



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2011 - 31 MAY 2011

This Forward Plan sets out the details of the key decisions which the Cabinet, individual Cabinet Members or Officers expect to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.

A Key Decision is defined in the Council's Constitution as:

1. any Executive decision that is not in the Annual Revenue Budget and Capital Programme approved by the Council and which requires a gross budget expenditure, saving or virement of more than £100,000 or more than 2% of a Departmental budget, whichever is the greater;
2. any Executive decision where the outcome will have a significant impact on a significant number of people living or working in two or more Wards

As a matter of local choice, the Forward Plan also includes the details of any significant issues to be initially considered by the Executive Cabinet and submitted to the Full Council for approval.

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each Key Decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision may not be taken, unless:

- it is published in the Forward Plan;
- 5 clear days have lapsed since the publication of the Forward Plan; and
- if the decision is to be taken at a meeting of the Cabinet, 5 clear days notice of the meeting has been given.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Lord Street, Southport PR8 1DA or accessed from the Council's website: [www.sefton.gov.uk](http://www.sefton.gov.uk)

- Council Constitution
- Forward Plan
- Reports on the Key Decisions to be taken
- The minutes for each Key Decision, which will normally be published within 5 working days after having been made

Members of the public are welcome to attend meetings of the Cabinet and the individual Cabinet Members which are held at the Town Hall, Oriel Road, Bootle or the Town Hall, Lord Street, Southport. Video conferencing facilities are available at both venues for the Cabinet Member meetings. The dates and times of the meetings are published on [www.sefton.gov.uk](http://www.sefton.gov.uk) or you may contact the Committee and Member Services Section on telephone number 0151 934 2068.

**NOTE:**

*For ease of identification, items listed within the document for the first time will appear shaded.*

**Margaret Carney**  
**Chief Executive**

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Skills Funding Agency (SFA)/European Social Fund (ESF) Provision (Greater Merseyside Provision for NEET ESF 2011 - 2013 Youth Programme)			
Decision Maker	Cabinet Member - Children's Services			
Decision Expected	8 February 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	Cabinet Member - regeneration on 19 January 2011			
Method(s) of Consultation	Reports to Cabinet Members			
List of Background Documents to be Considered by Decision-maker	Report to Cabinet Member - Children's Services (7 December 2010) and Cabinet Member - Regeneration (15 December 2010) entitled Skills Funding Agency/European Social Fund Co-Financed Provision			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Mo Kundi		
	E-mail Address Telephone No	mo.kundi@sefton.gov.uk Tel: 0151 934 3447		
	Consultation Deadline Date	25 January 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Carers Strategy Progress			
Decision Maker	Cabinet Member - Health and Social Care			
Decision Expected	16 February 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	None			
Method(s) of Consultation	Report of the Strategic Director - Social Care and Well-Being			
List of Background Documents to be Considered by Decision-maker	None			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Robina Critchley, Colin Speight		
	E-mail Address Telephone No	robina.critchley@sefton.gov.uk, colin.speight@sefton.gov.uk Tel: 0151 934 4900, Tel: 0151 934 3743		
	Consultation Deadline Date	12 January 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	The Location of a Second ICT Data Centre			
Decision Maker	Cabinet			
Decision Expected	Between 17 February 2011 and 27 January 2011			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Strategic Leadership Team, arvato ICT Team, Accommodation Working Group and the Strategic Asset Management Group			
Method(s) of Consultation	Report to the Strategic Leadership Team, Accommodation Working Group and Strategic Asset Management Group. Workshop with arvato			
List of Background Documents to be Considered by Decision-maker	Report of the Interim Head of Corporate Finance and ICT Strategy			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Linda Price		
	E-mail Address Telephone No	linda.price@sefton.gov.uk Tel: 0151 934 3258		
	Consultation Deadline Date	10 December 2010		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	17 February 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members Overview and Scrutiny Committee (Performance and Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Report of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Jan McMahon		
	E-mail address Telephone No	jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431		
	Consultation Deadline Date	13 January 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	3 March 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members Overview and Scrutiny Committee (Performance and Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Report of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Jan McMahon		
	E-mail address Telephone No	jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431		
	Consultation Deadline Date	10 February 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	To set the Council Tax, Revenue Budget and Capital Programme for 2011/12 To set the Council's Council Tax for 2011/12; to set the Council's Revenue Budget for 2011/12; and to set the Council's Capital Programme for 2011/12			
Decision Maker	Council			
Decision Expected	3 March 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Members, Overview and Scrutiny Committee Members and the Corporate Finance and ICT Strategy Department			
Method(s) of Consultation	At meetings of the Cabinet on 3 February and 3 March 2011 and the Overview and Scrutiny Committee (Performance and Corporate Services) on 2 March 2011			
List of Background Documents to be Considered by Decision-maker	Report of the Interim Head of Corporate Finance and ICT Strategy			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Jeff Kenah, Mike Martin		
	E-mail address Telephone No	jeff.kenah@sefton.gov.uk, mike.martin@sefton.gov.uk Tel: 0151 934 4104, Tel: 0151 934 3506		
	Consultation Deadline Date	3 March 2011		



