

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

20 June 2014

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 **Monday 30 June 2014** 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 Canon Matthew Vernon, Sub-Dean of St Edmundsbury Cathedral.

(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** (copies attached) **of the meetings of the Council held on:**

Council	25 February 2014	Page 7
Special Council	15 May 2014	Page 27
Annual Council	15 May 2014	Page 29
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 pecuniary or local non pecuniary 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 Friday 27 June 2014**. The written notification should **detail the full question** to be asked at the meeting of the Council.)*

7. **Petition**

In accordance with Part 4, Rules of Procedure, of the Council's Constitution 'If a petition contains more than 2500 signatures it will be debated by full Council unless it is a petition asking for a senior council officer to give evidence at a public meeting ...' and that 'The issue raised in the petition will be discussed at a Council meeting. The petition organiser will be given not more than five minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 20 minutes. The Council will decide how to respond to the petition at this meeting, it may decide to:-

- (a) take the action the petition requests;
- (b) not to take the action requested for reasons put forward in the debate; or
- (c) to commission further investigation into the matter, for example by referring it to a relevant committee.'

The Council has received a petition from Diana André of Haverhill, containing over 2500 signatures that states "we call on St Edmundsbury Borough Council to reinstate all the £128,933 Council Tax Support Grant that was intended for Haverhill by central government."

8. **Schedule of Referrals from Cabinet and West Suffolk Joint Standards Committee**

Schedule attached as Report **F49 (Page 35)**.

A. Referrals from Cabinet – 25 March and 20 May 2014

There are no recommendations emanating from these meetings of the Cabinet that require a decision by Council.

B. Referrals from Cabinet – 3 June 2014

- (1) West Suffolk Joint Pay Policy Statement 2014/2015

C. Referrals from Cabinet – 24 June 2014

- (1) West Suffolk Joint Anti-Fraud and Anti-Corruption Policy
- (2) Adoption of Contract Procedure Rules and Financial Procedure Rules
- (3) Recommendations of the Licensing and Regulatory Committee: 10 June 2014 - Review of Cumulative Impact Policy
- (4) Bury St Edmunds North East Strategic Development Site - Masterplan

D. Referrals from West Suffolk Joint Standards Committee – 24 June 2014

- (1) Appointment of Independent Persons

9. Annual Scrutiny Report: 2014/2015

Paragraph 7.5.1 of Article 7 of the Council's Constitution requires that '*The Overview and Scrutiny Committee and Performance and Audit Scrutiny Committee must report annually to the full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate*'.

Report **F50** attached. (**Page 41**)

10. Representation on Suffolk Health Overview and Scrutiny Committee

The Council is asked to nominate one Member and, if required, one substitute Member to serve on the County's Health Overview and Scrutiny Committee. This Member should ideally be from the Borough Council's Overview and Scrutiny Committee, although this is not essential as the necessary training will be given by the County Council.

Given the years of experience Councillor Beckwith has on this joint body, and his willingness to continue, the Committee has re-nominated him for 2014/2015.

The Council is **RECOMMENDED** that Councillor Beckwith be nominated as the Borough Council's representative on the Suffolk Health Overview and Scrutiny Committee.

11. Project to Investigate Relocating the Depot to a Potential New Shared Facility near to Bury St Edmunds

Report **F51** attached. (**Page 57**)

12. Alignment of Constitutions – Joint Task and Finish Group

Report **F52** attached. (**Page 63**)

13. **Date for Annual Council 2015**

Council Procedure Rule 1.1.1 stipulates the day for the Annual Meeting as the 'second Thursday following the four yearly elections' which in 2015 would be 21 May, coinciding with the Annual Meeting of Suffolk County Council. At its Annual Meeting held on 15 May 2014, this Council agreed that an alternative date would be brought back to Council for approval. However, in order for the date for Annual Council 2015 to be changed, the Council Procedure Rules in the constitution need to be amended.

Rather than make piecemeal changes to the constitution now, it is proposed that the required amendment be considered as part of the constitutional review and brought back to Council for approval as per the recommendation in Report **F52**, paragraph 2.1.c. In the meantime, Members may wish to note in their diaries that the proposed new date is **Tuesday 19 May 2015**.

14. **Motion on Notice**

Councillor Beckwith has given notice under paragraph 12.1 of the Council Procedure Rules of the following motion:

'That the Council carries out a partial Community Governance Review with a view to creating a Parish Council encompassing the existing borough council ward of Moreton Hall.'

Paragraph 12.5 of the Council Procedure Rules states:

'Any motion under paragraph 12.1 of these Rules, on being moved and seconded, will, without discussion, be referred to the appropriate forum for consideration and report except that the Mayor may, if he/she considers it appropriate, allow the motion to be dealt with at the meeting at which it is moved and seconded; provided that the motion, if carried, would not involve the Council in expenditure not included in the Council's approved revenue or capital budget.'

15. **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 preceding three months.

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

16. **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.)

	<u>Portfolio</u>	<u>Cabinet Member</u>	<u>Report No</u>	<u>Page No</u>
(i)	<i>Report from the Leader of the Council</i>	<i>Cllr John Griffiths</i>	F53 TO FOLLOW	67
(ii)	<i>Reports from each Member of the Cabinet, namely:-</i>			
(a)	Deputy Leader, Health and Communities	Cllr Sara Mildmay-White	F54 attached	71
(b)	Waste and Property	Cllr Peter Stevens	F55 attached	73
(c)	Housing	Cllr Anne Gower	F56 attached	77
(d)	Resources and Performance	Cllr David Ray	F57 attached	81
(e)	Economic Growth	Cllr Alaric Pugh	F58 attached	89
(f)	Planning and Regulation	Cllr Terry Clements	F59 attached	93
(g)	Leisure, Culture and Heritage	Cllr Sarah Stamp	F60 attached	97
(iii)	<i>Report from the Chairman of the Overview and Scrutiny Committee</i>	Cllr Ian Houlder	F61 attached	101
(iv)	<i>Report from the Chairman of the Performance and Audit Scrutiny Committee</i>	Cllr Sarah Broughton	F62 attached	103

<u>Portfolio</u>	<u>Cabinet Member</u>	<u>Report No</u>	<u>Page No</u>
(v) <i>Questions to Chairmen of other Committees</i>		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:-

<u>Committee</u>	<u>Chairman</u>	<u>Date of Meeting</u>
Development Control	Cllr Jim Thorndyke	6 March 2014
		3 April 2014
		1 May 2014
		5 June 2014
Licensing & Regulatory Committee	Cllr Frank Warby	15 April 2014
		10 June 2014