

METROPOLITAN BOROUGH OF SEFTON

COUNCIL SUMMONS

To Members of the Metropolitan Borough Council

Dear Councillor

You are requested to attend a Meeting of the Sefton Metropolitan Borough Council to be held on **Thursday 25th March, 2010 at 6.30 pm at the Town Hall, Bootle** to transact the business set out on the agenda overleaf.

Yours sincerely,

Legal Director

Town Hall,
Southport
17 March 2010

Please contact Steve Pearce, Head of Committee and Member Services
on 0151 934 2046 or e-mail steve.pearce@legal.sefton.gov.uk

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A G E N D A

1. Apologies for Absence

2. Declarations of Interest

Members and Officers are requested to give notice of any personal or prejudicial interest and the nature of that interest, relating to any item on the agenda in accordance with the relevant Code of Conduct.

3. Minutes

(Pages 7 - 18)

Minutes of the meeting held on 4 March 2010

4. Mayor's Communications

Public Session

5. Matters Raised by the Public

To deal with matters raised by members of the public within the Borough, in accordance with the procedures relating to Petitions, Public Questions and Motions set out in Rule 11 of the Council and Committee Procedure Rules.

(Details of any further Petitions notified or Questions submitted to the Legal Director by members of the public in accordance with Rule 11 will be circulated at the meeting).

Council Business Session

6. Questions Raised by Members of the Council

To receive and consider questions to Cabinet Members, Chairs of Committees or Spokespersons for any of the Joint Authorities upon any matter within their portfolio/area of responsibility, of which notice has been given in accordance with Rule 12 of the Council and Committee Procedure Rules.

7. Performance Management Framework

(Pages 19 -
38)

Report of the Assistant Chief Executive.

8. Programme of Meetings 2010/11

(Pages 39 -
46)

Report of the Legal Director

9. Attendance at Meetings - Section 85 of the Local Government Act 1972

(Pages 47 -
48)

Report of the Legal Director

10. Membership of Committees 2009/10

To consider any changes to the Membership of any committees etc.

11. Matters dealt with in accordance with Rule 17 of the Scrutiny Procedure Rules (Call-In and Urgency) of the Constitution

(Pages 49 - 50)

Report of the Legal Director.

12. Notice of Motion by Councillor M. Dowd

To consider the following Motion submitted by Councillor M. Dowd:

“This Council:

1. acknowledges the success and popularity of the Merseyside Concessionary Travel scheme as administered by Merseytravel. The scheme is a lifeline to many in Merseyside and has done much to enable the social inclusion of older and disabled people within our communities;
2. also acknowledges the success of the English National Concessionary Travel scheme that provides free travel on buses, and calls on the Government to continue funding this by direct grant to Integrated Transport Authorities such as Merseytravel;
3. calls upon local Conservative Councillors to commit to the continued operation of the current scheme and its funding, especially in the light of the proposed swingeing cuts proposed by the Conservative Party nationally to public expenditure;
4. asks the Government to trial a scheme that would provide free Concessionary travel for Young People 18 years and under. This scheme would provide for free travel during term time and during school hours. The Council supports Merseytravel’s intention to request the Government to permit it to undertake a pilot of the scheme.”

13. Notice of Motion by Councillor P. Dowd

To consider the following Motion submitted by Councillor P. Dowd:

“That the Council agrees to review its consultation processes in relation to a number of issues of public concern. This Council recognises that the imposition of charges for services, particular those affecting the most vulnerable in our

community, should be undertaken as widely as possible. In addition, the Council should produce its own consultation protocol in relation to such matters. This Council also agrees that issues that have a significant bearing on the wider community should also be the subject of more comprehensive consultation. The recent discussions in a Council meeting concerning the lifting of the moratorium in relation to the placing of mobile phone masts, is a case in question.

Finally, in relation to the development of a protocol for consultation, Area Committees should be asked for their views with respect to this matter.”

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THIS SET OF MINUTES IS NOT SUBJECT TO "CALL-IN"

COUNCIL

MEETING HELD AT THE TOWN HALL, SOUTHPORT ON THURSDAY 4TH MARCH, 2010

PRESENT: The Mayor (Councillor Doran) (in the Chair)
 The Deputy Mayor (Councillor M Fearn) (Vice Chair)

Councillors Barber, Bigley, Blackburn, Booth, Brennan, Brodie - Browne, Byrne, Byrom, Cluskey, Cummins, Cuthbertson, Dodd, M Dowd, P Dowd, Fairclough, Lord Fearn, Fenton, Friel, Gibson, Glover, Griffiths, Gustafson, Hands, D Hardy, P Hardy, Hill, Hough, Ibbs, T Jones, Kerrigan, Larkin, Maher, Mahon, C Mainey, McGuire, Moncur, Papworth, Parry, Pearson, Porter, B Rimmer, D Rimmer, Roberts, Robertson, Shaw, Storey, Sumner, Tattersall, Tonkiss, Tweed, Veidman, Sir Ron Watson and Webster

76. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bradshaw, Brady, Colbert, Connell, Howe. D. Jones, S. Mainey, Platt, Preston and Weavers.

77. MINUTES

That the Minutes of the Council Meeting held on 14 January 2010 be confirmed as a correct record.

78. DECLARATIONS OF INTEREST

The following declarations of interest were made.

| Officer | Minute | Reason | Action |
|---|-------------------------------|---|--|
| Samantha Tunney - Assistant Chief Executive | 83 - Proper Officer Functions | Prejudicial - affected by the proposals in the report | Left the room during the consideration of the item |
| Dave Mackey Assistant Director (Legal) | 83 - Proper Officer Functions | Prejudicial - affected by the proposals in the report | Left the room during the consideration of the item |
| Andrea Grant Assistant Director (Democratic Services) | 83 - Proper Officer Functions | Prejudicial - affected by the proposals in the report | Left the room during the consideration of the item |

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79. MAYOR'S COMMUNICATIONS

Former Councillor Joseph Patrick Hearty

The Mayor reported on the sad death of former Councillor Joseph Patrick Hearty. Mr. Hearty passed away on 16 February 2010 and his funeral service took place on 24 February 2010.

That Mayor indicated that Mr. Hearty completed his tenth year as a Member of Bootle County Borough Council in 1973/74 and was elected to Sefton Council in May 1975 and served for 3 years until 1978 as member for Bootle No. 2 Ward.

The Council then stood in silence for one minute as a mark of respect for Mr. Hearty.

Mayoral Charity Event - 12 February 2010

The Mayor reported that the Mayor of Sefton's Charity Event held in the Floral Hall, Southport on the 12 February 2010 had been a resounding success and in excess of £8,000 was made towards the Mayor's Charity. The Mayor extended thanks to all those who attended and to those who contributed in any way.

Acting Finance and Information Services Director - Lynton Green

The Mayor reported that this would be the last meeting that the Acting Finance and Information Services Director, Lynton Green would be attending before he left the Council to commence a new post of Finance Director at Warrington Borough Council. On behalf of the Council, the Mayor thanked Mr. Green for his service to the Council and extended best wishes for the future and a successful career.

Mayor's Attendant - Debbie Mills

The Mayor welcomed Debbie Mills to her first Council meeting as the new Mayor's Attendant.

PUBLIC SESSION

80. MATTERS RAISED BY THE PUBLIC

The Mayor reported that members of the public had not submitted any petitions or questions.

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COUNCIL BUSINESS SESSION

81. QUESTIONS RAISED BY MEMBERS OF THE COUNCIL

The Council considered a written question from Councillor Colbert to the Cabinet Member - Children's Services and a written question from Councillor Shaw to the Cabinet Member - Communities together with a written response from the Cabinet Members.

82. GOVERNANCE REVIEW – WORKSTREAMS ON THE SEFTON BOROUGH PARTNERSHIP AND AREA MANAGEMENT

The Council considered the report of the Chief Executive on the proposed structure and membership of the Sefton Borough Partnership and a number of principles relating to the partnership and area management following the governance review of this workstream.

At its meeting held earlier that day, the Cabinet had considered the report and endorsed the recommendations set out in the report.

It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED: That

- (1) the broad principles of area management as set out in paragraph 3.5 of the report be approved;
- (2) the timescale for the development of area management and the related area based thematic groups in the next municipal year (May 2010 to April 2011) be approved;
- (3) the broad areas for development of area management as set out in paragraphs 3.6 and 3.7 of the report be approved;
- (4) the proposed roles and membership of the Sefton Borough Partnerships Board and Operations Board, as set out in paragraphs 4.2 to 4.5 of the report be approved;
- (5) the approach to membership and structure outlined in paragraphs 4.6 to 4.11 of the report be approved;
- (6) it be noted that quarterly reports from the Assistant Chief Executive and Assistant Director Neighbourhoods will be submitted throughout the 2010/11 Municipal Year which will incorporate changes to the membership and development of area management and area based thematic groups; and
- (7) the Cabinet Member for Performance and Governance be given delegated authority to approve any in year changes to the principles

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agreed in the report, but where the development relates to Area Management, that any proposals be approved by Cabinet.

83. PROPER OFFICER FUNCTIONS

The Council considered the report of the Chief Executive on the proposed appointment of officers to undertake the Proper Officer Functions in respect of elections, electoral registration, the monitoring officer role and the registration of births, marriages and deaths.

At its meeting held earlier that day, the Cabinet had considered the report and endorsed the recommendations set out in the report.

