



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 JANUARY 2013 - 30 APRIL 2013

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 at least 28 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 26 (General Exception) and Rule 28 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Oriel Road, Bootle L20 7DA 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
- Other documents relating to the proposed decision may be submitted to the decision making meeting and these too will be made available by the contact officer named in the Plan
- The minutes for each Key Decision, which will normally be published within 5 working days after having been made

Some reports to be considered by the Cabinet/Council may contain exempt information and will not be made available to the public. The specific reasons (Paragraph No(s)) why such reports are exempt are detailed in the Plan and the Paragraph No(s) and descriptions are set out below:-

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
8. Information falling within paragraph 3 above is not exempt information by virtue of that paragraph if it is required to be registered under—
  - (a) the Companies Act 1985;
  - (b) the Friendly Societies Act 1974;
  - (c) the Friendly Societies Act 1992;
  - (d) the Industrial and Provident Societies Acts 1965 to 1978;
  - (e) the Building Societies Act 1986; or
  - (f) the Charities Act 1993.
9. Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992
10. Information which—
  - (a) falls within any of paragraphs 1 to 7 above; and
  - (b) is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Members of the public are welcome to attend meetings of the Cabinet and Council which are held at the Town Hall, Oriel Road, Bootle or the Town Hall, Lord Street, Southport. 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**

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Social Fund	Peter Morgan peter.morgan@sefton.gov.uk Tel: 0151 934 3706	8
Welfare Reform	Peter Morgan peter.morgan@sefton.gov.uk Tel: 0151 934 3706	9
Setting the 2013/14 Fees and Charges for the Council.	Margaret Rawding margaret.rawding@sefton.gov.uk Tel: 0151 934 4082	10
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Transformation Programme	Jan McMahon jan.mcmahon@sefton.gov.uk	20

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Orrell School Phase 3 Housing Development	Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842	31
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Neighbourhood Planning	Ingrid Berry ingrid.berry@sefton.gov.uk, Steve Matthews steve.matthews@sefton.gov.uk Tel: 0151 934 3559	34
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Operation and Spare Parts Procurement	Tel: 0151288 6159	
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Sefton Home Energy Conservation Act (HECA) Plan	David Colbourne david.colbourne@sefton.gov.uk Tel: 0151 934 4216	38
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Port Hinterland Area Studies	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471	40

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Setting the 2013/14 Fees and Charges for the Council.</b> This includes fees for the following service - Landscape.			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	Internal consultation			
Method(s) of Consultation	Direct contact with relevant officers.			
List of Background Documents to be Considered by Decision-maker	Reports approved by each relevant Cabinet Member on fees and charges.			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Public Health Transition</b> Progress report on the transition from NHS Sefton to Sefton Council.			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	Engagement of Public Health staff			
Method(s) of Consultation	To be confirmed			
List of Background Documents to be Considered by Decision-maker	Public Health Transition Plan			
Contact Officer(s) details	Dr. Janet Atherton janet.atherton@sefton.gov.uk Tel: 0151 934 4866, Peter Morgan peter.morgan@sefton.gov.uk Tel: 0151 934 3706			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Social Fund</b> To seek approval on a set of measures aimed at providing levels of potential support to those individuals and families that had previously accessed the Department of Work and Pensions Social Fund arrangements.			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	None			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Department of Work and Pensions publication on Social Fund; <a href="http://www.dwp.gov.uk/local-authority-staff/social-fund-reform/">http://www.dwp.gov.uk/local-authority-staff/social-fund-reform/</a>			
Contact Officer(s) details	Peter Morgan peter.morgan@sefton.gov.uk Tel: 0151 934 3706			



