

**Date of meeting** Thursday, 19th March, 2020  
**Time** 7.00 pm  
**Venue** Keele Cemetery Meeting Room - Keele Road, ST5 5AB  
**Contact** Denise French 742211



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

Castle House  
Barracks Road  
Newcastle-under-Lyme  
Staffordshire  
ST5 1BL

# **Finance, Assets & Performance Scrutiny Committee**

## **AGENDA**

### **PART 1 – OPEN AGENDA**

- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES OF LAST MEETING** (Pages 3 - 6)  
To consider the minutes of the meeting of the Committee held on 16<sup>th</sup> January 2020.
- 4 UPDATE FROM CABINET**
- 5 FINANCIAL AND PERFORMANCE REVIEW REPORT - THIRD QUARTER (OCTOBER - DECEMBER) 2019 - 20** (Pages 7 - 28)  
To consider the report of Executive Management Team submitted to Cabinet on 12<sup>th</sup> February 2020
- 6 OUTSOURCING OF THE PAYROLL SERVICE** (Pages 29 - 32)
- 7 WORK PROGRAMME** (Pages 33 - 36)
- 8 PUBLIC QUESTION TIME**  
Any member of the public wishing to submit a question must serve two clear days' notice, in writing, of any such question to the Borough Council
- 9 URGENT BUSINESS**  
To consider any business which is urgent within the meaning of Section 100B (4) of the Local Government Act 1972
- 10 DATE OF NEXT MEETING - 25 JUNE 2020**

**Members:** Councillors M. Holland (Chair), B. Proctor (Vice-Chair), G. Burnett, A. Fear,

T. Kearon, M. Stubbs, P Waring, K. Robinson, A. Rout, G. Hutton and  
S. Pickup

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

**Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.**

## **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:	J. Cooper	E. Shenton
	J Tagg	D. Jones
	K. Owen	A. Parker
	B. Panter	

*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.