

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 5 September 2019 and 15 January 2020

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 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:

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| 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 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

| 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) |
|---|---|---|--|---|-----------------------|---|
| Car Parking Strategy | To review Council objectives for Car parking in Town Centre | Cabinet Portfolio holder – Finance & Efficiency | Cabinet 16 October 2019 | Economy, Environment and Place | All | 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 |
| Replacement Cremators - Feasibility Study | Feasibility study into replacing the cremators | Cabinet Portfolio Holder – Environment & Recycling | Cabinet 16 October 2019 | Economy, Environment and Place | All | 3 |
| 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 |

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| Electric Taxi Vehicle Infrastructure Scheme | Consideration of joint procurement with Stoke-on-Trent City and Stafford Borough Council for Office for Low Emission Vehicles grant. | Cabinet Portfolio Holders – Environment & Recycling and Finance & Efficiency | Cabinet 16 October 2019 | Economy, Environment & 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 16 October 2019 | Health, Wellbeing & Partnerships | Town | 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 |
| Rough Sleepers Initiative | To support the Joint Commissioning of a future rough sleeping outreach service with Stoke-on – Trent City Council | Cabinet Portfolio Holder – Community Safety & Well Being | Cabinet 16 October 2019 | Economy, Environment and Place | Mainly Newcastle | N/A |
| Commercial Strategy | To approve the Commercial Strategy | Cabinet Portfolio Holder – Planning & | Cabinet 16 October 2019 | Finance, Assets and Performance | All | N/A |

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| 2019/22 | which sets out how the Council will undertake commercial services | Growth | | | | |
| 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 |
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| 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 period. | Cabinet Portfolio Holder – Finance & Efficiency | Cabinet 6 November 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 |
| 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 |
| Affordable funerals | To consider introducing affordable funerals | Cabinet Portfolio Holder – Environment & | Cabinet 6 November 2019 | Economy, Environment and Place | All | N/A |

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| | | Recycling | | | | |
| 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 – Corporate & Service Improvement, People & Partnerships | Cabinet 6 November 2019 | Finance, Assets and Performance | All | N/A |
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| 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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