

Public Document Pack

Date of meeting Monday, 5th March, 2012
Time 7.00 pm
Venue Committee Room 1, Civic Offices, Merrial Street,
Newcastle-under-Lyme, Staffs ST5 2AG
Contact Geoff Durham

Active and Cohesive Communities Overview and Scrutiny Committee

AGENDA

PART 1- OPEN AGENDA

- 1 Apologies**
- 2 MINUTES** (Pages 1 - 4)
To consider the minutes of the previous meeting held on 31 October 2011.
- 3 DECLARATIONS OF INTEREST**
To receive Declarations of Interest from Members on items included on the agenda.
- 4 Bateswood Local Nature Reserve - Public Consultation** (Pages 5 - 18)
- 5 Draft Briefs for Scrutiny and Work Programme** (Pages 19 - 28)
- 6 The Forward Plan - Active and Cohesive Communities Committee - Extracts for the Period Covering March 2012 to June 2012** (Pages 29 - 56)
- 7 URGENT BUSINESS**
To consider any business which is urgent within the meaning of Section 100B(4) of the Local Government Act 1972.

Members: Councillors Heames (Chairman), G Williams (Vice-Chair), Bailey, G Cairns, M Clarke, J Cooper, D Cornes, G Heesom, Olszewski, J Tagg, J Walklate, I Wilkes and K-N Taylor

'Members of the Council: If you identify any personal training / development requirements from the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Committee Clerk at the close of the meeting'

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

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*Printed for information

**ACTIVE AND COHESIVE COMMUNITIES
OVERVIEW AND SCRUTINY COMMITTEE**

31 October 2011

Present:- Mrs G Williams – in the Chair

Councillors Bailey, Cairns, Mrs Cornes, Mrs Heesom, Miss Walklate and Wilkes

425. * **APOLOGIES**

Apologies were received from Councillors Mrs Heames, Miss Olszewski and Tagg J H.

426. * **DECLARATIONS OF INTEREST**

The following Declarations of interest were given for the disposal of the Knutton Recreation Centre:

Councillors: Cairns, Miss Walklate, Wilkes and Mrs Williams

All Members are on the Newcastle Sports Council

427. * **MINUTES FROM THE PREVIOUS MEETING**

Resolved:- That the minutes of the meeting held on 22 August, 2011 be agreed as a correct record.

428. * **THIRD SECTOR COMMISSIONING - FUTURE FUNDING AND CONTRACTING**

Consideration was given to a Draft Brief for Scrutiny on Third Sector Commissioning.

Discussion took place and Members queried which 'neighbouring authorities' would be involved. These could include any of the Staffordshire Authorities or Stoke on Trent City Council.

Clarification was requested on contracts which may need to be extended. There were seven contracts which would expire at the end of March, 2012 and Members were advised that these could either be renewed or alternative actions could be sought.

Members felt that this process required close monitoring and requested that a Working Party be established as soon as possible to scrutinise the matter.

Resolved:- (a) That the information be received

(b) That a Working Group be established to scrutinise the Third Sector Commissioning contracts

429. * DEVELOPMENT PLAN - LOCALITY ACTION PARTNERSHIP (LAP) REVIEW

Consideration was given to a report and Scrutiny Brief relating to the LAP review and the Development Plan which had been requested by the Cabinet on 7 September, 2011.

Consultation had taken place with Parish Councils and other stakeholders although Members stated that no consultation had taken place with Silverdale Parish Council or Kidsgrove Town Council. This matter would be addressed and a dialogue opened.

Members requested more clarity on where Parish Council's stood and how LAP's and Parish Councils could work together better.

Resolved:- That the contents of the report and the development plan and the comments made be noted.

430. * JUBILEE 2 UPDATE

Members were advised of the current position regarding Jubilee 2 which was on target to open in January.

The two year contractual costs were in line with what had been expected in the business plan.

Resolved:- That the information be received.

431. * BRIEF FOR SCRUTINY - BATESWOOD

Consideration was given to a report on a draft Brief for Scrutiny for the proposed Consultation Plan for the Bateswood Local Nature Reserve. A letter from a local resident was passed to Members voicing concerns about the proposal.

Members were asked how they wished to proceed with this proposal. Approximately 1000 houses within the catchment area would be consulted along with active organisations, LAP's, Parish Councils etc.

Members agreed the proposed consultation plan, that the process continue and for the results to be brought back to this committee after the consultation process had ended.

Resolved:- That the results be brought back to this committee after the consultation period has ended.

432. * DISPOSAL OF KNUTTON RECREATION CENTRE

Consideration was given to a report updating Members on the current position regarding the disposal of Knutton Recreation Centre.

Members were advised of the recommendations of Cabinet on 19 October and noted that a public consultation be undertaken prior to any planning application being submitted. Members agreed that the outcome of the consultation should be seen by this Committee prior to it going to the Cabinet.

- Resolved:-**
- (a) That the information be received
 - (b) That the results of the consultation be brought to this committee prior to going to the Cabinet

433. * **FORWARD PLAN - ACTIVE AND COHESIVE COMMITTEE EXTRACTS**

Consideration was given to items contained within the Forward Plan which were relevant to this Committee and made the following observations:

Allotment Review

Members agreed to await further review on this item

Community Centres Review

Members requested that a Draft Brief for Scrutiny be brought to the next meeting on this item.

Draft Health and Wellbeing Strategy

Members requested that the Chair liaise with the Coordinating Committee and Health Scrutiny Chairs to decide upon the best way to approach this item. Options available could be a cross-committee Working Group or a joint meeting of the two committees

Green Space Strategy

This involved a regular review of the Strategy. A report on this matter would be presented to the Cabinet next March

- Resolved:-**
- (a) That the information be received and the comments noted
 - (b) That a draft Brief for Scrutiny be brought to the next meeting on the Community Centres Review
 - (c) That the Chair liaise with the Chairs of the Coordinating Committee and Health Scrutiny over the most appropriate way to scrutinise this issue
 - (d) That a report on the Green Space Strategy be brought to this Committee next March

MRS G WILLIAMS
Chair

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BATESWOOD LOCAL NATURE RESERVE – PUBLIC CONSULTATION

Submitted by: Head of Operations – Roger Tait

Portfolio: Culture and Active Communities

Ward(s) affected: Halmer End/Audley and Bignall End

Purpose of the Report

To report the findings of the recent consultation which was carried out to ascertain public opinion on requests from the community for an additional bridle route provision and use of part of the main pool for fishing in Bateswood Local Nature Reserve.

