



North Tyneside Council

FORWARD PLAN OF KEY (AND NON-KEY) DECISIONS AND POLICY FRAMEWORK MATTERS

1 JULY 2004 TO 31 OCTOBER 2004

July 2004

| No | Date of Decision | Decision-Maker(s) | Topic | Consultees | Background Documents | Author/Contact No. |
|----|------------------|-------------------|--|---|---|--------------------------------------|
| 1. | 20 July 2004 | Cabinet | Budget Monitoring – to consider the outcome of the latest budget monitoring meetings | All Directors Heads of Service and their Finance Managers | Report on the latest budget monitoring position | Fiona Rooney (0191) 200 7069 |
| 2. | 20 July 2004 | Cabinet | Budget Monitoring Sub Committee – any recommendations from the meeting | Budget Monitoring Sub Committee | Report on the latest budget monitoring position | Patrick Kilgallon (0191) 200 7003 |
| 3. | 20 July 2004 | Cabinet | School Admissions Policy/Guidelines “The Essential Guide to North Tyneside Schools” | All admission authorities within the North Tyneside area including neighbouring LEA’s Dioceses and Voluntary Aided Schools Draft publishing and consultation arrangements to be co-ordinated by the Admissions Forum | The Education (co-ordination of Admission Arrangements) (Primary) (England) Regulations 2002 and the (co-ordination of Admission Arrangements) (secondary) (England) Regulations 2002 Admission Arrangements for September 2005 intake Consultations Determining and Notifying DfES 20.01.04 | John Scott (0191) 200 5001 |

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|--|------------------|-------------------|---|---|--|--|
| 4. | 20 July 2004 | Cabinet | 2003/04 Provisional Capital Outturn | Directorates | General ledger reports Capital Working Group Minutes Various correspondence Credit approval documentation | Fiona Rooney (0191) 200 7048 Graham Noble (0191) 200 7071 Cathy Davison (0191) 200 6746 |
| 5. | 20 July 2004 | Cabinet | 2003/04 Provisional Revenue Outturn | Directorates | General ledger reports Various minutes of meeting Various correspondence | Fiona Rooney (0191) 200 7048 Graham Noble (0191) 200 7071 Peter Weir (0191) 2007047 |
| 6. | 20 July 2004 | Cabinet | Local Cultural Strategy | Community Groups Arts Council England (North East) Sport England NEMLAC Local Business Tyne and Wear Museums Local Strategic Partnership Area Forum Meetings | Culture - New Vision New Future - A Review of Primary and Secondary Consultation - North Tyneside Council Research Team (Feb 2004) | Paul Gowans (0191) 200 5161 |
| <p>This item previously appeared in the forward plan as a report for Cabinet on 2 December 2003, 17 February 2004, 16 March 2004 and 13 April 2004. The report has been deferred as the development of the Cultural Strategy has highlighted the significance of the strategy to the overall wellbeing and regeneration of the borough and its communities. To ensure that the aims/objectives and targets within the strategy are linked and to help address the key priorities of the Council, Directorates and key partners further consultation is required. It is therefore proposed that the Strategy be presented to the July meeting of the Cabinet.</p> | | | | | | |
| 7. | 20 July 2004 | Cabinet | Education Development Plan - annual update to action plan | Schools Learning Partnership Children and Young People and Families Board | DfES Education Development Plan Guidance | Peter Parish (0191) 200 5014 |

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| 8. | 20 July 2004 | Cabinet | Attendance Strategy | Headteachers and Governing Bodies Children's Services Head Teachers Forum Police Magistrates Youth Offending Team | Education Development Plan Behaviour Support Plan Corporate Performance Plan DfES Circular 0432/2003 Ensuring regular school attendance | John Scott (0191) 200 5001 |
| <p>This item previously appeared on the forward plan as a report for Cabinet on 18 May 2004. The report has been deferred as the recent introduction of the Anti-Social Behaviour Act has major implications for the Attendance Strategy. Consultations are currently taking place with Magistrates, the Youth Offending Team, the Probation Service and Education Welfare Services to clarify roles and responsibilities in relation to the possible imposition of Parenting Orders, Anti-Social Behaviour Orders and Education Supervision Orders.</p> | | | | | | |
| 9. | 20 July 2004 | Cabinet | Single Programme - Progress Report | Mayor Chief Executive Director of Environment, Regeneration and Housing Head of Legal Services Head of Strategic Finance | Previous Cabinet reports | Aubrey Fawcett (0191) 219 2635 John Hume (0191) 219 2621 |
| 10. | 20 July 2004 | Cabinet | School Places Provision Summer 2004 | Meetings and discussions with representatives of schools and groups of schools where there is a need to remove surplus places | DfES Surplus Places Survey 2004 | Peter Parish (0191) 200 5014 |
| 11. | 20 July 2004 | Cabinet | Housing Strategy Action Plan | Members Officers Government Office for the North East Residents | Housing Strategy 2002-05 Putting People First | Paul Tanney (0191) 219 2406 Debbie Shearer (0191) 219 2288 |

