



WIRRAL COUNCIL

FORWARD PLAN

For the four-month period 1 April 2013 - 31 July 2013

EXPLANATORY NOTES

(1) This Forward Plan covers the four-month period from 1 April 2013 - 31 July 2013.

(2) The Plan contains details of all the key decisions that the Executive * (i.e. the Council's Cabinet or its Executive Board), or the Council itself, expects to take during the next four months. It will be updated every month, and each plan will cover a four-month period. The various decisions to be taken are grouped under the relevant Cabinet portfolios. The terms of reference for each portfolio are attached below. The Executive Board is a committee of the Cabinet, but will only meet as required. Dates of Cabinet meetings are available on the Council's website.

Dates for any other meetings will be publicised as they arise.

(3) The definition of a "key decision" adopted for the purposes of this Plan is in accordance with that contained in the Council's Constitution, namely:

" (a) any decision of the Executive incurring expenditure or making savings in excess of 10% of the relevant budget head, or £250,000, whichever is the smaller, unless -

- (i) the specific expenditure or saving has previously been agreed by the Council;
- (ii) it is a decision taken in accordance with the Council's Treasury Management Policy;

OR -

(b) any decision of the Executive which, in the view of the Leader, will have a substantial effect on a significant number of people living or working in two or more wards [of the Borough]".

For the avoidance of doubt, any decision approving proposals for the making or amendment of a plan or budget which requires the approval of the full Council is regarded as a key decision.

(4) Any person wishing to make representations about a proposed key decision can do so by contacting the relevant Cabinet portfolio holder, the responsible chief officer or a nominated officer. Contact details are included against each entry in the Plan or in the lists below.

(5) Decisions of the Executive that are key decisions will be published within five days of their having been made. They will be available for inspection during office hours at the Town Hall, Brighton Street, Wallasey, or on the Council's web-site.

(6) The law and the Council's Constitution permit key decisions to be made, even if they have not been included in a Forward Plan, where they are certified as urgent. These decisions will be published, and be available for inspection, in exactly the same way as described in (4) above.

* The Council has also extended the delegated authority of individual Cabinet members to take executive decisions on a number of specified matters, but none will involve a key decision.

CABINET MEMBERS AND THEIR PORTFOLIOS

This item provides the terms of reference for each of the ten Cabinet portfolios, together with contact details for the members of the Cabinet and the Council's chief officers.

TERMS OF REFERENCE OF PORTFOLIO HOLDERS

ADULT SOCIAL CARE AND PUBLIC HEALTH

- (1) To have responsibility for the planning, commissioning and delivery of social care services for all adult client groups and to provide leadership to the wider vision of social care.
- (2) To have lead responsibility for developing preventative services that will reduce the need for social care intervention.
- (3) To work with a range of partners, including health and the voluntary and independent sector, to provide services which are well planned and integrated, make the most effective use of available resources and meet the needs of our diverse community.
- (4) To have overall responsibility, in liaison with other Cabinet members, for social inclusion and to promote the role of the local Authority, working with the NHS community on Wirral, to improve Public Health and well being and to address health inequalities.
- (5) To ensure services are of a high quality and delivered by a well-trained workforce or by informal and family carers who are themselves supported.
- (6) To ensure better use of technology to support people.
- (7) To ensure services have an emphasis on preventing problems and that social care and health work on a shared agenda to help maintain the independence of individuals.
- (8) To ensure that people with the highest needs receive the support and protection needed to ensure their own wellbeing and the safety of society.
- (9) To ensure that risks of independence for individuals is openly shared and balanced against benefits with them.
- (10) To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor and women.
- (11) To have overall responsibility for matters relating to section 47 of the National Assistance Act 1948 (as amended).
- (12) To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.
- (13) To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.

