



# Forward Plan

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## PlanTitle

## StartValidDate to EndValidDate

This Forward Plan has been produced 28 clear days prior to the next scheduled meeting of Cabinet and contains all the key decisions which the Council expects to make. The definition of a key decision is given in the Council's Constitution at Article 13.03 and is set out at the end of this Forward Plan. The law and the Council's Constitution also provide for urgent key decisions to be made. Supplementary Forward Plans may be provided if required. Whilst the majority of Cabinet business at the meetings listed in this Forward Plan will be open to the press and public to attend, there will inevitably be some business to be considered that contains confidential or exempt information, for example, commercially sensitive or personal information. Items listed that may be held in private have been identified along with the reason that the report may contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) as it is likely that the public interest in withholding the information outweighs the public interest in disclosing it. Please contact the relevant contact officer listed if you have any questions

Key Decision	Decision Taker	Expected date of decision and date for representations	How to make representations to decision maker and obtain information/copies	Documents to be considered by decision taker
Provision for Traveller Sites Development Plan Document  (To seek authority to publish the Provision for Traveller Sites Development Plan Document for public consultation)	Cabinet  Portfolio Holder for Planning	14 Jun 2016	Stephen Benge Tel: 01695 585274 stephen.benge@westlancs.gov.uk	Report of Director of Development and Regeneration

1. A **key decision** is defined in Article 13.03 of the Constitution as:
    - a decision in relation to a Cabinet function which results in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates
    - a decision which is not likely to involve significant expenditure or savings, but which nevertheless, is likely to be significant in terms of the effect on communities living or working in an area comprising two or more wards of the Council
    - a proposal by the Cabinet to amend the policy framework
    - an amendment by the Cabinet of any aspect of the policy framework.
  2. Under Rule 13 of the Access to Information Procedure Rules a **key decision** may not be taken, subject to Rule 15 (General Exception) and Rule 16 (Special Urgency), unless:
    - it is published on the Forward Plan;
    - 28 clear days have elapsed since the publication of the Forward Plan; and
    - if the decision is to be taken at a meeting of Cabinet, 5 clear days notice of the meeting has been given by posting details at the Council Offices and on the Council's website.
  3. The Council has decided the limit above which items are significant is: £100,000.
  4. A meeting of Cabinet must be held in public, subject to the usual rules (see Regulation 4 Local Authorities (Executive Arrangements) (Meetings and Access to Information) (Eng) (Regs 2012)
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**Address to which letters of representations should be sent:**

**Member Services**

West Lancashire Borough Council  
52 Derby Street  
Ormskirk  
L39 2DF

Councillor I Moran      (Leader and Portfolio Holder for Transformation and Economic Regeneration)  
Councillor Y Gagen      (Deputy Leader and Portfolio Holder for Leisure)

Councillor T Aldridge (Portfolio Holder for Older People)  
Councillor J Hodson (Portfolio Holder for Planning)  
Councillor J Patterson (Portfolio Holder for Housing and Landlord Services)  
Councillor K Wilkie (Portfolio Holder for Street Scene)  
Councillor K Wright (Portfolio Holder for Health and Community Safety)  
Councillor C Wynn (Portfolio Holder for Finance)