

Public Document Pack

Date of meeting Monday, 21st January, 2013
Time 7.00 pm
Venue Civic Offices, Merrial Street, Newcastle Under
Lyme, Staffordshire ST5 2AG
Contact Louise Stevenson 01782 742250

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 (Pages 1 - 4)**
To consider the minutes of the previous meeting held on 24 September 2012.
- 4 Work Plans for the Overview and Scrutiny Committees and the Health Scrutiny Committee (Pages 5 - 12)**
- 5 Forward Plan (Pages 13 - 38)**
- 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 Cairns, Clarke, Eastwood, Mrs Heames, Mrs Johnson (Vice-Chair), Loades, Matthews, Olszewski, Mrs Shenton (Chair), Sweeney, Taylor.M, Miss Walklate 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.

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Public Document Pack Agenda Item 3

OVERVIEW AND SCRUTINY CO-ORDINATING COMMITTEE

Monday, 24th September, 2012

Present:- Councillor Mrs Elizabeth Shenton – in the Chair

Councillors Councillor George Cairns, Councillor Colin Eastwood, Councillor Mrs Hilda Johnson, Councillor David Loades, Councillor Ian Matthews, Councillor Stephen Sweeney and Councillor Miss June Walklate

1. APOLOGIES

Apologies were received from Councillor Mrs Heames, Councillor M. Olszewski and Councillor Mrs Williams.

2. DECLARATIONS OF INTEREST

Declarations of interest were received as follows:

- Councillor Cairns – Park Road, Silverdale Community Centre Management Committee and Silverdale Social Centre Community Centre Management Committee.
- Councillor Mrs Johnson – Chesterton Community Centre Management Committee, Crackley Community Centre Management Committee and Red Street Community Centre Management Committee.
- Councillor Matthews – Marsh Hall Community Centre Management Committee.
- Councillor Sweeney – Clayton Community Centre Management Committee.
- Councillor Miss Walklate – Harriet Higgins Community Centre Management Committee and Whitfield Community Centre Management Committee.

3. MINUTES FROM THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 11 September 2012 be agreed as a correct record.

4. COMMUNITY CENTRE REVIEW

The Committee considered the Members who would constitute the Community Centre Review Member working party. The Chair had informed Full Council of the request for nominations for the working group at its 12 September meeting and a letter had been sent to Group Leaders requesting nominations from the political parties.

It was agreed the following Members would form the working group:

- Councillor Cairns
- Councillor Hambleton
- Councillor Mrs Heesom
- Councillor Loades

- Councillor Robinson
- Councillor Mrs Shenton

The previously agreed scrutiny brief would be received by the working group, and it would be the decision of the group how often they met and when to report back to the Committee. The working group's timescales and workload would be influenced by the Officers work and it was emphasised that the group would be shadowing Officers rather than the review. The Head of Leisure and Cultural Services would sit on the working group and information would be communicated regarding issues that were arising. The consultation questions were an important element of the review and the group's input would be vital to these questions. A draft timetable had been drawn up which included the deadlines for the working group; this would be communicated after the meeting. It was agreed that the members of the working group and Officers would meet before the review began.

The Chair of the Committee considered it would be helpful if the community centres were advised of the working group and informed they could communicate any of their concerns to the group. Officers assured the Committee that decisions had not been made in advance.

RESOLVED: (a) That the information be received.

(b) That a Member working group be set up to shadow the Officer review group.

5. **WORK PLANS FOR THE OVERVIEW & SCRUTINY COMMITTEES AND THE HEALTH SCRUTINY COMMITTEE**

The Chairs of the scrutiny committees provided updates on their committee's work by reference to the work plan and provided further information on scrutiny topics as necessary.

The Chair of the Active and Cohesive Communities scrutiny committee provided an update on the work plan. The Chair had still not received requested information from Officers regarding Coalfield Alliance funding. The Committee had received the Bateswood Local Nature Reserve working party recommendations and had agreed they should be forwarded to Cabinet for their consideration. The Committee were awaiting an outline business case from the Head of Leisure and Cultural Services for Leisure Trust Options. An update from Officers had been requested for the Allotments Service Review. Mixed news had been received regarding Kidsgrove Sports Centre; the centre was soon to be re-opened, but further closures in the next twelve months could not be ruled out. At its last meeting, the Committee had discussed local sporting achievements and the possible establishment of a School of Sports. The next meeting of the committee was confirmed as 13 December 2012.

