

# Harlow Council Forward Plan

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 £50,000
- 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](http://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 and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 048	Fire Safety Works - Joyners Field	Portfolio Holder for Housing	Not before 1st Sep 2022  Staple Tye	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray
I014 224	Potential Acquisition of Town Centre Property	Cabinet	Not before 26th Sep 2022  Toddbrook	Key decision: <b>Yes</b>  Likely exemption status: <b>Confidential</b>  Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I013 964	Mark Hall Conservation Area Adoption and Article 4 Direction	Cabinet	13 Oct 2022  Mark Hall	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I014 228	Contract Award – Fire Safety Works at Morley Grove	Cabinet	13 Oct 2022  Little Parndon and Hare Street	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray
I014 299	Contract Award - Harlow and Town Centre (Various Sites) Construction and Professional Services	Cabinet	13 Oct 2022  All Wards	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I014 229	Contract Award – Fire Safety Work and block refurbishment in 59-64, 70-75, 117-122, 180-185 Felmongers	Portfolio Holder for Housing	Not before 1st Dec 2022  Mark Hall	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 857	Joint Finance and Performance Report, Quarter 2 2022/23	Cabinet	1 Dec 2022	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 858	Housing Revenue Account, Quarter 2 Finance Report 2022/23	Cabinet	1 Dec 2022	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman
I013 859	Capital Programmes, Quarter 2 Finance Report 2022/23	Cabinet	1 Dec 2022	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 854	Annual Treasury Management Report 2021/22	Cabinet	1 Dec 2022	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 856	Treasury Management Strategy Statement 2022/23: Mid-Year Review	Cabinet	1 Dec 2022	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 932	Health and Wellbeing Strategy	Cabinet	1 Dec 2022	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Business and Community Resilience (Councillor Joel Charles)  Jane Greer

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I014 298	Commercial Property Management Policy	Cabinet	1 Dec 2022	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for HTS, Properties and Facilities – with special responsibility for the roads (Councillor Stephen LeMay)  Andrew Murray
I014 348	Highways and Drainage Minor Works Contract	Cabinet	1 Dec 2022  All Wards	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for HTS, Properties and Facilities – with special responsibility for the roads (Councillor Stephen LeMay)  Jane Greer
I014 347	Adoption of the Wych Elm Development Brief	Cabinet	1 Dec 2022  Little Parndon and Hare Street	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 965	Affordable Housing S106 Policy Adoption	Cabinet	1 Dec 2022	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I014 350	Environmental Enforcement Contract - Tender Process Outcome	Cabinet	1 Dec 2022  All Wards	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Councillor Alastair Gunn  Jane Greer
I013 961	Town Centre Transport Interchange Civil Engineering Contract	Cabinet	1 Dec 2022  Toddbrook	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 967	Staple Tye SPD Adoption	Cabinet	1 Dec 2022  Staple Tye	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Strategic Growth (Councillor Michael Hardware)  Andrew Bramidge
I013 963	Council Housebuilding Programme Contract Awards – Yorkes, Arkwrights, Woodleys, Sherard's House	Cabinet	1 Dec 2022  Bush Fair; Great Parndon; Mark Hall; Netteswell	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I013 968	Council Housebuilding Programme Contract Awards – Elm Hatch, Pytt Field, Red Lion Lane	Cabinet	1 Dec 2022  Bush Fair; Harlow Common	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge



Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 969	Local Plan Review	Cabinet	1 Dec 2022  All Wards	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Strategic Growth (Councillor Michael Hardware)  Andrew Bramidge
I013 970	Broad Walk Public Realm Improvements Contract Award	Cabinet	1 Dec 2022  Toddbrook	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I013 860	Debt Write Offs	Cabinet	1 Dec 2022	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 861	Local Council Tax Support Scheme Proposals	Cabinet	1 Dec 2022	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 486	Services Agreement Contract Award - Asbestos Management (Consultancy)	Portfolio Holder for Housing	Not before 1st Feb 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray
I013 487	Services Agreement Contract Award - Asbestos Management (Removals)	Portfolio Holder for Housing	Not before 1st Feb 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray
I013 488	Services Agreement Contract Award - Lift Maintenance	Portfolio Holder for Housing	Not before 1st Feb 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I014 227	Contract Award - Water Hygiene	Portfolio Holder for Housing	Not before 1st Feb 2023  All Wards	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter)  Andrew Murray
I013 862	Medium Term Financial Strategy 2023/24 - 2025/26	Cabinet	16 Feb 2023	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 863	General Fund Budget 2023/24	Cabinet	16 Feb 2023	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 864	Housing Revenue Account Business Plan 2022-2052	Cabinet	16 Feb 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman
I013 865	Housing Revenue Account Budget 2023/24	Cabinet	16 Feb 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman
I013 866	Capital and Treasury Report 2023	Cabinet	16 Feb 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 867	Capital Programmes 2022/23 - 2024/25	Cabinet	16 Feb 2023	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman
I013 962	HGGT Joint Committee Proposal	Cabinet	16 Feb 2023	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Strategic Growth (Councillor Michael Hardware)  Andrew Bramidge
I013 959	HGGT Infrastructure Delivery Plan	Cabinet	16 Feb 2023	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Strategic Growth (Councillor Michael Hardware)  Andrew Bramidge

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I013 971	Council Housebuilding Programme Contract Award - Staple Tye	Cabinet	16 Feb 2023  Staple Tye	Key decision: <b>Yes</b>  Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I013 868	Joint Finance and Performance Report, Quarter 3 2022/23	Cabinet	23 Mar 2023	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 869	Housing Revenue Account, Quarter 3 Finance Report 2022/23	Cabinet	23 Mar 2023	Key decision: <b>No</b>  Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 870	Capital Programme, Quarter 3 Finance Report 2022/23	Cabinet	23 Mar 2023	Key decision: <b>No</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Housing (Councillor Simon Carter), Portfolio Holder for Finance (Councillor James Leppard)  Andrew Murray, Simon Freeman
I013 933	Economic Development Strategy	Cabinet	23 Mar 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Business and Community Resilience (Councillor Joel Charles)  Jane Greer
I013 972	Town Centre Transport Hub Building - Contract Award	Cabinet	23 Mar 2023  Toddbrook	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge

Ref.	Decision title	Decision Maker	Expected Date of Decision and Ward(s) affected	Key Decision and private consideration status	Documents to be considered by decision maker	Portfolio Holder and Lead Officer
I013 973	Annual Review of Council Housebuilding Programme	Cabinet	23 Mar 2023	Key decision: <b>No</b> Likely exemption status: <b>Open</b>	Officer's report	Deputy Leader and Portfolio Holder for Regeneration (Councillor Dan Swords)  Andrew Bramidge
I013 871	Debt Write Offs	Cabinet	23 Mar 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Finance (Councillor James Leppard)  Simon Freeman
I013 595	Climate Change Strategy	Cabinet	June 2023	Key decision: <b>Yes</b> Likely exemption status: <b>Open</b>	Officer's report	Portfolio Holder for Governance (Councillor Alastair Gunn)  Jane Greer