

# Public Document Pack

## FORWARD PLAN - 1 JULY 2013 TO 31 OCTOBER 2013 FORWARD PLAN

This Plan sets out the key decisions which the Executive expect to take. There is a requirement to publish 28 clear days of any intended key decision.

Key decisions are decisions which are likely:

- (a) to result in the Council incurring expenditure or making savings which are significant having regard to the budget for the service concerned, or
- (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.

### **Other Decisions**

This Forward Plan may also contain details of other matters likely to be considered by the Council's Cabinet or Full Council which are not 'key' decisions.

Reports relevant to key decisions, and any listed background documents, may be viewed at the Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffs, ST5 2AG six days before the decision is to be made. Copies of, or extracts from, these documents may be obtained on the payment of a reasonable fee from the following address:

Head of Central Services,  
Civic Offices,  
Merrial Street,  
Newcastle-under-Lyme,  
Staffordshire,  
ST5 2AG.

Telephone: 01782 742222

However, it is not possible to make available for viewing or to supply copies of reports or documents the publication of which is restricted due to confidentiality of the information contained therein.

Unless otherwise stated, representations in respect of any proposed decision may be made in writing to the Head of Central Services at the Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG not later than two working days prior to the meeting at which the decision will be taken.

A decision notice for each key decision is published within 6 days of it having been made. This is open for public inspection on the Council's website and at the Civic Offices.

The law and the Council's constitution provides for urgent key decisions to be made. A decision notice will be published for these in exactly the same way.

**FORWARD PLAN FOR THE PERIOD 1 JULY 2013  
TO 31 OCTOBER 2013**

<p>TITLE OF REPORT:  <b>URBAN NORTH STAFFS GREEN SPACE STRATEGY ANNUAL          PROGRESS REPORT</b></p>
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Portfolio	Cabinet Portfolio Holder - Environment and Recycling
Brief description of report	To inform cabinet of progress made towards the implementation of the strategy and the associated action plan.
Spend required/saving generated ( <i>if applicable</i> )	
Decision maker	Cabinet
Earliest date of decision	17 Jul 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Cleaner Greener and Safer Communities
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	
Officer contact	Becky Allen
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:

**COMMUNITY INFRASTRUCTURE LEVY - DRAFT CHARGING SCHEME**

Portfolio	Cabinet Portfolio Holder - Economic Development, Regeneration and Town Centres
Brief description of report	To present a draft charging scheme in respect of the Community Infrastructure Levy for public consultation.
Spend required/saving generated ( <i>if applicable</i> )	
Decision maker	Cabinet
Earliest date of decision	17 Jul 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	
Officer contact	Helen Beech, Planning Policy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:  
**NEWCASTLE ECONOMIC DEVELOPMENT STRATEGY YEAR TWO  
ACTION PLAN**

Portfolio	Cabinet Portfolio Holder - Economic Development, Regeneration and Town Centres
Brief description of report	
Spend required/saving generated ( <i>if applicable</i> )	
Decision maker	Cabinet
Earliest date of decision	17 Jul 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	
Officer contact	Simon Smith, Regeneration and Economic Development Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:

**NEWCASTLE-UNDER-LYME CO-OPERATIVE STRATEGY 2013-2015  
- UPDATE**

Portfolio	Cabinet Portfolio Holder - Stronger and Healthier Neighbourhoods
Brief description of report	To follow up the previous Cabinet report (February 2013) by setting out the work already done in terms of implementing the key areas covered by the Strategy and also setting out work still to be done. Will be submitted to Overview and Scrutiny Co-ordinating Committee prior to Cabinet (in June 2013).
Spend required/saving generated ( <i>if applicable</i> )	
Decision maker	Cabinet
Earliest date of decision	17 Jul 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	All Relevant O&S Committee
Wards affected	All Wards
Proposed consultation	Strategy is to go out for consultation in July 2013
Last date for representations	
Background documents	
Officer contact	Mark Bailey, Head of Business Improvement and Partnerships
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:

**NEWCASTLE HOUSING ADVICE (NHA) – HOMELESSNESS,  
HOUSING OPTIONS AND HOUSING REGISTER CONTRACT  
RETENDERING EXERCISE**

Portfolio	Cabinet Portfolio Holder - Finance and Resources
Brief description of report	To advise Cabinet of the requirement to retender the Newcastle Housing Advice (NHA) contract in readiness for expiry of the existing contract. To seek Cabinet approval for the commencement of the NHA retendering exercise and to seek a commitment for the required budget for the period 2014 – 2018.
Spend required/saving generated ( <i>if applicable</i> )	Statutory service - contract term will commit revenues identified in the Medium Term Financial Strategy.
Decision maker	Cabinet
Earliest date of decision	18 Sep 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	N/A
Last date for representations	Representations can be made up to one day before the meeting.
Background documents	
Officer contact	Jo Halliday, Head of Housing
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	N/A

TITLE OF REPORT:

**ICT DESKTOP STRATEGY & REPLACEMENT OF ICT DESKTOP EQUIPMENT**

Portfolio	Cabinet Portfolio Holder - Communications, Policy and Partnerships
Brief description of report	To seek approval to undertake a procurement exercise and to subsequently award a contract for replacement ICT Desktop equipment and to put in place a robust and manageable ICT Desktop Strategy; detailing software and hardware management linked into the life expectancy of current technology, whilst taking into account emerging technologies. The contract would be for the delivery of end user client devices across the NULBC estate, including the supply and warranted maintenance of desktop PCs, laptops and other selected devices, covering the Civic Offices, remote sites and to support mobile working.
Spend required/saving generated ( <i>if applicable</i> )	To be confirmed in the report
Decision maker	Cabinet
Earliest date of decision	18 Sep 2013
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	
Proposed consultation	
Last date for representations	
Background documents	
Officer contact	Jeanette Hilton, Head of Customer and ICT Services
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:

**WELFARE BENEFITS & FAIRER CHARGING**

Portfolio	Cabinet Portfolio Holder - Finance and Resources
Brief description of report	To consider the results of pilot work undertaken for Welfare Benefits and Fairer Charging with a view to transferring this function from the County Council to District/Borough Councils in Staffordshire.
Spend required/saving generated ( <i>if applicable</i> )	
Decision maker	Cabinet
Earliest date of decision	
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Transformation and Resources
Wards affected	All Wards
Proposed consultation	
Last date for representations	
Background documents	
Officer contact	Dave Baker, Head of Revenues and Benefits
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	



TITLE OF REPORT:

**DELIVERY OF HOME IMPROVEMENT AGENCY SERVICES**

Portfolio	Cabinet Portfolio Holder - Economic Development, Regeneration and Town Centres
Brief description of report	To outline the options for the delivery of the Home Improvement Agency Services and to consider the most appropriate mechanism for delivery including options for competitive tendering.
Spend required/saving generated ( <i>if applicable</i> )	Undertaking effective procurement will require officers to dedicate significant time to the process. It is acknowledged that the current investment in the services is not excessive. It is therefore key that the service specification is developed to clearly identify an appropriate level of service.
Decision maker	Cabinet
Earliest date of decision	
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	Views will be sought from Foundations; the national agency for Home Improvement Agencies, local providers and other agencies that provide complementary services.
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	
Officer contact	Jo Halliday, Head of Housing
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:

**SITE ALLOCATIONS AND POLICIES DEVELOPMENT PLAN  
DOCUMENT (DPD) DRAFT OPTIONS.**

Portfolio	Cabinet Portfolio Holder - Economic Development, Regeneration and Town Centres
Brief description of report	To seek approval to engage the public in the second stage of public consultation on the Site Allocations and Policies DPD. Specific site options will be proposed in respect of the location of housing, retail, leisure facilities and employment.
Spend required/saving generated ( <i>if applicable</i> )	
Decision maker	Cabinet
Earliest date of decision	
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	All Wards
Proposed consultation	The consultation methods are currently the subject a public consultation exercise. Depending on the outcome, this stage of preparation of the DPD could potentially involve a minimum six week period of public consultation.
Last date for representations	Representations on public agenda items can be made up to one working day before the meeting.
Background documents	
Officer contact	Helen Beech, Planning Policy Manager
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

TITLE OF REPORT:  
**MASTERPLAN FOR RYECROFT**

Portfolio	Cabinet Portfolio Holder - Economic Development, Regeneration and Town Centres
Brief description of report	To consider a proposal to commission consultants to prepare a Masterplan for the Ryecroft development site with a view to adopting the document as a Local Plan within the Newcastle-under-Lyme Local Development Framework.
Spend required/saving generated ( <i>if applicable</i> )	This project will require expenditure on commissioning consultants to prepare the Local Plan.
Decision maker	Cabinet
Earliest date of decision	
Likely Date of Decision	
Relevant Overview and Scrutiny Committee	Economic Development and Enterprise
Wards affected	Town
Proposed consultation	Once prepared the masterplan will be subject to several stages of non-statutory and statutory public consultation.
Last date for representations	
Background documents	
Officer contact	Neale Clifton, Executive Director Regeneration and Development
Reasons for exemptions under the Local Government Act 1972, Schedule 12A ( <i>if applicable</i> )	

<b>THE CABINET:</b>	<b>OVERVIEW &amp; SCRUTINY:</b>
Councillor Gareth Snell – Leader Portfolio: Communications, Policy and Partnerships	Co-ordinating Overview and Scrutiny Committee: Chair: Cllr Robin Studd Vice Chair: Cllr Ian Matthews
Councillor Terry Turner Portfolio: Economic Development, Regeneration and Town Centres	Cleaner, Greener and Safer Communities: Chair: Cllr Gill Williams Vice Chair: Cllr Hilda Johnson
Councillor Mike Stubbs – Deputy Leader Portfolio: Finance and Resources	Economic Development and Enterprise: Chair: Cllr Dave Stringer Vice Chair: Cllr Sophia Baker
Councillor Ann Beech Portfolio: Environment and Recycling	Active and Cohesive Communities: Chair: Cllr George Cairns Vice Chair: Cllr Reg Bailey
Councillor Elsie Bates Portfolio: Culture and Leisure	Transformation and Resources: Chair: Cllr Elizabeth Shenton Vice Chair: Cllr Silvia Burgess
Councillor Tony Kearon Portfolio: Safer Communities	Health Scrutiny: Chair: Cllr Colin Eastwood
Councillor John Williams Portfolio: Stronger and Healthier Neighbourhoods	