

# Public Document Pack

**Date of meeting**      Wednesday, 24th August, 2011  
**Time**                      7.00 pm  
**Venue**                    Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffs ST5 2AG  
**Contact**                 Geoff Durham  
                                 01782 742222



Civic Offices  
Merrial Street  
Newcastle-under-Lyme  
Staffordshire  
ST5 2AG

## **Economic Development and Enterprise Overview and Scrutiny Committee**

### **AGENDA**

#### **PART 1- OPEN AGENDA**

- 1      To receive Declarations of Interest from Members on items included in this agenda
- 2      Minutes of previous meeting (Pages 1 - 2)
- 3      Covering report Briefs (Pages 3 - 20)
- 4      Forward Plan - August to November, 2011 (Pages 21 - 48)
- 5      To consider any business which is urgent within the meaning of Section 100 B (4) of the Local Government Act 1972

**Members:**      Councillors M Olzewski (Chairman), I Gilmore (Vice-Chair), A Beech, Boden, D Clarke, Holland, Loades, D Richards, R Slater, I Wilkes, G Cairns, P Hailstones and Olzewski

**'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'**

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\*Printed for information

## ECONOMIC DEVELOPMENT AND ENTERPRISE OVERVIEW AND SCRUTINY COMMITTEE

23 June 2011

**Present:-** Councillor M Olszewski in the Chair

Councillors Mrs Beech, Boden, D. Clarke, Gilmore, Loades, Miss S. Olszewski, Slater, K N Taylor and Wilkes

Apologies were received from Councillors Holland and Richards

128. \* **MINUTES OF PREVIOUS MEETING**

**Resolved:** That the minutes of the meeting held on 16 February 2011 be agreed as a correct record.

129. \* **NEWCASTLE-UNDER-LYME BOROUGH COUNCIL SCRUTINY PEER REVIEW**

Consideration was given to a report on the Scrutiny arrangements of the Council. All of the Scrutiny Committees had received the report and had commented on the Peer Group's recommendations. As agreed by the Transformation and Resources Overview and Scrutiny Committee at its meeting on 20 June 2011 all Members would be receiving a questionnaire to ensure they are fully involved in the process.

Members did not wish to see the disbanding of the Health Scrutiny Committee and felt it should remain in its present form.

The role of Vice Chair should be retained and also be given a greater role.

It was agreed that the four Scrutiny Committees worked well with the thirteen Members and should be kept in their present format but with more Task and Finish Groups being set up to scrutinise various areas.

This Committee recommended the following:

- (i) That the Health Scrutiny Committee remain in its present form.
- (ii) There was no support for the reconsidering of the Vice Chair's role.
- (iii) The size of the Scrutiny Committees should be kept at thirteen Members.
- (iv) The four Overview and Scrutiny Committees should be retained with the addition of more task and finish groups.

**Resolved:-** (a) That the information be received and the comments noted.

(b) That the recommendations of this Committee be passed to the Overview and Scrutiny Co-ordinating Committee.

130. \* **WORK PROGRAMME – PLANNING AND PROGRESS**

Consideration was given to a report advising Members of items included in the Work Programme which could form part of this Committee's Work Programme for the current Municipal Year.

Members queried the Work Programme for last year and how they could be made aware of decisions/outcomes of the scrutiny that took place. A report would be brought back to update Members on these issues.

The Council's Executive Director for Regeneration and Development advised Members that an Economic Development Strategy was to be produced this year and it would be useful for this Committee to be involved in this from the early stages. Several task and finish groups could be set up to look at individual issues.

Members requested that a report be brought to the next meeting of this Committee explaining the Economic Development Strategy in order that they could then identify areas for scrutiny.

**Resolved:-** (a) That the information be received.  
(b) That reports on the Economic Development Strategy and the Community Infrastructure Levy be brought to the next meeting of this Committee.

131. \* **FORWARD PLAN**

Consideration was given to a report identifying items listed in the Forward Plan which were relevant to this Committee.

Members agreed that a more advanced Forward Plan should be prepared as the current version did not give much time for Scrutiny.

**Resolved:-** (a) That the information be received.  
(b) That a more advanced Forward Plan be prepared.

**M OLSZEWSKI**  
**Chair**

## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE ECONOMIC DEVELOPMENT AND ENTERPRISE OVERVIEW AND SCRUTINY COMMITTEE

24 August 2011

#### WORK PROGRAMME – DRAFT BRIEFS FOR SCRUTINY

Submitted by: Member Services Officer

Portfolio: Regeneration and Planning

Ward(s) affected: Non-specific

#### Purpose of the Report

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

#### Recommendations

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

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

#### Reasons

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

#### 1. Background

1.1 At the last meeting of the Committee it was agreed that the following topic be included on the work programme:

- The Preparation of the new Economic Development Strategy for the Borough.

A draft brief relating to this is attached at **Appendix A**.