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Registration Of Births, Deaths and Marriages To amend the current Sefton North and Sefton South Registration of Births, Deaths and Marriages and the creation of a Single Registration District			
Decision Maker	Cabinet			
Decision Expected	3 March 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Member - Leisure and Tourism Staff, Unions and Public			
Method(s) of Consultation	Meetings			
List of Background Documents to be Considered by Decision- maker	Committee reports, Service Delivery Plan and adoption of Performance Indicators			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Rajan Paul, John Proffitt		
	E-mail address Telephone No	rajan.paul@sefton.gov.uk, john.proffitt@sefton.gov.uk Tel: 0151 934 2370, Tel: 01704 533443		
	Consultation Deadline Date	End of February 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	14 April 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members Overview and Scrutiny Committee (Performance and Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Report of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Jan McMahon		
	E-mail address Telephone No	jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431		
	Consultation Deadline Date	31 March 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	19 May 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members Overview and scrutiny Committee (Performance and Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Report of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Jan McMahon		
	E-mail address Telephone No	jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431		
	Consultation Deadline Date	29 April 2011		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Linacre Worklessness Pilot			
Decision Maker	Cabinet Member - Regeneration			
Decision Expected	16 February 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	Linacre;			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Linacre Ward Members Residents			
Method(s) of Consultation	Meetings Direct contact with residents and organisations			
List of Background Documents to be Considered by Decision-maker	Report of Neighbourhoods and Investment Programmes Director			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Steph Prewett		
	E-mail Address Telephone No	steph.prewett@sefton.gov.uk Tel: 0151 934 3485		
	Consultation Deadline Date	On going		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Allocations Policy for Sefton To approve and adopt a revised Allocations Policy for Sefton following the consultation exercise on the draft policy in October/November 2010.			
Decision Maker	Cabinet Member - Regeneration			
Decision Expected	16 February 2011			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Cabinet Member - Regeneration			
Method(s) of Consultation	Direct consultation with the Cabinet Member - Regeneration			
List of Background Documents to be Considered by Decision-maker	Report of the Neighbourhoods and Investment Programmes Director			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Neil Davies		
	E-mail address Telephone No	neil.davies@sefton.gov.uk Tel: 0151 934 4837		
	Consultation Deadline Date	21 December 2010		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	To agree the Draft Options Document of the Sefton Core Strategy for Public Consultation			
Decision Maker	Cabinet			
Decision Expected	Between 17 February 2011 and 3 March 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Widespread consultation; Area Committees; Parish Councils; List of those on consultation database: includes developers, housebuilders and their agents; registered social landlords; environmental interests; residents groups; other community representatives; individuals			
Method(s) of Consultation	Advertisements in the local press; Letter to all those on the Local Development Framework database; Sefton website; Discussion Forums; Presentations			
List of Background Documents to be Considered by Decision-maker	Preferred Options Document			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Ingrid Berry, Steve Matthews		
	E-mail Address Telephone No	ingrid.berry@sefton.gov.uk, steve.matthews@sefton.gov.uk Tel: 0151 934 3559		
	Consultation Deadline Date	2 December 2010		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Outcomes of the Green Belt Study To recommend that the outcomes of the draft Green Belt Study are incorporated in the Preferred options stage of the Core Strategy document			
Decision Maker	Cabinet			
Decision Expected	Between 17 February 2011 and 3 March 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	All Area Committees			
Method(s) of Consultation	Presentations to all Area Committees			
List of Background Documents to be Considered by Decision-maker	Green Belt Study Document			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Ingrid Berry, Gillian Mathews, Steve Matthews		
	E-mail address Telephone No	ingrid.berry@sefton.gov.uk, , steve.matthews@sefton.gov.uk Tel: 0151 934 3559		
	Consultation Deadline Date	2 December 2010		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	To seek approval of the Liverpool City Region Development Land Needs and Supply Overview Study Report and covering report of the Planning and Economic Development Director			
Decision Maker	Cabinet			
Decision Expected	3 March 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	There will be no public or stakeholder consultation on the study but its findings will inform the LDF Core Strategy consultation process			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Liverpool City Region Development Land Needs and Supply Overview Study Report and covering report of the Planning and Economic Development Director			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Alan Young		
	E-mail Address Telephone No	alan.young@sefton.gov.uk Tel: 0151 934 3551		
	Consultation Deadline Date	Not applicable		



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Study to "Review of the (Former) RSS Housing Requirement Figure for Sefton"			
Decision Maker	Cabinet			
Decision Expected	3 March 2011			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards;			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	There will be no public or stakeholder consultation on the study but its findings will inform the LDF Core Strategy consultation process			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	The final "Review of the (Former) RSS Housing Requirement Figure for Sefton" study report and the covering report of the Planning and Economic Development Director			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Alan Young		
	E-mail Address Telephone No	alan.young@sefton.gov.uk Tel: 0151 934 3551		
	Consultation Deadline Date	Not applicable		

## **CONTACT DETAILS**

### **HOW TO MAKE REPRESENTATIONS TO DECISION TAKER**

#### **Political Leadership**

Councillor Robertson, Leader, Liberal Democrat Party and Leader of the Council, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: [libdems@sefton.gov.uk](mailto:libdems@sefton.gov.uk)

Tel: 0151 934 2252

Fax: 0151 934 2251

Councillor P. Dowd, Leader, Labour Party, c/o Town Hall, Oriel Road, Bootle L20 7AE

Email: [peter.dowd@sefton.gov.uk](mailto:peter.dowd@sefton.gov.uk)

Tel: 0151 934 3361

Fax: 0151 934 3459

Councillor Parry, Leader, Conservative Party, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: [conservatives@sefton.gov.uk](mailto:conservatives@sefton.gov.uk)

Tel: 0151 934 2061

Fax: 0151 934 2060

*Note: Additional contact details are also enclosed within the body of the document.*