CHILDREN'S SERVICES AND LIFELONG LEARNING

- (1) To have overall responsibility for all the powers and duties set out in

 - the Children Act, 1989
 - the Education Act, 1996
 - the School Standards and Framework Act, 1998
 - the Education Act, 2002,
 - the Children Act, 2004
 - the Education Act 2005
 - the Education and Inspection Act 2006 and
 - any other legislation relevant to the functions defined below.
- (2) To promote improvement in the outcomes for children and young people in terms of their health, their education and training, their ability to make a positive contribution, and their social and economic well-being.
- (3) To have overall responsibility for ensuring that children and young people in Wirral are safe from harm and neglect, and that their welfare is promoted.
- (4) To have overall responsibility for the provision of services for children and young people including services for children and young people in care to the Council, provision for early years childcare and education, primary and secondary education, adult education, and youth and play activities.
- (5) To promote effective partnership working between all the statutory and non-statutory agencies which provide services for children and young people and, where feasible, to promote the integration of services.
- (6) To ensure that systems are in place to manage and scrutinise the performance of all the services for children and young people.
- (7) To ensure that resources are efficiently and effectively targeted towards the improvement of outcomes.
- (8) To liaise with the Strategic Health Authority and health trusts serving Wirral on matters relating to children and young people.
- (9) To liaise with the Learning and Skills Council on matters relating to further education and training ensuring, in consultation with the Cabinet member for Regeneration and Planning Strategy, that the training needs of employers, employees and prospective employees are met.
- (10) To liaise with the Greater Merseyside Connexions Partnership on matters relating to young people's preparation for working life and specifically to have responsibility for the regulation of the employment of young people.
- (11) To liaise with the Police Authority, the Probation Service and the Youth Offending Service on matters relating to youth crime and disorder.
- (12) To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.
- (13) To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.
- (14) To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women.

CORPORATE RESOURCES

- (1)** To have overall responsibility, in liaison with the Leader as appropriate, for:
 - The development, implementation and review of the Council's arrangements for ensuring effective use of resources including meeting the requirements of the Audit Commission's Use of Resources Assessment
 - Financial monitoring, including standing orders and financial regulations
 - Financial propriety
 - Procurement compliance and contract compliance within the Authority
 - Restrictive and selective tendering (other than civil engineering)
- (2)** Where it is not a specified responsibility of the Employment and Appointments Committee, to have overall responsibility for personnel issues including employee development and training, equal opportunities in employment and service delivery, health and safety and disciplinary and grievance procedures and recruitment.
- (3)** To have overall responsibility for the provision of legal and administrative services to the authority; and for the Coroner's Service.
- (4)** To have overall responsibility for the preparation, maintenance and review of an overall strategy for the management, use and disposal of all Council owned land property, (including the preparation of the Asset Management Plan)
- (5)** To have overall responsibility for land issues including:
 - Acquisition, disposal and appropriation of all land and property
 - Provision and management of administrative and civic offices
 - Commercial development and redevelopment of the Council land and property
 - Matters relating to the Council's freehold interest and shareholding in Birkenhead Market
- (6)** To have overall responsibility for the organisation of a corporate planned maintenance policy.
- (7)** To have overall responsibility for the Emergency Plan and resilience issues.
- (8)** To have responsibility for co-ordinating performance management and performance indicators.
- (9)** To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio and, where this portfolio is held by the Council's deputy leader, to work in liaison with the Leader to achieve the same across the Council.
- (10)** To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long term unemployed, the poor and women.

CULTURE, TOURISM AND LEISURE

- (1)** To have overall responsibility for the provision of leisure and cultural services including:
 - library services
 - museums and galleries, promotion of the Arts
 - civic theatres, entertainment and cultural activities
 - swimming pools, sports halls and indoor recreation
 - parks, recreation grounds, and adventure playgrounds
 - public playing fields, outdoor sports facilities
- (2)** To have overall responsibility for community centres and public halls.
- (3)** To have overall responsibility for sports activities and development, the promotion of sporting activities and joint use of sporting facilities.
- (4)** To have overall responsibility for resort activities, including publicity.
- (5)** To have overall responsibility for beaches and the Beach Lifeguard Service
- (6)** To have overall responsibility for the provision of country parks and allotment gardens.
- (7)** To have overall responsibility for the provision and management of cemeteries and crematoria.
- (8)** To have overall responsibility for the development, management, implementation and review of all aspects of the Council's Tourism Strategy.
- (9)** To have responsibility for promoting Wirral as a location for tourism and in consultation with the Cabinet member for Regeneration and Planning Strategy, to encourage tourism initiatives designed to bring new jobs to the Borough.
- (10)** To have overall responsibility for the heritage of the Borough, including the preservation of buildings of architectural or historic interest in liaison with the Heritage Champion.
- (11)** To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.
- (12)** To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.
- (13)** To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women.