The vice-Chair of the Cleaner, Greener and Safer Communities scrutiny committee provided an update on the work plan. The Waste and Recycling Strategy would involve looking at contracts many years ahead and would require a working group. The move of Fenton Magistrates Courts had been considered by the Committee on 5 September. The courts sent a letter in place of attending the meeting, which advised that CCTV would cover the court building and civil cases would be heard at Stafford Magistrates Court with criminal cases to be heard at Newcastle. Further meetings with the courts would be required. The Chair questioned whether town centre retail premises had been spoken to regarding the move. This had not been raised but was

considered a valid point. The next meeting of the committee was confirmed as 5 December 2012.

The Chair of the Economic Development and Enterprise scrutiny committee provided an update on the work plan. The HS2 working group would continue as it was. A small report regarding the Community Infrastructure Levy had been received at the Committee's last meeting on 17 September; there would be a full report at the next meeting. A report regarding Knutton Recreation Centre had been received by Cabinet the previous week. A small working group had been established to consider town centre car parking. The next meeting of the committee was confirmed as 19 December 2012.

The Chair of the Transformation and Resources scrutiny committee provided an update on the work plan. The budget would form the majority of the work for the committee and there would be a new approach to the budget setting process. A budget café would take place in January 2013 which would give Members the opportunity to ask questions of Cabinet and Officers. A meeting of the committee specifically for the budget took place on 30 October. The Chair of the Member Development Panel raised the issue of Member's liability and whether a risk assessment of Members was required. It was questioned whether this fall under the remit of Transformation and Resources or the Member Development Panel. There was not yet a brief for the work; the Chairs of the two committees would discuss the issue. The Constitution working group would be looking at new areas of the Constitution such as the saying of prayers at Full Council. Members noted on the work plan that Kidsgrove One Stop Shop staff would benefit from a basic local knowledge of Kidsgrove, and advised there had been a similar problem in Loggerheads, with a small reference book being produced. A copy would be made available to the Chair. The figures for Jubilee 2 were noted by Members; the Head of Leisure and Cultural Services confirmed J2 was performing ahead of its business plan and Members considered its income was over budget and its performance satisfactory. The modernisation of the Post Office network was a new addition to the Committee's work plan and would consider the modernisation and transformation of the network and the possibility of partnership working.

The Chair of the Health Scrutiny committee provided an update on the work plan. The Committee's serious concerns regarding the consultation on the mental health service had been presented to the County Council. A joint visit to the new Accident and Emergency Unit at the University Hospital of North Staffordshire may take place in November. Cardiac rehabilitation at Jubilee 2 was going well and had been implemented before funding was received. The Health and Well Being Strategy had been received in draft form by Cabinet; it was on the Council website and would be considered at the committee's next meeting. The Council was now represented on the Health and Well Being Board by the North Staffordshire representative Frank Finlay, of Stafford Borough Council. The Chair of the Member Development Panel had attended the board as part of Link, and suggested a third representative for the County might be considered, as North Staffordshire was not being represented well enough. A response had been received from the Staffordshire cluster of Primary Care Trusts which had answered all concerns regarding phlebotomy services; the scrutiny topic was considered complete. Infant mortality remained a concern and the Committee were monitoring the issue seriously. An accountability session with the UHNS would take place in October.

The Chairs of the committees confirmed that Cabinet members were being invited to meetings. The Chair raised the question as to whether more meetings for Overview and Scrutiny Committees were required in 2013. Members considered whether there

would be adequate Officer resource available, and the need for additional meetings would be dependant upon the issues that were being considered at the time.

RESOLVED: That the information be received.

6. **FORWARD PLAN**

The Committee considered the Council's Forward Plan of Key Decisions in order to identify any items listed within it which may be considered as a scrutiny topic by the scrutiny committees. The Chair reminded Members that items on the Forward Plan did not necessarily need to be scrutinised.

RESOLVED: That the information be received.

