

## APPENDIX 3

# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 JULY 2022 - 31 OCTOBER 2022

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, Oriol 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

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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.*

**Dwayne Johnson**  
**Chief Executive**

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### FORWARD PLAN INDEX OF ITEMS

Item Heading	Officer Contact
Procurement for the Provision of Enforcement Agent Services	Diane Turner diane.turner22@sefton.gov.uk
Financial Management 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – July Update	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Financial and Corporate Performance 2021/2022	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Treasury Management Outturn 2021/22	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100
Outcome of the Outline Business Case (OBC) for a Sefton Clean Air Zone (CAZ)	Greg Martin greg.martin@sefton.gov.uk
Financial Management 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – September Update	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Land at Holgate Thornton	Andy Bond andy.bond@sefton.gov.uk Tel: 0151 934 3247
Pendle Drive Litherland	Andy Bond andy.bond@sefton.gov.uk Tel: 0151 934 3247
Financial Management 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – October Update	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Sale of Ainsdale ATC and the Meadows Ainsdale	Andy Bond andy.bond@sefton.gov.uk Tel: 0151 934 3247

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### SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Procurement for the Provision of Enforcement Agent Services</b> The report seeks approval from Cabinet to undertake a mini competition to secure enforcement agent services with effect from 1st April 2023.			
Decision Maker	Cabinet			
Decision Expected	28 Jul 2022			
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 Member – Regulatory, Compliance and Corporate Services			
Method(s) of Consultation	Briefing			
List of Background Documents to be Considered by Decision-maker	Procurement for the Provision of Enforcement Agent Services			
Contact Officer(s) details	Diane Turner <a href="mailto:diane.turner22@sefton.gov.uk">diane.turner22@sefton.gov.uk</a>			

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Details of Decision to be taken	<b>Financial Management 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – July Update</b> 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	28 Jul 2022			
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 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – July Update			
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	<b>Financial and Corporate Performance 2021/2022</b> Update on the final revenue and capital outturn position in relation to the 2021/22 financial year; including any key variations and where appropriate any impact on future years' financial performance. In addition, the report provides details of the Council's Corporate Performance for 2021/22.			
Decision Maker	Cabinet			
Decision Expected	28 Jul 2022			
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 and Corporate Performance 2021/2022			
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	<b>Treasury Management Outturn 2021/22</b> This outturn report provides Members with a review of the Treasury Management activities undertaken to 31st March 2022, and will allow monitoring against the Treasury Management Policy & Strategy and Prudential Indicators approved by Cabinet and Council in March 2021.			
Decision Maker	Cabinet  Council			
Decision Expected	28 Jul 2022  15 Sep 2022			
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	None			
List of Background Documents to be Considered by Decision-maker	Treasury Management Outturn 2021/22			
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	<b>Outcome of the Outline Business Case (OBC) for a Sefton Clean Air Zone (CAZ)</b> Following approval to develop an Outline Business Case for a Sefton based CAZ the purpose of the report is to advise Cabinet of the completion of the OBC, the outcomes of the detailed study, to provide recommendations and agree on the next steps.			
Decision Maker	Cabinet			
Decision Expected	28 Jul 2022 Decision due date for Cabinet changed from 23/06/2022 to 28/07/2022. Reason: To enable detailed consideration of the Outline Business Case outputs prior to completion of the Cabinet report			
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	Peel Ports; National Highways; Liverpool City Council; Air Quality Member Ref Group; O&S Committee; Cabinet Members			
Method(s) of Consultation	Meetings; Briefings; Update Papers/Presentations			
List of Background Documents to be Considered by Decision-maker	Outcome of the Outline Business Case (OBC) for a Sefton Clean Air Zone (CAZ)			
Contact Officer(s) details	Greg Martin greg.martin@sefton.gov.uk			



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Details of Decision to be taken	<b>Financial Management 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – September Update</b> 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	1 Sep 2022			
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 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – September Update			
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	<b>Land at Holgate Thornton</b> To seek approval to the terms and conditions provisionally agreed for the sale of the Council's freehold interest in the land for housing development			
Decision Maker	Cabinet			
Decision Expected	1 Sep 2022 Decision due date for Cabinet changed from 26/05/2022 to 01/09/2022. Reason: The off-site costs for the site allowed for in the Option Agreement have not yet been provided by the purchaser Company.			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Fully exempt			
Wards Affected	Park			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Councillors			
Method(s) of Consultation	Previous reports submitted for Asset Disposal and subsequent updates.			
List of Background Documents to be Considered by Decision-maker	Land at Holgate Thornton			
Contact Officer(s) details	Andy Bond andy.bond@sefton.gov.uk Tel: 0151 934 3247			

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Details of Decision to be taken	<b>Pendle Drive Litherland</b> To seek approval to the principal terms provisionally agreed subject to the receipt of planning permission for the sale of the Council's freehold interest in land and buildings at Pendle Drive in Litherland			
Decision Maker	Cabinet			
Decision Expected	1 Sep 2022 Decision due date for Cabinet changed from 23/06/2022 to 01/09/2022. Reason: Negotiations are continuing on the final Heads of Terms for the sale of the site			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Part exempt			
Wards Affected	St. Oswald			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Officers			
Method(s) of Consultation	Meetings and e-mails			
List of Background Documents to be Considered by Decision-maker	Pendle Drive Litherland			
Contact Officer(s) details	Andy Bond andy.bond@sefton.gov.uk Tel: 0151 934 3247			

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Details of Decision to be taken	<b>Financial Management 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – October Update</b> 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	6 Oct 2022			
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 2022/23 to 2024/25 and Framework for Change 2020 - Revenue and Capital Budget Update 2022/23 – October Update			
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	<b>Sale of Ainsdale ATC and the Meadows Ainsdale</b> Seek Cabinet approval to the terms and conditions for the disposal of the premises			
Decision Maker	Cabinet			
Decision Expected	6 Oct 2022			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Ainsdale			
Scrutiny Committee Area	Regulatory, Compliance and Corporate Services			
Persons/Organisations to be Consulted	Councillors as part of the above			
Method(s) of Consultation	Updates on disposal previously reported to Cabinet			
List of Background Documents to be Considered by Decision-maker	Sale of Ainsdale ATC and the Meadows Ainsdale			
Contact Officer(s) details	Andy Bond andy.bond@sefton.gov.uk Tel: 0151 934 3247			