



**AGENDA ITEM: 6**

**SUMMARY**

|   |   |
|---|---|
| <b>Report for:</b>                              | <b>Cabinet</b>  |
| <b>Date of meeting:</b>                         | <b>29 April 2014</b>  |
| <b>PART:</b>                                    | <b>1</b>  |
| If Part II, reason:                             |   |
| <b>Title of report:</b>                         | <b>CABINET FORWARD PLAN</b>   |
| Contact:  | Corporate Management Team   |
| Purpose of report:                              | To show the changes to the programme of work to be followed by the Cabinet over the next four month period.     |
| Recommendations                                 | That Members consider the changes to the programme of work and the issues covered and make any representations. |
| Corporate objectives:                           | The various reports considered by Cabinet are supportive of the Council's corporate objectives.                 |
| Implications:<br>'Value For Money Implications' | Not applicable.   |
| Risk Implications                               | Not applicable.   |
| Equalities Implications                         | Not applicable.   |
| Health And Safety Implications                  | Not applicable.   |
| Monitoring Officer/S.151 Officer Comments       | <b>Monitoring Officer:</b><br>Not applicable.<br><br><b>S.151 Officer:</b><br>Not applicable.                   |
| Consultees:                                     | Corporate Management Team.  |
| Background papers:                              | None.   |

CABINET FORWARD PLAN – 29 APRIL 2014

|    | DATE     | MATTERS FOR CONSIDERATION  | Decision Making Process   | DEADLINES                                   |                           | CONTACT DETAILS   | BACKGROUND INFORMATION                                   |
|----|----------|--|---|---|---------------------------|---|--|
|    |          |  |   | Reports to Monitoring Officer/S.151 Officer | Reports to Member Support |   |  |
| 1. | 29/04/14 | National Graduate Development Programme  |   | 08/04/14                                    | Noon 15/04/14             | S Baker, Assistant Director (Chief Executive's Office)<br>01442 228229<br><a href="mailto:steve.baker@dacorum.gov.uk">steve.baker@dacorum.gov.uk</a><br>Matthew Rawdon<br>Group Manager (People)<br>01442 228513<br><a href="mailto:matthew.rawdon@dacorum.gov.uk">matthew.rawdon@dacorum.gov.uk</a>          | To seek approval to employ two graduates under the NGDP. |
| 2. | 29/04/14 | Report and Update on Dacorum Look No Further   |   | 08/04/14                                    | Noon 15/04/14             | James Doe, Assistant Director (Planning, Development and Regeneration)<br>01442 228583<br><a href="mailto:james.doe@dacorum.gov.uk">james.doe@dacorum.gov.uk</a>  |  |
| 3. | 29/04/14 | Submission of the Community Infrastructure Levy Charging Schedule  |   | 08/04/14                                    | Noon 15/04/14             | James Doe, Assistant Director (Planning, Development and Regeneration)<br>01442 228583<br><a href="mailto:james.doe@dacorum.gov.uk">james.doe@dacorum.gov.uk</a><br>Robert Freeman, Lead Planning Officer<br>01442 228663<br><a href="mailto:robert.freeman@dacorum.gov.uk">robert.freeman@dacorum.gov.uk</a> |  |
| 4. | 29/04/14 | Sports Space Additional Funding for 2014/15  |   |   |                           | Martin Hone   |  |
| 5. | 29/05/14 | Performance and Budget Monitoring Quarterly Report – Quarter 4/Annual Report   | Housing and Community OSC:<br>18/06/14<br>SPAE OSC:<br>10/06/14<br>Finance and Resources OSC:<br>04/06/14 | 09/05/14                                    | Noon 16/05/14             | Martin Hone, Corporate Director (Finance and Operations)<br>01442 228313<br><a href="mailto:martin.hone@dacorum.gov.uk">martin.hone@dacorum.gov.uk</a><br>Shane Flynn, Assistant Director (Project Governance)<br>01442 228979<br><a href="mailto:shane.flynn@dacorum.gov.uk">shane.flynn@dacorum.gov.uk</a>  | A quarterly report on the Council's performance.         |
| 6. | 29/05/14 | Jarman Park Ladbroke Site – PART 2 REPORT<br><br>The public will be excluded from the meeting when this item is being considered for the following reason:<br><br>There would be disclosure to them of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).<br>Local Government Act 1972, Schedule 12A. |   | 09/05/14                                    | Noon 16/05/14             | Mark Brookes, Group Manager (Legal Governance)<br>01442236<br><a href="mailto:mark.brookes@dacorum.gov.uk">mark.brookes@dacorum.gov.uk</a><br>James Deane, Assistant Director (Finance and Resources)<br>01442 228278<br><a href="mailto:james.deane@dacorum.gov.uk">james.deane@dacorum.gov.uk</a>           | To provide an update report.                             |