7. **URGENT BUSINESS**

There was no urgent business considered.

COUNCILLOR MRS ELIZABETH SHENTON
Chair

SCRUTINY COMMITTEES WORK PLAN

Amber – Currently under scrutiny/ongoing scrutiny topic

Green – Scrutiny complete but to remain on work plan

No Colour – Awaiting scrutiny

ACTIVE AND COHESIVE OVERVIEW AND SCRUTINY COMMITTEE

Title	Forward Plan Item?	Scrutiny Method	Progress to Date	Expected Completion Date	Expected Outcomes/Date for Progress to be Assessed
Review of Grants & Third Sector Commissioning Framework (AMBER)	Yes – previously considered by Cabinet	Full Committee	<p>Agreed on 14.06.2012 that Cabinet be informed:</p> <ul style="list-style-type: none"> • Committee positive re recs. • Needs of Borough residents be given top priority with regards to tendering exercise. • Further reports be received when bidding process complete. <p>Cabinet agreed in principle, A & C will be consulted further before final decision made. A & C to revisit later in year.</p> <ul style="list-style-type: none"> • Concern raised 06.09.12 re funding for Coalfield Alliance mining wards. Assurance requested that coalfield regen money would go to these areas & not in collective pot at SCC. Appears to go directly to CAB, not through NBC. • Report re Public Sector in Partnership expected Mar 2013 		
Bateswood Consultation Process (GREEN)	Yes – previously considered by Cabinet	Working Group: Cllr Cairns Cllr J. Cooper Cllr Lawton Cllr Wilkes Cllr G. Williams	<ul style="list-style-type: none"> • Site Visit on 11th May. • WG met 23.05.12. • Meeting with interested parties 27.06.2012. • A & C considered wg recs 06.09.12, agreed recs to be put forward for Cabinet to consider. • Cabinet resolved 17.10.12 to adopt wg recs. 		Would the Committee like to revisit this at some point in the future?
Draft Health and Wellbeing Strategy (AMBER)		Currently with Health Scrutiny	Coord resolved strategy should remain with Health. Small wg at SCC incl. Cllr Eastwood. Special meeting at SCC to discuss.		
Leisure Trust Options		TBC	Outline business case being established, models being investigated. May be community interest company rather than leisure trust option. Expected in the new year.		
Allotments Service (AMBER)	Yes – previously considered by Cabinet	Working Group: Cllr Bailey Cllr Cairns Cllr John Cooper Cllr Walklate Cllr Winfield	<ul style="list-style-type: none"> • Report to Cabinet 30.11.11 agreed review be carried out. • Cabinet considered 14.11.12. A & C to undertake review of identified issues. Cabinet report & how scrutiny to proceed considered at Dec meeting. • Working group set up, 1st meeting to be arranged for mid Jan. 		

		Cllr G. Williams			
Community Centre Review (AMBER)	Yes – previously considered by Cabinet	Working Group set up by Coord	<ul style="list-style-type: none"> • Cabinet request Coord set up wg to shadow officer wg. • Wg set up with first meeting 31.10.2012. 		
Kidsgrove Sports Centre (GREEN)	Yes – previously considered by Cabinet	Full Committee	<ul style="list-style-type: none"> • Guarantee to be requested that regular inspections will be carried out in future. • More unexpected closures can't be ruled out due to condition of building. • Cabinet received update 14.11.12 – centre to re-open 17.11.12. 		
Local Sporting Opportunities & Achievements	No	TBC	<ul style="list-style-type: none"> • Discussed as possible topic at Sept meeting. • Report of current sports development activities in Borough received 13.12.12. A & C impressed with work already being undertaken. Resolved to consider how to involve more young people in sport at a future date. • A 'virtual school of sports' could be the way forward. 		

