



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 MARCH 2015 - 30 JUNE 2015

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 7AE 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 Democratic 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

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Public Health Annual Report	Matthew Saunders matthew.saunders@sefton.gov.uk Tel: 0151 934 3243	8
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Hired Passenger Transport Framework Contract	Graham Mussell graham.mussell@sefton.gov.uk Tel: 0151 934 4871	10
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Crosby Town Centre Investment Strategy	Andrew Hall andrew.hall@sefton.gov.uk Tel: 0151 934 3604	14

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Post 16 SEN Transport Policy Review</p> <p>The Council is seeking to review the current Post-16 SEN Transport Policy. Following the outcomes of a programme of extensive consultation and engagement with pupils, parents, carers and other key stakeholders, the Council will amend the existing policy and procedures. The Council wants to support young people to become as independent as possible so that they can achieve their aspirations for their future. Part of this will include how they can travel safely to School 6th form or FE College</p>
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Decision Maker	Cabinet			
Decision Expected	16 Apr 2015			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services			
Persons/Organisations to be Consulted	Pupils, parents, carers, teachers, FE colleges, and other key stakeholders.			
Method(s) of Consultation	Events in all special schools, relevant FE colleges, capturing the views of pupils, parents and carers; online questionnaire, easy read version for relevant pupils			
List of Background Documents to be Considered by Decision-maker	post 16 SEN transport policy review			
Contact Officer(s) details	Paul Rogers paul.rogers@sefton.gov.uk Tel: 0151 934 3317			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	School Performance Review - Recommendations To present to the Cabinet the recommendations of the Overview and Scrutiny Committee (Children's Services) to investigate an identified disparity in performance between schools in the secondary and primary sectors, particularly in the south of the Borough.			
Decision Maker	Cabinet			
Decision Expected	16 Apr 2015			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			

Wards Affected	All Wards
Scrutiny Committee Area	Children's Services
Persons/Organisations to be Consulted	All secondary and primary schools; professional teaching associations; and diocesan authorities.
Method(s) of Consultation	Via email.
List of Background Documents to be Considered by Decision-maker	School Performance Review - Recommendations
Contact Officer(s) details	Mike Morris mike.morris@sefton.gov.uk

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Details of Decision to be taken	<p>Adult Substance Misuse Contract Extension</p> <p>The Council currently commissions Lifeline to provide adult substance misuse services and their 2 year contract expires at the end of September 2015. A decision must be made by the end of March 2015 at the latest on whether the contract should be extended for a further 12 months. This will provide Lifeline with the minimum 6 months notice period.</p> <p>An evaluation of the current provision needs to be undertaken during February/March 2015 to inform the final recommendation and decision on future commissioning of the service; and it is anticipated that an evaluation team comprising: public health, contracts, finance, legal will consider the following points:</p> <ul style="list-style-type: none"> • Performance against agreed KPIs • Complaints and compliments received by service users and stakeholders, including provider response and implementation of learning • Partnership and pathway development • Client engagement • Children's and adult safeguarding • Clinical governance and patient safety <p>The following will also be considered:</p> <ul style="list-style-type: none"> • market of alternative providers • financial cost of re-commissioning • impact on clients, provider and other stakeholders of
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	changing provider			
Decision Maker	Cabinet			
Decision Expected	26 Mar 2015			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	A panel including, legal, finance, contracts, public health, Clinical Commissioning Group representation.			
Method(s) of Consultation	Meetings, e-mails			
List of Background Documents to be Considered by Decision-maker	Adult Substance Misuse Contract Extension			
Contact Officer(s) details	Margaret Jones margaret.jones@sefton.gov.uk Tel: 0151 934 3308			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Public Health Annual Report Publication of the 2014 Public Health Annual Report. The decision is to endorse the publication of the report.
Decision Maker	Cabinet Council
Decision Expected	26 Mar 2015 23 Apr 2015 Decision due date for Cabinet changed from 15/01/2015 to 26/03/2015. Reason: To enable discussions to be held with the Health and Wellbeing Board and the Overview and Scrutiny Committee (Health and Social Care)

	Decision due date for Council changed from 22/01/2015 to 23/04/2015. Reason: To enable discussions to be held with the Health and Wellbeing Board and the Overview and Scrutiny Committee (Health and Social Care)			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Health and Social Care			
Persons/Organisations to be Consulted	None - the Public Health Annual Report is a report by the Director of Public Health			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Public Health Annual Report			
Contact Officer(s) details	Matthew Saunders matthew.saunders@sefton.gov.uk Tel: 0151 934 3243			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Three Year Budget Plan 2014/15 - 2016/17 To consider any issues required for the preparation of the three year financial plan, including Government grant announcements, financial pressures and service changes.			
Decision Maker	Council			
Decision Expected	5 Mar 2015			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			

