



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

**FOR THE FOUR MONTH PERIOD 1 DECEMBER 2018 - 31 MARCH 2019**

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](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 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**

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Medically Managed Residential Drug & Alcohol Detoxification Service	Alan McGee alan.mcgee@sefton.gov.uk	7
Sand Dunes Nursery - Determination of the Statutory Proposal	Mike McSorley mike.mcsorley@sefton.gov.uk Tel: 0151 934 3428	8
Bootle Heritage Complex	Nicky Owen nicky.owen@sefton.gov.uk	9
Homelessness Strategy (2018 - 2023)	Alistair Malpas alistair.malpas@sefton.gov.uk	10
Making the Lydiate and Maghull Neighbourhood Plans	Ingrid Berry ingrid.berry@sefton.gov.uk Tel: 0151 934 3556, Alison Jones alison.jones@sefton.gov.uk	11
Revenue and Capital Budget Update - Treasury Management Position to October 2018	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100	12
Digital Inclusion Working Group Final Report	Paul Fraser paul.fraser@sefton.gov.uk Tel: 0151 934 2068	13
Revenue and Capital Budget Plan 2018/19 – 2019/20 - December 2018	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104	14
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## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Liverpool City Region (LCR) Procurement of a Flexible Purchasing System for Complex Care</b> Report to approve the procurement as part of an LCR joint approach of a flexible purchasing system for complex care			
Decision Maker	Cabinet			
Decision Expected	6 Dec 2018			
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	providers			
Method(s) of Consultation	provider events			
List of Background Documents to be Considered by Decision-maker	LCR Procurement of a Flexible Purchasing System for Complex Care			
Contact Officer(s) details	Carol Cater carol.cater@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Adult Social Care Domiciliary Care</b> To update Cabinet on Adult Social Care Domiciliary Care.			
Decision Maker	Cabinet			
Decision Expected	6 Dec 2018			

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	Adult Social Care Senior Managers; Cabinet Member - Adult Social Care			
Method(s) of Consultation	Meetings and emails.			
List of Background Documents to be Considered by Decision-maker	Adult Social Care Domiciliary Care			
Contact Officer(s) details	Neil Watson neil.watson@sefton.gov.uk Tel: 0151 934 3744			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Medically Managed Residential Drug &amp; Alcohol Detoxification Service</b> Request to exercise 2 x remaining contract continuation options.			
Decision Maker	Cabinet			
Decision Expected	10 Jan 2019			
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	Cabinet Member, Service Provider, Key Stakeholders including Adult Social Care			
Method(s) of Consultation	Meetings, emails			

List of Background Documents to be Considered by Decision-maker	Medically Managed Residential Drug & Alcohol Detoxification Service
Contact Officer(s) details	Alan McGee alan.mcgee@sefton.gov.uk

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Sand Dunes Nursery - Determination of the Statutory Proposal</b> Following the decision of Cabinet at the November meeting, the Local Authority is obliged to follow the statutory process			
Decision Maker	Cabinet			
Decision Expected	10 Jan 2019			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Church; Ford; Linacre			
Scrutiny Committee Area	Children's Services and Safeguarding			
Persons/Organisations to be Consulted	Councillors			
Method(s) of Consultation	Meetings			
List of Background Documents to be Considered by Decision-maker	Sanddunes Nursery-Determination of the Statutory Proposal			
Contact Officer(s) details	Mike McSorley mike.mcsorley@sefton.gov.uk Tel: 0151 934 3428			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Bootle Heritage Complex</b> To review the options for the complex and permission to undertake the next steps, such as external funding
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	applications.			
Decision Maker	Cabinet			
Decision Expected	6 Dec 2018 Decision due date for Cabinet changed from 01/11/2018 to 06/12/2018. Reason: The Marketing options Appraisal work is still ongoing			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Linacre			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Members and Stakeholders			
Method(s) of Consultation	Meetings and Correspondence			
List of Background Documents to be Considered by Decision-maker	Bootle Heritage Complex			
Contact Officer(s) details	Nicky Owen nicky.owen@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Homelessness Strategy (2018 - 2023)</b> To seek approval to publish the Homelessness Strategy for Sefton (2018 - 2023)
Decision Maker	Cabinet
Decision Expected	10 Jan 2019 Decision due date for Cabinet changed from 06/12/2018 to 10/01/2019. Reason: Due to discussions with the Cabinet Member – Communities and Housing concerning the consultation version of the Homelessness Strategy, the twelve week consultation period will now start later than anticipated. Accordingly, it will not be possible to produce the report for submission to the meeting on 6 December, 2018