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| 12. | 20 July 2004 | Cabinet | Regeneration/Private Sector Housing - Rehousing Policy | Members Officers Local Communities | Housing Strategy 2002-2005 Private Sector Grants Policy 2003 | Paul Tanney (0191) 219 2406 Debbie Shearer (0191) 219 2288 |
| 13. | 20 July 2004 | Cabinet | The Enforcement of Dog Fouling Offences | North Tyneside Safer Communities Partnership Membership includes representatives from: Northumbria Police, Tyne and Wear Fire and Rescue Service, Council Officers from Environment, Legal Services, Safer Communities and Housing | North Tyneside Safer Communities Partnership - Environment Action Plan Environmental Protection Act 1990 The Shared Plan | Phil Scott (0191) 219 2327 |
| 14. | 20 July 2004 | Cabinet | Draft Parks Strategy | Draft Strategy requesting approval for consultation | Cleaner Borough Best Value Review - Improvement Plan Corporate Performance Plan - Priority 4 The Shared Plan | Phil Scott (0191) 219 2327 |
| 15. | 20 July 2004 | Cabinet | Establishing and Implementing the Council's Accommodation Strategy | Policital Groups Directorates and Key Partners | Previous Cabinet reports | David Wright (0191) 200 1336 |
| 16. | 20 July 2004 | Cabinet | Cashless Catering System in Schools | Schools Headteachers Governors | Report on Pilot Scheme | Sheena Lennie (0191) 200 1205 |
| 17. | 20 July 2004 | Cabinet | Corporate Performance Assessment - Quarterly Monitoring Report | Overview and Scrutiny Committee | Team Manager reports to the CPA Core Group; Feedback from the Audit Commission & the Office of the Deputy Prime Minister; Minutes of Overview and Scrutiny Committee | Kevin Huggins Cooper (0191) 200 6855 |

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| 18. | 20 July 2004 | Cabinet | Office of Surveillance Commissioners Inspection Report 2004 | Chief Executive Director of Strategic Services Director of Environment, Regeneration and Housing Head of Legal Services | RIPA Act 2000 | Alan Robson (0191) 200 6857 |
| 19. | 20 July 2004 | Cabinet | Report showing results of consultation with housing tenants and users of Customer Service Centres on alternative payment methods. Consideration of the results from the consultation process and actions that will follow in respect of the alternative payments methods | Members Residents Community Groups | Completed questionnaire returns from Customer Service Centre users and housing tenants; Cabinet report 21 January 2004; Presentation to Cabinet 17 February 2004 | David Wright (0191) 200 1336 Paul Tanney (0191) 219 2406 Charles Oakley (0191) 200 7043 |
| 20. | 20 July 2004 | Cabinet | Whitley Bay and Seafront Regeneration Progress Report | Places for People | North Tyneside Unitary Development Plan 2002 Whitley Bay Spanish City and Seafront Regeneration Development Strategy and Brief - January 2002 | Aubrey Fawcett (0191) 219 2635 |
| 21. | 20 July 2004 | Cabinet | Longbenton Regeneration | Longbenton Partnership Board Heads of Strategic Finance/ Legal Services Director of Environment, Regeneration and Housing Cabinet Members for Housing and Development | Longbenton Forward Strategy Previous Cabinet Reports Nov 2003 and April 2004 | Paul Tanney (0191) 219 2287 |
| 22. | 20 July 2004 | Cabinet | Cash Transfer Service | Customer and Operational Services; Education and Cultural Services; Strategic Finance | Cabinet report 4 November 2003 | Charles Oakley (0191) 200 7043 |