Recommendation

That the views of the Active and Cohesive Communities Overview and Scrutiny Committee are obtained and are included in the report to cabinet.

Reasons

To ensure that Bateswood Local Nature Reserve is managed to offer people special opportunities to study, enjoy and learn about nature.

To ensure that other identified community recreational needs in the locality are met and managed to coexist with the educational and nature conservation uses of the site.

1. Background

- 1.1 At the Cabinet meeting of 7 September 2011 it was resolved that consultation be carried out to ascertain public opinion on requests from the community for additional bridle route provision and use of part of the main pool for fishing in Bateswood Local Nature Reserve in Halmer End.
- 1.2 At Active and Cohesive Communities Overview and Scrutiny Committee of 31 October 2011, the committee agreed that the proposed methods of consultation were acceptable. A copy of the agreed consultation plan is attached to this report at Appendix A.
- 1.3 In summary, 950 leaflets were hand delivered to local residents' homes by ward members which signposted residents to an online questionnaire and telephone/e-mail contact details to use to submit comments. The questionnaire was publicised via flyers in local shops and community buildings, an article in the Reporter and a press release. Letters were sent to relevant local and national organisations. During the consultation period, a public meeting was also arranged by a local ward member. The meeting was held on 13 January 2012 at Halmer End Methodist Church and 102 people attended the meeting.
- 1.4 During the consultation period 2 petitions were also received.

The first was submitted on 25 January 2012 signed by 257 people and requests:

"We, the undersigned, would like to like to support the proposal of extending the bridle path in Bateswood Local Nature Reserve; and would like Newcastle Borough Council to take into consideration when deciding whether to approve these proposals".

- 1.5 A further petition was received on 26 January 2012 signed by 225 people, this requests:
- “We the undersigned wish Bateswood to remain as a nature reserve. We do not want to have fishing or any other activities on the lake nor do we want an extra bridleway on the reserve”.*
- 1.6 Under the council's petition scheme, both petitions received enough signatures to trigger a Council debate and were scheduled for the meeting of Wednesday 22 February 2012.
- 1.7 The petitions were considered by full council at the meeting of 22 February 2012. The resolution of Council will be reported verbally at your meeting.
- 1.8 The results of the questionnaires were collated following the closing date for responses of 27 January 2012. The Council received 210 individual responses to the questionnaire and 10 letters from individual residents. This represents a response rate to the leaflet delivery of 23.1%.
- 1.9 Responses were received from the following 13 groups, copies of which are attached at Appendix D:
- Keele Parish Council: responded to say that no comments were raised.
 - The Environment Agency
 - The RSPCA: responded to say they are unable to provide comments.
 - Audley LAP
 - Audley Rural Parish Council
 - Halmer End Wildlife Trust
 - Newcastle Countryside Project
 - Staffordshire Police Architectural Liaison Officer
 - Staffordshire Wildlife Trusts
 - Natural England
 - Staffordshire County Council Environment and Countryside
 - The North Staffordshire Bridleways Association.
 - The Equestrian Forum
- 1.10 25 people provided their contact details suggesting that they would like to become involved in improving Bateswood LNR.

2. **Issues**

- 2.1 The results of the consultation are provided in Appendix A, with a list of themed comments provided at Appendix C.
- 2.2 The discussions at the public meeting of Friday 13 January (organised by a local ward member) highlighted many conflicts and tensions between community user groups regarding the use of the site.

Horse Riding Results:

Support:

- 2.3 The majority 71.2% (148) of respondents to the questionnaire supported the principle of an additional bridle route in Bateswood LNR. Both route options were supported, with option B being preferred by most.

2.4 Support for the project was demonstrated by the petition signed by 257 people:

“We, the undersigned, would like to like to support the proposal of extending the bridle path in Bateswood Local Nature Reserve; and would like Newcastle Borough Council to take into consideration when deciding whether to approve these proposals”.

2.5 Support, subject to comments, which could be accommodated, was indicated by:

- The Environment Agency
- Natural England
- Staffordshire Police
- Staffordshire County Council: Environment and Countryside
- Staffordshire Wildlife Trusts
- The North Staffordshire Bridleways Association.
- The Equestrian Forum

Opposition:

2.6 Opposition to the project was indicated by 28.8% (60) respondents to the questionnaire.

2.7 Opposition to the project was demonstrated by the petition signed by 225 people:

“We the undersigned wish Bateswood to remain as a nature reserve. We do not want to have fishing or any other activities on the lake nor do we want an extra bridleway on the reserve”.

2.8 Opposition was indicated from the following consultees:

- The Halmer End Wildlife Trust

Angling Results:

Support:

2.9 A narrower majority of respondents 57.4% (116) supported the principle of allowing angling on part of the large pool, than was the case with the bridle route.

2.10 55.1% (109) of respondents supported the proposed area (shown as the zigzag on the plan) being designated for fishing.

2.11 Support, subject to comments which could be accommodated was indicated by:

- The Environment Agency
- Natural England
- Staffordshire Police
- Staffordshire County Council: Environment and Countryside

Opposition:

2.12 Opposition to the project was indicated by 86 (42.6%) of respondents to the questionnaire

2.13 Opposition to the project was demonstrated by the petition signed by 225 people.

“We the undersigned wish Bateswood to remain as a nature reserve. We do not want to have fishing or any other activities on the lake nor do we want an extra bridleway on the reserve”.

2.14 Opposition was given from the following consultees:

- Halmer End Wildlife Trust.
- Staffordshire Wildlife Trusts.

3. **Options Considered**

3.1 That the Active and Cohesive Communities Overview and Scrutiny Committee consider the results of the consultation and make comment to inform any decision which Cabinet may wish to make.

4. **Proposal**

4.1 That the views of the Active and Cohesive Communities Overview and Scrutiny Committee are obtained and are included in the report to cabinet.

5. **Reasons for Preferred Solution**

5.1 To ensure that Bateswood Local Nature Reserve is managed for its designated purpose, which is to offer people special opportunities to study or learn about nature or simply to enjoy it.

