

**STATUTORY FORWARD PLAN**

**KEY DECISIONS**  
(indicated by ■)

**01 DECEMBER 2008 - 31 MARCH 2009**

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	November	December	January	February	March	April	May	June	July	August	September	October	November	Principal Consultees	Method of Consultation	How Interested Parties may submit representations to decision-takers and end date for representations	Reports and background papers submitted to decision-taker for consideration	Notes/ Comments
1] Review of Access to Services Programme	Julie Danks	Cllr D Coleman - Lead Cabinet Member Access and Communities	Cabinet		■												Public, Corporate Directors, Staff	Satisfaction surveys, focus groups, discussions	Contact Debbie Hurwood, telephone 01642 527014, Email debbie.hurwood@stockton.gov.uk	Cabinet report	Key Decision N/A
Update on progress/performance since the opening of the Corporate Contact Centre in January 2008 and plans for further roll-out of the Access to Services Programme.																					
2] Finance and Performance Report - Quarter 2	Julie Danks, Corporate Director of Resources	Cllr Laing-Cabinet Member for Corporate Management and Finance	Cabinet and Council		■												Leader of the Council, Chief Executive, Lead Member of Corporate & Social Inclusion Select Committee, one of four Labour Members	Briefings / Individual Groups	Verbal through briefings or email garry.cummings@stockton.gov.uk Tel 01642 527011	Yes	Key Decision N/A
Quarter 2 2008/09																					
3] Local Development Framework Annual Monitoring Report 2007/8	Neil Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet and Council		■												LDF Steering Group and Planning Committee.	Reports to meetings	Contact Rosemary Young Spatial Planning Manager on 01642		Key Decision

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The Planning and Compensation Act 2004 requires local authorities to prepare Annual Monitoring Reports as part of the Local Development Framework. It contains information about progress on the implementation of the Local Development Scheme and assesses the success or failure of the policies in local development documents. In doing so, it gives an indication of the need to review plan preparation timetables and policies which are not being effective.																			526054.		
4] Stockton-on-Tees Local Development Framework: To endorse Draft Supplementary Planning Document 2 Open Space, Recreation and Landscaping for public consultation.	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet, Council		■												Residents, Planning Committee, Cabinet	In accordance with the Statement of Community Involvement.	Contact: Rosemary Young Spatial Planning Manager on 01642 526054 or e-mail to rosemary.young@stockton.gov.uk		Key Decision
This document provides guidance and standards for the provision and maintenance of open space, recreational facilities landscaping and green infrastructure in new developments to meet local needs and aspirations.																					
5] Tees Valley Joint Minerals and Waste Core Strategy and Site Allocations DPDs. Preferred Options Schedule of Comments	Neil Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet		■												N/A	PLanning Committee, LDF Steering Group and Cabinet.	N/A	Schedule of responses to Joint Tees Valley Minerals and Waste Core Strategy and Site Allocations DPDs Preferred Options.	Key Decision N/A

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To agree an appropriate response to the comments received in connection with the consultation on these minerals and waste documents. The agreed response will influence the policy and site allocation for minerals and waste development in the final version of the document.																					
6] Billingham House	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport, Councillor Steve Nelson - Cabinet Member for Housing and Community Safety	Cabinet			■											Portfolio Members, Billingham Councillors, TBP (Area Partnership), Billingham Town Council, key community groups	Website, face to face meetings, Members briefings, Stockton North MP briefing, press releases as necessary	By e-mail or letter to Louise McDonald Tel 01642 528942 e.mail louise.mcdo nald@stockton.gov.uk	March 08 briefings note to Portfolio Leaders and subsequent updates	Key Decision
Information update regarding Billingham House site																					
7] Billingham Town Centre Update	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet			■											Portfolio Members, Billingham Councillors, TBP, Area Partnerships, Billingham	Leaflets, text in via mobiles, website, face to face meetings, letters,	Leaflet tear-off slip (comments form), email, letter, text, on-line completion	Billingham Town Centre Cabinet reports - January and September 2007	Key Decision N/A