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| 23. | 20 July 2004 | Cabinet | Outline Business Case for 2 Joint Service Centres | Mayor Cabinet Chief Executive Director of Strategic Services Head of Legal Services Head of Strategic Finance Manager (Financial Partnerships) North Tyneside Primary Care Trust | Minutes of Council meeting – 28 October 2003 Outline Business Case for 2 Joint Service Centres | David Wright (0191) 200 1336 Carole Dunn (0191) 200 5139 Chris Archer (0191) 200 5669 |
| <p>This item previously appeared in the forward plan as a report for Cabinet on 2 December, 13 April and 29 June 2004. The latest delay has been due to the requirement to carry out further detailed work on the Business Case by Service Managers and the consultants in order that the ODPM submission requirements can be complied with.</p> | | | | | | |
| 24. | 22 July 2004 | Council | Food Law Enforcement Plan 2004/05 – Final Proposals (The Food Law Enforcement Plan forms part of the Policy Framework) | Overview and Scrutiny Committee Local Businesses | Food Standards Act 1999 Food Law Enforcement - The Standard 2001 Food Law Enforcement Service Planning Guidance 2001 | Trevor Torpy (0191) 219 2326 Mike Halsey (0191) 219 2320 |
| 25. | 22 July 2004 | Council | Adoption Service - Statement of Purpose | Children's Services Head of Children's Services Adoption Panel Adoption Team Children, Young People and Families Board | Care Standards Act 2000 Local Authority Adoption Service (England) Regulations 2003 | Colin Fairgrieve (0191) 200 6161 |
| 26. | 22 July 2004 | Council | Establishing and Implementing the Council's Accommodation Strategy | Political Groups Directorates and Key Partners | Previous Cabinet reports | David Wright (0191) 200 1336 |

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| 27. | 22 July 2004 | Council | Outline Business Case for 2 Joint Service Centres | Mayor; Cabinet; Chief Executive; Director of Strategic Services; Head of Legal Service; Head of Strategic Finance; Manager (Financial Partnerships); North Tyneside Primary Care Trust | Minutes of Council meeting – 28 October 2003 Outline Business Case for 2 Joint Service Centres | David Wright (0191) 200 1336 Carole Dunn (0191) 200 5139 Chris Archer (0191) 200 5669 |
| This report will be considered by Cabinet on 20 July 2004 and will be referred to Council in accordance with the Budget and Policy Procedure Rules. | | | | | | |

August 2004

| No | Date of Decision | Decision-Maker(s) | Topic | Consultees | Background Documents | Author/Contact No. |
|----|------------------|-------------------|--|---|--|---|
| 1. | 17 August 2004 | Cabinet | Cash Flow Monitoring Report | Sector Treasury Management Consultants Manager (Accountancy/ Financial Planning) | CIPFA Treasury Management in the Public Services | Fiona Rooney (0191) 200 7048 Margaret Keith (0191) 200 7054 |
| 2. | 17 August 2004 | Cabinet | Budget Monitoring – to consider the outcome of the latest budget monitoring meetings | All Directors Heads of Service and their Finance Managers | Report on the latest budget monitoring position | Fiona Rooney (0191) 200 7069 |
| 3. | 17 August 2004 | Cabinet | Budget Monitoring Sub Committee – any recommendations from the meeting | Budget Monitoring Sub Committee | Report on the latest budget monitoring position | Patrick Kilgallon (0191) 200 7003 |
| 4. | 17 August 2004 | Cabinet | 2004/05 Capital Monitoring to 30 June | Directorates | General Ledger Reports Capital Working Group minutes Various correspondence | Fiona Rooney (0191) 200 7048 Graham Noble (0191) 200 7071 Cathy Davison (0191) 200 6746 |
| 5. | 17 August 2004 | Cabinet | Sundry Debt Income Policy | Budget Monitoring Sub-Committee Cabinet Member for Strategic Support Services Chief Executive Director of Strategic Services Head of Strategic Finance Senior Manager Customer and Operational Services Debtors User Group and appropriate staff in Directorates | Sundry Debt Income Policy Working papers held by the author of the report and Bill Jennings | Richard Corbiere (0191) 200 6607 |

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| 6. | 17 August 2004 | Cabinet | New Contract for the Handling of Bulk Cash | Director of Strategic Services Director of Education and Cultural Services Head of Legal Services Secion 151 Officer Cabinet Members for Strategic Support Services and Education and Cultural Services | Standing Orders with respect to Contracts | Richard Corbiere (0191) 200 6607 |

September 2004

| No | Date of Decision | Decision-Maker(s) | Topic | Consultees | Background Documents | Author/Contact No. |
|----|-------------------|-------------------|--|---|---|--|
| 1. | 21 September 2004 | Cabinet | Playsite and Urban Games Strategy | Young People Community Groups Elected Members | Playsite and Urban Games - Draft Strategy - Knight, Kavanagh and Page - May 2004 | Paul Gowans (0191) 200 5161 |
| 2. | 21 September 2004 | Cabinet | Libraries Position Statement (PLS) 2004 | Cabinet Member Senior Officers | DCMS Framework for the Future DCMS Guidance Notes on Public Library Position Statements 2004 | Peter Parish (0191) 200 5014 Julia Stafford (0191) 200 5186 |
| 3. | 21 September 2004 | Cabinet | Affordable Housing Policy | Officers Members Government Office for the North East Developers | Housing Strategy 2002-05 Putting People First Housing Strategy Guidance Office of the Deputy Prime Minister | Paul Tanney (0191) 219 2406 Debbie Shearer (0191) 219 2288 Paul Dillon (0191) 219 2163 Trevor Torpy (0191) 219 2326 John Dobson (0191) 219 2476 |
| 4. | 21 September 2004 | Cabinet | Private Sector Grants Policy Review | Members Officers Grant Recipients | Private Sector Grants Policy 2003 | Paul Tanney (0191) 219 2406 Debbie Shearer (0191) 219 2288 Trevor Torpy (0191) 219 2326 John Dobson (0191) 219 2476 |
| 5. | 21 September 2004 | Cabinet | Budget Monitoring – to consider the outcome of the latest budget monitoring meetings | All Directors Heads of Service and their Finance Managers | Report on the latest budget monitoring position | Fiona Rooney (0191) 200 7069 |