MEMBERS SUGGESTIONS FOR SCRUTINY TOPICS

Suggested by:

Suggestion for Scrutiny Topic:

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CLEANER, GREENER AND SAFER COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

Title	Forward Plan Item?	Scrutiny Method	Progress to Date/Actions from last Meeting	Expected Completion Date	Expected Outcomes/Date for Progress to be Assessed
Alcohol Strategy (AMBER)		Full Committee	<ul style="list-style-type: none"> • Trevor Smith update at each meeting. • Regular updates for the revised action plan. • Presentation on National Alcohol Strat & how affects local issues at Sept meeting (Trevor Smith) • Update re Cheshire East alcohol pricing & alcohol action plan received 05.12.12. 		
Waste & Recycling Strategy	Yes – previously considered by Cabinet	TBC	<ul style="list-style-type: none"> • Cabinet Panel approved at Cabinet 17.10.2012. • Scrutiny will receive after Cabinet Panel. 		
Development of a Safer & Stronger Communities Strategy for NUL (AMBER)	Yes – previously considered		<ul style="list-style-type: none"> • CGS considered updated strategy and action plan 05.09.2012 and were supportive. 		

	by Cabinet		<ul style="list-style-type: none"> • Strategy approved by Cabinet 14.11.2012 		
Policing in Kidsgrove & Rural Areas (GREEN)	No	Full Committee	<ul style="list-style-type: none"> • Add. meeting 30.07.12. C.I. Hulme attended. Opportunity for questions/suggestions from Members, Police to attend future meeting to update CGS after move into Kidsgrove Town Hall. • Cl. Hulme attended 05.12.12. Provided updates re moves in Kidsgrove & Civic Offices & how policing will look in Kidsgrove & rural areas in the future. Asked to attend a future meeting. 		
Magistrates Courts Move – Fenton to Newcastle (AMBER)	No	Officer Partner Working Group	<ul style="list-style-type: none"> • Partners invited 05.09.12 to consider the move. Court rep unable to attend – officer partner wg set up to monitor move. • 2nd meeting of WG 28.11.12. Agreed that a newsletter re the move be distributed to local businesses – distributed early Dec. • It was agreed to have regular updates. 		
Warm Zone Delivery of Green Deal (AMBER)	Yes	TBC	<ul style="list-style-type: none"> • CGS supported continuing as is, a resounding success. • Cabinet resolved 17.10.12 that Council continues support to maximise uptake of funds & that officers discuss level of funding required with Warm Zone with view to funding being allocated as part of Housing Capital Programme alongside 2013/14 budget setting process. 		
Newcastle Partnerships Structure (AMBER)			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	Forward Plan Item?	Scrutiny Method	Progress to Date/Actions from last Meeting	Expected Completion Date	Expected Outcomes/Date for Progress to be Assessed
Economic Development Strategy (GREEN)	Yes – previously considered by Cabinet	Full Committee	<ul style="list-style-type: none"> • Cabinet agreed strategy & 1st year action plan 23.05.12 • Feedback & progress on action plan poss end Q4 or Q1 13/14 		Feedback & progress on action plan poss end Q4 or Q1 13/14
Page 7 S-O-T & Staffs LEP (AMBER)	No	Working Group:	Receiving summary paper. Will meet as/when required.		

