

F O R W A R D P L A N

FOR THE PERIOD : 1 NOVEMBER 2016 TO 28 FEBRUARY 2017

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 NOVEMBER 2016 TO 28 FEBRUARY 2017**

	MATTER TO BE DECIDED	DECISION MAKER AND DATE	
1	Day Care Provision	Executive Board	15 December 2016
2	Home to School and College Travel and Transport Policy for Children and Young People with SEND	Executive Board	19 January 2017
3	School Admission Arrangements 2018	Executive Board	19 January 2017
4	Closure of Westfield Primary School Resource Provision Base for Pupils with Hearing Difficulties and Specific Learning Difficulties	Executive Board	17 November 2016
5	Initial Budget Proposals 2017/18	Council	7 December 2016
6	Medium Term Financial Strategy	Executive Board	17 November 2016
7	Determination of Council Tax Base 2017/18	Council	7 December 2016
8	Public Health Annual Report	Executive Board	17 November 2016
9	Changes to Housing Support Provision	Executive Board	15 December 2016

	MATTER TO BE DECIDED	DECISION MAKER AND DATE	
10	Procurement of Domiciliary Care	Executive Board	17 November 2016

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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Children Young People and Families Portfolio

Day Care Provision	Executive Board 15 December 2016	The report considers the options for provision of sustainable Daycare at Warrington Road and Ditton Children's Centres.	Staff and Trade Unions, neighbouring nursery schools, Primary and Early Years providers.		Ann McIntyre ann.mcintyre@halton.gov.uk
Home to School and College Travel and Transport Policy for Children and Young People with SEND	Executive Board 19 January 2017	To approve the Policy which will be introduced from September 2017.	Consultation period is between 5 September and 4 November 2016. Representations can be made as part of the consultation process.		Martin West martin.west@halton.gov.uk
School Admission Arrangements 2018	Executive Board 19 January 2017	To approve the Council's School Admissions Policy for September 2018 intake and to approve the Co-ordinated Admissions Scheme for all	Statutory consultation is available via the Council's web site between 3 October and 5.00pm on 11 November. The consultation is also issued to all primary		Martin West martin.west@halton.gov.uk

Key Decision	Decision-Maker and Date	Brief Summary of Decision to be Taken	Consultees and Consultation method	Relevant Background Reports	Lead Officer Contact Details
		primary and secondary schools in the Borough.	and secondary schools, neighbouring local authorities and the Diocesan authorities. Representations can only be made as part of the statutory consultation process. Once the arrangements are determined, objections can only be made to the Office of the Schools Adjudicator within the prescribed timescale.		
Closure of Westfield Primary School Resource Provision Base for Pupils with Hearing Difficulties and Specific Learning Difficulties	Executive Board 17 November 2016	To close the Resource Base in order to reinvest the funding into the Hearing Impaired Provision and the recruitment of additional central staff both teaching and non-teaching.		January 2016 statutory notice; Executive Board reports 14/7/16 and 15/9/16; HBC Children and Young People's Services Accessibility Strategy 2015-18;	Ann McIntyre ann.mcintyre@halton.gov.uk

Key Decision	Decision-Maker and Date	Brief Summary of Decision to be Taken	Consultees and Consultation method	Relevant Background Reports	Lead Officer Contact Details
				all available from Ann McIntyre at Rutland House, Runcorn	

Resources Portfolio

Initial Budget Proposals 2017/18	Council 7 December 2016	To seek approval for the initial set of revenue budget proposals for 2017/18.			Ed Dawson ed.dawson@halton.gov.uk
Medium Term Financial Strategy	Executive Board 17 November 2016	To seek approval for the Council's Medium Term Financial Strategy for 2017/18 to 2019/20.			Ed Dawson ed.dawson@halton.gov.uk
Determination of Council Tax Base 2017/18	Council 7 December 2016 Executive Board 17/11/16	To seek approval for the 2017/18 Council Tax Base for the Borough.			

Health and Wellbeing Portfolio

Public Health Annual Report	Executive Board 17 November 2016	To consider and approve the Public Health Annual Report.			Eileen O'Meara Eileen.Omeara@halton.gov.uk
Changes to Housing Support Provision	Executive Board 15 December 2016	To cease the Council funding element for	Meetings will be arranged with housing providers	Executive Board report 12 March 2015: Request to	Director of Adult Social Services

Key Decision	Decision-Maker and Date	Brief Summary of Decision to be Taken	Consultees and Consultation method	Relevant Background Reports	Lead Officer Contact Details
		housing related support provided in sheltered accommodation services.	and service users in their sheltered schemes.	extend contracts for Sheltered Housing Services	
Procurement of Domiciliary Care	Executive Board 17 November 2016	To seek permission to commission Domiciliary Care contracts from 1 July 2017.			Sue Wallace-Bonner susan.wallace-bonner@halton.gov.uk

NOTE

The following Members comprise the Executive Board:

Leader – Councillor Polhill

Resources Portfolio Holder – Councillor Wharton

Children, Young People and Families Portfolio Holder – Councillor T McInerney

Health and Wellbeing Portfolio Holder – Councillor Wright

Community and Sport Portfolio Holder – Councillor Harris

Community Safety Portfolio Holder – Councillor D. Cargill

Environmental Services Portfolio Holder – Councillor Nelson

Economic Development Portfolio Holder – Councillor Jones

Physical Environment Portfolio Holder – Councillor R. Hignett

Transportation Portfolio Holder – Councillor S Hill