ENVIRONMENT

- (1) To have responsibility for Trading standards and consumer protection.
- (2) To have responsibility for Food safety and hygiene.
- (3) To have responsibility for Home safety.
- (4) To have responsibility for Health education.
- (5) To have responsibility for Control of communicable diseases.
- (6) To have responsibility for Port health.
- (7) To have responsibility for Monitoring of waste disposal.
- (8) To have responsibility for Recycling
- (9) To have responsibility for Public conveniences.
- (10) To have responsibility for the Preservation and improvement of amenities in residential areas.
- (11) To have responsibility for Clean air and pollution control.
- (12) To have responsibility for Abatement of nuisance (other than statutory nuisance in private dwellings).
- (13) To have joint responsibility with the Cabinet Member for Regeneration and Planning for identification and action in relation to derelict land and building.
- (14) To have responsibility for co-ordinating the development and implementation of strategies for continually improving sustainability and reducing the environmental impact of the Council, its policies, plans, programmes and services.
- (15) To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.
- (16) To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.
- (17) To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women.

LEADER (FINANCE)

- (1) To Chair the Cabinet
- (2) To represent the Council in external dealings and relationships (other than civic duties the responsibility of the Mayor).
- (3) To take the lead on the Council's contribution to the major partnership initiatives in which it is engaged, e.g. Local Strategic Partnership, Local Area Agreement Partnership Board, Liverpool City Region and Local Government Association.
- (4) To have overall responsibility for :
 - The formulation and submission of proposals relating to strategic policy
 - The overall production of the Corporate Plan
 - Revenue and capital budgets including preparations for the annual budget and Capital Plan
 - Schemes under the Private Finance Initiative
 - Procurement
- (5) To have overall responsibility for information technology and to act as the Council's e-government Champion.
- (6) To have overall responsibility for financial matters, other than those within the (Corporate Resources) Portfolio, including insurance, rating, Council Tax and Housing and Council Tax benefits.
- (7) To have overall responsibility, in liaison with the Deputy Leader, for the performance of the Council as measured through the Comprehensive Performance Assessment and Comprehensive Area Assessment process.
- (8) To have responsibility for initiatives in relation to local democracy and the modernisation of local government, unless they specifically relate to any other portfolio.
- (9) To have overall responsibility for the Council's Communications Strategy and Public Relations, in liaison with the Portfolio holder for Community and Customer Engagement.
- (10) To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio as identified in the annexe to this schedule.
- (11) To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.
- (12) To have residual responsibility for any relevant matter not referred to another Cabinet member or to a committee of the Council.
- (13) To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long term un-employed, the poor and women.

HOUSING AND COMMUNITY SAFETY

- (1) To have overall responsibility for housing strategy.
- (2) To have overall responsibility for the assessment of housing need including the needs of vulnerable people.
- (3) To have overall responsibility for enabling vulnerable Clients to remain at home, through the provision of low level housing support services (the Supporting People programme).
- (4) To have overall responsibility for the provision of homelessness and housing advice services, including rough sleepers.
- (5) To have overall responsibility for the provision of services to enable access to accommodation.
- (6) To have overall responsibility for the assessment of housing markets.
- (7) To have overall responsibility for housing market restructuring and renewal.
- (8) To have overall responsibility for:
 - Dealing with unfitness and poor condition
 - Acquisition and clearance
 - Financial policies for home improvement funding
 - Regulation and enforcement of statutory provisions relating to private sector housing
- (9) To have overall responsibility for:
 - The promotion and monitoring of partnerships to achieve wider strategic housing objectives
 - Monitoring the performance of new Housing Stock Transfer organisations
 - The accreditation and licensing of private landlords
- (10) To have overall responsibility for monitoring and responding to the needs of gypsies and travellers.
- (11) To have overall responsibility for Community Safety including:
 - Co-ordinating neighbour nuisance policies in the private and public sector.
 - Co-ordinating anti-social behaviour policies.
 - Working with partners, the police & other Cabinet members on youth diversion schemes.
 - Working with the appropriate Cabinet member in liaison with the Drug & Alcohol Team.
 - Working with the Licensing Team on issues of under age sales of alcohol and with Trading Standards in liaison with the Cabinet Member for Environment.
 - The use of the Council's powers under the Crime and Disorder Act 1998, the Housing Act 1996 and the Anti-social Behaviour Act 2003;
 - The council's duty under section 17 of the Crime and Disorder Act 1998 to have regard to the effects on crime and disorder in the exercise of all of its powers and duties;
 - Liaison with other agencies such as the police, Primary Care Trusts, the voluntary sector and the Probation Service on community safety issues;
 - To have overall responsibility for the development and implementation of the Crime and Disorder Reduction Strategy and the Anti-social behaviour Strategy
- (12) To have overall responsibility for the operation and development of Community Patrol
- (13) To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.