The following draft briefs have also been submitted by your officers for discussion and are attached as **Appendices B to E**:

- The Stoke on Trent & Staffordshire Local Enterprise Partnership's proposals for the designation of an Enterprise Zone in North Staffordshire.
- Broadband Provision
- High Speed 2
- Community Infrastructure Levy (CIL)

2. **Issues**

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

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

3.1 None at present

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

4.1 The work programme of the Economic Development and Enterprise Overview and Scrutiny Committee lists items for Overview and Scrutiny activity. This activity will contribute to the following priorities in the Sustainable Community Strategy:

PE04	To identify NEETS (Not in Education, Employment or Training) and encourage their engagement
PL01	To improve the facilities and infrastructure across the Borough
PR01	To provide opportunities for up skilling the working age population
PR02	To enable young people to achieve their potential and encourage their investment in the local economy
PR03	To transform the perception of Newcastle and the North Staffordshire region
PR04	To maximise the benefits of investment coming to the Borough for businesses and local people

4.2 The committee's activities will also contribute to the corporate priority of creating a Borough of opportunity.

5. **Legal and Statutory Implications**

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

6. **Equality Impact Assessment**

6.1 There are no equalities issues directly associated with this report. Consultation items on the work programme, such as draft police should include equality impact assessments and the committee should seek to challenge report authors and decision-makers to ensure that all equalities and diversity issues have been discussed.

7. **Financial and Resource Implications**

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

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

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

7.4 There are no ICT implications arising from this report.

8. **Major Risks**

8.1 There are no risks associated with this report.

9. **Key Decision Information**

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

10. **List of Appendices**

- Appendix A** Economic Development Strategy
- Appendix B** Enterprise Zone in North Staffordshire
- Appendix C** Broadband provision
- Appendix D** High Speed 2
- Appendix E** Community Infrastructure Levy

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## **Brief for Scrutiny ECONOMIC DEVELOPMENT AND ENTERPRISE**

<b>Topic to be scrutinised</b>  The preparation of a new Economic Development Strategy for the borough 2011-16
<b>Questions to be addressed</b>  <ol style="list-style-type: none"><li>1. What are the key economic issues facing the Borough?</li><li>2. What are the Council's priorities for action?</li><li>3. What actions should we be asking our local partners to take the lead in?</li></ol>
<b>Outcome</b>  <ol style="list-style-type: none"><li>1. To establish progress to date and the timetable for completing the draft for Cabinet consideration.</li><li>2. To consider who we should be consulting with, how, and (to gain maximum benefit) at what stage in the development in the strategy.</li><li>3. To consider the likely financial implications on the Council of any recommendations which may be coming forward.</li></ol>
<b>Background materials</b>  <ol style="list-style-type: none"><li>1. Report to Cabinet 27<sup>th</sup> July 11</li></ol>
<b>Evidence and witnesses</b>  <ol style="list-style-type: none"><li>1. Portfolio Holder for Regeneration and Planning</li><li>2. Officers from the Economic Regeneration team.</li><li>3. Possible external experts from partner agencies.</li></ol>
<b>Method of scrutiny</b>  <ol style="list-style-type: none"><li>1. Consideration of draft as soon as possible following presentation to EMT and before Informal Cabinet.</li><li>2. Scrutiny Committee's recommendations then reported to Cabinet.</li><li>3. Consideration of any representations on the draft from partner organisations and other consultees.</li></ol>
<b>Timetable</b>

1. Partner 'scoping and shaping' groups meeting through July to air initial ideas in the four theme areas, economy, people, infrastructure and marketing.
2. Early draft of Strategy reported to EMT 22<sup>nd</sup> September
3. Input from Scrutiny Committee – date tbc.
4. Report to Informal Cabinet 28<sup>th</sup> September
5. Report to Members' pre-cabinet 5<sup>th</sup> October
6. Report to Cabinet 19<sup>th</sup> October
7. Wider consultation October and November
8. Report back to EDE Scrutiny 23<sup>rd</sup> November
9. Report back to Cabinet on results of consultation and suggested improvements and revisions to the strategy, 8<sup>th</sup> February 2012.

**Constraints**

1. Issues of commercial confidentiality in the context of development plans.
2. Issues of raising unrealistic expectations in a period of financial constraint.
3. Issues of the degree of commitment partner organisations can make to the delivery of 'their' aspects of the Strategy (in terms of both resources and timescales)

**Members to undertake the scrutiny**

EDE Scrutiny Committee

**Support**

Relevant Executive Directors  
 Relevant Heads of Service  
 Democratic Services Team

**Newcastle Borough Council Corporate Plan Priority area**

- Creating a Borough of opportunity

**CfPS Objectives:**

- Provides and critical friend challenge to executive policy makers and decision makers
- Enables the voice and concerns of the public to be heard
- Is carried out by independent governors who lead and own the scrutiny role
- Drives improvement in public services

**Brief approved by Overview and Scrutiny Co-ordinating Committee**

Signed:

Date:

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## **Brief for Scrutiny ECONOMIC DEVELOPMENT AND ENTERPRISE**

