

Public Document Pack

Date of meeting Monday, 24th September, 2012
Time 7.00 pm
Venue Civic Offices, Merrial Street, Newcastle Under
Lyme, Staffordshire ST5 2AG
Contact Julia Cleary 01782 742227

Overview and Scrutiny Co-ordinating Committee

AGENDA

PART 1- OPEN AGENDA

- 1 Apologies**
- 2 DECLARATIONS OF INTEREST**
To receive Declarations of Interest from Members on items included in the agenda.
- 3 MINUTES FROM THE PREVIOUS MEETING**
To agree as a correct record the minutes of the meeting held on 11 September 2012. The minutes will be sent to follow.
- 4 COMMUNITY CENTRE REVIEW**
To consider the Members who will form the working group for the Community Centre Review.
- 5 Work Plans for the Overview & Scrutiny Committees and the Health Scrutiny Committee** (Pages 1 - 8)
- 6 Forward Plan** (Pages 9 - 42)
- 7 URGENT BUSINESS**
To consider any business which is urgent within the meaning of section 100(4) of the Local Government Act 1972

Members: Councillors Mrs Bates, Mrs Beech, Boden, Cairns, Eastwood, Mrs Hambleton, Mrs Heames, Mrs Johnson (Vice-Chair), Kearon, Loades, Matthews, Olszewski, Mrs Shenton (Chair), Stubbs, Sweeney, Taylor.M, Miss Walklate, Williams and Mrs Williams

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.

ACTIVE AND COHESIVE OVERVIEW AND SCRUTINY COMMITTEE

Title	Method of Scrutiny	Progress to Date/Actions from last Meeting
Review of Grants and the Third Sector Commissioning Framework	Full Committee	<p>Agreed on 14.06.2012 that Cabinet be informed that:</p> <ul style="list-style-type: none"> • The Committee were positive with regards to the recommendations. • Needs of Borough residents be given top priority with regards tendering exercise. • Further reports be brought back to the Committee once bidding process complete. <p>Cabinet agreed in principle, it was confirmed that A & C would be consulted further before any final decision was made. Committee to revisit later in year.</p> <ul style="list-style-type: none"> • Concern raised at meeting on 06.09.2012 re funding CAB has for NC and in particular funding for Coalfield Alliance mining wards. An assurance was wanted that money from coalfield regeneration would go to these areas and not into a collective pot at SCC.
Bateswood Consultation Process	<p>Working Group to look at consultation results: Cllr Cairns, Cllr J. Cooper, Cllr Wilkes, Cllr G. Williams, Cllr Thomas Lawton</p>	<ul style="list-style-type: none"> • Site Visit on 11th May. • WG met on 23rd May to review consultation results & discuss site visits. • Meeting with interested parties on 27th June 2012. • Working group's recs considered at 06/09 meeting, committee agreed to adopt and for the recs to be put forward for Cabinet to consider.
Draft Health and Wellbeing Strategy	Currently being looked at by Health Scrutiny Committee.	Coordinating resolved strategy should remain with Health Scrutiny. Small WG @ SCC incl. Cllr Eastwood. Special meeting @ SCC to discuss.
Leisure Trust Options	Tbc	Outline business case being established, hopefully ready by mid-Sept. Models being investigated. May be an additional meeting to consider this - possibly Oct.
Allotments Service	Tbc	<ul style="list-style-type: none"> • Report to Cabinet 30th November 2011 – Agreed that a review should be carried out. It is hoped to come to scrutiny before the end of the year. • Officers were asked to produce a progress report to keep Members up to date.
Community Centres Review	Working Group to be set up by Coordinating Committee	<ul style="list-style-type: none"> • Cabinet request for Coord to set up WG to shadow officer WG. • Additional meeting of Coord on 11th Sept - timetable and consultation process were outlined. Report to Cabinet on 19.09.2012 also considered. Coord agreed to set up WG which will not exclusively consist of Coord members. Each Group invited to nominate members.
Kidsgrove Sports Centre	Full Committee	<ul style="list-style-type: none"> • Guarantee to be requested that regular inspections will be carried out in future. • Expected to be handed back from SCC mid-Sept. Majority of works completed but have found other problems. Pumps & filters need to be serviced as not used for 1 yr. Expected to open end Sept/Oct time. • More unexpected closures can't be ruled out due to the condition of the building.

