

Notice of proposed key decision notice

In accordance with the requirements of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (“the Regulations” which came into effect on 10 September 2012), this document gives notice of a key decision which the Council intends to make.

Published 7 April 2020

In accordance with Section 9 and 10 of the Regulations this document provides the following information:

- that a key decision is to be made on behalf of Newcastle City Council;
- the matter in respect of which the decision is to be made;
- where the decision maker is an individual, his/her name and position and, where the decision taker is a body, its name and details of membership;
- the date on which, or the period within which, the decision will be taken;
- a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the key decision is to be made;
- the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed is available;
- that other documents relevant to those matters may be submitted to the decision maker; and
- the procedure for requesting details of those documents (if any) as they become available.

Key decisions are those executive decisions which are likely:-

- to result in the Council incurring expenditure which is, or the making of savings which are, **significant** having regard to the Council's budget for the service or function to which the decision relates; or
- to be **significant** in terms of their effects on communities living or working in an area comprising two or more wards in the City.

The following will not usually be key decisions:

- matters involving revenue expenditure of £250,000 or less;
- matters involving capital expenditure of £1,000,000 or less; and
- matters involving land and property within the delegations of the Head of Property.

The government has published guidance on the meaning of 'significant'.

Further details of Council decision making can be found at:-

[Cabinet and Committee meetings information and Committee papers](#)

[link to Decision Makers reports and decision details](#)

Details of Cabinet Membership

The **Cabinet** comprises the following Members with the portfolio responsibilities as indicated:

- Councillor Nick Forbes – Leader of the Council
- Councillor Joyce McCarty – Deputy Leader of the Council and Cabinet member for Resources
- Councillor Veronica Dunn – Cabinet member for Education and Skills
- Councillor Ged Bell – Cabinet member for Employment and Culture
- Councillor Nick Kemp – Cabinet member for the Environmental and Regulatory Services
- Councillor Karen Kilgour – Cabinet member for Health and Social Care
- Councillor Linda Hobson – Cabinet member for Housing
- Councillor Arlene Ainsley – Cabinet member for Transport and Air Quality
- Councillor John-Paul Stephenson – Cabinet member for Neighbourhoods and Public Health
- Councillor Clare Penny-Evans – Cabinet member for Climate Change and Communities

Copies of, or extracts from, any document referred to in this notice may be obtained from:

**Service Manager Democratic Services
Newcastle City Council
Civic Centre
Barras Bridge
Newcastle upon Tyne
NE1 8QH**

or contact us at:
phone 0191 211 5159
www.newcastle.gov.uk
linda.scott@newcastle.gov.uk

In relation to **private business** the reason an item is expected to be considered ‘**in private**’ will be identified in accordance with the **exempt information categories** which are set out in Part 1 of Schedule 12A of the Local Government Act 1972 (as amended):-

Paragraph	Category/explanation
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 that the 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 of prosecution of crime.

IMPORTANT NOTE

This document sets out the Council’s intentions as to a future decision as at the date of publication. However, if circumstances change, the Council reserves the right to publish an updated version of this document and/or rely on the provisions in the Regulations as to urgent decisions.

	April 2020		Key
Who will decide and when	Delegated Decision: Tony Kirkham, Director of Resources	Portfolio: Deputy Leader and Cabinet member for Resources Ward: All	April 2020
What about	Council Tax Hardship for COVID-19: Authorisation to use the additional funding made available to Newcastle to support residents who are struggling financially as a result of COVID-19.		
Information available to the decision maker	A detailed report will be available to the public and such other documents as may be relevant to the decision as are required. The approval of the Scrutiny Chair has been obtained in accordance with paragraph 11 Special Urgency Exception of Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 so the council can commence paying out of council tax hardship and crisis support from specific COVID-19 funding provided by Government. The decision will be exempt from Call-in.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Tony Kirkham, Director of Resources	
	Contact Officer	Jayne Henderson Muse, Service Manager Revenues, Benefit and Exchequer	
	phone	0191 2778850 or 07802 675794	
	email	jayne.henderson@newcastle.gov.uk	
Public or private/reason if private	Public – the report will be available to the public.		