<p><b>Topic to be scrutinised</b></p> <p>The Stoke-on-Trent &amp; Staffordshire Local Enterprise Partnership's proposals for the designation of an Enterprise Zone in North Staffordshire.</p>
<p><b>Questions to be addressed</b></p> <ol style="list-style-type: none"><li>1. What is the LEP and how does it work?</li><li>2. What is an Enterprise Zone and what are the objectives and the benefits of its designation and what implications does it have for the Council as a local planning authority?</li><li>3. What proposals have been forward by the LEP for the designation of an Enterprise Zone in North Staffordshire and why were these sites selected?</li><li>4. What happens next?</li></ol>
<p><b>Outcome</b></p> <ol style="list-style-type: none"><li>1. To establish what the priorities of the LEP are and how the Borough Council can influence them.</li><li>2. To consider how the Borough (and North Staffordshire generally) can gain maximum benefit from the Enterprise Zone (should one be designated here).</li><li>3. To manage the Zone in such as way as to minimize business displacement i.e. businesses moving a short distance within the area to gain the benefits of EZ status to no net advantage to North Staffordshire.</li></ol>
<p><b>Background materials</b></p> <ol style="list-style-type: none"><li>1. Report to Cabinet 15<sup>th</sup> June 2011.</li></ol>
<p><b>Evidence and witnesses</b></p> <ol style="list-style-type: none"><li>1. Officers from the Economic Regeneration team..</li><li>2. Possible external witnesses from partner agencies / organisations.</li></ol>
<p><b>Method of scrutiny</b></p> <ol style="list-style-type: none"><li>1. Economic Development and Enterprise Overview and Scrutiny Committee.</li></ol>

<p><b>Timetable</b></p> <ol style="list-style-type: none"> <li>1. Enterprise Zone submission made to Government (BIS), 30<sup>th</sup> June 2011.</li> <li>2. Decision anticipated (could be known by the time of your meeting)</li> <li>3. Preparation of a 'Local Development Order' to establish what development can be undertaken on the site without the need for planning approval, to be considered by Planning Committee October 2011</li> </ol>
<p><b>Constraints</b></p> <ol style="list-style-type: none"> <li>1. The Government decision itself (whether the EZ submission is successful or not)</li> <li>2. Approval of the LDO (this may be contentious because of loss of some planning control)</li> <li>3. Marketing the opportunity for inward investment (potentially an additional cost to the Council)</li> </ol>
<p><b>Members to undertake the scrutiny</b></p> <p>The Economic Development and Enterprise Overview and Scrutiny Committee</p>
<p><b>Support</b></p> <p>Relevant Executive Directors  Relevant Heads of Service  Democratic Services Team</p>
<p><b>Newcastle Borough Council Corporate Plan Priority area</b></p> <ul style="list-style-type: none"> <li>○ Creating a Borough of opportunity</li> </ul>
<p><b>CfPS Objectives:</b></p> <ul style="list-style-type: none"> <li>• Provides and critical friend challenge to executive policy makers and decision makers</li> <li>• Enables the voice and concerns of the public to be heard</li> <li>• Is carried out by independent governors who lead and own the scrutiny role</li> <li>• Drives improvement in public services</li> </ul>
<p><b>Brief approved by Overview and Scrutiny Co-ordinating Committee</b></p> <p>Signed:</p> <p>Date:</p>



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## Brief for Scrutiny ECONOMIC DEVELOPMENT AND ENTERPRISE

<b>Topic to be scrutinised</b>  Broadband provision
<b>Questions to be addressed</b>  <ol style="list-style-type: none"><li>1. Is the need for high speed broadband access affecting business development in Newcastle Borough?</li><li>2. What is the current broadband provision/take-up in the Borough?</li><li>3. What are the options for improving broadband provision in the Borough?</li></ol>
<b>Outcome</b>  <ol style="list-style-type: none"><li>1. To establish whether the need for high speed broadband access is affecting business development in Newcastle Borough .</li><li>2. To determine the current broadband coverage within the Borough and to what extent existing businesses are using high speed broadband.</li><li>3. To understand the options available for improving speeds and access to broadband and the cost implications thereof.</li></ol>
<b>Background materials</b>  <ol style="list-style-type: none"><li>1.</li><li>2.</li></ol>
<b>Evidence and witnesses</b>  <ol style="list-style-type: none"><li>1. Local businesses</li><li>2. Partner organisations providing business support</li><li>3. Local residents</li><li>4. Officers from Economic Regeneration, Leisure and Cultural Services and Financial Services teams.</li><li>5. County Council</li></ol>
<b>Method of scrutiny</b>  <ol style="list-style-type: none"><li>1. Task and Finish Group – membership consisting of the Chair of Economic Development and Enterprise Overview and Scrutiny Committee and other relevant members, officers and partner organisations.</li><li>2. Consideration of any evidence presented by local businesses and support organisations</li><li>3. Consideration of any evidence presented by local residents.</li></ol>