		No funding for comprehensive refurb – instead try and break down into component parts & seek funding.
Local Sporting Opportunities and Achievements		<ul style="list-style-type: none"> This was discussed as a possible scrutiny topic. It was agreed that a scrutiny brief would be prepared for the next committee meeting.
MEMBERS SUGGESTIONS FOR SCRUTINY TOPICS		
Suggested by:	Suggestion for Scrutiny Topic:	

CLEANER, GREENER AND SAFER COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

Title	Method of Scrutiny	Progress to Date/Actions from last Meeting
Alcohol Strategy	Full Committee	<ul style="list-style-type: none"> Trevor Smith to update Committee at each meeting. Regular updates to be received for the revised action plan for the Alcohol Strategy. Trevor Smith provided presentation on National Alcohol Strat & how affects issues locally. Also update required on Cheshire East alcohol pricing work.
Waste & Recycling Strategy	tbc	To come to Committee at a future date – review due to start in Autumn.
Development of a Safer & Stronger Communities Strategy for NUL		<ul style="list-style-type: none"> Update report considered by Committee following close of consultation on 10.08.12. Should be signed off by end Sept.
Policing in Kidsgrove & Rural Areas	Full Committee	<ul style="list-style-type: none"> Additional meeting 30.07.2012. Chief Insp. Hulme attended. Opportunity for questions/suggestions from Members. Following 30th July Meeting, Police to attend future meeting to update Committee after the move into Kidsgrove Town Hall.
The Move of Fenton Magistrates Courts to Newcastle Magistrates Courts	tbc	<ul style="list-style-type: none"> Representatives from partners invited to attend 5th September meeting to consider the move of the Magistrates Courts. Court rep was unable to attend – officer partner working group to be set up to monitor the move. It was agreed to have regular updates.
Warm Zone Delivery of Green Deal	tbc	Committee supported Warm Zone continuing as it is – had been a resounding success.

Newcastle Partnerships Structure		Update provided at meeting on 05.09.2012.
MEMBERS SUGGESTIONS FOR SCRUTINY TOPICS		
Suggested by:	Suggestion for Scrutiny Topic:	

ECONOMIC DEVELOPMENT AND ENTERPRISE OVERVIEW AND SCRUTINY COMMITTEE

Title	Method of Scrutiny	Progress to Date/Actions from last Meeting
Economic Development Strategy	Full Committee	<ul style="list-style-type: none"> • Strategy and 1st year action plan agreed by Cabinet on 23.05.2012. • Feedback & progress on action plan possibly end Q4 or Q1 2013/14
The S-O-T & Staffs LEP	Working Group: Cllr Matthews, Cllr Peers Cllr Studd	Receiving summary paper. Will meet as/when required.
Broadband Provision	County Council Working Group	<ul style="list-style-type: none"> • Jeanette Hilton to attend working group and feedback to Committee. • A re-scoping of this issue is required. The working group need to define what needs to be scrutinised and where they would like to go with it.
High Speed 2 Limited	Working Group: Cllr Becket Cllr Loades Cllr Cairns	<p>On 04.07.2012 WG resolved to recommend: 1) to continue stance to object, but should it take place then a local station should be provided 2) EDE (through WG) to continue to scrutinise & meet when consultation stage begins 3) highlight to Cabinet consultation due to begin in Autumn.</p> <p>On 18.07.2012 Cabinet resolved to:</p> <ul style="list-style-type: none"> • Modify Council's stance to offer support for principle of HS2 as long as potential economic benefits for North Staffs can be demonstrated to outweigh environmental consequences & whether such benefits would be derived from a local station to serve the area. • EDE scrutiny committee to continue to monitor. <p>Update to be provided at 17th September meeting.</p>
Proposal to jointly commission a viability assessment for the Community Infrastructure Levy (CIL) with S-O-T C.C.	Full Committee	This should be received at the December meeting.