- (14)** To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.
- (15)** To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women.

IMPROVEMENT AND GOVERNANCE

- (1)** To lead and co-ordinate the work of all Portfolios and all Departments in improving the Council's corporate governance and the delivery of the Improvement Plan.
- (2)** To have overall responsibility for Member and employee training and development.
- (3)** To have overall responsibility, in liaison with the Leader as appropriate, for:
 - a) The development, implementation and review of the Council's arrangements for ensuring effective use of resources including meeting the requirements of the Audit Commission's Use of Resources Assessment;
 - b) Financial monitoring, including standing orders and financial regulations
 - c) Financial propriety
 - d) Procurement compliance and contract compliance within the Authority
 - e) Restrictive and selective tendering (other than civil engineering).
- (4)** To have overall responsibility for the provision of legal and administrative services to the authority.
- (5)** To have responsibility for co-ordinating performance management and performance indicators.
- (6)** To ensure the Council's compliance with the requirements of the Freedom of Information Act.
- (7)** To liaise with the Leader on issues concerning the Council's Communication Strategy and Public Relations.
- (8)** To be the Council's Lead Member on Equality and Diversity.

REGENERATION AND PLANNING STRATEGY

- (1)** To have overall responsibility for the co-ordination and monitoring of all matters relating to the economic and urban regeneration of Wirral with the objective of improving the competitiveness, sustainability and strength of the Wirral economy, reducing the level of unemployment, safeguarding existing jobs, and the creation of new jobs of a high quality (including the power of 'well-being' under the Local Government Act 2000).
- (2)** To prepare, implement and monitor (in conjunction with partners) an economic regeneration strategy for Wirral.
- (3)** To have overall responsibility for the initiation, preparation, implementation and monitoring of all economic regeneration programmes including European programmes, Single Regeneration Budget and other Council programmes.
- (4)** To have overall responsibility for consultation and liaison with all organisations involved in regeneration in Wirral, including NWDA, English Partnerships, GoNW, Learning and Skills Council, Greater Merseyside Enterprise, Wirral Metropolitan College, trade unions, the private sector, the voluntary sector, etc.
- (5)** To have overall responsibility for co-ordination of all matters in relation to European issues.
- (6)** To have overall responsibility for the promotion of Wirral as a premier location for inward investment through the work of Wirral Direct and other organisations; in consultation with the Cabinet Member for Culture, Tourism and Leisure in the case of tourism initiatives.
- (7)** In conjunction with the relevant Cabinet members and outside organisations, to ensure that an adequate supply of sites and premises is provided in order to cater for the needs of local businesses and to help attract new businesses.
- (8)** To provide financial support, where appropriate, to businesses, co-operatives and other profit making and non-profit making ventures for the benefit of Wirral.
- (9)** To help provide a comprehensive business support service to local companies.
- (10)** To have overall responsibility for the development of community employment and training initiatives and other initiatives designed to strengthen the economy of local communities and combat disadvantage including the development of a comprehensive "pathways to Integration" strategy for Wirral.
- (11)** To have overall responsibility for monitoring economic trends in Wirral and identifying examples of good practice elsewhere in the field of urban policy and economic regeneration from which Wirral can benefit.
- (12)** To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women.
- (13)** Lobbying Government and other agencies nationally, regionally and internationally, to ensure that Wirral achieves its economic regeneration objectives.
- (14)** To have overall responsibility for Welfare to Work.
- (15)** To have overall responsibility for the preparation and maintenance of the Development Plan and related plans and policies.

