

## **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 11 July and 4 September 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.

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.

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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:

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**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	Decision maker & earliest date decision may be made	Relevant Overview & Scrutiny Committee	Wards affected	Reason for exemption under Sched 12A (if in private session)
Replacement Cremators - Feasibility Study	Feasibility study into replacing the cremators	Cabinet Portfolio Holder – Environment & Recycling	Cabinet 4 September 2019	Economy, Environment and Place	All	3
Digital Delivery	Consideration of a new Digital Delivery Strategy	Cabinet Portfolio holder – Finance & Efficiency	Cabinet 4 September 2019	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	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 4 September 2019	Finance, Assets and Performance	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	Cabinet Portfolio holder – Finance & Efficiency	Cabinet 4 September 2019	Finance, Assets and Performance	All	N/A

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Tree Contract Extension	Consideration of the extension of tree contract	Cabinet Portfolio Holder – Environment & Recycling	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
Car Parking Strategy	To review Council objectives for Car parking in Town Centre	Cabinet Portfolio holder – Finance & Efficiency	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
New Economic Development Strategy	To review and adopt a new Economic Development Strategy for the Council	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	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	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 4 September 2019	Finance, Assets and Performance	All	N/A
Affordable funerals	To consider introducing affordable funerals	Cabinet Portfolio Holder – Environment & Recycling	Cabinet 4 September 2019	Economy, Environment and Place	All	N/A
Air Quality Local Development Plan	To consider the air quality local development plan & preferred outcome to improve air quality	Cabinet Portfolio Holder – Environment & Recycling	Cabinet 4 September 2019	Economy, Environment and Place / Health, Wellbeing & Partnerships	All	N/A
Update on CCTV	To consider proposals for the current CCTV system	Cabinet Portfolio Holder – Community Safety & Wellbeing	Cabinet 4 September 2019	Health, Wellbeing & Partnerships	All	N/A

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Local Authority Trading Companies	To consider whether to establish a corporate legal structure for the purpose of property development activities and/or other trading opportunities	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 4 September 2019	Finance, Assets and Performance / Economy, Environment and Place	All	N/A
Supply of Spring & Summer Bedding Plants Contract	Retendering for the supply of spring & summer bedding plants to ensure the best value price is obtained & establish the amounts to be included in the 2019/20 budget.	Cabinet Portfolio Holder – Environment & Recycling	Cabinet 4 September 2019	Health, Wellbeing & Partnerships	Town	N/A
Review of Housing Allocation Policy	The report seeks approval to amend the Council's Housing Allocations Policy to accord with changes in government legislation & guidance	Cabinet Portfolio Holder – Community Safety & Well Being	Cabinet 16 October 2019	Economy, Environment and Place	All	N/A
Renewal of Microsoft Enterprise Subscription Agreement	The Council's current ESA with Microsoft will require renewal prior to May 2020. This report will outline the options available to the authority in renewing the agreement for this	Cabinet Portfolio Holder – Finance & Efficiency	Cabinet 16 October 2019	Finance, Assets and Performance	All	N/A

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	period.					
Organisation Change Policy (subject to JNCC approval)	To implement a new organisation change policy for the Council	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 16 October 2019	Finance, Assets and Performance	All	N/A
Additional Holiday Pay (subject to JNCC approval)	To ensure overtime pay is incorporated into holiday pay in accordance with employment case law.	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 16 October 2019	Finance, Assets and Performance	All	N/A
Redeployment Policy (subject to JNCC approval)	To implement a redeployment policy for the Council	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 16 October 2019	Finance, Assets and Performance	All	N/A
MTFS	To review the Councils' medium term financial planning	Cabinet Portfolio Holder – Finance & Efficiency	Cabinet 16 October 2019	Finance, Assets and Performance	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	Cabinet Portfolio Holder - Corporate & Service Improvement, People & Partnerships	Cabinet 6 November 2019	Finance, Assets and Performance	All	N/A

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Homelessness Housing Advice Contract Award	To review tenders and award contract	Cabinet Portfolio Holder – Community Safety & Well Being	Cabinet 6 November 2019	Economy, Environment and Place	All	N/A
Newcastle-under-Lyme BC Homelessness & Rough Sleeping Strategy 2020 /2025	The national rough sleeping strategy requires that all local authorities update their homelessness strategies & rebadge them as homelessness & rough sleeping strategies by winter 2019	Cabinet Portfolio Holder – Community Safety & Well Being	Cabinet 15 January 2020	Economy, Environment and Place	All	N/A

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