



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 10 July 2019 and 6 November 2019

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 £50,000).
- 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.

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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 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

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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 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

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)
J2 Performance Improvement	Consideration of various issues concerning J2	Councillor M. Holland	Cabinet 10 July 2019	Health, Wellbeing and Partnerships	All	Report will be in 2 parts. One part likely to contain exempt information under paragraphs 3 & 5
Replacement Cremators - Feasibility Study	Feasibility study into replacing the cremators	Councillor T. Johnson	Cabinet 10 July 2019	Health and Wellbeing	All	N/A
Homelessness Housing Advice Procurement	To review approach to procuring statutory Housing Advice Procurement	Councillor J. Waring	Cabinet 10 July 2019	Economy, Environment and Place	All	N/A
20 Sidmouth Avenue, Newcastle, ST5 0QN	To review options to progress site development	Councillor P. Northcott	Cabinet 10 July 2019	Economy, Environment and Place	All	Report likely to contain exempt information under paragraph 3

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Air Quality Update	To advise of work completed to date including air quality area of concern and feasibility study	Councillor T. Johnson	Cabinet 10 July 2019	Economy, Environment and Place	All	N/A
Bedding Plant Supply Contract	Contract for the supply of spring and summer bedding plants	Councillor T. Johnson/ Councillor M. Holland	Cabinet 10 July 2019	Economy, Environment and Place	All	N/A
Air Quality Local Development Plan	To consider the air quality local development plan and preferred outcome to improve air quality	Councillor T. Johnson	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
Affordable funerals	To consider introducing affordable funerals	Councillor T. Johnson	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
Quarter 1 Finance and Performance Report	To consider agreed measures of performance and budget monitoring for Q1 of 2019/20 financial year	Councillor S. Tagg	Cabinet 4 September 2019	Finance, Assets and Performance	All	N/A
New Economic Development Strategy	To review and adopt a new Economic Development Strategy for the Council	Councillor S. Tagg	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
Car Parking Strategy	To review Council objectives for Car parking in Town Centre	Councillor S. Sweeney	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A

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Digital Strategy	To agree the Councils Digital and Outline Business Case	Councillor S. Tagg	Cabinet 4 September	Finance, Assets and Performance	All	N/A
Tree Contract Extension	Consideration of the extension of tree contract	Councillor T. Johnson	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
Replacement Mobile Telephony Contract	To review the options available to the Council when renewing its mobile telephone contract and procuring replacement devices	Councillor S. Tagg	Cabinet 4 September	Finance, Assets and Performance	All	N/A
ICT Data Backup Solution	To review the options available to replace or extend the current ICT data backup solution to meet the Councils future needs	Councillor S. Tagg	Cabinet 4 September	Finance, assets and Performance	All	NB – There is a possibility this may be deferred for 12 months depending upon the success of recent changes to our compression software and backup routines
Review of Housing Allocation	To review possible changes/improvements in the Housing Allocation Policy	Councillor J Waring	Cabinet 16 October 2019	Economy, Environment and Place	All	N/A
Microsoft ESA Renewal Options	To review the options available to the Council when renewing its Microsoft Software Licensing Agreement for 2020-2023	Councillor S. Tagg	Cabinet 16 October 2019	Finance, Assets and Performance	All	N/A

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Homelessness Housing Advice Contract Award	To review tenders and award contract	Councillor J. Waring	Cabinet 6 November 2019	Economy, Environment and Place	All	N/A
Quarter 2 Finance and Performance Report	To consider agreed measures of performance and budget monitoring position for Q2 of 2019/20 financial year	Councillor S. Tagg	Cabinet 6 November 2019	Finance, Assets and Performance	All	N/A

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