



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 DECEMBER 2020 - 31 MARCH 2021

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.

Dwayne Johnson
Chief Executive

FORWARD PLAN INDEX OF ITEMS

Item Heading	Officer Contact	Page No
Our Lady of Walsingham Catholic Primary - Disposal of land	Marie Stevenson marie.stevenson@sefton.gov.uk Tel: 0151 934 3427	1
Persistent Pupil Absence Working Group Final Report	Debbie Campbell debbie.campbell@sefton.gov.uk Tel: 0151 934 2254	1
Finance Monitoring Report: The Strand Shopping Centre, Bootle	Kate Edgar kate.edgar@sefton.gov.uk	1
Kickstart Jobs Scheme	Claire Maguire claire.maguire@sefton.gov.uk Tel: 0151 934 2684	1
Southport Theatre and Convention Centre	Mark Catherall mark.catherall@sefton.gov.uk Tel: 0151 934 2315	1
Annual Health and Safety Report	David Eden david.eden@sefton.gov.uk	1
Microsoft Office 365 & Azure Renewal	David Harris david.harris@sefton.gov.uk	1
Culture and Legacy (Borough of Culture 2020)	Stephen Watson stephen.watson@sefton.gov.uk	1
Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - December	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106	1
Council Tax Reduction Scheme, Council Tax Base 2021/22	Diane Turner diane.turner22@sefton.gov.uk	1
Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - January	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106	1
Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - February	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106	1
Financial Management 2020/21 to 2023/24 and Framework for Change - Issues Arising from COVID-19 - March Update	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106	1
Revenue and Capital Budget	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151	1

Update 2020/21 - March	934 4106	
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SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Our Lady of Walsingham Catholic Primary - Disposal of land To consider the outcome of the consultation and decide whether to proceed with the S77 application to dispose of the playing field land.			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Ford; Netherton and Orrell; St. Oswald			
Scrutiny Committee Area	Children's Services and Safeguarding			
Persons/Organisations to be Consulted	Headteacher, Governors, Parents/carers of pupils at the school, local community, primary and special schools within 0.5 mile radius, secondary schools within a one mile radius, Archdiocese of Liverpool, MP.			
Method(s) of Consultation	A six-week consultation is being carried out with relevant stakeholders.			
List of Background Documents to be Considered by Decision-maker	Our Lady of Walsingham Catholic Primary - Disposal of land			
Contact Officer(s) details	Marie Stevenson marie.stevenson@sefton.gov.uk Tel: 0151 934 3427			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Persistent Pupil Absence Working Group Final Report To present formally the final report of the Persistent Pupil Absence Working Group.
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Decision Maker	Cabinet Council			
Decision Expected	4 Feb 2021 4 Mar 2021 Decision due date for Cabinet changed from 07/01/2021 to 04/02/2021. Reason: the Working Group review was suspended due to the Covid-19 pandemic and work needs to be completed.			
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	Interim Director of Children's Social Care and Education.			
Method(s) of Consultation	Meetings and emails.			
List of Background Documents to be Considered by Decision-maker	Persistent Pupil Absence 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	Finance Monitoring Report: The Strand Shopping Centre, Bootle Finance Monitoring Report of the Strand Shopping Centre, Bootle			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
Key Decision Criteria	Financial	Yes	Community	Yes

			Impact	
Exempt Report	Part exempt (Paragraph 3)			
Wards Affected	Linacre			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Executive Directors; Executive Director of Corporate Resources and Customer Services; Head of Commercial Development			
Method(s) of Consultation	Meetings; emails			
List of Background Documents to be Considered by Decision-maker	Finance Monitoring Report: The Strand Shopping Centre, Bootle			
Contact Officer(s) details	Kate Edgar kate.edgar@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Kickstart Jobs Scheme To seek approval for the Council to enter the DWP scheme to create jobs for young people aged under 25			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
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	SLB, Liverpool City Region Combined Authority Executive Director Corporate Resources and Customer Services , Chief Legal and Democratic officer, cabinet Member Regeneration and Skills			
Method(s) of Consultation	Meetings, emails, phone calls.			
List of Background Documents	Kickstart Jobs Scheme			

