



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 APRIL 2016 - 31 JULY 2016

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

Item Heading	Officer Contact	Page No
Care Services (Domiciliary) Working Group - Final Report	Debbie Campbell debbie.campbell@sefton.gov.uk Tel: 0151 934 2254	4
Pre-Paid Cards Solution	Peter Moore peter.moore@sefton.gov.uk Tel: 0151 934 3730	5
Sensory Service	John Keogh john.keogh@sefton.gov.uk Tel: 0151 934 3718	6
Children & Young People Plan	Dwayne Johnson dwayne.johnson@sefton.gov.uk Tel: 0151 934 4900	7
Sefton Mental Health: A Strategic Plan for Sefton 2015-2020	Tina Wilkins tina.wilkins@sefton.gov.uk Tel: 0151 934 3329	9
M58 Junction 1 New Slip Roads - Compulsory Purchase Order	Andrew Dunsmore andrew.dunsmore@sefton.gov.uk Tel: 0151 934 2766	11
Community Infrastructure Levy - Preliminary Draft Charging Schedule	Ian Loughlin ian.loughlin@sefton.gov.uk Tel: 0151 934 3558	12
Publication of proposed Modifications to the Sefton Local Plan	Ingrid Berry ingrid.berry@sefton.gov.uk Tel: 0151 934 3556	13
Adoption of Sefton Playing Pitch Strategy	Andrew Hunt andrew.hunt@sefton.gov.uk Tel: 0151 934 3827	14
Website Advertising	Jan McMahan jan.mcmahan@sefton.gov.uk Tel: 0151 934 4431	15
Future of Area Committees	Jill Coule jill.coule@sefton.gov.uk Tel: 0151 934 2031	16
Revenue Budget 2015/16 - Update	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104	17
Customer Experience of Claiming Council Administered Benefits and Financial Support	Paul Fraser paul.fraser@sefton.gov.uk Tel: 0151 934 2068	18

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Care Services (Domiciliary) Working Group - Final Report
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	To agree the recommendations of the Care Services (Domiciliary) Working Group			
Decision Maker	Cabinet			
Decision Expected	7 Apr 2016 Decision due date for Cabinet changed from 10/03/2016 to 07/04/2016. Reason: To allow further investigations and consultations to take place in order to inform the review			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Persons/Organisations to be Consulted	Overview and Scrutiny Committee (Adult Social Care)			
Method(s) of Consultation	Meetings			
List of Background Documents to be Considered by Decision-maker	Care Services (Domiciliary) Working Group - Final Report			
Contact Officer(s) details	Debbie Campbell debbie.campbell@sefton.gov.uk Tel: 0151 934 2254			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Pre-Paid Cards Solution To seek approval for the commencement of a procurement exercise for the implementation of a Pre-Paid Cards solution, following on from the Pre-Paid cards pilot for Direct Payments
Decision Maker	Cabinet
Decision Expected	7 Apr 2016 Decision due date for Cabinet changed from 03/12/2015 to 07/04/2016. Reason: The decision to commence a procurement exercise for the implementation of a Pre-Paid Cards solution has been deferred until 7th April to allow the

	findings of the Pre-Paid cards Pilot for Direct Payments to fully inform the procurement process and future service specification			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Persons/Organisations to be Consulted	Head of Regulation and Compliance and Chief Finance Officer.			
Method(s) of Consultation	Meetings, emails and Presentations.			
List of Background Documents to be Considered by Decision-maker	Pre-Paid Cards Solution			
Contact Officer(s) details	Peter Moore peter.moore@sefton.gov.uk Tel: 0151 934 3730			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Sensory Service The commissioning of a new sensory service jointly with neighbouring authorities. A sensory service is a group of services to support people with either visual impairment or hearing impairment or both i.e. deaf, hard of hearing, blind, deaf and blind, poor eyesight. etc. and people in danger of developing these conditions.</p>
Decision Maker	<p>Cabinet</p> <p>Council</p>
Decision Expected	<p>7 Apr 2016</p> <p>21 Apr 2016</p> <p>Decision due date for Cabinet changed from 10/03/2016 to 07/04/2016. Reason: The service is being jointly</p>

