



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.

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, 20th November, 2019** at **7.00 pm**.

B U S I N E S S

1 APOLOGIES

2 DECLARATIONS OF INTEREST

To receive declarations of interest from Members on items contained within this agenda.

3 MINUTES OF PREVIOUS MEETING

(Pages 9 - 18)

To consider the minutes of the previous meeting(s)

4 MAYOR'S ANNOUNCEMENTS

5 CLOUGH HALL PARK PETITION

(Pages 19 - 22)

To consider the petition in accordance with the arrangements under the Council's Petition Scheme (Appendix 27 of the Council's Constitution).

6 REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2019

(Pages 23 - 52)

7 APPOINTMENT OF SENIOR OFFICERS

(Pages 53 - 56)

8 REVIEW AND UPDATE OF THE BOROUGH COUNCIL OF NEWCASTLE-UNDER-LYME'S COUNCIL AND COMMITTEE PROCEDURE RULES

(Pages 57 - 80)

9 REVIEW AND UPDATE OF ACCESS TO INFORMATION PROCEDURE RULES

(Pages 81 - 104)

- 10 REVIEW AND UPDATE OF RESPONSIBILITIES OF THE COUNCIL, ITS COMMITTEES AND SUB COMMITTEES (Pages 105 - 132)**
- 11 AMENDMENTS TO THE SCHEME OF DELEGATION FOR LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 AND TOWN POLICE CLAUSES ACT 1847 (Pages 133 - 142)**
- 12 DELEGATIONS TO PLANNING COMMITTEE HIGH SPEED RAIL (WEST MIDLANDS- CREWE) ACT (Pages 143 - 156)**
- 13 FREEDOM OF THE BOROUGH PROTOCOL (Pages 157 - 164)**
- 14 GREAT CRESTED NEWT DISTRICT LICENSING SCHEME (Pages 165 - 170)**
- 15 STATEMENT OF THE LEADER OF THE COUNCIL (Pages 171 - 174)**
To receive a statement by the Leader of the Council on the activities and decisions of Cabinet and items included on the Forward Plan.
- 16 REPORTS OF THE CHAIRS OF THE SCRUTINY COMMITTEES (Pages 175 - 180)**
Written reports are attached for the following:
- a) Finance, Assets and Performance Scrutiny Committee
 - b) Health, Wellbeing and Partnerships Scrutiny Committee
- A verbal update will be given for the Economy, Environment and Place Scrutiny Committee
- 17 REPORTS OF THE CHAIRS OF THE REGULATORY COMMITTEES (Pages 181 - 182)**
A written report is attached for the Audit and Standards Committee.
- Verbal updates will be given for the following:
- a) Planning Committee
 - b) Licensing and Public Protection Committee
- 18 MOTIONS OF MEMBERS**
None received.
- 19 QUESTIONS TO THE MAYOR, CABINET MEMBERS AND COMMITTEE CHAIRS**
- 20 RECEIPT OF PETITIONS**
To receive from Members any petitions which they wish to present to the Council.
- 21 STANDING ORDER 18 - URGENT BUSINESS**

To consider any communications which pursuant to Appendix 7 – paragraph 7 of the constitution are, in the opinion of the Mayor, of an urgent nature and to pass thereon such resolutions as may be deemed necessary.

22 DISCLOSURE OF EXEMPT INFORMATION

To resolve that the public be excluded from the meeting during consideration of the following report(s) as it is likely that there will be disclosure of exempt information as defined in paragraphs contained within Part 1 of Schedule 12A (as amended) of the Local Government Act 1972.

Yours faithfully

A handwritten signature in black ink, appearing to read "Martin T. Handley".

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.

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