

FORWARD PLAN OF DECISIONS AND NOTIFICATION OF EXEMPT ITEMS

Plan Number 005

November 2020 to January 2021

The next forward plan covering the period Decembe 2020 to February 2021 will be published
on 20th Novemober 2020

Published by: West Northamptonshire Democratic Services

Leader of the West Northamptonshire Shadow Authority: Councillor Ian McCord

INTRODUCTION

This is the West Northamptonshire Shadow Authority's Forward Plan. It is published pursuant to The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. Its purpose is to provide the required 28 days notice of the Shadow Authority's intention to take 'key decisions' and to hold meetings or parts of meetings in private. It gives advance notice of all the "key decisions" and other executive decisions which the Shadow Executive or another body or officer so authorised are likely to take over a four-month period. The Plan is updated on a monthly basis.

At times it may be necessary for the West Northamptonshire Shadow Authority to give consideration to items where the public must be excluded from the meeting. Members of the public are excluded from meetings whenever it is likely that, in the view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. This includes exclusion from access to any pertinent documents. Details of the exemption categories can be found in the 'Access to Information Procedure Rules' section in the Shadow Authority's Constitution. This plan provides advance notice of any items which may be held in private.

Each entry identifies:

- The matter in respect of which a decision is to be made.
- The name of the decision-making body.
- The date on which, or the period within which, the decision will be taken.
- How and to whom representations (about the decision) can be made.
- What reports/papers are, or will be, available for public inspection.

The concept of a "key decision" is intended to capture the most important or significant decisions. "Key decisions" will be made at meetings open to the press and public. The press and public will only be excluded from such meetings as and when the Shadow Authority's Monitoring Officer determines that this is necessary in order to avoid the public disclosure of confidential or exempt information.

A Key Decision means a decision which is likely: -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are significant. For the purposes of the West Northamptonshire Shadow Authority, significant shall be defined as expenditure or savings of £500,000 or more in a single transaction or related series of transactions.
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

In determining the meaning of “*significant*” for these purposes the West Northamptonshire Shadow Authority will have regard to any guidance for the time being issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act

Other decisions that will be published in the Forward Plan include:

- (a) The draft Budget or a draft of one or other of the plans or strategies which make up the Shadow Authority’s “policy framework”. The Shadow Executive’s role in relation to these matters will be to agree a draft which will then be presented to the Shadow Authority Full Council for approval (details of all of plans/strategies etc which are to be considered within the life of the plan are set out at the back of the plan); and
- (b) Other decisions which, whilst they are not “key decisions”, are considered by the Leader to have significant cross-cutting or corporate implications.

The Members of the Shadow Executive are:	
Councillor Ian McCord	Leader of the West Northamptonshire Shadow Authority
Councillor Jonathan Nunn	Deputy Leader of the West Northamptonshire Shadow Authority
Councillor Richard Auger	
Councillor Elizabeth Bowen	
Councillor Rebecca Breese	
Councillor Adam Brown	
Councillor Matthew Golby	
Councillor Phil Larratt	

All general questions or queries about the contents of this Forward Plan or about the arrangements for taking key decisions should be raised with Democratic Services.

Please email: democraticservices@westnorthants.gov.uk

Subject of the decision:	Committee	Responsible Shadow Executive Member	Is it a key decision?	Will the report contain exempt information?	Reason for exemption, if any	Anticipated Date of Decision:	Report Author	Supporting documents (if any):
October 2020								
Programme Director's Update and Budget Monitoring Report	Shadow Executive	-	No	No	N/A	27 Oct 2020	Paul Helsby	
Consultation on Local Council Tax Reduction Scheme 2021-2022	Shadow Executive	-	No	No	N/A	27 Oct 2020	Martin Henry	
West Northamptonshire Customer Service Opening Hours	Shadow Executive	-	No	No	N/A	27 Oct 2020	Richard Ellis	
Health and Wellbeing Board	Shadow Executive	-	No	No	N/A	27 Oct 2020	Anna Earnshaw	
Public Health Operating Model	Shadow Executive	-	No	No	N/A	27 Oct 2020	Anna Earnshaw	
Assets, Capital Schemes and Reserves Notification Process – Update Report	Shadow Executive	-	No	Yes	Paragraph 3 – financial information	27 Oct 2020	George Candler	
November 2020								
Programme Director's Update and Budget Monitoring Report	Shadow Executive	-	No	No	N/A	24 Nov 2020	Jane Carr	
Discretionary Non-Domestic Rates (NNDR)	Shadow Executive	-	No	No	N/A	24 Nov 2020	Barry Scarr	
Recovery and Enforcement Policy	Shadow Executive	-	No	No	N/A	24 Nov 2020	Barry Scarr	

Subject of the decision:	Committee	Responsible Shadow Executive Member	Is it a key decision?	Will the report contain exempt information?	Reason for exemption, if any	Anticipated Date of Decision:	Report Author	Supporting documents (if any):
Health and Safety Policy	Shadow Executive	-	No	No	N/A	24 Nov 2020	Martin Cox	
Discretionary Housing Payments	Shadow Executive	-	No	No	N/A	24 Nov 2020	Barry Scarr	
Programme Structure	Shadow Executive	-	No	No	N/A	24 Nov 2020	Thersa Grant	
West Northamptonshire Logo/ Branding Audit	Shadow Executive	-	No	No	N/A	24 Nov 2020	Martin Cox	
Assets, Capital Schemes and Reserves Notification Process – Update Report	Shadow Executive	-	No	No	Paragraph 3 – financial information	24 Nov 2020	George Candler	
December 2020								
No meeting scheduled.								
January 2021								
Programme Director's Update and Budget Monitoring Report	Shadow Executive	-	No	No	N/A	24 Nov 2020	Jane Carr	
Assets, Capital Schemes and Reserves Notification Process – Update Report	Shadow Executive	-	No	No	Paragraph 3 – financial information	24 Nov 2020	George Candler	