- (16)** To have overall responsibility for the consideration of national, regional and strategic issues, including green belt policy.
- (17)** To have overall responsibility for the designation and preservation of conservation areas and liaison with conservation bodies.
- (18)** To have overall responsibility for the application of the Planning Acts in relation to:
- preservation of general amenity
 - shopping improvement areas
 - derelict sites
 - building regulations
 - mineral planning issues
 - contributions to the Council's urban regeneration initiatives
 - compulsory purchase
- (19)** To have overall responsibility for liaison on planning matters with other local authorities and external bodies.
- (20)** To have responsibility for identification and action in relation to derelict land and building, in liaison with the Cabinet Member for the Environment.
- (21)** To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.
- (22)** To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.

STREETSCENE AND TRANSPORT SERVICES

- (1)** To have overall responsibility for highways, streets and footpaths, including street lighting and related enforcement activities.
- (2)** To have overall responsibility for traffic regulations and road safety.
- (3)** To have overall responsibility for the management of Council car parks.
- (4)** To liaise with the MPTA and other external organisations.
- (5)** To have overall responsibility for reservoirs, sewerage and land drainage.
- (6)** To have overall responsibility for the provision of civil engineering services to the Council.
- (7)** To have overall responsibility for the provision of architectural, quantity surveying and mechanical, electrical and structural engineering services.
- (8)** To have overall responsibility for coast protection and sea defences.
- (9)** To have responsibility for restricted and selective tendering for civil engineering services.
- (10)** To have responsibility for grass cutting in residential areas.
- (11)** To have overall responsibility for weed control.
- (12)** To have responsibility for Refuse Collection and Street Cleansing.
- (13)** Advertisement Control.
- (14)** To have overall responsibility for those parts of the Corporate Plan within the remit of this portfolio, as identified in the annexe to this schedule.
- (15)** To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through this portfolio.
- (16)** To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women.