5.2 To ensure that other identified community recreational needs in the locality are met and managed to co-exist with the educational and nature conservation uses of the site.

6. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

6.1 Creating a cleaner, safer and sustainable Borough.

6.2 Creating a healthy and active community.

7. **Legal and Statutory Implications**

7.1 The Council is empowered to provide recreational facilities by a number of statutes relating to open space, public health, miscellaneous provisions and well-being. The Council is required by statute to consider the effect of any decision on crime and disorder.

7.2 Bateswood Local Nature Reserve has been declared as a Local Nature Reserve under the National Parks and Access to the Countryside Act 1949.

8. **Equality Impact Assessment**

8.1 It is considered that a positive differential impact will accrue from providing additional recreational opportunities at the site.

9. **Financial and Resource Implications**

9.1 There are no direct capital or revenue implications arising from this report.

10. **Major Risks**

10.1 The major risks associated with this report are:

- Conflict and tensions between community user groups regarding the use of the site
- Pressure on the Council from community groups with differing views regarding the use of the site
- Potential loss of support from community groups involved in the management of the site
- Adverse media reaction
- Reputational damage
- Pressure on staff resources in managing the consultation process

11. **Key Decision Information**

11.1 The report will not result in significant savings or expenditure for the Council. It impacts directly on two wards and has been included in the Forward Plan.

12. **Earlier Cabinet/Committee Resolutions**

Full Council 22 February 2012

Cabinet 7 September 2011. Resolution No 297/12

Cabinet 18 December 2002 Resolution No. 759/03

Cabinet 13 September 2006 Resolution No. 366/07

13. **List of Appendices**

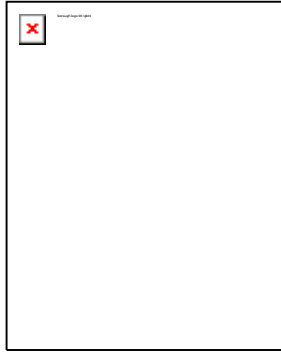
Appendix A - Results of the Consultation

Appendix B - Approved Consultation Plan

Appendix C - List of comments received

Appendix D - Group responses (will be available)

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APPENDIX A

Bateswood Local Nature Reserve Consultation Questionnaire 2011

Additional bridle route and controlled fishing

Newcastle-under-Lyme Borough Council is looking at the principle of making improvements to Bateswood Local Nature Reserve (LNR) in Halmer End, to provide additional facilities for anglers and horse riders.

The draft masterplan which shows potential opportunities and proposals is provided for your consideration. The masterplan shows the following:

- The location of two options for a new circular horse route around the pool linking to the existing Bridlepath for which the principle of allowing this additional facility is considered.
- The location of the proposed pool for which the principle of allowing controlled angling is considered.

Please take a few minutes to have your say. Alternatively you can request a copy of the draft masterplan by telephoning the landscape development section on 01782 717717 or emailing landscape@newcastle-staffs.gov.uk

1. Horse riding is already permitted in Bateswood Local Nature Reserve on the existing bridleway shown in dark blue on the draft masterplan.

Equestrian groups have asked the Council if an additional bridle route can be provided shown in fuchsia pink dots on the plan.

Do you support the principle of an additional bridle route in

**To find out more about this survey or the proposals, please
contact**

**Landscape Development Section at Newcastle-under-Lyme
Borough Council on 01782 717717 or email
landscape@newcastle-staffs.gov.uk**

Data Protection Act 1998

**The information you have provided will be used to inform the
development of the proposals for Bateswood Local Nature
Reserve**

**Information will be stored and used for analysis purposes.
Individual responses will not be made publicly available.**

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Bateswood Local Nature Reserve - Proposed Consultation on Additional Recreational Facilities

Proposal

Following the resolution of the Cabinet on 7th September 2011 it is proposed that consultation is carried out to ascertain public opinion on requests from the community for additional bridle route provision and use of part of the main pool for fishing in Bateswood Local Nature Reserve, Halmer End.

Who we intend to consult

COMMUNITY

*It is proposed that the consultees include the following:
All residents of residential properties within a 600m catchment of the site. This figure is the agreed local standard for access to semi natural open spaces in the Green Space Strategy. This equates to approximately 1000 properties and a plan showing the catchment area is attached to this paper.*

Groups currently active in and around Bateswood Local Nature Reserve will also be consulted, and include the following:

*Podmore Volunteers
Halmerend Wildlife Trust
Local Fishing Clubs
Equestrian Forum
LAP's (Audley, Madeley, Silverdale & Keele, & Chesterton)
Local Horse Riding Establishments*

It is also proposed that on-site surveys are carried out with users of Bateswood LNR by Council officers.

OTHER STAKEHOLDERS

In addition to the above, it is proposed that the following organisations are also consulted:

*Staffordshire Wildlife Trust
Newcastle Countryside Project
Staffordshire County Council Ecologist
Staffordshire Police
Parish Councils (Audley, Madeley, Silverdale & Keele, Betley and Balterley)
Coal Industry Support and Welfare Organisation (landowner)
Staffordshire County Council Rights of Way Officer
Environment Agency
RSPCA
Natural England*

How we intend to consult

It is intended that the "other stakeholders" identified above will be consulted by letter and asked to respond with any views which may impact on the proposal from their

particular field of expertise. It is proposed to provide a 12 week period for stakeholders to respond.

Similarly, it is intended that the groups and organisations identified in the “community” section above will be consulted by letter and provided with a 12 week period to respond. Officer contact details will be provided in the letter so that additional advice and information can be provided to groups during the consultation period if required.

For residents, it is intended that a leaflet including maps and questionnaires will be posted to every home in the catchment area by local ward members. The same information will be made available on the Council’s website for residents and other interested people to add their comments on-line. A questionnaire will be designed for on site surveys with people using the site and for the website. The questionnaires would be completed by Park Attendants during targeted periods of use of the site by the community.

The consultation process would also be advertised in the November 2011 edition of the Reporter and in the local press.

Posters / Leaflets would also be posted on site and in local shops/businesses/community buildings informing people of the consultation and referring them to the website.

Timescales

Newcastle Borough Council’s Community Engagement and Involvement Strategy, recommends a 12 week consultation period.