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The report will formally feedback on the public consultation undertaken in Autumn 2008 regarding the public realm/landscaping details of the proposed town centre regeneration scheme.																	Town Council, Key Stakeholders , Residents, Community Groups, Voluntary Groups, Hard to Reach Groups, BTC Businesses, Billingham Business Association	stakeholder meetings, Members briefings, Stockton North MP briefing, press releases and press launch event, stalls/stands in community places.	of comments form by beginning of December 2008. Contact Louise McDonald; tel. 01642 528942; e-mail:- louise.mcdonald@stockton.gov.uk		
8] Review of Operation of English National Concessionary Travel Scheme	Neil Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet			■											All elected Members, resident groups, elderly citizen forums	Meetings	Meetings with elderly citizen groups	Concessionary Bus Travel Act 2007 Cabinet Report Free Concessionary	Key Decision

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To advise Cabinet of the process of the introduction of the English National Concessionary Travel Scheme since its introduction on 1st April.																				ry Travel Scheme 10 March 2006 Concessionary Travel for Older and Disabled People: FAQs for local authorities Local Government Finance: Formula Grant Distribution – A Consultation Paper (ODPM) Transport Act 1985 Concessionary Fares Schemes – Explanatory notes on the provisions of the Transport Act 1985 Concessionary Travel Regulations 1986 Transport Act 2000 Cabinet Report Free Concessionary Travel Scheme 1st December 2005 Cabinet Report GOLDCARD CONCESSIONARY	

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9] To endorse the Joint Minerals and Waste Core Strategy and Site Allocations Development Plan Documents Submission Documents for public consultation purposes	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet, Council			■											Planning Committee, Cabinet	Report to Meeting	Contact Rosemary Young, Spatial Planning Manager, on 01642 526054 or by email to rosemary.young@stockton.gov.uk	N/A	Key Decision  N/A
The Core Strategy will set out the strategic vision for meeting known and anticipated waste management and mineral working requirements until 2021 and will show broad locations where development may happen. The Site Allocations DPD will set out specific site allocations for minerals and waste activity across the Tees Valley and the provision of policies to determine applications for minerals and waste activity in the Borough.																					
10] Depooling of Concierge Charges (1)	Mike Robinson	Councillor Steve Nelson - Cabinet Member for Housing and Community Safety	Cabinet			■											Members with Concierge service in their Wards. Concierge staff. Trades Unions.	Briefings/meetings.	Email or telephone Julie Nixon Tel. 01642 527072 Email julie.nixon@stockton.gov.uk  End Date for representations - 28/11/08	Cabinet Reports - 1.Review of Concierge Security Service – 02/11/06 2.Review of Concierge Security Service - Outcome of Consultation – 01/02/07	Key Decision
To outline to Members potential changes to the Concierge Service in order to achieve depooling of service charges in line with Government guidance.																					

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11] Social housing investment - older persons housing 'with care' accommodation scheme (on the site of the former Parkview care home).	Mike Robinson	Councillor Steve Nelson - Cabinet Member for Housing and Community Safety, Cabinet Member for Adults Services & Health-Cllr McCoy	Cabinet			■											Thornaby Town Council, Village ward Councillor (Councillor Dalgarno and Councillor Eddy) and the general public.	Briefing meetings and formal scheme consultation sessions	Email or telephone Jane Edmonds Tel. 01642 526682 Email jane.edmonds@stockton.gov.uk End Date - 14/11/08	Cabinet reports 13.3.08 and 19.6.08.	Key Decision
To update Members on the development of an older persons housing 'with care' accommodation scheme on the site of the former Parkview residential care home.																					
12] Review of Stockton Renaissance Area Partnership	Helen Dean	Cllr D Coleman - Lead Cabinet Member Access and Communities	Cabinet				■										Stockton Renaissance , Corporate Management Team, Area and Thematic Partnership Boards and wider stakeholders .	Attendance at scheduled meetings, questionnaire and consultation events	by contacting Helen Dean, Assistant Chief Executive, E Mail: helen.dean@stockton.gov.uk TEL 01642 527003		Key Decision
A review of the Area Partnerships will be produced, which reviews the links, feedback mechanisms and support arrangements with the Area Partnerships and their constituent groups. This evaluation is presented will be presented to Cabinet for consideration.																					
13] Finance and Performance Report - Quarter 3	Julie Danks, Corporate Director of Resources	Cllr Laing-Cabinet Member for Corporate Management and Finance	Cabinet and Council				■										Leader of the Council, Chief Executive, Lead Member	Briefings/individual groups	Verbal through briefings or email garry.cummiings@stockto	Yes	Key Decision N/A



