

Public Document Pack

Date of meeting Monday, 12th March, 2012
Time 7.00 pm
Venue Committee Room 1. Civic Offices, Merrial Street,
Newcastle-under-Lyme, Staffs ST5 2AG
Contact Julia Cleary 01782 742227

Overview and Scrutiny Co-ordinating Committee

AGENDA

PART 1– OPEN AGENDA

- 1 Apologies
- 2 Declarations of Interest
- 3 **MINUTES FROM THE PREVIOUS MEETING** (Pages 1 - 4)
To consider the minutes of this meeting held on 28 November, 2011
- 4 **Scrutiny Briefs** (Pages 5 - 8)
- 5 **Forward Plan of Key Decisions** (Pages 9 - 36)
- 6 **URGENT BUSINESS**
To consider any business which is urgent within the meaning of section 100(4) of the Local Government Act 1972

Members: Councillors M Clarke (Chairman), I Wilkes (Vice-Chair), D Becket, E Boden, J M Cooper, I Gilmore, L Hailstones, A Heames, M Olzewski, E Shenton, G Snell, J Williams and D Nixon

'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.

This page is intentionally left blank

OVERVIEW AND SCRUTINY CO-ORDINATING COMMITTEE

Monday, 28th November, 2011

Present:- M R Clarke – in the Chair

Councillors I Wilkes, E Boden, Miss Cooper, I Gilmore, Mrs Hailstones,
Mrs Heames and M Olszewski

1. APOLOGIES

Apologies were received from Cllr Williams, Cllr Snell, Cllr Becket and Cllr Shenton.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES FROM PREVIOUS MEETING

The Committee considered item number 4. of the minutes relating to the Call-in of the proposals for the disposal of Knutton Recreation Centre. The Committee considered that it would have been beneficial if discussions could have taken place in the first instance regarding a SLA between the Council and the College regarding the use of sporting facilities. Members did however query whether there had been discussions between the County Council and the College regarding usage and that the outcomes of these discussions would be worth investigation. The Committee considered that pressure should still be put on the Cabinet to try and ensure some agreement with the College regarding ad hoc bookings but it was recognised that block bookings were common place and required from a business perspective.

The Committee questioned what was happening regarding grants awarded to the New Vic Theatre and requested that feedback on this topic be provided.

- Resolved:**
- (a) That the Committees comments regarding the usage of the College sports facilities be fed back to Cabinet.
 - (b) That information regarding any agreement between the County Council and the College be sought.
 - (c) That information regarding funding of the New Vic Theatre be provided to the next meeting.
 - (d) That the minutes of the previous meeting be agreed.

4. UPDATE REGARDING SCRUTINY BRIEFS CURRENTLY BEING CONSIDERED

The Committee received a report updating it on the work being undertaken or planned by the various Overview and Scrutiny Committees and the Health Scrutiny Committee. The following verbal updates were received:

Active and Cohesive Overview and Scrutiny Committee:

A working group had now been established to scrutinise the third sector commissioning contracts and was due to meet on 13th December.

The Committee discussed the scrutiny brief relating to Bateswood Local Nature Reserve and the consultation project. It was stated that leaflets had been distributed to a set number of individuals in the vicinity of the reserve and that the Audley LAP and Chesterton LAP had both been consulted. Members requested whether a map of the area was available and it has since been confirmed that here is a map available on the internet. The Committee agreed that the methods of consultation were acceptable.

Cleaner, Greener and Safer Communities Overview and Scrutiny Committee:

Members discussed the Scrutiny Brief regarding volunteers staffing CCTV control rooms. Concerns were raised regarding whether the volunteers would be expected to give evidence in court and the level of training that the volunteers would receive. Members also questioned whether the volunteers would be expected to undergo a CRB check.

The Vice Chair of the Cleaner, Greener, and Safer Communities Committee confirmed that the Committee would be focusing its attention on scrutiny of the Crime and Disorder Partnership and the development of a Safer and Stronger Communities Strategy for Newcastle under Lyme.

Members considered the Scrutiny Brief relating to the development of a Safer and Stronger Communities Strategy for the Borough and requested that the author of the brief be congratulated on its format and content and suggested that it be used as a benchmark for future scrutiny briefs.

Economic Development and Enterprise Overview and Scrutiny Committee:

The Chair of the Economic Development and Enterprise Committee confirmed that two working groups had now been set up to consider broadband provision in the Borough and the High Speed 2 initiative. Both groups had now met and a representative from BT had been invited to the next meeting of the Broadband Working Group to provide information on the future provision of Broadband in the Borough. The HS2 Working Group would meet again in the New Year following clarification from Government as to the actual proposals.

