



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2010 - 31 MAY 2010

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 14 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 15 (General Exception) and Rule 16 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Lord Street, Southport PR8 1DA or accessed from the Council's website: www.sefton.gov.uk

- Council Constitution
- Forward Plan
- Reports on the Key Decisions to be taken
- The minutes for each Key Decision, which will normally be published within 5 working days after having been made

Members of the public are welcome to attend meetings of the Cabinet and the individual Cabinet Members which are held at the Town Hall, Oriel Road, Bootle or the Town Hall, Lord Street, Southport. Video conferencing facilities are available at both venues for the Cabinet Member meetings. The dates and times of the meetings are published on www.sefton.gov.uk or you may contact the Committee and Member 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.

Caroline Elwood
Legal Director

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Appointment of Insurance Brokers			
Decision Maker	Cabinet Member - Corporate Services			
Decision Expected	3 February 2010			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	None			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Report of the Finance and Information Services Director regarding expressions of interest and the evaluation of the tenders.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	John Farrell, Viv Swale, Lynton Green		
	E-mail Address Telephone No	john.farrell@finance.sefton.gov.uk, viv.swale@finance.sefton.gov.uk, lynton.green@finance.sefton.gov.uk Tel: 0151 934 4339, Tel: 0151 934 4058, Tel: 0151 934 4096		
	Consultation Deadline Date	Not applicable		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	4 February 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members & Departments Overview & Scrutiny Management Board Overview & Scrutiny Committee (Performance & Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Reports of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Bill Milburn		
	E-mail address Telephone No	bill.milburn@environmental.sefton.gov.uk Tel: 0151 934 4395		
	Consultation Deadline Date	21 January 2010		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	New Grading Structure and Pay Arrangements To implement a new grading structure and pay arrangements for National Joint Council (NJC) employees under the local pay and grading review			
Decision Maker	Cabinet			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Pay and Grading Review Committee All Departments, Schools (including voluntary aided) Unison, GMB, Unite and Arvato			
Method(s) of Consultation	Scheduled meetings and newsletters			
List of Background Documents to be Considered by Decision-maker	Joint reports of the Chief Executive, Strategic Director - Children's services, Finance and Information Services Director, Legal Director and Personnel Director.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Mike Fogg, Steve Harper		
	E-mail address Telephone No	mike.fogg@personnel.sefton.gov.uk, steve.harper@personnel.sefton.gov.uk Tel: 0151 934 3398, Tel: 0151 934 3397		
	Consultation Deadline Date	Ongoing		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members & Departments Overview & Scrutiny Management Board Overview & Scrutiny Committee (Performance & Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Reports of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Bill Milburn		
	E-mail address Telephone No	bill.milburn@environmental.sefton.gov.uk Tel: 0151 934 4395		
	Consultation Deadline Date	18 February 2010		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	To Set Council Tax, Revenue Budget and Capital Programme for 2010/2011 To set the Council Tax for 2010/11; to set the Council's Revenue Budget for 2010/11; to set the Council's Capital Programme for 2010/11.			
Decision Maker	Council			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Members, Overview and Scrutiny Committee Members Finance and Information Services Department.			
Method(s) of Consultation	At meetings of the Cabinet on 4 February and 4 March 2010 and the Overview and Scrutiny Committee (Performance and Corporate Services on 16 February 2010			
List of Background Documents to be Considered by Decision-maker	Report of the Finance and information Services Director.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Paul Edwards, Lynton Green		
	E-mail address Telephone No	paul.edwards@finance.sefton.gov.uk, lynton.green@finance.sefton.gov.uk Tel: 0151 934 4082, Tel: 0151 934 4096		
	Consultation Deadline Date	4 March 2010		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Area Management Interim Arrangements Priorities From The Evidence Base (By area) Structure Of The Sefton Borough Partnership</p> <p>The new area management interim arrangements, and the proposed alignment in a Sefton Borough Partnership structure, incorporating strong links to Area Committees is intended to make elected Members able to actively influence priorities at an area level. This should also allow residents to better influence local decisions (NI4). This decision arises from the governance review</p>			
Decision Maker	Council			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	<p>Governance Review Working Group</p> <p>Area Committee Chairs and Leaders</p> <p>Area Committees</p> <p>Sefton Borough Partnership Board</p> <p>Sefton Borough Partnership Executive</p> <p>Small SBP Review Group</p>			
Method(s) of Consultation	<p>Informal evidence based workshop discussions with Area Committee areas (held in November and December 2009)</p> <p>SBP Board workshop held 2nd December 2009</p> <p>Governance Review Working Group – formal meetings been discussed and informed the process</p> <p>Area Committee Chairs and Leaders – 17th December meeting to confirm views of the Area Committee meetings</p> <p>Small Review Group 3rd November considered the evidence base, 7th December considered structure, 17th December to agree structure</p> <p>SBP executive, formal meetings</p>			
List of Background Documents to be Considered by Decision-maker	Evidence Base and associated presentations: Area Management proposed arrangements and associated service responses; Proposed governing documents			

Representations may be made to the following Officer(s) by the date specified	Officer(s)	Sue Holden, Steph Prewett, Samantha Tunney
	E-mail address Telephone No	sue.holden@chief-executives.sefton.gov.uk, steph.prewett@regen.sefton.gov.uk, samantha.tunney@legal.sefton.gov.uk Tel: 0151 928 2233, Tel: 0151 934 3485, Tel: 0151 934 2174/4039
	Consultation Deadline Date	18 January 2010

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme.			
Decision Maker	Cabinet			
Decision Expected	15 April 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members & Departments Overview & Scrutiny Management Board Overview & Scrutiny Committee (Performance & Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Report of the Chief Executive Presentation by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Bill Milburn		
	E-mail address Telephone No	bill.milburn@environmental.sefton.gov.uk Tel: 0151 934 4395		
	Consultation Deadline Date	1 April 2010		

CONTACT DETAILS

HOW TO MAKE REPRESENTATIONS TO DECISION TAKER

Political Leadership

Councillor Robertson, Leader, Liberal Democrat Party and Leader of the Council, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: libdems@sefton.gov.uk

Tel: 0151 934 2252

Fax: 0151 934 2251

Councillor P. Dowd, Leader, Labour Party, c/o Town Hall, Oriel Road, Bootle L20 7AE

Email: peter.dowd@sefton.gov.uk

Tel: 0151 934 3361

Fax: 0151 934 3459

Councillor Parry, Leader, Conservative Party, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: conservatives@sefto.gov.uk

Tel: 0151 934 2061

Fax: 0151 934 2060

Note: Additional contact details are also enclosed within the body of the document.

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	FIELD_TITLE FIELD_SUMMARY
Decision Maker	FIELD_DMTITLE
Decision Expected	FIELD_DUE_DATE

Key Decision Criteria	Financial	FIELD_TAG_CAT1	Community Impact	FIELD_TAG_CAT2
Wards Affected	FIELD_WARDS			
Scrutiny Committee Area	FIELD_DEPARTMENT			
Persons/Organisations to be Consulted	FIELD_CONSULTEES			
Method(s) of Consultation	FIELD_CONSULTATION			
List of Background Documents to be Considered by Decision-maker	FIELD_ATTACHMENTS			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	FIELD_OFFICER_NAME		
	E-mail address Telephone No	FIELD_OFFICER_EMAIL FIELD_OFFICER_TEL		
	Consultation Deadline Date	FIELD_BACKGROUND1		

