



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 JULY 2012 - 31 OCTOBER 2012

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	Overview and Scrutiny Annual Report 2011/12			
Decision Maker	Council			
Decision Expected	5 July 2012			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	Council			
Method(s) of Consultation	Report of the Director of Corporate Commissioning			
List of Background Documents to be Considered by Decision-maker	Overview and Scrutiny Annual Report			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Debbie Campbell, Ruth Harrison		
	E-mail Address Telephone No	debbie.campbell@sefton.gov.uk, ruth.harrison@sefton.gov.uk Tel: 0151 934 2254, Tel: 0151 934 2042		
	Consultation Deadline Date	4 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>The Atkinson To establish the revenue budget for the Atkinson (Southport Cultural Centre) and the associated staff structure to be implemented from 1 April 2013; and to provide funds to recruit key staff in this financial year in order to undertake essential preparation prior to opening</p>			
Decision Maker	Cabinet			
Decision Expected	Between 19 July 2012 and 16 August 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	Ainsdale; Birkdale; Cambridge; Dukes; Harington; Kew; Meols; Norwood; Ravenmeols			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	Cabinet Members			
Method(s) of Consultation	Briefing			
List of Background Documents to be Considered by Decision-maker	The Atkinson – Stakeholder Information; Report on the future operation of the Atkinson			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	John Taylor		
	E-mail address Telephone No	john.taylor@sefton.gov.uk Tel: 0151 934 2374		
	Consultation Deadline Date	5 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Birkdale Primary School To seek approval for the inclusion within the capital programme of a scheme to increase and modernise areas of the present accommodation at Birkdale Primary School to become a two-form entry school.			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	Ainsdale; Birkdale; Cambridge; Dukes; Kew; Meols; Norwood			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	School Governors and Staff. Cabinet Member Children's Services.			
Method(s) of Consultation	Meetings and presentations.			
List of Background Documents to be Considered by Decision-maker	Report to Cabinet Member – Children, Schools and Families 1 November 2011 - Review of Primary Places			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Ivan Guy		
	E-mail address Telephone No	ivan.guy@sefton.gov.uk Tel: 0151 934 3429		
	Consultation Deadline Date	25 April 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Crosby High School To seek approval for the inclusion within the capital programme for a scheme to increase and modernise areas of the present accommodation at Crosby High School. This is due to the withdrawal of BSF funding which would have addressed accommodation issues on another site.			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	School Governors and Staff. Cabinet Member - Children, Schools and Families			
Method(s) of Consultation	Meetings and presentations			
List of Background Documents to be Considered by Decision-maker	Report to Cabinet 4 February 2010. Building Schools for the Future; Update and financial implications.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Ivan Guy		
	E-mail address Telephone No	ivan.guy@sefton.gov.uk Tel: 0151 934 3429		
	Consultation Deadline Date	25 April 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Overview and Scrutiny Annual Report 2011/12			
Decision Maker	Council			
Decision Expected	5 July 2012			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	Council			
Method(s) of Consultation	Report of the Director of Corporate Commissioning			
List of Background Documents to be Considered by Decision-maker	Overview and Scrutiny Annual Report			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Debbie Campbell, Ruth Harrison		
	E-mail Address Telephone No	debbie.campbell@sefton.gov.uk, ruth.harrison@sefton.gov.uk Tel: 0151 934 2254, Tel: 0151 934 2042		
	Consultation Deadline Date	4 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Direct Debiting Function in Health and Wellbeing Service Outsourcing the Direct Debiting function for Health and Wellbeing			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	Head of Corporate Legal Services Head of Corporate Finance and ICT			
Method(s) of Consultation	Internal			
List of Background Documents to be Considered by Decision-maker	Not Applicable			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Steve Deakin		
	E-mail address Telephone No	steve.deakin@sefton.gov.uk Tel: 0151 934 2372		
	Consultation Deadline Date	21 June 2012		