It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED: That

- (1) the Electoral Registration Officer Functions for the registration of Parliamentary and Local Government Electors and Acting Returning Officer / Returning Officer Functions for Parliamentary, Local, Parish and European Elections under the relevant provisions of the Representation of the People Act 1983 and European Parliamentary Elections Act 2002 be attached to the post of Assistant Chief Executive and the current postholder be appointed to act as the Proper Officer for all related functions and relevant legislation with effect from 1 April 2010;
- (2) the Assistant Legal Director be appointed as the Monitoring Officer for the Council with effect from 1 April 2010, until he leaves the Council or a decision is made regarding which post shall perform this function: this will allow a review to be undertaken as to which post shall in future perform the role of Monitoring Officer;
- (3) the Assistant Director (Democratic Services) be appointed as the Deputy Monitoring Officer for the Council with effect from 1 April 2010, in order to provide greater resilience to this function: it being noted that the title of this post is likely to change as a result of restructuring, and that this title reflects the current post title; and
- (4) the Assistant Director (Democratic Services) be appointed as the Proper Officer for the registration of Births, Marriages and Deaths under the provision of the Local Government Act 1972 and Registration Services Act 1953 and the regulations made thereunder.

84. TREASURY MANAGEMENT POLICY AND STRATEGY 2010/11

The Council considered a report by the Acting Finance and Information Services Director on the proposed procedures and strategy to be adopted in respect of the Council's Treasury Management Function in 2010/11.

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At its meeting held earlier that day, the Cabinet had considered the report and endorsed the recommendations set out in the report.

It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED:

That approval be given to:

- (1) the Treasury Management Policy Document for 2010/11;
- (2) the Treasury Management Strategy Document for 2010/11;
- (3) the amendment to Banking arrangements contained within the Financial Procedures Rules of the Constitution;
- (4) the Money Laundering Policy Document; and
- (5) the basis to be used in the calculation of the Minimum Revenue Provision for Debt Repayment in 2010/11.

85. THE PRUDENTIAL CODE FOR CAPITAL FINANCE IN LOCAL AUTHORITIES - PRUDENTIAL INDICATORS

The Council considered the report of the Acting Finance and Information Services Director on proposals to establish the Prudential Indicators required under the Prudential Code of Capital Finance in Local Authorities. This would enable the Council to effectively manage its Capital Finance Activities, and comply with the Chartered Institute of Public Finance and Accountancy Prudential Code of Capital Finance in Local Authorities.

At its meeting held earlier that day, the Cabinet had considered the report and endorsed the recommendations set out in the report.

It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED:

That approval be given to:

- (1) the Prudential Indicators detailed in the report, and summarised in Annex A, as the basis for compliance with The Prudential Code for Capital Finance in Local Authorities;
- (2) the amendment of relevant Prudential Indicators in the event that any unsupported borrowing is approved as part of the 2010/11 Revenue Budget; and

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- (3) delegated authority being granted to the Acting Finance and Information Services Director to manage the authorised Limit and Operational Boundary for external debt as detailed in Section 5 of the report.

86. CAPITAL PROGRAMME 2010/11 - 2012/13

The Council considered a joint report of the Acting Finance and Information Services Director and the Strategic Directors for Communities, Social Care and Wellbeing and Childrens, Schools and Families in respect of 2009/10 and the development of the 2010/11 - 2012/13 Capital Programme in the light of recent resource notifications received from Central Government and the formulation of the Revenue Budget. Appended to the report at Annex A was the Council's Capital Programme for the period 2010/11 to 2012/13.

At its meeting held earlier that day the Cabinet had considered the report and endorsed the recommendations set out in the report.

This was a Key Decision and had been included in the Council's Forward Plan of Key Decisions.

It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED: That

- (1) the 2010/11 - 2012/13 Capital Programme set out in Annex A of the report be approved;
- (2) it be confirmed that Cabinet Members may continue to approve schemes from within their specific capital allocations included in Annex A of the report;
- (3) approval be given to the use of lease facilities in 2010/11 provided that any revenue consequences can be accommodated within appropriate budgets; and
- (4) it be noted that there is no provision for a New Starts Programme during 2010/11.

87. LOCAL GOVERNMENT ACT 2003 - CHIEF FINANCIAL OFFICER'S REQUIREMENTS

The Council considered the report of the Chief Executive and Section 151 Officer which provided an assessment on the robustness of the estimates and the adequacy of the financial reserves based on the budget scenario presented to the Cabinet on 4 February 2010.

The Cabinet had considered the report at its meeting held earlier that day and noted the content of the report.

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It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED:

That the report be noted.

88. STATEMENTS BY PARTY GROUP LEADERS

It was moved by Councillor Blackburn, seconded by Councillor McGuire and

RESOLVED:

That in accordance with Rule 24.1, the provisions of Rule 15.4 (Content and length of speeches) and 17 (previous decisions and motions) of the Council and Committee Procedure Rules be suspended only to enable statements to be made on behalf of the three Political Groups on the Revenue Budget for 2010/11 and to allow Political Group Leaders to move amendments to the Revenue Budget 2010/11 where items have been previously debated and voted upon at a Council meeting in the past six months.

The Leaders of the three Political Groups then made statements and outlined the policies of their respective Groups in respect of the budget for 2010/11.

89. REVENUE BUDGET 2010/11 AND MEDIUM TERM FINANCIAL PLAN

Further to Minute No. 273 of the Cabinet meeting held on 4 February 2010, the Council considered a report by the Chief Executive which provided an update on current issues relating to the completion of the 2010/11 budgetary process. The report also provided an update on the Medium Term Financial Plan 2010/11 - 2012.

The Cabinet had considered the report at its meeting held earlier that day and a copy of the Cabinet resolution was circulated.

It was then moved by Councillor Robertson, seconded by Councillor Brodie-Browne.

That the budget scenario as set out in Paragraph 5.12 and Annex B of the report, amended by adjustments for the addition of the one-off costs for the provision of a temporary library service in the Southport Town centre be approved; and the updated Medium Term Financial Plan for 2010/11 - 2012/13 be noted.

It was moved by Councillor P. Dowd, seconded by Councillor Maher that the Motion be amended by the addition of the following text:

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“Subject to the reinstatement of the previously approved savings:

| | |
|---|-----------------------|
| <i>Health & Social Care - Meal Charges - i.e. No increase of charge by 25p to £3.25</i> | <i>£50,000</i> |
| <i>Leisure - GP Referral Scheme - i.e. No increase in charge</i> | <i>£ 8,000</i> |
| <i>Hawthorne Road Capital Scheme - Revenue Impact</i> | <i><u>£ 7,000</u></i> |
| | <i>£65,000</i> |

Financed by:

| | |
|--|----------------|
| <i>Area Based Grant - Additional Savings</i> | <i>£65,000</i> |
|--|----------------|

On a show of hands, the Mayor declared that the amendment was lost by 36 votes to 18 with 1 abstention.

Following further debate, on a show of hands, the Mayor declared that the Substantive Motion was carried by 36 votes to 18 with 1 abstention and it was

RESOLVED:

That the budget scenario as set out in Paragraph 5.12 and Annex B of the report, amended by adjustments for the addition of the one-off costs for the provision of a temporary library service in the Southport Town Centre be approved; and the updated Medium Term Financial Plan for 2010/11 - 2012/13 be noted.

90. COUNCIL TAX 2010/11

It was moved by Councillor Robertson, seconded by Councillor Brodie-Browne and

RESOLVED: That

- (1) It be noted that at its meeting on the 14 January 2010, the Council calculated the following amounts for the year 2010/2011 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:
 - (a) 93,050.25 Band D equivalent properties, being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 as its council tax base for the year.
 - (b) The amounts below, being the amounts calculated by the Council in accordance with regulation 6 of the Regulations as the amounts of its council tax base for the year for dwellings in those parts of its area to which special items (Parish Council Precepts) relate.

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| Parish | <u>Council Tax Base</u> (Band D Equivalent Properties) |
|-----------------|---|
| Aintree Village | 2,277.05 |
| Formby | 9,528.00 |
| Hightown | 892.27 |
| Ince Blundell | 191.26 |
| Little Altcar | 286.52 |
| Lydiate | 2,249.07 |
| Maghull | 7,138.85 |
| Melling | 1,093.54 |
| Sefton | 232.79 |
| Thornton | 817.97 |

(2) the following amounts be calculated by the Council for the year 2010/2011 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:

| | | |
|-----|---|--|
| (a) | £650,841,065 | Being the aggregate amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act. |
| (b) | £407,750,312 | Being the aggregate amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act. |
| (c) | £243,090,753 | Being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year. |
| (d) | £124,242,971 | Being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed non-domestic rates, revenue support grant, and increased by the amount of any sum which the Council estimates will be transferred from its Collection Fund to its General Fund (in respect of a Council Tax Surplus) in accordance with the Local Government Finance Act 1988 (as amended by the Local Government Finance Act, 1992). |
| (e) | £1,277.24 | Being the amount at 2(c) above less the amount at 2(d) above, all divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year. |
| (f) | £982,891 | Being the aggregate amount of all special items referred to in Section 34(1) of the Act (Parish Council Precepts). |
| (g) | £1,266.68 | Being the amount at 2(e) above, less the amount given by dividing the amount at 2(f) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates. |
| (h) | The amounts below, being the amounts given by adding to the amount at 2(g) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34(3) of the Act as basic amounts of its Council Tax for the year for dwellings in those parts of its area to which special items relate. | |
| | <u>Parish</u> | <u>£</u> |
| | Aintree Village | 1,321.58 |
| | Formby | 1,270.88 |
| | Hightown | 1,270.88 |
| | Ince Blundell | 1,274.52 |

