

TO: **All members of Council**

Our reference CS
Your reference N/A
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26 September 2023

Dear Councillor

Council - Tuesday 26 September 2023

Attached is a paper to accompany two items of other urgent business.

Yours sincerely

Claire Skoyles
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West Suffolk
Council

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Any other urgent business

Report to and date:	Council	26 September 2023
Documents attached:	None	

1. Dispensation is sought for non-attendance of Councillor Sarah Pugh at meetings for a period in excess of six consecutive months

1.1 Section 85(1) of the Local Government Act 1972 requires councillors to attend at least one meeting of the Council or act as an appointed representative of the Council every six month period, unless the failure to attend was due to a reason pre-approved by the authority.

1.2 Councillor Sarah Pugh last attended a meeting of Council on 23 May 2023. She was planning on attending this evening; however, due to unforeseen personal circumstances is unable to attend and has given her apologies for absence.

1.3 If the 'reserve' Council meeting is not convened on 21 November 2023, Councillor Pugh may face automatic removal from office due to failing to attend a council meeting within six consecutive months. She is not appointed to any other statutory committees and it is not known whether she will be required to attend a meeting of the outside body she has been appointed to within this timeframe.

1.4 Recommendation:

In accordance with Section 85(1) of the Local Government Act 1972, Council is recommended to approve the non-attendance of Councillor Sarah Pugh at meetings for a period in excess of six consecutive months by reason of unforeseen personal circumstances and that the situation be reviewed at the next ordinary meeting of Council, as necessary.

2. Appointment of Vice-Chair of the Performance and Audit Scrutiny Committee

2.1 As required by the Constitution, the Chair and Vice-Chair of the Performance and Audit Scrutiny Committee (PASC) are appointed at the Annual Meeting of Council for the ensuing year.

2.2 On 23 May 2023, Councillor Andy Neal was elected Vice-Chair of PASC for the 2023 to 2024 municipal year.

2.3 Whilst he will remain a full member of the Committee, Councillor Neal has within the last few days decided to resign from the role of Vice-Chair.

2.4 Under Part 4d, paragraph 5.3 of the PASC section of the Scrutiny Procedure Rules within the Constitution, the Council is required to fill the vacancy at the next ordinary meeting of Council.

2.5 Nominations are therefore sought at this meeting to appoint a new Vice-Chair of the Performance Audit Scrutiny Committee.

2.6 **Recommendation:**

In accordance with Part 4d, paragraph 5.3 of the PASC section of the Scrutiny Procedure Rules within the Constitution, Council is requested to appoint a new Vice-Chair of the Performance and Audit Scrutiny Committee for the remainder of the 2023 to 2024 municipal year.