



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2019 - 31 MAY 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

- 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
Stop Smoking Service Contract Extension	Julie Murray julie.murray@sefton.gov.uk Tel: 0151 934 3343	4
Adult Social Care Domiciliary Care	Neil Watson neil.watson@sefton.gov.uk Tel: 0151 934 3744	5
Medically Managed Residential Drug & Alcohol Detoxification Service	Alan McGee alan.mcgee@sefton.gov.uk	6
Bootle Heritage Complex	Heather Jago heather.jago@sefton.gov.uk Tel: 0151 934 4619	7
Southport Town Centre - Townscape Heritage Lottery Second Round Application	Daniel Byron daniel.byron@sefton.gov.uk Tel: 0151 934 3201	8
ICT Contracts Strategy	Helen Spreadbury helen.spreadbury@sefton.gov.uk	9
Revenue and Capital Budget Plan 2018/19 – 2019/20 - 7 February 2019	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104	10
Treasury Management Policy and Strategy 2019/20	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100	11
The Prudential Code for Capital Finance in Local Authorities - Prudential Indicators 2019/20	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100	12
Revenue and Capital Budget Plan 2018/19 – 2019/20 - 14 February 2019	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104	13

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Stop Smoking Service Contract Extension To seek Cabinet approval to extend the Stop Smoking Service for a further 12 months, by exercising a plus one year option within the current contract			
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	Adult Social Care			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Stop Smoking Service Contract Extension			
Contact Officer(s) details	Julie Murray julie.murray@sefton.gov.uk Tel: 0151 934 3343			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Adult Social Care Domiciliary Care To update Cabinet on Adult Social Care Domiciliary Care.			
Decision Maker	Cabinet			
Decision Expected	7 Feb 2019 Decision due date for Cabinet changed from 10/01/2019 to 07/02/2019. Reason: to allow more time for options to be appraised			
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			

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Details of Decision to be taken	Medically Managed Residential Drug & Alcohol Detoxification Service Request to exercise 2 x remaining contract continuation options.			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2019 Decision due date for Cabinet changed from 07/02/2019 to 07/03/2019. Reason: To discuss the length of the contract continuation options with the Cabinet Member - Health and Wellbeing			
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	Bootle Heritage Complex To review the options for the complex and permission to undertake the next steps, such as external funding applications.			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2019 Decision due date for Cabinet changed from 10/01/2019 to 07/03/2019. Reason: The Market Assessment report is not yet complete as further work and input is required regarding asset management issues to inform the assessment of future uses			
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	Heather Jago heather.jago@sefton.gov.uk Tel: 0151 934 4619			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Southport Town Centre - Townscape Heritage Lottery Second Round Application To seek approval from Cabinet to submit the Second Round application to the Heritage Lottery Fund (HLF) for the Townscape Heritage (TH) funding stream for Southport Town Centre including Lord Street and the Promenade Conservation Areas.			
Decision Maker	Cabinet			
Decision Expected	7 Feb 2019			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	Dukes			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Members of the public, local civic societies, Public Engagement and Consultation Panel, internal Heads of Service			
Method(s) of Consultation	Council's website, meetings and Public Engagement and Consultation Panel			
List of Background Documents to be Considered by Decision-maker	Southport Town Centre - Townscape Heritage Lottery Second Round Application			
Contact Officer(s) details	Daniel Byron daniel.byron@sefton.gov.uk Tel: 0151 934 3201			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	ICT Contracts Strategy To obtain approval for a strategy to manage ICT (Information Communications & Technology) contracts following the transfer of responsibility to the authority on the 1st of October 2018			
Decision Maker	Cabinet			
Decision Expected	7 Feb 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	Head of Commissioning Support and Business Intelligence; Head of Corporate Resources			
Method(s) of Consultation	Meetings; Emails			
List of Background Documents to be Considered by Decision-maker	ICT Contracts Strategy			
Contact Officer(s) details	Helen Spreadbury helen.spreadbury@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Revenue and Capital Budget Plan 2018/19 – 2019/20 - 7 February 2019 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	Treasury Management Policy and Strategy 2019/20 The Council has previously adopted CIPFA's Code of Practice on Treasury Management in the Public Services. This report presents for approval the Treasury Management Policy Document 2019/20, the Treasury Management Strategy Document 2019/20, and the proposed Minimum Revenue Provision Policy Statement 2018/19 as per the requirements of the code. This will allow for the effective operation of the Council's Treasury Management function during the 2019/20 financial year.			
Decision Maker	Cabinet Council			
Decision Expected	14 Feb 2019 28 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	Council's Treasury Management Advisors			
Method(s) of Consultation	Meetings, emails and telephone calls			
List of Background Documents to be Considered by Decision-maker	Treasury Management Policy and Strategy 2019/20			
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	<p>The Prudential Code for Capital Finance in Local Authorities - Prudential Indicators 2019/20</p> <p>The CIPFA Prudential Code for Capital Finance in Local Authorities was introduced following the Local Government Act 2003. It details a number of measures/limits/parameters (Prudential Indicators) that are required to be set each financial year. The approval of these limits will ensure that the Council complies with the relevant legislation, is acting prudently and that its capital expenditure proposals are affordable. This report presents for approval the Prudential Indicators required to be set by the Council in 2019/20 to comply with the code.</p>			
Decision Maker	<p>Cabinet</p> <p>Council</p>			
Decision Expected	<p>14 Feb 2019</p> <p>28 Feb 2019</p>			
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	The Prudential Code for Capital Finance in Local Authorities - Prudential Indicators 2019/20			
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	Revenue and Capital Budget Plan 2018/19 – 2019/20 - 14 February 2019 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			