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Welfare Reform</b> To advise Cabinet on the implications of the Government's welfare reform changes and to outline the measures which will seek to provide some level of mitigation across the Borough through working with partners.			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	Sefton Borough Partnership			
Method(s) of Consultation	Meetings and workshops			
List of Background Documents to be Considered by Decision-maker	Department of Work and Pensions publication on Welfare reform ; <a href="http://www.dwp.gov.uk/policy/welfare-reform/">http://www.dwp.gov.uk/policy/welfare-reform/</a>			
Contact Officer(s) details	Peter Morgan peter.morgan@sefton.gov.uk Tel: 0151 934 3706			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Setting the 2013/14 Fees and Charges for the Council.</b> This includes fees for the following service - Health and Well-Being.			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	Internal consultation			
Method(s) of Consultation	Direct contact with relevant officers.			
List of Background Documents to be Considered by Decision-maker	Reports approved by each relevant Cabinet Member on fees and charges.			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Section 75 Merseycare</b> An agreement made under section 75 of National Health Services Act 2006 between a local authority and <i>PCTs</i> , NHS trusts or NHS foundation trusts in England, which can include arrangements for pooling resources and delegating certain NHS and local authority health-related functions to the other partner(s) if it would lead to an improvement in the way those functions are exercised. Integration of elderly mentally infirm social work teams into Merseycare.			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	Not Applicable			
Method(s) of Consultation	Not Applicable			
List of Background Documents to be Considered by Decision-maker	Section 75 Report			
Contact Officer(s) details	Tina Wilkins tina.wilkins@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Community Right to Challenge</b> To seek approval of the process the Council will adopt for Community Right to Challenge applications			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Member - Corporate Services and Performance – initial process already agreed Community Right to Challenge Steering group – charged with developing the methods to be adopted and procedures to be followed			
Method(s) of Consultation	Meetings and update reports			
List of Background Documents to be Considered by Decision-maker	Community Right to Challenge, Cabinet Member - Corporate Services and Performance decision June 2012			
Contact Officer(s) details	Steph Prewett <a href="mailto:steph.prewett@sefton.gov.uk">steph.prewett@sefton.gov.uk</a> Tel: 0151 934 3485			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Approval of the Council's Corporate Commissioning Framework</b>			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Member - Corporate Services and Performance Strategic Leadership Team			
Method(s) of Consultation	Meetings, briefings			
List of Background Documents to be Considered by Decision-maker	Briefing to Strategic Leadership Team in August 2012			
Contact Officer(s) details	Steph Prewett <a href="mailto:steph.prewett@sefton.gov.uk">steph.prewett@sefton.gov.uk</a> Tel: 0151 934 3485			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>High Street Innovation Fund</b> To seek approval on how to allocate the High Street Innovation Fund and a process for agreeing a programme of activities			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Member - Communities and Environment			
Method(s) of Consultation	Informal briefing meeting			
List of Background Documents to be Considered by Decision-maker	None			
Contact Officer(s) details	Steph Prewett <a href="mailto:steph.prewett@sefton.gov.uk">steph.prewett@sefton.gov.uk</a> Tel: 0151 934 3485			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Approval of Community Safety Plan 2012-15 and Strategic Intelligence Assessment</b>			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Member- Communities and Environment Sefton Safer Communities Partnership			
Method(s) of Consultation	Meetings with Cabinet Member - Communities and Environment and Safer Stronger Communities Partnership			
List of Background Documents to be Considered by Decision-maker	Previous plans and Strategic Intelligence Assessments			
Contact Officer(s) details	Steph Prewett <a href="mailto:steph.prewett@sefton.gov.uk">steph.prewett@sefton.gov.uk</a> Tel: 0151 934 3485			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Capital Allocation Framework and Capital Strategy</b> To agree a Capital Allocation Framework and Capital Strategy for the determination of the Councils capital Investment Plan for 2013-14 onwards, and to agree the prioritisation model for allocation of the Councils Single Capital Pot for 2013-14 onwards			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate 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	None			
Contact Officer(s) details	Margaret Rawding margaret.rawding@sefton.gov.uk Tel: 0151 934 4082			



