

# FORWARD PLAN

## FORMAL NOTICE OF KEY DECISIONS TO BE TAKEN BY, AND PRIVATE MEETINGS OF, CABINET (OR OTHER EXECUTIVE DECISION-MAKING BODY OR MEMBER)

1. Notice is hereby given that 'key decisions' will be taken by the Cabinet (or any other executive decision-making body or member) in accordance with the list of items below.
2. Where a report is to be considered in private at a meeting of the Cabinet, the reasons for this are set out in the list of items below.
3. A formal notice and agenda together with reports and supporting documents for each meeting will be published on the [Worcestershire County Council Website](#) at least five working days before the date of the meeting.
4. Subject to any prohibition or restriction on their disclosure, copies of the documents submitted to the Cabinet may be obtained from Legal and Governance, County Hall, Spetchley Road, Worcester, WR5 2NP, or the [Worcestershire County Council Website](#) or by contacting the Democratic Services Team after the agenda for the relevant meeting has been published.
5. Other documents relevant to the matters in a report may be added to those listed. All available documents will be published on the [Worcestershire County Council Website](#) with the agenda for the meeting at which they are to be considered, at least 5 clear days before the day of the meeting, or details may be requested as in paragraph 4.
6. Representations about why a report should be considered by Cabinet in public should be sent by email to the [Democratic Services Team](#) or in writing to the Assistant Director for Legal and Governance, County Hall, Spetchley Road, Worcester, WR5 2NP.
7. A "key decision" is one which:
  - Is in connection with the discharge of an executive function and
  - involves significant expenditure or savings having regard to the budget for the related service or function; or
  - has a significant effect on communities in two or more electoral divisions.
8. An 'executive function' is one which is the responsibility of the Leader and Cabinet.
9. An 'executive decision-making body' includes the Cabinet or a committee of it, or a joint committee of the executives of 2 or more authorities.
10. The names and details of members of the Cabinet are listed overleaf.
11. Notice of key decisions to be taken by individual Cabinet Members with Responsibility will also be included.

*Note: For transparency, this notice also includes matters to be considered by the Cabinet which are not key decisions.*

**Hazel Best, Assistant Director for Legal and Governance, Worcestershire County Council**  
**24 January 2024**

## Names and details of Members of the Cabinet

Name	Responsibility	Contact Details
Cllr S E Geraghty	Leader of the Council and with Responsibility for Finance	35 Fern Road, Worcester, WR2 6HJ Home: 01905 420740 email: <a href="mailto:sgeraghty@worcestershires.gov.uk">sgeraghty@worcestershires.gov.uk</a>
Cllr M Bayliss	With Responsibility for Economy, Infrastructure & Skills	Priors Court, Lower Ferry Lane, Callow End, Worcestershire WR2 4TJ email: <a href="mailto:mbayliss2@worcestershires.gov.uk">mbayliss2@worcestershires.gov.uk</a>
Cllr A I Hardman	With Responsibility for Adult Services	Dormers, Oak Lane, Bredon, Tewkesbury, GL20 7LR Home: 01684 773172 email: <a href="mailto:aihardman@worcestershires.gov.uk">aihardman@worcestershires.gov.uk</a>
Cllr M J Hart	Deputy Leader and with Responsibility for Communities	Silkwood Barn, Crundalls Court, Crundalls Lane, Bewdley Home: 01299 402424 email: <a href="mailto:mhart@worcestershires.gov.uk">mhart@worcestershires.gov.uk</a>
Cllr A D Kent	With Responsibility for Corporate Services and Communication	C/o County Hall Spetchley Road Worcester WR5 2NP Mobile: 07803 437472 email: <a href="mailto:akent@worcestershires.gov.uk">akent@worcestershires.gov.uk</a>
Cllr S J Mackay	With Responsibility for Children and Families	2 Threshfield Drive Home Meadow Worcester WR4 0BQ  Mobile: 07805 039872 email: <a href="mailto:smackay@worcestershires.gov.uk">smackay@worcestershires.gov.uk</a>
Mrs K J May	With Responsibility for Health and Well-being	Cottage Farm, Doctors Hill, Bourneheath, Bromsgrove, B61 9JE Home: 01527 575836 email: <a href="mailto:kmay@worcestershires.gov.uk">kmay@worcestershires.gov.uk</a>
Mr R Morris	With Responsibility for Environment	31 Bagehott Road, Droitwich, Worcs WR9 8UH Home: 01905 774559 email: <a href="mailto:rmorris4@worcestershires.gov.uk">rmorris4@worcestershires.gov.uk</a>
Ms T Onslow	With Responsibility for Education	c/o County Hall, Spetchley Road, Worcs WR5 2NP Home: 01562 515772 email: <a href="mailto:tonslow@worcestershires.gov.uk">tonslow@worcestershires.gov.uk</a>
Mr M Rouse	With Responsibility for Highways & Transport	c/o County Hall, Spetchley Road, Worcs WR5 2NP email: <a href="mailto:mrouse@worcestershires.gov.uk">mrouse@worcestershires.gov.uk</a>

## FORWARD PLAN

### FORMAL NOTICE OF KEY DECISIONS TO BE TAKEN BY, AND PRIVATE MEETINGS OF, CABINET (OR OTHER EXECUTIVE DECISION-MAKING BODY OR PERSON)

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<a href="#"><u>New Autism Special Free School</u></a> Key Decision	28 March 2024	8
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All entries will be for decision by Cabinet unless otherwise indicated