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Review of Library Services To consider the options associated with the review of Library Services in order to approve the commencement of a further stage of consultation and engagement activity			
Decision Maker	Cabinet			
Decision Expected	13 September 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	<p>Leadership</p> <ul style="list-style-type: none"> <li>• Transformation Programme Board</li> <li>• Strategic Leadership Team</li> <li>• Leaders of political parties</li> <li>• Cabinet</li> <li>• Cabinet Member and Spokespersons for Leisure, Culture and Tourism</li> <li>• Councillors</li> </ul> <p>Staffing</p> <ul style="list-style-type: none"> <li>• Library staff</li> <li>• Unions</li> <li>• Volunteers</li> </ul> <p>Public</p> <ul style="list-style-type: none"> <li>• Library users</li> <li>• Those who live, work or study in Sefton</li> <li>• Friends of ..... libraries groups</li> <li>• Community and equality groups</li> </ul> <p>External stakeholders/organisations within Sefton</p> <ul style="list-style-type: none"> <li>• Local History societies</li> <li>• Hirers of library buildings</li> <li>• Schools</li> <li>• Reading groups</li> <li>• Councillors holding surgeries in libraries</li> <li>• Organisations that hold surgeries/drop in sessions on regular or ad hoc basis</li> <li>• Merseycare</li> </ul>			

	<ul style="list-style-type: none"> <li>• HMP Kennet</li> <li>• Adult education providers – Southport College, the Bridge, Sefton Adult and Community Learning Service</li> <li>• CVS</li> <li>• Health Visitors</li> <li>• Children’s Centres</li> <li>• Connect</li> <li>• Housing Benefits</li> </ul> <p>Internal Sefton MBC</p> <ul style="list-style-type: none"> <li>• All Sefton Council services</li> <li>• Arvato, Capita Symonds plus client teams</li> </ul> <p>External</p> <ul style="list-style-type: none"> <li>• Chartered Institute of Library and Information Professionals (CILIP)</li> <li>• Society of Chief Librarians</li> <li>• Arts Council England</li> <li>• Booktrust (responsible for Bookstart)</li> </ul> <p>Other library authorities will form part of this process:</p> <ul style="list-style-type: none"> <li>• to examine good practice in other library authorities</li> <li>• to learn from authorities that are facing/have faced legal challenges</li> <li>• to learn from authorities where decisions have been overturned/reversed (outside the legal process)</li> </ul> <p>The methodology for this will include forums, national groups, network of regional meetings</p>	
Method(s) of Consultation	Wide ranging including e-consult, questionnaires, Focus Groups, stakeholder and service user and non service user events	
List of Background Documents to be Considered by Decision-maker	Library Review – Project Initiation Document, Overview and Scrutiny Committee Asset Management review of libraries 2010	
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Christine Hall
	E-mail address Telephone No	christine.hall@sefton.gov.uk Tel: 0151 934 2376
	Consultation Deadline Date	30 July 2012

