

F O R W A R D P L A N

FOR THE PERIOD : 1 SEPTEMBER 2013 TO 31 DECEMBER 2013

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 SEPTEMBER 2013 TO 31 DECEMBER 2013**

| | MATTER TO BE DECIDED | DECISION MAKER AND DATE | |
|----|---|--------------------------------|-------------------|
| 1 | Children in Care Pledge | Executive Board | 3 October 2013 |
| 2 | Waiver of Procurement Standing Orders for Contracted Services for Hear4u - Emotional and Wellbeing and Mental Health Services for Children and Young People | Executive Board | 19 September 2013 |
| 3 | Waiver of Procurement Standing Orders Contracted Services - The Missing From Home Care Service | Executive Board | 19 September 2013 |
| 4 | Outcome of the Section 77 Consultation - Change of Use of Fairfield High School Playing Field | Executive Board | 5 September 2013 |
| 5 | Drugs Strategy 2013-17 | Executive Board | 3 October 2013 |
| 6 | Homelessness Strategy Review 2013 - 2018 | Executive Board | 3 October 2013 |
| 7 | Joint Health and Social Care Mental Health Strategy 2013-18 | Executive Board | 3 October 2013 |
| 8 | Falls Strategy | Executive Board | 3 October 2013 |
| 9 | NHS Health Checks | Executive Board | 3 October 2013 |
| 10 | Dementia Strategy Refresh | Executive Board | 3 October 2013 |
| 11 | Loneliness Strategy | Executive Board | 21 November 2013 |
| 12 | Resource Recovery Contract | Executive Board | 19 September 2013 |
| 13 | Trading Standards Contract | Executive Board | 19 September 2013 |

| | MATTER TO BE DECIDED | DECISION MAKER AND DATE | |
|----|---|--------------------------------|-------------------|
| 14 | Liverpool City Region - Combined Authority Proposal | Council | 19 September 2013 |
| 15 | Regional Aid and the Assisted Area Map | Executive Board | 19 September 2013 |
| 16 | Land Disposal at Castlefields | Executive Board | 5 September 2013 |
| 17 | Regenerating Halton, Regeneration Delivery Models and Future Governance | Executive Board | 5 September 2013 |

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

Children Young People and Families Portfolio

| | | | | | |
|---|--------------------------------------|---|---|---|--|
| Children in Care Pledge | Executive Board 3 October 2013 | To endorse the revised Pledge which represents the commitments to children in care and care leavers on behalf of the Council and its partners in their role as Corporate Parents. | Children in care and care leavers will be consulted via the relevant social work teams; the Children in Care Council; the Participation Worker. | Children in Care Pledge 2009 | Christine Taylor christine.taylor@halton.gov.uk |
| Waiver of Procurement Standing Orders for Contracted Services for Hear4u - Emotional and Wellbeing and Mental Health Services for Children and Young People | Executive Board 19 September 2013 | To request the suspension of the relevant Procurement Standing Order(s) in respect of the contracted Hear4u Emotional Wellbeing and Mental Health Services for Children and Young People. | | Equality Impact Assessment (2012) available from Contracts and Commissioning Team, Rutland House, Halton Lea, Runcorn | |

| Key Decision | Decision-Maker and Date | Brief Summary of Decision to be Taken | Consultees and Consultation method | Relevant Background Reports | Lead Officer Contact Details |
|--|--------------------------------------|--|--|---|---|
| Waiver of Procurement Standing Orders Contracted Services - The Missing From Home Care Service | Executive Board 19 September 2013 | To request the suspension of the relevant Procurement Standing Order(s) in respect of the contracted Missing from Home and Care Services. | | Equality Impact Assessment (2012) available from the Contracts and Commissioning Team at Rutland House, Halton Lea, Runcorn | |
| Outcome of the Section 77 Consultation - Change of Use of Fairfield High School Playing Field | Executive Board 5 September 2013 | Consideration of the outcome of the Section 77 consultation on the proposal to change the use of Fairfield High School Playing Field; Agreement to submit the Section 77 Application form. | The following people received a letter and copy of the notice: <ul style="list-style-type: none"> • Staff, Governors and Parents at Wade Deacon High School • Headteacher and Governing Bodies of Fairfield Infant and Junior Schools • Authorised users of the field | Executive Board reports: Fairfield Infant and Fairfield Junior Schools - 28 March 2013; Peelhouse Lane Site - 28 March 2013 | Gerald Meehan gerald.meehan@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 |
|--------------|-------------------------|---------------------------------------|---|-----------------------------|------------------------------|
| | | | <ul style="list-style-type: none"> • Houses in close vicinity of the playing field <p>The notice was displayed in the following public places</p> <ul style="list-style-type: none"> • School gates • Children's Centres • Community Centres • Health centres and pharmacy next to site • Libraries • Direct Link <p>The notice was also placed in the local newspaper and on the HBC website.</p> <p>Any person wishing to make representations should do so in writing to Gerald</p> | | |

| Key Decision | Decision-Maker and Date | Brief Summary of Decision to be Taken | Consultees and Consultation method | Relevant Background Reports | Lead Officer Contact Details |
|--------------|-------------------------|---------------------------------------|---|-----------------------------|------------------------------|
| | | | Meehan, Strategic Director, Children and Enterprise, Municipal Building, Kingsway, Widnes by 16 August 2013 | | |