WIRRAL COUNCIL – CHIEF OFFICERS

CHIEF EXECUTIVE

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WIRRAL COUNCIL

FORWARD PLAN

For the four-month period 1 April 2013 - 31 July 2013

Key decision	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Approval of Draft Homeless Strategy for Wirral for Consultation Key	This is a statutory document to enable further consultation with key stakeholders and partners.	Cabinet	April 2013	Strategic Housing Partnership Homeless Forum Key Stakeholders	Cabinet Member - Housing & Community Safety (Councillor George Davies) georgedavies@wirral.gov.uk Head of Housing ianplatt@wirral.gov.uk Tel: 0151 691 8208	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Constitution Update / Review	A decision is required on the model of Overview and Scrutiny to be implemented in the new municipal year. A model is proposed that aligns governance mechanisms to the new senior management structure and the refreshed constitution. The model also provides an opportunity to engage ward members more meaningfully through an enhanced Scrutiny function.	Cabinet, Council	April 2013	Democracy Working Party Overview and Scrutiny Chairs	Cabinet Member - Improvement and Governance (Councillor Ann McLachlan) annmclachlan@wirral.gov.uk Interim Head of Legal and Member Services stephengerrard@wirral.gov.uk 0151 691 8569	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Application for Financial Assistance Key	Council is asked to provide financial assistance to companies to create or safeguard employment opportunities.	Cabinet	Between April 2013 and July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Head of Housing and Regeneration davidball@wirral.gov.uk Tel: 0151 691 8395	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Sector Led Improvement Key	To inform members of the approach developed by the North West Association of Directors of Adult Social Services (ADASS) for Sector Led Improvement (SLI) in Adult Social Care in the region, and to ask Cabinet to endorse the approach and the Council's agreement to participate by formally agreeing to the signing of a Memorandum of Understanding.	Cabinet Member - Adult Social Care and Public Health	April 2013		Cabinet Member - Adult Social Care and Public Health (Councillor Chris Jones) chrisjones@wirral.gov.uk Director of Adult Social Services, grahamhodkinson@wirral.gov.uk, Tel: 0151 666 3650,	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Local Enterprise Partnership Update Key	Consult Members on strategic initiatives such as the development of an LCR Investment Framework.	Cabinet	Between April 2013 and July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	
Neighbourhood Development Plans Key	Key stages in preparation of neighbourhood development plans.	Cabinet	Between April 2013 and July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Regional Growth Fund Key	Cabinet will be asked to authorise the offer of a grant by BIS.	Cabinet	Between April 2013 and July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	
Financial Monitoring 2012/13 - Revenue (Month 11) Key	To consider the latest projection and ongoing management actions to ensure the Council's year-end revenue overspend is minimised.	Cabinet	April 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Financial Monitoring 2012/13 - Capital (Month 11) Key	To consider the latest projection and ongoing management actions to ensure the Council's capital programme is delivered to plan.	Cabinet	April 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	
Overview of Debts Key	To consider the issues surrounding the raising and collection of all the Council's sundry debts, and in particular the non-"DASS" debt.	Cabinet	April 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Independent Review of Sundry Debt Key	To consider the causes of the problems with raising and collecting the sundry debts, with particular emphasis on the client service charges in the Department of Adult Social Services.	Cabinet	April 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	
Response to Independent Review of Sundry Debts Key	To respond to the Independent Review of Sundry Debt by providing an action list for the Department of Adult Social Services' (DASS) Debt.	Cabinet	April 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Planning the Budget Process for the next Budget Round 2014-17 Key	To propose a budget process for 2013-14, to deliver a revenue and capital budget for 2014-15, for agreement by Council in February 2014.	Cabinet	April 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	
Insurance Contracts Key	To award the new Property and personal accident insurance contracts	Cabinet Member - Finance	May 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	
Adoption Grant Key		Cabinet	June 2013		Cabinet Member - Children's Services & Lifelong Learning (Councillor Tony Smith) tonysmith@wirral.gov.uk Acting Director of Children's Services juliahassall@wirral.gov.uk Tel: 0151 666 4288	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Town Centre Strategy Key	First phase of Action Plans to be reported and the use of plans going forward in the LDF evidence base.	Cabinet	June 2013	Relevant Trader groups and ward members	Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	
Pensby Stanley School Contract Overspend Key		Cabinet	June 2013		Cabinet Member - Children's Services & Lifelong Learning (Councillor Tony Smith) tonysmith@wirral.gov.uk Acting Director of Children's Services juliahassall@wirral.gov.uk Tel: 0151 666 4288	

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Consultation on Home to School Contract Overspend Key		Cabinet	June 2013		Cabinet Member - Children's Services & Lifelong Learning (Councillor Tony Smith) tonysmith@wirral.gov.uk Acting Director of Children's Services juliahassall@wirral.gov.uk Tel: 0151 666 4288	
Children's Centre - Nursery Market Testing Key		Cabinet	June 2013		Cabinet Member - Children's Services & Lifelong Learning (Councillor Tony Smith) tonysmith@wirral.gov.uk Acting Director of Children's Services juliahassall@wirral.gov.uk Tel: 0151 666 4288	
Child and Adolescent Mental Health Services Key		Cabinet	June 2013		Cabinet Member - Children's Services & Lifelong Learning (Councillor Tony Smith) tonysmith@wirral.gov.uk Acting Director of Children's Services juliahassall@wirral.gov.uk Tel: 0151 666 4288	

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Treasury Management Annual Report 2012/13 Key	Report on financial performance and compliance with Prudential Indicators	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Head of Financial Services tomsault@wirral.gov.uk	
Insurance Fund Annual Report 2012/13 Key	Report on Fund performance including claims experience and financial position	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Head of Financial Services tomsault@wirral.gov.uk	
Financial Out-turn 2012/13 Key	Report on the revenue accounts including update on reserves and provisions	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Head of Financial Services tomsault@wirral.gov.uk	

