

Report of:	Meeting	Date	Item No.
Cllr Peter Gibson, Leader and Philippa Davies, Corporate Director of Resources	Cabinet	12 September 2012	12

Forward Plan (October 2012 – January 2013)

1. Purpose of Report

1.1 To consider the contents of the council's Forward Plan.

2. Outcomes

2.1 Non-Executive councillors and the public are aware of key decisions to be taken in the forthcoming four month period.

3. Recommendation

3.1 That the Forward Plan for the forthcoming four month period is approved, subject to any comments or additions the Cabinet may wish to make on the issues raised within paragraph 4.1.

4. Background

4.1 The latest update of the council's Forward Plan, listing "key decisions" to be taken during the forthcoming four month period, is attached. Members may wish to:

- review the existing contents of the Forward Plan
- suggest new items for inclusion in the Plan
- consider any comments for reference to Overview and Scrutiny.

5. Key Issues and Proposals

5.1 The Forward Plan, amended to include any changes agreed by the Cabinet, will be formally published at least 14 days before the start of the period covered.

IMPLICATIONS	
Finance	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.
Legal	The Council is required to publish a Forward Plan at least 14 days before the start of the period covered.
Community Safety	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.
Equality and Diversity	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.
Sustainability	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.
Health and Safety	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.
Risk Management	“Key Decisions”, as defined in the Forward Plan, cannot be taken unless they have been published in at least one edition of the Forward Plan, (apart from certain exceptional circumstances set out in the Access to Information Rules, in which case procedures set out in those Rules have to be followed).
Asset Management	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.
Climate Change	None: Any implications arising from the individual key decisions listed will be specified in subsequent reports.

Report Author	Telephone No.	Email	Date
Duncan Jowitt Democratic Services Officer	01253 887608	duncan.jowitt@wyre.gov.uk	20 August 2012

List of Background Papers:		
Name of Document	Date	Where available for inspection
None		

LIST OF APPENDICES

Proposed Forward Plan for the forthcoming four month period

arm/ex/fwd/oct to jan

Forward Plan - Key decisions to be taken during the period October 2012 – January 2013

Wyre Borough Council's Forward Plan sets out the key decisions that the council's Cabinet, individual Portfolio Holders or council officers intend to take during the next four months as well as the key decisions that are made on an annual basis.

A key decision is an executive decision, which is likely to:

- result in significant expenditure or savings in relation to the council's budget for the service or function to which the decision relates (for this purpose "significant" has been defined as £50,000 or more); and/or
- be significant in terms of its effects on communities living or working in an area comprising of two or more Wards of the Borough.

You can request further information about any of the key decisions listed in the Forward Plan, or make representation to the decision maker in advance of the decision being taken, by contacting the officer listed in the right-hand column.

The Forward Plan is updated monthly and published at least 14 days before the start of the period it covers. For further information about the Forward Plan, contact Democratic Services, Civic Centre, Breck Road, Poulton-le-Fylde, Lancashire, FY6 7PU, e-mail: duncan.jowitt@wyre.gov.uk or telephone 01253 887608.

The current members of the Cabinet and their portfolios are shown below. The areas of responsibility within each portfolio are listed in full in Part 3 of the council's [Constitution](#).

- | | | | |
|----------------------------|---------------------------------------|--------------------------|----------------------------------|
| • Councillor Peter Gibson | Leader | • Councillor Roger Berry | Neighbourhood Services Portfolio |
| • Councillor Alan Vincent | Resources Portfolio and Deputy Leader | • Councillor Lynne Bowen | Leisure and Culture Portfolio |
| • Councillor Gordon McCann | Economy Portfolio | • Councillor Pete Murphy | Street Scene Portfolio |

Annual notice of publication of the Forward Plan - 2012/13 municipal year

In accordance with Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000

The Forward Plan will be published on 17 May 2012, 15 June 2012, 17 July 2012, 17 August 2012, 14 September 2012, 17 October 2012, 16 November 2012, 17 December 2012, 17 January 2013, 14 February 2013, 15 March 2013 and 16 April 2013.