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Transformation Programme and Revenue Budget 2012 - 2015</b> To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Setting the Council Tax Base for 2013/14</b> To determine the number of properties in each Council tax band and the rate of any reductions applicable that the Council will use in setting its budget and in setting the 2013/14 Council Tax.			
Decision Maker	Council			
Decision Expected	24 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Internal consultation			
Method(s) of Consultation	Direct Contact with relevant officers			
List of Background Documents to be Considered by Decision-maker	Reports derived from the Northgate Council Tax system, and ad hoc reports provided by Arvato Government Services. DCLG Updates			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Council Tax Reduction Scheme</b> Approve Council Tax Reduction Scheme to take effect from 1 <sup>st</sup> April 2013; and approve changes to Council Tax discounts and exemptions for unoccupied properties to take effect from 1 <sup>st</sup> April 2013.			
Decision Maker	Council			
Decision Expected	24 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Head of Corporate Finance and ICT Head of Corporate Legal Services Council Tax Benefit Claimants Council tax owners outside the borough Various stakeholders			
Method(s) of Consultation	Meetings Direct communication – via letter E consult and hard copies of questionnaires made available. Stakeholder events including partnership meetings with landlords  Public consultation – 6 August to 29 October 2012  Elected Members			
List of Background Documents to be Considered by Decision-maker	DCLG background papers on the DCLG website relating to the Council Tax Reduction Scheme			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Transformation Programme and Revenue Budget 2012 - 2015</b> To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Transformation Programme and Revenue Budget 2012 - 2015</b> Transformation Programme and Revenue Budget 2012 - 2015. To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	14 Feb 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Tobacco Industry Corporate Social Responsibility</b> To seek support for the introduction of a position statement within the staff and Councillors declaration of interests policy covering the non acceptance of gifts or hospitality from the tobacco industry.			
Decision Maker	Council			
Decision Expected	28 Feb 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	<p>The refusal of payments, gifts or services, monetary or in-kind, from the tobacco industry by public health policy makers is an obligation of Article 5.3 of the WHO Framework Convention on Tobacco Control (FCTC) and a government recommendation within the current national Tobacco Control Plan.</p> <p>A stakeholder consultation regarding a proposed denunciation of Tobacco Industry Corporate Social Responsibility (CSR) funding by Local Authorities has also been coordinated by the Heart of Mersey with: the six Local Authority Chief Executives of the Liverpool City-Region Safer, Healthier Communities Board; the Cheshire and Warrington Health and Wellbeing Commission; Cheshire and Merseyside Directors of Public Health; and the Cheshire and Merseyside Tobacco Alliance, which includes representation from all nine Local Authorities, eight PCTs, the voluntary sector such as the Roy Castle Lung Cancer Foundation, Fire and Rescue and the Police. All groups have unanimously supported the proposal and agreed to progress the policy individually at Local Authority level.</p> <p>This proposal was presented to Sefton Health and Wellbeing Board on the 28th of May and received support to progress within Sefton</p>			
Method(s) of Consultation	See above			

List of Background Documents to be Considered by Decision-maker	Proposed Local Authority Denunciation of Tobacco Industry Corporate Social Responsibility Funding report prepared by Heart of Mersey
Contact Officer(s) details	Dr. Janet Atherton janet.atherton@sefton.gov.uk Tel: 0151 934 4866

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Transformation Programme and Revenue Budget 2012 - 2015.</b> Transformation Programme and Revenue Budget 2012 - 2015. To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	28 Feb 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431			