	commissioned by 5 local authorities and as the service provision and budgets differ greatly across Merseyside and there has been changing views on the best model to take the service forward we have not as yet made a firm decision amongst the 5 authorities as to how the service will be tendered.			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Persons/Organisations to be Consulted	Visually impaired and hearing impaired community			
Method(s) of Consultation	Workshops with providers and service users			
List of Background Documents to be Considered by Decision-maker	Sensory Service			
Contact Officer(s) details	John Keogh john.keogh@sefton.gov.uk Tel: 0151 934 3718			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Children & Young People Plan The Children and Young People's Plan (CYPP) sets out the priorities and actions for the development of all local services relating to children and young people in Sefton over the period 2015-2020. The Plan contains 4 key priority areas:</p> <ol style="list-style-type: none"> 1. Ensure all children and young people have a positive educational experience 2. Ensure all children are supported to have a healthy start in life and a healthy adulthood 3. Improving the quality of lives of children and young people with additional needs and vulnerabilities, to ensure they are safe and fulfil their individual potential 4. Ensure positive emotional health and wellbeing of children and young people is achieved <p>The Plan will be submitted for sign off.</p>
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Decision Maker	Cabinet Council			
Decision Expected	7 Apr 2016 21 Apr 2016 Decision due date for Cabinet changed from 10/03/2016 to 07/04/2016. Reason: To allow more time for consultation with young people to provide a better outcome			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services and Safeguarding			
Persons/Organisations to be Consulted	Providers, service users, young people, parent carers			
Method(s) of Consultation	World Cafe style event for providers, service users, young people, parent carers			
List of Background Documents to be Considered by Decision-maker	Children & Young People Plan			
Contact Officer(s) details	Dwayne Johnson dwayne.johnson@sefton.gov.uk Tel: 0151 934 4900			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Sefton Mental Health: A Strategic Plan for Sefton 2015-2020 To agree a Sefton wide, all age, partnership Mental Health Strategic Plan.
Decision Maker	Cabinet Council

Decision Expected	7 Apr 2016 21 Apr 2016 Decision due date for Cabinet changed from 10/03/2016 to 07/04/2016. Reason: To allow the matter to be considered by the Overview and Scrutiny Committee (Children's Services and Safeguarding)			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services and Safeguarding			
Persons/Organisations to be Consulted	To avoid duplication consultation feedback for the Mental Health Strategy has been taken from consultation that took place on other related strategies such as the Dementia, Older Person, Carers and Children's and Young People Plan. An event for partners, Voluntary, Community and Faith sector (VCF), providers, service users and carers was held in the Autumn of 2013 to commence the development work; and since then a Mental Health Strategy development group comprising of partners, VCF, Clinical Commissioning Groups and the Council have met regularly and contributed to the development of the strategy. The draft strategy has also been circulated to a wide group including the wider determinants, early life and adult forum for further comments.			
Method(s) of Consultation	Stakeholder events, Mental Health Strategy development group			
List of Background Documents to be Considered by Decision-maker	SEFTON MENTAL HEALTH : A Strategic Plan for Sefton 2015-2020			
Contact Officer(s) details	Tina Wilkins tina.wilkins@sefton.gov.uk Tel: 0151 934 3329			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	M58 Junction 1 New Slip Roads - Compulsory Purchase Order To seek approval for the serving of a Compulsory Purchase
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	Order to enable the acquisition of the land required to enable the implementation of the new slip roads at M58 Junction 1			
Decision Maker	Cabinet			
Decision Expected	7 Apr 2016			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Molyneux			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Landowners; Highways England			
Method(s) of Consultation	Affected Landowners will receive letters explaining the details of the proposals and desire to acquire land through negotiation. Landowners will also receive specific correspondence and invitations to meetings from the Council's Land Agent			
List of Background Documents to be Considered by Decision-maker	M58 Junction 1 New Slip Roads - Compulsary Purchase Order			
Contact Officer(s) details	Andrew Dunsmore andrew.dunsmore@sefton.gov.uk Tel: 0151 934 2766			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Community Infrastructure Levy - Preliminary Draft Charging Schedule Approval of a draft Community Infrastructure Levy charging schedule for consultation purposes.
Decision Maker	Cabinet
Decision Expected	7 Apr 2016 Decision due date for Cabinet changed from 04/02/2016 to 07/04/2016. Reason: To allow the matter to be considered

