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# Council



<b>Title:</b>	<b>Agenda</b>
<b>Date:</b>	<b>Tuesday 16 July 2019</b>
<b>Time:</b>	<b>6.30 pm</b>
<b>Venue:</b>	<b>Conference Chamber West Suffolk House</b> Western Way Bury St Edmunds IP33 3YU
<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>8 July 2019</b>
<b>Interests – Declaration and Restriction on Participation:</b>	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.
<b>Quorum</b>	One third of the Council (at least 22 Members)
<b>Committee administrator:</b>	<b>Claire Skoyles</b> Democratic Services Officer <b>Tel:</b> 01284 757176 <b>Email:</b> <a href="mailto:claire.skoyles@westsuffolk.gov.uk">claire.skoyles@westsuffolk.gov.uk</a>

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# Public Information



<b>Venue:</b>	<b>West Suffolk House</b> Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01284 757176 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 and following address: <b>West Suffolk Council</b> <b>College Heath Road</b> Mildenhall Bury St Edmunds Suffolk IP28 7EY  at least five clear days before the meeting. They are also available to view on our website.	
<b>Attendance at meetings:</b>	West Suffolk 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.	
<b>Public participation:</b>	<p>Members of the public who live or work in the District may put questions about the work of the Council or make statements on items on the agenda 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 online by sending the request to <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> 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 Monitoring Officer 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> Phone: 01284 757162</p>	
<b>Disabled access:</b>	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.  Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.	
<b>Induction loop:</b>	An Induction loop is available for meetings held in the Conference Chamber.	
<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>	
<b>Personal Information</b>	Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: <a href="https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm">https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm</a> or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.	

# Agenda

## Procedural Matters

*Page No.*

**1. Minutes**

**1 - 8**

To confirm the minutes of the meeting held on 22 May 2019 (copy attached).

**2. Chair's Announcements**

To receive announcements (if any) from the Chair.

**3. Apologies for Absence**

To receive announcements (if any) from the officer advising the Chair (including apologies for absence).

**4. 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

**5. Leader's Statement**

Paper No: **COU/WS/19/001 TO FOLLOW**

**(Council Procedure Rules 8.1 – 8.3)** The Leader will submit a report (the Leader's Statement) summarising important developments and activities since the preceding meeting of the Council.

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.

**6. Public Participation**

**Council Procedure Rules Section 6)** Members of the public who live or work in the District may put questions about the work of the Council or make statements on items on the agenda to members of the Cabinet or any Committee. 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/statements are dealt with sooner, or if there are no questions/statements, the Council will proceed to the next business.)*

Each person may ask **one** question or make **one** statement only. A total of **five minutes will be allowed for the question to be put and answered or the statement made.** If a question is raised, one supplementary question will be allowed provided that it **arises directly from the reply and the overall time limit of five minutes is not exceeded.**

If a statement is made, then the Chair may allow the Leader of the Council, or other Member to whom they refer the matter, a right of reply.

**Written questions** may be submitted by members of the public to the Monitoring Officer **no later than 10.00 am on Monday 15 July 2019.** The written notification should **detail the full question** to be asked at the meeting of the Council.

**7. Constitution Review Group**

**9 - 14**

Report No: **COU/WS/19/002**

**8. Representation on Suffolk County Council's Health Scrutiny Committee: 2019/2020**

The Council is asked to nominate one Member and one substitute member to serve on Suffolk County Council's Health Scrutiny Committee. These should ideally be from the 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 13 June 2019, considered nominations for a representative and a substitute Member for 2019/2020.

It is **RECOMMENDED** that Councillor Margaret Marks be nominated as the Council's representative and Councillor Paul Hopfensperger as the nominated substitute Member on the Suffolk Health Scrutiny Committee for 2019/2020.

**9. Motion on Notice**

**15 - 16**

Councillors Max Clarke and Cliff Waterman have given notice under paragraph 9.1 of the Council Procedure Rules of the motion **attached as Paper No: COU/WS/19/003.**

**Paragraph 9.6** of the Council Procedure Rules states:

*'Any motion on notice under paragraph 9.1 above of these Rules, on being moved and seconded, will usually, without discussion, be referred to the appropriate forum for consideration. If the*

*Chair 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:*

- (a) *Not involve the Council incurring expenditure not included in the Council's approved revenue or capital budget.*
- (b) *Not involve the Council being committed to take action which would usually require public consultation or a statutory process to be followed prior to it being made.'*

#### **10. Any Other Urgent Business**

To consider any business, which by reason of special circumstances, should in the opinion of the Chair be considered at the meeting as a matter of urgency.

#### **11. 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**

#### **12. Exempt Item: Referrals Report of Recommendations from Cabinet (para 3) 17 - 34**

Exempt Report No: **COU/WS/19/004**

##### **(A) Referrals from Cabinet: 28 May 2019**

There are no referrals emanating from the Cabinet meeting held on 28 May 2019.

##### **(B) Referrals from Cabinet: 25 June 2019**

1. Exempt Item: Investing in our Commercial Asset Portfolio (para 3)

**Portfolio Holder:** Cllr Susan Glossop