and Environment	16 May 2025	<b>KEY</b> Open
<b>Local Transport Grant allocation</b> To delegate authority to the Corporate Director, Economy and Environment to spend the Local Transport Grant, Local Transport Resource Fund and Integrated Transport Block funding from the Department for Transport	Cabinet member transport and infrastructure 6 June 2025	Cabinet member transport and infrastructure  Scott Tompkins, Delivery Director - Infrastructure scott.tompkins@herefordshire.gov.uk	Economy and Environment	16 May 2025	<b>KEY</b> Open Urgent