Staffordshire Strategic Assets Review	Full Committee	Report discussed at 21.06.2012 meeting. To be considered at Sept Cabinet.
Asset Management Strategy	Full Committee	Next update to Committee expected December 2012.
<ul style="list-style-type: none"> Town Centre Partnerships Development Town Centre Initiatives for Vacant Shops 	Full Committee	<ul style="list-style-type: none"> Update report to be provided on the 2nd round Portas Pilot bid that was submitted on 30th June. Chair & vice-Chair meeting with officers to discuss town centre initiatives for vacant shops on 6th Sept. A briefing note will be provided at the Sept meeting to update the Committee
Former St Giles and St Georges	To be decided, possible working party	<ul style="list-style-type: none"> Additional meeting 28.06.2012. Recs for Cabinet – Committee would support further investigation of a combination of options 'A' & 'C', option 'B' should be discounted completely Request to come back to scrutiny for a more in depth analysis.
Knutton Recreation Centre	To be decided, possible working party	<ul style="list-style-type: none"> Additional meeting 28.07.2012. Recommendations to be passed to Cabinet at Sept meeting. Will be brought back to the Committee if necessary.
Empty Homes Strategy	tbc	<ul style="list-style-type: none"> Request from Jo Basnett to be included on agenda for 17th Sept. Report provided for consideration.
Town Centre Car Parking	tbc	<ul style="list-style-type: none"> Leader request to investigate town centre car parking & potential options that may exist to improve current car parking arrangements. Scrutiny brief for 17th September meeting.
Home Improvement Agency Services	tbc	Report/scrutiny brief to Committee – expected for December meeting. Service currently provided by Revival, options to be reviewed including a county wide service or NBC standing alone to provide the service.
MEMBERS SUGGESTIONS FOR SCRUTINY TOPICS		
Suggested by:	Suggestion for Scrutiny Topic:	

TRANSFORMATION AND RESOURCES

Title	Method of Scrutiny	Progress to Date/Actions from last Meeting
Revenue and Capital Budget	Full Committee	<ul style="list-style-type: none"> Report to be provided at Sept meeting - timetable and process of budget scrutiny to be explained – Committee happy with the budget setting process timetable Finance & budget training session arranged for 13th Sept 2012. Additional dates added: Thurs 20.09.2012, 7-9pm & Mon 24.09.2012, 11am-1pm
Capital Strategy	Full Committee	Scrutiny Brief to be provided at the earliest possible date.
Treasury Management Strategy	Full Committee	Scrutiny Brief to be provided at the earliest possible date – expected at November meeting.
Scale of Fees and Charges	Full Committee	Scrutiny Brief to be provided at the earliest possible date – expected in January.
Financial and Performance Management Report	Full Committee	<ul style="list-style-type: none"> Continue to monitor & scrutinise performance alongside finances & that quarterly reports are provided to Committee. The Budget Performance Monitoring Report for 2012/13 First Quarter received by Committee 03.09.2012.
Flexible Working for NBC Employees	Full Committee	<ul style="list-style-type: none"> Committee to receive regular updates. Update provided at September meeting - next update expected March 2013
Review of the Constitution	Working Group: Cllr Shenton, Cllr Holland Cllr Cairns, Cllr Snell 3 independent members	<ul style="list-style-type: none"> Remain as living doc to be kept under review - still areas to review. Request that doc be put on website as PDF with search facilities. Next meeting of WG – 25th September 2012
Civic Hubs/One Stop Shops Kidsgrove Customer Service Centre	tbc	Update report received 03.09.2012. Queries raised passed to J. Hilton: <ul style="list-style-type: none"> That clarification be sought of how long the Police were committed to Kidsgrove for. Is there a breakout clause contained in the lease? There was concern that the services offered were superficial e.g. CAB simply making appointments to see advisers in Newcastle. Staff at the One Stop Shop would benefit from training giving them a basic local knowledge of Kidsgrove. Members also requested that Member concerns regarding the unmanned exhibition for the Site Allocations consultation be fed back to the appropriate officers and that the time frame for the Police moving into Kidsgrove Town Hall be ascertained.
Jubilee 2	Full Committee	Updates requested for each meeting regarding income over target – to be included in Finance and Performance Management Report.

