

STATUTORY FORWARD PLAN

KEY DECISIONS
(indicated by ■)

01 JANUARY 2009 - 30 APRIL 2009

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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] To agree museums collection rationalisation process	Jane Humphreys	Cabinet Member for Arts, Culture and Leisure- Cllr Mrs Womphrey	Cabinet Function 392		■												Museums, Libraries & Archives Council, ALCS Scrutiny Committee	Widespread public consultation and Member involvement through the Adults Leisure and Culture Select Committee Review of Preston Hall and Park and the Museum Strategy, 2006.	reuben.kench@stockton.gov.uk	Report will be provided	Key Decision
Following the recommendation in the Museum Strategy 2005 and the further guidance provided by Scrutiny Committee, this report provides the detailed process for disposal of selected items within the Council's museum collection.																					
2] Reorganisation of secondary schools in Billingham: to determine a proposal to close Billingham Campus School and enlarge Northfield School.	Corporate Director for Children, Education and Social Care.	Councillor Alex Cunningham - Cabinet Member for Children & Young People	Corporate Director CESC in consultation with Cabinet Member.		■												Staff unions, students, parents and carers, school governing bodies, dioceses, general public.	Statutory Notice published on 15 November inviting written comment from any person.	Representations must be in writing to the Corporate Director CESC, Municipal Buildings, Church Road, Stockton-on-Tees TS18 1XE. The end date for	Report to Cabinet 6 November 2008. Statutory guidance to decision-makers.	Key Decision

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
Following a statutory consultation process, Cabinet agreed on 6 November the publication of a Statutory Notice of its intention to close Billingham Campus School on 31 August 2009 and enlarge Northfield School to encompass the site and buildings of Campus School on 1 September 2009. The effect of this proposal is a merger of two schools into one institution under a single governing body. It is expected that the enlarged Northfield School would operate on both existing sites for at least five years. The Statutory Notice is followed by a period of six weeks for responses. The proposal must be determined within two months of the end of that period (27 December 2008).																			representations is 27 December 2008.		
3] 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

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
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	

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
4] 2009/10 Annual Rent Increase (Council Housing Stock)	Neil Schneider	Councillor Steve Nelson - Cabinet Member for Housing and Community Safety	Cabinet		■												None	N/A	N/A	None	Key Decision
To present to Members details of the Government guidance on the 2009/10 annual rent increase for Council homes.																					
5] Depooling of Concierge Charges (1)	Neil Schneider	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.																					
6] Preston Park & Hall Redevelopment	Jane Humphreys	Cabinet Member for Arts, Culture and Leisure- Cllr Mrs Womphrey	Cabinet			■											Reuben Kench	Widespread public consultation and Member involvement in the Adults,	reuben.kench@stockton.gov.uk	Will be submitted	Key Decision

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
To agree the phasing and packaging of work within the redevelopment masterplan within Preston Park & Hall, including the release of the Spence Bequest																		Leisure & Culture Select Committee Review of Preston Park & Hall, 2006. Additional public consultation, including through the media and public events, during the development of the masterplan and funding bids, 2006 to present.			
7] Review of Ingleby Barwick Community Access Point	Julie Danks	Cllr D Coleman - Lead Cabinet Member Access and Communities	Cabinet			■											Public, Corporate Directors, Ward Councillors	Surveys, discussions.	Contact Debbie Hurwood, telephone 01642 527014, Email debbie.hurwood@stockton.gov.uk	Cabinet report	Key Decision Please add to CMT Work Programme for 12.1.09
A report presenting the results of the review of the trial Community Access Point at Ingleby Barwick together with any recommendations for changes to the service arising from the review.																					
8] 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	Attendance at scheduled meetings, questionnaire and consultation	by contacting Helen Dean, Assistant Chief Executive, E		Key Decision

