



# Forward Plan of Key Decisions and Budget and Policy Framework Matters

Covering June - September 2024

Bi-monthly version of Plan, published on 20 May 2024

## INTRODUCTION

- 1.1 As part of the governance arrangements of the Council, a programme of its work in the coming four months is published including information about 'key decisions' that it expects to make, 'The Forward Plan'. This programme is updated bi-monthly.
- 1.2 Key decisions are those which significantly modify the agreed annual budget of the Council or its main framework of policies, those which initiate new spending proposals in excess of £100,000 and those which can be judged to have a significant impact on communities within the Borough. A full definition is contained in Article 13 of the Council's Constitution.
- 1.3 It will be Council, a Council Committee or a nominated officer through delegation who will be responsible for the taking of a Key decision. The approach to decision making is set out in the scheme of delegation as set out in full in Part 3 of the Council's Constitution.

## 2. FORMAT OF THE FORWARD PLAN

- 2.1 The plan is arranged in sections according to the individual policy committee which will make the decision. Decisions are ordered by the date on which the decision is expected to be taken

Part 1	Adult and Community Based Services Committee
Part 2	Children's Services Committee
Part 3	Economic Growth and Regeneration Committee
Part 4	Finance and Policy Committee
Part 5	Neighbourhood Services Committee
Part 6	Council
- 2.2 Each section includes information on the development of the main policy framework and the budget of the Council where any of this work is expected to be undertaken during the period in question.

- 2.3 It sets out in as much detail as is known at the time of its preparation, the programme of key decisions. This includes information about the nature of the decision, who will make the decisions, who will be consulted and by what means and the way in which any interested party can make representations to the decision-maker.

### 3. **DECISIONS MADE IN PRIVATE**

- 3.1 Most key decisions will be made in public at a specified date and time.
- 3.2 A small number of key decisions, for reasons of commercial or personal confidentiality, will be made in private and the public will be excluded from any sessions while such decisions are made. Notice will still be given about the intention to make such decisions, but wherever possible the Forward Plan will show that the decision will be made in private session.
- 3.3 Some sessions will include decisions made in public and decisions made in private. In such cases the public decisions will be made at the beginning of the meeting to minimise inconvenience to members of the public and the press.

### 4. **URGENT DECISIONS**

- 4.1 Although every effort will be made to include all key decisions in the Forward Programme, it is inevitable for a range of reasons that some decisions will need to be taken at short notice so as to prevent their inclusion in the Forward Plan. In such cases a minimum of 5 days public notice will be given before the decision is taken.
- 4.2 In rare cases it may be necessary to take a key decision without being able to give 5 days' notice. The agreement of the Leader of the Council or Deputy Leader (in the absence of the Leader) must also be sought.

### 5. **PUBLICATION AND IMPLEMENTATION OF KEY DECISIONS**

- 5.1 All decisions which have been notified in the Forward Plan and any other key decisions will be recorded and published as soon as reasonably practicable after the decision is taken.
- 5.2 A reference to Council may be made of a Key Decision in conformity with Rule 27 of the Council Procedure Rules as contained in Part 4 of the Council's Constitution.

### 6. **DETAILS OF DECISION MAKERS**

- 6.1 Names and titles of those people who make key decisions either individually or collectively will be set out in Appendix 1 once they are determined.

### 7. **TIMETABLE OF KEY DECISIONS**

- 7.1 The timetable as expected at the time of preparation of the forward plan is set out in Appendix 2. Confirmation of the timing in respect of individual decisions can be obtained from the relevant contact officer closer to the time of the relevant meeting. Agenda papers are available for inspection at the Civic Centre five days before the relevant meeting.

Fwd Plan Ref / No/Date Published on Forward Plan	Type of Decision (incl Tests)	Date of Decision	Decision Maker(s)	1) Report Title 2) Nature of decision 3) Summary of issues / why needed 4) Ward(s) Affected	Consultees /Consultation Process	Background Documents	Author/ Contact No.
<b>PART 1 – ADULT AND COMMUNITY BASED SERVICES</b>							

**No items.**

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<b>PART 2 - CHILDREN'S SERVICES COMMITTEE</b>							
CJCS 148/24	Key decision tests (i) and (ii)	July 2024	Children's Services Committee	1) <b>Horizon School – Increase Capacity</b>	Schools (via Schools Forum capital sub-group) and other stakeholders will be consulted before report submission to Committee.	None	Amanda Whitehead, Assistant Director Education Tel: 01429 523736
				2) To approve funding to increase capacity for the Horizon School			
				3) Increased number of permanent exclusions are putting pressure on the Hoorizon School Accommodation (Pupil Referral Unit)			
				4) All Wards			

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<b>PART 3 – ECONOMIC GROWTH AND REGENERATION COMMITTEE</b>							
DNRS 04 / 24	Key Decision Test (ii)	June 2024	Economic Growth and Regeneration Committee	<b>1) Long Term Plan for Towns</b>	None.	Long Term Plan for Towns report - F&P Committee on 19 <sup>th</sup> February 2024.	Beverley Bearne Assistant Director (Development & Growth) (01429) 523002 <a href="mailto:Beverley.bearne@hartlepool.gov.uk">Beverley.bearne@hartlepool.gov.uk</a>
				2) Members to agree the Governance arrangements and act as accountable body for the funding.			
				3) Following submission of proposed governance arrangements to DLUHC and subsequent approval to proceed, members are required to endorse the proposed governance arrangements and agree member representation.			
				4) All wards.			

