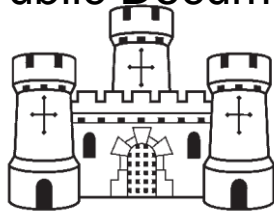


# Public Document Pack



**NEWCASTLE  
UNDER LYME**  
**BOROUGH COUNCIL**

**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 BY NO LATER THAN 6.45PM.**

## **SUPPLEMENTARY AGENDA**

Dear Sir/Madam,

You are summoned to attend the meeting of the Borough Council of Newcastle-under-Lyme to be held in the **Jubilee 2 - Dance Studio - (Second Floor) - Brunswick Street, Newcastle, Staffs** on **Wednesday, 29th January, 2020** at **7.00 pm**.

### **B U S I N E S S**

- |  |                 |
|--|-----------------|
| 6a CHANGES TO COMMITTEE MEMBERSHIP                               | (Pages 7 - 10)  |
| 9a REPORTS OF THE CHAIRS OF THE REGULATORY COMMITTEES            | (Pages 11 - 12) |
| 11a QUESTIONS TO THE MAYOR, CABINET MEMBERS AND COMMITTEE CHAIRS | (Pages 13 - 14) |

Yours faithfully

Chief Executive

## NOTICE FOR COUNCILLORS

### 1. **Fire/Bomb Alerts**

In the event of the fire alarm sounding, leave the building immediately, following the fire exit signs..

Fire exits are to be found at the side of the room leading into Queens Gardens.

On exiting the building Members, Officers and the Public must assemble at the statue of Queen Victoria. DO NOT re-enter the building until advised to by the Controlling Officer.

### 2. **Attendance Record**

Please sign the Attendance Record sheet on entering the building. This will be located at the reception desk.

### 3. **Mobile Phones**

Please switch off all mobile phones before entering the Council Chamber.

### 4. **Notice of Motion**

A Notice of Motion other than those listed in Standing Order 19 must reach the Chief Executive ten clear days before the relevant Meeting of the Council. Further information on Notices of Motion can be found in Section 5, Standing Order 20 of the Constitution of the Council.

## **SUBSTITUTE MEMBER SCHEME** (Appendix 9, Section 4 of Constitution)

The Constitution provides for the appointment of Substitute members to attend Committees. The named Substitutes for this meeting are listed below:-

Substitute Members:

*If you are unable to attend this meeting and wish to appoint a Substitute to attend in your place you need go:*

- Identify a Substitute member from the list above who is able to attend on your behalf
- Notify the Chairman of the Committee (at least 24 hours before the meeting is due to take place) NB Only 2 Substitutes per political group are allowed for each meeting and your Chairman will advise you on whether that number has been reached

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

**NOTE:** THERE ARE NO FIRE DRILLS PLANNED FOR THIS EVENING SO IF THE FIRE ALARM DOES SOUND, PLEASE LEAVE THE BUILDING IMMEDIATELY THROUGH THE FIRE EXIT DOORS.

ON EXITING THE BUILDING, PLEASE ASSEMBLE AT THE FRONT OF THE BUILDING BY THE STATUE OF QUEEN VICTORIA. DO NOT RE-ENTER THE BUILDING UNTIL ADVISED TO DO SO.

