


Council



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda
Date:	Tuesday 28 June 2016
Time:	6.00 pm **PLEASE NOTE THE EARLIER START TIME**
Venue:	Conference Chamber West Suffolk House Western Way Bury St Edmunds IP33 3YU Please note that the Conference Chamber holds a maximum number of 100 persons seated, which includes Councillors, officers and members of the public present, therefore access by members of the public will be available on a 'first come, first served' basis and permission is not given for standing room only.
Membership:	All Councillors You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.  Ian Gallin Chief Executive 20 June 2016
The Meeting will be opened with Prayers by the Mayor's Chaplain, the Very Reverend Canon Mark Hackeson of St Edmunds' Church, Bury St Edmunds. (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.)	
Interests – Declaration and Restriction on Participation:	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.

**Committee
administrator:**

Claire Skoyles

Democratic Services Officer

Tel: 01284 757176

Email: claire.skoyles@westsuffolk.gov.uk

Public Information



St Edmundsbury
BOROUGH COUNCIL

Venue:	Conference Chamber West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01284 757176 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	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.	
Attendance at meetings:	The Borough 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. <u>Please note that the Conference Chamber holds a maximum number of 100 persons seated, which includes Councillors, officers and members of the public present, therefore access by members of the public will be available on a 'first come, first served' basis and permission is not given for standing room only.</u>	
Public questions: NOTE: PLEASE SEE AGENDA ITEM 1 REGARDING PROPOSED SPECIAL ARRANGEMENTS FOR PUBLIC QUESTION TIME.	<p>Members of the public may ask questions of Members of the Cabinet or any Committee Chairman at ordinary meetings of the Council. 30 minutes will be set aside for persons in the public gallery who live or work in the Borough to ask questions about the work of the Council. 30 minutes will also be set aside for questions at special or 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 online by sending the request to democratic.services@westsuffolk.gov.uk or telephoning 01284 757176 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: democratic.services@westsuffolk.gov.uk Phone: 01284 757165</p> <p>** See Agenda Items 7 and 10 for further information</p>	

Disabled access:	<p>West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons.</p> <p>Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.</p>
Induction loop:	<p>An Induction loop is available for meetings held in the Conference Chamber.</p>
Recording of meetings:	<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

Page No

1. **Motion to Suspend a Council Procedure Rule: Public Question Time**

(Council Procedure Rules Section 10)

Council Procedure Rule 10.1(o) of the Constitution allows a motion to be moved to suspend a particular Council procedure rule.

Given the public interest shown in a number of the items listed on this Council agenda, Council is asked to consider suspending Council Procedure Rule 6 of the Constitution, which sets out the procedure for Public Question Time (PQT).

Contrary to Procedure Rule 6, it is proposed that two separate sessions of PQT of up to a maximum of 30 minutes each to be provided for:

- (a) members of the public to specifically address Council on Agenda Item 8, Referral of Recommendations from Cabinet: 14 June 2016 - West Suffolk Operational Hub; and
- (b) following an adjournment and consideration of the Leader's Statement, other questions to be put by members of the public on the remaining agenda items or other work of the Council.

Should two separate sessions of Public Question Time be provided, the procedure rules set out in paragraphs 6.1 to 6.9 of Council Procedure Rule 6 would still need to be followed and applied to either the first or second session, as appropriate.

It is therefore **RECOMMENDED** that:

- (1) in accordance with Council Procedure Rule 10.1(o), Council Procedure Rule 6 be suspended to enable two separate sessions of Public Question Time (PQT) of up to a maximum of 30 minutes each to be provided, in accordance with (a) and (b) above; and
- (2) the procedure rules set out in paragraphs 6.1 to 6.9 of Council Procedure Rule 6 be followed and applied to either the first or second session, as appropriate.

2. Minutes

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To confirm the minutes of the meetings held on:

- (a) 23 February 2016
- (b) 19 April 2016 (Extraordinary Meeting)
- (c) 19 May 2016 (Annual Meeting)

(Copies attached)

3. Mayor's announcements

4. Apologies for Absence

To receive announcements (if any) from the officer advising the Mayor (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.

Part 1 – Public

6. Leader's Statement: West Suffolk Operational Hub

The Leader of the Council will provide a verbal statement.

7. Public Participation: West Suffolk Operational Hub

Subject to approval of the recommendations contained in Agenda Item 1 above, members of the public who live or work in the Borough are invited to put one question of not more than five minutes duration on Agenda Item 8, *Referral of Recommendations from Cabinet: 14 June 2016, West Suffolk Operational Hub*. A person who wishes to speak must register at least fifteen minutes before the scheduled meeting start time of 6pm.

