



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 22 April, 2020 and 13 January, 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 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 Helena Maxfield
Cabinet Portfolio Holder (Environment & Recycling)	Councillor Trevor Johnson
Cabinet Portfolio Holder (Leisure, Culture & Heritage)	Councillor Jill Waring
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)
Planning Advice and Support Changes	To review charges for the provision of pre-application advice to prospective developers	Cabinet Portfolio Holder - Planning and Growth	Cabinet 20 May 2020	Economy, Environment and Place	All Wards	N/A
Self Build Register	To authorise the publication of a self-build register	Cabinet Portfolio Holder - Planning and Growth	Cabinet 20 May 2020	Economy, Environment and Place	All Wards	N/A
Aqua Sauna	To authorise refurbishments to the J2 Aqua Sauna	Cabinet Portfolio Holder - Leisure, Culture & Heritage	Cabinet 20 May 2020	Economy, Environment and Place	Town	N/A
Local Enforcement Plan	To review the existing plan and identify new targets for prioritising planning enforcement work	Cabinet Portfolio Holder - Planning and Growth	20 May 2020	Economy, Environment and Place	All Wards	N/A
Town Centre Plans	To review and progress Town Centre planning and recovery	Cabinet Portfolio Holder - Corporate and Service	Cabinet 10 June 2020	Economy, Environment and Place	All Wards	N/A

	in the context of CV-19, the Future High Street Fund and Town Deals.	Improvement, People and Partnerships				
Q4 Finance & Performance Report	To report on Q4 Finance & Performance	Cabinet Portfolio Holder - Corporate and Service Improvement, People and Partnerships	Cabinet 8 July 2020	Finance, Assets and Performance	All Wards	N/A
Crematorium Grounds Extension	Proposal to design an extension to the existing Crematorium Grounds	Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 September 2020	All Relevant Scrutiny Committees	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 9 September 2020	Economy, Environment and Place	All Wards	N/A
Affordable Funerals	To consider introducing affordable funerals.	Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 September 2020	Economy, Environment and Place	All Wards	N/A
Air Quality OBC	To authorise the submission of an air quality outline business case	Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 September 2020	Economy, Environment and Place	All Wards	N/A

Gym Refurbishments	To authorise refurbishments of the J2 gym facility	Cabinet Portfolio Holder - Environment and Recycling	Cabinet 9 September 2020	Economy, Environment and Place	Town	N/A
Redeployment Policy	To implement a redeployment policy for the Council.	Cabinet Portfolio Holder - Corporate and Service Improvement, People and Partnerships	Cabinet 9 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 9 September 2020	Finance, Assets and Performance	All Wards	N/A