The proposed consultation period would start following scrutiny and a formal decision by members on the format and content of the consultation plan.

Documents in consultation package

Letter/leaflet to residents

Letter to community groups/organisations

Site Maps

Plan of catchment area

Web page and questionnaire

Site survey questionnaire

LIST OF COMMENTS RECEIVED

List of frequently occurring issues taken from the comments sections of questionnaires and letters submitted.

(Listed in descending order: number 1 occurred most frequently)

1. Fishing would compromise wildlife.
2. The horse route will make the situation safer for horses/riders by increasing off road riding.
3. Horse route will make the situation less safe for users of the nature reserve.
4. Concerns that fishing will increase litter.
5. Bateswood can accommodate everyone.
6. There are not enough horse routes.
7. The horse route would compromise wildlife.
8. There are already sufficient horse routes.
9. The horse route will make existing problems of abuse worse.
10. The proposed routes should be segregated.
11. Concern that fishing could increase parked traffic.
12. Concern that fishing would have negative impact on dogs horses anglers.
13. Concern about defecation issues and a need for toilets.
14. There are already enough facilities for fishermen.
15. The horse route would harm calmness, beauty enjoyment and freedom in the area.
16. Fishing would harm beauty calmness usage by others in the area.
17. The project is not feasible due to poor ground conditions.
18. Against lakeside option due to fishermen in close proximity to horses/pedestrians.
19. Fishing is cruel.
20. Controlling fishing will help.
21. Alternatives such as Cloggers/other pools should looked into instead.
22. Signage and rules are needed.
23. Concerns about horse manure.
24. The horse route will reduce the existing abuse.
25. Horse route would encourage horses onto the road/more traffic onto reserve.
26. Controlling fishing will have no effect.
27. Could riders access from Red Hall Lane (safer) or another alternative.
28. Concern that motorbikes may be attracted.
29. Concern about lighting fires.
30. The existing horse route is unused.
31. The area chosen for fishing is inappropriate.
32. Concern about an increase in vandalism.
33. Concern about the visual impact.
34. Concern that the project will lead to requests for additional facilities.

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DRAFT BRIEFS FOR SCRUTINY AND WORK PROGRAMME

Submitted by: Member Services Officer

Portfolio: Culture and Active Communities

Ward(s) affected: Non-specific

Purpose of the Report

To enable the Committee to discuss the draft scrutiny briefs and agree their content prior to submission to the Overview and Scrutiny Co-ordinating Committee.

Recommendations

(a) That the draft briefs for scrutiny be agreed.

(b) That the draft briefs for scrutiny be submitted to the Overview and Scrutiny Co-ordinating Committee for final approval.

Reasons

Following the Scrutiny Peer Review it was agreed that the Overview and Scrutiny Co-ordinating Committee fulfil the role of the 'work planning group' and that all draft briefs for scrutiny be submitted to it for final approval.

1. **Background**

1.1 At the last meeting of the Committee and following consultation with the Chair it has been agreed that the following topics be included on the work programme:

- Allotments Service - Scrutiny Brief attached (Appendix A)
- County Wide Museum Service – Scrutiny Brief attached (Appendix B)
- Community Centres Review – Scrutiny Brief attached (Appendix C)
- Green Space Strategy – Scrutiny Brief Attached (Appendix D)

2. **Issues**

2.1 Members are asked to consider the briefs appended to this report and to agree the content prior to submission to the Overview and Scrutiny Co-ordinating Committee.

3. **Outstanding Actions Agreed by the Committee**

None at present

4. **Legal and Statutory Implications**

There are no legal or statutory implications directly arising from this report.

5. **Equality Impact Assessment**

5.1 There are no equalities issues directly associated with this report. Consultation items on the work programme, such as draft police should include equality impact assessments and the

committee should seek to challenge report authors and decision-makers to ensure that all equalities and diversity issues have been discussed.

6. **Financial and Resource Implications**

6.1 There are no financial implications directly arising from this report.

6.2 The primary resource implication arising from this report is Members' and Officers' time and commitment to undertake Overview and Scrutiny activity. When monitoring the work programme it is the committee's responsibility to ensure that it does not overburden itself with work if Members are unable to commit to particular activities within an agreed timeframe.

6.3 There are no human resource implications arising from this report.

6.4 There are no ICT implications arising from this report.

7. **Major Risks**

There are no risks associated with this report.

8. **Key Decision Information**

8.1 Overview and Scrutiny does not have the power to make decisions and therefore this report does not propose any decisions which would be considered to be a key decision.

9. **List of Appendices**

Appendix A - Allotments Service Brief

Appendix B - County Wide Museum Service Brief

Appendix C - Community Centres Review Brief

Appendix D – Urban North Staffs Green Space Strategy

Brief for Scrutiny**ACTIVE AND COHESIVE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE**

<p>Topic to be Scrutinised</p> <p>Allotments Service – Review of Policy</p>
<p>Questions to be Addressed</p> <p>Does the proposed policy consider acceptable options to reduce the cost of the service and progress local management of allotment sites?</p>
<p>Outcome</p> <p>To ensure that sufficient consultation with relevant stakeholders takes place and that a revised charging structure for allotments is developed.</p>
<p>Background Materials</p> <p>(1) Previous report to Cabinet (2) Consultation plan</p>
<p>Evidence and Witnesses</p> <p>(1) Portfolio Holder for Environment and Recycling (2) Portfolio Holder for Culture and Active Communities</p>
<p>Method of Scrutiny</p> <p>Members of Active and Cohesive Communities Overview and Scrutiny Committee to consider proposed review of allotment policy, including the consultation plan and charging structure, and provide a view on its scope and content.</p>
<p>Timetable</p> <p>12-month lead in period from the date of approval of the proposed policy to formal adoption.</p>
<p>Constraints</p> <p>Staff and budget resource availability to develop and refine the policy within the agreed timescale and to the proposed scope and content. Any proposed amendments or additions to the policy may impact on the ability to deliver it within the currently proposed timescale and with the resources currently available.</p>
<p>Members to Undertake the Scrutiny</p> <p>Members of the Active and Cohesive Communities Overview and Scrutiny Committee.</p>
<p>Support</p> <p>(1) Executive Director – Operational Services (2) Head of Operations (3) Community Manager (4) Technical Assistant</p>

