



28 June 2013

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, 10 July 2013 at 7.00 pm.**

STAFFORDSHIRE CIVIL CONTINGENCIES UNIT AND THE ROLE OF MEMBERS

Prior to the meeting there will be a presentation on the above by Andy Marshall, Director of Civil Contingencies at Staffordshire County Council.

The presentation will commence at 6.00 pm.

B U S I N E S S

- 1 Apologies**
- 2 MINUTES OF THE LAST MEETING** (Pages 1 - 12)
Held on 15 May 2013, to be signed as a correct record.
- 3 Declaration of Interests**
- 4 Mayor's Announcements**
- 5 REPORT OF THE LEADER**
Report to follow.
- 6 REPORTS OF THE CHAIRS OF THE SCRUTINY COMMITTEES**
 - (a) Overview and Scrutiny Co-ordinating Committee
 - (b) Transformation and Resources Overview and Scrutiny Committee
 - (c) Active and Cohesive Communities Overview and Scrutiny Committee
 - (d) Cleaner, Greener and Safer Overview and Scrutiny Committee
 - (e) Economic Development and Enterprise Overview and Scrutiny Committee
 - (f) Health Scrutiny Committee

7 REPORTS OF THE CHAIRS OF THE STATUTORY COMMITTEES

- (a) Planning Committee
- (b) Licensing Committee
- (c) Public Protection Committee
- (d) Audit and Risk Committee

8 QUESTIONS TO THE MAYOR, CABINET MEMBERS AND COMMITTEE CHAIRS

In accordance with Procedure Rule 11, questions must be submitted at least 24 hours in advance of the meeting. Any questions considered urgent will only be accepted with the agreement of the Mayor prior to the meeting.

9 Revised Financial Regulations

(Pages 13 - 18)

10 MEMBERSHIP OF COMMITTEES

At its annual meeting on 15 May 2013, the council resolved that the following arrangements be put in place for the making of changes to committee memberships during the municipal year:-

- (3) That the Chief Executive be authorised to give effect to further changes to the membership of committees and other council bodies in accordance with the stated wishes of the political groups in accordance with (5) below; and
- (4) That, where a political group wishes to amend its membership of a committee or other council body within its allocation of places on that committee or body in accordance with (4) above, such appointment will take effect from the day following receipt in writing of the request and be reported to the next meeting of the council or appointing body for confirmation.

In accordance with this provision, the council is requested to confirm the following changes to committee memberships:-

- (a) Councillor Terry Turner replacing Councillor Gareth Snell on the Staffing Committee; and
- (b) Councillor Gareth Snell replacing Councillor Kyle Robinson on the Public Protection Committee.

11 URGENT BUSINESS

Consideration of any business which is urgent in the opinion of the Mayor, in accordance with Procedure Rule 7.

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. Do not stop to collect personal belongings, do not use the lifts.

Fire exits are to be found either side of the rear of the Council Chamber and at the rear of the Public Gallery.

On exiting the building Members, Officers and the Public must assemble at the front of the former Hubanks store opposite to the Civic Offices. DO NOT re-enter the building until advised to by the Controlling Officer.

2. Attendance Record

Please sign the Attendance Record sheet, which will be circulating around the Council Chamber. Please ensure that the sheet is signed before leaving the meeting.

3. Mobile Phones

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

4. Tea/Coffee

Refreshments will be available at the conclusion of the meeting, or in the event of a break occurring, during that break.

5. 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.

