



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 JUNE 2019 - 30 SEPTEMBER 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

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
Adult Social Care - Residential & Nursing Care Sector	Deborah Butcher deborah.butcher@sefton.gov.uk	3
Re-Procurement of Sefton Stop Smoking Service	Julie Murray julie.murray@sefton.gov.uk Tel: 0151 934 3343	3
0-19 Healthy Child Programme	Julie Murray julie.murray@sefton.gov.uk Tel: 0151 934 3343	3
Burials and Cremation Service Grounds Maintenance Provision Post 2020	Andrew Walker andrew.walker@sefton.gov.uk Tel: 0151288 6159	3
Borough of Culture 2020	Stephen Watson stephen.watson@sefton.gov.uk	3
Strategic Partnership in Leisure Sector	Stephen Watson stephen.watson@sefton.gov.uk	3
Sefton Economic Strategy	Stephen Watson stephen.watson@sefton.gov.uk	3
Acceptance of Adult Education Budget Grant to Support Sefton Adult Community Learning Service	Claire Maguire claire.maguire@sefton.gov.uk Tel: 0151 934 2684	3
Liverpool City Region 'Statement of Common Ground'	Andrea O'Connor andrea.oconnor@sefton.gov.uk	3
Playing Pitch Strategy Update - Approval	Andrea O'Connor andrea.oconnor@sefton.gov.uk	3
Strategic Housing Market Assessment Update 2019	Ian Loughlin ian.loughlin@sefton.gov.uk Tel: 0151 934 3558	3
Enterprise Principles	Christian Rogers christian.rogers@sefton.gov.uk	3
Crosby Lakeside Redevelopment Project	Nicky Owen nicky.owen@sefton.gov.uk	3
Business Continuity Policy	David Eden david.eden@sefton.gov.uk	3
Hospitality Asset Improvements and Operations	Kate Edgar kate.edgar@sefton.gov.uk	3
Southport Theatre and Convention Centre Early E-Procurement	Kate Edgar kate.edgar@sefton.gov.uk	3
Revenue and Capital Budget Update 2019/20	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106	3

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Adult Social Care - Residential & Nursing Care Sector To seek approval for the commencement of a project and consultation relating to the way in which the Council makes payments to the care home sector.			
Decision Maker	Cabinet			
Decision Expected	20 Jun 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	Officers and key stakeholders			
Method(s) of Consultation	Consultation has taken place via meetings and benchmarking approach with other local authorities. Following the decision there will be further wider engagement with the sector to inform a final report for Cabinet.			
List of Background Documents to be Considered by Decision-maker	Adult Social Care - Residential & Nursing Care Sector			
Contact Officer(s) details	Deborah Butcher deborah.butcher@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Re-Procurement of Sefton Stop Smoking Service Public Health seek approval to re-procure SEFTON Stop Smoking Service.
Decision Maker	Cabinet

Decision Expected	25 Jul 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	LWS Partners, Pharmacies, Service Users, Cabinet Member, Director of Public Health, Public Health Colleagues, Legal, Clinical Commissioning Group, Procurement, Providers			
Method(s) of Consultation	Meetings, Forums, emails, service user feedback, service review			
List of Background Documents to be Considered by Decision-maker	Re-Procurement of Sefton Stop Smoking Service			
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	0-19 Healthy Child Programme Service review outcomes and future procurement options			
Decision Maker	Cabinet			
Decision Expected	5 Sep 2019			
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	Public Engagement and Consultation Panel; Partners and wider stakeholders; Young People; Parents; Staff; Cabinet Member – Children’s Services and Safeguarding
Method(s) of Consultation	Meetings; Emails; Workshops and Focus Groups; Online Questionnaire
List of Background Documents to be Considered by Decision-maker	0-19 Healthy Child Programme
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	Burials and Cremation Service Grounds Maintenance Provision Post 2020 To seek approval for proposed grounds maintenance functions and associated services at cemeteries and crematoria across the Borough following the cessation of the current contract in early 2020.			
Decision Maker	Cabinet			
Decision Expected	20 Jun 2019			
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	Officers of the Council and existing contractor.			
Method(s) of Consultation	Meetings and email exchanges.			
List of Background Documents to be Considered by Decision-maker	Burials & Cremation Service Grounds Maintenance Provision Post 2020			
Contact Officer(s) details	Andrew Walker andrew.walker@sefton.gov.uk Tel: 0151288			