Procurement of the Reporter		Committee considered report prior to Cabinet on 03.09.2012. Feedback from the committee for Cabinet and officers to consider updating the format/design and to make The Reporter available in other media forms.
Modernisation of the Post Office Network	Tbc	To consider the modernisation of the Post Office network and the possibility of partnership working.
MEMBERS SUGGESTIONS FOR SCRUTINY TOPICS		
Suggested by:	Suggestion for Scrutiny Topic:	

HEALTH SCRUTINY COMMITTEE

Title	Method of Scrutiny	Progress to Date/Actions from last Meeting
Consultation on Mental Health Services	Full Committee	That consideration of this matter be deferred to a special meeting of the committee to be convened in consultation with the Chairman and that in the meantime a copy of the consultation document be forwarded to all members of the committee.
Fit For the Future and move of the Accident and Emergency Centre	Full Committee	That UHNS be congratulated on the improvement in the figures for unexpected deaths and in securing the Major Trauma contract for Wales. That the responses to the questions tabled at the meeting be placed on the agenda for the next meeting. That the County Council be contracted regarding organising a follow up visit to the A&E department.
Cardiac Rehabilitation Response to County Council Health Scrutiny Report regarding phase IV Cardiac Rehabilitation	Full Committee.	That every effort be made to secure an early start date for the programme. That Staffordshire County Council be advised of the delay in commencing the programme and that the Chairman of this committee be asked to raise the issue at the next meeting of the County Council's Health Scrutiny Committee.
Health and Wellbeing Strategy	Full Committee	A update was provided to the Committee from the Executive Director for

		<p>Operational Services.</p> <p>The Council would continue to work on its on Strategy.</p> <p>Request from Active and Cohesive Committee that the Coordinating Committee considers the best way to scrutinise this topic - Coordinating Committee resolved the strategy should remain with Health Scrutiny, but that a working group could include Members of Active & Cohesive Scrutiny Committee</p>
Health and wellbeing Board	Full Committee	It had been agreed to increase elected member representation on the Staffordshire Health and Wellbeing Board to two. Discussions were ongoing between this Council and Stoke and Staffordshire Moorlands with regard to the nomination of that additional member to represent the north of the county.
Phlebotomy Services	Full Committee	A report was submitted seeking answers to a large number of questions and it was agreed that these be forwarded to the PCT with a request that answers be provided in time for inclusion in the agenda for the next scheduled meeting.
Prescription Medication	Staffordshire County Council Health Scrutiny Committee	The County would look into this issue following request from this Committee.
Infant Mortality	Full Committee following a request from the County Council Health Scrutiny Committee.	<p>That the Council's partnership Manager be requested to submit a report to the next meeting regarding her attendance at the Joint Steering Group and progress made by that Group.</p> <p>That dependent upon the above report, the committee give further consideration to its position on this issue at its next meeting.</p>

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FORWARD PLAN - **1 AUGUST 2012 TO 30 NOVEMBER 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 December and will then contain all key decisions expected to be taken between 1st January 2011 and 30th April 2011. 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:

Democratic Services Manager,
Civic Offices,
Merrial Street,
Newcastle-under-Lyme,
Staffordshire,
ST5 2AG.

Telephone: 01782 742222

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 Member Services Manager 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 THE PERIOD 1 AUGUST 2012
TO 30 NOVEMBER 2012**

TITLE OF REPORT:

BATESWOOD LOCAL NATURE RESERVE - OUTCOME OF PUBLIC CONSULTATION

Portfolio	Cabinet Portfolio Holder - Environment and Recycling
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	19 Apr 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Active and Cohesive Communities
Wards affected	Halmer End
Proposed consultation	Consultees listed in the 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>)	No exemptions

TITLE OF REPORT:

REVIEW OF COMMUNITY CENTRE PROVISION

Portfolio	Cabinet Portfolio Holder- Stronger and Active Neighbourhoods
Brief description of report	This second report follows the earlier strategic review to take forward the redevelopment and reprovision of community centres across the Borough.
Spend required/saving generated (<i>if applicable</i>)	Invest to Save
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Active and Cohesive Communities
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Rob 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:

STRONGER AND SAFER STRATEGY 2012-2017

Portfolio	Councillor John Williams
Brief description of report	The Stronger and Safer Strategy for Newcastle under Lyme Borough Council sets out the work which is planned around strengthening communities and also dealing with aspects of criminal activity. The Strategy has been in development for a number of months since the beginning of 2012 and has been out for consultation. This is for Cabinet to see the latest version of the Strategy in order for it to go 'live'.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Cleaner Greener and Safer Communities
Wards affected	All Wards
Proposed consultation	Consultation has taken place with the community as a whole and also the Strategy has been through the Scrutiny process on a number of occasions.
Last date for representations	
Background documents	Safer Stronger and Safer Strategy 2012-2017
Officer contact	Mark Bailey, Head of Business Improvement and Partnerships
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

DEVELOPING WARMZONE TO MAXIMISE FUTURE OPPORTUNITIES

Portfolio	Councillor Mrs Ann Beech
Brief description of report	The Government is changing the way in which assistance is given to people to improve the energy efficiency of their home. In October the national Green Deal will be launched which is intended to assist home owners to improve their home through financial assistance in the form of a loan or grant. To complement Green Deal finance additional (ECO) grant funding can be targeted on five designated low income areas as well as low income households in rural settlements of fewer than 10,000 inhabitants. The report outlines the types of assistance that are planned and the mechanisms that the Council may consider to support local delivery
Spend required/saving generated (<i>if applicable</i>)	It is considered that funding will not exceed £60,000 which would fund assessors and contribute towards the management and running costs . It may then be appropriate for the Council to consider the level of funding and make an allocation from the 2013/14 Housing Capital Programme, which is normally established in January prior to the new financial year. Based on previous warm zone programme each £1 invested by the council will lever in at least £5. Futhermore it is expected that local jobs will be supported this and savings in fuel costs by assisted households will boost the local economy.
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Cleaner Greener and Safer Communties
Wards affected	All Wards
Proposed consultation	Cleaner Greener and Safer Communitis Overview and Scrutiny Committee at it meeting 5th September 2012 recommended that the Development of the North Staffordshire Warm Zone maximise the national funding to be available in the Green Deal and Energy Company Obligation programmes.
Last date for representations	

Background documents	Developing WarmZone to maximise future opportunities
Officer contact	Mike O'Connor
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (if applicable)	

TITLE OF REPORT:

REPLACEMENT OF CORPORATE ICT DATA STORAGE FACILITIES

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	The council has in place a number of sophisticated networked data storage devices (which together are known as SAN) used to store all user data and information within the council. The devices within the council's current Storage Area Network (SAN) in some cases are approaching their 10th year of service and in December 2012 four will reach the end of their extended operating life and will no longer be supported or maintained by the supplier. In addition, the capacity of the current SAN is reaching a critical level.
Spend required/saving generated (<i>if applicable</i>)	Spend is approx £100,000 to be met from ICT Development Fund
Decision maker	Cabinet
Earliest date of decision	17 Oct 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Jeanette Hilton, Head of Customer and ICT Services
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

NEWCASTLE BOROUGH COUNCIL PLAN 2013/14-2015/16

Portfolio	Councillor Gareth Snell
Brief description of report	Report to present the latest version of the Council's Council Plan (formerly Corporate Plan). The Plan contains the main issues facing the Council and sets out the key approaches to dealing with these issues by the organisation. The Plan also outlines the performance measures by which the work done will be monitored.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	There will be a consultation process which will support the work on the Plan during the latter part of 2012.
Last date for representations	
Background documents	None.
Officer contact	Mark Bailey, Head of Business Improvement and Partnerships
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

STAFFORDSHIRE STRATEGIC PROPERTY REVIEW

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management, Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	To review the Staffordshire Strategic Property Review Report and consider the implications for the Borough Council and local stakeholders.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	
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	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
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 excessive. 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	20 Jun 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
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	None.
Officer contact	Jo Basnett, Housing Strategy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