Health and Wellbeing Portfolio

| | | | | | |
|------------------------|-----------------------------------|---|--|---|---|
| Drugs Strategy 2013-17 | Executive Board 3 October 2013 | To adopt the Drugs Strategy for Halton 2013-17. | <p>A copy of the consultation draft will be circulated to service users and carers who access substance misuse, external partners including the NHS, Job Centre Plus etc, for comment via established partnership structures such as the Safer Halton Partnership.</p> <p>A copy of the Strategy will also be posted on the Council's website to invite members of the public to comment on the draft.</p> | Halton Drugs Strategy 2013-17; Halton Drugs Strategy 2013-17 evidence paper consultation draft. | Paul McWade paul.mcwade@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 |
|---|-----------------------------------|--|--|--|--|
| | | | Any person wishing to make representations should do so in writing to John Williams, Commissioning Manager, Halton Borough Council by 13 September 2013. | | |
| Homelessness Strategy Review 2013 - 2018 | Executive Board 3 October 2013 | Further consultation with Council Members will be conducted in July 2013 which will conclude the consultation process. | Consultation with all partner agencies and stakeholders was conducted from October 2012 and will be finalised by July 2013. Representations received during the consultation period will be, where appropriate, incorporated into the final revised Strategy. | Halton Homelessness Strategy Review 2013-2018 | Patricia Preston patricia.preston@halton.gov.uk |
| Joint Health and Social Care Mental Health Strategy 2013-18 | Executive Board 3 October 2013 | Development of the Joint Mental Health Commissioning Strategy 2013-18. | Consultation will be undertaken with local people and community groups through a range of | Halton's Health and Wellbeing Strategy 2012-15 available from Liz Gladwyn at | Liz Gladwyn liz.gladwyn@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 |
|----------------|-----------------------------------|---------------------------------------|--|-----------------------------|---|
| | | | <p>opportunities including customer and carer support groups, service specific forums and open public engagement events. Local health and social care providers clinicians and other professionals will also be invited to comment.</p> <p>The consultation period will be set once the draft is available for comment in July 2013.</p> | Runcorn Town Hall | |
| Falls Strategy | Executive Board 3 October 2013 | To approve the Falls Strategy. | The Health and Wellbeing Board and Health Policy and Performance Board will be consulted. All relevant organisations have been included in the consultation. In addition, | | Mark Holt mark.holt@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 |
|-------------------|-----------------------------------|---|---|---|------------------------------|
| | | | discussions will take place between the Health and Adults Wellbeing Portfolio holder and the Strategic Director, Communities. | | |
| NHS Health Checks | Executive Board 3 October 2013 | To approve the process and pathway for delivery of NHS Health Checks in Halton. From April 2013 local authorities have a statutory duty to implement Health Checks in their area. | <ol style="list-style-type: none"> 1) Halton Clinical Commissioning Group 2) Other local authorities via Champs network 3) Public Health England 4) Halton Health and Wellbeing Service 5) Local Medical Committee 6) GP Practices 7) Halton Healthwatch 8) Health Policy and Performance Board | NHS Health Check Best Practice Guidance www.nhshealthcheck.nhs.uk | Eileen O'Meara |

| 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>1 to 4 have been integral to the development of the process; GP practices will be consulted via surveys and via local clinical networks including the Local Medical Committee.</p> <p>A report on the NHS Health Checks will be presented to the Health PPB on 10 September 2013 and to Halton Healthwatch.</p> <p>Any person wishing to make representations should do so in writing to Eileen O'Meara, Director of Public Health by 19 September</p> | | |

| Key Decision | Decision-Maker and Date | Brief Summary of Decision to be Taken | Consultees and Consultation method | Relevant Background Reports | Lead Officer Contact Details |
|---------------------------|-----------------------------------|--|---|----------------------------------|--|
| | | | 2013: eileen.omeara@halton.gov.uk | | |
| Dementia Strategy Refresh | Executive Board 3 October 2013 | To decide whether to adopt the Dementia Strategy for Halton. | <p>A copy of the Strategy will be circulated to service users and carers via key stakeholder partners, the Alzheimer's Society and Five Borough Partnership. Comments will be reported to the Dementia Board.</p> <p>A copy will also be posted on the homepage of the Council's website inviting comments from members of the public.</p> <p>In addition, consultation would also be undertaken with the Health Policy and Performance Board</p> | Halton Dementia Strategy 2010-15 | Dave Sweeney dave.sweeney@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 |
|---------------------|--|--|---|-----------------------------|---|
| | | | and the Health and Wellbeing Board. | | |
| Loneliness Strategy | Executive Board 21 November 2013 | The draft Loneliness Strategy has been widely consulted on through Health, Social Care and external stakeholders; it now seeks Executive Board approval. | <p>The Health and Wellbeing Board, Halton's Health Policy and Performance Board will be consulted.</p> <p>All organisations that are relevant to implementing the Loneliness Strategy have been included in the consultation. This covers NHS Clinical Commissioning Group, voluntary sector, public health, housing providers, people who use the service and carers.</p> <p>Discussion between Portfolio holder for Health and Wellbeing and the Strategic Director, Communities.</p> | | <p>Peter Ventre</p> <p>peter.ventre@halton.gov.uk</p> |