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| Little Altcar | 1,275.41 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Lydiate | 1,333.31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Maghull | 1,355.53 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Melling | 1,283.14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sefton | 1,281.72 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thornton | 1,272.18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (i) | The amounts below being the amounts given by multiplying the amounts at 2(g) and 2(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th rowspan="2">Proportion of Band D</th> <th colspan="8">Property Valuation Band</th> </tr> <tr> <th>A 6/9 £</th> <th>B 7/9 £</th> <th>C 8/9 £</th> <th>D 9/9 £</th> <th>E 11/9 £</th> <th>F 13/9 £</th> <th>G 15/9 £</th> <th>H 18/9 £</th> </tr> </thead> <tbody> <tr> <td><u>Parish</u></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Aintree Village</td> <td>881.05</td> <td>1,027.90</td> <td>1,174.74</td> <td>1,321.58</td> <td>1,615.26</td> <td>1,908.95</td> <td>2,202.63</td> <td>2,643.16</td> </tr> <tr> <td>Formby</td> <td>847.25</td> <td>988.46</td> <td>1,129.67</td> <td>1,270.88</td> <td>1,553.30</td> <td>1,835.72</td> <td>2,118.13</td> <td>2,541.76</td> </tr> <tr> <td>Hightown</td> <td>847.25</td> <td>988.46</td> <td>1,129.67</td> <td>1,270.88</td> <td>1,553.30</td> <td>1,835.72</td> <td>2,118.13</td> <td>2,541.76</td> </tr> <tr> <td>Ince Blundell</td> <td>849.68</td> <td>991.29</td> <td>1,132.91</td> <td>1,274.52</td> <td>1,557.75</td> <td>1,840.97</td> <td>2,124.20</td> <td>2,549.04</td> </tr> <tr> <td>Little Altcar</td> <td>850.27</td> <td>991.99</td> <td>1,133.70</td> <td>1,275.41</td> <td>1,558.83</td> <td>1,842.26</td> <td>2,125.68</td> <td>2,550.82</td> </tr> <tr> <td>Lydiate</td> <td>888.87</td> <td>1,037.02</td> <td>1,185.16</td> <td>1,333.31</td> <td>1,629.60</td> <td>1,925.89</td> <td>2,222.18</td> <td>2,666.62</td> </tr> <tr> <td>Maghull</td> <td>903.69</td> <td>1,054.30</td> <td>1,204.92</td> <td>1,355.53</td> <td>1,656.76</td> <td>1,957.99</td> <td>2,259.22</td> <td>2,711.06</td> </tr> <tr> <td>Melling</td> <td>855.43</td> <td>998.00</td> <td>1,140.57</td> <td>1,283.14</td> <td>1,568.28</td> <td>1,853.42</td> <td>2,138.57</td> <td>2,566.28</td> </tr> <tr> <td>Sefton</td> <td>854.48</td> <td>996.89</td> <td>1,139.31</td> <td>1,281.72</td> <td>1,566.55</td> <td>1,851.37</td> <td>2,136.20</td> <td>2,563.44</td> </tr> <tr> <td>Thornton</td> <td>848.12</td> <td>989.47</td> <td>1,130.83</td> <td>1,272.18</td> <td>1,554.89</td> <td>1,837.59</td> <td>2,120.30</td> <td>2,544.36</td> </tr> <tr> <td>All Other Parts of the Council's Area</td> <td>844.45</td> <td>985.20</td> <td>1,125.94</td> <td>1,266.68</td> <td>1,548.16</td> <td>1,829.65</td> <td>2,111.13</td> <td>2,533.36</td> </tr> </tbody> </table> | Proportion of Band D | Property Valuation Band | | | | | | | | A 6/9 £ | B 7/9 £ | C 8/9 £ | D 9/9 £ | E 11/9 £ | F 13/9 £ | G 15/9 £ | H 18/9 £ | <u>Parish</u> | | | | | | | | | Aintree Village | 881.05 | 1,027.90 | 1,174.74 | 1,321.58 | 1,615.26 | 1,908.95 | 2,202.63 | 2,643.16 | Formby | 847.25 | 988.46 | 1,129.67 | 1,270.88 | 1,553.30 | 1,835.72 | 2,118.13 | 2,541.76 | Hightown | 847.25 | 988.46 | 1,129.67 | 1,270.88 | 1,553.30 | 1,835.72 | 2,118.13 | 2,541.76 | Ince Blundell | 849.68 | 991.29 | 1,132.91 | 1,274.52 | 1,557.75 | 1,840.97 | 2,124.20 | 2,549.04 | Little Altcar | 850.27 | 991.99 | 1,133.70 | 1,275.41 | 1,558.83 | 1,842.26 | 2,125.68 | 2,550.82 | Lydiate | 888.87 | 1,037.02 | 1,185.16 | 1,333.31 | 1,629.60 | 1,925.89 | 2,222.18 | 2,666.62 | Maghull | 903.69 | 1,054.30 | 1,204.92 | 1,355.53 | 1,656.76 | 1,957.99 | 2,259.22 | 2,711.06 | Melling | 855.43 | 998.00 | 1,140.57 | 1,283.14 | 1,568.28 | 1,853.42 | 2,138.57 | 2,566.28 | Sefton | 854.48 | 996.89 | 1,139.31 | 1,281.72 | 1,566.55 | 1,851.37 | 2,136.20 | 2,563.44 | Thornton | 848.12 | 989.47 | 1,130.83 | 1,272.18 | 1,554.89 | 1,837.59 | 2,120.30 | 2,544.36 | All Other Parts of the Council's Area | 844.45 | 985.20 | 1,125.94 | 1,266.68 | 1,548.16 | 1,829.65 | 2,111.13 | 2,533.36 |
| Proportion of Band D | Property Valuation Band | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | A 6/9 £ | B 7/9 £ | C 8/9 £ | D 9/9 £ | E 11/9 £ | F 13/9 £ | G 15/9 £ | H 18/9 £ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Parish</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Aintree Village | 881.05 | 1,027.90 | 1,174.74 | 1,321.58 | 1,615.26 | 1,908.95 | 2,202.63 | 2,643.16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Formby | 847.25 | 988.46 | 1,129.67 | 1,270.88 | 1,553.30 | 1,835.72 | 2,118.13 | 2,541.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hightown | 847.25 | 988.46 | 1,129.67 | 1,270.88 | 1,553.30 | 1,835.72 | 2,118.13 | 2,541.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ince Blundell | 849.68 | 991.29 | 1,132.91 | 1,274.52 | 1,557.75 | 1,840.97 | 2,124.20 | 2,549.04 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Little Altcar | 850.27 | 991.99 | 1,133.70 | 1,275.41 | 1,558.83 | 1,842.26 | 2,125.68 | 2,550.82 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lydiate | 888.87 | 1,037.02 | 1,185.16 | 1,333.31 | 1,629.60 | 1,925.89 | 2,222.18 | 2,666.62 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Maghull | 903.69 | 1,054.30 | 1,204.92 | 1,355.53 | 1,656.76 | 1,957.99 | 2,259.22 | 2,711.06 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Melling | 855.43 | 998.00 | 1,140.57 | 1,283.14 | 1,568.28 | 1,853.42 | 2,138.57 | 2,566.28 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sefton | 854.48 | 996.89 | 1,139.31 | 1,281.72 | 1,566.55 | 1,851.37 | 2,136.20 | 2,563.44 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thornton | 848.12 | 989.47 | 1,130.83 | 1,272.18 | 1,554.89 | 1,837.59 | 2,120.30 | 2,544.36 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| All Other Parts of the Council's Area | 844.45 | 985.20 | 1,125.94 | 1,266.68 | 1,548.16 | 1,829.65 | 2,111.13 | 2,533.36 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

- (3) It be noted that for the year 2010/2011 the Police Authority and Fire and Civil Defence Authority have stated the following amounts in precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Agenda Item 3

COUNCIL- THURSDAY 4TH MARCH, 2010

| Proportion of Band D | Property Valuation Band | | | | | | | |
|---|-------------------------|----------|----------|----------|-----------|-----------|-----------|-----------|
| | A 6/9 | B 7/9 | C 8/9 | D 9/9 | E 11/9 | F 13/9 | G 15/9 | H 18/9 |
| | £ | £ | £ | £ | £ | £ | £ | £ |
| <u>Precepting Authority</u> | | | | | | | | |
| Merseyside Fire & Civil Defence Authority | 43.18 | 50.38 | 57.57 | 64.77 | 79.16 | 93.56 | 107.95 | 129.54 |
| Merseyside Police Authority | 97.49 | 113.73 | 129.98 | 146.23 | 178.73 | 211.22 | 243.72 | 292.46 |