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SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Acceptance of Adult Education Budget Grant to Support Sefton Adult Community Learning Service This report seeks approval to obtain delegated authority for the Cabinet Member -Regeneration and Skills to accept and allocate grant funding from the Liverpool City Region Combined Authority.			
Decision Maker	Cabinet			
Decision Expected	20 Jun 2019			
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	Liverpool City Region Combined Authority			
Method(s) of Consultation	Meetings, email, telephone calls			
List of Background Documents to be Considered by Decision-maker	Acceptance of Adult Education Budget grant to support Sefton Adult Community Learning Service			
Contact Officer(s) details	Claire Maguire claire.maguire@sefton.gov.uk Tel: 0151 934 2684			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Partnership in Leisure Sector Establishment of a strategic partnership with an external organisation in the leisure sector, to lead redevelopment project opportunity in Southport, focused on economic and social value
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Decision Maker	Cabinet			
Decision Expected	25 Jul 2019 Decision due date for Cabinet changed from 20/06/2019 to 25/07/2019. Reason: Discussions with partner regarding leases and other agreements are on-going			
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	Partner agencies and industry specialists			
Method(s) of Consultation	Due diligence and collaborative business planning meetings			
List of Background Documents to be Considered by Decision-maker	Strategic partnership in leisure sector			
Contact Officer(s) details	Stephen Watson stephen.watson@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Liverpool City Region 'Statement of Common Ground' Preparation of a 'Statement of Common Ground' is required by paragraph 27 of the National Planning Policy Framework (2019). It is the means by which strategic policy-making authorities, such as Sefton Council as local planning authority, must document their agreement and cooperation on cross boundary strategic planning matters. It also forms part of the evidence required by local planning authorities to demonstrate compliance with the 'Duty to Co-operate'. The 'Statement of Common Ground' is between the local authorities of Halton, Knowsley, Liverpool, St.Helens, Sefton, West Lancashire and Wirral, along with the Liverpool City Region Combined Authority.
Decision Maker	Cabinet
Decision Expected	25 Jul 2019

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	Halton, Knowsley, Liverpool, St.Helens, West Lancashire and Wirral Councils; Liverpool City Region Combined Authority.			
Method(s) of Consultation	The Statement of Common Ground has been prepared jointly between Halton, Knowsley, Liverpool, St.Helens, Sefton, West Lancashire and Wirral Councils, along with the Liverpool City Region Combined Authority. Planning officers from these districts have co-operated and consulted on an on-going basis, including at meetings.			
List of Background Documents to be Considered by Decision-maker	LCR 'Statement of Common Ground'			
Contact Officer(s) details	Andrea O'Connor andrea.oconnor@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Playing Pitch Strategy Update - Approval Approval of the Playing Pitch Strategy Update. This document results from a review and subsequent update of the 2016 Sefton Playing Pitch Strategy, in line with Sport England guidance.			
Decision Maker	Cabinet			
Decision Expected	25 Jul 2019			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	All Wards			

Scrutiny Committee Area	Regeneration and Skills
Persons/Organisations to be Consulted	Playing Pitch Strategy Steering Group Partners
Method(s) of Consultation	Meetings, emails and written correspondence
List of Background Documents to be Considered by Decision-maker	Playing Pitch Strategy Update - approval
Contact Officer(s) details	Andrea O'Connor andrea.oconnor@sefton.gov.uk

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Borough of Culture 2020 To approve approach and business plan for Sefton's role as the LCR's Borough of Culture in 2020			
Decision Maker	Cabinet			
Decision Expected	5 Sep 2019 Decision due date for Cabinet changed from 20/06/2019 to 05/09/2019. Reason: Delays to discussions with the Liverpool City Region and the Arts Council regarding the approach to funding opportunities			
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	External partners and communities			
Method(s) of Consultation	Informal meetings, social media engagement			
List of Background Documents to be Considered by Decision-maker	Borough of Culture 2020			
Contact Officer(s) details	Stephen Watson stephen.watson@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Housing Market Assessment Update 2019 Reporting on the findings of the Strategic Housing Market Assessment Update 2019 and setting out the implications for implementation of the housing policies in the Council's Local Plan			
Decision Maker	Cabinet			
Decision Expected	5 Sep 2019			
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	Relevant Cabinet Members; Registered Providers of Affordable Housing; Developers/Landowners; Public			
Method(s) of Consultation	Draft Strategic Housing Market Assessment Update 2019 to be made available for comment prior to its completion.			
List of Background Documents to be Considered by Decision-maker	Strategic Housing Market Assessment Update 2019			
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	Enterprise Principles Enterprise Principles			
Decision Maker	Cabinet			
Decision Expected	20 Jun 2019			
Key Decision Criteria	Financial	Yes	Community	No