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	Members of the public, key stakeholders.			
Method(s) of Consultation	Via Council website and other appropriate channels.			
List of Background Documents to be Considered by Decision-maker	Homeless Strategy (2108-2023)			
Contact Officer(s) details	Alistair Malpas alistair.malpas@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Making the Lydiate and Maghull Neighbourhood Plans</b>  The Neighbourhood Plans for Lydiate and Maghull have been prepared by the respective Parish and Town Councils. Each has been examined and the independent Examiners have recommended that each plan can proceed to referendum. Assuming that each referendum is successful (i.e. a majority vote in favour of making the plan), Sefton Council must resolve to make the Plans so that they become part of the Development Plan used to inform planning decisions in each parish.</p>			
Decision Maker	Cabinet  Council			
Decision Expected	14 Feb 2019  28 Feb 2019			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			



Wards Affected	Molyneux; Park; Sudell
Scrutiny Committee Area	Regeneration and Skills
Persons/Organisations to be Consulted	Not applicable
Method(s) of Consultation	Not required at this stage of the plan-making process.
List of Background Documents to be Considered by Decision-maker	Making the Lydiate and Maghull Neighbourhood Plans
Contact Officer(s) details	Ingrid Berry <a href="mailto:ingrid.berry@sefton.gov.uk">ingrid.berry@sefton.gov.uk</a> Tel: 0151 934 3556, Alison Jones <a href="mailto:alison.jones@sefton.gov.uk">alison.jones@sefton.gov.uk</a>

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Revenue and Capital Budget Update - Treasury Management Position to October 2018</b> Members are requested to note the Treasury Management update to 31st October 2018, to review the effects of decisions taken in pursuit of the Treasury Management Strategy and to consider the implications of changes resulting from regulatory, economic and market factors affecting the Council's treasury management activities.			
Decision Maker	Cabinet  Council			
Decision Expected	6 Dec 2018  24 Jan 2019			
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	Head of Corporate Resources; Chief Legal and Democratic			

Consulted	Officer
Method(s) of Consultation	Internal Consultation
List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Update - Treasury Management Position to October 2018
Contact Officer(s) details	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Digital Inclusion Working Group Final Report</b> To present formally the final report of the Digital Inclusion Working Group.			
Decision Maker	Cabinet			
Decision Expected	6 Dec 2018 Decision due date for Cabinet changed from 04/10/2018 to 06/12/2018. Reason: To enable the Working Group's Final Report to be considered by the Overview and Scrutiny Committee (Regeneration and Skills) at its meeting to be held on 6 November 2018			
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	Hugh Baird College; Liverpool City Region Combined Authority; Sefton Adult Learning Service; Registered Social Landlords; Older Persons' Forum Co-ordinator for Sefton Advocacy; Sefton CVS			
Method(s) of Consultation	Meetings; Emails			
List of Background Documents to be Considered by Decision-maker	Digital Inclusion Working Group Final Report			