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Overview and Scrutiny Annual Report 2011/12			
Decision Maker	Council			
Decision Expected	5 July 2012			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Council			
Method(s) of Consultation	Report of the Director of Corporate Commissioning			
List of Background Documents to be Considered by Decision-maker	Overview and Scrutiny Annual Report			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Debbie Campbell, Ruth Harrison		
	E-mail Address Telephone No	debbie.campbell@sefton.gov.uk, ruth.harrison@sefton.gov.uk Tel: 0151 934 2254, Tel: 0151 934 2042		
	Consultation Deadline Date	4 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Capital Programme and Capital Allocations 2012/13 To provide an update on the development of a single capital pot bidding process and make recommendations for the acceptance of an interim Capital New Starts Programme for 2012/13			
Decision Maker	Council			
Decision Expected	5 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Head of Corporate Finance and ICT and Head of Corporate Legal Services			
Method(s) of Consultation	Meetings and e mail correspondence			
List of Background Documents to be Considered by Decision-maker	Letter from Department for Transport: Local Transport Settlement (2011/12 – 2012/13) – 13 December 2010. Letter from Department for Health: Adults' Personal Social Services: Specific Revenue Grants and Capital Grant Allocations for 2012/13 – 8 December 2011. Email from Merseytravel 10 January 2012			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	David Kay		
	E-mail address Telephone No	david.kay@sefton.gov.uk Tel: 0151 934 4527		
	Consultation Deadline Date	10 May 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Independent Remuneration Panel To consider the recommendations of the Independent Remuneration Panel on its review of the Members' Allowance Scheme			
Decision Maker	Council			
Decision Expected	5 July 2012			
Key Decision Criteria	Financial	No	Community Impact	No
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Members of the Council			
Method(s) of Consultation	Publication of report			
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)	Andrea Grant		
	E-mail address Telephone No	andrea.grant@sefton.gov.uk Tel: 0151 934 2030		
	Consultation Deadline Date	1 May 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Area Committee Budgets To consider changes in the way Area Committee Budgets are operated which may require a change to the Constitution			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Area Committees			
Method(s) of Consultation	Report taken to Area Committees			
List of Background Documents to be Considered by Decision-maker	Report to Area Committees; Council Constitution			
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	21 March 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Determination of Commissioning Priorities Supporting People - Determination of commissioning priorities and approval of if and how services are to be ceased/ decommissioned or rationalised.			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	<p>A Lymath K Parkes  Access Community Services Ltd Kensington Supported Housing  Adactus Housing Light For Life  Addullam Homes Local Solutions  Mears Group Making Space  Anchor Trust Mencap  Arena Housing Association Ltd Merseyside Society for Deaf People  Autism Initiatives Merseyside Youth Association Limited  Barbara Hemmings Mr &amp; Mrs O'Connor  Barbara Jones North West Property Custodians Ltd  Beech Housing Association Nugent Care Society  Bosco Society One Vision Housing  Carr - Gomm Pierhead Housing Association  Community Integrated Care Plus Dane Housing  DeafBlind UK PSS  Disc Raglin Care Ltd  English Churches Housing Group Rethink  European Wellcare Lifestyles Ltd Sefton Careline  Expect Sefton Council - Homeless Department  Forum Housing Association Sefton Council Energy Team  Geraldine McKay Sefton New Directions Limited  Glenelg Support Sefton SSD Adult Placement  Habinteg Housing Association Sefton Women and Childrens Aid  Hanover Housing Association The Abbeyfield Southport</p>			

	<p>Society Ltd  Home Group Venus Resource Centre  Imagine Vulnerable Victim Advocacy Team  J Mackie WarrenCare  Johnnie Johnson Housing  A cross authority service Provider 'Sahir House' hosted by Wirral  Carers Forum  Making a Difference Care Leavers Group (MAD Group)  Providers Forum  Internal Departments  Staff  Trade Unions</p>	
Method(s) of Consultation	<p>Public consultation around this option took place between 21st October 2011 and 16th January 2012.  Meetings with Providers and Forums  Meetings with Staff  Letters with hyperlinks to website information</p>	
List of Background Documents to be Considered by Decision-maker	<p>Supporting People Savings Option Consultation Report;  Supporting People Equality Impact Assessment and Health Impact Assessment</p>	
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Peter Moore
	E-mail address Telephone No	peter.moore@sefton.gov.uk Tel: 0151 934 4018
	Consultation Deadline Date	12 June 2012



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	24 Hour Response To consider the options associated with the review of 24 Hour Response in order to approve the commencement of a further stage of consultation and engagement activity			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Emergency Duty Team Social Care Customer Access Team (SCCAT) Sefton Plus (Avarto) Sefton Careline Trades Unions			
Method(s) of Consultation	Meetings Workshops			
List of Background Documents to be Considered by Decision-maker	Review Terms of Reference and Project Initiation Document			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Robina Critchley		
	E-mail address Telephone No	robina.critchley@sefton.gov.uk Tel: 0151 934 4900		
	Consultation Deadline Date	24 May 2012 for full implementation in November 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Nursing and Residential Care Nursing and Residential Care - Approval of how the in principle budget reduction can be achieved			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Forums (e.g. SPOC/ Ability) Residential and Nursing Care Providers - Abbendon, Alexandra House, Argyle Park, Ascot Lodge, Ashcroft House, Ashley Manor, Avenswood, Balliol Lodge, Barton Park, Birch Abbey, Birkdale Park, Blair House, Byron Court, Dale Park, Dovehaven, Elm House, Ferns, Fleetwood Hall, Freshfield, Green Heys, Halcyon House, Hollybank, Ince Blundell Hall, James Page House, Kemp Lodge, Kingsley, Lyndale, Manchester House, Margaret Roper House, Millbrook House, Orrell Grange, Riverslie, Sandpipers, St Josephs, St. Joseph's Hospice, St. Nicholas, Sunningdale, Tithebarn, Tudor Bank, Warren Park, Westcliffe Manor, Willow Gardens, Willows.			
Method(s) of Consultation	Face to face Letters to families on true cost of care e-consult for providers			
List of Background Documents to be Considered by Decision-maker	Not applicable			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Peter Moore		
	E-mail address Telephone No	peter.moore@sefton.gov.uk Tel: 0151 934 4018		