## **NOTICE FOR COUNCILLORS**

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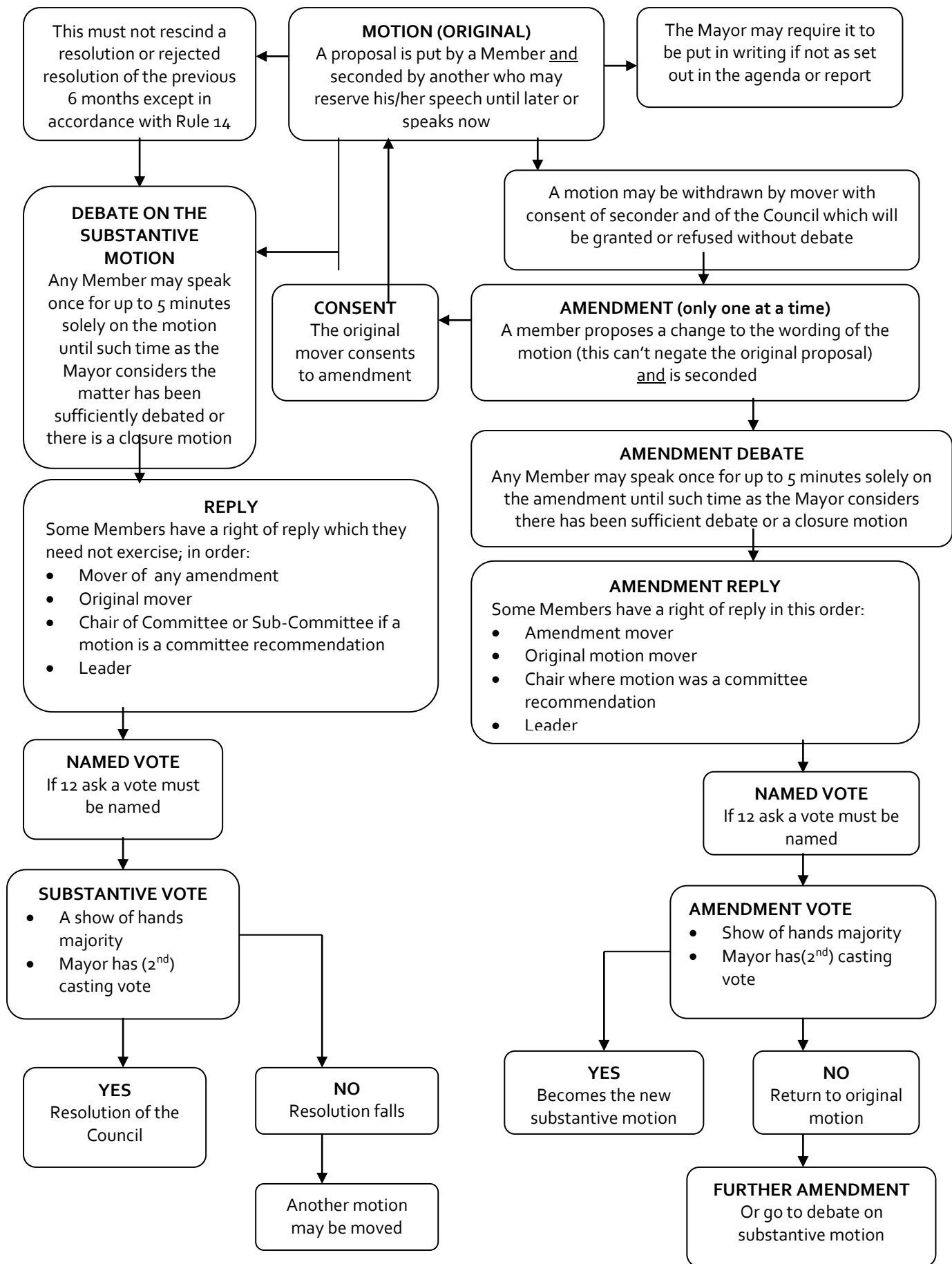
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## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### EXECUTIVE MANAGEMENT TEAM'S REPORT TO COUNCIL

29 January 2020

**Report Title:** Changes to Committee Membership – Urgent Addendum Report

**Submitted by:** Chief Executive

**Portfolios:** Corporate and Service Improvement, People and Partnerships

**Ward(s) affected:** All

#### **Purpose of the Report**

To advise Members of changes the Leader has made to his Cabinet. Councillor Jill Waring replaces Councillor Mark Holland as Portfolio Holder for Leisure, Culture & Heritage. Cllr Helena Maxfield replaces Councillor Jill Waring as Portfolio Holder for Community Safety & Wellbeing.

To ask Council to appoint Councillor Mark Holland as a member/substitute member of the Council's Scrutiny Committees in place of Councillor Helena Maxfield.

To advise Council of the Conservative Group's nomination of Councillor Mark Holland as Chairman of the Finance, Assets & Performance Scrutiny Committee, and to seek to appoint a Councillor to that role.

#### **Recommendation**

That:-

1. Councillor Mark Holland be appointed to the Finance, Assets & Performance Scrutiny Committee in the place of Cllr Helena Maxfield.
2. Councillor Mark Holland be appointed to the Health, Wellbeing & Partnerships Scrutiny Committee in the place of Cllr Helena Maxfield.
3. Councillor Mark Holland be appointed as a substitute member of the Economy, Environment & Place Scrutiny Committee in the place of Cllr Helena Maxfield.
4. Council receive nominations for and appoint a Councillor to the role of Chairman of the Finance, Assets & Performance Scrutiny Committee.

#### **Reasons**

To ensure that vacancies arising on the Council's committees are appointed to on a politically proportionate basis.

#### 1. **Background**

- 1.1 Notice has been received from the Leader of the Conservative Party requesting that changes be made to the Councillor appointed to one of the Conservative held seats on each of the Council's three Scrutiny Committees. On account of the fact that the Councillor

vacating those seats is currently Chairman of the Finance, Assets & Performance Scrutiny Committee, there is also a need to elect a Councillor to Chair that committee.

- 1.2 The request comes following notification from the Leader that Councillor Jill Waring has assumed the Portfolio Holder responsibilities formerly held by Councillor Mark Holland, and that Councillor Helena Maxfield has assumed the Portfolio Holder responsibilities formerly held by Councillor Jill Waring. The Leader has also given notification that Councillor Mark Holland is now the Deputy Leader of the Conservative Group. Councillor Stephen Sweeny remains as Deputy Leader of the Council.
- 1.3 Members are asked to note that this addendum report is brought before Council, with the Mayor's consent, under the provisions of Rule 8 (Urgency) of the Council Procedure Rules as set out in the Council's constitution.
- 1.4 The urgency arises because, in the Mayor's view, the need for the changes only arose after the agenda publication date of this Council meeting. The Mayor is of the view that because of the importance of the Environment & Place Scrutiny Committee to be held on 5 February, it is not in the interests of the efficient and proper conduct of that committee to await the next ordinary Council (19 February) before making that change. The Mayor is also of the view that if the changes in respect of the Environment & Place Scrutiny Committee are to be made at this meeting, business efficacy dictates that the other proposed changes also be made at this time.