(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 on Agenda Item 8, Referral of Recommendations from Cabinet: 14 June 2016, West Suffolk Operational Hub. 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 10.00 am on Monday 27 June 2016.** The written notification should **detail the full question** to be asked at the meeting of the Council.)*

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

8. Referral of Recommendations from Cabinet: 14 June 2016 31 - 56
West Suffolk Operational Hub

Report No: **COU/SE/16/007**

Referral from Cabinet: 14 June 2016

1. West Suffolk Operational Hub
Portfolio Holder: Cllr Peter Stevens

(For ease of reference, Report No: CAB/SE/16/024, considered by Cabinet on 14 June 2016 is attached as Appendix 1 to Report No: COU/SE/16/007)

ADJOURNMENT

Following the conclusion of Agenda Item 8, the Mayor will announce an adjournment of the meeting for a period of up to 30 minutes. The meeting will reconvene at **7.30 pm** in the Conference Chamber *(or at the conclusion of the consideration of Agenda Item 8 and break, whichever is the later)*

9. Leader's Statement 57 - 58

Paper No: **COU/SE/16/008**

(Council Procedure Rules 8.1 – 8.3) Members may ask the Leader questions on the content of both his introductory remarks and the written statement itself.

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. A supplementary question arising from the reply may be asked so long as the five minute limit is not exceeded.

10. Public Participation

Subject to approval of recommendations contained in Agenda Item 1 above, Members of the public who live or work in the Borough are invited to, with the exception of Agenda Item 8 above, put one question of not more than five minutes duration on the items contained on this Council agenda, or any other subject matter relating to the work of the Council. A person who wishes to speak must register at least fifteen minutes before the scheduled start time following the adjournment of this meeting of 7.30pm.

(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 10.00 am on Monday 27 June 2016.** The written notification should **detail the full question** to be asked at the meeting of the Council.)**

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

11. Referral from Democratic Renewal Working Party: 23 May 2016 - Community Governance Review 59 - 116

Report No: **COU/SE/16/009**

Referral from Democratic Renewal Working Party: 23 May 2016

1. Community Governance Review
Chairman of the Working Party: Cllr Patsy Warby

12. Norfolk and Suffolk Devolution Agreement 117 - 230

Report No: **COU/SE/16/010**

**13. Referrals report of recommendations from Cabinet:
14 June 2016**

231 - 234

Further to Report No: COU/SE/16/007, due for consideration under Agenda Item 8 on this Council agenda, which specifically refers to the referral of recommendations from Cabinet on the West Suffolk Operational Hub, Report No: **COU/SE/16/011** has been produced to enable Council to consider the remaining referral of recommendations from Cabinet since the extraordinary meeting of Council on 19 April 2016.

Referrals from Cabinet: 24 May 2016

There are no referrals from the Cabinet meeting held on 24 May 2016.

Referrals from Cabinet: 14 June 2016

1. The Guildhall Project
Portfolio Holder: Cllr John Griffiths

14. Annual Scrutiny Report: 2015/2016

235 - 254

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 No: **COU/SE/16/012**

Council is asked to **NOTE** the content of Report No: COU/SE/16/012.

15. Representation on Suffolk County Council's Health Scrutiny Committee

The Council is asked to nominate one Member and one substitute Member to serve on the County Council's Health Overview and Scrutiny Committee. These Members 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.

For 2016/2017, the Committee has re-nominated Councillor Paul Hopfensperger to sit on this joint body, and nominated Councillor Margaret Marks as the substitute Member.

It is **RECOMMENDED** to Council that Councillor Paul Hopfensperger be nominated as the Borough Council's representative and Councillor Margaret Marks as the substitute Member on the Suffolk Health Overview and Scrutiny Committee for 2016-2017.

16. Review of the Constitution: Recommendations from the Joint Constitution Review Group and Mayoral Advisory Committee

255 - 332

Report No: **COU/SE/16/013**

17. Councillor Terry Buckle: Dispensation

Owing to illness, Councillor Terry Buckle has been unable to attend Council meetings since 23 February 2016. Section 85(1) of the Local Government Act 1972 provides that failure to attend for six consecutive months will lead to a Councillor ceasing to be a member of the authority unless, before the end of that six-month period, the authority approves the reason for non-attendance. In this case, if Councillor Buckle continues to not attend Council meetings, the six consecutive month period will expire on 23 August 2016.

Council is **RECOMMENDED** to approve the non-attendance of Councillor Terry Buckle at meetings for a period in excess of six consecutive months by reason of ill health, in accordance with Section 85(1) of the Local Government Act 1972, and that the situation be reviewed at the next ordinary meeting of Council on 27 September 2016.

18. Questions to Committee Chairmen

Members are invited to ask questions of committee Chairmen on business transacted by their committees since the last ordinary meeting of Council on 23 February 2016.

Committee	Chairman	Dates of meetings
Overview and Scrutiny Committee	Cllr Diane Hind	9 March 2016 20 April 2016 8 June 2016
Performance and Audit Scrutiny Committee	Cllr Sarah Broughton	25 May 2016
Development Control Committee	Cllr Jim Thorndyke	3 March 2016 7 April 2016 4 May 2016 2 June 2016
Licensing and Regulatory Committee	Cllr Frank Warby	17 May 2016

19. Urgent Questions on Notice

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

20. Report on Special Urgency

Part 4, Access to Information Procedural Rules, of the Constitution (paragraph 18.3) 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 17, 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.

Part 2 – Exempt

NONE