Consultation Deadline Date	21 June 2012
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## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Transformation Programme 2011 - 2014 To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
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 Head of Transformation			
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	2 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Transformation Programme 2011 - 2014 To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	16 August 2012			
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 Head of Transformation			
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	30 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Review of Transport Services for Vulnerable Adults To consider the review of transport services provided for vulnerable adults in order to consider options associated with the establishment of a policy and appropriate provision of such transport			
Decision Maker	Cabinet			
Decision Expected	13 September 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Service Users Parents/Carers Forums Providers – Day Centres Staff Trade Unions Other transport providers - 1-2-1 In the Community, Ashley Manor, Autism Initiatives, Bowersdale, Bridge Inn, Choices, Craignair, Fernley Resource Centre, Freshfield Cheshire Homes, Goddard Hall, Mencap, Parkhaven, Sefton New Directions			
Method(s) of Consultation	Letters; Questionnaire; Face to face Meetings			
List of Background Documents to be Considered by Decision-maker	Review Terms of Reference and Project Initiation Document; Equality Impact Assessment/ Health Impact Assessment			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Peter Morgan		
	E-mail address Telephone No	peter.morgan@sefton.gov.uk Tel: 0151 934 3706		
	Consultation Deadline Date	16 August 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Review of Library Services To consider the options associated with the review of Library Services in order to approve the commencement of a further stage of consultation and engagement activity			
Decision Maker	Cabinet			
Decision Expected	13 September 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	<p>Leadership</p> <ul style="list-style-type: none"> <li>• Transformation Programme Board</li> <li>• Strategic Leadership Team</li> <li>• Leaders of political parties</li> <li>• Cabinet</li> <li>• Cabinet Member and Spokespersons for Leisure, Culture and Tourism</li> <li>• Councillors</li> </ul> <p>Staffing</p> <ul style="list-style-type: none"> <li>• Library staff</li> <li>• Unions</li> <li>• Volunteers</li> </ul> <p>Public</p> <ul style="list-style-type: none"> <li>• Library users</li> <li>• Those who live, work or study in Sefton</li> <li>• Friends of ..... libraries groups</li> <li>• Community and equality groups</li> </ul> <p>External stakeholders/organisations within Sefton</p> <ul style="list-style-type: none"> <li>• Local History societies</li> <li>• Hirers of library buildings</li> <li>• Schools</li> <li>• Reading groups</li> <li>• Councillors holding surgeries in libraries</li> <li>• Organisations that hold surgeries/drop in sessions on regular or ad hoc basis</li> <li>• Merseycare</li> </ul>			

	<ul style="list-style-type: none"> <li>• HMP Kennet</li> <li>• Adult education providers – Southport College, the Bridge, Sefton Adult and Community Learning Service</li> <li>• CVS</li> <li>• Health Visitors</li> <li>• Children’s Centres</li> <li>• Connect</li> <li>• Housing Benefits</li> </ul> <p>Internal Sefton MBC</p> <ul style="list-style-type: none"> <li>• All Sefton Council services</li> <li>• Arvato, Capita Symonds plus client teams</li> </ul> <p>External</p> <ul style="list-style-type: none"> <li>• Chartered Institute of Library and Information Professionals (CILIP)</li> <li>• Society of Chief Librarians</li> <li>• Arts Council England</li> <li>• Booktrust (responsible for Bookstart)</li> </ul> <p>Other library authorities will form part of this process:</p> <ul style="list-style-type: none"> <li>• to examine good practice in other library authorities</li> <li>• to learn from authorities that are facing/have faced legal challenges</li> <li>• to learn from authorities where decisions have been overturned/reversed (outside the legal process)</li> </ul> <p>The methodology for this will include forums, national groups, network of regional meetings</p>	
Method(s) of Consultation	Wide ranging including e-consult, questionnaires, Focus Groups, stakeholder and service user and non service user events	
List of Background Documents to be Considered by Decision-maker	Library Review – Project Initiation Document, Overview and Scrutiny Committee Asset Management review of libraries 2010	
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Christine Hall
	E-mail address Telephone No	christine.hall@sefton.gov.uk Tel: 0151 934 2376
	Consultation Deadline Date	30 July 2012



