

F O R W A R D P L A N

FOR THE PERIOD: 1 DECEMBER 2023 TO 31 MARCH 2024

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during a four month period. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

What is a Key Decision?

Key decisions are defined as any executive decision which is likely

- to result in expenditure or savings which are significant in the context of the budget for the service or function in question; or
- to be significant in terms of its effects on the communities living or working in two or more wards in the area.

What does the Forward Plan tell me?

The Plan gives information about:

- what key decisions are coming forward in the next four months;
- when those key decisions are likely to be made;
- who will make those decisions;
- what consultation will be given;
- who you can make representations to, and how;
- what documents will be considered; and
- who you can contact for further information.

Who takes Key Decisions?

Under the Authority's Constitution, Key Decisions are taken by the Council, the Executive Board (and its Sub-Committees/Sub-Boards) or individual officers acting under delegated powers.

Most Key Decisions are taken at public meetings of either the Council or the Executive Board. Council meets at 6.30 pm at the Town Hall, Runcorn and the Executive Board meets at 2.00 pm in the Municipal Building, Widnes.

How to make representations and by when

Names of contact officers are included in the Plan and can be reached via 0303 333 4300. If you are unsure, please ring Committee Services via the same number and staff there will be able to assist you.

**FORWARD PLAN OF KEY DECISIONS FOR THE PERIOD
1 DECEMBER 2023 TO 31 MARCH 2024**

	MATTER TO BE DECIDED	DECISION MAKER AND DATE	
1	Determination of the Council Tax Base 2024/25	Council	6 December 2023
2	Medium Term Financial Strategy	Executive Board	16 November 2023
3	School Admission Arrangements 2025	Executive Board	18 January 2024
4	School Capital Programme 2024-25	Executive Board	18 January 2024

Key Decision	Decision-Maker and Date	Brief Summary of Decision to be Taken	Consultees and Consultation method	Relevant Background Reports	Lead Officer Contact Details
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Corporate Services Portfolio

Determination of the Council Tax Base 2024/25	Council 6 December 2023	To seek approval for the 2024/25 council tax base for the Borough.	N/A	N/A	Operational Director - Finance Ed.dawson@halton.gov.uk 01515117965
Medium Term Financial Strategy	Executive Board 16 November 2023	To seek approval for the Council's Medium Term Financial Strategy for 2024/25 to 2026/27.	N/A	N/A	Operational Director - Finance Ed.dawson@halton.gov.uk 01515117965

Children and Young People Portfolio

School Admission Arrangements 2025	Executive Board 18 January 2024	To approve the Council's School Admissions Policy for the September 2025 intake for all community and voluntary controlled schools for which the Local Authority is the admission authority, and to	Statutory consultation is undertaken for a six week period commencing no earlier than 1 st October 2023 and must be completed by no later than 31 st January 2024. Halton is consulting	A report will be submitted to the Council's Executive Board seeking approval for the proposed admissions policy and co-ordinated primary and secondary schemes. All	Martin West – Divisional Manager, Policy, Provision & Performance Martin.west@halton.gov.uk 0151-511-7386
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Key Decision	Decision-Maker and Date	Brief Summary of Decision to be Taken	Consultees and Consultation method	Relevant Background Reports	Lead Officer Contact Details
		approve the Co-ordinated Admissions Schemes for all primary and secondary schools in the Borough.	from 2 nd October 2023 to 10 th November 2023. Consultation is undertaken via a comprehensive consultation document on the Council's website for parents and carers to access. The consultation is also issued to all schools via email. Neighbouring local authorities, academy schools and voluntary aided schools (who are their own admission authority) and the Diocesan authorities representing voluntary aided schools in Halton are also consulted.	documentation will be attached as appendices to the Executive Board report.	
School Capital Programme 2024-25	Executive Board 18 January 2024	To approve the proposed Capital Programme for works to be	N/A	Schools Capital Funding Allocations – Department for	Martin West – Divisional Manager, Policy, Provision & Performance

Key Decision	Decision-Maker and Date	Brief Summary of Decision to be Taken	Consultees and Consultation method	Relevant Background Reports	Lead Officer Contact Details
		undertaken at a number of Halton schools/educational establishments during the 2024-25 financial year.		Education can be viewed at 2 nd Floor, Rutland House, Halton Lea, Runcorn, WA72ES.	Martin.west@halton.gov.uk 0151-511-7386

NOTE

The following Members comprise the Executive Board:

Leader – Councillor Wharton

Deputy Leader – Councillor Thompson

Corporate Services Portfolio Holder – Councillor Dennett

Children and Young People Portfolio Holder – Councillor T McInerney

Adult Social Care Portfolio Holder – Councillor J. Lowe

Health and Wellbeing Portfolio Holder – Councillor Wright

Community Safety Portfolio Holder – Councillor M. Lloyd Jones

Environmental and Urban Renewal Portfolio Holder – Councillor Nelson

Employment, Learning and Skills, and Community Portfolio Holder – Councillor Nolan

Climate Change Portfolio Holder – Councillor Harris