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

Environmental Services Portfolio

| | | | | | |
|----------------------------|---|--|-----------------|--|--|
| Resource Recovery Contract | Executive Board 19 September 2013 | To approve delegation of part of the Council's waste disposal authority function as it relates to the procurement and management of a Resource Recovery Contract; to enter into an Inter Authority Agreement with the Merseyside Waste Disposal Authority; to approve the associated expenditure under the Resource Recovery Contract. | Not applicable. | Executive Board reports - Waste Management - The Next Steps 22 June 2006, 7 September 2006 and 21 September 2006; Waste Management 29 March 2007; Waste Management - Inter Authority Agreement and Action Plan 19 July 2007; Resource Recovery Contract 16 December 2010 | Jimmy Unsworth jimmy.unsworth@halton.gov.uk |
|----------------------------|---|--|-----------------|--|--|

Community Safety Portfolio and Environmental Sustainability Portfolio

| | | | | | |
|----------------------------|---|--|--|--|-----------------|
| Trading Standards Contract | Executive Board 19 September 2013 | The current Trading Standards Contract ends in November 2013 and a decision is needed based on | There is no formal consultation process. | | Stephen Burrows |
|----------------------------|---|--|--|--|-----------------|

| Key Decision | Decision-Maker and Date | Brief Summary of Decision to be Taken | Consultees and Consultation method | Relevant Background Reports | Lead Officer Contact Details |
|--------------|-------------------------|--|------------------------------------|-----------------------------|------------------------------|
| | | options proposed to either re-tender the contract or bring the service back in-house, and integrate with the Environmental Health Service. | | | |

Leader's Portfolio

| | | | | | |
|---|---|--|--|--|---|
| Liverpool City Region - Combined Authority Proposal | Council 19 September 2013 | To consider a proposal to establish a combined authority across the Liverpool City sub-region for consultation. | Constituent local authorities, Merseyside Integrated Transport Authority, representatives of the business community, service providers, delivery partners and any other regulatory or public bodies affected by this proposal. | Executive Board report 11 July 2013 | Chief Executive |
| Regional Aid and the Assisted Area Map | Executive Board 19 September 2013 | To approve the submission to Government of the assisted are Map for Liverpool City Region LEP Area, and to approve the | Economic Development and Physical Environment Portfolio holders; Halton Chamber of Commerce. | Department for Business Innovation and Skills Assisted Area Map 2014/20 Consultation | Wesley Rourke wesley.rourke@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 |
|---------------------|--------------------------------|--|--|--|-------------------------------------|
| | | methodology used in choosing areas in Halton to be included. | Any person wishing to make representations should do so in writing to Wesley Rourke, Operational Director for Economy, Enterprise and Property, Municipal Building, Kingsway, Widnes, by 3 September 2013. | Stage 1: Common Principles and Local Intelligence Document | |

Resources Portfolio

| | | | | | |
|-------------------------------|--|--|--|--|-----------------|
| Land Disposal at Castlefields | Executive Board 5 September 2013 | To approve the sale of land at Castlefields. | Any person wishing to make representations should do so in writing to the Operational Director for Economy, Enterprise and Property, Municipal Building, Kingsway, Widnes by 20 August 2013. | | Peter O'Donnell |
|-------------------------------|--|--|--|--|-----------------|

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

Physical Environment Portfolio

| | | | | | |
|---|--|---|--|--|---|
| Regenerating Halton, Regeneration Delivery Models and Future Governance | Executive Board 5 September 2013 | To agree Governance arrangements for the future management and delivery of Halton's regeneration projects and programmes. | Executive Board. Any person wishing to make representations should do so in writing to the Operational Director for Economy, Enterprise and Property, Municipal Building, Kingsway, Widnes by 20 August 2013. | | Wesley Rourke wesley.rourke@halton.gov.uk |
|---|--|---|--|--|---|

NOTE

The following Members comprise the Executive Board:

Leader – Councillor Polhill

Deputy Leader and Resources Portfolio Holder – Councillor Wharton

Children, Young People and Families Portfolio Holder – Councillor Philbin

Health and Adults Portfolio Holder – Councillor Wright

Neighbourhood, Leisure and Sport Portfolio Holder – Councillor Harris

Community Safety Portfolio Holder – Councillor D. Cargill

Environmental Sustainability Portfolio Holder – Councillor Nelson

Economic Development Portfolio Holder – Councillor Jones

Physical Environment Portfolio Holder – Councillor R. Hignett

Transportation Portfolio Holder – Councillor J. Stockton