



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

**FOR THE FOUR MONTH PERIOD 1 AUGUST 2013 - 30 NOVEMBER 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**

## FORWARD PLAN INDEX OF ITEMS

Item Heading	Officer Contact	Page No
Strategic Asset Management Plan (SAMP) and Asset Disposal Policy (ADP)	David Street david.street1@sefton.gov.uk	4
Procurement process for review of Bailiff, debt collection, parking services and arrest warrants services	Christine Finnigan christine.finnigan@sefton.gov.uk	5
Combined Authority for the Liverpool City Region	Margaret Carney margaret.carney@sefton.gov.uk Tel: 0151 934 2057	6
Orrell School Phase 3 Housing Development	Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842	7
Formby Parish as a Neighbourhood Plan Area	Ingrid Berry ingrid.berry@sefton.gov.uk	8
Community Environmental Fund	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471	9
An Investment and Infrastructure Framework for the Borough	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471	10
South Sefton Prospectus for Growth	Mark Long mark.long@sefton.gov.uk Tel: 0151 934 3471	11
Southport Theatre and Convention Centre (STCC)	Tony Corfield tony.corfield@sefton.gov.uk Tel: 0151 934 2315	12
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	13
A5758 Broom's Cross Road (Thornton Switch Island Link) Approval to Proceed	Stephen Birch stephen.birch@sefton.gov.uk Tel: 0151 934 4225	14

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Strategic Asset Management Plan (SAMP) and Asset Disposal Policy (ADP)</b> To agree the Council's SAMP and ADP. The Council's SAMP is a key document that establishes how the Council proposes to align its property assets, both operational and non-operational, to enable the delivery of Council services. The Council's ADP sets out why and how the Council selects property assets for disposal and why a particular disposal method is chosen for any particular asset.			
Decision Maker	Cabinet			
Decision Expected	12 Sep 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	Lead Members Strategic Capital Investment Group Asset Management Group			
Method(s) of Consultation	Briefings Through Capital Strategy Governance Structure			
List of Background Documents to be Considered by Decision-maker	None			
Contact Officer(s) details	David Street david.street1@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Procurement process for review of Bailiff, debt collection, parking services and arrest warrants services</b>			
Decision Maker	Cabinet			
Decision Expected	12 Sep 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 Service Director of Built Environment Elected Members CAB			
Method(s) of Consultation	Meetings Direct communication – via documents			
List of Background Documents to be Considered by Decision-maker	Bailiff framework for procurement			
Contact Officer(s) details	Christine Finnigan christine.finnigan@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Combined Authority for the Liverpool City Region</b> Consideration of a proposal to create a Combined Authority for the constituent councils of Merseyside and Halton including Merseyside Integrated Transport Authority for consultation purposes.			
Decision Maker	Cabinet			
Decision Expected	August 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	Constituent Local Authorities, Merseyside Integrated Transport Authority, representatives of the business community, service providers, delivery partners and any other regulatory or public bodies affected by this proposal			
Method(s) of Consultation	To be set out within the report			
List of Background Documents to be Considered by Decision-maker	To be set out within the report			
Contact Officer(s) details	Margaret Carney <a href="mailto:margaret.carney@sefton.gov.uk">margaret.carney@sefton.gov.uk</a> Tel: 0151 934 2057			

## 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 12 x 1 bed apartments and 6 x 2 bed houses for rent			
Decision Maker	Cabinet			
Decision Expected	12 Sep 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	Residents living adjacent to the scheme will be consulted			
Method(s) of Consultation	Residents will be sent a letter outlining the proposed development and inviting them to comment			
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>Formby Parish as a Neighbourhood Plan Area</b>            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"> <li>• Safety and security;</li> <li>• The local economy;</li> <li>• The Environment; and</li> <li>• Health and Well-being.</li> </ul> <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	12 Sep 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 <a href="mailto:ingrid.berry@sefton.gov.uk">ingrid.berry@sefton.gov.uk</a>			



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Community Environmental Fund</b></p> <p>The purpose of the report is to update Cabinet about the Community Environmental Fund and approve the way forward in accessing these funds.</p> <p>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.</p> <p>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.</p> <p>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	12 Sep 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><b>An Investment and Infrastructure Framework for the Borough</b></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. 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	12 Sep 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><b>South Sefton Prospectus for Growth</b></p> <p>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.</p> <p>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.</p> <p>The 'prospectus' was presented to the Policy cabinet on the 17 January 2013.</p> <p>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	12 Sep 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	<b>Southport Theatre and Convention Centre (STCC)</b> Appointment of an operator for the STCC due to the expiration of the existing contractual agreement			
Decision Maker	Cabinet			
Decision Expected	12 Sep 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 <a href="http://www.the-chest.org.uk">www.the-chest.org.uk</a>			
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 <a href="mailto:tony.corfield@sefton.gov.uk">tony.corfield@sefton.gov.uk</a> Tel: 0151 934 2315			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Employment Development and Development of Local Town Centres and Economies Working Group Final Report</b> To approve recommendations from the Employment Development and Development of Local Town Centres and Economies Working Group.			
Decision Maker	Cabinet			
Decision Expected	12 Sep 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			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>A5758 Broom's Cross Road (Thornton Switch Island Link) Approval to Proceed</b> To seek approval to proceed with the construction of the Thornton Link.			
Decision Maker	Cabinet			
Decision Expected	12 Sep 2013			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	No			
Wards Affected	Manor; Molyneux; Netherton and Orrell; Park; St. Oswald			
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	Report on progress of the scheme and approval to make the Orders from June 2012; Decision letter from Department for Transport (29/04/13)			
Contact Officer(s) details	Stephen Birch <a href="mailto:stephen.birch@sefton.gov.uk">stephen.birch@sefton.gov.uk</a> Tel: 0151 934 4225			