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Capital Out-turn 2012/13 Key	Report on the capital programme and Capital Determinations 2012/13	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Head of Financial Services tomsault@wirral.gov.uk	
Collection Summary 2012/13 Key	Report on income eg Council Tax, Business Rates, General Debtors (including write offs)	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Head of Service - Benefits, Revenues and Customer Services malcolmflanagan@wirral.gov.uk	
Financial Monitoring 2013/14 - Revenue (Month 1) Key	Update on the revenue spending against the agreed budget	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	

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Financial Monitoring 13/14 - Capital (Month 1) Key	Update on the capital spend against the agreed programme	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	
Supporting People Contracts Key	The outcome of Supporting People Contract negotiations	Cabinet	June 2013	Key Stakeholders Members	Cabinet Member - Housing & Community Safety (Councillor George Davies) georgedavies@wirral.gov.uk Head of Housing ianplatt@wirral.gov.uk Tel: 0151 691 8208	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
<p>Local Development Framework - Joint Waste Local Plan for Merseyside and Halton</p> <p>Key</p>	<p>Resolution to adopt following public examination. The Plan will replace the policies for waste management contained within the Council's Unitary Development Plan adopted in February 2000.</p>	<p>Council, Cabinet</p>	<p>June 2013</p>	<p>Cabinet and to be undertaken in line with the Council's Statement of Community Involvement (adopted December 2006) subject to national regulations.</p>	<p>Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk</p> <p>Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187</p>	

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<p>Local Development Framework - Statement of Community Involvement Key</p>	<p>Approval of public consultation on a revised Statement of Community Involvement (SCI), which sets the Council's standards for community involvement in the preparation of land-use planning documents and development management decisions, to take account of recent changes to national regulations. The revised SCI will replace the SCI adopted by the Council in December 2006.</p>	<p>Cabinet</p>	<p>June 2013</p>	<p>Cabinet and to be undertaken in line with the Council's Statement of Community Involvement (adopted December 2006).</p>	<p>Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk</p> <p>Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187</p>	

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Local Development Framework - Supplementary Planning Documents Key	Approval of a programme for the preparation and consultation of SPDs to support the implementation of the Core Strategy Local Plan, including issues such as the design of new housing.	Cabinet	June 2013	Cabinet and to be undertaken in line with the Council's Statement of Community Involvement (adopted December 2006) and national regulations.	Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	
Private Sector Housing Financial Assistance Policy Key	Annual review of the Private Sector Housing Financial Assistance Policy and commission to consult on proposed changes.	Cabinet	June 2013	Key stakeholders, service users and Members	Cabinet Member - Housing & Community Safety (Councillor George Davies) georgedavies@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
<p>Policy on Discharge of Statutory Homelessness duty into the Private Rented Sector Key</p>	<p>Approval of a new policy to enable the Council to discharge its Statutory Homelessness duty into the private rented sector following the new commencement order.</p>	<p>Cabinet</p>	<p>June 2013</p>	<p>Key stakeholders and Members</p>	<p>Cabinet Member - Housing & Community Safety (Councillor George Davies) georgedavies@wirral.gov.uk</p> <p>Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187</p>	
<p>Approval of Finalised Tenancy Strategy following Public Consultation Key</p>		<p>Cabinet</p>	<p>June 2013</p>	<p>Key stakeholders, public, registered providers and members</p>	<p>Cabinet Member - Housing & Community Safety (Councillor George Davies) georgedavies@wirral.gov.uk</p> <p>Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187</p>	

