

NOTE: All Members are requested to sign, before the Meeting, the Attendance Register which will be placed in the **Conference Chamber**.

ST. EDMUNDSBURY BOROUGH COUNCIL

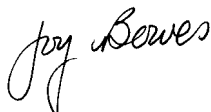
JOY BOWES
Head of Legal
and Democratic Services

West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU

5 December 2011

To: All Members of the Council

You are hereby summoned to a meeting of the Council to be held in the **Conference Chamber** at **WEST SUFFOLK HOUSE**, Western Way, Bury St Edmunds on **Tuesday 13 December 2011 at 7.00 pm**, when it is proposed to transact the business on the agenda set out below.



Head of Legal and Democratic Services

The Meeting will be opened with Prayers by the Mayor's Chaplain, Reverend Katherine Valentine of St Mary's Church, Pakenham.

(Note: Those Members not wishing to be present for prayers should remain in the Members' Breakout Area and will be summoned at the conclusion of prayers.)

PART 1 – PUBLIC

1. **To confirm the minutes of the meetings of the Council held on 27 September and 25 October 2011** (copies herewith).
2. **Mayor's communications**
3. **Announcements (if any) from the Leader of the Council or Members of the Cabinet**
4. **Announcements by the Head of Legal and Democratic Services** *(including apologies for absence)*
5. **Declarations of Interests**

Members are reminded of their responsibility to declare any personal or prejudicial interest which they have in any item of business on the Agenda **no later than when that item is reached** and, when appropriate, to leave the meeting prior to discussion and voting on the item.

6. **Public Question Time under Section 9 of the Council Procedure Rules**

To hear and answer any questions from members of the public in the public gallery who are residents of the Borough.

(Note: The maximum time to be set aside for this item is 30 minutes, but if all questions are dealt with sooner, or if there are no questions, the Council will proceed to the next business.

*Each such person will be allowed up to a total of **five minutes for their question to be put and answered**. One further question will be allowed arising directly from the reply, **provided that the original time limit of five minutes is not exceeded**.*

***Written questions** may be submitted by members of the public to the Head of Legal and Democratic Services **no later than 10.00 am on Monday 12 December 2011**. The written notification should **detail the full question** to be asked at the meeting of the Council.)*

7. **Items Referred to full Council by Cabinet, Performance and Audit Scrutiny Committee and Democratic Renewal Working Party**

Schedule attached as Report **C256**.

8. **Independent Remuneration Panel: Recommendations for Members' Allowances 2011/2012 and Subsequent Years**

Report **C257** attached.

9. **Standards Committee**

(a) **Annual Report**

The Council will receive a presentation from Viscount Leathers, Chairman of the Standards Committee, on his Annual Report. A copy of the Annual Report is attached as Report **C258**.

(b) **Meetings**

Members may ask the Chairman questions relating to the meetings of the Standards Committee held on 28 September and 7 December 2011.

10. **Shared Services: Forest Heath District Council and St Edmundsbury Borough Council**

(a) **Recruitment of Joint Chief Executive**

Report **C259 TO FOLLOW**.

(b) **Shared Services Steering Group**

On 25 October 2011 a special meeting of full Council was held which considered issues associated with the Shared Services agenda with Forest Heath District Council (FHDC) and passed appropriate resolutions (Report C184, Shared Services: Forest Heath District Council and St Edmundsbury Borough Council, minute 59 refers). On 19 October 2011 FHDC also held a meeting of full Council to consider the Shared Services agenda and passed appropriate

resolutions. Both Councils passed resolutions concerning the development of a common payline, which will initially be considered by the Shared Services Steering Group. FHDC considered it appropriate that, given the significance of this and other issues, the Leaders of both Councils should be able to attend meetings of the Shared Services Steering Group in an ex-officio capacity and be able to vote when they considered it appropriate to do so. However, the Borough Council's resolutions did not specifically approve changing the Governance arrangements in respect of the Shared Services Steering Group.

It is **RECOMMENDED** that Leaders of both Forest Heath District Council and St Edmundsbury Borough Council each be authorised, in addition to the existing Membership, to attend such meetings, ex-officio and vote, as and when, in their respective discretions, they consider it appropriate to do so at meetings of the Shared Services Steering Group.

11. Notice of Motions

(a) Local Government Act 1972: Section 249 Honorary Freedom of the Borough

Councillor J H M Griffiths to move the following motion, notice of which has been given pursuant to Council Procedure Rule 12.1:-

'That in recognition of the eminent services rendered to the area by David Lockwood, a special meeting of the Council be convened for the purpose of conferring upon the said David Lockwood the Honorary Freedom of the Borough of St Edmundsbury.'

(b) Local Government Act 1972: Section 249 Honorary Alderman

Councillor J H M Griffiths to move the following motion, notice of which has been given pursuant to Council Procedure Rule 12.1:-

'That in recognition of the eminent services rendered to the Council by Nigel Baber Aitkens, a special meeting of the Council be convened for the purpose of conferring upon the said Nigel Baber Aitkens the title of Honorary Alderman of the Borough of St Edmundsbury.'

(Note: If these motions are moved and seconded, the Mayor will be advised that, under the Constitution, Council Procedure Rule 12.5, it will be appropriate for him to allow the motions to be dealt with at this meeting of the Council instead of being referred to another forum.)

12. Quarterly Report on Special Urgency

Part 4, Access to Information Procedural Rules, of the Constitution (paragraphs 17.3.1 and 17.3.2) requires the Leader of the Council to submit quarterly reports to the Council on the executive decisions taken, if any, in the circumstances set out in Rule 16, Special Urgency, in the proceeding three months.

Accordingly, the Leader of the Council reports that no executive decisions have been taken under the Special Urgency provisions of the Constitution.

13. Reports and Questions

(Note: Council Procedure Rule 11.1 of the Constitution requires that:-

(a) the time limit for all questions and answers under this item is one and a half hours; and

(b) a maximum of 7 minutes to be initially allocated to each report and questions on that report (to include up to two minutes if necessary for the report writer to present their report). After every report has been received, the Mayor will determine if further questions can be put to the relevant Member(s) in the balance of the hour and a half left available for this session.)

(i) *Report from the Leader of the Council, Cllr. John Griffiths (Report C260 attached)*

(ii) *Reports from each Member of the Cabinet, namely:-*

	<u>Portfolio</u>	<u>Cabinet Member</u>	<u>Report No</u>
(a)	Culture and Sport	Cllr. Sara Mildmay-White	(C261 attached)
(b)	Environment and Waste Management	Cllr. Peter Stevens	(C262 attached)
(c)	Housing, Licensing and Environmental Health	Cllr. Anne Gower	(C263 attached)
(d)	Performance and Resources	Cllr. David Ray	(C264 attached)
(e)	Planning and Transport	Cllr. Terry Clements	(C265 attached)
(f)	Tourism and Community Services	Cllr. Robert Everitt	(C266 attached)

(iii) *Report from the Chairman of the Overview & Scrutiny Committee, Councillor David Nettleton.*

Report **C267** attached.

(iv) *Report from the Chairman of the Performance & Audit Scrutiny Committee, Cllr. John Hale.*

Report **C268** attached.

(v) ***Questions to Chairmen of other Committees (No reports or minutes attached)***

Under this item, Members may ask the relevant Chairman questions relating to meetings of the following Committees on the dates indicated:-

Development Control	-	6 and 20 October, 3 November and 1 December 2011
Licensing and Regulatory	-	17 October 2011