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Exempt Report	Fully exempt – Paragraphs 3 and 4			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Officers of the Council			
Method(s) of Consultation	Emails, meetings, telephone calls			
List of Background Documents to be Considered by Decision-maker	Enterprise Principles			
Contact Officer(s) details	Christian Rogers christian.rogers@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Crosby Lakeside Redevelopment Project The Crosby Lakeside Activity Centre (CLAC) is a strategic Sefton Council owned asset in a key coastal location. The Centre provides facilities for water sports, gym and related leisure ('Leisure Activities') as well as hotel accommodation, events hosting and a bistro ('Hospitality Offer'). Originally designed as a fully accessible water sports centre the building suffers from a lack of coherence and its commerciality is not fully realised.			
Decision Maker	Cabinet			
Decision Expected	20 Jun 2019			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Fully exempt – Paragraphs 3 and 4			
Wards Affected	Church			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Informal consultation with key members through meetings and formal consultation through Strategic Capital			

	Investment Group. Formal consultation with senior officers through Growth Board and Elected Leadership Team.
Method(s) of Consultation	The project has been taken to Growth Board, Elected Leadership Team and Strategic Capital Investment Group meetings for consultation and informal consultation with key Members has also taken place.
List of Background Documents to be Considered by Decision-maker	Crosby Lakeside Redevelopment Project
Contact Officer(s) details	Nicky Owen nicky.owen@sefton.gov.uk

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Approval to update the Sandway Homes Business Case Approval to update the Sandway Homes Business Case			
Decision Maker	Cabinet			
Decision Expected	20 Jun 2019 Decision due date for Cabinet changed from 23/05/2019 to 20/06/2019. Reason: To allow further financial work to be undertaken on the Business Case			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Fully exempt – Paragraphs 3 and 4			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Officers of the Council			
Method(s) of Consultation	Meetings and email exchanges			
List of Background Documents to be Considered by Decision-maker	Approval to update the Sandway Homes Business Case			
Contact Officer(s) details	Kate Edgar kate.edgar@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL

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Details of Decision to be taken	Business Continuity Policy The Policy sets out the Councils' approach to implementing business continuity across the organisation.			
Decision Maker	Cabinet			
Decision Expected	20 Jun 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; Strategic Leadership Board; Cabinet Member - Regulatory, Compliance and Corporate Services			
Method(s) of Consultation	The draft Policy has been shared with the Strategic Leadership Board in February 2019 and the Cabinet Member for Regulatory, Compliance and Corporate Services in March 2019.			
List of Background Documents to be Considered by Decision-maker	Business Continuity Policy			
Contact Officer(s) details	David Eden david.eden@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Hospitality Asset Improvements and Operations Hospitality Asset Improvements and Operations in respect of the Sands Public House and Whitehouse Café including building and re-development
Decision Maker	Cabinet
Decision Expected	20 Jun 2019

Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Fully exempt – Paragraphs 3 and 4			
Wards Affected	Ainsdale; Cambridge			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Officers of the Council			
Method(s) of Consultation	Emails, meetings, telephone calls			
List of Background Documents to be Considered by Decision-maker	Hospitality Asset Improvements and Operations			
Contact Officer(s) details	Kate Edgar kate.edgar@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Southport Theatre and Convention Centre Early E-Procurement Options for the early procurement of a long-term partner at the Southport Theatre and Convention Centre			
Decision Maker	Cabinet			
Decision Expected	25 Jul 2019			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Fully exempt– Paragraphs 3 and 4			
Wards Affected	Cambridge			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Officers of the Council			

Method(s) of Consultation	Emails, telephone calls, meetings
List of Background Documents to be Considered by Decision-maker	STCC early re-procurement
Contact Officer(s) details	Kate Edgar kate.edgar@sefton.gov.uk

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Revenue and Capital Budget Update 2019/20 Budget Monitoring Position for Revenue and Capital (based on June 2019)			
Decision Maker	Cabinet			
Decision Expected	25 Jul 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 consultation – internal and external to the Council (as appropriate).			
List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Update 2019/20			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			