		Cllrs Matthews, Peers & Studd			
Broadband Provision (AMBER)		County Council Working Group	<ul style="list-style-type: none"> Jeanette Hilton to attend working group & feedback to EDE. Re-scoping required. WG need to define what needs to be scrutinised & where they would like to go with it. 		
High Speed 2 Limited (AMBER)	Yes – previously considered by Cabinet	Working Group: Cllr Becket Cllr Loades Cllr Cairns	<ul style="list-style-type: none"> 04.07.2012 - wg resolved to recommend: 1) continue stance to object, but should it take place then local station should be provided 2) EDE (through WG) continue to scrutinise & meet when consultation stage begins 3) highlight to Cabinet consultation due to begin in Autumn. Cabinet resolved 18.07.2012: 1) modify Council stance to offer support for principle of HS2 as long as potential economic benefits for N. Staffs could be demonstrated to outweigh environmental consequences & whether such benefits would be derived from local station to serve area. 2) EDE continue to monitor through wg, wg to reconvene when consultation begins. Update provided to EDE 17.09.2012. Still awaiting consultation as at 07.12.12, however stance on Dept of Transport & HS2 websites has changed to 'early 2013 engagement programme on phase 2 initial preferred route'. 		
Community Infrastructure Levy (CIL) (AMBER)	Yes	Full Committee	<ul style="list-style-type: none"> Report received 19.12.12 with supplementary update informing EDE of implications of new government guidance. EDE resolved to receive a report in April 2013 following consultation of the draft charging scheme. 		
Staffordshire Strategic Assets Review (GREEN)	Yes	Full Committee	Report discussed 21.06.2012. To be considered at Jan Cabinet with Asset Management Strategy.		
Asset Management Strategy (GREEN)	Yes	Full Committee	Report received by EDE 19.12.12.		
Town Centre Partnerships Development (AMBER)	Yes – previously considered by Cabinet	Full Committee	<ul style="list-style-type: none"> Update report for 2nd round Portas Pilot bid on 17.09.2012. Update 19.12.12 clarifying status of TCP incl. appointment of Town Centre Manager, funding update & key priorities. EDE requested regular updates & timetable & calendar of movements be provided. 		
Town Centre Initiatives for Vacant Shops (AMBER)	No	Full Committee	<ul style="list-style-type: none"> Chair & vice-Chair met with officers to discuss town centre initiatives for vacant shops 06.09.12. Briefing note provided 17.09.12 to update EDE. EDE comments to be considered by Portfolio Holder & Officers Officer briefing note re pop-up emporium initiative 19.12.12 		
Former St Giles and St Georges	Yes – previously	To be decided, possible	<ul style="list-style-type: none"> Recs for Cabinet 28.06.12: EDE would support further investigation of combination of options 'A' & 'C'. 'B' should be 		

(AMBER)	considered by Cabinet	working party	discounted completely <ul style="list-style-type: none"> Reconsidered 17.09.12. Museum resiting still considered desirable. Indoor market suggested. EDE remain opposed to demolition but would be less hostile if could be satisfied replacement would be correct scale & design. Likely value of cleared site, costs of indoor market & museum requested. More info required before preferred option can be offered. Cabinet agreed option A (market bldg again in current condition) 17.10.12. Requested Officers look into option 'e' (use site for housing). Open item for EDE while waiting for decision, can discuss without referring back to Cabinet. 		
Knutton Recreation Centre (GREEN)	Yes – previously considered by Cabinet	To be decided, possible working party	<ul style="list-style-type: none"> Additional meeting 28.07.2012. Recs to be passed to Sept Cabinet. Will be brought back to Committee if necessary. 		
Town Centre Car Parking (AMBER)		Working Group: Cllrs Baker, Peers, Studd & M. Taylor	<ul style="list-style-type: none"> Leader request to investigate & consider potential options that may exist to improve current arrangements Scrutiny brief for 17.09.12. WG formed – 2nd meeting 24.10.2012. Interim report expected. 		
N/C Town Centre Public Realm Project (AMBER)	Yes	Working Group: Cllr Baker Cllr Cairns Cllr Holland	<ul style="list-style-type: none"> WG met 24.10.12. EDE considered 22.11.12. EDE expressed some concerns, passed to Cabinet. Await outcome of Cabinet on 12.12.12. Request for review 12 months after implementation – dependent on Cabinet decision 		Request for review 12 months after implementation – dependent on Cabinet's decision.
Empty Homes Strategy	Yes	TBC	<ul style="list-style-type: none"> Report provided for consideration on 17.09.2012. Being considered by Cabinet 12.12.12. 		
Home Improvement Agency Services	Yes	TBC	<ul style="list-style-type: none"> Report/scrutiny brief to Committee – expected 19.12.12. More likely report will be ready in early spring given complexity of partnership arrangements. Service currently provided by Revival, options to be reviewed incl. county wide service or NBC standing alone to provide. 		
Housing Capital Programme 2013/14	Yes	TBC	<ul style="list-style-type: none"> To consider the allocation of funding, particularly from New Homes Bonus funds to deliver housing priorities ensuring that the most vulnerable residents receive support. Report received by EDE 19.12.12. 		
Newcastle Housing Advice (NHA) – Homelessness, Housing Options & Housing Register Contract Retendering Exercise	Yes	TBC	<ul style="list-style-type: none"> Implementation in March 2014 Overview of retendering exercise will be provided March 2013. 		