- (4) Having calculated the aggregate in each case of the amounts at 2(i) and 3 above, in accordance with Section 30(2) of the Local Government Finance Act 1992, the Council hereby sets the following amounts as the amounts of Council Tax for the year 2010/2011 for each of the categories of dwellings shown below:

| Proportion of Band D | Property Valuation Band | | | | | | | |
|--|-------------------------|----------|----------|----------|-----------|-----------|-----------|-----------|
| | A 6/9 | B 7/9 | C 8/9 | D 9/9 | E 11/9 | F 13/9 | G 15/9 | H 18/9 |
| | £ | £ | £ | £ | £ | £ | £ | £ |
| <u>Parish</u> | | | | | | | | |
| Aintree Village | 1,021.72 | 1,192.01 | 1,362.29 | 1,532.58 | 1,873.15 | 2,213.73 | 2,554.30 | 3,065.16 |
| Formby | 987.92 | 1,152.57 | 1,317.22 | 1,481.88 | 1,811.19 | 2,140.50 | 2,469.80 | 2,963.76 |
| Hightown | 987.92 | 1,152.57 | 1,317.22 | 1,481.88 | 1,811.19 | 2,140.50 | 2,469.80 | 2,963.76 |
| Ince Blundell | 990.35 | 1,155.40 | 1,320.46 | 1,485.52 | 1,815.64 | 2,145.75 | 2,475.87 | 2,971.04 |
| Little Altcar | 990.94 | 1,156.10 | 1,321.25 | 1,486.41 | 1,816.72 | 2,147.04 | 2,477.35 | 2,972.82 |
| Lydiate | 1,029.54 | 1,201.13 | 1,372.71 | 1,544.31 | 1,887.49 | 2,230.67 | 2,573.85 | 3,088.62 |
| Maghull | 1,044.36 | 1,218.41 | 1,392.47 | 1,566.53 | 1,914.65 | 2,262.77 | 2,610.89 | 3,133.06 |
| Melling | 996.10 | 1,162.11 | 1,328.12 | 1,494.14 | 1,826.17 | 2,158.20 | 2,490.24 | 2,988.28 |
| Sefton | 995.15 | 1,161.00 | 1,326.86 | 1,492.72 | 1,824.44 | 2,156.15 | 2,487.87 | 2,985.44 |
| Thornton | 988.79 | 1,153.58 | 1,318.38 | 1,483.18 | 1,812.78 | 2,142.37 | 2,471.97 | 2,966.36 |
| <u>All Other Parts of the Council's Area</u> | 985.12 | 1,149.31 | 1,313.49 | 1,477.68 | 1,806.05 | 2,134.43 | 2,462.80 | 2,955.36 |

The Motion was carried by 36 votes to 18 with 1 abstention.

Agenda Item 3

COUNCIL- THURSDAY 4TH MARCH, 2010

91. MEMBERSHIP OF COMMITTEES 2009/10

There were no changes to the membership of Committees.

Agenda Item 7

REPORT TO: Cabinet Member Performance & Governance Council

DATE: 17th March 2010
25th March 2010

SUBJECT: Performance Management Framework

WARDS AFFECTED: All

REPORT OF: Samantha Tunney – Assistant Chief Executive (ext 2174)

CONTACT OFFICER: Alex Spencer – Corporate Performance Officer (ext 4604)

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform Members on proposals for a new performance management framework for Sefton MBC and the Sefton Borough Partnership; and to highlight work areas which will require completion in order to successfully implement the proposed framework in the 2010/11 municipal year. This is a milestone within the Governance Review.

REASON WHY DECISION REQUIRED:

If implemented, the proposed performance management framework will significantly alter the council's existing arrangements in terms of planning for, monitoring, improving and reporting performance.

RECOMMENDATION(S):

Cabinet Member Performance & Governance is requested to agree and recommend Council:

- i. Approve the proposed performance management framework (Annex 1.0 – 3.0), which will replace the existing framework.
- ii. Approve a provisional implementation plan for the proposed performance management framework (Annex 4.0)
- iii. Note this will require a changes to the Constitution;
- iv. Delegate authority to the Cabinet Member Performance & Governance to move in year changes to the framework as the aforementioned plan is implemented.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: Immediately

Agenda Item 7

ALTERNATIVE OPTIONS: There are no alternative options.

IMPLICATIONS:

Budget/Policy Framework: This proposal relates to the Council's performance management arrangements, and therefore impacts directly upon the planning, monitoring improvement and reporting of plans/strategies within the Council's Policy Framework.

Financial:

| <u>CAPITAL EXPENDITURE</u> | 2009/ 2010 £ | 2010/ 2011 £ | 2011/ 2012 £ | 2012/ 2013 £ |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Gross Increase in Capital Expenditure | | | | |
| Funded by: | | | | |
| Sefton Capital Resources | | | | |
| Specific Capital Resources | | | | |
| <u>REVENUE IMPLICATIONS</u> | | | | |
| Gross Increase in Revenue Expenditure | | | | |
| Funded by: | | | | |
| Sefton funded Resources | | | | |
| Funded from External Resources | | | | |
| Does the External Funding have an expiry date? Y/N | When? | | | |
| How will the service be funded post expiry? | | | | |

Legal: None

Risk Assessment: Not Applicable

Asset Management: Not Applicable

CONSULTATION UNDERTAKEN/VIEWS

1. Meeting with Chief Executive – 6th November 2009
2. Governance Review Working Group – 22nd December 2009
3. Overview & Scrutiny Management Board – 12th January 2010
4. Senior Leadership Team – 21st January 2010
5. Governance Review Working Group – 4th February 2010
6. LAA Officer Support Group – 9th February 2010
7. Performance Management Framework Consultation Event – 15th February 2010
8. Overview & Scrutiny Committee (Performance & Corporate Services) – 16th February 2010

CORPORATE OBJECTIVE MONITORING:

| <u>Corporate Objective</u> | | <u>Positive Impact</u> | <u>Neutral Impact</u> | <u>Negative Impact</u> |
|----------------------------|---|------------------------|-----------------------|------------------------|
| 1 | Creating a Learning Community | ➡➡ | | |
| 2 | Creating Safe Communities | ➡➡ | | |
| 3 | Jobs and Prosperity | ➡➡ | | |
| 4 | Improving Health and Well-Being | ➡➡ | | |
| 5 | Environmental Sustainability | ➡➡ | | |
| 6 | Creating Inclusive Communities | ➡➡ | | |
| 7 | Improving the Quality of Council Services and Strengthening local Democracy | ➡➡ | | |
| 8 | Children and Young People | ➡➡ | | |

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

1. Minutes from Governance Review Working Group Meeting – 22nd December 2009
2. Minutes from Overview & Scrutiny Management Board – 12th January 2010
3. Minutes from Governance Review Working Group Meeting – 4th February 2010
4. Performance Management Framework Consultation Feedback from Departments & Partners

Agenda Item 7

1.0 BACKGROUND:

- 1.1 As part of the Governance Review; a new performance management framework has been developed which is robust and will enable the council to drive improvement, and with partners, the performance of the Sefton Borough Partnership.

The approval of the framework is a key milestone of the Governance Review.

- 1.2 In consultation with Members, council departments and partners, a proposal has been developed; with anticipated implementation during the 2010/11 municipal year.
- 1.3 If implemented, this framework will change how the council plans, monitors, improves and reports performance.
- 1.4 In addition, the proposed framework will support and address a number of internal and external challenges including:
- Comprehensive Area Assessment (CAA)
 - Strategic Budget Review (SBR)
 - Improving the role and powers of Members as per Local Government & Public Involvement in Health Act 2007
 - Reducing reporting burdens
 - Improving a performance culture within the council

2.0 PROGRESS TO DATE:

- 2.1 The attached performance management framework (Annex 1.0 -3.0) has been developed over a number of months following significant consultation with Members, council departments and partners.
- 2.2 In its current format, the proposal:
1. Illustrates core groups within the performance improvement and reporting processes
 2. Illustrates how performance will be improved where underperformance exists
 3. Illustrates how best practice will be disseminated to inform policy making and service delivery
 4. Illustrates how and where performance will be reported.
- 2.3 The proposal therefore lays a strong performance improvement and reporting foundation. However, it is acknowledged that to have successful implementation of the framework in 2010/11, additional work will require completion.
- 2.4 To this end, a provisional implementation plan has been developed (Annex 4.0). This has been produced following a consultation event with council departments and partners, and has been circulated for review and comment.
- 2.5 Following review and comment, a finalised implementation plan will be produced, and approval then sought by Cabinet Member Performance & Governance.

3.0 NEXT STEPS:

- 3.1 The provisional implementation plan is currently being reviewed and commented upon by council departments and wider partners.
- 3.2 A finalised implementation plan will then be produced by the Performance & Partnerships Team, who will ensure that identified work underpinning the approved framework is completed.

- 3.3 The Performance & Partnerships Team will also be working closely with Neighbourhood Management Division to define and determine local priorities, service standards and performance targets in support of the neighbourhood management agenda.

4.0 ANNEXES:

1. Annex 1.0: Prioritisation Process & Performance Management Process Overview
2. Annex 2.0: Proposed Prioritisation Process
3. Annex 3.0: Proposed Performance Monitoring, Improvement & Reporting Framework
4. Annex 4.0: Provisional Implementation Plan for Proposed Performance Management Framework.

5.0 CONCLUSION:

- 5.1 In its current format, the proposed performance management framework provides a strong performance improvement and reporting foundation to build upon.
- 5.2 Moving forward, to ensure successful implementation of the proposed framework, a number of large and discrete pieces of work must be completed by council departments and/or partners. This has been identified within the provisional implementation plan, and a finalised version will be produced in the near future.