Newcastle Borough Council Corporate Plan Priority Area(s)

- Creating a cleaner, safer and sustainable Borough
- Creating a healthy and active community

CfPS Objectives:

- Enables the voice and concerns of the public to be heard
- Is carried out by independent governors who lead and own the scrutiny role
- Drives improvement in public services

Brief Approved by Overview and Scrutiny Co-ordinating Committee

Signed:

Date:

Brief for Scrutiny**ACTIVE AND COHESIVE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE**

<p>Topic to be Scrutinised</p> <p>County wide Museum Service - Staffordshire Museums Strategic Network Feasibility Study</p>
<p>Questions to be Addressed</p> <ol style="list-style-type: none"> (1) Can the Staffordshire Strategic Network direct the strategic role/future of the Newcastle Borough Museum? (2) Are the options outlined in the feasibility study appropriate? (3) What are the critical timescales for this work? (4) Is there anything else that the Consortium Board needs to consider? (5) How can the Consortium Board and elected members contribute to the sustainable development of Newcastle Borough Museum? (6) What is the long vision of the Borough Council for the Borough Museum?
<p>Outcome</p> <ol style="list-style-type: none"> (1) Examine the existing funding position of Borough Museum by the Council and partners. (2) Review service delivery options for the future. (3) Examine collection collaboration and sharing of services.
<p>Background Materials</p> <ol style="list-style-type: none"> (1) Museum Business Plan (2) Staffordshire Museums Strategic Network Feasibility Study (3) Staffordshire Museums Consortium Board Vision, Purpose and Terms of Reference
<p>Evidence and Witnesses</p> <ol style="list-style-type: none"> (1) Portfolio Member (2) Chief Executive, Executive Director of Resources, Executive Director of Operational Services (3) Head of Leisure & Cultural Services (4) Culture & Arts Business Manager (5) Presentation by Winckworth Sherwood on 27th March 2012 at 9.30 – 2.00pm at the Potteries Museum & Art Gallery ‘Understanding Museum Governance Options’ (6) Chair of Friends of Newcastle Museum
<p>Method of Scrutiny</p> <p>A review of potential options and future pathways has already been undertaken. The role of the Active and Cohesive Overview and Scrutiny Committee is to progress the areas contained in this brief in liaison with key witnesses and to call for evidence.</p>

<p>Timetable</p> <p>Following the Seminar on 27 March 2012, the matter will be further considered at the Active and Cohesive Overview and Scrutiny Committee on _____ and on _____ and Cabinet on _____.</p>
<p>Constraints</p> <p>Monitoring of the existing service is ongoing. A review has been completed on behalf of the strategic network and a number of recommendations have been put forward for consideration.</p>
<p>Members to Undertake the Scrutiny</p> <p>Members of the Active and Cohesive Communities Overview and Scrutiny Committee.</p>
<p>Support</p> <ol style="list-style-type: none"> 1. Executive Director – Operational Services 2. Head of Leisure and cultural Services 3. Culture and Arts Manager
<p>Newcastle Borough Council Corporate Plan Priority Area(s)</p> <ul style="list-style-type: none"> • Creating a cleaner, safer and sustainable Borough. • Creating a Borough of Opportunity. • Creating a healthy and active community. • Transforming our Council to achieve excellence.
<p>CfPS Objectives:</p> <ul style="list-style-type: none"> • Provides a critical friend challenge to executive policy makers and decision makers. • Enables the voice and concerns of the public to be heard. • Is carried out by independent governors.
<p>Brief Approved by Overview and Scrutiny Co-ordinating Committee</p> <p>Signed:</p> <p>Date:</p>

Brief for Scrutiny

Topic to be Scrutinised
Community Centres Review
Questions to be Addressed
<ul style="list-style-type: none"> (1) Which services/ activities currently run from the centres and are believed to work well? (2) How many hours per week are these activities running? (3) Which groups do the centres and sessions target? (4) Are there other halls/ community facilities close by or due to be opened or closed which will have/ is having an impact on a particular community centre? (5) Is the centre as busy as it was 3 to 5 years ago? (6) What activities or services would people like to see offered by the community centres in the future?
Outcome
<ul style="list-style-type: none"> (1) Examine the existing funding position of Borough Museum by the Council and partners. (2) Review service delivery options for the future.
Background Materials
<ul style="list-style-type: none"> (1) Existing Agreements (2) Management Committee Constitutions (3) Audited accounts
Evidence and Witnesses
<ul style="list-style-type: none"> (1) Executive Director – Operational Services (2) Head of Leisure and Cultural Services (3) Community Development Manager (Sport and Active Lifestyles) (4) Chairs of Management Committees
Method of Scrutiny
The role of the Active and Cohesive Overview and Scrutiny Committee is to progress the areas contained in this brief in liaison with key witnesses and to call for evidence.
Timetable
To conclude the fact finding within 12 weeks and to provide a report for further consideration.
Constraints
Monitoring of the existing service is ongoing. Once this review has been completed and recommendations have been put forward they will need further consideration.
Members to Undertake the Scrutiny
Members of the Active and Cohesive Communities Overview and Scrutiny

Committee.
<p>Support</p> <p>(1) Executive Director – Operational Services (2) Head of Leisure and Cultural Services (3) Community Development Manager (Sport and Active Lifestyles)</p>
<p>Newcastle Borough Council Corporate Plan Priority Area(s)</p> <ul style="list-style-type: none"> • Creating a cleaner, safer and sustainable Borough. • Creating a Borough of Opportunity. • Creating a healthy and active community. • Transforming our Council to achieve excellence.
<p>CfPS Objectives:</p> <ul style="list-style-type: none"> • Provides ‘critical friend’ challenge to executive policy makers and decision makers. • Enables the voice and concerns of the public to be heard. • Is carried out by independent governors who lead and own the scrutiny role. • Drives improvement in public services.
<p>Brief Approved by Overview and Scrutiny Co-ordinating Committee</p> <p>Signed:</p> <p>Date:</p>

Brief for Scrutiny**ACTIVE AND COHESIVE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE**