<p><b>Timetable</b></p> <p>Start date: Date of meeting to be arranged during August or early September.</p> <p>Dates of meetings: to be agreed.</p> <p>Draft report. 4 weeks from date of Scrutiny Task and Finish meeting.</p> <p>Final report. 6 weeks from date of task and Finish meeting</p> <p>Report to Cabinet – tbc depending on time to collect evidence</p>
<p><b>Constraints</b></p> <p>Officer and member availability / capacity during Sept - Oct.</p>
<p><b>Members to undertake the scrutiny</b></p> <p>Cllr M Olszewski Plus others to be agreed</p>
<p><b>Support</b></p> <p>Relevant Executive Directors Relevant Heads of Service Democratic Services Team</p>
<p><b>Newcastle Borough Council Corporate Plan Priority area (s)</b></p> <ul style="list-style-type: none"> <li>○ Creating a cleaner, safer and sustainable Borough</li> <li>○ Creating a Borough of opportunity</li> </ul>
<p><b>CfPS Objectives:</b></p> <ul style="list-style-type: none"> <li>● Provides ‘critical friend’ challenge to executive policy makers and decision makers</li> <li>● Enables the voice and concerns of the public to be heard</li> <li>● Is carried out by independent governors who lead and own the scrutiny role</li> <li>● Drives improvement in public services</li> </ul>
<p><b>Brief approved by Overview and Scrutiny Co-ordinating Committee</b></p> <p>Signed:</p> <p>Date:</p>

## Brief for Scrutiny ECONOMIC DEVELOPMENT

<p><b>Topic to be scrutinised</b></p> <p>High Speed 2 Ltd's (HS2) proposals insofar as they may affect the Borough, following a now closed consultation on the Government's proposed high speed rail strategy and the recommended route from London to the West Midlands, and the submission by comments by the Borough Council in response to that consultation .</p>
<p><b>Questions to be addressed</b></p> <ol style="list-style-type: none"><li>1. What information is available on the HS2 proposals and in particular any proposals north of Birmingham/Lichfield?</li><li>2. What further consultation by the Department for Transport is expected to be undertaken, on what and when?</li><li>3. What information might the Council require to come to a considered view upon any further proposals and be able to engage more effectively in such a consultation?</li><li>4. What is the position of other adjoining Councils with respect to HS2?</li><li>5. Are there future opportunities for collaborative working with other Councils with respect to HS2?</li></ol>
<p><b>Outcome</b></p> <ol style="list-style-type: none"><li>1. To develop expertise and knowledge in this area prior to any further consultations being undertaken by Department of Transport</li><li>2. To provide support and information for Cabinet Members</li></ol>
<p><b>Background materials</b></p> <ol style="list-style-type: none"><li>1. Report to Cabinet 20<sup>th</sup> July 2011 on High Speed 2 consultation.</li><li>2. Minute of Cabinet 20<sup>th</sup> July 2011</li><li>3. Response dated 27<sup>th</sup> July 2011 of this Council to the above consultation</li><li>4. Material available on HS2 website</li></ol>
<p><b>Evidence and witnesses</b></p> <ol style="list-style-type: none"><li>1. Officers from Economic Regeneration and Planning Services</li><li>2. Persons with expertise in Transport planning matters</li></ol>
<p><b>Method of scrutiny</b></p> <ol style="list-style-type: none"><li>1. Task and Finish Group</li></ol>
<p><b>Timetable</b></p> <p>Start date: Date of meeting to be arranged during January 2012 (assuming that the government decide in December 2011 to go ahead with the proposal and they indicate that they are planning to have informal and formal consultations on route and station options north of Birmingham/ Lichfield from</p>

mid 2012 onwards).

Dates of meetings: to be agreed.

Draft report. 2 weeks from date of final Scrutiny Task and Finish meeting.

Final report. 3 weeks from date of final Scrutiny Task and Finish meeting

**Constraints**

Officer and member availability / capacity

Decisions by Government following the recent consultation which closed at end of July 2011

**Members to undertake the scrutiny**

Chair of Economic Development and Enterprise Overview and Scrutiny Committee

Other Members to be selected by the Economic Development and Enterprise Overview and Scrutiny Committee

**Support**

Relevant Executive Director

Relevant Heads of Service

Relevant Business Managers

Democratic Services Team

**Newcastle Borough Council Corporate Plan Priority area (s)**

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

**Brief approved by Overview and Scrutiny Co-ordinating Committee**

Signed:

Date:

## Brief for Scrutiny ECONOMIC DEVELOPMENT

<p><b>Topic to be scrutinised</b></p> <p>Proposal to <b>jointly</b> commission a viability assessment for the Community Infrastructure Levy (CIL) with Stoke-on-Trent City Council</p>
<p><b>Questions to be addressed</b></p> <ol style="list-style-type: none"><li>1. Does the council wish to consider commissioning a CIL viability assessment jointly with Stoke-on-Trent City Council?</li><li>2. What are the implications to the process of developing the CIL if this approach is taken?</li></ol>
<p><b>Outcome</b></p> <ol style="list-style-type: none"><li>1. To gain an understanding of the budgetary and timing implications of joint working.</li><li>2. To establish the Council's position on a joint working approach so that work can begin on commissioning a viability assessment either jointly or as a single authority.</li></ol>
<p><b>Background materials</b></p> <ol style="list-style-type: none"><li>1. Report to Planning Committee 19<sup>th</sup> July 2011</li><li>2. Report to Cabinet 20<sup>th</sup> July 2011.</li><li>3. Minutes from Cabinet 20<sup>th</sup> July 2011.</li><li>4. Newcastle-under-Lyme and Stoke-on-Trent Core Spatial Strategy (2009) and Infrastructure Delivery Plan (IDP)</li><li>5. Communities and Local Government (November 2010) The Community Infrastructure Levy: An Overview</li><li>6. Communities and Local Government (March 2010) Community Infrastructure Levy Guidance: Charge Setting and charging schedule procedures</li><li>7. The Community Infrastructure Levy (Amendment) Regulations 2011, No. 948</li><li>8. Explanatory Memorandum to the Community Infrastructure Levy Regulations 2010</li><li>9. The Planning Act 2008</li></ol>
<p><b>Evidence and witnesses</b></p> <ol style="list-style-type: none"><li>1. Officers from Planning</li><li>2. Chairman Planning Committee</li><li>3. Any other person/group/organisation that the Committee thinks appropriate.</li></ol>
<p><b>Method of scrutiny</b></p> <ol style="list-style-type: none"><li>1. Task and Finish Group</li><li>2. Consideration of any other evidence that the Committee deems</li></ol>

appropriate.
<p><b>Timetable</b>  <b>Start date:</b> Meetings to be arranged once Task and Finish Group membership has been confirmed.  <b>Dates of meetings:</b> to be agreed.</p> <p>Draft report. 2 weeks from date of final Scrutiny Task and Finish meeting.</p> <p>Final report. 3 weeks from date of final Scrutiny Task and Finish meeting</p>
<p><b>Constraints</b>  Officer and member availability during September.  The sensitivity of discussing potential issues and disadvantages of joint working.  The potential for Stoke to commission viability work independently of Newcastle.</p>
<p><b>Members to undertake the scrutiny</b>  Chairman Economic Development and Enterprise Overview and Scrutiny Committee  Other Members to be selected by the Economic Development and Enterprise Overview and Scrutiny Committee</p>
<p><b>Support</b></p> <p>Relevant Executive Directors  Relevant Heads of Service  Planning Policy Business Manager  Democratic Services Team</p>
<p><b>Newcastle Borough Council Corporate Plan Priority area(s)</b></p> <ul style="list-style-type: none"> <li>○ Creating a cleaner, safer and sustainable Borough</li> <li>○ Creating a Borough of opportunity</li> <li>○ Creating a healthy and active community</li> </ul>
<p><b>Brief approved by Overview and Scrutiny Co-ordinating Committee</b></p> <p>Signed:</p> <p>Date:</p>

# Agenda Item 4

## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE ECONOMIC DEVELOPMENT AND ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE

24 August, 2011

1. THE FORWARD PLAN – ECONOMIC DEVELOPMENT AND ENTERPRISE - EXTRACTS FOR  
THE PERIOD COVERING AUGUST 2011 TO NOVEMBER 2011

Submitted by: Chief Executive

Portfolio: Regeneration and Planning

Ward(s) affected: Non-specific

#### Purpose of the Report

To identify items listed in the Forward Plan of Key Decisions which are relevant to the Economic Development and Enterprise Overview and Scrutiny Committee to see if further examination of any issue is considered appropriate

#### Recommendation

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

#### Reasons

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

1. List of Appendices

Appendix F - Forward Plan of Key Decisions – Period covering August 2011 to November 2011 – Items within the scrutiny remit of the Economic Development and Enterprise Overview and Scrutiny Committee (Copy attached – orange paper)

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**FORWARD PLAN –**  
**1<sup>ST</sup> AUGUST 2011 TO 30<sup>TH</sup> NOVEMBER 2011**

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 15<sup>th</sup> of each month. It will next be published in mid August and will then contain all key decisions expected to be taken between 1<sup>st</sup> September 2011 and 31<sup>st</sup> December 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:

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

Telephone: 01782 742200

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

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

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

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

**FORWARD PLAN FOR PERIOD 1<sup>ST</sup> JULY 2011**  
**TO 30<sup>TH</sup> OCTOBER 2011**  
**(as at 15.7.11)**

**JULY**

<b>TITLE OF REPORT:</b>		
<b>FINANCE AND PERFORMANCE MANAGEMENT MONITORING REPORT</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	√
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	These joint financial/performance reports provide information about key performance areas and finance revenue/capital budgets	
Spend required/saving generated ( <i>if applicable</i> )	Not applicable	
Decision maker	Cabinet	
Earliest date of decision	Ongoing - quarterly	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	√
Wards affected	All	
Proposed consultation	Not applicable	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Tim Hine, Policy and Performance Manager Dave Roberts, Head of Finance	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

