



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 MAY 2013 - 31 AUGUST 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

- 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 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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Capital Maintenance Grant 2012-13, Two Year Old Offer Allocation - Inclusion in the Capital Programme.	Ivan Guy ivan.guy@sefton.gov.uk Tel: 0151 934 3429	6
Independent Remuneration Panel	Andrea Watts andrea.watts@sefton.gov.uk Tel: 0151 934 2030	7
Transformation Programme and Revenue Budget 2012 - 2015.	Jan McMahon jan.mcmahon@sefton.gov.uk Tel: 0151 934 4431	8
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Employment Development and Development of Local Town Centres and Economies Working Group Final Report	Ruth Harrison ruth.harrison@sefton.gov.uk Tel: 0151 934 2042	20

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Short Breaks for Disabled Children Capital Grant 2012-13 - Inclusion in the Capital Programme. The funding is intended to create better access to short break provision by providing new equipment, adaptations and facilities for disabled children and young people.			
Decision Maker	Council			
Decision Expected	23 May 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	Children, families and service providers of Short Break provision. Cabinet Member – Children, Schools, Families and and Leisure.			
Method(s) of Consultation	Meetings to be held with Children, families and service providers of Short Break provision. Cabinet Member - Children, Schools, Families and and Leisure.			
List of Background Documents to be Considered by Decision-maker	Department of Education – Short Break determination Letter 2012-13 and Guidance.			
Contact Officer(s) details	Ivan Guy ivan.guy@sefton.gov.uk Tel: 0151 934 3429			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Capital Maintenance Grant 2012-13, Two Year Old Offer Allocation - Inclusion in the Capital Programme. Around 800 children will be entitled to free places from September 2013 in Sefton. This has significant implications for the Local Authority to ensure that we: Identify and support the most vulnerable 2 year olds and their families; Develop capacity to meet this new entitlement; and Improve/develop the quality of provision so that it best meets the needs of two year-olds			
Decision Maker	Council			
Decision Expected	23 May 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	Children, families and service providers of Early Years provision. Cabinet Member – Children, Schools, Families and Leisure.			
Method(s) of Consultation	Meetings to be held with Children, families and service providers of Early Years provision. Cabinet Member - Children, Schools, Families and Leisure.			
List of Background Documents to be Considered by Decision-maker	Regulations under section 7 of the Childcare Act (2006) for two year olds.			
Contact Officer(s) details	Ivan Guy ivan.guy@sefton.gov.uk Tel: 0151 934 3429			