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Transformation Programme 2011 - 2014 To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	13 September 2012			
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 Head of Transformation			
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	24 August 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Transformation Programme 2011 - 2014 To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	11 October 2012			
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 Head of Transformation			
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	20 September 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Overview and Scrutiny Annual Report 2011/12			
Decision Maker	Council			
Decision Expected	5 July 2012			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Council			
Method(s) of Consultation	Report of the Director of Corporate Commissioning			
List of Background Documents to be Considered by Decision-maker	Overview and Scrutiny Annual Report			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Debbie Campbell, Ruth Harrison		
	E-mail Address Telephone No	debbie.campbell@sefton.gov.uk, ruth.harrison@sefton.gov.uk Tel: 0151 934 2254, Tel: 0151 934 2042		
	Consultation Deadline Date	4 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	King's Gardens Southport To accept a grant of £4,079,000 offered by the Heritage Lottery Fund towards the refurbishment of King's Gardens, Southport and enter into a Contract with the funders governing how the Council will deliver and manage the project; and to seek specific legal and financial approvals to enable the project to proceed at minimum risk			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	Ainsdale; Birkdale; Cambridge; Dukes; Kew; Meols; Norwood			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Not Applicable			
Method(s) of Consultation	Not Applicable			
List of Background Documents to be Considered by Decision-maker	King's Gardens, Southport – Stage 1 and Stage 2 funding bids to Heritage Lottery Fund, dated 2008 and 2011; King's Gardens, Southport – Project Masterplan and proposals drawings; Cabinet 8th December, 2011: Capital Programme Review; Southport Area Committee 25th May, 2011: Refurbishment of King's Gardens, Southport Seafront; Cabinet 15th April, 2010: King's Gardens, Southport.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	David Kay		
	E-mail address Telephone No	david.kay@sefton.gov.uk Tel: 0151 934 4527		
	Consultation Deadline Date	Not applicable		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Weekly Collection Support Scheme Approval to progress to Final Bid Stage for an application to the Weekly Collection Support Scheme			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Not Applicable			
Method(s) of Consultation	Three outline bids have been submitted to Department of Communities and Local Government. Feedback will be provided by Government in June to enable the Council to decide which bid should progress to Final Bid Stage			
List of Background Documents to be Considered by Decision-maker	Report of the Director of Street Scene			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Andrew Walker		
	E-mail address Telephone No	andrew.walker@sefton.gov.uk Tel: 0151288 6159		
	Consultation Deadline Date	1 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Acceptance of Tender for Replacement Refuse Collection Fleet			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Not Applicable			
Method(s) of Consultation	OJEU Tender procedure followed			
List of Background Documents to be Considered by Decision-maker	Report of the Director of Street Scene			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Andrew Walker		
	E-mail Address Telephone No	andrew.walker@sefton.gov.uk Tel: 0151288 6159		
	Consultation Deadline Date	25 May 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Parks and Greenspaces Service and the Coast and Countryside Service To re-engineer and apportion £710,000 savings previously identified and approved as part of the 2012/13 budget setting process across the Parks and Greenspaces Service and the Coast and Countryside Service			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
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 – Leisure, Culture and Tourism Services Strategic Director (People) Head of Corporate Finance and ICT Head of Corporate Personnel Head of Corporate Legal Services			
Method(s) of Consultation	Direct consultation			
List of Background Documents to be Considered by Decision-maker	Revenue Budget and Report 2012/13 (Council meeting 1st March 2012)			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Rajan Paul		
	E-mail address Telephone No	rajan.paul@sefton.gov.uk Tel: 0151 934 2370		
	Consultation Deadline Date	4 May 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Regional Growth Fund – Port Expansion			
Decision Maker	Cabinet			
Decision Expected	19 July 2012			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	Derby; Ford; Linacre; Litherland; Netherton and Orrell; St. Oswald			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Cabinet Members – Regeneration and Housing, Transportation and Environment. Overview & Scrutiny Committee (Port Master Plan Joint Working Party).			
Method(s) of Consultation	Reports of the Director of Built Environment			
List of Background Documents to be Considered by Decision-maker	Cabinet Member – Regeneration and Housing (23 June 2011) Strategic Regeneration Framework for South Sefton and North Liverpool; Cabinet (16 February 2012), Regional Growth Fund Bids for the North Liverpool and South Sefton Strategic Regeneration Framework			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Mark Long		
	E-mail Address Telephone No	mark.long@sefton.gov.uk Tel: 0151 934 3471		
	Consultation Deadline Date	5 June 2012		