TITLE OF REPORT: <b>SUSTAINABLE PROCUREMENT STRATEGY AND ACTION PLAN 2011-2013</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	√
Culture and Active Communities		
Brief description of report	The Sustainable Procurement Strategy sets down the basis of developing and implementing Best Value throughout its service to citizens and the business community, aligned with the challenge to deliver ongoing savings in line with the authority's need to respond to the changing financial environment. The proposed revised Strategy reflects best practice, identifies by way of the Action Plan further ongoing improvements and introduces a programme of procurement reviews aimed at delivering savings and supporting the need to address the budget shortfalls identified by the Council.	
Spend required/saving generated ( <i>if applicable</i> )	Not applicable	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
Transformation and Resources		√
Wards affected	All	
Proposed consultation	Not applicable	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Simon Sowerby, Procurement Officer	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

TITLE OF REPORT: <b>NEWCASTLE TOWN CENTRE PUBLIC REALM SCHEME</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	To report the results of the public consultation on the town centre public realm scheme, consider the design response to representations made and authorise the scheme for implementation.	
Spend required/saving generated ( <i>if applicable</i> )	An existing capital budget exists for this scheme	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	N/A as already reporting on consultation	
Proposed consultation	None at this stage	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Elaine Burgess, Regeneration and Markets Officer	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

TITLE OF REPORT: <b>COLLECTION OF HOUSEHOLD BULKY WASTE</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	√
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	The purpose of this paper is to explain the benefits for contracting our Bulky Reuse and Waste Collection Service to Furniture Mine, via a contract let by Staffordshire Moorlands District Council (SMDC) in 2010.	
Spend required/saving generated ( <i>if applicable</i> )	None	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation		
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Trevor Nicoll, Head of Recycling Strategy and Fleet Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )		

TITLE OF REPORT: <b>CEMETERIES MEMORIAL SAFETY PROGRAMME 2011 - 2015</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	Report on outcome of previous phase of memorial inspection and testing programme and seek approval for next phase	
Spend required/saving generated ( <i>if applicable</i> )	£38k (from underspend on previous phase so no "new" funding required)	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	As per 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	
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: <b>NEWCASTLE EQUESTRIAN STRATEGY</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	To present an equestrian strategy for the Borough that will guide future plans and investment in equestrian related activities to maximise both the health and economic benefits that the equestrian sector brings to the Borough and neighbouring authorities.	
Spend required/saving generated <i>(if applicable)</i>	Not applicable	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	The strategy has been developed in consultation with the Newcastle Equestrian Forum, which has a cross section of members representing many equestrian disciplines as well as the Borough and County Councils.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster, Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A <i>(if applicable)</i>	Not exempt	



TITLE OF REPORT: <b>LYME VALLEY (NORTH) CYCLE ROUTE: LINKS TO SCHOOLS BID</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	Proposed Improvements to cycle route along Lyme Brook corridor by Staffordshire County Council	
Spend required/saving generated ( <i>if applicable</i> )	No financial implications for the Borough Council	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	Town, Thistleberry, Cross Heath	
Proposed consultation	Staffordshire County Council, Sustrans	
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, the bid document	
Officer contact	Roger Tait, Head of Operations	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	



<b>TITLE OF REPORT:</b> <b>AFFORDABLE RENT POLICY</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	To seek support for an Affordable Rent Policy in line with the proposed new requirement from Government and to enable local Registered Providers (Housing Associations) to bid for Homes and Communities Agency funding in the future.	
Spend required/saving generated ( <i>if applicable</i> )	No direct costs anticipated however there will be an impact on affordable housing providers and their tenants.	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
Transformation and Resources		
Wards affected	All	
Proposed consultation	Open consultation advertised on the Council's website. Specific comments invited from Registered Providers.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Head of Housing Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	N/A	

<b>TITLE OF REPORT:</b> <b>STRATEGIC TENANCY STRATEGY</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	To seek support for the principles of a Strategic Tenancy Strategy in line with the proposed new legislation. This is due to come into effect as part of the Localism Bill later this year.	
Spend required/saving generated ( <i>if applicable</i> )	None anticipated	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
Transformation and Resources		
Wards affected	All	
Proposed consultation	Open consultation advertised on the Council's website.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Joanne Basnett, Head of Housing Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	N/A	

TITLE OF REPORT: <b>COMMUNITY INFRASTRUCTURE LEVY</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	√
	Culture and Active Communities	
Brief description of report	<p>The Community Infrastructure Levy (CIL) was enacted in the Planning Act 2008 by the previous Government and brought into operational existence by the CIL Regulations 2010, which came into force on 6<sup>th</sup> April 2010. The Coalition Government has indicated its intentions to encourage use of the CIL whilst scaling back planning obligations but has signalled key changes in the Localism Bill.</p> <p>The report will set out the implications for the Borough, explain the relationship between the Levy and Section 106 agreements and seek to establish a corporate steering group to coordinate the implementation of CIL, set key priorities and identify obstacles to implementation as early as possible.</p>	
Spend required/saving generated ( <i>if applicable</i> )	<p>Expenditure will be required to develop the evidence base, including a viability assessment; however, some set up costs can be recouped once a Levy is introduced. The Levy will generate substantial funding towards strategic and community infrastructure and a percentage from the CIL can be used to fund its administration.</p>	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	<p>The Preliminary Draft Charging Schedule and Final Draft Charging Schedule will be subject to statutory periods of consultation, but good practice suggests targeted consultation on the working draft before these stages are reached.</p>	
Last date for representations	<p>Representations on public agenda items can be made up to one working day before the meeting</p>	
Background documents	As per agenda	
Officer contact	Helen Beech, Planning Policy Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