Topic to be Scrutinised
Urban North Staffordshire Green Space Strategy – Review of Progress with Implementation of the Strategy and Action Plan.
Questions to be Addressed
Are the objectives of the strategy being met?
Outcome
To ensure that progress is being made with the implementation of the strategy and action plan within the financial and staff resource constraints which the Council is facing.
Background Materials
Urban North Staffordshire Green Space Strategy.
Evidence and Witnesses
Head of Operations
Method of Scrutiny
Members of the Active and Cohesive Communities Overview and Scrutiny Committee are to consider the review of progress with the implementation of the strategy and associated action plan and provide a view on whether the objectives of the strategy are being met.
Timetable
The review of progress will cover the first 3 years of the life of the strategy since its adoption in December 2009.
Constraints
Staff and financial resources available to deliver the actions contained in the strategy Action Plan.
Members to Undertake the Scrutiny
Members of the Active and Cohesive Communities Overview and Scrutiny Committee.
Support
Head of Operations
Newcastle Borough Council Corporate Plan Priority Area(s)
<ul style="list-style-type: none"> • Creating a cleaner, safer and sustainable Borough. • Creating a Borough of opportunity. • Creating a healthy and active community. • Transforming our Council to achieve excellence.

CfPS Objectives:

- Enables the voice and concerns of the public to be heard.
- Drives improvement in public services.

Brief Approved by Overview and Scrutiny Co-ordinating Committee

Signed:

Date:

Agenda Item 6

THE FORWARD PLAN – ACTIVE AND COHESIVE COMMUNITIES COMMITTEE EXTRACTS FOR THE PERIOD COVERING MARCH 2012 TO JUNE 2012

Submitted by: Head of Central Services

Portfolio: Customer Service and Transformation/Culture and Active Communities/
Neighbourhoods and Regeneration/Safer and Stronger Communities

Ward(s) affected: Non-specific

Purpose of the Report

To identify items listed in the Forward Plan of Key Decisions which are relevant to the Active and Cohesive Communities Committee to see if further examination of any issue is considered appropriate.

Relevant pages are (centre page number) 2, 7, 12, 14, 17, 18 and 22

Recommendations

That the Committee receive the information and identify what examination, if any, of the proposed decisions is required.

Reasons

The inclusion of the relevant proposals listed in the Forward Plan of Key Decisions gives the relevant Overview and Scrutiny Committee the opportunity to identify possible issues prior to submission to the Cabinet. This process is not intended to replace other processes but is designed to give an opportunity for the Committee to provide a view on any particular issue.

1. **List of Appendices**

Appendix A - Forward Plan of Key Decisions – Period covering March 2012 to June 2012

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FORWARD PLAN –
1ST MARCH 2012 TO 30TH JUNE 2012

This Plan sets out the key decisions which the Executive expect to take over the next four months. The Plan is rolled forward every month and is published by the 15th of each month. It will next be published in mid March and will then contain all key decisions expected to be taken between 1st April 2012 and 31st July 2012. Key decisions are decisions which are likely:

- (a) to result in the Council incurring expenditure or making savings which are significant having regard to the budget for the service concerned, or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards of the Borough.

Other Decisions

Although it is not a statutory requirement, this Forward Plan also contains details of other matters likely to be considered by the Council's Cabinet or Full Council which are not 'key' decisions.

Reports relevant to key decisions, and any listed background documents, may be viewed at the Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffs, ST5 2AG six days before the decision is to be made. Copies of, or extracts from, these documents may be obtained on the payment of a reasonable fee from the following address:

Head of Central Services,
Civic Offices,
Merrial Street,
Newcastle-under-Lyme,
Staffordshire,
ST5 2AG.

Telephone: 01782 742200

However, it is not possible to make available for viewing or to supply copies of reports or documents the publication of which is restricted due to confidentiality of the information contained therein.

Unless otherwise stated, representations in respect of any proposed decision may be made in writing to the Head of Central Services at the Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG not later than two working days prior to the meeting at which the decision will be taken.

A decision notice for each key decision is published within 6 days of it having been made. This is open for public inspection on the Council's website and at the Civic Offices.

The law and the Council's constitution provides for urgent key decisions to be made. A decision notice will be published for these in exactly the same way.

FORWARD PLAN FOR PERIOD 1ST MARCH 2012
TO 30TH JUNE 2012
(as at 16.2.12)

MARCH

TITLE OF REPORT: COMMUNICATIONS STRATEGY 2012-14		
Portfolio		√ as appropriate
	Customer Service and Transformation	√
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Culture and Active Communities		
Brief description of report	To outline proposals for how the Council communicates with residents and other key stakeholders to ensure they are involved in, and informed about, services, events and activities.	
Spend required/saving generated (<i>if applicable</i>)	Existing budgets	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
Transformation and Resources		√
Wards affected	All	
Proposed consultation	N/A – consultation completed prior to preparation of strategy via Reporter, website and face-to-face surveys.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.	
Background documents	As per agenda	
Officer contact	Phil Jones Head of Communications	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

TITLE OF REPORT: DRAFT HEALTH AND WELLBEING STRATEGY		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	To develop the Newcastle-under-Lyme Health and Wellbeing Strategy	
Spend required/saving generated (<i>if applicable</i>)		
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Third sector and partner agencies	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster, Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: RESPONSE TO PETITION 'TO PROTECT THE DOGS OF LYME VALLEY PARK FROM BEING POISONED'		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	√
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	To outline the Council's response to a petition seeking action by the Council to prevent dogs being poisoned.	
Spend required/saving generated (<i>if applicable</i>)	None	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Discussions will take place with the Chair of Friends of Lyme Valley Parkway	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Housing Service	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

TITLE OF REPORT: WASTE TRANSFER STATION TENDERS		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	√
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	Report to seek approval to award tender for waste transfer and sweepings treatment	
Spend required/saving generated (<i>if applicable</i>)	Spending £120,000 per year, with income of about £60,000 from recycling credits	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation		
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Trevor Nicoll, Head of Recycling and Fleet Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: REGISTER OF LOCALLY IMPORTANT BUILDINGS AND STRUCTURES SUPPLEMENTARY PLANNING DOCUMENT		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	To inform members of the results of the consultation process on the draft Register of Locally Important Buildings and Structures Supplementary Planning Document (SPD) and to consider the final Register of Locally Important Buildings and Structures SPD.	
Spend required/saving generated (<i>if applicable</i>)	The cost of publishing the SPD is already included in the budget.	
Decision maker	Cabinet following recommendations from the Strategic Planning Committee	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	N/A. However, a public notice is required.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	As per agenda	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	Helen Beech, Planning Policy Manager	

