



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 1 December 2024 and 31 March 2025

This plan gives notice of decisions that [Cabinet](#) is expecting to take over the next few months. It also gives, except in cases of urgency, at least 28 days notice of all “Key Decisions” that will be taken “Key Decisions” are decisions about “executive” functions that will:-

- A) 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); and/or
- B) be significant in terms of its effects on communities living or working in an area comprising two or more wards of the Borough.

We have to take some Cabinet decisions in private because they deal with confidential or “exempt” information. That is information described in one or more of the following categories set out in Schedule 12A of the Local Government Act 1972.

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

If we intend to take a decision in private, we will tell you why in the plan below. If you disagree with our reasons, you can tell us why using the contact details below. We will respond to you directly and will publish our response in the meeting agenda. If we have published the meeting agenda before we can respond, we will respond verbally at the meeting and record the response in the minutes.

You can find more information about Cabinet, Cabinet Members and their portfolios, agendas, reports and minutes [here](#).

More information on Cabinet procedures, executive functions, Key Decisions, urgent decisions and access to information is available in our [Constitution](#).

For all enquiries, please contact Democratic Services, Castle House, Barracks Road, Newcastle-under-Lyme, Staffordshire ST5 1BL.
Telephone – 01782 742222 / Email – DemocraticServices@newcastle-staffs.gov.uk

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	Key Decision
Draft Savings Proposals 2025/26	To consider a report on the Draft Savings Proposals 2025/26	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 3 December 2024	Finance, Assets and Performance	All Wards	N/A	No
Procurement of Corporate CRM and Case Management System	To consider a report on the Procurement of Corporate CRM and Case Management System	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 3 December 2024	Finance, Assets and Performance	All Wards	3 Information relating to the financial or business affairs of any particular person (including the authority	Yes

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	
						holding that information)	
Car Parking Strategy Update	To consider a report on the Car Parking Strategy Update	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 3 December 2024	Economy and Place	All Wards	N/A	No
Walleys Quarry Odour Update	To consider a report on the Walleys Quarry Odour Update	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 3 December 2024	Health, Wellbeing and Environment	All Wards	N/A	Yes
Draft Revenue and Capital Budget and Strategies 2025/26	To consider a report on the Draft Revenue and Capital Budget and Strategies 2025/26	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 7 January 2025	Finance, Assets and Performance	All Wards	N/A	No
Walleys Quarry Odour Update	To consider a report on the Walleys Quarry Odour issues	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 7 January 2025	Health, Wellbeing and Environment	All Wards	N/A	Yes
Schedule of Fees and Charges 2025/26	To consider a report on the Schedule of Fees and Charges 2025/26	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 7 January 2025	Finance, Assets and Performance	All Wards	3 Information relating to the financial or business affairs of any particular person (including the authority	Yes

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						holding that information)	
Memorial Headstone Policy	To consider a report on the Memorial Headstone Policy	Cabinet Portfolio Holder - Sustainable Environment	Cabinet 7 January 2025	Health, Wellbeing and Environment	All Wards	N/A	Yes
International House Contractor Award	To consider a report on the International House Contractor Award	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 7 January 2025	Finance, Assets and Performance	All Wards	3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Yes
Update on Decarbonisation of the Council's Operational Buildings and Fleet	To consider a report on Update on the Decarbonisation of the Council's Operational Buildings and Fleet	Cabinet Portfolio Holder - Sustainable Environment	Cabinet 7 January 2025	Health, Wellbeing and Environment	All Wards	N/A	No
Kidsgrove Town Board Award of contract for the Shared Service Hub Development	To consider a report on the Kidsgrove Town Board Award of contract for the Shared Service Hub Development	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 4 February 2025	Economy and Place	Kidsgrove & Ravenscliffe	3 Information relating to the financial or business affairs of any particular person (including the authority	Yes

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	
						holding that information)	
Revenue and Capital Budget Strategies 2025/26	To consider a report on the Revenue and Capital Budget Strategies 2025/26	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 4 February 2025	Finance, Assets and Performance	All Wards	N/A	No
Walleys Quarry Odour Update	To consider a report on odour issues at Walleys Quarry	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 4 February 2025	Health, Wellbeing and Environment	All Wards	N/A	No
Quarter 3 Finance and Performance Report 2024/25	To consider a report on the Quarter 3 Finance and Performance Report 2024/25	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 4 February 2025	Finance, Assets and Performance, Audit and Standards	All Wards	N/A	No
Walleys Quarry Odour Update	To consider a report on odour issues at Walleys Quarry	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 18 March 2025	Health, Wellbeing and Environment	All Wards	N/A	No