



**Epping Forest
District Council**

FORWARD PLAN

FOR THE PERIOD 1 FEBRUARY 2024 TO 31 MAY 2024

The Council publishes a notice for each Key Decision or decision to be made in private at least 28 days before that decision is made.

The Cabinet Forward Plan will be updated on a monthly rolling programme to coincide with the requirements of the of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Further information is provided in the [Constitution](#) – **Article 14 Decision – Making**

Epping Forest District Council's aims and key objectives are detailed in the [Corporate Plan](#).

Published: 30 January 2024

EXPECTED REPORTS	MEETING	DATE OF MEETING	KEY AND / OR EXEMPT DECISION	REPORT AUTHOR	LEAD DIRECTOR / MANAGER	NOTES / COMMENTS
LEADER Portfolio Holder: Cllr C Whitbread						
Fit for the Future	Cabinet	5 February 2024	Key Significantly effects 2 or more wards	Georgina Blakemore, Chief Executive	Chief Executive	
	Cabinet Agenda Planning Group	4 January 2024				
	Executive Briefing	15 January 2024	Open			
Local Government Association (LGA) Peer Review	Cabinet	Not before 1st June 2024	Key Significantly effects 2 or more wards Open	Georgina Blakemore, Chief Executive	Chief Executive	
Interim Polling Districts as a result of the Boundary Review	Council	Not before 1st October 2024	Key Significantly effects 2 or more wards	Paula Maginnis, Service Director (Corporate Services)	Strategic Director Corporate and Section 151 Officer	
PLACE Portfolio Holder: Cllr N Bedford						
Planning Transformation Update	Place Scrutiny Committee	Not before February 2024	Key Open	Nigel Richardson, Service Director (Planning Services)	Chief Operating Officer	
North Weald Bassett Master Plan Allocation Site Final approval following consultation.	Cabinet	18 March 2024	Key Increases Financial Commitments in Future Years	Nigel Richardson, Service Director (Planning Development)	Chief Operating Officer	
	Cabinet Agenda Planning Group	12 February 2024				

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	Executive Briefing	26 February 2024				
Endorsement of the Latton Priory Strategic Design Code	Cabinet	18 March 2024	Key Raises new issues of Policy	Nigel Richardson, Service Director (Planning Development)	Chief Operating Officer	
	Cabinet Agenda Planning Group	12 February 2024	Open			
	Executive Briefing	26 February 2024				
Endorsement East of Harlow Masterplan Principles SPD	Cabinet	18 March 2024	Key Raises new issues of Policy	Nick Finney, Interim Implementation Team Manager, Nigel Richardson, Service Director (Planning Development)	Chief Operating Officer	
	Cabinet Agenda Planning Group	12 February 2024	Open			
	Executive Briefing	26 February 2024				
South Epping Strategic Masterplan Framework For consultation	Cabinet	28 May 2024	Key Increases Financial Commitments in Future Years	Nigel Richardson, Service Director (Planning Development), Nick Finney, Interim Implementation Team Manager	Chief Operating Officer	
	Cabinet Agenda Planning Group	29 April 2024	Open			
	Executive Briefing	13 May 2024				

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FINANCE & ECONOMIC DEVELOPMENT Portfolio Holder: Cllr J Philip						
Quarter 3 Budget Monitoring Report 2023/24 To review Q3	Cabinet	5 February 2024	Key Expenditure > £250k	Christopher Hartgrove, Interim Director Finance / Deputy 151 Officer (Shared Services)	Strategic Director Corporate and Section 151 Officer	
	Cabinet Agenda Planning Group	4 January 2024	Open			
	Executive Briefing	15 January 2024				
	Overview & Scrutiny Committee	23 January 2024				
Final Draft Budget Proposals 2024/25 Final Budget Papers which include General Fund & HRA revenue, Capital, Fees & Charges and updated Medium Term Financial Plan)	Cabinet	5 February 2024	Key Expenditure > £250k	Christopher Hartgrove, Interim Director Finance / Deputy 151 Officer (Shared Services)	Strategic Director Corporate and Section 151 Officer	
	Cabinet Agenda Planning Group	4 January 2024	Open			
	Executive Briefing	15 January 2024				
	Overview & Scrutiny Committee	23 January 2024				
Qualis Quarterly Monitoring Report - Q1 (Year 5) 2023/24 To review Q1	Cabinet	28 May 2024	Key Expenditure > £250k	Andrew Small, Strategic Director, Corporate and Section 151 Officer	Strategic Director Corporate and Section 151 Officer	
	Cabinet Agenda Planning Group	29 April 2024	Open			
	Executive Briefing	13 May 2024				
	Overview & Scrutiny Committee	23 April 2024				

