

FORWARD PLAN -

This Plan sets out the decisions which the Council expects to take over the next few months.

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.

There is a requirement to publish with 28 clear days' notice any key decision that is intended to be made. An Authority cannot take a key decision without giving 28 days' notice unless an urgent decision is required.

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, Committees 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 Business Improvement, Central Services and Partnerships
Civic Offices,
Merrial Street,
Newcastle-under-Lyme,
Staffordshire,
ST5 2AG.

Telephone: 01782 742222

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

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

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

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

FORWARD PLAN FOR THE PERIOD 3 APRIL 2016
TO 31 JULY 2016

TITLE OF REPORT:
GRANT FUNDING REVIEW

Portfolio	Cabinet Portfolio Holder - Leisure, Culture and Localism
Brief description of report	The report makes a series of recommendations following a review of the Community Chest and Small Grants grant funding schemes administered in the Borough.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	10 Feb 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Active and Cohesive Communities
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	Grant Funding Review
Officer contact	Sarah Moore
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

LOCALITY ACTION PARTNERSHIPS (LAPS) FURTHER DEVELOPMENT

Portfolio	Cabinet Portfolio Holder - Leisure, Culture and Localism
Brief description of report	A report to consider the development of the LAPS over the last 12 months and the Council's support to LAPS to assist in the delivery of local partnership priorities
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	8 Jun 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Not Applicable
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	Locality Action Partnerships (LAPS) further development
Officer contact	Sarah Moore
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

REVIEW OF AUTOMATIC NUMBER PLATE RECOGNITION AND CASHLESS PARKING PILOT

Portfolio	Cabinet Portfolio Holder - Town Centres', Business and Assets
Brief description of report	To review the first six months of the car parking pilot. Automatic Number Plate Recognition records when a vehicle arrives and departs the Midway car park, this enables the customer to park then pay anytime up to midnight. Cashless parking enables the use of a mobile phone to pay for parking and extend the period of parking whilst away from the car park.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	8 Jun 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	Town
Proposed consultation	
Last date for representations	
Background documents	
Officer contact	Graham Williams
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	N/A

TITLE OF REPORT:

GREEN SPACE STRATEGY UPDATE 2015

Portfolio	
Brief description of report	Review of progress made to date on the current Green Space Strategy and an update on the current situation regarding the Review of the Strategy
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	8 Jun 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Cleaner Greener and Safer Communities
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	Green Space Strategy Update 2015
Officer contact	Becky Allen
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
HOUSING STRATEGY

Portfolio	Cabinet Portfolio Holder - Planning and Housing
Brief description of report	For Cabinet to consider the draft Housing Strategy following completion of the consultation exercise.
Spend required/saving generated (<i>if applicable</i>)	n/a
Decision maker	Cabinet
Earliest date of decision	8 Jun 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
Wards affected	All Wards
Proposed consultation	
Last date for representations	n/a
Background documents	Housing Strategy
Officer contact	Jo Halliday, Head of Housing
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

HOMELESSNESS STRATEGY

Portfolio	Cabinet Portfolio Holder - Planning and Housing
Brief description of report	For Cabinet to consider the draft Homelessness Strategy which provides the framework for the delivery of our services, designed to prevent homelessness and support those that become homeless in the next five years.
Spend required/saving generated (<i>if applicable</i>)	n/a
Decision maker	Cabinet
Earliest date of decision	8 Jun 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Not Applicable
Wards affected	All Wards
Proposed consultation	
Last date for representations	n/a
Background documents	Homelessness Strategy
Officer contact	Jo Halliday, Head of Housing
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

MEDIUM TERM FINANCIAL STRATEGY

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
Brief description of report	Sets out the Medium Term Financial Strategy for 2017/18 and the following four years, indicating the projected budgets for these years and the shortfall compared to available resources.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	14 Sep 2016
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	Medium Term Financial Strategy
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:

DISCRETIONARY RATE RELIEF

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
Brief description of report	To consider applications for discretionary rate relief from charities, not for profit and other similar organisations.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	9 Nov 2016
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	
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	Discretionary Rate Relief
Officer contact	Karen Hollinshead
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

LOCALISED COUNCIL TAX SUPPORT SCHEME 2017/18

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
Brief description of report	To approve the Localised Council Tax Support Scheme for the Borough area for the forthcoming financial year 2017/18.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	9 Nov 2016
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	Localised Council Tax Support Scheme 2017/18
Officer contact	Jane Spencer, Benefits Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:

REVENUE AND CAPITAL BUDGETS 2017/18

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
Brief description of report	To review progress on the completion of the revenue and capital budgets for 2017/18 to enable a robust and affordable budget for 2017/18 to be approved.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	18 Jan 2017
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	Revenue and Capital Budgets 2017/18
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 2017/18

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
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 2017/18 budget.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	18 Jan 2017
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	Scale of Fees and Charges 2017/18
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:

REVENUE AND CAPITAL BUDGETS AND COUNCIL TAX 2017/18

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
Brief description of report	To enable robust and affordable revenue and capital budgets to be approved for 2017/18 and to enable the approval of the setting of the Council Tax for 2017/18.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Council
Earliest date of decision	22 Feb 2017
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	Revenue and Capital Budgets and Council Tax 2017/18
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:

TREASURY MANAGEMENT STRATEGY 2017/18

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
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, 2017/18.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Council
Earliest date of decision	22 Feb 2017
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	Treasury Management Strategy 2017/18
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:

CAPITAL STRATEGY 2017/18

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
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	8 Feb 2017
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	Capital Strategy 2017/18
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:

PAY POLICY STATEMENT (LOCALISM ACT 2011)

Portfolio	Cabinet Portfolio Holder - Policy, People and Partnerships
Brief description of report	Local Authorities are required by the Localism Act to prepare a Pay Policy Statement for each financial year. The statement should set out the authority's policies relating to the remuneration of its chief officers, the remuneration of its lowest paid employees and the relationship between 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>)	
Decision maker	Council
Earliest date of decision	22 Feb 2017
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	Pay Policy Statement (Localism Act 2011)
Officer contact	Sarah Taylor
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

TITLE OF REPORT:
IRRECOVERABLE ITEMS

Portfolio	Cabinet Portfolio Holder - Finance IT and Customer
Brief description of report	To consider the reasons for, and to approve the write off of debts no longer collectable by the Council.
Spend required/saving generated (<i>if applicable</i>)	
Decision maker	Cabinet
Earliest date of decision	22 Mar 2017
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	Irrecoverable Items
Officer contact	Karen Hollinshead
Reasons for exemptions under the Local Government Act 1972, Schedule 12A (<i>if applicable</i>)	