TITLE OF REPORT: <b>HIGH SPEED RAIL CONSULTATION</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	<p>The Government is proposing a 'Y' shaped high speed rail network linking London, the West Midlands, Manchester and Leeds, with stations in South Yorkshire and the East Midlands, and links to existing lines to enable through-running services to other cities including Liverpool, Newcastle, Glasgow and Edinburgh.</p> <p>This report will firstly advise Members of the consultation which has now started on its proposed route for the first phase between London and the West Midlands and the Government's strategy for a wider network, and secondly give consideration to any implications for Newcastle and Staffordshire as a whole.</p>	
Spend required/saving generated ( <i>if applicable</i> )	None identified so far.	
Decision maker	Cabinet	
Earliest date of decision	July 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	None	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Helen Beech, Planning Policy Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

# SEPTEMBER

TITLE OF REPORT: <b>BATESWOOD NATURE RESERVE – ANGLING AND HORSE RIDING REVIEW</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	Review of facilities in Bateswood Nature Reserve for horse riding and angling	
Spend required/saving generated ( <i>if applicable</i> )		
Decision maker	Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected		
Proposed consultation		
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Rebecca Allen, Landscape Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )		

TITLE OF REPORT: <b>ECONOMIC DEVELOPMENT STRATEGY</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	Progress update on development of a new EDS 2012-2015	
Spend required/saving generated ( <i>if applicable</i> )	None at this stage	
Decision maker	Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	N/A as already reporting on consultation	
Proposed consultation	None at this stage	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Simon Smith, Regeneration and Economic Development Officer	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

<b>TITLE OF REPORT:</b> <b>FUTURE DELIVERY OPTIONS FOR LEISURE SERVICES</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	To present an options appraisal for the future delivery of all or part of the Council's Leisure and Cultural Services and obtain approval to undertake a soft market test in relation to the favoured options.	
Spend required/saving generated ( <i>if applicable</i> )	None at this stage	
Decision maker	Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	An Officer/ Member Steering Group which includes trade union representatives has overseen the project and the options appraisal has been externally challenged by a legal company	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster, Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	



TITLE OF REPORT: <b>STATEMENT OF INTENT – VOLUNTARY AND COMMUNITY SECTOR</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	✓
	Resources and Efficiency	
Brief description of report	To seek support for a statement of intent that outlines Newcastle Borough Council's ongoing commitment to the voluntary and community sector (Department for Communities and Local Government have recently closed a consultation on new Best Value statutory guidance, setting out some reasonable expectations of the way best value authorities should work with voluntary and community groups when facing difficult funding decisions).	
Spend required/saving generated ( <i>if applicable</i> )	No additional spend – ongoing commitment to supporting the voluntary and community sector.	
Decision maker	Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	✓
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Newcastle Partnership Voluntary Sector Forum	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Naomi Chesters Partnership Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )		



TITLE OF REPORT: <b>LOCALITY ACTION PARTNERSHIP REVIEW REPORT</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	✓
	Resources and Efficiency	
Culture and Active Communities		
Brief description of report	To seek approval for the recommendations proposed in the Newcastle Partnership LAP review report.	
Spend required/saving generated ( <i>if applicable</i> )	No additional spend identified at present. Potential future savings where the community and voluntary sector take a more active role in the community/LAP areas.	
Decision maker	Newcastle Partnership/Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	✓
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Newcastle Partnership and LAPs	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Naomi Chesters Partnership Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )		

<b>TITLE OF REPORT: GRANTS REVIEW</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	√
	Resources and Efficiency	√
	Culture and Active Communities	√
Brief description of report	To present preliminary recommendations from the review of grants that the Council provides for voluntary and community organisations.	
Spend required/saving generated ( <i>if applicable</i> )	None at this stage	
Decision maker	Cabinet	
Earliest date of decision	September 2011.	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Grants Assessment Panel; internal working group of officers/members; Voluntary Sector Forum; sample of previous grant applicants.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robin Wiles, Community Regeneration Officer.	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

TITLE OF REPORT: <b>JUBILEE 2 FEES AND CHARGES AND ACTIVITY PROGRAMMES</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	√
Brief description of report	To present the proposed scale of fees and charges and indicative activity programme for the new Jubilee 2 Centre.	
Spend required/saving generated ( <i>if applicable</i> )	To achieve the required level of income in the centre business plan (already) approved.	
Decision maker	Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	√
	Transformation and Resources	
Wards affected	All	
Proposed consultation	Prices have been benchmarked with other local authorities.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Robert Foster, Head of Leisure and Cultural Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not Exempt	

