



# SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

**FOR THE FOUR MONTH PERIOD 1 APRIL 2020 - 31 JULY 2020**

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
Climate Emergency- Strategy	Stephan Van Arendsen stephan.vanarendsen@sefton.gov.uk Tel: 0151 934 4081
Revenue and Capital Budget Plan - Revenue Outturn 2019/2020	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Revenue and Capital Budget Update 2020/21 - July 2020	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106
Capital Outturn 2019/20	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100
Treasury Management Outturn 2019/20	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Climate Emergency- Strategy</b> Following the Council declaration of a climate emergency in July 2019, this report will provide members with the strategy that will facilitate the delivery of the agreed motion.			
Decision Maker	Cabinet  Council			
Decision Expected	2 Apr 2020  21 May 2020			
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	Cabinet Members; all Overview and Scrutiny Committees			

Consulted	
Method(s) of Consultation	Meetings, briefings and presentations
List of Background Documents to be Considered by Decision-maker	Climate Emergency- Strategy
Contact Officer(s) details	Stephan Van Arendsen stephan.vanarendsen@sefton.gov.uk Tel: 0151 934 4081

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Revenue and Capital Budget Plan - Revenue Outturn 2019/2020</b> Report on the Revenue Outturn position for 2019/2020, including consideration of position on Earmarked Reserves and General Balances.			
Decision Maker	Cabinet			
Decision Expected	30 Jul 2020			
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	Revenue Outturn decisions will be subject to consultation – internal and external to the Council (as appropriate).			
List of Background Documents to be Considered by Decision-maker	Revenue and Capital Budget Plan - Revenue Outturn 2019/2020			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			

## SEFTON METROPOLITAN BOROUGH COUNCIL

## FORWARD PLAN

Details of Decision to be taken	<b>Revenue and Capital Budget Update 2020/21 - July 2020</b> Budget Monitoring Position for Revenue and Capital (based on June 2020)			
Decision Maker	Cabinet			
Decision Expected	30 Jul 2020			
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	Revenue and Capital Budget Update 2020/21 - July			
Contact Officer(s) details	Paul Reilly paul.reilly@sefton.gov.uk Tel: 0151 934 4106			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<b>Capital Outturn 2019/20</b> The purpose of this report is to inform Cabinet and Council of the capital outturn position in relation to the 2019/20 financial year.
Decision Maker	Cabinet  Council
Decision Expected	30 Jul 2020

	17 Sep 2020			
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	Chief Legal and Democratic Officer			
Method(s) of Consultation	Emails			
List of Background Documents to be Considered by Decision-maker	Capital Outturn 2019/20			
Contact Officer(s) details	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100			

## SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p><b>Treasury Management Outturn 2019/20</b> This outturn report provides Members with details of the treasury management activities undertaken to 31st March 2020. Cabinet receives this outturn report to allow review against the Treasury Management Policy &amp; Strategy and Prudential Indicators. This report is also provided to Audit &amp; Governance Committee, whose role it is to carry out scrutiny of treasury management policies and practices.</p>
Decision Maker	<p>Cabinet</p> <p>Council</p>
Decision Expected	<p>30 Jul 2020</p> <p>17 Sep 2020</p>

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	Chief Legal and Democratic Officer			
Method(s) of Consultation	Emails			
List of Background Documents to be Considered by Decision-maker	Treasury Management Outturn 2019/20			
Contact Officer(s) details	Graham Hussey graham.hussey@sefton.gov.uk Tel: 0151 934 4100			