



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2021 - 31 MAY 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:-

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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

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FORWARD PLAN INDEX OF ITEMS

Item Heading	Officer Contact
Digital Strategy	Helen Spreadbury helen.spreadbury@sefton.gov.uk
Financial Management 2020/21 to 2023/24 and Framework for Change 2020 - February	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Revenue and Capital Budget Plan 2021/22 – 2023/24 and Council Tax 2021/22	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Capital Strategy 2021/22 to 2025/26	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100
Prudential Indicators 2021/22	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100
Treasury Management Policy and Strategy 2021/22	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100
Robustness of the 2021/22 Budget Estimates and the Adequacy of Reserves – Local Government Act 2003 - Section 25	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Revenue and Capital Budget Update 2020/21 - March	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
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

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Digital Strategy To approve Sefton's Digital Strategy			
Decision Maker	Cabinet			
Decision Expected	4 Feb 2021			
Key Decision Criteria	Financial	No	Community Impact	Yes

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Exempt Report	Open
Wards Affected	All Wards
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services
Persons/Organisations to be Consulted	Senior Leadership Team and Cabinet Member – Regulatory, Compliance and Corporate Services
Method(s) of Consultation	emails, face to face interviews and meetings
List of Background Documents to be Considered by Decision-maker	Digital Strategy
Contact Officer(s) details	Helen Spreadbury helen.spreadbury@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 - 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).			

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List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Update 2020/21 - February
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106

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Details of Decision to be taken	Revenue and Capital Budget Plan 2021/22 – 2023/24 and Council Tax 2021/22 To approve the Revenue and Capital Budget Plan for 2021/22 – 2023/24, including individual budget options, external funding levels and other budget changes.			
Decision Maker	Cabinet Council			
Decision Expected	11 Feb 2021 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 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 2021/22 – 2023/24 and Council Tax 2021/22			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			

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Details of Decision to be taken	Capital Strategy 2021/22 to 2025/26 The Capital Strategy document sets out the long-term context in which capital expenditure and investment decisions are made and considers the impact of these decisions on the priorities within the Council's Core Purpose and Framework for Change Programme and the promises made in the 2030 Vision for Sefton.			
Decision Maker	Cabinet Council			
Decision Expected	11 Feb 2021 4 Mar 2021			
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	none			
Method(s) of Consultation	not used			
List of Background Documents to be Considered by Decision-maker	Capital Strategy 2021/22 to 2025/26			
Contact Officer(s) details	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100			

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Details of Decision to be taken	Prudential Indicators 2021/22 This report details a number of measures / limits / parameters (Prudential Indicators) that are required to be set each financial year under the CIPFA Prudential Code for Capital Finance in Local Authorities. The approval of these
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	limits will provide a benchmark to measure actual performance against, to help ensure that the Council complies with relevant legislation, is acting prudently and that its capital expenditure proposals are affordable.			
Decision Maker	Cabinet Council			
Decision Expected	11 Feb 2021 4 Mar 2021			
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	none			
Method(s) of Consultation	not used			
List of Background Documents to be Considered by Decision-maker	Prudential Indicators 2021/22			
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	Treasury Management Policy and Strategy 2021/22 This report sets out the following proposed policy and strategy documents to be approved for 2021/22: a) Treasury Management Policy b) Treasury Management Strategy c) Minimum Revenue Provision Policy Statement
Decision Maker	Cabinet Council

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Decision Expected	11 Feb 2021 4 Mar 2021			
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	none			
Method(s) of Consultation	not used			
List of Background Documents to be Considered by Decision-maker	Treasury Management Policy and Strategy 2021/22			
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>Robustness of the 2021/22 Budget Estimates and the Adequacy of Reserves – Local Government Act 2003 - Section 25</p> <p>To comply with statute, the Chief Financial Officer is required to report to Council prior to the approval of the budget and the setting of the Council Tax, to give assurance that the budget is robust and that there are adequate reserves and balances.</p>
Decision Maker	<p>Cabinet</p> <p>Council</p>
Decision Expected	<p>11 Feb 2021</p> <p>4 Mar 2021</p>

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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	Robustness of the 2021/22 Budget Estimates and the Adequacy of Reserves – Local Government Act 2003 - Section 25			
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 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			

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	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

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			