

Harlow Council Forward Plan

Published on 15 May 2024



This plan contains all decisions that the Council's Cabinet expects to take over the coming year. Where relevant, each decision has been identified as a Key Decision or as involving consideration in private session.

The definition of a Key Decision is given in Article 12 of the Council's Constitution but is also set out here for clarity.

A 'Key Decision' means a Cabinet/Portfolio Holder decision which is likely:

- a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates. For this purpose, expenditure or savings are deemed to be significant if they exceed £350,000
- b) to be significant in terms of its effects on communities living in an area comprising two or more wards in Harlow.

Each decision listed in this Forward Plan has been assigned an exemption status as follows:

Open – members of the press and public are expected to be allowed to attend during consideration of this matter.

Confidential – members of the press and public are expected to be excluded during consideration of this matter. The reasons for this exclusion will be stated in column 5, and relate to a lawful power to exclude the press and public when specific classes of information are being discussed, as contained in the [Local Government Act 1972](#).

A Decision Notice for each Key Decision is published within five days of it being made. Decision Notices and documents to be considered by decision makers are open for inspection on the Council's website www.harlow.gov.uk and at the Civic Centre, The Water Gardens, Harlow, CM20 1WG. Representations on an upcoming key decision can be made by writing to the Chief Executive, using the address above.

The current members of the Cabinet are as listed on the Council's website at the following page <http://moderngov.harlow.gov.uk/mgCommitteeDetails.aspx?ID=121>

Ref	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision, private consideration status and Corporate Priority/ies	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I017 195	Performance, Finance and Risk - April	Cabinet	13 Jun 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) Yvonne Rees
I017 196	MTFP and Budget Timeline	Cabinet	13 Jun 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) Yvonne Rees
I017 159	Appointment of Contractor for Council House Building Programme Scheme - Staple Tye	Cabinet	13 Jun 2024 Latton Bush & Stewards	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Rebuild our Town; Renew our Neighbourhoods	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) James Gardner

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I016 272	East of Harlow SPD Adoption	Cabinet	13 Jun 2024 Old Harlow	Key decision: No Likely exemption status: Open Corporate Mission/s: Rebuild our Town	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) Tanusha Waters
I017 058	Disability Panel Terms of Reference	Cabinet	13 Jun 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Protect our Communities	Officer's report	Portfolio Holder for Community (Councillor Stacy Seales) Yvonne Rees
I017 169	Housing Assistance Policy	Cabinet	13 Jun 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Portfolio Holder for Sustainability and Environment (Councillor Nicky Purse) Tanusha Waters

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I017 158	Disposal of Altham House	Cabinet	13 Jun 2024 Netteswell	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace
I017 157	Disposal of Cloverfield Garages	Cabinet	13 Jun 2024 Latton Bush & Stewards	Key decision: No Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace
I017 161	Disposal of 4 Mill House	Cabinet	13 Jun 2024 Old Harlow	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace

Ref	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision, private consideration status and Corporate Priority/ies	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I017 197	Outturn 2023/24	Cabinet	18 Jul 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) Simon Freeman
I017 198	Performance, Finance and Risk - May	Cabinet	18 Jul 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) Yvonne Rees
I017 170	Local Government Productivity Plan	Cabinet	18 Jul 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Leader of the Council (Councillor Dan Swords) Rebecca Farrant

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I017 062	Waste Strategy for Essex	Cabinet	18 Jul 2024	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Sustainability and Environment (Councillor Nicky Purse) Tanusha Waters
I017 160	Annual Section 106 Monitoring Report	Cabinet	18 Jul 2024	Key decision: No Likely exemption status: Open Corporate Mission/s:	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) Yvonne Rees
I016 542	Shopfront SPD	Cabinet	24 Oct 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Rebuild our Town	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) Tanusha Waters

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I017 167	Churchgate Street Conservation Area Management and Article 4 Direction	Cabinet	5 Dec 2024 Old Harlow	Key decision: No Likely exemption status: Open Corporate Mission/s:	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) Tanusha Waters
I017 164	Insurance Tender Evaluation and Recommendations	Cabinet	5 Dec 2024	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) Simon Freeman
Decisions to be taken by the Leader and Portfolio Holders						
I016 271	Shopfront SPD - Approval for Consultation	Portfolio Holder for Economic Development	Not before 1st May 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Rebuild our Town	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) Yvonne Rees

Ref	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision, private consideration status and Corporate Priority/ies	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I016 230	Contract Award – Structural Repairs in 1-78 Tanys Dell Flats	Deputy Leader and Portfolio Holder for Housing	Not before 1st May 2024 Mark Hall	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace
I014 229	Contract Award – Fire Safety Work and block refurbishment in 126-137 and 143-154 Felmongers	Deputy Leader and Portfolio Holder for Housing	Not before 1st May 2024 Mark Hall	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace
I016 231	Contract Award – Fire Safety and External Refurbishment Works in 67-74 Blackbush Spring	Deputy Leader and Portfolio Holder for Housing	Not before 1st May 2024 Mark Hall	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace

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I016 232	Contract Award - Fire Safety, high level windows and roof replacement in 1-54 Mercers	Deputy Leader and Portfolio Holder for Housing	Not before 1st May 2024 Great Parndon	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace
I016 835	Contract Award – Fire Safety works at Harlow Civic Centre	Portfolio Holder for Finance and Governance	Not before 1st May 2024 Little Parndon & Town Centre	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) James Gardner
I017 014	Contract Award – Fire Safety Work, external refurbishment and repairs at The Hintons	Deputy Leader and Portfolio Holder for Housing	Not before 1st May 2024 Sumners & Kingsmoor	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Transform Harlow's Housing	Officer's report	Deputy Leader and Portfolio Holder for Housing (Councillor David Carter) Wendy Makepeace

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I017044	Customer Service Commitment	Leader of the Council	Not before 1st Jun 2024	Key decision: No Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Leader of the Council (Councillor Dan Swords) Yvonne Rees
I016911	Contract award – Fire Safety works at Latton Bush Centre	Portfolio Holder for Finance and Governance	Not before 1st Jun 2024 Latton Bush & Stewards	Key decision: Yes Likely exemption status: Open Corporate Mission/s: Deliver High-Performing Council Services	Officer's report	Portfolio Holder for Finance and Governance (Councillor James Leppard) James Gardner
I017166	Churchgate Street Conservation Area Management and Article 4 Direction - Approval for Consultation	Portfolio Holder for Economic Development	Not before 13th Jun 2024 Old Harlow	Key decision: No Likely exemption status: Open Corporate Mission/s: Renew our Neighbourhoods	Officer's report	Portfolio Holder for Economic Development (Councillor Michael Hardware) Tanusha Waters