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Council Tax, Revenue Budget and Capital Programme for 2013/14</b> To set the Council's Council Tax for 2013/14; to set the Council's Revenue Budget for 2013/14; and to set the Council's Capital Programme for 2013/14			
Decision Maker	Council			
Decision Expected	28 Feb 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	A wide number / variety of organisations have been consulted following the identification of revenue budget saving options, proposed since July 2012. In addition, members of the general public, service users, providers of services and partner organisations and staff have also be consulted. The final proposals for the budget for 2013/14 are to be considered by Cabinet (on 31 January and 14 February 2012) and the Overview and Scrutiny Committee Performance and Corporate Services on 19 February 2013.			
Method(s) of Consultation	A range of methods including face to face, meetings direct with groups, (including under-represented groups), organisations and providers of service. In addition media releases, workshops with the general public and web based tools such as e-consult.			
List of Background Documents to be Considered by Decision-maker	Report of the Head of Corporate Finance & ICT on the Revenue Budget, Capital Programme and the proposed Council Tax for 2013/14.			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Treasury Management Policy and Strategy and the Prudential Indicators for 2013/14.</b> To approve the Council's Treasury Management Policy and Strategy for 2013/14 and the Prudential Indicators for 2013/14.			
Decision Maker	Council			
Decision Expected	28 Feb 2013			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Internal consultation			
Method(s) of Consultation	Direct Contact with relevant officers			
List of Background Documents to be Considered by Decision-maker	Report of the Head of Corporate Finance & ICT on the Council's Treasury Management Policy & Strategy for 2013/14, and the Prudential Indicators for 2013/14			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Transformation Programme and Revenue Budget 2012 - 2015.</b> To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	28 Mar 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Transformation Programme and Revenue Budget 2012 - 2015.</b> To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	25 Apr 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Setting the 2013/14 Fees and Charges for the Council.</b> This includes fees for the following services - Environmental, Network Management, Licensing and Planning.			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Internal consultation			
Method(s) of Consultation	Direct contact with relevant officers.			
List of Background Documents to be Considered by Decision-maker	Reports approved by each relevant Cabinet Member on fees and charges.			
Contact Officer(s) details	Margaret Rawding <a href="mailto:margaret.rawding@sefton.gov.uk">margaret.rawding@sefton.gov.uk</a> Tel: 0151 934 4082			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Review of Parking Charges and Parking Areas</b>			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	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 Area Committees where appropriate Members of the Public where appropriate			
Method(s) of Consultation	Press notices, Press adverts and site notices			
List of Background Documents to be Considered by Decision-maker	Report of the Director of Built Environment			
Contact Officer(s) details	Dave Marrin dave.marrin@sefton.gov.uk Tel: 0151 934 4295			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Orrell School Phase 3 Housing Development</b> To dispose of the site to Riverside Housing for the development of 4 houses and 9 apartments for rent. The apartment element of the scheme will be Supported Housing and the houses will be for General Needs.			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	No			
Wards Affected	Derby			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Riverside will consult residents living adjacent to the proposed scheme.			
Method(s) of Consultation	Face to face consultation event.			
List of Background Documents to be Considered by Decision-maker	None.			
Contact Officer(s) details	Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Liverpool City Region Local Transport Body and Appraisal of Local Major Transport Schemes</b>  As part of the process of devolving decision making on local major transport schemes, the Liverpool City Region is required to establish a Local Transport Body (LTB), which will make key decisions about setting priorities for local major transport schemes and allocating funding for schemes. The proposals for the governance and composition of the LTB and the framework for appraising local major transport schemes will be presented to Cabinet for approval.</p>			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
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	Liverpool City and Liverpool City Region City Deal (September 2012); Devolving local major transport schemes : Next steps (Department for Transport, September 2012)			
Contact Officer(s) details	Stephen Birch <a href="mailto:stephen.birch@sefton.gov.uk">stephen.birch@sefton.gov.uk</a> Tel: 0151 934 4225			



