



**NEWCASTLE·UNDER·LYME**  
**BOROUGH COUNCIL**

## **Cabinet Forward Plan: Newcastle under Lyme Borough Council**

### **Notice of Key Decisions to be taken under the Local Authorities (Executive Arrangements) (Meetings & Access to Information) (England) Regulations 2012 between 9 December 2020 and 3 February 2021**

This Plan gives 28 clear days' notice of key decisions which either the Cabinet or individual Cabinet Portfolio Holders expect to take over the next few months. An authority cannot take a key decision without giving 28 clear days' notice unless an urgent decision is required.

“Key decisions” are defined as those Executive/Cabinet decisions which are likely:

- a. to result in the Council incurring expenditure or making savings of an amount which is significant having regard to the Council's budget for the service or the function to which the decision relates. (NB: The financial threshold above which expenditure or savings become significant has been set by the Council at £100,000 Revenue and £250,000 Capital Expenditure).
- 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.

Although it is not a statutory requirement this Forward Plan also contains details of other major decisions likely to be taken by the Cabinet, or individual Portfolio Holders, during the same period.

Occasionally it is not possible to give 28 days' notice of a specific decision and so include the details in the forward plan. In those circumstances urgent key decisions may still be made under the urgency procedures set out in the Access to Information Procedure Rules within the Council's Constitution.

A decision notice for each key decision made is published within 6 days of it having been made.

Whilst the majority of decisions listed in this Plan will be taken at meetings which are open to the public to attend, there may be some decisions which are considered in private meetings because the reports for the meeting contain confidential or exempt information under Schedule 12A of the Local

Government Act 1972 (see below for relevant paragraphs) and the public interest in withholding the information outweighs the public interest in disclosing it.

If you object to a report being considered in private you can tell us why by emailing [DemocraticServices@newcastle-staffs.gov.uk](mailto:DemocraticServices@newcastle-staffs.gov.uk) or contacting the address below. Any representations received at least 8 working days before the meeting will be published with the agenda together with a statement of the Council's response. Any representations received after this time will be reported verbally to the meeting.

**The Cabinet is made up of the Leader, Deputy Leader and Cabinet Members with the following portfolios:**

Leader of the Council (Corporate & Service Improvement, People & Partnerships)	Councillor Simon Tagg
Deputy Leader & Cabinet Portfolio Holder (Finance & Efficiency)	Councillor Stephen Sweeney
Cabinet Portfolio Holder (Community Safety & Well Being)	Councillor Jill Waring
Cabinet Portfolio Holder (Environment & Recycling)	Councillor Trevor Johnson
Cabinet Portfolio Holder (Leisure, Culture & Heritage)	Councillor Mark Holland
Cabinet Portfolio Holder (Planning & Growth)	Councillor Paul Northcott

**Paragraphs under Schedule 12A of the Local Government Act 1972 – Exempt Information**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals an authority proposes;
  - a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - b. to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime

Copies of the Council's Constitution and agendas and reports relevant to any key decision may be accessed on the Council's website [www.newcastle-staffs.gov.uk](http://www.newcastle-staffs.gov.uk) or may be viewed during normal office hours and copies or extracts obtained on payment of a reasonable fee (unless the publication contains exempt information) at:

The Chief Executive's Directorate, Castle House, Barracks Road  
Newcastle-under-Lyme, Staffordshire ST5 1BL

Telephone 01782 742222 Or Contact: [DemocraticServices@newcastle-staffs.gov.uk](mailto:DemocraticServices@newcastle-staffs.gov.uk)

Title of Report	Brief Description of Report	Cabinet Portfolio holder / Officer contact	Decision maker & earliest date decision may be made	Relevant Overview & Scrutiny Committee	Wards affected	Reason for exemption under Sched 12A (if in private session)
Air Quality Implementation Plan		Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 December 2020	Economy, Environment and Place	All Wards	N/A
Affordable Funerals	To consider introducing affordable funerals.	Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 December 2020	Economy, Environment and Place	All Wards	N/A
Sustainable Environment Strategy	To approve a sustainable environment strategy for the Council and the Borough.	Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 December 2020	Economy, Environment and Place		N/A
Brampton Museum Work	To let a contract in respect of works to the Brampton Museum	Cabinet Portfolio Holder - Leisure, Culture & Heritage	Cabinet 9 December 2020		All Wards	N/A
2021/22 Draft	To consider savings	Cabinet Portfolio	Cabinet 9	Finance, Assets	All Wards	N/A

Budget Saving Proposals	proposals for inclusion in the 2020/21 Medium Term Financial Strategy	Holder - Finance and Efficiency	December 2020	and Performance		
Local Plan	To receive an update on the progress of the Local plan	Cabinet Portfolio Holder - Planning and Growth	Cabinet 9 December 2020	Economy, Environment and Place	All Wards	N/A
Newcastle BID Ballot	To support a BID Ballot process.	Cabinet Portfolio Holder - Planning and Growth	Cabinet 13 January 2021	All Relevant Scrutiny Committees	All Wards	N/A
Revenue & Capital Budget & Strategies 2021/22	To consider proposals for the 2021/22 Revenue & Capital Budget and Strategies	Cabinet Portfolio Holder - Finance and Efficiency	Cabinet 13 January 2021	Finance, Assets and Performance	All Wards	N/A
Temporary Accommodation Policy	This Report proposes a Policy for approval setting out how Newcastle-under-Lyme Borough Council will meet its responsibilities to people who are homeless or threatened with homelessness in Newcastle-under-Lyme.  This Policy relates to	Cabinet Portfolio Holder - Community Safety and Wellbeing	Cabinet 13 January 2021	Health, Wellbeing and Partnerships	All Wards	N/A

	the placement of homeless households into temporary accommodation under Section 188 of the Housing Act 1996 Part VII, as amended and longer term temporary accommodation placements under Section 193 where a main housing duty for households has been accepted.					
Schedule of Fees and Charges 2021/22	To consider the proposed schedule of fees & charges for 2021/22	Cabinet Portfolio Holder - Finance and Efficiency	Cabinet 13 January 2021	Finance, Assets and Performance	All Wards	N/A
Local Plan Update	To receive an update on the progress of the Local Plan	Cabinet Portfolio Holder - Planning and Growth	Cabinet 13 January 2021	Economy, Environment and Place	All Wards	N/A
Economic Development Strategy Action Plan	To approve the economic development strategy action plan	Cabinet Portfolio Holder - Planning and Growth	Cabinet 13 January 2021	Economy, Environment and Place	All Wards	N/A
Town Investment Plan - Newcastle	To approve a Town Investment Plan for submission to Government.	Cabinet Portfolio Holder - Corporate and Service Improvement, People and	Cabinet 13 January 2021	All Relevant Scrutiny Committees	Town	N/A

		Partnerships				
CIL Section 106 Refresh		Cabinet Portfolio Holder - Planning and Growth	Cabinet 3 February 2021	Economy, Environment and Place	All Wards	N/A
Self Build Register		Cabinet Portfolio Holder - Planning and Growth	Cabinet 3 February 2021	Economy, Environment and Place	All Wards	N/A
Revenue & Capital Budget & Strategies 2021/22	To approve proposals for the 2021/22 Revenue & Capital Budget and Strategies	Cabinet Portfolio Holder - Finance and Efficiency	Cabinet 3 February 2021	Finance, Assets and Performance	All Wards	N/A