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|-----|----------|--|--|---|---------------------------|--|---|
|     |          |  |  | Reports to Monitoring Officer/S.151 Officer | Reports to Member Support |  |   |
| 7.  | 20/05/14 | Health and Wellbeing Policy Statement              |  | 09/05/14                                    | Noon 16/05/14             | S Baker, Assistant Director (Chief Executive's Office)<br>01442 228229<br><a href="mailto:steve.baker@dacorum.gov.uk">steve.baker@dacorum.gov.uk</a>   |   |
| 8.  | 20/05/14 | Civic Centre                                       |  | 09/05/14                                    | Noon 16/05/14             | Mark Gaynor, Corporate Director (Housing and Regeneration)<br>01442 228575<br><a href="mailto:mark.gaynor@dacorum.gov.uk">mark.gaynor@dacorum.gov.uk</a><br>Martin Hone, Corporate Director (Finance and Operations)<br>01442 228313<br><a href="mailto:martin.hone@dacorum.gov.uk">martin.hone@dacorum.gov.uk</a> |   |
| 9.  | 20/05/14 | Provisional Outturn Report                         |  | 09/05/14                                    | Noon 16/05/14             | Martin Hone, Corporate Director (Finance and Operations)<br>01442 228313<br><a href="mailto:martin.hone@dacorum.gov.uk">martin.hone@dacorum.gov.uk</a><br>James Deane, Assistant Director (Finance and Resources)<br>01442 228278<br><a href="mailto:james.deane@dacorum.gov.uk">james.deane@dacorum.gov.uk</a>    | The provide details of the provisional financial outturn position for 2013/14 for the General Fund, HRA and Capital Programme and provide details of proposed transfers to and from earmarked reserves. |
| 10. | 29/05/14 | Web & Customer Access Strategy                     |  | 09/05/14                                    | Noon 16/05/14             | Shane Flynn, Assistant Director (Project Governance)<br>01442 228979<br><a href="mailto:shane.flynn@dacorum.gov.uk">shane.flynn@dacorum.gov.uk</a>   |   |
| 11. | 24/06/14 | Risk Management - Process Quarter 4 /Annual Report | Finance and Resources OSC:<br>04/06/14 | 05/06/14                                    | Noon 12/06/14             | Linda Dargue, Insurance and Risk Manager<br>01442 228320<br><a href="mailto:linda.dargue@dacorum.gov.uk">linda.dargue@dacorum.gov.uk</a>   | To update on the ongoing implementation of the Corporate Risk Management Strategy, progress to date on risk improvement action plans and to advise of the amendments to the risk register.              |
| 12. | 24/06/14 | Review of Housing Revenue Account Business Plan    |  | 05/06/14                                    | Noon 12/06/14             | Elliott Brooks, Assistant Director (Housing)<br>201442 228615<br><a href="mailto:elliott.brooks@dacorum.gov.uk">elliott.brooks@dacorum.gov.uk</a>  |   |
| 13. | 24/06/14 | Conservation Strategy                              |  | 05/06/14                                    | Noon 12/06/14             | James Doe, Assistant Director (Planning, Development and Regeneration)<br>01442 228583<br><a href="mailto:james.doe@dacorum.gov.uk">james.doe@dacorum.gov.uk</a>   | To consider the approval of the draft Dacorum Conservation Strategy 2014-2019.  |
| 14. | 24/06/14 | Final Outturn Report                               |  | 05/06/14                                    | Noon 12/06/14             | Martin Hone, Corporate Director (Finance and Operations)<br>01442 228313<br><a href="mailto:martin.hone@dacorum.gov.uk">martin.hone@dacorum.gov.uk</a><br>James Deane, Assistant Director (Finance and Resources)<br>01442 228278<br><a href="mailto:james.deane@dacorum.gov.uk">james.deane@dacorum.gov.uk</a>    |   |
| 15. | 24/06/14 | Financial Regulations                              | Finance and Resources OSC:<br>04/06/14 | 05/06/14                                    | Noon 12/06/14             | James Deane, Assistant Director (Finance and Resources)<br>01442 228278<br><a href="mailto:james.deane@dacorum.gov.uk">james.deane@dacorum.gov.uk</a>  |   |