TITLE OF REPORT: STRATEGIC TENANCY STRATEGY		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	To seek approval for the Strategic Tenancy Strategy following consultation.	
Spend required/saving generated (<i>if applicable</i>)	None anticipated	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
Transformation and Resources		
Wards affected	All	
Proposed consultation	Consultation is underway and final comments on the draft policy are being sought through open consultation which has been advertised on the Council's website. It is intended that the strategy will be considered by the relevant Scrutiny during the final stages of consultation.	
Last date for representations	Representations are welcomed throughout the consultation period which ends 29 th February 2012.	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Head of Housing Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

TITLE OF REPORT: BATESWOOD LOCAL NATURE RESERVE - OUTCOME OF PUBLIC CONSULTATION		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	Report on outcome of public consultation on community requests for angling and additional bridle route provision in Bateswood Local Nature Reserve	
Spend required/saving generated (<i>if applicable</i>)		
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	Halmerend	
Proposed consultation	Consultees listed in report	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda Consultation plan and analysis of results	
Officer contact	Roger Tait, Head of Operations	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

TITLE OF REPORT: HOUSING ALLOCATIONS POLICY		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	To seek approval to amendments to the current Housing Allocations Policy	
Spend required/saving generated (<i>if applicable</i>)	There will be a requirement to invest in the allocations process and ICT developments.	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Open consultation advertised on the Council's website.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Head of Housing Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

TITLE OF REPORT: IRRECOVERABLE ITEMS		
Portfolio		√ as appropriate
	Customer Service and Transformation	√
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Culture and Active Communities		
Brief description of report	To consider items deemed irrecoverable	
Spend required/saving generated (<i>if applicable</i>)	N/A	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
Transformation and Resources		√
Wards affected	All	
Proposed consultation	N/A	
Last date for representations	Item to be considered on confidential agenda	
Background documents	As per agenda	
Officer contact	David Baker Head of Revenues & Benefits	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: STRONGER & SAFER COMMUNITIES STRATEGY 2012-2017		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	√
	Resources and Efficiency	
Brief description of report	Development of the above Strategy, to cover the period from 2012-2017 and including key areas of work to develop in terms of partnerships and localities.	
Spend required/saving generated (<i>if applicable</i>)	Existing budgets	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Consultation to take place with LAPs; community groups; voluntary & community sector; elected Members and other public/private sector organisations as required	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Mark Bailey, Head of Business Improvement & Partnerships	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: TOWN CENTRE PARTNERSHIP ISSUES		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	✓
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	<p>To update members on the activities of the embryonic town centre partnership and seek approval for Council involvement and / or action in respect of the following emerging initiatives:</p> <p>a) the council becoming a director of the town centre partnership company (not-for-profit and limited by guarantee);</p> <p>b) Submission of a bid in response to the Government's invitation to become a "Portas Pilot";</p> <p>c) Taking part in national campaigns to support street markets and independent retailers and;</p> <p>d) Consulting users (and non-users) of Newcastle town centre as to why they do/do not visit the town and, in particular, the effect of parking charges on their decision.</p>	
Spend required/saving generated (<i>if applicable</i>)	<p>a) No spend required (will reduce Council liability)</p> <p>b) Potential to bring in up to £100,000 funding for town centre projects. If successful, the Council would become the accountable body and various departments would be involved in the projects developed as a result of the funding. It is anticipated that the likely nature of projects can be assimilated into existing work programmes.</p> <p>c) A low key campaign could be funded from existing budgets. A more intensive campaign could be funded through the corporate publicity budget.</p> <p>d) Whilst the only additional cost implication in conducting the survey is a small amount of printing (the survey will be mainly electronic), there may be implications as a result of the findings.</p>	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	✓
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	Town Centre	
Proposed consultation	n/a	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Trudi Barnard, Business Development Officer	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	Not exempt	

TITLE OF REPORT: PARTNERSHIP AGREEMENT WITH NEWCASTLE-UNDER-LYME COMMUNITY & VOLUNTARY SUPPORT (NCVS)		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	To lay out, and seek agreement for, the principles of the Borough Council developing a Partnership Agreement with NCVS.	
Spend required/saving generated (<i>if applicable</i>)		
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All Wards.	
Proposed consultation	To be determined.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robin Wiles, Partnerships Officer (Community Development).	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: AMENDMENT TO THE CORPORATE COMPLAINTS, COMMENTS AND COMPLIMENTS POLICY		
Portfolio		√ as appropriate
	Customer Service and Transformation	√
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	For Cabinet to approve an amendment to the Corporate Complaints, Comments and Compliments Policy	
Spend required/saving generated (<i>if applicable</i>)	None	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	√
Wards affected	All	
Proposed consultation	None at this time	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Jeanette Hilton, Head of Customer & ICT Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	Not exempt	

TITLE OF REPORT: CHESTERTON VISION – SERVICE LEVEL AGREEMENT		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	<p>Discussions with SYPS have given rise for the opportunity for Sport and Active Lifestyles Staff to operate the centre both in a management capacity and to deliver some of their current work programme, with the support of the revenue funding provided by Staffordshire Young Peoples Service (SYPS) for the centre.</p> <p>To explore this further a draft Service Level Agreement (SLA) has been prepared and forwarded to SYPS for discussion. The SLA covers one year only as SYPS are looking into management options that could release NNDR opportunities for reinvestment at the centre.</p>	
Spend required/saving generated (<i>if applicable</i>)	Not Applicable	
Decision maker	Cabinet	
Earliest date of decision	March 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Significant consultation and engagement has been undertaken with young people in developing the project	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster, Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

MAY

TITLE OF REPORT: GYPSY AND TRAVELLER POLICY REVIEW		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	To seek approval for amendments to the Gypsy and Traveller Policy following public consultation.	
Spend required/saving generated (<i>if applicable</i>)	None anticipated	
Decision maker	Cabinet	
Earliest date of decision	May 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
Wards affected	All	
Proposed consultation	Open consultation will take place from January to 1st April, the consultation on the revised policy will be advertised on the Council's website.	
Last date for representations	Representations will be welcomed within the consultation period which will end on 1 st April.	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Head of Housing Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

