



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

**FOR THE FOUR MONTH PERIOD 1 MARCH 2024 - 30 JUNE 2024**

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](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.*

**Phil Porter**  
**Chief Executive**

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## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Future Approach to Commissioning of Residential &amp; Nursing Care Sector</b> Report outlining and seeking approval around the future approach to commissioning of Residential & Nursing Care Sector			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024 Decision due date for Cabinet changed from 01/02/2024 to 07/03/2024. Reason: the proposals to be included are in the process of being formulated			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Lead Director	Executive Director of Adult Social Care and Health			
Persons/Organisations to be Consulted	Council officers			
Method(s) of Consultation	Meetings and Emails, MS Teams Calls,			
List of Background Documents to be Considered by Decision-maker	Future Approach to Commissioning of Residential & Nursing Care Sector			
Contact Officer(s) details	Kate Edgar kate.edgar@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Procurement of Community Infection Prevention and Control Service</b> Seek approval of the procurement of Community Infection Prevention and Control Service			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024 Decision due date for Cabinet changed from 08/03/2024 to 07/03/2024. Reason: to ensure compliance with the new arrangements for commissioning health related services and the Provider Selection Regime (PSR)			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Lead Director	Director of Public Health			
Persons/Organisations to be Consulted	N/A			
Method(s) of Consultation	N/A			
List of Background Documents to be Considered by Decision-maker	Procurement of Community Infection Prevention and Control Service			
Contact Officer(s) details	Alan McGee alan.mcgee@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Approval of Legal Documentation for Academy Conversions</b></p> <p>To inform Cabinet of the decision by the Governing Bodies of Rowan Park School, Valewood, Primary School, Forefield Infants School, Forefield Junior School and Waterloo Primary School, to convert to the Mersey View Multi Academy Trust; Thomas Gray primary school, Bootle to convert to the Northern Schools Trust; and Ainsdale St. John's CE primary school, Ainsdale to convert to the Liverpool Diocesan Schools Academy Trust, in accordance with statutory requirements and seek authorisation for officers to sign the documentation required by the academy conversion process.</p> <p>The Regional Director for the Department of Education has indicated that the date of conversion will be 1st April 2024. IMPACT Pupil Referral Unit will be joining the People's Learning Trust (TPLT) who have been identified as the academy sponsor. The Regional Director for the Department of Education has indicated that the date of conversion will be 1st June 2024.</p>			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Ainsdale; Church; Linacre; Litherland; Manor; St. Oswald; Victoria			
Scrutiny Committee Area	Children's Services and Safeguarding			
Lead Director	Executive Director of Children's Social Care and Education			
Persons/Organisations to be Consulted	Schools, Governing bodies and Children's Services of Sefton Council and Parents			
Method(s) of Consultation	Meetings with the Department for Education. Consultation between Schools, Governing bodies and Sefton Council. Parents have been consulted. Consultations via surveys			

	and conversations
List of Background Documents to be Considered by Decision-maker	Approval of Legal Documentation for Academy Conversions
Contact Officer(s) details	Tracy McKeating <a href="mailto:tracy.mckeating@sefton.gov.uk">tracy.mckeating@sefton.gov.uk</a> Tel: 0151 934 3269