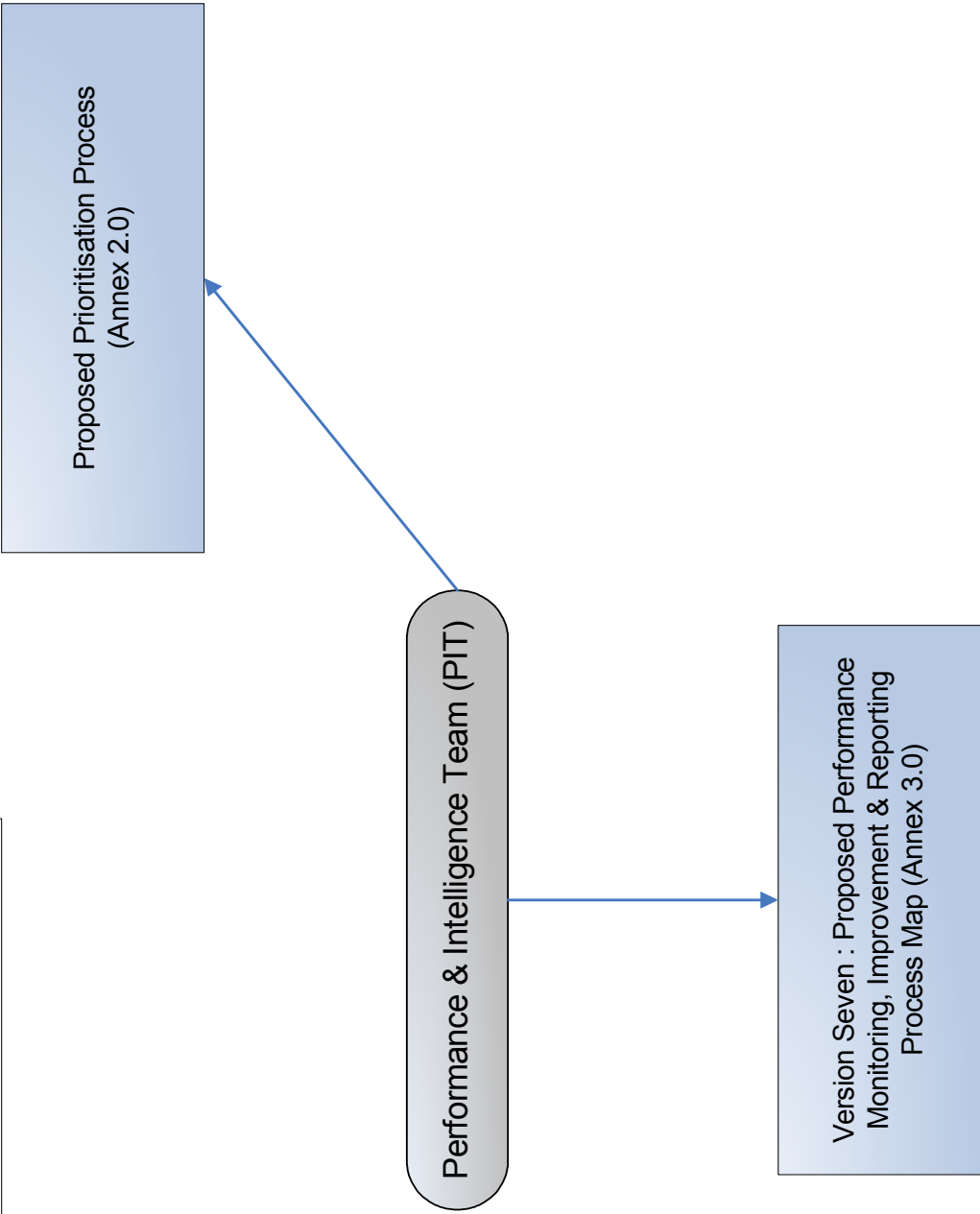
6.0 RECOMMENDATION(S):

Cabinet Member Performance & Governance is requested to agree and recommend Council:

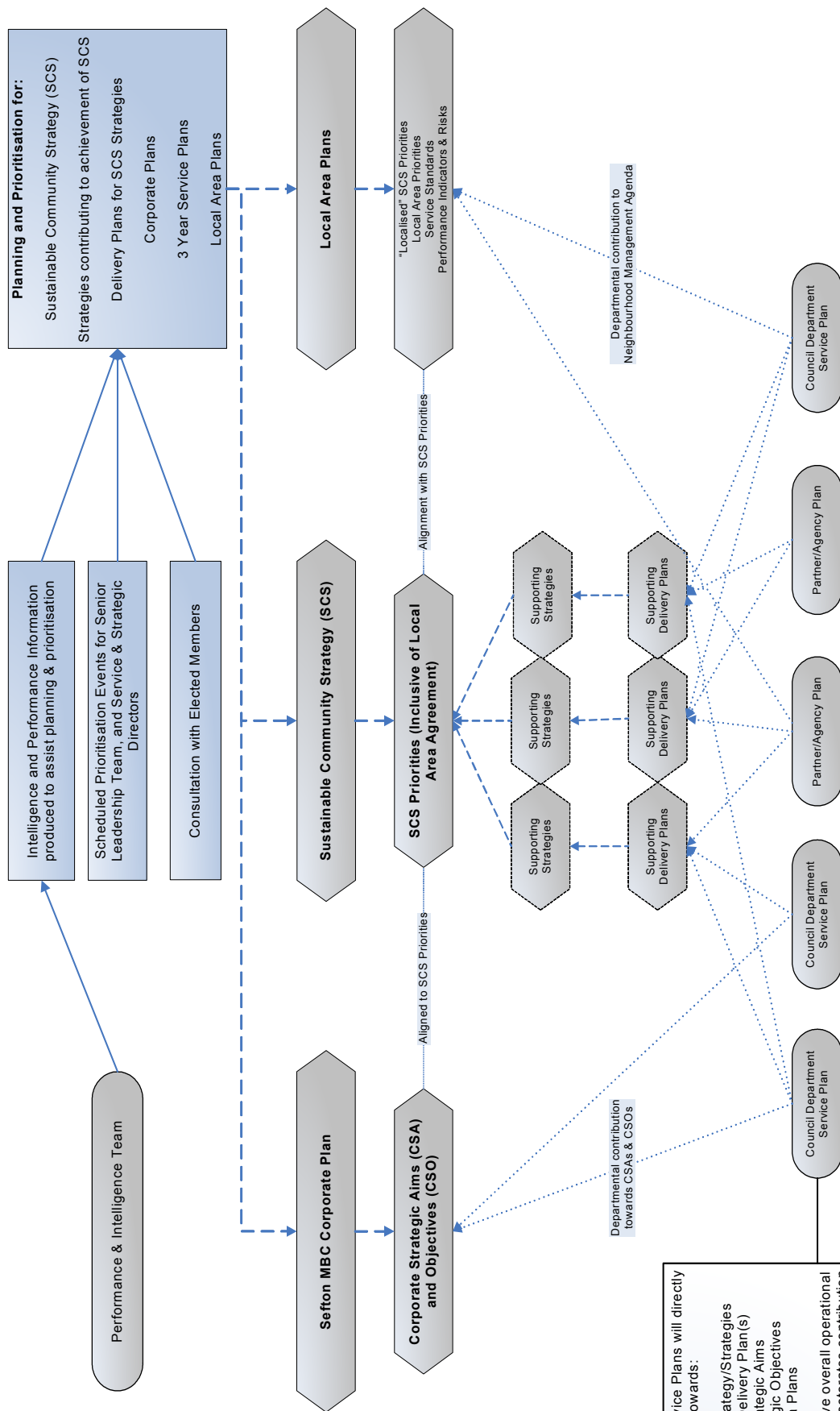
- i. Approve the proposed performance management framework (Annex 1.0 – 3.0), which will replace the existing framework.
- ii. Approve a provisional implementation plan for the proposed performance management framework (Annex 4.0)
- iii. Note this will require a change to the Constitution;
- iv. Delegate authority to the Cabinet Member Performance & Governance to move in year changes to the framework as the aforementioned plan is implemented.

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Annex 1.0 : Prioritisation Process & Performance Management Process Overview



