



Forward Plan

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Special Cabinet - 22 July 2020

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 3.13 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 |
|---|---|--|---|--|
| Finance Update To provide an update on the financial outturn for 2019-20 and the financial impact of the coronavirus. | Cabinet Portfolio Holder for Resources and Transformation | 22 Jul 2020 | Contact: Marc Taylor, Head of Finance, Procurement and Commercial Services Tel: 01695 585092 marc.taylor@westlancls.gov.uk | Report of Corporate Director of Transformation & Resources |
| Investing in West Lancashire: Commercial Property Strategy To provide Members with a review of the Council's existing commercial property portfolio and the background context of local authorities holding and acquiring commercial property. To seek Members' approval to the proposed Investing in West Lancashire: Commercial Property Strategy. | Cabinet Portfolio Holder for Resources and Transformation | 22 Jul 2020 | Contact: Karen Watling, Finance consultant Karen.Watling@westlancls.gov.uk | Report of Corporate Director of Transformation & Resources |
| Leisure Contract To update cabinet on proposals for the Leisure Contract as a consequence of COVID19 (Private under Paragraph 3 Financial/Business affairs) | Cabinet Deputy Leader of the Council/Portfolio Holder for Leisure & Human Resources | 22 Jul 2020 | Contact: Simon Burnett, Head of Wellbeing & Leisure Services Tel: 01695 585157 simon.burnett@westlancls.gov.uk | Report of Corporate Director of Place & Community |

1. A **key decision** is defined in 3.13 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)

Address to which letters of representations should be sent:

Member Services

West Lancashire Borough Council
52 Derby Street
Ormskirk
L39 2DF

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| Councillor I Moran | (Leader and Portfolio Holder for Economic Regeneration) |
| Councillor Y Gagen | (Deputy Leader and Portfolio Holder for Leisure and Human Resources) |
| Councillor D Evans | (Portfolio Holder: Planning) |
| Councillor J Wilkie | (Portfolio Holder Housing & Landlord Services) |
| Councillor K Wilkie | (Portfolio Holder: Street Scene) |
| Councillor K Wright | (Portfolio Holder: Health & Community Safety) |
| Councillor A Yates | (Portfolio Holder for Resources and Transformation) |