TITLE OF REPORT: PROPOSALS FOR THE REFURBISHMENT AND RE-USE OF THE FORMER ST GILES & ST GEORGE'S SCHOOL BUILDING		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	To report back to Cabinet on proposals for the refurbishment and re-use of the former St Giles & St George's School building, including the proposed lead tenants of the building, timescales, designs and the financial offer	
Spend required/saving generated (<i>if applicable</i>)	Potentially significant savings on the sums which have previously been envisaged as needing to be spent on the building	
Decision maker	Cabinet	
Earliest date of decision	May 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	Town	
Proposed consultation	Not known at this stage	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Simon Smith, Regeneration and Economic Development Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: URBAN NORTH STAFFORDSHIRE GREEN SPACE STRATEGY – PROGRESS REPORT		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	√
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	Report on progress with the delivery of the Action Plan	
Spend required/saving generated (<i>if applicable</i>)	To be determined	
Decision maker	Cabinet	
Earliest date of decision	May 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	None	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Roger Tait, Head of Operations	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

JUNE

TITLE OF REPORT: COMMUNITY CENTRES REVIEW		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	A strategic review of community centre provision in the Borough.	
Spend required/saving generated (<i>if applicable</i>)	None at this stage. The report will seek approval to develop invest-to-save proposals	
Decision maker	Cabinet	
Earliest date of decision	June 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Community Centre management committees, residents' associations, third sector and partner agencies	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster, Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

TITLE OF REPORT: DELIVERY OF HOME IMPROVEMENT AGENCY SERVICES		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	To outline the options for the delivery of the Home Improvement Agency Services and to consider the most appropriate mechanism for delivery including options for competitive tendering.	
Spend required/saving generated (<i>if applicable</i>)	Undertaking effective procurement will require officers to dedicate significant time to the process. It is acknowledged that the current investment in the services is not excess and the outcome of the tendering process is likely to see the annual delivery costs increased. It is therefore key that the service specification is developed to clearly identify an appropriate level of service.	
Decision maker	Cabinet	
Earliest date of decision	June 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Views will be sought from Foundations; the national agency for Home Improvement Agencies, local providers and other agencies that provide complementary services.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Head of Housing Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A	

JULY

TITLE OF REPORT: SITE ALLOCATIONS AND POLICIES DEVELOPMENT PLAN DOCUMENT (DPD) DRAFT CONSULTATION ISSUES AND OPTIONS REPORT		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	The report will present an 'Issues and Options' Paper and seek approval to engage the public in the first stage of public consultation on the Site Allocations and Policies DPD	
Spend required/saving generated (<i>if applicable</i>)	With the exception of the Examination in Public the cost of preparing the DPD is already included in the budget.	
Decision maker	Cabinet following recommendations from the Strategic Planning Committee	
Earliest date of decision	July 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	This stage of preparation of the DPD will involve informal public consultation. A statutory six week public consultation on a draft Options document, including specific site option proposals is scheduled for mid 2012	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Helen Beech, Planning Policy Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	Not exempt.	

TITLE OF REPORT: PROCUREMENT OF THE REPORTER		
Portfolio		√ as appropriate
	Customer Service and Transformation	√
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	To outline the results of a procurement process for the print and distribution of the council's newspaper the Reporter and to seek a decision from Cabinet on whether to proceed with the appointment of print and distribution contractors.	
Spend required/saving generated (<i>if applicable</i>)	Not known until outcome of procurement process is undertaken. The council currently has a budget for the print and distribution of the Reporter.	
Decision maker	Cabinet	
Earliest date of decision	July 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
Wards affected	All	√
Proposed consultation	N/a	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Phil Jones Head of Communications	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

SEPTEMBER

TITLE OF REPORT: REVIEW OF COMMUNITY CENTRE PROVISION		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	This second report follows the earlier strategic review to take forward the redevelopment and re-provision of community centres across the Borough	
Spend required/saving generated (<i>if applicable</i>)	Invest to save	
Decision maker	Cabinet	
Earliest date of decision	September 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation		
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)		

MARCH 2013

TITLE OF REPORT: SITE ALLOCATIONS AND POLICIES DEVELOPMENT PLAN DOCUMENT (DPD) DRAFT OPTIONS REPORT		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Culture and Active Communities		
Brief description of report	To seek approval to engage the public in the second stage of public consultation on the Site Allocations and Policies DPD. Specific site options will be proposed in respect of the location of housing, retail, leisure facilities and employment.	
Spend required/saving generated (<i>if applicable</i>)	With the exception of the Examination in Public the cost of preparing the DPD is already included in the budget.	
Decision maker	Council following recommendations from Cabinet and the Strategic Planning Committee.	
Earliest date of decision	July 2012	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	This stage of preparation of the DPD will involve a statutory six week period of public consultation.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Helen Beech, Planning Policy Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	Not exempt.	

THE CABINET:	OVERVIEW & SCRUTINY:
<p>Councillor Stephen Sweeney - Leader</p> <p>Portfolio: Safer and Stronger Communities</p>	<p>Cleaner, Greener and Safer Communities:</p> <p>Chair: Councillor John Williams Vice: Councillor Julie Cooper</p>
<p>Councillor Robin Studd – Deputy Leader</p> <p>Portfolio: Regeneration and Planning</p>	<p>Economic Development and Enterprise:</p> <p>Chair: Councillor Mark Olszewski Vice: Councillor Ian Gilmore</p>
<p>Councillor Ashley Howells</p> <p>Portfolio: Resources and Efficiency</p>	<p>Active and Cohesive Communities:</p> <p>Chair: Councillor Mrs. Ann Heames Vice: Councillor Mrs. Gillian Williams</p>
<p>Councillor Miss Marion Reddish</p> <p>Portfolio: Environment and Recycling</p>	<p>Transformation and Resources:</p> <p>Chair: Councillor Mrs. Elizabeth Shenton Vice: Councillor Ann Beech</p>
<p>Councillor Nigel Jones</p> <p>Portfolio: Customer Service and Transformation</p>	
<p>Councillor James Bannister</p> <p>Portfolio: Culture and Active Communities</p>	

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