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Annual Governance Statement 2012/13 Key	Statement on the arrangements in place, and their effectiveness, for the management of the Council	Cabinet	June 2013	Audit and Risk Management Committee	Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	
Local Development Framework - Evidence Base - Water Cycle Study Key	Cabinet consideration of final report dealing with issues related to water use and supply, drainage, waste water treatment and sustainability. The findings will need to be reflected in the Council's Core Strategy Local Plan.	Council, Cabinet	Between June 2013 and July 2013	Consultation has already been undertaken with relevant stakeholders including United Utilities, Welsh Water and the Environment Agency. Cabinet	Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Local Development Framework - Core Strategy Key	Approval of submission to the Secretary of State for public examination. The Core Strategy will replace the strategic policies contained within the Council's Unitary Development Plan adopted in February 2000.	Council, Cabinet	June 2013	Cabinet and to be undertaken in line with the Council's Statement of Community Involvement (adopted December 2006) subject to the duty to co-operate and national regulations.	Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk Tel: 0151 691 8187	
Careers, Education, Information, Advice and Guidance Service 2014 Onwards Key	This report will consider the options available at the end of the current contract with Greater Merseyside Connexions Partnership.	Cabinet	June 2013		Cabinet Member - Children's Services & Lifelong Learning (Councillor Tony Smith) tonysmith@wirral.gov.uk Acting Director of Children's Services juliahassall@wirral.gov.uk Tel: 0151 666 4288	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Fees for Residential and Nursing Home Care Key	To report on progress and recommendations concerning the residential and nursing fees for 2013/14.	Cabinet	June 2013		Cabinet Member - Adult Social Care and Public Health (Councillor Chris Jones) chrisjones@wirral.gov.uk Director of Adult Social Services grahamhodkinson@wirral.gov.uk Tel: 0151 666 3650	
Asset Management Plan Key	A revised strategy and planning framework for the future management of the Council's land and property	Cabinet	June 2013	Asset Management Group	Cabinet Member - Corporate Resources (Councillor Adrian Jones) adrianjones@wirral.gov.uk Deputy Director CYPD and Assistant Chief Executive davidarmstrong@wirral.gov.uk Tel: 0151 666 4300	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Allotment Policy Review Key	A revised policy framework for the future provision and management of allotments in Wirral	Cabinet	June 2013		Cabinet Member - Corporate Resources (Councillor Adrian Jones) adrianjones@wirral.gov.uk Acting Director of Law, HR and Asset Management and Monitoring Officer surjittour@wirral.gov.uk Tel: 0151 691 8498	
Council Accounts Outturn 2012/13 Key	The final budgetary position for 2012/13 including reserves and provisions.	Cabinet	June 2013		Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk Tel: 0151 666 3056	

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Hoylake Golf Resort Key	This is a priority for the Borough and will require the approval of Members in respect of land assembly and associated legal issues.	Cabinet	July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk .uk Tel: 0151 691 8187	

Key decision – Key and Exempt are identified	Description	Decision Taker	Expected date of decision	Proposed Consultation	How to make representations to the decision Taker	Documents to be considered by the Decision Taker
Members ICT Key	A decision is required on the replacement of Members' Information and Communication Technology (ICT) equipment. The existing equipment was leased in 2008 for a four-year period and is long overdue for replacement. This report informs Cabinet of the recommendations of the Members' Equipment Strategy Group (MESG) with regard to the renewal of Members ICT equipment.	Cabinet	July 2013	Member's Equipment Strategy Group	Cabinet Member - Improvement and Governance (Councillor Ann McLachlan) annmclachlan@wirral.gov.uk Acting Director of Law, HR and Asset Management and Monitoring Officer surjittour@wirral.gov.uk Tel: 0151 691 8498	

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Enterprise Zone Key	Decisions required on the implementation stages of the Mersey Waters Enterprise Zone.	Cabinet	July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk .uk Tel: 0151 691 8187	
Local Development Framework - Core Strategy Key	Approval of responses to public consultation on the proposed submission draft. The approved responses will be included in the final Core Strategy that will be submitted to the Secretary of State for public examination, which will be the subject of a further report to Cabinet.	Cabinet	July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk .uk Tel: 0151 691 8187	

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Local Development Framework - Community Infrastructure Levy Key	Consideration of potential options and implications for the implementation of a Wirral CIL.	Cabinet	July 2013		Cabinet Member - Regeneration and Planning Strategy (Councillor Pat Hackett) pathackett@wirral.gov.uk Strategic Director: Regeneration and Environment kevinadderley@wirral.gov.uk .uk Tel: 0151 691 8187	
Business Rates Relief Key	To agree any rate relief criteria which will be effective from 2014/15 (12 month notice period)	Cabinet, Council	July 2013	Cabinet	Cabinet Member - Finance (Councillor Phil Davies) phildavies@wirral.gov.uk Interim Director of Finance petertimmins@wirral.gov.uk .uk Tel: 0151 666 3056	