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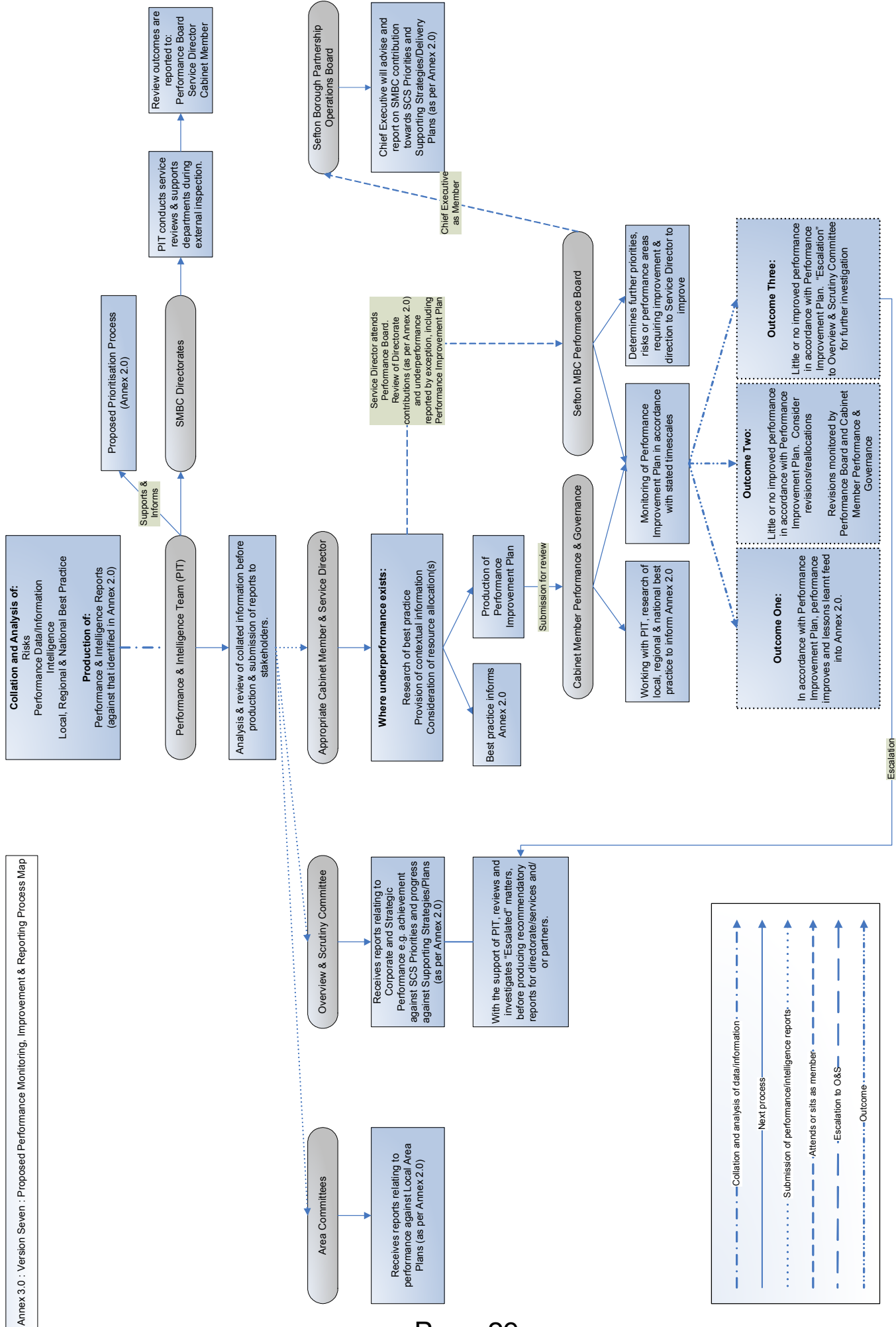
Council Department Service Plans will directly contribute towards:

- SCS Supporting Strategy/Strategies
- SCS Supporting Delivery Plan(s)
- Corporate Strategic Aims
- Corporate Strategic Objectives
- Local Area Plans

Service Directors will have overall operational responsibility for their directorates contribution towards the above

Performance and contribution against the above will be reported to the appropriate Cabinet Member & Opposition Spokespersons in addition to the Sefton MBC Performance Board.

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Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 1.0 : Definitions for Suggested Elements of Performance Management | |
|--|---|
| Culture and Behaviour | How the Council and its officers behave How attitudes, knowledge and experience combine to deliver a motivated, high performing organisation which is willing to learn from both itself and from others in order to improve. |
| Leadership & Direction | How the Executive and Senior Officers behave in ways which guide the organisation and enable it to perform and improve. How clear visions and priorities are set based on the needs of residents. How visions and priorities are articulated throughout the organisation, to enable departments to shape and deliver services in an aligned and effective way. |
| Systems & Information | How the Council uses technology to support performance planning, monitoring, delivery and improvement. How technology is used to support business processes and identify new ways of working or efficiencies. How technology is used to present data/information in a meaningful way to stakeholders in order to facilitate decision making. |
| Policies & Processes | How policies and processes are developed to streamline working and achieve efficiencies. How policies are used to ensure effective working with internal and external officers e.g. data submission. |
| Staff | How staff are acquired, supported, managed and developed. How skill-sets, knowledge and understanding of staff are identified, and where gaps exist, how staff are developed & supported. How staff understand the importance of performance management, and how their role impacts on strategic, corporate and/or service priorities, performance and/or risk. |
| Organisation & Partners | How the Council is managed, structured and governed. How relationships, both internal and with external partners, are managed and maintained. |
| Localised Performance | In support of the neighbourhood management agenda, how performance is localised in terms of priorities, service standards, disaggregated performance targets, risks and budgets/resource. |

Agenda Item 7

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 2.0 : (from Performance Management Framework Consultation Event – 15/02/10) Work Underpinning Proposed Performance Management Framework, and linkages with suggested elements of performance management | | | | | | | | | | | | |
|---|---|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|----|----|----|-----|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance | | | | |
| Prioritisation Planning | Develop strategic, corporate and service delivery priorities through consultation with Residents, Members, Senior Officers and Officers. | YES | YES | NO | NO | NO | NO | NO | NO | NO | NO | |
| | Develop intelligence led prioritisation, based on the most up-to-date information available. | YES | YES | NO | YES | NO | NO | NO | NO | NO | NO | |
| | Incorporate partnership, departmental and service planning processes within the performance management framework. | YES | NO | NO | YES | NO | NO | NO | NO | NO | NO | |
| | Develop effective monitoring mechanisms for the achievement of priorities which should extend beyond performance indicator performance e.g. customer interface leading to service review. | YES | NO | NO | YES | NO | NO | NO | NO | NO | NO | YES |
| Members | Clarify the role of Cabinet Member Performance & Governance in reviewing the performance of other portfolio holders. | YES | YES | NO | NO | NO | NO | NO | NO | NO | NO | NO |
| | Improve and enhance the role of Overview & Scrutiny in relation to reviewing, challenging and improving strategic performance and risks | YES | YES | NO | NO | NO | NO | NO | NO | NO | NO | NO |

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 2.0 : (from Performance Management Framework Consultation Event – 15/02/10) Work Underpinning Proposed Performance Management Framework, and linkages with suggested elements of performance management | | | | | | | | |
|---|--|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance |
| | In line with the neighbourhood management agenda, improve and enhance the role of Area Committees in relation to reviewing, challenging and improving local performance and risks. | YES | YES | NO | YES | NO | NO | YES |
| | Improve the relationship between Cabinet Member and Service Director in relation to achieving strategic, corporate and service priorities / outcomes. | YES | YES | NO | NO | YES | NO | NO |
| | Provide support and training to Members to effectively review and challenge performance. | YES | YES | NO | NO | YES | NO | NO |
| Performance & Risk Culture | Improve the culture, understanding and application of performance management and risk management at all officer levels within the Council. | YES | YES | NO | NO | YES | NO | NO |
| | Ensure performance management and risk management are integral parts of the day job for all officers at all levels | YES | NO | NO | NO | YES | NO | NO |
| | Conduct regular reviews of performance management and risk management knowledge, understanding and application irrespective of officer level. | YES | NO | NO | YES | YES | NO | NO |

Agenda Item 7

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

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|---|--|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance |
| | | YES | NO | NO | YES | YES | NO | NO |
| | Improve processes for the dissemination of local, regional and national best practice to inform priorities and influence service delivery. | NO | NO | NO | NO | YES | NO | NO |
| | Determine officer composition. | NO | NO | NO | NO | YES | NO | NO |
| | Ensure officers are adequately resourced, and are equipped with adequate skill set, knowledge and understanding. | NO | NO | NO | YES | YES | NO | NO |
| | Determine and finalise the role and operation of Performance & Intelligence Group e.g. collator or producer of intelligence, performance reports | YES | NO | NO | NO | YES | YES | NO |
| | Determine and finalise the relationship between the Performance & Intelligence Group and council departments e.g. data collation | NO | NO | NO | NO | YES | YES | NO |
| | Finalise the relationship between Performance & Intelligence Group and risk management (Finance & Information Services currently lead) | NO | NO | NO | YES | YES | YES | NO |

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 2.0 : (from Performance Management Framework Consultation Event – 15/02/10) Work Underpinning Proposed Performance Management Framework, and linkages with suggested elements of performance management | | | | | | | | | | | |
|---|--|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|-----|-----|-----|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance | | | |
| | In relation to risk management, clarify the role and responsibilities of Audit & Governance Committee and Cabinet Member Performance & Governance. | YES | YES | NO | NO | NO | NO | NO | NO | NO | NO |
| | Develop the role of Performance & Intelligence Group in relation to proposed service reviews | YES | NO | NO | NO | NO | NO | NO | NO | NO | NO |
| | If all performance management / intelligence functions are centralised, ensure appropriate linkages with front line services. | YES | NO | NO | NO | NO | NO | NO | NO | YES | NO |
| Partners | Ensure linkages to statutory and non-statutory partners in terms of improving outcomes, developing plans and monitoring/improving performance | YES | YES | NO | NO | NO | NO | NO | NO | YES | NO |
| | Where necessary, develop data/information sharing agreements to ensure accurate and timely data/information submission. | NO | NO | NO | YES | NO | NO | NO | NO | NO | NO |
| | Be sensitive to the performance management arrangements of statutory and non-statutory partners; and where possible, agree common approach to planning, monitoring, improving & reporting performance. | NO | NO | YES | YES | YES | YES | YES | YES | YES | YES |

Agenda Item 7

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 2.0 : (from Performance Management Framework Consultation Event – 15/02/10) Work Underpinning Proposed Performance Management Framework, and linkages with suggested elements of performance management | | | | | | | | |
|---|--|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance |
| | Where outcomes, priorities and/or performance indicators are delivered by through collaborative working, establish clearly assigned lead officers with overall responsibility for delivery. | NO | NO | YES | YES | YES | YES | NO |
| | In relation to core contract with Avaro and Capita Symonds, conduct mapping exercise to determine where work may fall outside of the core contract and may therefore incur a charge to the council. | NO | NO | YES | NO | YES | YES | NO |
| Processes | Develop methods for determining achievement against priorities/outcomes; extending beyond use of performance indicators. | NO | NO | YES | YES | NO | NO | YES |
| | Develop methods for determining when targeted performance is, or is not being achieved. | NO | NO | NO | YES | NO | NO | NO |
| | In relation to performance improvement, develop agreed action plans which clearly state how performance will be improved. In addition, develop mechanism by which best practice can be learnt and fed back into performance management framework to inform prioritisation and/or service delivery. | NO | NO | YES | YES | YES | YES | NO |
| | Conduct mapping exercise identifying where a statutory duty exists e.g. return to central government department, or production of statutory plan. Where such a duty exists, ensure that it can still be complied with by Performance & Intelligence Group, or remains within council/partner to discharge. | NO | NO | YES | YES | NO | YES | NO |

