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PLEASE NOTE THAT PRAYERS WILL BE HELD AT 6.50PM BEFORE THE COMMENCEMENT OF THE BUSINESS OF THE COUNCIL.

THE MAYOR REQUESTS THAT ANY MEMBER WISHING TO PARTICIPATE IN PRAYERS BE IN ATTENDANCE IN THE COUNCIL CHAMBER BY NO LATER THAN 6.45PM.

SUPPLEMENTARY

Dear Sir/Madam,

You are summoned to attend the meeting of the Borough Council of Newcastle-under-Lyme to be held in the **Council Chamber, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG** on **Wednesday, 22nd February, 2017** at **7.00 pm**.

BUSINESS

14A Reports of the Chairs of the Regulatory Committees (Page 3)

15A Reports of the Chairs of the Scrutiny Committees (Pages 5 - 7)

Yours faithfully

A handwritten signature in black ink, appearing to be 'SJA', written over a horizontal line.

Chief Executive

FIELD_TITLE

Report from Chair of Audit and Risk Committee meeting 14th November 2016

At the meeting, the following reports were presented:

- Health and Safety 6 monthly report- It was noted that there was an increase in the number of incidents over a six month period. The Health and safety officer concluded that this was due to more awareness to report rather than an actual increase.
- Corporate Risk Management Report – No new risks had been identified and progress had been made in managing strategic, operational, project and partnership risks.
- Treasury Management half yearly report- This is a statutory financial report and was received.
- The Annual Audit Letter from Grant Thornton- A representative from Grant Thornton delivered this report. This is a statutory requirement and no different to the findings of the Audit Report. The rules state that both the Audit report and the Audit letter have to be reported to the Audit and Risk Committee
- Internal Audit Progress report– This was a verbal update by the Head of Audit and Elections. New software is being installed and almost ready to use. Agency support was being considered to assist the Audit team. Areas for audit had been re assessed but non were considered a high risk.

Cllr Sarah Pickup

Chair of Audit and Risk Committee

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FINANCE, RESOURCES AND PARTNERSHIPS SCRUTINY COMMITTEE (FRAPS)

REPORT TO COUNCIL - 22 FEBRUARY, 2017.

The Committee has met twice since the previous Council meeting.

At the meeting held on 12 December, 2016 the Council's Head of Communications, Phil Jones presented a report – 'Communications – Moving Forward'. This report outlines proposals for enhancing the way in which the Council communicates with residents, elected members and staff whilst at the same time delivering efficiency savings as part of the budget proposals for 2017/18. The main focus of the discussion was the Reporter.

The Committee also scrutinised further the Scales of Fees and Charges after receiving additional information which was requested at the FRAPS meeting held on 2 November, 2016. Comments from Members were referred to the Cabinet.

At the meeting held on 25 January, 2017, the Committee scrutinised the Treasury Management Strategy for 2017/18. The Council's Executive Director for Resources and Support Services, Kelvin Turner presented the Strategy to members. The report set out, in line with CIPFA requirements, the management of the local authority's investments and cash flow, its banking, money market and capital market transactions.

The Committee approved the Strategy for submission to Full Council on 22 February, 2017.

Revenue and Capital Budgets 2017/18: This report provided Members with the opportunity to scrutinise the draft budget and council tax proposals. Members questioned this report and there was a searching scrutiny. Comments were passed on to Cabinet for consideration prior to the final decision on the Revenue and Capital Budgets for 2017/18.

The date of the next meeting is 13 March, 2017.

Councillor Joan Winfield - Chair

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Economic Development and Regeneration Scrutiny Committee

Chairs Report 22nd February 2017

Allison Gardner

Business Helpline:

The review has now been completed following several meetings and presentation of promotional material and strategies to the committee by officers. The report is currently in development for presentation to Cabinet. As a result of the scrutiny process it is pleasing to report that a number of actions have already been implemented and will be included in the report. There was a general feeling by the committee that the focus on business development this year has been a positive direction.

An interim report is to be presented to the Scrutiny Committee on the 15th March for comment and approval.

Borough Market Review:

A presentation of the BID website and links to the Markets section of the Borough Council website was conducted by Elaine Burgess to the committee. Cllr Terry Turner and portfolio holder Cllr John Williams were also invited to present their views and plans. Cllr Terry Turner gave a talk on how he sees future developments using information technology and automated payments by traders and Cllr John Williams gave a useful overview of the history and current issues facing the market.

In addition, BID manager Matt Taylor presented his views on how the BID could help promote and support the market. Following this a Market Walkabout was conducted by committee members, officers and the BID manager to look at the market in action and to discuss suggestions made thus far.

Committee members have conducted surveys of market traders and market users, via paper questionnaires and online forums, which are currently being analysed.

Finally, the Commodities policy document is being reviewed in light of the market visits, surveys, interviews and research conducted. An analysis of the cost effectiveness of running the market is also being conducted.

An interim report is expected to be presented to the Scrutiny Committee on the 15th March for comment and approval.

Growth Deal 3:

The committee is receiving ongoing reports as to the progress with Growth deal 3, in particular with regards to development at Chatterley Valley.

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