

---

# Council



**Forest Heath**  
District Council

<b>Title:</b>	<b>Agenda</b>
<b>Date:</b>	<b>Wednesday 29 June 2016</b>
<b>Time:</b>	<b>6.00 pm</b>
<b>Venue:</b>	<b>Council Chamber</b> <b>District Offices</b> College Heath Road Mildenhall
<b>Membership:</b>	<b>All Councillors</b>  You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.   <b>Ian Gallin</b> <b>Chief Executive</b> <b>21 June 2016</b>
<b>Quorum</b>	One quarter of the total number of Members
<b>Committee administrator:</b>	<b>Helen Hardinge</b> Democratic Services Advisor <b>Tel:</b> 01638 719363 <b>Email:</b> <a href="mailto:helen.hardinge@westsuffolk.gov.uk">helen.hardinge@westsuffolk.gov.uk</a>

---

# Public Information



Forest Heath  
District Council

<b>Venue:</b>	<b>District Offices</b> College Heath Road Mildenhall Suffolk, IP28 7EY	Tel: 01638 719363 Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Web: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting:</b>	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
<b>Attendance at meetings:</b>	<p>The District Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.</p> <p><b>Please note that the Public Gallery holds a maximum number of 35 persons seated. Access by members of the public is available on a 'first come, first served' basis and permission is not given for standing room only.</b></p>	
<b>Public speaking:</b>	<p>At ordinary meetings of the Council, members of the public who live or work in the District may put questions about the work of the Council to members of the Cabinet or any Committee. 30 minutes will be set aside for this. 30 minutes will also be set aside for questions at extraordinary meetings of the Council, but must be limited to the business to be transacted at that meeting.</p> <p>A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start. This can be done by sending the request to <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> or by telephoning 01638 719363 or in person by telling the Committee Administrator present at the meeting.</p> <p>Written questions, detailing the full question to be asked, may be submitted by members of the public to the Service Manager (Legal and Democratic Services) no later than 10.00 am on the previous working day to the meeting of the Council. Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Tel: 01638 719363</p>	
<b>Disabled</b>	The public gallery is on the first floor and is accessible via	

<b>access:</b>	stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.
<b>Induction loop:</b>	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.
<b>Recording of meetings:</b>	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>

---

---

# Agenda

## Procedural Matters

### Part 1 - Public

- 1. Minutes** **1 - 16**  
To confirm as a correct record the minutes of the Council meetings held on 24 February 2016 and 11 May 2016 (copies attached).
  
- 2. Chairman's Announcements** **17 - 24**  
Report No: **COU/FH/16/009**
  
- 3. Apologies for Absence**
  
- 4. Declarations of Interest**  
Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.
  
- 5. The Leader's Report** **25 - 26**  
Report No: **COU/FH/16/010**

**Council Procedure Rule 8.2** states that '*the Leader of the Council will introduce the statement and members may ask the Leader questions on the content of both his/her introductory remarks and the written report. All questions will be answered immediately by the Leader or by the relevant Cabinet Member if the Leader refers any question to him or her, unless sufficient information to give an answer is not available. In these circumstances the member asking the question will receive a response in writing within five working days of the Council meeting at which the question was asked.*'

**8.3** - *A total of 30 minutes will be allowed for questions and responses. There will be a limit of five minutes for each question to be asked and answered. The member asking the original question may put a supplementary question arising from the reply so long as the five minute limit is not exceeded.*

## 6. Public Participation

**Council Procedure Rule 6** *Members of the public who live or work in the District are invited to put one question of not more than five minutes duration. A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start.\**

*(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 person may ask **one** question only. A total of **five minutes will be allowed for the 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 Service Manager (Legal and Democratic Services) **no later than 10.00am on Tuesday 28 June 2016.** The written notification should **detail the full question** to be asked at the meeting of the Council.\*

*\*For further information, see the Public Information Sheet attached to this agenda.*

**NB: FOLLOWING A SPECIFIC APPROACH MADE IN RESPECT OF AGENDA ITEM 7. (REFERRAL FROM CABINET – WEST SUFFOLK OPERATIONAL HUB) AND FOLLOWING CONSULTATION; THE CHAIRMAN HAS AGREED TO ALLOW A QUESTION TO BE PUT FROM A PERSON WHO WOULD NOT NORMALLY MEET THE CRITERIA FOR PUBLIC QUESTION TIME**

## 7. Referrals Report of Recommendations from Cabinet 27 - 52

Report No: **COU/FH/16/011**

### **Referrals from Cabinet: 14 June 2016**

1. West Suffolk Operational Hub  
**Cabinet Member:** Councillor David Bowman

*(For ease of reference, the covering report considered by Cabinet on 14 June 2016 is attached as Appendix 1 to Report No: COU/FH/16/011.)*

## 8. Norfolk and Suffolk Devolution Agreement 53 - 166

Report No: **COU/FH/16/012**

- 9. Community Governance and Electoral Reviews** **167 - 170**  
Report No: **COU/FH/16/013**
- 10. Review of Political Balance and Appointment to Politically Balanced Bodies** **171 - 180**  
Report No: **COU/FH/16/014**
- 11. Review of the Constitution: Recommendations from the Joint Constitution Review Group** **181 - 224**  
Report No: **COU/FH/16/015**
- 12. Annual Scrutiny Report: 2015/2016** **225 - 242**  
Report No: **COU/FH/16/016**

*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'.*

**13. Representation on Suffolk Health Scrutiny Committee**

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

The Committee on 9 June 2016 nominated Councillor Christine Mason as the full Member and Councillor John Bloodworth as the substitute Member for 2016-2017.

**The Council is RECOMMENDED that Councillor Christine Mason be nominated as the District Council's representative and Councillor John Bloodworth as the nominated substitute Member on the Suffolk Health Overview and Scrutiny Committee for 2016-2017.**

**14. Questions to Chairmen of other Committees**

Questions to Chairmen on the business transacted by their Committees since the last ordinary meeting of Council:

Development Control Committee	2 March 2016
	20 April 2016
	4 May 2016
	1 June 2016

*(cont.)*

Overview & Scrutiny Committee	10 March 2016
	21 April 2016
	9 June 2016
Licensing & Regulatory Committee	23 May 2016
Performance & Audit Scrutiny Committee	25 May 2016

**15. Update from Members on Outside Organisations**

The Chairman will invite those Members who represent the Council on external bodies to provide Council with a short verbal summary of the work they have undertaken in this capacity.

**16. Urgent Questions on Notice**

The Council will consider any urgent questions on notice that were notified to the Service Manager (Legal and Democratic Services) by 11am on the day of the meeting.

**17. Exclusion of Press and Public**

To consider whether the press and public should be excluded during the consideration of the following items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**Part 2 - Exempt**

**18. Home of Horseracing Project (para 3)**

**243 - 246**

Report No: **COU/FH/16/017**

*(This item is to be considered under paragraph 3 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information))*

**19. Officer Delegation regarding upcoming Treasury Management Activities (para 3) (verbal)**

*(This item is to be considered under paragraph 3 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information))*