## 2. **Issues**

- 2.1 In accordance with Local Government and Housing Act 1989 and associated regulations, seats on the ordinary committees of the Council are to be allocated to the political groups in a manner proportionate to the number of overall seats on council held by each group.
- 2.2 Additionally, in accordance with the council's Constitution, Council is to make appointments to committee seats and elect Scrutiny Chairman.
- 2.3 Consequent upon notice received from the Conservative Group Leader, there is a need to appoint to one seat allocated to the Conservative Group on each of the Council's three Scrutiny Committees.
- 2.4 Additionally, because the Councillor stepping down from the seat on the Finance, Assets & Performance Scrutiny Committee also happens to be that Committee's Chairman, there is a need to re-elect a Chairman of that Committee. Members are asked to note that the Conservative Group's nomination to that role is Cllr Mark Holland.

## 3. **Proposal**

### 3.1 To:-

- 3.1.1 appoint Cllr Mark Holland to the Finance, Assets & Performance Scrutiny Committee in the place of Cllr Helena Maxfield
- 3.1.2 appoint Cllr Mark Holland to the Health, Wellbeing & Partnerships Scrutiny Committee in the place of Cllr Helena Maxfield
- 3.1.3 appoint Cllr Mark Holland as substitute member of the Economy, Environment & Place Scrutiny Committee in the place of Cllr Helena Maxfield
- 3.1.4 note the Conservative Party's nomination of Cllr Mark Holland as Chairman of the Finance, Assets & Performance Scrutiny Committee and to elect a councillor to that role.



4. **Reasons for Proposed Solution**

4.1 To give effect to the wishes of the Conservative Group in terms of their allotted places on the committees referred to, and to comply with the requirements of the relevant legislation and the Council's Constitution in respect of appointments to committees and the election of Chairman.

5. **Options Considered**

5.1 None.

6. **Legal and Statutory Implications**

6.1 These are set out in the body of the report.

7. **Equality Impact Assessment**

7.1 There is no requirement for an EIA to be undertaken in connection with this decision. Nominations to committee seats are made by Group Leaders who will have regard to equality and diversity considerations when making their nominations.

8. **Financial and Resource Implications**

8.1 None.

9. **Major Risks**

9.1 None.

10. **Sustainability and Climate Change Implications**

10.1 None.

11. **Key Decision Information**

11.1 This is not a Key Decision.

12. **Earlier Cabinet/Committee Resolutions**

12.1 Not Applicable.

13. **List of Appendices**

13.1 Not Applicable.

14. **Background Papers**

14.1 Not Applicable.

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## **Audit and Standards Committee**

The committee met on 11<sup>th</sup> November 2019.

During the course of the meeting, the business dealt with was as follows:

Members were asked to consider the revised terms of reference for the committee noting that this would now incorporate the terms for what had previously been the standards Committee. Following discussion, it was resolved that the committee recommend their approval by the full council.

The Health and Safety report for the first half year was reviewed and it was noted that the new software update would be featuring some items lost from earlier versions.

Work has recently been carried out by government relating to Ethical Standards in Public life. Caroline Elwood gave members an overview of the work done and the conclusions reached with these detailed in appendices. The draft action plan was approved and the list of Best Practice recommendations were agreed. Members were informed that a revised code of conduct will be prepared for the next meeting of the committee.

Consideration was given to the Corporate Risk Management report Q2 and it was noted that there had been no new risks identified, no risk level increases and no overdue risk reports since the Q1 report. Also, several of the risks would be removed from the next report as a result of actions taken.

The Treasury Management Report for the first half year was presented and showed that the council currently has no borrowing and investment income was slightly down compared to budget, although rates were holding up well.

Clare Potts of SOT City Council presented the Internal Audit Report for Q2. It was noted that due to additional investigatory work carried out by the team, some planned audits were being dropped. This course of action was agreed subject to the assurance that J2 was being given sufficient management scrutiny.

Next Meeting 10<sup>th</sup> February 2020.

Paul Waring (Chair)

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**To the Leader of the Council:**

- 1. North Staffordshire Clinical Commissioning Group (CCG) has announced that it intends to decommission 187 beds in community hospitals across North Staffordshire, including 73 at Bradwell Hospital.

Given the cross party opposition to this in the past will the Leader write on behalf of the Council to the Chairman of Staffordshire County Council's Healthy Staffordshire Select Committee to request a referral to the Secretary of State for Health and Social Care of the decisions made by the North Staffordshire CCG Governing Body last week?

**Cllr Jennifer Cooper**  
 .....

**To the Portfolio Holder for Finance and Efficiency:**

- 2. Can the Portfolio Holder update the Council with the progress that has been made in replacing the pay & display machines in town centre car parks that were recently vandalised?

**Cllr Andrew Parker**  
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