

**REPORT TO THE EXECUTIVE MEETING OF 7 NOVEMBER 2011**

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**Status:** Decision  
**Title:** Forward Plan of Key Decisions  
**Author:** Leader of the Executive  
Beth Murgatroyd, Principal Democratic Officer  
**Where from:** Management Board  
**Where to next:** Publication

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1 Purpose of the Report

- 1.1 To consider the draft Forward Plan of Key Decisions for the period December 2011 – March 2012 attached at Appendix A.

**2 Recommendations:**

- 2.1 That the draft Forward Plan of Key Decisions for the period December 2011- March 2012 attached at Appendix A, be approved for publication.**

3 Summary of Reasons for the Recommendations

- 3.1 The Council is required by the Local Government Act 2000 and its own Constitution to publish regular Forward Plans of Key Decisions.
- 3.2 At its meeting on 29 August 2001, the Executive agreed that it should review each draft Forward Plan of Key Decisions, (minute 249(v)/2001 refers). It also was agreed that each Plan should cover a four-month period, with a monthly roll-forward of the Plan being effective on the first working day of each month.

4 Impact on Communities

- 4.1 The provision of advance notice of matters to be considered by the Executive facilitates open government and increases opportunities for public participation in the democratic process.
- 4.2 The impact on communities from the reports listed in the Forward Plan will be set out in those reports when considered by the Executive.

## 5 Key Facts

- 5.1 The draft Plan covering the period December 2011– March 2012 is attached at Appendix A
- 5.2 The Executive is asked to consider whether the matters shown in the draft Plan should remain as key decisions in the published version of the Plan and whether any changes are needed to the Plan.
- 5.3 The intended publication date for this edition of the Forward Plan is 1st December 2011

## 6 Legal Issues

- 6.1 The publication of Forward Plans is in accordance with the requirements of the Local Government Act 2000 and the Council's Constitution.
- 6.2 Legal issues arising from the reports listed in the Forward Plan will be set out in those reports when considered by the Executive.

## 7 Resource Issues

- 7.1 The costs of publishing Forward Plans are met from within existing budgets and officer time spent on preparing the Forward Plans is part of current work plans.
- 7.2 Resource issues arising from the reports listed in the Forward Plan will be set out in those reports when considered by the Executive.

## 8 Equality Implications

- 8.1 None in the context of this report.
- 8.2 The equality implications of the reports listed in the Forward Plan will be set out in those reports when considered by the Executive.

## 9 Impact on the Organisation

- 9.1 The provision of advance notice of matters to be considered by the Executive facilitates open government and increases opportunities for public participation in the democratic process.

## 10 Community Safety Implications

- 10.1 None in the context of this report.
- 10.2 The community safety implications of the reports listed in the Forward Plan will be set out in those reports when considered by the Executive.

11 Consultation

11.1 All first and second tier managers are consulted on the preparation of each Forward Plan. Unison also is consulted on each Forward Plan.

12 Options Considered

12.1 Not applicable.

13 Background Papers

13.1 Forward Plan of Key Decisions.

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**Previous report(s): Report to Executive – 29 August 2001, minute 249(v) refers**

**Information Issued Under Sensitive Issue Procedure: No**

**Ward Members Notified: No**