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<b>PART 4 - FINANCE AND POLICY COMMITTEE</b>							
DNRS 03/24	Key Decision Test (ii)	June 2024 draft Council Plan for consultation	Finance and Policy Committee	<b>1) Council Plan 2024-2029</b>	The preparation of the new Council Plan will be informed by the 'Big Conversation' public consultation that took place over 12 weeks from November 2023 to February 2024. A further consultation on the draft Plan will take place in the summer of 2024 following agreement by Finance and Policy Committee in June 2024 and this will include consultation with individual Policy Committees.	Developing a new Council Plan 2024/5 – 2028/9 reports to Finance and Policy Committee on 18 <sup>th</sup> September 2023 and 19 <sup>th</sup> February 2024.	Catherine Grimwood Performance and Partnerships Manager <a href="mailto:Catherine.grimwood@hartlepool.gov.uk">Catherine.grimwood@hartlepool.gov.uk</a> (01429) 284322
		October 2024 final Council Plan for agreement		2) To approve the new Council Plan.			
				3) The Council Plan sets the Council's ambition for the Borough and the strategic plan for achieving it			
				4) All wards			

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<b>PART 4 - FINANCE AND POLICY COMMITTEE</b>							
	BPF	June 2024	Finance and Policy Committee	1) <b>Financial Position Statement</b> 2) For information and to inform the MTFP 3) The report will provide a comprehensive financial position statement of the Authority to inform the MTFP position and any future actions to address the position. 4) All wards.	Policy Chairs, Members (via member briefings)	Current MTFP position 2024/25 to 2026/27	James Magog Director of Finance, IT and Digital (01429) 523093 <a href="mailto:James.magog@hurtlepool.gov.uk">James.magog@hurtlepool.gov.uk</a>
	BPF	June 2024	Finance and Policy Committee	1) <b>Medium Term Financial Plan (MTFP) 2025/26 to 2027/28</b> 2) For information and to approve the MTFP budget timetable 3) The report will provide an update of the financial position of the Council and updated forecasts for 2025/26 to 2027/28 4) All wards.	Policy Chairs, Members (via member briefings), Trade Unions, Business Sector Representatives	Current MTFP position 2024/25 to 2026/27	James Magog Director of Finance, IT and Digital (01429) 523093 <a href="mailto:James.magog@hurtlepool.gov.uk">James.magog@hurtlepool.gov.uk</a>

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<b>PART 4 – FINANCE AND POLICY COMMITTEE</b>							
CJCS 147/24	Key Decision (Test ii )	June 2024	Finance and Policy Committee	1) <b>Re procurement of sexual health services for Hartlepool</b> 2) Key Decision, test (ii) 3) To seek approval from the Finance and Policy Committee to agree to the re procurement of a Tees wide sexual health re procurement led by Stockton Borough Council 4) All	Consultation with partners led by Stockton including An Independent Review of Teesside Sexual Health Services consultation and report a needs assessment and workshops	Consultation Report	Craig Blundred Director of Public Health <a href="mailto:Craig.blundred@hartlepool.gov.uk">Craig.blundred@hartlepool.gov.uk</a>
CJCS 149/24	Key Decision Test (i) and (ii)	September 2024	Finance and Policy Committee	1) <b>Poverty Strategy</b> <hr/> 2) To approve a local Poverty Strategy <hr/> 3) There continues to be a large number of residents struggling to make ends meet and the number of children living in poverty continues to rise. There is a need	North East Child Poverty Commission/ Local poverty working group/ Poverty Truth Commission	“No Time to Wait” North East Child Poverty Commission  <a href="https://nechildpoverty.org.uk/content/images/uploads/No_time_to_wait_exec_summary.pdf">https://nechildpoverty.org.uk/content/images/uploads/No_time_to_wait_exec_summary.pdf</a>	Danielle Swainston, <a href="mailto:danielle.swainston@hartlepool.gov.uk">danielle.swainston@hartlepool.gov.uk</a> 01429 523732  Penny Thompson <a href="mailto:Penny.thompson@hartlepool.gov.uk">Penny.thompson@hartlepool.gov.uk</a> 01429 284878



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				<p>for all partners to come together to understand how to meet these challenges.</p> <hr/> 4) All			

