



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

**FOR THE FOUR MONTH PERIOD 1 NOVEMBER 2022 - 28 FEBRUARY 2023**

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.*

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

## FORWARD PLAN INDEX OF ITEMS

| Item Heading  | Officer Contact                                   |
|---|---|
| Active Sefton Leisure Management System Business Case | Simon Burnett Simon.Burnett@sefton.gov.uk         |
| Sefton Carers Centre                                  | Angela Clintworth angela.clintworth@sefton.gov.uk |
| Integrated Employment Service                         | Angela Clintworth angela.clintworth@sefton.gov.uk |

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

|   |   |     |                  |     |
|---|---|-----|------------------|-----|
| Details of Decision to be taken                                 | <b>Active Sefton Leisure Management System Business Case</b><br>The purpose of the report is to identify the requirement for a new Leisure Management System for Sefton's Leisure Centres |     |                  |     |
| Decision Maker  | Cabinet   |     |                  |     |
| Decision Expected   | 3 Nov 2022<br>Decision due date for Cabinet changed from 06/10/2022 to 03/11/2022. Reason: work is on-going on the Business Case  |     |                  |     |
| Key Decision Criteria   | Financial   | Yes | Community Impact | Yes |
| Exempt Report   | Fully exempt (Paragraph 3)  |     |                  |     |
| Wards Affected  | All Wards   |     |                  |     |
| Scrutiny Committee Area   | Adult Social Care   |     |                  |     |
| Persons/Organisations to be Consulted                           | Cabinet Member Health & Wellbeing   |     |                  |     |
| Method(s) of Consultation                                       | Meetings , Emails, Briefings  |     |                  |     |
| List of Background Documents to be Considered by Decision-maker | Active Sefton Leisure Management System Business Case   |     |                  |     |
| Contact Officer(s) details                                      | Simon Burnett Simon.Burnett@sefton.gov.uk   |     |                  |     |

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

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|---|---|-----|------------------|-----|
| Details of Decision to be taken                                 | <b>Sefton Carers Centre</b><br>Seek approval to implement a 2 year contract whilst we undertake a full service review.                      |     |                  |     |
| Decision Maker  | Cabinet   |     |                  |     |
| Decision Expected   | 3 Nov 2022<br>Decision due date for Cabinet changed from 06/10/2022 to 03/11/2022. Reason: Internal discussions on the proposal are ongoing |     |                  |     |
| 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                           | Procurement, Legal, Finance, Adult Social Care, Children's Social Care, Communities, Clinical Commissioning Groups, Service Provider.       |     |                  |     |
| Method(s) of Consultation                                       | Stakeholder meetings via Microsoft Teams and communication via email.   |     |                  |     |
| List of Background Documents to be Considered by Decision-maker | Sefton Carers Centre  |     |                  |     |
| Contact Officer(s) details                                      | Angela Clintworth <a href="mailto:angela.clintworth@sefton.gov.uk">angela.clintworth@sefton.gov.uk</a>                                      |     |                  |     |

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|---|---|-----|------------------|-----|
| Details of Decision to be taken                                 | <b>Integrated Employment Service</b><br>To seek approval to procure an integrated employment service.                                       |     |                  |     |
| Decision Maker  | Cabinet   |     |                  |     |
| Decision Expected   | 3 Nov 2022<br>Decision due date for Cabinet changed from 06/10/2022 to 03/11/2022. Reason: Internal discussions on the proposal are ongoing |     |                  |     |
| 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                           | Procurement, Legal, Adult Social Care, Inward Investment & Employment, Clinical Commissioning Groups.                                       |     |                  |     |
| Method(s) of Consultation                                       | Stakeholder Meetings and via email.   |     |                  |     |
| List of Background Documents to be Considered by Decision-maker | Integrated Employment Service   |     |                  |     |
| Contact Officer(s) details                                      | Angela Clintworth <a href="mailto:angela.clintworth@sefton.gov.uk">angela.clintworth@sefton.gov.uk</a>                                      |     |                  |     |