Cabinet Decisions

Subject	Decision Needed	Expected Date of Decision	Proposed Consultation	Documents to be Considered	Contact Officer
Treasury Management Activity April 2012 to September 2012	Cabinet to approve TM Activity for the first half of the Financial year and agree any amendments (if required) to Treasury Management Practices.	December 2012	None	None	Julie Woods Senior Account Manager Tel: 01253 887601 Email: Julie.woods@wyre.gov.uk
Treasury Management Activity April 2012 to September 2012 (<i>Placed on Forward Plan August 2012, for an expected date of decision December 2012</i>)					
Cabinet – Regular/Periodic Reports					
Capital Programme	To agree the Revised Capital Budget and the Capital Programme	<i>Annually December*</i>	Budget Scrutiny Group	Report of Resources Portfolio Holder and Corporate Director of Resources	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Capital Programme (<i>Annual Report*</i>)					
Expenditure of Second Homes Fund	To note and approve the income and expenditure as detailed within the report	<i>Annually November / December (half yearly report) May / June annual report</i>	The report will be considered by members of the Wyre Partnerships Co-ordination Group	Second Homes Protocol only.	Marianne Hesketh Head of Transformation Tel: 01253 887350 Email: marianne.hesketh@wyre.gov.uk
Expenditure of Second Homes Fund					

Revenue and Capital Estimates	Recommendation on the allocation and use of resources to achieve the Council's priorities	<i>Annually Jan to Mar*</i>	Budget Scrutiny Group	Report of Budget Scrutiny Group, Report of the Leader and Report of the Corporate Director of Resources	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Revenue and Capital Estimates (<i>Annual Report*</i>)					
Annual Monitoring Report	Approval of the Annual Monitoring Report	<i>Annually December*</i>	None	Cabinet Report	David Thow Head of Planning Services Tel: 01253 887287 Email: david.thow@wyre.gov.uk
Annual Monitoring Report (<i>Annual Report*</i>)					

Resources Portfolio Decisions

Subject	Decision Needed	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Taker	Contact Officer
Resources Portfolio – Regular/Periodic Reports					
Fees and Charges	To determine charges or fees for any relevant services operated within the Portfolio	<i>Annually October to January*</i>	Budget Scrutiny Group	Report of relevant Corporate Director(s)	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Fees and Charges (<i>Annual Report*</i>)					
Council Tax, NNDR and Sundry Debtor Write-offs - Irrecoverable Debt	Confirmation of write-offs below £5,000. Approval of write-offs above £5,000.	<i>Annually March*</i>		Report of the Corporate Director of Resources	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Council Tax, NNDR and Sundry Debtor Write-offs - Irrecoverable Debt (<i>Annual Report*</i>)					

Economy Portfolio Decisions

Subject	Decision Needed	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Taker	Contact Officer
Economy Portfolio – Regular/Periodic Reports					
Fees and Charges	To determine charges or fees for any relevant services operated within the Portfolio	<i>Annually October to January *</i>	Budget Scrutiny Group	Report of relevant Corporate Director(s)	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Fees and Charges (<i>Annual Report*</i>)					

Leisure And Culture Portfolio Decisions

Subject	Decision Needed	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Taker	Contact Officer
Leisure and Culture Portfolio - Regular/Periodic Reports					
Fees and Charges	To determine charges or fees for any relevant services operated within the Portfolio	<i>Annually October to January *</i>	Budget Scrutiny Group	Report of relevant Corporate Director(s)	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Fees and Charges (<i>Annual Report*</i>)					

Neighbourhood Services Portfolio Decisions

Subject	Decision Needed	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Taker	Contact Officer
Neighbourhood Services Portfolio - Regular/Periodic Reports					
Fees and Charges	To determine charges or fees for any relevant services operated within the Portfolio	<i>Annually October to January *</i>	Budget Scrutiny Group	Report of relevant Corporate Director(s)	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Fees and Charges (<i>Annual Report*</i>)					

Street Scene Portfolio Decisions

Subject	Decision Needed	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Taker	Contact Officer
Street Scene Portfolio - Regular/Periodic Reports					
Fees and Charges	To determine charges or fees for any relevant services operated within the Portfolio	<i>Annually October to January *</i>	Budget Scrutiny Group	Report of relevant Corporate Director(s)	Philippa Davies Corporate Director of Resources Tel: 01253 887370 Email: philippa.davies@wyre.gov.uk
Fees and Charges (<i>Annual Report*</i>)					