



## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

**FOR THE FOUR MONTH PERIOD 1 OCTOBER 2018 - 31 JANUARY 2019**

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

### APPENDIX 3

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**

**APPENDIX 3**

**FORWARD PLAN INDEX OF ITEMS**

<b>Item Heading</b>	<b>Officer Contact</b>
Housing Development Company	Kerry Smith kerry.smith@sefton.gov.uk
Information, Advice and Guidance Service for Not in Education, Employment or Training (NEET) Young People	Claire Maguire claire.maguire@sefton.gov.uk Tel: 0151 934 2684, Ian Weller ian.weller@sefton.gov.uk
Bootle Heritage Complex	Nicky Owen nicky.owen@sefton.gov.uk
Homelessness Strategy (2018 - 2023)	Alistair Malpas alistair.malpas@sefton.gov.uk

**SEFTON METROPOLITAN BOROUGH COUNCIL  
FORWARD PLAN**

Details of Decision to be taken	<b>Permit Scheme for Road and Street Works</b> Review of Permit Fees			
Decision Maker	Cabinet			
Decision Expected	4 Oct 2018			
Key Decision Criteria	Financial	Yes	Community Impact	No
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Utility companies			
Method(s) of Consultation	Emails			
List of Background Documents to be Considered by Decision-maker	Pemit Scheme for road and street works			
Contact Officer(s) details	Gary Jordan gary.jordan@sefton.gov.uk Tel: 0151 934 4731			

**SEFTON METROPOLITAN BOROUGH COUNCIL  
FORWARD PLAN**

### APPENDIX 3

Details of Decision to be taken	<b>Housing Development Company</b> To approve the process for selecting and recruiting board members			
Decision Maker	Cabinet			
Decision Expected	4 Oct 2018 Decision due date for Cabinet changed from 06/09/2018 to 04/10/2018. Reason: the selection of the short-list of Non-Executive Board members is still under consideration			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Cabinet Member – Communities and Housing			
Method(s) of Consultation	Briefings			
List of Background Documents to be Considered by Decision-maker	Housing Development Company			
Contact Officer(s) details	Kerry Smith kerry.smith@sefton.gov.uk			

### SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Information, Advice and Guidance Service for Not in Education, Employment or Training (NEET) Young People</b> For the authority to award a new 4 year contract to commence 01 April 2019, with annual break clauses, to enable the inclusion of Life Chance Funding (Social Impact Bond) outcomes in delivery.
Decision Maker	Cabinet
Decision Expected	4 Oct 2018 Decision due date for Cabinet changed from 06/09/2018 to 04/10/2018. Reason: there is a need to consult further with

### APPENDIX 3

	the Cabinet Member – Regeneration and Skills and thereafter to reconsider the recommendations for Cabinet			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Not applicable			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Information, Advice and Guidance Service for Not in Education, Employment or Training (NEET) Young People			
Contact Officer(s) details	Claire Maguire claire.maguire@sefton.gov.uk Tel: 0151 934 2684, Ian Weller ian.weller@sefton.gov.uk			

### SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Bootle Heritage Complex</b> To review the options for the complex and permission to undertake the next steps, such as external funding applications.			
Decision Maker	Cabinet			
Decision Expected	1 Nov 2018 Decision due date for Cabinet changed from 06/11/2018 to 01/11/2018. Reason: The Marketing Options Appraisal work still requiring completion			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Exempt Report	Open			
Wards Affected	Linacre			
Scrutiny Committee Area	Regeneration and Skills			

### APPENDIX 3

Persons/Organisations to be Consulted	Members and Stakeholders
Method(s) of Consultation	Meetings and Correspondence
List of Background Documents to be Considered by Decision-maker	Bootle Heritage Complex
Contact Officer(s) details	Nicky Owen nicky.owen@sefton.gov.uk

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Homelessness Strategy (2018 - 2023)</b> To seek approval to publish the Homelessness Strategy for Sefton (2018 - 2023)			
Decision Maker	Cabinet			
Decision Expected	6 Dec 2018			
Key Decision Criteria	Financial	No	Community Impact	Yes
Exempt Report	Open			
Wards Affected	All Wards			
Scrutiny Committee Area	Regeneration and Skills			
Persons/Organisations to be Consulted	Members of the public, key stakeholders.			
Method(s) of Consultation	Via Council website and other appropriate channels.			
List of Background Documents to be Considered by Decision-maker	Homeless Strategy (2108-2023)			
Contact Officer(s) details	Alistair Malpas alistair.malpas@sefton.gov.uk			