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Determination of Proposal to Establish SEND Resource Provision at Waterloo Primary School</b> To seek approval to establish SEND Resource Provision at Waterloo Primary School			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Blundellsands; Church; Linacre; Manor; Victoria			
Scrutiny Committee Area	Children's Services and Safeguarding			
Lead Director	Assistant Director of Children's Services (Education)			
Persons/Organisations to be Consulted	Parents, other schools in the local area, members of the public			
Method(s) of Consultation	Public consultation exercise; meetings with school; and published on school organisation website.			
List of Background Documents to be Considered by Decision-maker	Determination of Proposal to Establish SEND Resource Provision at Waterloo Primary School			
Contact Officer(s) details	Tracy McKeating tracy.mckeating@sefton.gov.uk Tel: 0151 934 3269			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Adoption in Merseyside</b> The report is seeking approval to procure a replacement Family Action - Adoption Services Contract to commence 01/06/2024			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Children's Services and Safeguarding			
Lead Director	Assistant Director of Children's Services (Social Care)			
Persons/Organisations to be Consulted	Assistant Director of Corporate Resources and Customer Services (Strategic Support); Service Providers; Service Users			
Method(s) of Consultation	Emails; Soft market testing via the Chest; Meetings			
List of Background Documents to be Considered by Decision-maker	Adoption in Merseyside -			
Contact Officer(s) details	Alison Taylor alison.taylor@sefton.gov.uk Tel: 0151 934 3936			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Strand Demolition Contract Award</b> To seek approval for the award of the contract for demolition in Phase 1 of the Strand Transformation Programme.			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Derby; Linacre			
Scrutiny Committee Area	Regeneration and Skills			
Lead Director	Assistant Director of Place (Economic Growth and Housing)			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Strand Demolition Contract Award			
Contact Officer(s) details	Christian Rogers christian.rogers@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Procurement of Temporary Accommodation</b> To seek approval for the procurement of temporary accommodation for homeless households.			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Lead Director	Assistant Director of People (Communities)			
Persons/Organisations to be Consulted	Assistant Director for Corporate Services and Customer Services (Strategic Support).			
Method(s) of Consultation	Emails and Phone Calls.			
List of Background Documents to be Considered by Decision-maker	Procurement of Temporary Accommodation			
Contact Officer(s) details	Allan Glennon allan.glennon@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Homelessness and Rough Sleeping Strategy 2024-2029</b> The Homelessness Act 2002 requires every Local Authority to publish a Homelessness Strategy at least every 5 years. This Strategy seeks to tackle all forms of homelessness and end rough sleeping.			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024 Decision due date for Cabinet changed from 07/12/2023 to 07/03/2024. Reason: To comply with the consultation period			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Lead Director	Assistant Director of Place (Economic Growth and Housing)			
Persons/Organisations to be Consulted	Public Consultation and Engagement Panel; key agencies linked to homelessness			
Method(s) of Consultation	Presented to the Public Consultation and Engagement Panel in July 2023 with a large number of key agencies linked to homelessness engaged with as well as interviews with lived experience.			
List of Background Documents to be Considered by Decision-maker	Homelessness & Rough Sleeping Strategy 2024-2029			
Contact Officer(s) details	Graham Parry graham.parry@sefton.gov.uk Tel: 0151 934 3446			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Council Housing Governance and Management Arrangements</b> Approval to the governance and management arrangements required to deliver Council housing across Sefton, including additional delivery of Council homes.			
Decision Maker	Cabinet  Council			
Decision Expected	4 Apr 2024  18 Apr 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Lead Director	Assistant Director of Place (Economic Growth and Housing)  Assistant Director of Place (Economic Growth and Housing)			
Persons/Organisations to be Consulted	Not applicable.			
Method(s) of Consultation	Not applicable.			
List of Background Documents to be Considered by Decision-maker	Council Housing Governance and Management Arrangements			
Contact Officer(s) details	Suzanne Blundell Suzanne.Blundell@sefton.gov.uk, Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Approval of Sandway Homes Phase 1A Business Plan</b> Approval of the Phase 1A Business Plan outlining future housing development by Sandway Homes.			
Decision Maker	Cabinet			
Decision Expected	23 May 2024 Decision due date for Cabinet changed from 01/02/2024 to 23/05/2024. Reason: to enable firm costs, rather than indicative costs, to be obtained from a contractor			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Lead Director	Executive Director - Place			
Persons/Organisations to be Consulted	None			
Method(s) of Consultation	None			
List of Background Documents to be Considered by Decision-maker	Approval of Sandway Homes Phase 1A Business Plan			
Contact Officer(s) details	Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>ICT Managed Service Contract</b> This report seeks approval to go to market to secure a service provider to deliver ICT Managed Services to Sefton from the 1st of October 2025.			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Lead Director	Assistant Director of Corporate Resources and Customer Services (Strategic Support)			
Persons/Organisations to be Consulted	Internal consultation has already taken place with members of ELT and further consultation is planned with the Portfolio holder for Corporate Resources and Customer Services, the Central Procurement team, Legal Services, Human Resources and Payroll and members of Overview and Scrutiny Committee. Consultation will also take place with trade unions as in when required			
Method(s) of Consultation	Consultation will be completed via the delivery of papers and attendance and meetings, the circulation of the report for comments and by seeking feedback from subject matter experts.			
List of Background Documents to be Considered by Decision-maker	ICT Managed Service Contract			
Contact Officer(s) details	Helen Spreadbury helen.spreadbury@sefton.gov.uk			