## Budget and Medium-Term Financial Plan 2024/25

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	1 February 2024
Key Decision	<p>No.</p> <p>1 February 2024 Cabinet Budget and Medium-Term Financial Plan 2024/25</p> <p>To recommend Council approve the Budget and Medium-Term Financial Plan for 2024/25</p>
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	<p>Report of the Cabinet Member</p> <p>Published consultation material</p>
Date Added	30 November 2023

## Organisational Redesign Programme – Senior Management Review

The expected date of the decision or period within which the decision is to be taken	1 February 2024
Key Decision	Yes. Cabinet to approve and recommend to full Council the report of the Chief Executive on the proposed Directorate structure and functional areas of responsibility, subject to consultation.
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	Report of the Leader and Chief Executive
Date Added	24 January 2024

## Admission Arrangements for Community and Voluntary Controlled Schools for 2025/26

The expected date of the decision or period within which the decision is to be taken	27 February 2024
Key Decision	Yes Cabinet delegated approval of the admission arrangements as a whole to the Cabinet Member with Responsibility in January 2020.
Decision Making Body	Cabinet Member with Responsibility for Education
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Not applicable. It is a decision by an individual and not a meeting required to be held in public.
Documents to be submitted to the decision-making body and any consultation proposed	Report of the Director of Children's Services Admissions Policy for Community and Voluntary Controlled Schools 2025/26 Co-ordinated Schemes 2025/26, In-Year Scheme 2024/25 Published Admission Numbers 2025/26
Date Added	17 January 2014

## Adoption of Commissioning Strategy and Market Position Statement for Adult Social Care

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	28 March 2024
Key Decision	<p>A key decision</p> <p>The Market Position Statement details the commissioning intentions for the next 4 years based on demographic data following the recent (2021) census and taking into account other key council documents such as the Corporate Plan, JSNA and the Adult Social Care Strategy. The Commissioning Strategy details how that plan shall be implemented. As such both documents are in connection with the discharge of an executive function and</p> <ul style="list-style-type: none"> <li>• involves significant expenditure or savings having regard to the budget for the related service or function; or</li> <li>• has a significant effect on communities in two or more electoral divisions.)</li> </ul>
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	<p>Report of the Cabinet Member</p> <p>The Market Position Statement</p> <p>Commissioning Strategy</p>
Date Added	3 January 2024

## New Autism Special Free School

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	28 March 2024
Key Decision	<p>Yes</p> <p>To endorse the submission of the bid to the DfE to secure the new school, to note the progress made to secure an Academy Trust to operate the new school, to approve the site in Malvern for the new school, the revenue funding and potential capital funding required to open the school.</p>
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	Report of the Cabinet Member
Date Added	17 January 2024



## Transfer of Local Enterprise Partnership Function

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	28 March 2024
Key Decision	No To seek approval to transfer the core functions of Worcestershire Local Enterprise Partnership to the Council.
Decision Making Body	Cabinet Member with Responsibility for Economy, Infrastructure & Skills
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Not applicable. It is a decision by an individual and not a meeting required to be held in public.
Documents to be submitted to the decision-making body and any consultation proposed	Report of the Strategic Director for Economy & Infrastructure to confirm the transfer of the Local Enterprise Partnership functions and assets to the upper tier local authorities from financial year 2024/25.  Any costs will be offset by the transfer of LEP Assets and provision of additional government funding. This will include the LEP financial reserve, any contracts to deliver external funding commitment which is already managed by the Council as the Accountable Body.
Date Added	17 January 2024

## Worcestershire County Council's Net Zero Carbon Plan

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	28 March 2024
Key Decision	<p>Yes</p> <p>Cabinet is asked to approve The Net Zero Carbon Plan. The plan outlines how WCC is seeking to cut carbon emissions from its property, transport and street lighting, as well as emissions from supply chain contracts, to achieve the WCC net zero ambition by 2050.</p> <p>.</p>
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	<p>Report of the Cabinet Member</p> <p>Net Zero Carbon Plan</p>
Date Added	15 November 2023

## Worcestershire Environment Improvement Plan

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	28 March 2024
Key Decision	<p>No</p> <p>Cabinet is asked to approve the Environment Improvement Plan which as this is a document which brings together existing strategies which impact the environment and deliver the county councils corporate objective of Protecting the Environment, Key priorities with the Plan include: Natural Environment, Transport, Waste, Green Economy, Climate Change, Energy, Net Zero Council and Communities and Wellbeing.</p> <p>.</p>
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	<p>Report of the Cabinet Member</p> <p>Worcestershire Environmental Improvement Plan</p>
Date Added	15 November 2023

## Called In' Decisions or Scrutiny Reports

<b>Standard Information</b>	<b>Information Specific to this Decision</b>
The expected date of the decision or period within which the decision is to be taken	Within the plan period
Key Decision	Potentially
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	Report of the Cabinet Member
Date Added	Originally on forward plan (uploaded onto formal notice 10/09/12)

## Notices of Motion

Standard Information	Information Specific to this Decision
The expected date of the decision or period within which the decision is to be taken	Within the plan period
Key Decision	Potentially
Decision Making Body	Cabinet
Report to be considered in public or private (if private give reason as defined in Schedule 12A of the Local Government Act 1972)	Public
Documents to be submitted to the decision-making body and any consultation proposed	Report of the Cabinet Member
Date Added	Originally on forward plan (uploaded onto formal notice 10/09/12)