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 2.0 : (from Performance Management Framework Consultation Event – 15/02/10) Work Underpinning Proposed Performance Management Framework, and linkages with suggested elements of performance management | | | | | | | | |
|---|---|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance |
| | Consider developing a databank of data/information based on existing Corporate GIS project, enabling all council data/information to be stored in a central location and accessed by all departments. | NO | NO | YES | YES | NO | NO | NO |
| | Develop clear meeting and reporting timetables for officers and stakeholders to ensure all reporting duties can be discharged | NO | NO | NO | YES | YES | NO | NO |
| | Before full roll out and implementation of new performance management framework, conduct pilot exercise to determine with departments/and or partners and determine framework effectiveness. | YES | YES | YES | YES | YES | YES | YES |
| SPRINT | Conduct a review of SPRINT as the council's performance management system; identifying benefits and shortcomings. | YES | YES | YES | YES | YES | YES | YES |
| | Following review of SPRINT (and if deemed necessary) consideration of other solutions for a performance management system. | YES | YES | YES | YES | YES | YES | YES |
| Communication | Ensure that the new performance management framework is communicated to all Members, council officers and partners to ensure effective "buy in" | YES | YES | NO | NO | YES | YES | NO |

Agenda Item 7

Annex Four: Provisional Implementation Plan for Proposed Performance Management Framework

| Table 2.0 : (from Performance Management Framework Consultation Event – 15/02/10) Work Underpinning Proposed Performance Management Framework, and linkages with suggested elements of performance management | | | | | | | | |
|---|---|------------------------------------|--------------------------|-----------------------|----------------------|-------|-------------------------|-----------------------|
| Work Area | Work Underpinning | Elements of Performance Management | | | | | | |
| | | Culture and Behaviour | Leadership and Direction | Systems & Information | Policies & Processes | Staff | Organisation & Partners | Localised Performance |
| | | YES | YES | NO | NO | YES | YES | NO |
| | At all officer levels, communicate the importance of performance management as part of the day job, to support improved performance management culture e.g. incorporate within PDR process. | YES | YES | NO | NO | NO | YES | YES |
| Neighbourhood Management | Ensure sufficient linkages to Neighbourhood Management agenda to define and develop local priorities, service standards and performance targets. | YES | YES | NO | NO | NO | YES | YES |
| | Ensure that locally developed plans have sufficient linkages to Strategic and Corporate objectives. | YES | YES | NO | NO | NO | YES | YES |
| | Acknowledge that locally developed plans may vary in terms of priorities, service standards and performance indicators and will therefore vary by area. | YES | YES | NO | NO | NO | YES | YES |

Agenda Item 8

TO: COUNCIL
DATE: 25 MARCH 2010
SUBJECT: PROGRAMME OF MEETINGS - 2010/11
WARDS AFFECTED: ALL
REPORT OF: C.J. ELWOOD, LEGAL DIRECTOR
CONTACT OFFICER: PAUL FRASER: 0151 934 2068
EXEMPT/CONFIDENTIAL: NO

PURPOSE/SUMMARY:

To consider the draft Programme of Meetings for the 2010/11 Municipal Year.

REASON WHY DECISION REQUIRED:

To enable the business of the Council to be conducted.

RECOMMENDATION(S)

That:

- (1) the Programme of Meetings for the Council and Regulatory Committees; Overview and Scrutiny Committees; Area Committees; and Members' Briefings for 2010/11 as set out in Annexes A, B and C of the report be approved;
- (2) the Programme of Meetings for Cabinet and Cabinet Members, as set out in Annexe D of the report, be noted; and
- (3) the Programme of Meetings for the Sefton Borough Partnership as set out in Annex A of the report be noted.

KEY DECISION: No
FORWARD PLAN: Not appropriate
IMPLEMENTATION DATE: Following the meeting of the Council.

Agenda Item 8

ALTERNATIVE OPTIONS:

None.

IMPLICATIONS:

Budget/Policy Framework: Not appropriate.

Financial: None arising from this report.

Legal: None arising from this report.

Risk Assessment: Not appropriate.

Asset Management: Not appropriate.

CONSULTATION UNDERTAKEN/VIEWS

Assistant Chief Executive (Management)
Acting Finance and Information Services Director
Planning and Economic Development Director
Head of Overview and Scrutiny
Personnel Director
Head of Civic and Mayoral Services

CORPORATE OBJECTIVE MONITORING:

| <u>Corporate Objective</u> | | <u>Positive Impact</u> | <u>Neutral Impact</u> | <u>Negative Impact</u> |
|----------------------------|---|------------------------|-----------------------|------------------------|
| 1 | Creating a Learning Community | | √ | |
| 2 | Creating Safe Communities | | √ | |
| 3 | Jobs and Prosperity | | √ | |
| 4 | Improving Health and Well-Being | | √ | |
| 5 | Environmental Sustainability | | √ | |
| 6 | Creating Inclusive Communities | | √ | |
| 7 | Improving the Quality of Council Services and Strengthening local Democracy | √ | | |
| 8 | Children and Young People | | √ | |

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

BACKGROUND:

1. The Cabinet at its meeting held on 4 March 2010 considered a report suggesting a programme of meetings for the 2010/11 Municipal Year.

The report incorporated the suggested programme for the following meetings:

Annex A - Council, Regulatory Committee meetings and Members' Briefings;
Annex B - Overview and Scrutiny Committees;
Annex C - Area Committee meetings; and
Annex D - Cabinet and Cabinet Member meetings.

2. The Cabinet resolved (Minute No. 323) that
 - (1) with the exception of meetings of the Sefton Borough Partnership, the Programme of Meetings for the Council and Regulatory Committees; Overview and Scrutiny Committees; Area Committees; and Members' Briefings for 2010/11 as set out in Annexes A, B and C of the report be recommended to the Council for approval;
 - (2) the Programme of Meetings for Cabinet and Cabinet Members for 2010/11, as set out in Annex D of the report, be approved subject to the commencement time for meetings of the Cabinet Member - Regeneration being revised to 10.00 am; and
 - (3) the Programme of Meetings of the Sefton Borough Partnership as set out in Annex A of the report be noted.
3. The attached Programme of Meetings (Annex D) has been amended to reflect the change to the starting time of the Cabinet Member - Regeneration as referred to in resolution (2) above.
4. Formby Area Committee - Since consideration of the report by Cabinet on 4 March, it has been discovered that the Professional Development Centre is not available for the meeting of the Formby Area Committee on 1 July 2010. Following consultation with the Chair, it is now recommended that the meeting scheduled to be held on 1 July be rearranged and held on 24 June 2010. Annex C has been amended accordingly.
5. Litherland and Ford Area Committee - The Chair of the Area Committee (Councillor Moncur) has requested that various changes be made to the programme of meetings for that Committee as approved by Cabinet. The proposed changes are as follows:

Agenda Item 8

Date approved by Cabinet

30 June 2010
29 September 2010
27 October 2010

Suggested Change

7 July 2010
6 October 2010
17 November 2010

Annex C has been amended accordingly.

METROPOLITAN BOROUGH OF SEFTON
PROGRAMME OF MEETINGS 2010/11 - AREA COMMITTEES

| Meeting | Day | Time | Venue | 2010 | | | | | | | | | | | | 2011 | | | |
|-----------------------------|-------|-----------|-------|------|------|------|-----|------|-----|-----|-----|-----|-----|-----|-----|------|--|--|--|
| | | | | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | | | |
| CROSBY | Wed. | 6.30 p.m. | ① | 26 | - | 7 | - | 8 | 6 | 3 | - | 19 | 23 | 23 | - | 25 | | | |
| FORMBY | Thur. | 7.00 p.m. | ② | 27 | 24 | - | 26 | 30 | 28 | - | - | 6 | 10 | 17 | - | 26 | | | |
| LINACRE AND DERBY | Mon. | 6.30 p.m. | ③ | 24 | - | 12 | 16 | 20 | - | 1 | - | 10 | 14 | 21 | - | 23 | | | |
| LITHERLAND AND FORD | Wed. | 6.30 p.m. | ④ | 26 | - | 7 | - | 1 | 6 | 17 | - | 5 | 16 | 23 | - | 25 | | | |
| OSWALD AND NETHERTON ORRELL | Thur. | 6.30 p.m. | ⑤ | 27 | - | 1 | 26 | 30 | 28 | - | - | 6 | 10 | 17 | - | 26 | | | |
| WON EAST SHES | Thur. | 6.30 p.m. | ⑥ | 27 | - | 15 | - | 9 | - | 4 | - | 20 | - | 17 | - | 26 | | | |
| SOUTHPORT | Wed. | 6.30 p.m. | ⑦ | 26 | 16 | 28 | - | 1 | 6 | 17 | - | 5 | 16 | 30 | - | 25 | | | |