	by the Overview and Scrutiny Committee (Regeneration and Skills) on 15 March 2016			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Elected Members, development industry, general public, infrastructure providers			
Method(s) of Consultation	Workshop, one-to one discussions and consultation documents			
List of Background Documents to be Considered by Decision-maker	Community Infrastructure Levy - Draft Charging Schedule			
Contact Officer(s) details	Ian Loughlin ian.loughlin@sefton.gov.uk Tel: 0151 934 3558			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Publication of proposed Modifications to the Sefton Local Plan To seek approval of the Inspector's interim report and agreement to publish the Modifications for comment			
Decision Maker	Cabinet Council			
Decision Expected	26 May 2016 14 Jul 2016 Decision due date for Cabinet changed from 07/04/2016 to 26/05/2016. Reason: As a result of formalising the programme for the Council to approve the Inspector's interim report and agreeing to publish the Modifications for comment following the receipt of the Inspector's interim report which is due this month			
Key Decision Criteria	Financial	No	Community	Yes

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Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Publication of proposed Modifications to the Sefton Local Plan			
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	Adoption of Sefton Playing Pitch Strategy To approve the Sefton Playing Pitch Strategy for adoption. The Playing Pitch Strategy assesses the demand and supply of playing pitches in an area in order to come up with recommendations of how to improve the stock and quality of playing pitches. This will give the document greater importance in decisions.			
Decision Maker	Cabinet			
Decision Expected	21 Jul 2016			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Parish Council, Councillors, sports clubs and anyone with an interest in sport.			
Method(s) of Consultation	An 8 week consultation process was undertaken between February and April			

List of Background Documents to be Considered by Decision-maker	Adoption of Sefton Playing Pitch Strategy
Contact Officer(s) details	Andrew Hunt andrew.hunt@sefton.gov.uk Tel: 0151 934 3827

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Website Advertising Cabinet will be asked to consider the principle of whether advertising on the Council's website is acceptable with a view to raising income and to agree a way forward.			
Decision Maker	Cabinet			
Decision Expected	7 Apr 2016 Decision due date for Cabinet changed from 10/03/2016 to 07/04/2016. Reason: To enable further research is being undertaken			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Website Advertising			
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	Future of Area Committees To report on the outcome of the consultation exercise undertaken regarding the future of Area Committees			
Decision Maker	Cabinet			
Decision Expected	7 Apr 2016			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Area Committees; Public Engagement and Consultation Panel			
Method(s) of Consultation	Meetings			
List of Background Documents to be Considered by Decision-maker	Future of Area Committees			
Contact Officer(s) details	Jill Coule jill.coule@sefton.gov.uk Tel: 0151 934 2031			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Revenue Budget 2015/16 - Update To consider any issues required for the preparation, monitoring, reporting and amendment of the three year plan, including Government grants, financial pressures and service changes.			
Decision Maker	Cabinet			
Decision Expected	7 Apr 2016			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			

Wards Affected	All Wards
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services
Persons/Organisations to be Consulted	Cabinet, Chief Executive, Strategic Leadership Board, Trade Unions, Staff, relevant external organisations, as appropriate.
Method(s) of Consultation	Individual budget items will be subject to appropriate consultation - internal to the Council.
List of Background Documents to be Considered by Decision-maker	Revenue Budget 2015/16 - Update
Contact Officer(s) details	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Customer Experience of Claiming Council Administered Benefits and Financial Support To submit the findings of the review undertaken by the Customer Experience of Claiming Council Administered Benefits and Financial Support Working Group			
Decision Maker	Cabinet			
Decision Expected	23 Jun 2016 Decision due date for Cabinet changed from 07/04/2016 to 23/06/2016. Reason: The Working Group is still undertaking research to help it formulate recommendations for its Final Report			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Customers; arvato (One Stop Shop and Call-Centre Staff); Job Centre Plus; Care Leavers; Registered Social Landlords; Welfare Rights; Citizen's Advice Bureau; Housing Homelessness Emergency Limited Assistance Scheme			

Method(s) of Consultation	Interviews; Presentations; Site visits
List of Background Documents to be Considered by Decision-maker	Customer Experience of Claiming Council Administered Benefits and Financial Support
Contact Officer(s) details	Paul Fraser paul.fraser@sefton.gov.uk Tel: 0151 934 2068