to be Considered by Decision-maker	
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	Southport Theatre and Convention Centre Options paper for the Southport Theatre & Convention Centre			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020 Decision due date for Cabinet changed from 05/11/2020 to 03/12/2020. Reason: The funding announcement from Arts Council England has been delayed			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Dukes			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Cabinet Member – Regeneration and Skills			
Method(s) of Consultation	Meetings and emails			
List of Background Documents to be Considered by Decision-maker	Southport Theatre & Convention Centre			
Contact Officer(s) details	Mark Catherall mark.catherall@sefton.gov.uk Tel: 0151 934 2315			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Annual Health and Safety Report The report provides Cabinet with a report on the progress
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	made to implement the Council's Health and Safety policy during the 2019/20 financial year.			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
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	Corporate Health and Safety Committee, SLB and Cabinet Member			
Method(s) of Consultation	Meetings			
List of Background Documents to be Considered by Decision-maker	Annual Health and Safety Report			
Contact Officer(s) details	David Eden david.eden@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Microsoft Office 365 & Azure Renewal Procurement exercise to renew Office 365 end user licences and Council Cloud environment			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
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	Not applicable
Method(s) of Consultation	Not applicable
List of Background Documents to be Considered by Decision-maker	Microsoft Office 365 & Azure Renewal
Contact Officer(s) details	David Harris david.harris@sefton.gov.uk

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Culture and Legacy (Borough of Culture 2020) Borough of Culture 2020 summary, outcomes and legacy			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
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 Members, elected Members, communities, officers and other stakeholder groups and partner organisations			
Method(s) of Consultation	Meetings, briefings, emails			
List of Background Documents to be Considered by Decision-maker	Culture and Legacy (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	Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - December
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	Financial updates and Policy decisions relating to the Council's Framework for Change 2020, including the monthly Revenue and Capital budget monitoring reports.			
Decision Maker	Cabinet			
Decision Expected	3 Dec 2020			
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 2020/21 - December			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Council Tax Reduction Scheme, Council Tax Base 2021/22</p> <p>The report will provide recommendations for the Council Tax Reduction Scheme and the Council Tax Base for 2021/22. The report will also provide a review of the Council Tax Reduction Scheme for 2020/21.</p>
Decision Maker	<p>Cabinet</p> <p>Council</p>
Decision Expected	7 Jan 2021

	21 Jan 2021			
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	residents and businesses via the Public Engagement and Consultation Panel; Police and Crime Commissioner			
Method(s) of Consultation	Public Engagement and Consultation Panel; meetings; emails			
List of Background Documents to be Considered by Decision-maker	Council Tax Reduction Scheme, Council Tax Base 2021/22			
Contact Officer(s) details	Diane Turner diane.turner22@sefton.gov.uk			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - January Financial updates and Policy decisions relating to the Council's Framework for Change 2020, including the monthly Revenue and Capital budget monitoring reports			
Decision Maker	Cabinet			
Decision Expected	7 Jan 2021			
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 2020/21 - January
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - February Financial updates and Policy decisions relating to the Council's Framework for Change 2020, including the monthly Revenue and Capital budget monitoring reports			
Decision Maker	Cabinet			
Decision Expected	4 Feb 2021			
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-	Revenue and Capital Budget Update 2020/21 - February			

maker	
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Financial Management 2020/21 to 2023/24 and Framework for Change - Issues Arising from COVID-19 - March Update An update of the financial impact of COVID-19 on the Council in 2020/21 and future years, including funding being made available.			
Decision Maker	Cabinet			
Decision Expected	4 Mar 2021			
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	Financial Management 2020/21 to 2022/23 and Framework for Change - Issues Arising from COVID-19 - March Update			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Revenue and Capital Budget Update 2020/21 - March
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	Budget Monitoring Position for Revenue and Capital (based on January 2021)			
Decision Maker	Cabinet			
Decision Expected	4 Mar 2021			
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 2020/21 - March			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			