MEMBERS SUGGESTIONS FOR SCRUTINY TOPICS

Suggested by:

Suggestion for Scrutiny Topic:

01/10

TRANSFORMATION AND RESOURCES

Title	Forward Plan Item?	Scrutiny Method	Progress to Date/Actions from last Meeting	Expected Completion Date	Expected Outcomes/Date for Progress to be Assessed
Revenue and Capital Budget (AMBER)	Yes	Full Committee	<ul style="list-style-type: none"> Report 03.09.2012 - timetable & process of budget scrutiny explained – T & R happy with budget setting timetable. Finance & budget training sessions taking place. Consultation process update 10.12.12 - request consideration be given to starting process earlier & undertaken in 2 stages with 1st stage in June – comments to Cabinet 12.12.12. Update received 10.12.12 informing T & R of current proposals to balance 2013/14 revenue budget. T & R requested a link be sent to the current Capital Strategy & that future reports make clear where the document differs from the existing strategy. 		Scrutiny undertaken annually by T & R.
Capital Strategy	Yes	Full Committee	<ul style="list-style-type: none"> Received 10.12.12. T & R requested further info re Revenue Investment Fund, clarification of staffing efficiencies referred to in report & questioned Community Chest grants & budget cuts. The comments were fed back to Cabinet on 12.12.12. 		Scrutiny undertaken annually by T & R.
Treasury Management Strategy	Yes	Full Committee	<ul style="list-style-type: none"> Considered 19.11.12. T & R supportive of strategy & recommendation on report. 		Scrutiny undertaken annually by T & R.
Scale of Fees & Charges	Yes	Full Committee	To be considered by T & R 24.01.2013.		Scrutiny undertaken annually by T & R.
Financial and Performance Management Report (GREEN)		Full Committee	<ul style="list-style-type: none"> Continue to monitor & scrutinise performance alongside finances & that quarterly reports are provided to T & R. To include J2 figures (income over target). Quarter 3 report expected 24.01.2013. Leader to provide update 24.01.2013 re street & environment cleanliness figures, with explanation of reasons for increase. 		Report received on a rolling quarterly basis.
Flexible Working for NBC Employees (AMBER)		Full Committee	<ul style="list-style-type: none"> Committee to receive regular updates. Update provided Sept 2012 – next update March 2013 		Update expected March 2013.
Review of the Constitution (AMBER)		Working Group:	<ul style="list-style-type: none"> To remain as a living doc to be kept under review. Request to be put on website as PDF with search facilities. 		

		Cllr Shenton Cllr Holland Cllr Snell	<ul style="list-style-type: none"> WG met 07.11.2012. Update received 19.11.2012. 		
Modernisation of the Post Office Network	No	TBC	<ul style="list-style-type: none"> To consider the modernisation of the Post Office network & the possibility of partnership working. Rep from PO attended 19.11.2012, gave presentation. Awaiting LGA work before making decision to proceed. 		
Universal Credit			<ul style="list-style-type: none"> Can expect update at the March meeting 		
Asset Management Strategy	Yes	Full Committee	<ul style="list-style-type: none"> Overlaps EDE & T & R – both committees to consider T & R to considered report 10.12.12. 		
Council Plan 2013-14 to 2015-16	Yes – to be added when next published	Full Committee	<ul style="list-style-type: none"> To be considered on 24.01.2013 prior to Cabinet in Feb. 		

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	Expected Completion Date
Consultation on Mental Health Services (AMBER)	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 (AMBER)	Full Committee	<p>That UHNS be congratulated on the improvement in the figures for unexpected deaths and in securing the Major Trauma contract for Wales.</p> <p>That the responses to the questions tabled at the meeting be placed on the agenda for the next meeting.</p> <p>That the County Council be contracted regarding organising a follow up visit to the A&E department.</p>	
Cardiac Rehabilitation Response to County Council Health Scrutiny Report regarding phase IV	Full Committee	<p>That every effort be made to secure an early start date for the programme.</p> <p>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.</p>	

Cardiac Rehabilitation (AMBER)			
Health and Wellbeing Strategy (AMBER)	Full Committee	<p>A update was provided to the Committee from the Executive Director for 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 (AMBER)	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 (AMBER)	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 (AMBER)	Staffordshire County Council Health Scrutiny Committee	The County would look into this issue following request from this Committee.	
Infant Mortality (AMBER)	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>	

FORWARD PLAN -
24 DECEMBER 2012 TO 25 JANUARY 2013
FORWARD PLAN

This Plan sets out the key decisions which the Executive expect to take. There is a requirement to publish 28 clear days of any intended key decision.

