

New Submissions and Amendments for the Forward Plan

Please Complete ALL **Yellow** Fields and email as an attachment to: Executive.Decisions@essex.gov.uk

Please Select Forward Plan Entry **New Decision**

Issue (1)	FP Reference Number (2)	Cabinet Member (3)	Lead Officer (4)	Is the decision to be taken in private and if so the reason(s) why? Is any information relating to the decision to be considered confidential and if so why? (5)	Stakeholder Involvement (how and when will they be involved in the decision-making process) (6)	How and when will the decision be taken (7)	List of documents to be submitted to the decision-maker for consideration (8)
Broomfield Primary School - decision whether to expand the school to 2fe with effect from September 2019		Ray Gooding	Mark Pincombe 03330131155	No	6 week statutory representation period	----- June 2018	Report setting out details of representations received together with all other relevant information. DfE Decision Makers Guidance

Notes

Nothing should be added to the Forward Plan that comes as a surprise to the relevant Cabinet Member. The Cabinet Member should be consulted via the Cabinet Support Office before any decision is added or amended on the Forward Plan.

1. A short title, which can be used to identify the issues being considered
2. If making an amendment to an item already of the Forward Plan, please insert the reference number
3. The Cabinet Member responsible for the decision
4. The Officer responsible for the decision, including contact details
5. A note of why privacy and/or confidentiality are considered necessary with appropriate narrative.
6. Who has been consulted (inc. internal and external bodies) in taking the decision
7. Who is likely to take the decision and when
8. What relevant reports and background papers are available