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
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.																	Thematic Partnership Boards and wider stakeholders	events	Mail: helen.dean@stockton.gov.uk TEL 01642 527003		
9] Finance and Performance Report - Quarter 3	Julie Danks, Corporate Director of Resources for finance issues. Helen Dean Assistant Chief Executive for performance issues.	Cllr Laing-Cabinet Member for Corporate Management and Finance	Cabinet and Council			■											Leader of the Council, Chief Executive, Lead Member Corporate & Social Inclusion Select Committee, one of four Labour members	Briefings/individual groups	Verbal through briefings or email garry.cummins@stockton.gov.uk for finance issues. Or email helen.dean@stockton.gov.uk for performance issues.	Yes	Key Decision N/A
Quarter 3 2008/09																					
10] 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			■											Elected Members, secondary headteachers, college principals, dioceses, school	Initial consultation took place in autumn 2007 through circulation of the Future Learning	By email to BSF@stockton.gov.uk or in writing to Corporate Director, CESC. Responses	Cabinet reports dated 11 February and 21 July 2008.	Key Decision

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
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.																	governors and staff; students, parents and carers.	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.	to be received by 12 January 2009.		
11] 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

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
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.																					
12] 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.																					
13] Review of Private Hire & Hackney Carriage Licensing Policy	Neil Schneider	Councillor Steve Nelson - Cabinet Member for Housing and Community Safety	Cabinet - based on recommendation by Licensing Committee after considering all responses to the consultation exercise.			■											Members, Licensees, Trade Bodies, User Groups, General Public, etc.	Meetings and Correspondence	In writing to: Mick Vaines Principal Licensing Officer Trading Standards & Licensing PO Box 232 16 Church Road Stockton-on-	Licensing Committee Report January 2009	Key Decision N/A

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
Review of Private Hire & Hackney Carriage Licensing Policy																			Tees TS18 1XD mick.vaines @stockton.g ov.uk by 12 December 2008		
14] Social housing investment - older persons housing 'with care' accommodation scheme (on the site of the former Parkview care home).	Neil Schneider	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.																					
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.																					

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
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.																					
17] Billingham Town Centre Update	N Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet				■										Portfolio Members, Billingham Councillors, TBP, Area Partnerships, Billingham Town Council, Key Stakeholders, Residents, Community Groups, Voluntary Groups, Hard to Reach Groups, BTC Businesses, Billingham Business Association	Leaflets, text in via mobiles, website, face to face meetings, letters, stakeholder meetings, Members briefings, Stockton North MP briefing, press releases and press launch event, stalls/stands in community places.	Leaflet tear-off slip (comments form), email, letter, text, on-line completion of comments form by beginning of December 2008. Contact Louise McDonald; tel. 01642 528942; e-mail:- louise.mcdonald@stockton.gov.uk	Billingham Town Centre Cabinet reports - January and September 2007	Key Decision N/A
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.																					

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
18] 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.																					
19] To endorse Submission version of Local Development Framework Core Strategy and to approve recommendations for dealing with responses to Publication Draft Consultation.	Neil Schneider	Councillor Bob Cook - Cabinet Member for Regeneration & Transport, Councillor Bob Cook - Cabinet Member for Regeneration & Transport	Cabinet/Council				■										Cabinet	Report to meeting	By contacting Rosemary Young. e-mail rosemary.young@stockton.gov.uk or telephone: 01642 526054		Key Decision

Description of Matter/ Decision Required	Responsible Officer	Portfolio Leader	Identity of Decision-Taker (eg Cabinet or Officer or Joint Arrangement)	December	January	February	March	April	May	June	July	August	September	October	November	December	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
The Local Development Framework Core Strategy will be submitted to the Secretary of State in April 2009 prior to independent examination. In approving the Publication version for public consultation in August 2008, members requested that prior to this they wished the submission version of the document to be approved by Cabinet prior to its referral to the Secretary of State. In addition, a schedule of the comments made during the course of the Publication consultation and how officers have dealt with them, will accompany the Core Strategy.																					
20] Depooling of Concierge Charges (2) – Outcome of Consultation	Neil Schneider	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 - 30/01/09	Cabinet Reports - 1. Review of Concierge Security Service – 02/11/06 2. Review of Concierge Security Service - Outcome of Consultation – 01/02/07 3. Depooling of Concierge Charges (1) – 08/01/09	Key Decision
Following consultation to ask Members to approve the revised Concierge service and to approve depooling of costs.																					