PROPOSALS FOR THE REDEVELOPMENT AND DISPOSAL OF THE FORMER KNUTTON RECREATION CENTRE

Portfolio	Councillor Eddie Boden
Brief description of report	<p>The report will seek Members' views on the way forward for the redevelopment of the Knutton Recreation Centre and adjoining land.</p> <p>In June 2011 and subsequently in October 2011, following Scrutiny review, the Cabinet approved the disposal of the Knutton Recreation Centre as part of the planned programme to develop the Jubilee 2 new Health and Wellbeing Centre. At this time it was agreed that the existing '3G' football pitch should be retained and that the bowling green should be retained or relocated.</p> <p>It is appropriate that Members review the development and investment options for sites in Borough and County Council ownership in the centre of Knutton Village with a view to its regeneration, the options for public engagement and the potential for asset realisation.</p>
Spend required/saving generated (<i>if applicable</i>)	The report will consider the principle objectives of the possible schemes. Clearly the financial implications of the preferred scheme will need to be considered as part of the future agreement to proceed.
Decision maker	Cabinet
Earliest date of decision	18 Jul 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	Knutton and Silverdale
Proposed consultation	The report will highlight the options to investigate the prospects of taking forward the proposals supported by a public consultation process led by an external agency.
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.

Officer contact	Simon Smith, Regeneration and Economic Development Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (if applicable)	

TITLE OF REPORT:

PROPOSED DECLARATION OF BATHPOOL PARK AS A LOCAL NATURE RESERVE

Portfolio	Cabinet Portfolio Holder - Environment and Recycling
Brief description of report	To seek to secure Bathpool Park for nature conservation and an informal community education and a recreation resource by declaring it a Local Nature Reserve.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	18 Jul 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Cleaner Greener and Safer Communities
Wards affected	Ravenscliffe; Talke; Butt Lane
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Becky Allen
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

PROPOSED REFURBISHMENT AND RE-USE OF THE FORMER ST GILES AND ST GEORGES SCHOOL, NEWCASTLE TOWN CENTRE.

Portfolio	Councillor Eddie Boden, Councillor Gareth Snell, Councillor Mike Stubbs
Brief description of report	
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	Not before 18th Jul 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	Town
Proposed consultation	
Last date for representations	
Background documents	None.
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:
**BEDDING PLANT SUPPLY AND WEED CONTROL CONTRACT
 PROCUREMENT**

Portfolio	Councillor Mrs Ann Beech
Brief description of report	The procurement of contracts for the supply of Bedding Plants and hanging baskets, and for the Weed Control applications.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Cleaner Greener and Safer Communities
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Roger Tait, Head of Operations
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

DISCRETIONARY RATE RELIEF

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	Consider applications for discretionary rate relief from charities, not for profit organisations, Community Amateur Sports Clubs and Community Interest Companies.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

DRAFT HEALTH AND WELLBEING STRATEGY

Portfolio	Cabinet Portfolio Holder- Stronger and Active Neighbourhoods
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	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Active and Cohesive Communities
Wards affected	All Wards
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	None.
Officer contact	Rob 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:

KIDSGROVE TOWN CENTRE PARTNERSHIP

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	To consider the option to establish a Kidsgrove Town Centre Partnership.
Spend required/saving generated (<i>if applicable</i>)	Funding has been committed to the Newcastle Town Centre for the establishment of a Town Centre Manager and officer time has been allocated to Newcastle Town Centre Partnership. Subject to Cabinet and partner agency views it may be appropriate to direct some of this resource to supporting Kidsgrove.
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	Kidsgrove
Proposed consultation	Local Businesses are encouraged to give their views as part of the development of options.
Last date for representations	Representations can be made up to one working day prior to the Cabinet meeting
Background documents	None.
Officer contact	Jo Basnett, Housing Strategy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A

TITLE OF REPORT:

PROCUREMENT OF THE REPORTER

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
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 the 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	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
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	None.
Officer contact	Phil Jones
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A

TITLE OF REPORT:
UNIVERSAL CREDIT

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	The welfare reform agenda introductions Universal Credit with effect from October 2013. This phased change in welfare benefits will see new relationships between claimants, local authorities and partner organisations.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
BUSINESS RATES POOLING

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	To review the possibility of the Council entering into a county wide business rates pool.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	17 Oct 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting
Background documents	None.
Officer contact	Dave Roberts, Head of Finance
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

COMMUNITY INFRASTRUCTURE LEVY - DRAFT CHARGING SCHEME

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	To present a draft charging scheme in respect of the Community Infrastructure Levy for public consultation.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	17 Oct 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Helen Beech, Planning Policy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