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<b>PART 5 – NEIGHBOURHOOD SERVICES COMMITTEE</b>							
DNRS 05/24	Key Decision Test (ii)	June 2024	Neighbourhood Services Committee	1) <b>Footpath Licensing Policy</b>	None.	Permanent Pavement Licensing Regime Levelling Up And Regeneration Act 2023	Peter Frost Highway Infrastructure Manager (01429) 523200 <a href="mailto:peter.frost@hartlepool.gov.uk">peter.frost@hartlepool.gov.uk</a>  Kieran Bostock Assistant Director (Neighbourhood Services) (01429) 284291 <a href="mailto:kieran.bostock@hartlepool.gov.uk">kieran.bostock@hartlepool.gov.uk</a>
				2) To seek approval for a licensing policy to manage the placement of furniture/ signs/ goods/ etc. on the public highway.			
				3) To comply with the new government LURA regulations, and ensure the safety of pedestrians and other road users.			
				4) All wards.			
DNRS 06/24	Key Decision Test (i) and (ii)	June 2024	Neighbourhood Services Committee	1) <b>Local Transport Plan Scheme Update</b>	Individual schemes subject to consultation where applicable.	Local Transport Plan Programme Report (NS Committee 05/02/24)	Peter Frost Highway Infrastructure Manager (01429) 523200 <a href="mailto:peter.frost@hartlepool.gov.uk">peter.frost@hartlepool.gov.uk</a>  Kieran Bostock Assistant Director (Neighbourhood Services) (01429) 284291 <a href="mailto:kieran.bostock@hartlepool.gov.uk">kieran.bostock@hartlepool.gov.uk</a>
				2) To seek approval for a delivery programme of safety schemes across Hartlepool for financial year 2023/2024.			
				3) To prioritise safety schemes for implementation based on updated road casualty data and in line with available budgets.			
				4) All wards.			

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<b>PART 5 – NEIGHBOURHOOD SERVICES COMMITTEE</b>							
DNRS 07/24	Key Decision Tests (i) and (ii)	June 2024	Neighbourhood Services Committee	<p><b>1) Waste Management Update</b></p> <p>2) To approve the proposals set out within the report; namely, the implementation plan for food waste collections and approval for officers to investigate the development of a new waste transfer station and HWRC. To note the local and national changes that are taking place to waste management in England.</p> <p>3) Following a national consultation there will now be a number of changes to the Council's waste management services within Hartlepool. This includes the requirement for the Council to provide food waste collections to all properties within the borough by 31<sup>st</sup> March 2026. The Council, along with other local authorities from the region, is entering into a new contract to replace the current waste disposal facility at Haverton Hill. This will present a range of challenges, which will be addressed in the report.</p> <p>4) All wards.</p>		Government's 'Simpler Recycling' scheme - <a href="http://www.gov.uk">Government response - GOV.UK (www.gov.uk)</a>	Paul Hurwood, Environmental Services Manager, 01429 284276 <a href="mailto:Paul.Hurwood@hartlepool.gov.uk">Paul.Hurwood@hartlepool.gov.uk</a>  Kieran Bostock Assistant Director (Neighbourhood Services) (01429) 284291 <a href="mailto:Kieran.bostock@hartlepool.gov.uk">Kieran.bostock@hartlepool.gov.uk</a>

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<b>PART 6 – COUNCIL</b>							

**No items.**

## **APPENDIX 1**

### **DETAILS OF DECISION MAKERS**

#### **POLICY COMMITTEES**

Finance and Policy Committee	11 Members of the Authority (Chaired by the Leader of the Council)
Children's Services Committee	Chair to be Lead Member for Children's Services and 6 Members of the Authority and co-optees (together with education representatives when discharging education functions)
Adult and Community Based Services Committee	Chair to be Lead Member for Adult and Community Based Services and 6 Members of the Authority
Economic Growth and Regeneration Committee	7 Members of the Authority
Neighbourhood Services Committee	7 Members of the Authority

## **APPENDIX 2**

### **TIMETABLE OF KEY DECISIONS**

Decisions are shown on the timetable at the earliest date at which they may be expected to be made.

#### **1. DECISIONS EXPECTED TO BE MADE IN JUNE 2024**

DNRS 04/24	Page 5	Long Term Plan for Towns	Economic Growth and Regeneration Committee
DNRS 03/24	Page 6	Council Plan 2024 – 2029	Finance and Policy Committee
Budget and Policy Framework	Page 7	Financial Position Statement	Finance and Policy Committee
Budget and Policy Framework	Page 7	Medium Term Financial Plan (MTFP) 2025/26 to 2027/28	Finance and Policy Committee
CJCS 147/24	Page 8	Re-procurement of sexual health services for Hartlepool	Finance and Policy Committee
DNRS 05/24	Page 10	Footpath Licensing Policy	Neighbourhood Services Committee
DNRS 06/24	Page 10	Local Transport Plan Scheme Update	Neighbourhood Services Committee
DNRS 07/24	Page 11	Waste Management Update	Neighbourhood Services Committee

#### **2. DECISIONS EXPECTED TO BE MADE IN JULY 2024**

CJCS 148/24	Page 4	Horizon School – Increase Capacity	Children’s Services Committee
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#### **3. DECISIONS EXPECTED TO BE MADE IN AUGUST 2024**

No items.

#### **4. DECISIONS EXPECTED TO BE MADE IN SEPTEMBER 2024**

CJCS 149/24	Page 8	Poverty Strategy	Finance and Policy Committee
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