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

This Forward Plan may also contain 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 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 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 THE PERIOD 24 DECEMBER 2012
TO 25 JANUARY 2013**

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	14 Nov 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:

**NEWCASTLE HOUSING ADVICE (NHA) – HOMELESSNESS,
HOUSING OPTIONS AND HOUSING REGISTER CONTRACT
RETENDERING EXERCISE**

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	To advise Cabinet of the requirement to retender the Newcastle Housing Advice (NHA) contract in readiness for expiry of the existing contract. To seek Cabinet approval for the commencement of the NHA retendering exercise and to seek a commitment for the required budget for the period 2014 – 2018.
Spend required/saving generated (<i>if applicable</i>)	Statutory service - contract term will commit revenues identified in the Medium Term Financial Strategy.
Decision maker	Cabinet
Earliest date of decision	14 Nov 2012
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	N/A
Last date for representations	Representations can be made up to one 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>)	N/A

TITLE OF REPORT:

STOKE-ON-TRENT AND STAFFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP PLANNING CHARTER MARK

Portfolio	Councillor Eddie Boden
Brief description of report	To give Cabinet the opportunity to decide whether or not the Council should sign up to aspire to achieve a Planning Charter Mark that has been developed by the Stoke on Trent and Staffordshire Local Enterprise Partnership (LEP). The LEP is seeking commitment from local authorities to adopt the 'Red Carpet approach' to businesses by delivering against a set of five outcomes – Clarity and consistency, Effort and focus, Competence and respect, Accuracy and fairness, and Dialogue and understanding
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	
Last date for representations	
Background documents	None.
Officer contact	Guy Benson, Head of Planning and Development
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	Council
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:
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:
HOUSING CAPITAL PROGRAMME 2013/14

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	To consider the allocation of funding, particularly from the New Homes Bonus funds to deliver the housing priorities ensuring that the most vulnerable residents receive support.
Spend required/saving generated (<i>if applicable</i>)	The report will outline options for investment in housing schemes to meet a range of housing needs. This will include the extent of the spend required.
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	Investment options will be based on the relevant housing strategies which were consulted upon before adoption.
Last date for representations	Representations can be made up to one 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>)	N/A

TITLE OF REPORT:

LIVING WAGE ACCREDITATION

Portfolio	Councillor Mike Stubbs
Brief description of report	The council is to apply for accreditation to become a 'Living Wage' Employer. The process is managed by Citizens UK and provides employers with a licence to use the living wage employer mark. Accreditation requires employers to pay it's lowest paid employees a minimum of £7.45 per hour, or to be committed to a timetable to achieve this.
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	
Background documents	None.
Officer contact	Richard Durrant, Head of Human Resources
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
PAY PROTECTION

Portfolio	Cabinet Portfolio Holder - Finance and Budget Management
Brief description of report	To confirm the arrangements for protecting the pay of those employees who are redeployed to lower graded posts as a result of restructuring.
Spend required/saving generated (<i>if applicable</i>)	Spend dependent on whether current protection arrangements are extended/backdated and numbers/grades of staff redeployed in future restructures
Decision maker	Cabinet
Earliest date of decision	16 Jan 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Richard Durrant, Head of Human Resources
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

REPLACEMENT OF SWEEPERS

Portfolio	Cabinet Portfolio Holder - Environment and Recycling
Brief description of report	Replacement of 5 sweepers for Streetscene operations
Spend required/saving generated (<i>if applicable</i>)	Approx. £300,000 spend from agreed capital budget.
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	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:

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:

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	16 Jan 2013
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:
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:

ADVICE ON THE REQUIREMENT FOR PLANNING PERMISSION

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	To consider ending the giving of free informal advice on whether planning permission is required
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	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Guy Benson, Head of Planning and Development
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
CHARGING FOR PRE-APPLICATION ADVICE

