



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 JULY 2017 - 31 OCTOBER 2017

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

As a matter of local choice, the Forward Plan also includes the details of any significant issues to be initially considered by the Executive Cabinet and submitted to the Full Council for approval.

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.*

**Margaret Carney**  
**Chief Executive**

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Sefton Integrated Sexual Health Service	Charlotte Smith charlotte.smith@sefton.gov.uk	8
Residential and Care Homes Working Group - Final Report	Debbie Campbell debbie.campbell@sefton.gov.uk Tel: 0151 934 2254	9
South Sefton College - Proposed Merger with Hugh Baird College - Determination of the Statutory Proposal	Mike McSorley mike.mcsorley@sefton.gov.uk Tel: 0151 934 3428	10
Approval of Legal Documentation for Academy Conversion - Stanley High School	Marie Stevenson marie.stevenson@sefton.gov.uk	11
Children and Adolescent Mental Health Services Working Group	Ruth Harrison ruth.harrison@sefton.gov.uk Tel: 0151 934 2042	12
Procurement of Fleet, Machinery and Equipment for Integrated Land Management Merged Services (PSR7)	Mark Shaw mark.shaw@sefton.gov.uk	13
Adoption of Supplementary Planning Documents	Ingrid Berry ingrid.berry@sefton.gov.uk Tel: 0151 934 3556	14
Procurement Proposals for Winter Service Contract	Gary Jordan gary.jordan@sefton.gov.uk	15
Commercial Acquisition – Update Report	Sarah Kemp sarah.kemp@sefton.gov.uk Tel: 0151 934 4770	16
Article 4 Direction - Houses in Multiple Occupation	Ian Loughlin ian.loughlin@sefton.gov.uk Tel: 0151 934 3558	17
Adoption of the Sefton Coast Plan	Graham Lymbery graham.lymbery@sefton.gov.uk Tel: 0151 934 4175	18
Peer Review Working Group - Final Report	Ruth Harrison ruth.harrison@sefton.gov.uk Tel: 0151 934 2042	19
Parks and Greenspaces Working Group	Ruth Harrison ruth.harrison@sefton.gov.uk Tel: 0151 934 2042	20

## Appendix D

Community Infrastructure Levy - Publication Draft Charging Schedule	Ian Loughlin ian.loughlin@sefton.gov.uk Tel: 0151 934 3558	21
Housing Selective and Additional (HMO) Licensing Scheme Proposals	Neil Davies neil.davies@sefton.gov.uk Tel: 0151 934 4837	23
Commercial Acquisition – Update Report	Sarah Kemp sarah.kemp@sefton.gov.uk Tel: 0151 934 4770	25
Sefton Council Housing Development Company	Neil Davies neil.davies@sefton.gov.uk Tel: 0151 934 4837	26
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Insurance Provision	Laura Williams laura.williams@sefton.gov.uk	28
Area Committees Working Group	Paul Fraser paul.fraser@sefton.gov.uk Tel: 0151 934 2068	29
Revenue and Capital Budget Plan 2016/17 - 2019/20	Jeff Kenah jeff.kenah@sefton.gov.uk Tel: 0151 934 4104	30
Discretionary Relief for Business Rates following the Revaluation of 2017	Angela Ellis angela.ellis@sefton.gov.uk	31
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## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Well North Legal Agreement</b>  The report will seek Cabinet approval to enter into the Well North Legal Agreement, in order to deliver a local Well Sefton programme. Well North is a Strategic Collaboration between Public Health England (PHE), the University of Manchester and up to nine lead accountable bodies for areas across the North of England. Sefton has been selected as one of the nine areas, with a spotlight on the Bootle area. The overall programme aims to empower local people to create local solutions to address inequalities and improve the health and wellbeing of the poorest members of their community the fastest.</p>			
Decision Maker	Cabinet			
Decision Expected	27 Jul 2017			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	Linacre			
Scrutiny Committee Area	Adult Social Care			
Persons/Organisations to be Consulted	Heads of Service; Local businesses; Community Organisations; Well Sefton Steering Group and Core Group			
Method(s) of Consultation	Series of workshops; Meetings			
List of Background Documents to be Considered by Decision-maker	Well North Legal Agreement			
Contact Officer(s) details	Catherine Taylor catherine.taylor@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Healthy Weight Declaration</b> To provide an overview of the Local Authority Declaration on healthy weight and seek approval for the Council to adopt it as the basis of a cross cutting approach to tackle obesity in Sefton.			
Decision Maker	Cabinet			
Decision Expected	27 Jul 2017			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Persons/Organisations to be Consulted	The healthy weight steering group includes officers from Public Health, Environmental Health, Planning, Active Sefton, School Health, Living Well Sefton and Sefton CCG.			
Method(s) of Consultation	Healthy Weight Declaration pledges and action plan has been discussed and developed with the healthy weight steering group			
List of Background Documents to be Considered by Decision-maker	Healthy Weight Declaration			
Contact Officer(s) details	Chris McBrien <a href="mailto:chris.mcbrien@sefton.gov.uk">chris.mcbrien@sefton.gov.uk</a> Tel: 934 3155			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Sefton Integrated Sexual Health Service</b> To consider an option for commissioning an Integrated Sexual Health Service.			
Decision Maker	Cabinet			
Decision Expected	27 Jul 2017			
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	Service provider; Health and Social Care partners; Cabinet Member – Health and Wellbeing			
Method(s) of Consultation	Meetings; Emails			
List of Background Documents to be Considered by Decision-maker	Sefton Integrated Sexual Health Service			
Contact Officer(s) details	Charlotte Smith charlotte.smith@sefton.gov.uk			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Residential and Care Homes Working Group - Final Report</b> To submit the findings of the Residential and Care Homes Working Group.			
Decision Maker	Cabinet			
Decision Expected	27 Jul 2017 Decision due date for Cabinet changed from 06/04/2017 to 27/07/2017. Reason: The Working Group is still deliberating on its Final Report			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Adult Social Care			
Persons/Organisations to be Consulted	Elected Members and Stakeholders			
Method(s) of Consultation	Meetings and Correspondence			
List of Background Documents to be Considered by Decision-maker	Residential and Care Homes Working Group - Final Report			
Contact Officer(s) details	Debbie Campbell <a href="mailto:debbie.campbell@sefton.gov.uk">debbie.campbell@sefton.gov.uk</a> Tel: 0151 934 2254			