Transformation and Resources Overview and Scrutiny Committee:

A working group had been established and had commenced scrutiny of the performance management review.

The Transformation and Resources Committee would be considering the Revenue and Capital Budgets for 2012/13 at its next meeting along with the Treasury Management Strategy, the Capital Strategy and the Finance and Performance Management Monitoring Report.

The Committee raised concerns regarding the scrutiny brief relating to the co-location in partners in the Civic Offices and especially with regards to the police moving into the building. The issue of risk assessments was discussed and the Committee queried whether a risk assessment was already in place for all front line staff.

Health Scrutiny Committee:

The Health Scrutiny Committee had submitted a response to the County Council regarding Mental Health Consultation.

At its previous meeting the Health Scrutiny Committee had questioned representatives from the PCT regarding the closure of the High Street Practice in Newcastle and had determined to keep a close eye on the process of redistributing residents to alternative practices.

The Chair of the Health Scrutiny Committee had expressed concern regarding access to phlebotomy services and it was considered that issues regarding the service were due to publicity and that this would need to be addressed immediately.

Members from the Health Scrutiny Committee would be visiting the new accident and emergency department in January 2012.

The Health Scrutiny Committee had received a request from Staffordshire County Council to carry out a scrutiny project in relation to infant mortality in the Borough.

Members of this Committee requested whether information was available regarding the location of defibrillator machines in the Borough.

Resolved: That the report be received and the actions of the Overview and Scrutiny Committees be noted.

5. FORWARD PLAN NOVEMBER TO FEBRUARY 2011

The Committee considered the item in the forward plan relating to proposals for the refurbishment and re-use of the former St Giles and St Georges school building. A scrutiny brief was requested to be brought to the next meeting including information relating to proposals for the former Maxims building and Pound Stretcher. Care would however be taken to ensure that there was no duplication with the Conservation advisory Group regarding these projects.

The Committee also stated that it would welcome an opportunity to scrutinise the issue of car park provision in the Borough, a report on this was being submitted to Cabinet on 30th November.

Clarification was sought regarding Waste Transfer Tenders as it was thought that these were under the remit of the County Council.

A request was made that the Committee consider a scrutiny project regarding First Bus. The Committee considered that this was probably more of a County Council issue but that a representative from the Borough should be on the County Forum responsible for public transport and this person needed to be identified.

Resolved:

- (a) That a Scrutiny Brief regarding proposals for the form St Giles and St Georges School Building be provided for the next meeting of this Committee.
- (b) That clarification be sought regarding waste transfer tenders
- (c) That the Borough Councils representative on the County Forum for public transport be identified.

M R CLARKE
Chair

This page is intentionally left blank

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE OVERVIEW AND SCRUTINY COMMITTEE COORDINATING COMMITTEE

12 March 2012

1. DRAFT BRIEFS FOR SCRUTINY

Submitted by: Member Services Officer

Portfolio: Regeneration and Planning

Ward(s) affected: Non-specific

Purpose of the Report

To enable the Committee to discuss the draft scrutiny briefs.

Recommendations

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

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:

Future use of the former St Giles and St George's School and Maxims

2. **Issues**

2.1 Members are asked to consider the briefs appended to this report and to agree the content

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

3.1 None at present

5. **Legal and Statutory Implications**

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

6. **Equality Impact Assessment**

6.1 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.

7. **Financial and Resource Implications**

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

7.2 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.

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

7.4 There are no ICT implications arising from this report.

8. **Major Risks**

8.1 There are no risks associated with this report.

9. **Key Decision Information**

9.1 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.

10. **List of Appendices**

Appendix A Scrutiny Brief

Brief for Scrutiny

OVERVIEW AND SCRUTINY COORDINATING COMMITTEE

Topic to be scrutinised Future use of the former St Giles and St George's School and Maxims Night Club premises
Questions to be addressed 1. To be discussed
Outcome 1.
Background materials 1.
Evidence and witnesses 1.
Method of scrutiny 1.
Timetable 1.
Constraints 1.
Members to undertake the scrutiny 1. Members of the _____ Overview and Scrutiny Committee.

Support

1. Executive Director – Regeneration and Development
2. Head of Assets and Regeneration

Newcastle Borough Council Corporate Plan Priority area (s)

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:

- 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

Brief approved by Overview and Scrutiny Co-ordinating Committee

Signed

Date

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE
OVERVIEW & SCRUTINY COORDINATING COMMITTEE**

12 MARCH, 2012

1. **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 Scrutiny Committees to see if further examination of any issue is considered appropriate.

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

This page is intentionally left blank

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	
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	
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	
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	
	Culture and Active Communities	
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	
	Culture and Active Communities	
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>	

This page is intentionally left blank