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Financial Management 2023/24 to 2026/27 - Revenue and Capital Budget Update 2023/24 – March Update</b> Financial updates and Policy decisions relating to the Council's Budget and Medium-Term Financial Plan, including the monthly Revenue and Capital budget monitoring reports			
Decision Maker	Cabinet			
Decision Expected	7 Mar 2024			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Lead Director	Executive Director of Corporate Resources and Customer 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 2023/24 to 2026/27 - Revenue and Capital Budget Update 2023/24 – 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	<b>MOSL Market Innovation Fund (Acceptance of Funding)</b> To accept any offer of funding from the MOSL Market innovation fund, which is 100% grant funding for water saving interventions. A decision on funding is due January 2024 with work to start in April 2024.			
Decision Maker	Cabinet  Council			
Decision Expected	4 Apr 2024  18 Apr 2024 Decision due date for Cabinet changed from 01/02/2024 to 04/04/2024. Reason: a decision on the allocation of funding is still awaited			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Lead Director	Executive Director of Corporate Resources and Customer Services  Executive Director of Corporate Resources and Customer Services			
Persons/Organisations to be Consulted	MOSL, United Utilities, Water Plus and key site managers.			
Method(s) of Consultation	Meetings have been held with MOSL, United Utilities, Water Plus and key site managers. Emails and documentation containing details of the bid have also been shared.			
List of Background Documents to be Considered by Decision-maker	MOSL Market Innovation Fund (acceptance of funding)			
Contact Officer(s) details	Stephanie Jukes stephanie.jukes@sefton.gov.uk Tel: 0151 934 4552			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Vine House Disposal</b> Approval of the terms of disposal of the Council owned tower block Vine House, Kepler Street, Seaforth.			
Decision Maker	Cabinet			
Decision Expected	4 Apr 2024 Decision due date for Cabinet changed from 01/02/2024 to 04/04/2024. Reason: Discussions are ongoing with a potential purchaser for the building. However, these discussions are taking longer than originally anticipated to conclude			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Part exempt (Part exempt)			
Wards Affected	Linacre			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Lead Director	Executive Director of Corporate Resources and Customer Services			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Vine House Disposal			
Contact Officer(s) details	Lee Payne lee.payne@sefton.gov.uk Tel: 0151 934 4842			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Annual Progress Report Climate Emergency</b> Progress made on the Climate Emergency Declaration during 2023/24			
Decision Maker	Cabinet  Council			
Decision Expected	20 Jun 2024  11 Jul 2024			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Lead Director	Executive Director of Corporate Resources and Customer Services  Executive Director of Corporate Resources and Customer Services			
Persons/Organisations to be Consulted	Consultation ongoing with departments across the Council to bring together carbon footprint figures and reporting relevant activities.			
Method(s) of Consultation	DMT Climate officers group meetings/emails.			
List of Background Documents to be Considered by Decision-maker	Annual Progress Report Climate Emergency			
Contact Officer(s) details	Stephanie Jukes stephanie.jukes@sefton.gov.uk Tel: 0151 934 4552			