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	14 May 2013			
Key Decision Criteria	Financial	No	Community Impact	No
Exempt Report	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	Written requests for information			
List of Background Documents to be Considered by Decision-maker	Report of the Head of Governance and Civic Services			
Contact Officer(s) details	Andrea Watts andrea.watts@sefton.gov.uk Tel: 0151 934 2030			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Transformation Programme and Revenue Budget 2012 - 2015. 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	Transformation Programme and Revenue Budget 2012 - 2015. To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	23 May 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	Transformation Programme and Revenue Budget 2012 - 2015. To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	June 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	Transformation Programme and Revenue Budget 2012 - 2015. To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	July 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	Transformation Programme and Revenue Budget 2012 - 2015 To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	August 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	<p>Formby Parish as a Neighbourhood Plan Area To determine an application for the designation of Formby Parish as a Neighbourhood Plan Area in accordance with the requirements of Section 61G of the Localism Act 2011. Once the area has been approved the Neighbourhood Plan will be prepared by the Parish Council. The Plan is likely to include policies covering:</p> <ul style="list-style-type: none"> • Safety and security; • The local economy; • The Environment; and • Health and Well-being. <p>When adopted, and following a referendum of the local community, the Neighbourhood Plan will supersede any relevant policies in the Council's Local Plan and be used to determine planning applications.</p>			
Decision Maker	Cabinet			
Decision Expected	23 May 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
Wards Affected	Harington; Ravenmeols			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	The application has been advertised on Sefton Council's and Formby Parish Council's websites in accordance with The Neighbourhood Planning (General) Regulations 2012. Comments are required to be submitted to the Head of Planning Services by 5pm on Monday 13 May, 2013.			
Method(s) of Consultation	The application has been advertised on Sefton Council's and Formby Parish Council's websites in accordance with The Neighbourhood Planning (General) Regulations 2012.			
List of Background Documents to be Considered by Decision-maker	Application from Formby Parish Council to have Formby Parish designated as a Neighbourhood Plan area. Plan of Formby Parish.			
Contact Officer(s) details	Ingrid Berry ingrid.berry@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Approval of Sustainable Energy Action Plan (SEAP) Approval of a Sefton Sustainable Energy Action Plan (SEAP) and for Sefton Council to sign up to the Covenant of Mayors. This would commit the Council to submit it's SEAP to the EU administration within 12 months of signing up setting out our ambitions to reduce CO2 emissions by 20% by the year 2020 (2005 baseline) and detail how we will work with the community and partners to achieve this. Progress reports will be required every two years thereafter. The Sefton SEAP document is designed to complement the Liverpool City Region SEAP. Joining the EU carbon reduction movement through signing up to the Covenant of Mayors will improve access to EU funding to support energy efficiency and increased opportunities to develop renewable sources of energy.</p>			
Decision Maker	Cabinet			
Decision Expected	23 May 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	Partners across Sefton have been consulted as part of the SEAP development process.			
Method(s) of Consultation	Meetings, workshops and existing network groups.			
List of Background Documents to be Considered by Decision-maker	2 Feb 2012 "Carbon Management Plan 2011 – 2016 and Sefton Sustainable Energy Action Plan" Cabinet; 13 Dec 2012 "Council Motion – Sefton Sustainable Energy Action Plan" Cabinet			
Contact Officer(s) details	Ian Weller ian.weller@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Port Hinterland Area Studies 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	23 May 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			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Community Environmental Fund The purpose of the report is to update Cabinet about the Community Environmental Fund and approve the way forward in accessing these funds. It is expected that the L2 River Terminal will trigger contributions from the Port of Liverpool to the Community Environmental Fund. L2 is expected to be open for June 2015. The report will be reporting on the criteria for accessing this funding and how it is intended to be managed. The report will be recommending that Cabinet authorise the Director of Built Environment to develop Expressions of Interest and Applications as required into the Community Environmental Fund. Also that the approval of the completed application be delegated to the Director of Built Environment in conjunction with relevant Cabinet Portfolio holders. The application process may develop under the Green Print for Growth Framework which the Cabinet approved as policy in August 2012.</p>			
Decision Maker	Cabinet			
Decision Expected	June 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	Cabinet Member – Regeneration and Tourism			
Method(s) of Consultation	May 2013 Report to Cabinet Member – Regeneration and Tourism and subsequent briefing updates. Passed to officers for comment			
List of Background Documents to be Considered by Decision-maker	GreenPrint for Growth Framework August Cabinet 2012			
Contact Officer(s) details	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>An Investment and Infrastructure Framework for the Borough</p> <p>The purpose of the report is to ask Cabinet to approve:- An Investment and Infrastructure Framework for the Borough. The purpose is to inform thinking and direction in relation to Cabinet's top priorities. – it is likely to indicate how different types of investment and infrastructure could be brought forward – based on need and opportunities for financing including work through the Liverpool City Region and the LCERLEP. A light refresh will need to be undertaken annually once approved.</p> <p>An agreed list of priorities requiring pre-development /feasibility funding in order for them to progress, forms part of this work</p>			
Decision Maker	Cabinet			
Decision Expected	June 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	Cabinet Member – Regeneration and Tourism May 2013			
Method(s) of Consultation	May 2013 Report to Cabinet Member – Regeneration and Tourism and subsequent briefing updates. Investment priorities officer group			
List of Background Documents to be Considered by Decision-maker	None			
Contact Officer(s) details	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>South Sefton Prospectus for Growth The report is asking Cabinet to approve the South Sefton Prospectus for Growth publication. Its purpose is to help market investment opportunities and communicate the Council's ambitions for the area in respect of jobs, growth and renewal. The prospectus approach can be used to try and remove obstacles to growth by attracting public and private investment and to improve infrastructure and, that will improve the economic well-being of jobseekers, residents, local businesses and town centres. The 'prospectus' was presented to the Policy cabinet on the 17 January 2013. The above is relevant to work being developed on the Council's investment and Infrastructure Priorities and the Community Environmental Fund.</p>			
Decision Maker	Cabinet			
Decision Expected	June 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	May 2013 Report to Cabinet Member – Regeneration and Tourism and subsequent briefing updates. Passed to officers for comment			
List of Background Documents to be Considered by Decision-maker	INTERNAL DRAFT Prospectus for Growth (Jan 2013)			
Contact Officer(s) details	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Southport Theatre and Convention Centre (STCC) Appointment of an operator for the STCC due to the expiration of the existing contractual agreement			
Decision Maker	Cabinet			
Decision Expected	June 2013			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	No			
Wards Affected	Cambridge; Dukes			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Cabinet Member - Regeneration and Tourism OJEU Open Tender			
Method(s) of Consultation	The Chest procurement portal www.the-chest.org.uk			
List of Background Documents to be Considered by Decision-maker	Invitation to Tender information pack; Report to Cabinet once results of tender are known			
Contact Officer(s) details	Tony Corfield tony.corfield@sefton.gov.uk Tel: 0151 934 2315			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Employment Development and Development of Local Town Centres and Economies Working Group Final Report To approve recommendations from the Employment Development and Development of Local Town Centres and Economies Working Group.			
Decision Maker	Cabinet			
Decision Expected	June 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	Overview and Scrutiny Committee (Regeneration and Environmental Services)			
Method(s) of Consultation	Final Report			
List of Background Documents to be Considered by Decision-maker	None			
Contact Officer(s) details	Ruth Harrison ruth.harrison@sefton.gov.uk Tel: 0151 934 2042			