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- ① Crosby Area Committee - alternates between - SING Plus, Cambridge Road, Seaforth / St. Stephen's Church Hall, St. Stephen's Road, Hightown / Waterloo Rugby Club, St. Anthony's Road, Blundellsands
- ② Formby Area Committee - Formby Professional Development Centre, Park Road, Formby
- ③ Linacre and Derby Area Committee - Bootle Town Hall, Oriol Road
- ④ Litherland and Ford Area Committee - Alternates between Cathy Roberts Memorial Hall, Osborne Road, Litherland/Goddard Hall, Stanley Road, Bootle
- ⑤ St. Oswald and Netherton and Orrell Area Committee - Alternates between Netherton Activity Centre, Glovers Lane, Netherton/Bootle Day Centre, Linacre Lane, Bootle/Netherton Park Neighbourhood Centre, Chester Avenue
- ⑥ Sefton East Parishes Area Committee - Alternates between Maghull Town Hall, Hall Lane, Maghull/Old Roan Methodist Church, Altway/Lydiat Primary School, Lamshear Lane/Melling Primary School, Wheeler Drive
- ⑦ Southport Area Committee - Southport Town Hall

The shaded columns indicate the meetings approved by Council last year.
 PGF/669 Mar. 2010

Agenda Item 8

ANNEX D

METROPOLITAN BOROUGH OF SEFTON PROGRAMME OF CABINET MEMBER MEETINGS - 2010/2011

| Meeting | Day | Time | Venue | 2010 | | | | | | | | | | | | 2011 | | | | | | | | |
|--|-------|------------|-------|------|-------|-------|-------|------|------|------|-----|-----|-----|-----|-----|------|--|------|--|------|--|--|--|--|
| | | | | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | | | | | | | | |
| CABINET | Thur. | 10.00 a.m. | B | | | 8 | | 2 | 28 | | | | | | | 3 | | 14 | | | | | | |
| CABINET MEMBER: CHILDREN'S SERVICES | Tues. | 9.30 a.m. | B | 20 | 10 | 13 | 5 | 30 | | | | | | | | 3 | | | | 19 | | | | |
| CABINET MEMBER: CORPORATE SERVICES | Wed. | 10.00 a.m. | B | 4 | 1/22 | 21 | 3/24 | 14 | 5/26 | 16 | | | | | | 1/22 | | 12 | | 3 | | | | |
| CABINET MEMBER ENVIRONMENTAL | Wed. | 12.00 Noon | S | | | | | | | | | | | | | | | | | | | | | |
| INET MEMBER: COMMUNITIES | Wed. | 11.00 a.m. | B | 26 | 2/30 | 28 | 25 | 22 | 20 | 17 | | | | | | 9 | | 6 | | 4 | | | | |
| INET MEMBER: LEISURE & RISM | Wed. | 12.00 noon | S | 26 | 16 | 14 | 11 | 8 | 6 | 3 | | | | | | 23 | | 20 | | 25 | | | | |
| CABINET MEMBER: PERFORMANCE AND GOVERNANCE | Wed. | 9.00 a.m. | B | | | | | | | | | | | | | | | | | | | | | |
| CABINET MEMBER: REGENERATION | Wed. | 10.00 a.m. | S | | 9 | 6/7 | 4 | 1/29 | | 3 | | | | | | 16 | | 13 | | 4 | | | | |
| CABINET MEMBER: HEALTH AND SOCIAL CARE | Wed. | 12.00 noon | B | 26 | 23 | 21 | 18 | 15 | 13 | 10 | | | | | | 16 | | 13 | | 25 | | | | |
| CABINET MEMBER: TECHNICAL SERVICES | Wed. | 10.00 a.m. | S | | | | | | | | | | | | | | | | | | | | | |
| | | | B | 26 | 16/30 | 14/28 | 11/25 | 8/22 | 6/20 | 3/17 | | | | | | 9/23 | | 6/20 | | 4/25 | | | | |
| | | | S | | | | | | | | | | | | | | | | | | | | | |

Agenda Item 9

Meeting: COUNCIL

Date of Meeting: 25 MARCH 2010

Title of Report: ATTENDANCE AT MEETINGS –
SECTION 85 OF THE LOCAL GOVERNMENT
ACT 1972

| | |
|-----------------------------------|------------------------------------|
| <u>Report of:</u> | Mrs. C.J. Elwood Legal Director |
| <u>Contact Officer:</u> | Mrs. C.J. Elwood 0151 934 2032 |
| <u>Exempt/Confidential</u> | No |

1.0 Summary

This report requests authority to approve and authorise the absence of Councillor V. Platt from attendance at Council and Committee Meetings pursuant to Section 85 of the Local Government Act 1972 due to his current ill health.

2.0 Recommendations

That the current absence from all Council and Committee Meetings of Councillor Platt due to ill health be authorised and approved for a further period from the date of this meeting until 6 May 2010, which is the date of the Council elections, pursuant to the provisions of Section 85 of the Local Government Act 1972.

3.0 Background

- 3.1** Section 85 of the Local Government Act 1972 provides that if an Elected Member fails to attend any Council or Committee Meeting for a period of six months he or she will be automatically disqualified as an Elected Member, unless their failure to attend was for a reason which was approved by the Council before the expiry of the six month period.
- 3.2** Unfortunately Councillor V. Platt has not been well enough to attend any meeting for several months due to ill health. He last attended an Employment Procedural Committee Meeting on 9 June 2009.
- 3.3** The Council at its meeting held on 22 October 2009 approved his absence from all Council or Committee meetings due to ill health for a six month period until 21 April 2010. This is the last Council meeting prior to that date and Councillor Platt will not be well enough to attend any further meetings due to ill health.
- 3.4** Members are requested to approve his current absence from all Council or Committee Meetings due to ill health for a fu Page 47 from the date of this meeting until 6 May 2010, which is the date of the Council elections.

Agenda Item 9

COUNCIL - 25 MARCH 2010

REPORT OF THE LEADER OF THE COUNCIL - MATTERS DEALT WITH IN ACCORDANCE WITH RULE 17 OF THE SCRUTINY PROCEDURE RULES (CALL-IN AND URGENCY)

I wish to report that the Chair of the relevant Overview and Scrutiny Committee has given his consent, under Rule 17 of the Scrutiny Procedure Rules, to the following issues being dealt with, on the basis that the decisions could not be reasonable deferred and therefore not subject to call-in.

CABINET URGENT BUSINESS COMMITTEE - 25 FEBRUARY 2010

16. JOINT WASTE DEVELOPMENT PLAN - CONSULTATION ON PREFERRED OPTIONS REPORT

The Committee considered the report of the Planning and Economic Development Director which outlined the progress on the preparation of the joint Merseyside Waste Development Plan Document and sought approval and endorsement of the Preferred Options Report, which would include consultation on specific sites that had the potential to accommodate the additional waste management facilities that would be required in the future.

The report was submitted in accordance with a decision of City Region Cabinet that all the authorities participating in the preparation of the joint plan should receive a common report to explain and recommend approval of the Preferred Options Report.

The Overview and Scrutiny Committee (Regeneration and Environmental Services at its meeting held on 2 February 2010 (Minute No. 55) and the Planning Committee at its meeting held on 10 February 2010 (Minute No. 160) had considered a report on the Preferred Options Report and the recommendations of the two Committees were set out in the report.

The Planning and Economic Development Director reported on the consultations held with the Planning Inspectorate and Counsel on the soundness of the Waste Development Plan Document Preferred Options Report and upon the decisions taken by Knowsley, St. Helens, Wirral and Halton Councils with regard to the Preferred Options Report. Liverpool City Council had still to take a decision on this issue.

RESOLVED: That

- (1) consideration of the recommendations in the report be deferred to enable the Planning and Economic Development Director to submit a report to the Overview and Scrutiny Committee (Regeneration and Environmental Services and Planning Committee on the consultations held with the Planning Inspectorate and Counsel on the soundness of the Waste Development Plan Document Preferred Options Report;

Agenda Item 11

- (2) following the submission of the report to the two above mentioned Committees, a meeting of this Committee be convened to enable further consideration to be given to the action to be taken on the Waste Development Plan Document Preferred Options Report; and
- (3) it be noted that the Chair of the Overview and Scrutiny Committee (Performance and Corporate Services) had given his consent under Rule 17 of the Scrutiny Procedure Rules for these decisions to be treated as urgent and not subject to "call-in" on the basis that Knowsley, St. Helens, Wirral and Halton Councils have all taken a decision on the Preferred Options Report and only Sefton and Liverpool Councils are outstanding. The consultation will not commence until each participating Council has given authority.

CABINET - 4 MARCH 2010

293. ROYAL GARDEN PARTY 2010

The Cabinet considered the report of the Legal Director which sought the nomination of representatives to attend a Royal Garden Party in July 2010.

It was noted that the Council had been allocated six places, this quota being determined by the population of the Borough. Nominations had to be submitted by 5 March 2010 and the Lord Chamberlain's Office would not accept under any circumstances applications received after the closing date.

RESOLVED: That

- (1) the Mayor and Mayor's Consort, Councillor Hough and Partner, and Councillor D. Jones and Partner be nominated to attend a Royal Garden Party in July 2010; and
- (2) it be noted that the Chair of the Overview and Scrutiny Committee (Performance and Corporate Services) has approved the waiving of the call-in period in accordance with Rule 17 of the Scrutiny Procedure Rules in view of the need to submit the nominations to the Lord Chamberlain's Office by 5 March 2010.

C J Elwood
Legal Director