TITLE OF REPORT: <b>VOLUNTEERS STAFFING CCTV CONTROL ROOM – 3 MONTH PILOT PROJECT</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	√
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	The report will seek the formal approval of the Council to use volunteers to staff the CCTV control room on a Friday between the hours of 11am and 3pm. The report will also seek approval for the volunteers to be based at, and use the CCTV control room at Knutton Lane, Newcastle.	
Spend required/saving generated ( <i>if applicable</i> )	There will be a spend required to heat and light the CCTV control room (as it is likely to be empty) whilst occupied by volunteer staff.  There will be no initial saving generated during the 3 month pilot project but if the project is successful during that period and is further extended there may be a future business case for volunteers to replace some of the daytime hours worked by paid CCTV operatives.	
Decision maker	Cabinet	
Earliest date of decision	7 <sup>th</sup> September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	Town	
Proposed consultation	Not applicable	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Trevor Smith, Alcohol Harm Reduction Officer	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

<b>TITLE OF REPORT:</b> <b>PRIMARY AUTHORITY SCHEME</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	
	Environment and Recycling	√
	Safer and Stronger Communities	
	Resources and Efficiency	
	Culture and Active Communities	
Brief description of report	<p>To advise Members of the Regulatory, Enforcement and Sanctions Act (RES Act), that has enabled the Local Better Regulation Office (LBRO) to develop the Primary Authority scheme.</p> <p>This Primary Authority scheme enables a Local Authority to provide contractual regulatory advice and support to local, regional or national business for Environmental Health enforcement functions.</p> <p>The report will seek a decision as to whether Newcastle under Lyme B.C. should engage in the Primary Authority scheme and if so, authority to try to find potential business partner(s) to enter into Primary Authority agreements.</p>	
Spend required/saving generated ( <i>if applicable</i> )	Partnership and regulatory work undertaken on a cost recovery basis through a contract.	
Decision maker	Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	√
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	n/a	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Nesta Henshaw –Head of Environmental Health Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	n/a	

TITLE OF REPORT: <b>EXECUTIVE HOUSING</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	<p>To report the outcome of an assessment of the Executive Housing Market in North Staffordshire including Newcastle-under-Lyme. The assessment was commissioned by RENEW and the NSRP and is intended to inform future planning and housing policies in the Borough and other local authority partners.</p> <p>The report will give consideration to:</p> <ul style="list-style-type: none"> <li>• The definition of executive housing</li> <li>• The size of the Executive Housing market</li> <li>• Factors that will influence future demand</li> <li>• Next Steps</li> </ul>	
Spend required/saving generated ( <i>if applicable</i> )	Not applicable	
Decision maker	Planning Committee followed by Cabinet	
Earliest date of decision	September 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
Transformation and Resources		
Wards affected	All	
Proposed consultation	Not applicable	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Helen Beech, Planning Policy Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt	

# OCTOBER

TITLE OF REPORT: <b>PROVISION OF MEMBERS' ICT SERVICES</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	√
	Regeneration and Planning	
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	√
	Culture and Active Communities	
Brief description of report	The report will provide information and recommendations for the future provision of ICT services for Members of the Council	
Spend required/saving generated ( <i>if applicable</i> )	Not applicable	
Decision maker	Cabinet	
Earliest date of decision	October 2011	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	
	Active and Cohesive Communities	
	Transformation and Resources	√
Wards affected	Non specific	
Proposed consultation		
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Jeanette Hilton, Head of Customer & ICT Services	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not applicable	



TITLE OF REPORT: <b>SITE ALLOCATIONS AND POLICIES DEVELOPMENT PLAN DOCUMENT (DPD) DRAFT CONSULTATION REPORT</b>		
Portfolio		√ as appropriate
	Customer Service and Transformation	
	Regeneration and Planning	√
	Environment and Recycling	
	Safer and Stronger Communities	
	Resources and Efficiency	
Brief description of report	This DPD will specifically identify all development sites necessary to accommodate the growth planned for the borough as set out in the Core Spatial Strategy. This will include housing, gypsies and travellers, employment, retail and leisure and consider the extent of village envelopes. It will also seek to secure a 5 and 15 year housing supply. The report will seek approval to engage the public in identifying the key issues and scoping of site options and set out an indicative timetable for the delivery of this important DPD.	
Spend required/saving generated ( <i>if applicable</i> )	The public consultation exercise will involve expenditure, however, the progression of the DPD is a very important priority in the Local Development Framework and essential to the future economic prosperity of the Borough.	
Decision maker	Strategic Planning Committee followed by Cabinet	
Earliest date of decision	October	
Relevant Overview and Scrutiny Committee		√ as appropriate
	Cleaner Greener and Safer Communities	
	Economic Development and Enterprise	√
	Active and Cohesive Communities	
	Transformation and Resources	
Wards affected	All	
Proposed consultation	The objective is to plan an approach that reflects the community needs and is proportionate to the document being prepared. Consequently this stage involves informal public consultation to be conducted as part of the frontloading exercise required as part of the preparation of a DPD. This will be followed by a statutory six week public consultation on an Options document, currently scheduled for mid 2012.	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting	
Background documents	As per agenda	
Officer contact	Helen Beech, Planning Policy Manager	
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	Not exempt.	



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

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