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Adoption Of The Housing In Multiple Occupation (HMO) And Flats Supplementary Planning Document (SPD).</b> To note the findings of the public consultation on the HMOs and Flats SPD and to formally approve the HMOs and Flats SPD for adoption for use by Development Management for making planning decisions.			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Cabinet Member – Regeneration and Tourism			
Method(s) of Consultation	Cabinet Member briefing			
List of Background Documents to be Considered by Decision-maker	Draft HMO and Flats SPD, Results of consultation			
Contact Officer(s) details	David Robinson david.robinson@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Neighbourhood Planning</b> To agree the decision-making process and powers relating to Neighbourhood Planning, part of the statutory Development Plan			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	This will be determined by the Parish Council or Neighbourhood Forum preparing a Neighbourhood Plan			
Method(s) of Consultation	This will be determined by the Parish Council or Neighbourhood Forum preparing a Neighbourhood Plan			
List of Background Documents to be Considered by Decision-maker	Schedule 9, Localism Act 2011; The Neighbourhood Planning (General) Regulations 2012 ; The Neighbourhood Planning (Referendums) Regulations 2012			
Contact Officer(s) details	Ingrid Berry <a href="mailto:ingrid.berry@sefton.gov.uk">ingrid.berry@sefton.gov.uk</a> , Steve Matthews <a href="mailto:steve.matthews@sefton.gov.uk">steve.matthews@sefton.gov.uk</a> Tel: 0151 934 3559			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Vehicle Maintenance Stores Operation and Spare Parts Procurement</b> Acceptance of Tender for Vehicle Maintenance Stores Operation and Spare Parts Procurement			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	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			
Contact Officer(s) details	Andrew Walker <a href="mailto:andrew.walker@sefton.gov.uk">andrew.walker@sefton.gov.uk</a> Tel: 0151288 6159			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Weekly Collection Support Scheme</b> Approval to accept a formal offer of funding, subject to a successful application, to the Weekly Collection Support Scheme			
Decision Maker	Cabinet			
Decision Expected	17 Jan 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
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			
Contact Officer(s) details	Andrew Walker <a href="mailto:andrew.walker@sefton.gov.uk">andrew.walker@sefton.gov.uk</a> Tel: 0151288 6159			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Red Rose Park Traveller Site in Formby.</b> Acceptance of grant funding to improve and extend Red Rose Park Traveller Site in Formby			
Decision Maker	Council			
Decision Expected	24 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	No			
Wards Affected	Ravenmeols			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Residents have already been consulted and further consultation will be carried out as part of the planning process			
Method(s) of Consultation	Consultation letter			
List of Background Documents to be Considered by Decision-maker	Consultation letter			
Contact Officer(s) details	Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Sefton Home Energy Conservation Act (HECA) Plan</b>            Approval of the HECA plan to be published to the public via Sefton's internet. This report is required to include ambitious targets, strategies, and delivery options for Green Deal, the Energy Company Obligation and financial incentive schemes for household energy saving and generation. The decision will require approving timeframes, target nature (e.g. fuel poverty, CO2, energy efficiency improvements or installed renewables), target ambition and proposed delivery strategy and the tactics to be employed. The plan itself will infer no direct financial commitment from Sefton.</p>			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	No statutory requirement to consult as this is a Council led plan and obligation, although views and feedback will be gathered across many stakeholders, including the Primary Care Trust, Sefton Affordable Warmth Group, local Housing Associations and special interest groups.			
Method(s) of Consultation	Mainly through internal and external focused workshops and meetings.			
List of Background Documents to be Considered by Decision-maker	Department of Energy and Climate Change (July 2012) Guidance to English Energy Conservation Authorities Issued Pursuant to the Home Energy Conservation Act 1995			
Contact Officer(s) details	David Colbourne david.colbourne@sefton.gov.uk Tel: 0151 934 4216			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Disposal of surplus Council Owned Sites for Housing Development</b> To approve the disposal of a number of surplus Council owned sites for housing development.			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Local Members Local Residents and Community Groups			
Method(s) of Consultation	Presentations, Planning for Real events			
List of Background Documents to be Considered by Decision-maker	None			
Contact Officer(s) details	Jane Gowing jane.gowing@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Port Hinterland Area Studies</b> To seek detailed views on developing an Investment Framework and to agree the approach on governance and financial arrangements relating to Port Hinterland Area Studies. As part of a report to Members on the 19 February 2012, which provided feedback on the Regional Growth Fund submissions Round 2, Members approved in principle the commissioning of a Port Hinterland study to provide a long term investment framework, so that the benefits of investment in Port Expansion can be maximised for local communities			
Decision Maker	Cabinet			
Decision Expected	31 Jan 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	Church; Derby; Ford; Linacre; Litherland; Netherton and Orrell; St. Oswald			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Cabinet Member – Regeneration and Tourism 8 August 2012			
Method(s) of Consultation	11 July 2012 Report to Cabinet Member – Regeneration and Tourism Passed to officers for comment			
List of Background Documents to be Considered by Decision-maker	Report to Cabinet Member – Regeneration and Tourism 18 January and 11 July 2012 and Cabinet 19 February 2012			
Contact Officer(s) details	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471			