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Quarter 3 2008/09																	Corporate & Social Inclusion Select Committee, one of four Labour members		n.gov.uk		
14] To approve the BSF Strategy for Change Part 2 for submission to government.	Jane Humphreys	Councillor Alex Cunningham - Cabinet Member for Children & Young People	Cabinet				■										secondary headteachers, college principals, dioceses, school governors and staff; students, parents and carers.	Initial consultation took place in autumn 2007 through circulation of the Future Learning booklet, public meetings and Council website. Further consultation on SfC1 included six public drop-in sessions and publication of the draft on the website. Draft SfC2 has also been published on the website for comment.	By email to BSF@stockton.gov.uk or in writing to Corporate Director, CESC. Responses to be received by 12 January 2009.	Cabinet reports dated 11 February and 21 July 2008.	Key Decision
Strategy for Change Part 1 (SfC1) was agreed by Cabinet in July and submitted for assessment by government agencies. That document described in broad outline what our BSF programme will aim to achieve in terms of transforming educational opportunity. The second part provides additional detail about how transformation will be brought about.																					

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15] The Financial Planning element of the MTFP	Julie Danks, Corporate Director of Resources	Leader of the Council-Cllr Lupton	Cabinet and Council				■										Council Members, Corporate Directors, Viewpoint, Business Forum, Renaissance	Meetings, discussion sessions, seminar, surveys	Contact Paul Saunders, telephone 01642 527010, email paul.saunders@stockton.gov.uk	Yes	Key Decision N/A
This is the part of the MTFP process that plans in advance the alignment of financial resources with strategic and operational objectives to achieve optimum outcomes for the Council. It includes the formal budget setting process. Provisional Settlement report to Cabinet on 8 January 2009.																					
16] Billingham Forum Refurbishment update	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport, Cabinet Member for Arts, Culture and Leisure-Cllr Mrs Womphrey	Cabinet					■									Portfolio Members, Billingham Councillors, TBP (Area Partnerships), Billingham Town Council, TAL & key stakeholders, Community groups	Website info, community meetings, stakeholder meetings, Members briefings, Stockton North MP briefing,	Via e-mail or letter to Steve Keetley or Louise McDonald	Cabinet - February 2008	Key Decision Comments to Steve Keetley or Louise McDonald by February 09
Summary of stage1 contract progress including final costings and permission to progress to stage 2 construction start to be sought.																					

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17] Stockton-on-Tees Local Development Framework. To endorse the Environmental Development Plan Document Issues and Options and Sustainability Appraisal for public consultation	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet, Council					■									Planning Committee, Cabinet	Report to Meeting	Contact Rosemary Young, Spatial Planning Manager, on 01642 526054 or email to rosemary.young@stockton.gov.uk	N/A	Key Decision  N/A
The Environment DPD will set out Borough-wide policies and sites concerning the built and natural environments (including Green Wedges, nature conservation sites, open spaces and the historic environment). The Issues and Options report is the first procedural stage in its preparation.																					
18] Depooling of Concierge Charges (2) – Outcome of Consultation	Mike Robinson	Councillor Steve Nelson - Cabinet Member for Housing and Community Safety	Cabinet					■									Members with Concierge service in their Wards. Concierge staff.	Briefings/meetings.	Email or telephone Julie Nixon Tel. 01642 527072 Email julie.nixon@	Cabinet Reports - 1. Review of Concierge Security Service – 02/11/06	Key Decision

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Following consultation to ask Members to approve the revised Concierge service and to approve depooling of costs.																	Trades Unions.		stockton.gov.uk  End date for representations - 30/01/09	2.Review of Concierge Security Service - Outcome of Consultation – 01/02/07 3.Deepooling of Concierge Charges (1) – 08/01/09	