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| 6. | 21 September 2004 | Cabinet | Budget Monitoring Sub Committee – any recommendations from the meeting | Budget Monitoring Sub Committee | Report on the latest budget monitoring position | Patrick Kilgallon (0191) 200 7003 |
| 7. | 21 September 2004 | Cabinet | Rising Sun Country Park Management Arrangements | Rising Sun Country Park Trust Cabinet Member Strategic Finance Legal Services | Draft Lease and Service Level Agreements | Paul Gowans (0191) 200 5161 |
| This item previously appeared in the forward plan as a report for Cabinet on 29 June 2004. The report has been deferred to allow more detailed investigations on financial and legal matters and implications. | | | | | | |
| 8. | 21 September 2004 | Cabinet | The Writing Off of Bad Debts Over £3,000 due to the Council | Chief Executive Director of Strategic Services Head of Strategic Finance Senior Manager Customer and Operational Services | A case file containing supporting documentation will be compiled for each application | Richard Corbiere (0191) 200 6607 |
| 9. | 21 September 2004 | Cabinet | Supporting People - Audit Commission Inspection Report | Cabinet Members Champions for Supporting People All relevant local stakeholders Chair of Health Scrutiny Committee Chief Executive | Supported People is funded via a ring fenced grant from the Office of the Deputy Prime Minister, covered by Grant Conditions issued under Section 93 of the Local Government Finance Act 2000 Supporting People Grants (England) Guidance 2003 | John Phillipson (0191) 200 5512 |
| 10. | 21 September 2004 | Cabinet | Facilities Development Plan- Interim | Cabinet Member Directors | Report by external advisers | Paul Gowans (0191) 200 5161 |
| This item previously appeared in the forward plan as a report for Cabinet on 20 July 2004. The report has been deferred to enable a full programme of consultation to be undertaken on the draft plan. | | | | | | |

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| 11. | 21 September 2004 | Cabinet | Progress Report on the Development of Children's Centres | Primary Care Trust Northumbria Healthcare Voluntary Organisations Private Providers Parents Community Representatives Education Service Schools Early Years Development and Childcare Partnership | Audit of local provision submitted to Surestart Surestart Children's Centre Start Up Guidance Chief Executive letter 21 February 2003 Surestart Guidance 2004-2006 Sections 1 and 2 Cabinet Reports 9 September and 2 December 2003 | Helen Watson (0191) 200 5768 Pat Lackenby (0191) 200 5517 |
| <p>This item previously appeared on the forward plan as a report for Cabinet on 29 June 2004. The report has been deferred due to a delay regionally and nationally in establishing an approval process for Children's Centre Implementation Plans.</p> | | | | | | |

October 2004

| No | Date of Decision | Decision-Maker(s) | Topic | Consultees | Background Documents | Author/Contact No. |
|----|------------------|-------------------|--|--|--|--|
| 1. | 19 October 2004 | Cabinet | Single Programme - Progress Report | Mayor Chief Executive Director of Environment, Regeneration and Housing Head of Legal Services Head of Strategic Finance | Previous Cabinet Reports | Aubrey Fawcett (0191) 219 2635 John Hume (0191) 219 2621 |
| 2. | 19 October 2004 | Cabinet | Budget Monitoring – to consider the outcome of the latest budget monitoring meetings | All Directors Heads of Service and their Finance Managers | Report on the latest budget monitoring position | Fiona Rooney (0191) 200 7069 |
| 3. | 19 October 2004 | Cabinet | Budget Monitoring Sub Committee – any recommendations from the meeting | Budget Monitoring Sub Committee | Report on the latest budget monitoring position | Patrick Kilgallon (0191) 200 7003 |
| 4. | 19 October 2004 | Audit Panel | Audit Panel | Head of Strategic Finance Chief Executive Directors and Heads of Service Internal Audit External Audit | Audit Panel Terms of Reference Minutes of Audit Panel meeting (April 2004) | Fiona Rooney (0191) 200 7048 Allison Mitchell (0191) 200 7066 |