



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 16 January 2020 and 3 September 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 £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 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:

**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) |
|---|--|---|---|--|----------------|--|
| Anti Social Behaviour Policy Review | To seek Cabinet approval for the adoption of a revised Anti Social Behaviour (ASB) Policy and Procedure for the Council following a number of amendments to reflect changes in working practice. | Cabinet Portfolio Holder - Community Safety and Wellbeing | Cabinet 4 February 2020 | Health, Wellbeing and Partnerships | All Wards | N/A |
| Safeguarding Policy and Workforce Domestic Abuse Policy Review Report | To reaffirm to Cabinet of the role of the Borough Council in safeguarding children and adults at risk of abuse and neglect and in supporting staff who may be affected by domestic abuse and seek approval for the | Cabinet portfolio Holder – Community Safety and Wellbeing | Cabinet 4 February 2020 | Health, Wellbeing and Partnerships | All Wards | N/A |

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| | revised Policies. | | | | | |
| CCTV Policy Report | To seek approval for a CCTV Policy and principles which will govern the operation of the closed circuit television (CCTV) systems operated by the Council as a data controller to assist it in carrying out its enforcement, public safety and other functions. | Cabinet Portfolio Holder – Community Safety and Wellbeing | Cabinet 4 February 2020 | Health, Wellbeing and Partnerships | All Wards | N/A |
| Revenue and Capital Budget | To consider the Council's revenue and capital budget and propose Council Tax levels. | Cabinet Portfolio Holder - Finance and Efficiency | Cabinet 4 February 2020 | Finance, Assets and Performance | All Wards | N/A |
| Draft Joint Local Plan for Newcastle-under-Lyme and Stoke-on-Trent 2013/14 - 2037 | To obtain approval to go out to public consultation on the draft joint local plan under Regulation 18 of the Town and Country (Local Planning) (England) Regulations 2012. | Cabinet Portfolio Holder - Planning and Growth | Cabinet 12 February 2020 | Economy, Environment and Place | All Wards | N/A |
| Review of Housing Allocations Policy | The Report seeks Cabinet approval to amend the Council's Housing Allocations | Cabinet Portfolio Holder - Community Safety and Wellbeing | Cabinet 18 March 2020 | Economy, Environment and Place | All Wards | N/A |

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| | Policy to accord with changes in government legislation and guidance. | | | | | |
| Future High Streets Fund (early first draft business case submission) | To review the early first draft business case submission. | Cabinet Portfolio Holder - Corporate and Service Improvement, People and Partnerships | Cabinet 18 March 2020 | Economy, Environment and Place | All Wards | N/A |
| Crematorium Grounds Extension | Proposal to design an extension to the existing Crematorium Grounds | Cabinet Portfolio Holder - Environment and Recycling | Cabinet 3 June 2020 | All Relevant Scrutiny Committees | Bradwell | N/A |
| Cremator Replacement Project | Authority to repair/replace cremators at Newcastle Crematorium. | Cabinet Portfolio Holder – Environment and Recycling | Cabinet 3 June 2020 | Economy, Environment and Place | Bradwell | N/A |
| Open Space Strategy Addendum | An addendum to the existing Open Space Strategy is required to ensure that the strategy remains current through the life of the Joint Local Plan. | Cabinet Portfolio Holder - Environment and Recycling | Cabinet 3 June 2020 | Economy, Environment and Place | All Wards | N/A |
| Affordable Funerals | To consider introducing affordable funerals. | Cabinet Portfolio Holder - Environment and Recycling | Cabinet 3 June 2020 | Economy, Environment and Place | All Wards | N/A |

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| Redeployment Policy | To implement a redeployment policy for the Council. | Cabinet Portfolio Holder - Corporate and Service Improvement, People and Partnerships | Cabinet 2 September 2020 | Finance, Assets and Performance | All Wards | N/A |
| Organisation Change Policy | To implement a new organisation change policy for the Council. | Cabinet Portfolio Holder - Corporate and Service Improvement, People and Partnerships | Cabinet 2 September 2020 | Finance, Assets and Performance | All Wards | N/A |