



## FORWARD PLAN OF DECISIONS TO BE TAKEN BY THE EXECUTIVE

**November 2023 – February 2024**

### What is the Forward Plan?

The Forward Plan is a list of decisions the Council's Executive intends to take during the coming months. Some of these decisions are known as 'Key Decisions.' The Plan is updated and published at least 28 days before each meeting of the Executive and is available, together with all public reports referred to, from our website [www.highpeak.gov.uk](http://www.highpeak.gov.uk) and our offices, The Town Hall, Buxton, Derbyshire, SK17 6EL and Municipal Buildings, Glossop, Derbyshire SK13 8AF. Should you have any questions regarding these documents please contact the Council's Member Services Team via our website or by telephoning 0345 129 7777.

### What is a key decision?

Key decisions are:

- A report proposing changes or additions to the Budget and Policy Framework (as defined in the Constitution).
- A report in connection with the preparation of the Annual Revenue Budget.
- A report in connection with the preparation of the Capital Programme.
- A report proposing specific action which is outside the Budget and Policy Framework, Annual Revenue Budget or Capital Programme previously approved by the Council.
- A report likely to result in expenditure or savings which are significant having regard to the Council's budget for the service or function to which the decision relates.
- A report proposing action which the originator of the report, in consultation with his/her chief officer, and in consultation with the relevant portfolio holder, believes may have a significant impact on communities living or working in an area comprising one or more wards.

## **What is the Budget and Policy Framework?**

This includes the Council's budget and the following plans and strategies:

- Annual Audit - External Audit Plan
- Derbyshire Joint Municipal Waste Strategy
- Communications Strategy
- Community Strategy
- Corporate Equality Plan Incorporating Race Equality Scheme
- High Peak Local Plan
- Investors in People
- Local Plan
- Social Inclusion Strategy
- Gambling Policy
- Asset Management Plan
- The Corporate Plan
- Annual Community Safety Plan
- The Constitution
- Human Resource and Organisational Development Strategy
- Housing Strategy
- Licensing Policy
- Recycling Strategy
- Capital Programme
- Pay Policy Statement

## **Can I have copies of agenda papers?**

Documents relating to matters listed, and which are open to the public, will be available five working days before the date of the meeting by visiting the Council's website [www.highpeak.gov.uk](http://www.highpeak.gov.uk) or by telephoning 0345 129 7777 . They are also available from our offices – The Town Hall, Buxton, Derbyshire, SK17 6EL and Municipal Buildings, Glossop, Derbyshire SK13 8AF. Other documents relevant to decisions to be taken may be submitted to the decision maker.

## **Private meetings**

Meetings of the Executive are held in public. However, occasionally, some meetings, or part of meetings, may need to be held in private due to the content of the reports to be discussed (e.g. commercially sensitive or personal information). This document indicates which reports and dates of meetings where this will apply and the reason for this.

Five days before a private meeting takes place the Council will publish a further notice of its intention to hold a meeting in private. This will again state why this is necessary and give the details of any representations received about why the meeting should be open to the public. This will also include a statement of the Council's response to any such representations.

<b>Matter for decision</b>	<b>Key decision to be made on behalf of the Council</b>	<b>Decision maker</b>	<b>Expected issue date by</b>	<b>Relevant Executive Councillor</b>	<b>Relevant Select Committee</b>	<b>Documents submitted to the decision taker for consideration</b>	<b>Public/Private Report</b>
Leisure Transformation Plan Update	Yes	The Executive	30 November 2023	Cllr Greenhalgh	Community Select Committee	Report of the Executive Director (Governance & Commissioning)	Private Information relating to the financial or business affairs of any particular person
Cultural Strategy	Yes	The Executive	30 November 2023	Cllr McKeown	Community Select Committee	Report of the Executive Director (Place)	Public
Second Quarter Finance, Procurement and Performance Report	Yes	The Executive	30 November 2023	Cllr Barrow	Corporate Select Committee	Report of the Executive Director (Finance and Customer Service)	Public Private Appendix D Information relating to the financial or business affairs of any particular person
Medium Term Financial Plan	Yes	The Executive	30 November 2023	Cllr Barrow	Corporate Select Committee	Report of the Executive Director (Finance and Customer Service)	Public
UKSPF Delivery and Procurement Update	Yes	The Executive	30 November 2023	Cllr Greenhalgh	Economy and Growth Committee	Report of the Executive Director (Place)	Public
Medium Term Financial Plan	No	The Executive	30 November 2023	Cllr Barrow	Corporate Select Committee	Report of the Executive Director (Finance and Customer Service)	Public
Empty Properties	Yes	The Executive	30 November 2023	Cllr Barrow	Corporate Select Committee	Report of the Executive Director (Finance and Customer Service)	Public
Revitalising Buxton Progress Report	Yes	The Executive	30 November 2023	Cllr Greenhalgh	Economy and Growth Committee	Report of the Executive Director (Place)	Private - Information relating to the financial or business affairs of any particular person

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Revitalising Buxton Multi Disciplinary Services - Contract Award Report	Yes	The Executive	30 November 2023	Cllr Greenhalgh	Economy and Growth Committee	Report of the Executive Director (Place)	Private - Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
Cost of Living Update	Yes	The Executive	30 November 2023	Cllr McKeown	Community Select Committee	Report of the Chief Executive	Public
Third Quarter Finance, Procurement & Performance Reports	No	The Executive	8 February 2024	Cllr Barrow	Corporate Select Committee	Report of the Executive Director (Finance and Customer Service)	Public
Budget and Medium Term Financial Plan	No	The Executive	8 February 2024	Cllr Barrow	Corporate Select Committee	Report of the Executive Director (Finance and Customer Service)	Public