

F O R W A R D P L A N

FOR THE PERIOD : 1 DECEMBER 2019 TO 31 MARCH 2020

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 2019 TO 31 MARCH 2020**

	MATTER TO BE DECIDED	DECISION MAKER AND DATE	
1	Determination of Council Tax Base	Council	18 December 2019
2	Budget 2020/21	Council	4 March 2020
3	Air Quality Strategy	Executive Board	27 February 2020
4	School Admission Arrangements 2021	Executive Board	16 January 2020
5	Capital Programme 2020-21	Executive Board	16 January 2020
6	Halton Delivery and Allocations Local Plan (DALP) - Submission to the Secretary of State	Council	18 December 2019

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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Resources Portfolio

Determination of Council Tax Base	Council 18 December 2019	To seek approval for the Council Tax base for 2020/21 for the Borough			Operational Director - Finance
Budget 2020/21	Council 4 March 2020	To seek approval for the 2020/21 Budget.			Operational Director - Finance

Environmental Services Portfolio

Air Quality Strategy	Executive Board 27 February 2020	To approve the Halton Air Quality Strategy.	Halton Air Quality Officers group – with membership covering public health, environmental health, planning, regeneration, transport, active travel, sustainability; Halton Air Quality Forum consulted in regular meetings and via one-off focus groups.	UK Clean Air Strategy; Report on Air Quality in Halton 2015; Halton Air Quality JSNA; all reports available via Sarah Johnson Grffiths	
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Children Education and Social Care Portfolio

School Admission Arrangements 2021	Executive Board 16 January 2020	To approve the Council's School Admissions Policy for the September 2021 intake for all community and voluntary controlled schools for which the Local Authority is the admission authority, and to approve the Co-ordinated Admissions Schemes for all primary and secondary schools in the Borough.	Statutory consultation is undertaken for a 6 week period commencing no earlier than 1 st October 2019 and must be completed by no later than 31 st January 2020. Consultation is undertaken via a comprehensive consultation document on the Council's website for parents and carers to access. The consultation is also issued via the Local Authority Circular to all primary and secondary schools. Neighbouring local authorities, Academy and Free Schools (who are their own admission authority) and the Diocesan authorities representing voluntary aided schools in Halton are also consulted, as are		Martin West martin.west@halton.gov.uk
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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
			<p>the governing bodies of all schools via the Director's Autumn Term Report to Governors.</p> <p>Representations can only be made as part of the statutory consultation process and all consultees are aware of the deadline which is 15th November 2019. Once the arrangements are determined, objections can then only be made to the Office of the Schools Adjudicator within the prescribed timescale.</p>		
Capital Programme 2020-21	Executive Board 16 January 2020	To approve the proposed Capital Programme for works to be undertaken at a number of Halton schools/educational establishments during 2020-21		Schools Capital Funding Allocations – Department for Education can be viewed at 2nd Floor, Rutland House, Halton Lea, Runcorn WA7 2WG	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
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Physical Environment Portfolio

Halton Delivery and Allocations Local Plan (DALP) - Submission to the Secretary of State	Council 18 December 2019	Approval to submit the DALP together with representations received and supporting documents to the Secretary of State. Submission of this document will trigger an Examination in Public in front of a Planning Inspector appointed on behalf of the Secretary of State.		Halton Unitary Development Plan (April 2005); Halton Core Strategy Local Plan (April 2013); National Planning Policy Framework (July 2018); National Planning Practice Guidance; Planning and Compulsory Purchase Act 2004; The Town and Country Planning Regulations 2012; various evidence documents available on the Council's website;	Alasdair Cross alasdair.cross@halton.gov.uk
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NOTE

The following Members comprise the Executive Board:

Leader – Councillor Polhill

Resources Portfolio Holder – Councillor Wharton

Children, Education and Social Care 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