Date of meeting Monday, 3rd September, 2012

Time 7.00 pm

Venue Civic Offices, Merrial Street, Newcastle-under-

Lyme, Staffs ST5 2AG

Contact Louise Stevenson ext 2250

## Transformation and Resources Overview and Scrutiny Committee

## **AGENDA**

## **PART 1- OPEN AGENDA**

- 1 Apologies
- 2 DECLARATIONS OF INTEREST

To receive Declarations of Interest from Members on items included in the agenda.

3 MINUTES OF PREVIOUS MEETING

(Pages 1 - 6)

To consider the minutes of the previous meeting of this Committee held on 25 July 2012.

4 KIDSGROVE CUSTOMER SERVICE CENTRE PARTNERSHIPS (Pages 7 - 16)

To receive a briefing note regarding Kidsgrove Customer Service Centre Partnerships and the Police move into the Kidsgrove Customer Service Centre.

5 BUDGET PREPARATION, SCRUTINY AND APPROVAL (Pages 17 - 20) PROCESS 2013/14

To consider a report outlining the process whereby the 2013-14 budget will be prepared, scrutinised and approved.

6 FINANCIAL AND PERFORMANCE MANAGEMENT REPORT (Pages 21 - 32) PERIOD 2012/13 FIRST QUARTER

To receive the Financial and Performance Management Report for the first quarter of 2012/13.

7 FLEXIBLE WORKING FOR BOROUGH COUNCIL EMPLOYEES (Pages 33 - 38)

To receive a report updating the Committee on the current position regarding flexible working/homeworking at the Council.

8 PROCUREMENT OF THE REPORTER (Pages 39 - 46)

To receive a copy of the report being considered by Cabinet on 19 September 2012 regarding the outcome of a procurement process for the distribution and printing of the Council's newspaper, the Reporter.

9 WORK PLAN (Pages 47 - 48)

To discuss and update the work plans to reflect current scrutiny topics.

## 10 URGENT BUSINESS

To consider any business which is urgent within the meaning of Section 100B (4) of the Local Government Act 1972.

Members: Councillors Mrs Burgess, Clarke, Fear, Hambleton, Mrs Hambleton,

Mrs Heames (Vice-Chair), Howells, Lawton, Mrs Peers, Mrs Shenton (Chair),

Stringer, Waring and White

'Members of the Council: If you identify any personal training / development requirements from the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Committee Clerk at the close of the meeting'

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