Portfolio	Councillor Eddie Boden
Brief description of report	To consider bringing in charges for the giving of pre-application planning advice
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	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	None.
Officer contact	Guy Benson, Head of Planning and Development
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	6 Feb 2013
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:

COMMUNITY INFRASTRUCTURE LEVY PRELIMINARY DRAFT CHARGING

Portfolio	Cabinet Portfolio Holder- Regeneration, Planning and Town Centres
Brief description of report	Present the outcome of a joint viability assessment and propose a Preliminary Draft Charging Schedule for consultation purposes.
Spend required/saving generated (<i>if applicable</i>)	Public consultation will require expenditure but once CIL is in place this can be recouped.
Decision maker	Cabinet
Earliest date of decision	6 Feb 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	Six week stakeholder consultation on Preliminary draft Charging Schedule.
Last date for representations	
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>)	N/A

TITLE OF REPORT:

EMPLOYER SUPPORTED VOLUNTEERING (ESV)

Portfolio	Cabinet Portfolio Holder- Stronger and Active Neighbourhoods
Brief description of report	To provide an update on developments of an ESV scheme in partnership with North Staffs Volunteer Centre, and seek approval for further initial steps
Spend required/saving generated (<i>if applicable</i>)	Spend required no more than £5,000.00
Decision maker	Cabinet
Earliest date of decision	6 Feb 2013
Likely Date of Decision	6.2.13
Relevant Overview and Scrutiny Committee	Active and Cohesive Communities
Wards affected	All Wards
Proposed consultation	Ongoing dialogue with Newcastle Voluntary Sector Forum
Last date for representations	
Background documents	None.
Officer contact	Robin Wiles
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

PROCUREMENT OF CORPORATE MAIL SERVICES

Portfolio	
Brief description of report	To report on the procurement of corporate mail services and for Cabinet to agree the appointment of the successful tenderer. There are a number of suppliers in the market place who are successfully providing mail services to other local authorities across the UK offering business efficiencies and savings. This report provides information about the procurement process set up by the Government Procurement Services, undertaken by the 'Staffordshire Collaborative Procurement Group' of Authorities, the desired outcomes and the evaluation and award process
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	
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:

**SUPPORT AND MAINTENANCE CONTRACT FOR COUNCIL
TELEPHONY**

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	To seek Cabinet approval to waive standing orders to enable the renewal of the Council's telephony support and maintenance contract directly with the system manufacturer Existing support contract is due to expire in March 2013
Spend required/saving generated (<i>if applicable</i>)	TBC but likely to be below current expenditure
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	
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:

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	Council
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:

LOCALISM ACT 2011 - PUBLICATION OF PAY POLICY STATEMENT FOR 2013/14

Portfolio	Councillor Mike Stubbs
Brief description of report	Under the Localism Act, the council is required to approve and publish a pay policy statement by 31 March each year, setting out its policies relating to the remuneration of its chief officers, the remuneration of its lowest paid employees and the remuneration of its chief officers and the remuneration of its employees who are not chief officers.
Spend required/saving generated (<i>if applicable</i>)	N/A
Decision maker	Council
Earliest date of decision	27 Feb 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
Wards affected	All Wards
Proposed consultation	Employees Consultative Committee Staffing Committee
Last date for representations	N/A
Background documents	None.
Officer contact	Richard Durrant, Head of Human Resources
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A

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>)	

TITLE OF REPORT:
TELECOMS CONTRACTS CONSOLIDATION

Portfolio	Cabinet Portfolio Holder - Communications, Transformation and Partnerships
Brief description of report	Following approval from Cabinet in June 2012, ICT are undertaking a programme of software and hardware consolidation; identifying opportunities to reduce duplication, increase efficiency and reduce costs. The opportunity has arisen to consolidate the council's current telecom contracts under a single combined agreement. Approval is sought to enter into this agreement which will significantly improve services and reduce overall costs, utilising our current supplier
Spend required/saving generated (<i>if applicable</i>)	Saving of approximately £55,000 over 5 years
Decision maker	Cabinet
Earliest date of decision	6 Mar 2013
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>)	

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	