Contact Officer(s) details	Paul Fraser paul.fraser@sefton.gov.uk Tel: 0151 934 2068
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## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Revenue and Capital Budget Plan 2018/19 – 2019/20 - December 2018</b> To consider any issues required for the preparation, monitoring, reporting and amendment of the revenue and capital financial plans 2018/19 – 2019/20, including Government grants, financial pressures and service changes.			
Decision Maker	Cabinet			
Decision Expected	6 Dec 2018			
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 and relevant organisations as appropriate.			
Method(s) of Consultation	Individual budget saving options / amendments to the budget will be subject to appropriate consultation – internal and external to the Council (as appropriate).			
List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Plan 2018/19 – 2019/20			
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	<b>Council Tax Empty Homes Premium</b> The Government has provided Councils with the extra
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	flexibility to increase bills to incentivise owners to bring long standing empty homes back into use.  The decision is on whether to charge an additional premium if the legislation is passed from April 2019.			
Decision Maker	Cabinet  Council			
Decision Expected	10 Jan 2019  24 Jan 2019			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Member approval; key stakeholders - Businesses & landlords; Parish Councils Major preceptor			
Method(s) of Consultation	Consultation panel 26.10.2018; 5 week consultation - E consult; Letter to those affected & emails; Press release; Social media; and Landlord news letter			
List of Background Documents to be Considered by Decision-maker	Council Tax Empty Homes Premium			
Contact Officer(s) details	Christine Finnigan christine.finnigan@sefton.gov.uk Tel: 0151 934 4161			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Council Tax Reduction Scheme 2019/20 and Council Tax Base 2019/20</b> To seek a review of Council Tax Reduction Scheme (CTRS) for 2018/19; approve recommendations for CTRS 2019/20;
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	and to provide updated Council Tax Base 2019/20 for approval			
Decision Maker	Cabinet Council			
Decision Expected	10 Jan 2019 24 Jan 2019			
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	Head of Corporate Resources; Cabinet Member Briefing Paper; Police and Fire Authorities; and Parish Councils			
Method(s) of Consultation	Working Group Meetings; Meeting with Head of Corporate Resources; and Briefing Paper			
List of Background Documents to be Considered by Decision-maker	Council Tax Reduction Scheme 2019/20 and Council Tax Base 2019/20			
Contact Officer(s) details	Diane Turner diane.turner2@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Revenue and Capital Budget Plan 2018/19 – 2019/20 - January 2019</b></p> <p>To consider any issues required for the preparation, monitoring, reporting and amendment of the revenue and capital financial plans 2018/19 – 2019/20, including Government grants, financial pressures and service changes.</p>
Decision Maker	Cabinet
Decision Expected	10 Jan 2019

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 and relevant organisations as appropriate.			
Method(s) of Consultation	Individual budget saving options / amendments to the budget will be subject to appropriate consultation – internal and external to the Council (as appropriate).			
List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Plan 2018/19 – 2019/20			
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	<b>Revenue and Capital Budget Plan 2018/19 – 2019/20 - 7 February 2019</b> To consider any issues required for the preparation, monitoring, reporting and amendment of the revenue and capital financial plans 2018/19 – 2019/20, including Government grants, financial pressures and service changes.			
Decision Maker	Cabinet			
Decision Expected	7 Feb 2019			
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 and relevant organisations as appropriate.
Method(s) of Consultation	Individual budget saving options / amendments to the budget will be subject to appropriate consultation – internal and external to the Council (as appropriate).
List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Plan 2018/19 – 2019/20
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	<b>Revenue and Capital Budget Plan 2018/19 – 2019/20 - 14 February 2019</b> To consider any issues required for the preparation, monitoring, reporting and amendment of the revenue and capital financial plans 2018/19 – 2019/20, including Government grants, financial pressures and service changes.			
Decision Maker	Cabinet			
Decision Expected	14 Feb 2019			
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 and relevant organisations as appropriate.			
Method(s) of Consultation	Individual budget saving options / amendments to the budget will be subject to appropriate consultation – internal and external to the Council (as appropriate).			

List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Plan 2018/19 – 2019/20
Contact Officer(s) details	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104