Scrutiny Committee Area	Performance and Corporate Services
Persons/Organisations to be Consulted	Cabinet, Chief Executive, Strategic Leadership Team, Unions, Staff, relevant external organisations.
Method(s) of Consultation	Individual budget saving options will be subject to consultation - internal and external to the Council.
List of Background Documents to be Considered by Decision-maker	Three Year Budget Plan 2014/15 - 2016/17
Contact Officer(s) details	Margaret Rawding margaret rawding@sefton.gov.uk Tel 0151 934 4082

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Details of Decision to be taken	Hired Passenger Transport Framework Contract This report will seek permission to invite Tenders on a cost / quality basis for suitable suppliers to be included within a Framework Contract. The scope of the work to be delivered under the Framework will be the transportation of service users whose eligibility is determined by the commissioning departments of Adult Social Care and Children's Services.			
Decision Maker	Cabinet			
Decision Expected	26 Mar 2015			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
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			
Method(s) of Consultation	Via email / Report Management System			
List of Background Documents to be Considered by Decision-	Hired Passenger Transport Framework Contract			

maker	
Contact Officer(s) details	Graham Mussell graham.mussell@sefton.gov.uk Tel: 0151 934 4871

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Details of Decision to be taken	Disposal of Surplus Council-Owned Land The report will identify a number of sites that may, in principle, be suitable for development subject to planning permission being obtained. Any formal designation of the land / sites would only be done as part of the preparation of the Sefton Local Plan.			
Decision Maker	Cabinet			
Decision Expected	June 2015 Decision due date for Cabinet changed from 05/02/15 to 04/06/2015. Reason: the need to provide the wider context for making the decision and other information necessary in order to enable the Council to make the correct decision relating to these sites.			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Internal Council officers			
Method(s) of Consultation	Meetings			
List of Background Documents to be Considered by Decision-maker	Disposal of surplus Council-owned land			
Contact Officer(s) details	Ingrid Berry ingrid.berry@sefton.gov.uk Tel: 0151 934 3556			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Annual Service Contracts for Highway Maintenance Work 2016-2021 - Procurement Strategy Agreement of the Procurement Strategy to Appoint Contractors to deliver the Highway Maintenance Annual Service Contracts 2016-2021			
Decision Maker	Cabinet			
Decision Expected	26 Mar 2015			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Head of Corporate Legal Services and Head of Corporate Finance and ICT			
Method(s) of Consultation	Direct Contact with Relevant Officers			
List of Background Documents to be Considered by Decision-maker	Annual Service Contracts for Highway Maintenance Work 2016-2021 - Procurement Strategy			
Contact Officer(s) details	Andrew Dunsmore andrew.dunsmore@sefton.gov.uk Tel: 0151 934 2766			

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Details of Decision to be taken	Property Search Litigation Property Search Litigation relates to claims by private property search companies for the repayment of property search fees which they allege are incompatible with the Environmental Information Regulations 2004. The purpose of the report is to provide an update on such litigation and to seek instructions from Cabinet.
Decision Maker	Cabinet
Decision Expected	26 Mar 2015

	Decision due date for Cabinet changed from 26/02/2015 to 26/03/2015. Reason: negotiations with the Claimants are still continuing at a national level and have not yet been concluded. The report will be submitted to Cabinet when the position has been clarified.			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Fully exempt			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Head of Corporate Finance and ICT and Head of Planning Services			
Method(s) of Consultation	Internal meetings			
List of Background Documents to be Considered by Decision-maker	Property Search Litigation			
Contact Officer(s) details	Peter Cowley Litigation.senior@sefton.gov.uk Tel: 0151 934 2250			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Crosby Town Centre Investment Strategy To approve the Crosby Town centre Investment Strategy (the Strategy). The Strategy will set out a clear long term vision and ambition for Crosby that provides Crosby with a purpose and a direction as a destination for future investment purposes. The strategy will also maximise the economic potential of Crosby in relation to its key attributes, having established and secured a consensus with stakeholders. It will demonstrate how this vision could be delivered in economic, physical and social terms. Central to the Strategy will be development proposals that will need to support a clear and commercially viable future for the existing town centre</p>
Decision Maker	Cabinet
Decision Expected	<p>16 Apr 2015 Decision due date for Cabinet changed from 05/02/2015 to 16/04/2015. Reason: to allow for a period of public</p>

	comments on a final published draft. The Cabinet Member - Regeneration and Tourism will approve the draft for consultation.			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Manor; Victoria			
Scrutiny Committee Area	Regeneration and Environmental Services			
Persons/Organisations to be Consulted	Officers, Informal Policy Cabinet, Public			
Method(s) of Consultation	A two stage public consultation which was reported to the Consultation and Engagement Panel. This included exhibitions, press releases and making information available through the Council's Website, including publication of consultation results.			
List of Background Documents to be Considered by Decision-maker	Crosby Town Centre Investment Strategy Crosby Town Centre Investment Strategy			
Contact Officer(s) details	Andrew Hall andrew.hall@sefton.gov.uk Tel: 0151 934 3604			