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| 16. | 24/06/14 | Procurement Review   | Finance and Resources<br>OSC:<br>04/06/14 | 05/06/14                                    | Noon<br>12/06/14          | Steve Baker, Assistant Director<br>(Chief Executive's Unit)<br>01442 228229<br><a href="mailto:steve.baker@dacorum.gov.uk">steve.baker@dacorum.gov.uk</a>   | To inform members of the outcome of the review of Procurement Services and to recommend changes to the service.   |
| 17. | 24/06/14 | Gade Zone Regeneration and PSQ procurement – agreement of preferred bidder.<br>– <b>PART 2 REPORT</b><br><br>The public will be excluded from the meeting when this item is being considered for the following reason:<br><br>There would be disclosure to them of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).<br>Local Government Act 1972, Schedule 12A. |   | 05/06/14                                    | Noon<br>12/06/14          | Mark Gaynor, Corporate Director<br>(Housing and Regeneration)<br>01442 228575<br><a href="mailto:mark.gaynor@dacorum.gov.uk">mark.gaynor@dacorum.gov.uk</a><br>James Stammers   | Approval of preferred development partner to take forward delivery of the PSQ and associated regeneration of the Gade Zone. Approval of process for finalising contract. Approval of process for subsequent award of contract and agreement of final contract |
| 18. | 24/06/14 | Volunteer Management Programme   | Housing and Community<br>OSC:<br>18/06/14 | 05/06/14                                    | Noon<br>12/06/14          | James Deane, Assistant Director<br>(Finance and Resources)<br>01442 228278<br><a href="mailto:james.deane@dacorum.gov.uk">james.deane@dacorum.gov.uk</a><br>Claire Lynch<br>Social Enterprise and Commissioning Officer<br>01442 228741<br><a href="mailto:claire.lynch@dacorum.gov.uk">claire.lynch@dacorum.gov.uk</a>           |   |
| 19. | 24/06/14 | Local Planning Framework Site Allocations Document   | Council:<br>09/07/14                      | 05/06/14                                    | Noon<br>12/06/14          | James Doe, Assistant Director<br>(Planning, Development and Regeneration)<br>01442 228583<br><a href="mailto:james.doe@dacorum.gov.uk">james.doe@dacorum.gov.uk</a><br>Laura Wood, Team Leader<br>(Spatial Planning and Regeneration)<br>01442 228661<br><a href="mailto:laura.wood@dacorum.gov.uk">laura.wood@dacorum.gov.uk</a> | To agree the content of the pre-submission version of the Site Allocations document for public consultation.  |
| 20. | 22/07/14 | Local Allocations LA1 – LA6 Master Plans   |   | 03/07/14                                    | Noon<br>10/07/14          | James Doe, Assistant Director<br>(Planning, Development and Regeneration)<br>01442 228583<br><a href="mailto:james.doe@dacorum.gov.uk">james.doe@dacorum.gov.uk</a>   | <i>To be confirmed by CMT</i><br><br>Draft for consultation.  |

| Future items:           | Author             | Date of Cabinet                 |   |
|-------------------------|--------------------|---------------------------------|---|
| Risk Management Process | L Dargue           | Sept 2014 – Q1<br>Nov 2014 - Q2 | Feb 2015 – Q3<br>June 2015 – Q4<br>/Annual Report |
| Performance Report      | S Marshall/S Flynn | Sept 2014 – Q1<br>Nov 2014 – Q2 | Feb 2015 – Q3<br>May 2015 – Q4<br>/Annual Report  |
| CIL Governance          | J Doe              | 21 October 2014                 |   |

Future Cabinet Dates: 29/04/14; 29/05/15; 24/06/14; 22/07/14; 16/09/14; 21/10/14; 25/11/14; 16/12/14; 20/01/15; 10/02/15; 24/03/15; 21/04/15.