MEDIUM TERM FINANCIAL STRATEGY

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	Sets out the Medium Term Financial Strategy for 2013/14 and the following 4 years. Indicated the projected budgets for these years and the shortfall compared to available resources.
Spend required/saving generated (<i>if applicable</i>)	Budget requirement
Decision maker	Cabinet
Earliest date of decision	17 Oct 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	Proposed budget consultation
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Craig Turner, Principal Accountant
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
EMPTY HOMES STRATEGY

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	The current empty homes strategy covers the period 2008 to 2012; therefore it is appropriate that the Cabinet considers a new strategy.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	12 Dec 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	The draft strategy will be subject to open consultation for 12 weeks. It will be published on the Council's website and direct comments will be sought from partner agencies and discussed at relevant housing forums.
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Jo Basnett, Housing Strategy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

CALCULATION OF COUNCIL TAX BASE

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	Annual calculation of the number of band D equivalent properties for the borough and each individual parish area. Council Tax Base needs to be set by 31 January for the following financial year.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	All Relevant O&S Committee
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
CAPITAL STRATEGY 2013/14

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	Approval of how the Council deploys its capital resources in order to assist it to achieve its corporate and service objectives.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Dave Roberts, Head of Finance
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

LOCALISED COUNCIL TAX SUPPORT

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	Approve scheme of Council Tax Support, which replaces Council Tax Benefit from 1 April 2013. Schemes need to be approved and in place by the 31 January each year for the following financial year.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

LOCALISED COUNCIL TAX SUPPORT - CONSULTATION

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	A Localised Council Tax Support scheme needs to be approved by the 31st January 2013. Prior to adoption, the Council are required to consult with interested parties and organisations over its proposed scheme.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	19 Sep 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

REVENUE AND CAPITAL BUDGETS 2013/14

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	To review progress on the completion of the revenue and capital budgets for 2013/14 and to enable a robust and affordable budget for 2013/14 to be approved.
Spend required/saving generated (<i>if applicable</i>)	Budget required
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	Budget consultation process
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Dave Roberts, Head of Finance
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

SCALE OF FEES AND CHARGES 2013/14

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	Review of the fees and charges which the Council makes in order to keep them in line with the cost of service provision and to establish the amounts to be included in the 2013/14 budget.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Dave Roberts, Head of Finance
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
TECHNICAL REFORMS TO COUNCIL TAX

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	New discretionary powers with regard to the administration of Council Tax.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

TREASURY MANAGEMENT STRATEGY 2013/14 TO 2017/18

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	To approve the strategy to be followed by the Council in carrying out its treasury management activity in the forthcoming financial year, 2013/14.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	6 Feb 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	None.
Officer contact	Dave Roberts, Head of Finance
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

**SITE ALLOCATIONS AND POLICIES DEVELOPMENT PLAN
DOCUMENT (DPD) DRAFT OPTIONS.**

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
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>)	
Decision maker	Cabinet
Earliest date of decision	6 Mar 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	The consultation methods are currently the subject a public consultation exercise. Depending on the outcome, this stage of preparation of the DPD could potentially involve a minimum 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	None.
Officer contact	Helen Beech, Planning Policy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

THE CABINET:	OVERVIEW & SCRUTINY:
Councillor Gareth Snell - Leader Portfolio: Communications, Transformation and Partnerships	Co-ordinating Overview and Scrutiny Committee: Chair: Cllr Elizabeth Shenton Vice Chair: Cllr Hilda Johnson
Councillor Eddie Boden – Deputy Leader Portfolio: Regeneration, Planning and Town Centres Development	Cleaner, Greener and Safer Communities: Chair: Cllr Gill Williams Vice Chair: Cllr Stephen Sweeney
Councillor Mike Stubbs Portfolio: Finance and Budget Management	Economic Development and Enterprise: Chair: Cllr Ian Matthews Vice Chair: Cllr Matt Taylor
Councillor Anne Beech Portfolio: Environment and Recycling	Active and Cohesive Communities: Chair: Cllr George Cairns Vice Chair: Cllr June Walklate
Councillor Elsie Bates Portfolio: Culture and Leisure	Transformation and Resources: Chair: Cllr Elizabeth Shenton Vice: Cllr Ann Heames
Councillor Tony Kearon Portfolio: Safer Communities	Health Scrutiny Chair: Cllr Colin Eastwood
Councillor John Williams Portfolio: Stronger and Active Neighbourhoods	