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HOUSING & STRATEGIC HEALTH PARTNERSHIPS Portfolio Holder: Cllr H Whitbread						
HRA Business Plan To review	Cabinet	5 February 2024	Key Expenditure > £250k Open	Surjit Balu, Interim Housing and Property Director	Chief Operating Officer	
	Cabinet Agenda Planning Group	4 January 2024				
	Executive Briefing	15 January 2024				
	Communities Scrutiny Committee	16 January 2024				
Home Ownership Strategy	Cabinet	5 February 2024	Key Significantly effects 2 or more wards	Surjit Balu, Interim Housing and Property Director	Chief Operating Officer	
	Cabinet Agenda Planning Group	4 January 2024				
	Executive Briefing	15 January 2024				
	Communities Scrutiny Committee	16 January 2024				
Older People Strategy	Cabinet	5 February 2024	Key Significantly effects 2 or more wards	Surjit Balu, Interim Housing and Property Director	Chief Operating Officer	
	Cabinet Agenda Planning Group	4 January 2024				
	Executive Briefing	15 January 2024				
	Communities Scrutiny Committee	16 January 2024				

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Role of Local Government in the Integrated Care System Conclusion of the Task and Finish Panel	Communities Scrutiny Committee	Not before 1st March 2024	Key Open	Jennifer Gould, Strategic Director and Chief Operating Officer	Chief Operating Officer	
Housing Asset Management Strategy	Cabinet	18 March 2024	Key Significantly effects 2 or more wards	Surjit Balu, Interim Housing and Property Director	Chief Operating Officer	
	Cabinet Agenda Planning Group	12 February 2024				
	Executive Briefing	26 February 2024				
Condensation, Damp and Mould Policy	Cabinet	18 March 2024	Key Raises new issues of Policy Open	Surjit Balu, Interim Housing and Property Director	Chief Operating Officer	
	Cabinet Agenda Planning Group	12 February 2024				
	Executive Briefing	26 February 2024				
	Communities Scrutiny Committee	16 January 2024				
COMMUNITY HEALTH & WELLBEING Portfolio Holder: Cllr S Patel						
CONTRACTS, SERVICE DELIVERY & IMPROVEMENT Portfolio Holder: Cllr R Balcombe						
Epping Forest Operations Hub at North Weald Airfield	Cabinet	18 March 2024	Key Expenditure > £250k	James Warwick, Service Director (Contracts,	Chief Operating Officer	

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	Cabinet Agenda Planning Group	12 February 2024	Open	Partnerships and Procurement)		
	Executive Briefing	26 February 2024				
REGULATORY SERVICES Portfolio Holder: Cllr K Williamson						
M3 Upgrade to Assure Upgrading from M3 to cloud based Assure for EFDC Public Protection teams.	Regulatory Services Portfolio Holder	Not before 17th December 2023	Key Expenditure > £250k Open	Mandy Thompson, Service Director - Regulatory Services	Chief Operating Officer	
Contaminated Land Strategy Policy Document.	Cabinet	Not before 1st February 2024 (tbc)	Key Significantly effects 2 or more wards	Mandy Thompson, Service Director - Regulatory Services	Chief Operating Officer	
CUSTOMER and CORPORATE SUPPORT SERVICES Portfolio Holder: Cllr S Kane						
Pay Policy Statement	Cabinet	18 March 2024	Key Expenditure > £250k Open	Joanne Budden, Service Manager People, Culture, Change, Wellbeing & Internal Comms	Chief Executive	
	Cabinet Agenda Planning Group	12 February 2024				
	Executive Briefing	26 February 2024				
	Council	9 April 2024				

EXPECTED REPORTS	MEETING	DATE OF MEETING	KEY AND / OR EXEMPT DECISION	REPORT AUTHOR	LEAD DIRECTOR / MANAGER	NOTES / COMMENTS
Customer/Digital Strategy	Cabinet	2024 (tbc)	Key Significantly effects 2 or more wards	Melissa Kemp-Salt, Service Director - ICT & Transformation (Shared Services)	Strategic Director Corporate and Section 151 Officer	
Financial IT System To replace the current financial and procurement system with one consolidated Cloud based IT system.	Customer and Corporate Support Services Portfolio Holder		Key Significantly effects 2 or more wards	Christopher Hartgrove, Interim Director Finance / Deputy 151 Officer (Shared Services)	Strategic Director Corporate and Section 151 Officer	