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Disposal of land at Klondyke Phase 1 to Bellway Homes Limited			
Decision Maker	Cabinet			
Decision Expected	16 August 2012			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	Litherland			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Head of Corporate Legal Services Head of Corporate Finance and ICT			
Method(s) of Consultation	Written Comments			
List of Background Documents to be Considered by Decision-maker	Report of the Director of Built Environment			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Lee Payne		
	E-mail Address Telephone No	lee.payne@sefton.gov.uk Tel: 0151 934 4842		
	Consultation Deadline Date	2 August 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Voluntary Smokefree Code Within Playground Areas To implement a voluntary smokefree code within playground areas on council owned land across the borough			
Decision Maker	Cabinet			
Decision Expected	16 August 2012			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Local residents, Park users Voluntary organisations who support parks and green spaces			
Method(s) of Consultation	Utilising a survey developed on behalf of the Cheshire and Merseyside Tobacco Alliance a minimum of 200 park users and local residents will be surveyed within parks across the borough. Friends of Park organisations will also be sent surveys for completion.  Permission has been gained from the consultation and engagement panel and park wardens.			
List of Background Documents to be Considered by Decision-maker	Smokefree Playareas Updated Briefing Paper			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Dr. Janet Atherton		
	E-mail address Telephone No	janet.atherton@sefton.nhs.uk Tel: 0151 247 7071		
	Consultation Deadline Date	30 June 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Integrated Data Management System Approval of tender for the installation, use, management and control of an integrated data management system for Planning, Building Regulations, Land Charge Search Requests and related application			
Decision Maker	Cabinet			
Decision Expected	16 August 2012			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Head of Corporate Finance and ICT Head of Corporate Legal Services Head of Procurement			
Method(s) of Consultation	Internal consultation			
List of Background Documents to be Considered by Decision-maker	Invitation to tender			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Debbie Robinson		
	E-mail address Telephone No	debbie.robinson@sefton.gov.uk Tel: 0151 934 3588		
	Consultation Deadline Date	25 July 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Vehicle Maintenance Stores Operation and Spare Parts Procurement Acceptance of Tender for Vehicle Maintenance Stores Operation and Spare Parts Procurement			
Decision Maker	Cabinet			
Decision Expected	16 August 2012			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	OJEU Tender procedure followed			
List of Background Documents to be Considered by Decision-maker	Report of Director of Street Scene			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Andrew Walker		
	E-mail address Telephone No	andrew.walker@sefton.gov.uk Tel: 0151288 6159		
	Consultation Deadline Date	7 February 2012		

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Approval of a Tenancy Strategy			
Decision Maker	Cabinet			
Decision Expected	13 September 2012			
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 Registered Social Landlords [housing associations], housing stakeholder organisations, clients registered on the housing waiting list			
Method(s) of Consultation	Direct contact and e-consult system			
List of Background Documents to be Considered by Decision-maker	Localism Act 2011, Sections 150 to 166			
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	15 August 2012		

## **CONTACT DETAILS**

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

#### **Political Leadership**

Councillor P. Dowd, Leader, Labour Party and Leader of the Council, 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 Brodie-Browne, Leader, Liberal Democrat Party, 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 Papworth, 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.*