



Charlie Adan

Chief Executive

Babergh District Council
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TO: THE CHAIRMAN AND MEMBERS OF
BABERGH DISTRICT COUNCIL

18 April 2016

PLEASE NOTE TIME OF MEETING

Dear Sir/Madam

The Annual Meeting of the Babergh District Council will be held in the Council Chamber, Council Offices, Corks Lane, Hadleigh on **Tuesday, 26 April 2016 at 9:30 a.m.**

For those wishing to attend, prayers will be said at 9:25 a.m. prior to the commencement of the Council meeting.

Yours faithfully

Chief Executive

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

Any member of the public who attends a meeting and objects to being filmed should advise the Committee Clerk who will instruct that they are not included in the filming.

PART I

1 ELECTION OF CHAIRMAN

2 ELECTION OF VICE-CHAIRMAN

3 APOLOGIES FOR ABSENCE

To receive apologies for absence.

4 DECLARATION OF INTERESTS

Members to declare any interests as appropriate in respect of items to be considered at this meeting.

5 MINUTES

To confirm and sign the minutes of the meeting held on 23 February 2016 as a correct record (copy attached).

6 CHAIRMAN'S ANNOUNCEMENTS

[Paper S1](#)

In addition to any announcements made at the meeting, please see Paper S1 attached, detailing events attended by the Chairman and Vice-Chairman.

7 LEADER'S ANNOUNCEMENTS

8 PUBLIC PARTICIPATION SESSION

Members of the public are able to ask a question or make a statement during this item – please refer to the 'Guide to the Procedure' – copy available on request.

Prior written notice of the intention to speak must be given to the Monitoring Officer by no later than 5.00 p.m. on Thursday, 21 April 2016 (two clear working days before the meeting).

9 QUESTIONS FROM THE PUBLIC IN ACCORDANCE WITH [COUNCIL PROCEDURE RULE NO. 15](#)

The Chairmen of Committees to answer any questions from the public of which notice has been given no later than midday two clear working days before the day of the meeting in accordance with Council Procedure Rules.

10 QUESTIONS FROM MEMBERS IN ACCORDANCE WITH COUNCIL PROCEDURE RULE NO. 16

The Chairman of the Council, the Chairmen of Committees and Sub-Committees and Lead Members to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District of which due notice has been given in accordance with Council Procedure Rules.

11 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULE NO. 14

In accordance with Council Procedure Rules, the Chief Executive will report the receipt of any petitions. There can be no debate or comment upon these matters at the Council meeting.

12 POLITICAL BALANCE AND COMPOSITION OF COMMITTEES AND JOINT COMMITTEES

Report by the Interim Head of Democratic Services attached.

[Paper S2](#)

13 APPOINTMENTS

(i) Appointment of the Leader and Deputy Leader of the Council and Chairmen and Vice-Chairmen of Committees

In accordance with the Council's Constitution (Article 4 (5)) the Leader shall take up the Chairmanship of the Strategy Committee.

To elect a Chairman and Vice-Chairman for each of the following Committees:-

Planning
Regulatory

To elect a Vice-Chairman of the Strategy Committee.

To elect a Chairman and Vice-Chairman for each of the following Joint Committees:-

Joint Audit and Standards Committee
Joint Scrutiny Committee
Joint Appointments Committee

(ii) Appointment of Portfolio Holders

To appoint a Portfolio Holder for each of the following roles:

Housing Delivery
Business Growth and Increased Productivity
Community Capacity Building and Engagement
An Enabled and Efficient Organisation
Assets and Investments
Environment

(iii) Appointment of Members with Special Responsibilities

Council is asked to endorse the Leader's nominations for the following MSR roles:

Housing Delivery
Business Growth and Increased Productivity
Community Capacity Building and Engagement
An Enabled and Efficient Organisation
Assets and Investments
Environment

Note - The MSRs do not receive a financial allowance. They have no executive powers. They are a point of contact for officers so that soundings may be taken. Both Councils will review the Member Allowance Scheme in due course.

(iv) Appointments to Programme Steering Boards

To make appointments to the following Programme Steering Boards:-

Communities
Housing
Economy
Enabling
Environment

Each Programme Steering Board to comprise eight Councillors (four from Babergh and four from Mid Suffolk).

[Paper
S3](#)

(v) Appointment of Members to Joint Groups

Report by the Interim Head of Democratic Services attached.

[Paper
S4](#)

(vi) Appointments to Outside Bodies for 2016/17

Report by the Interim Head of Democratic Services attached.

(vii) Appointments to the Suffolk Joint Standards Board

The Interim Head of Democratic Services to report that, in accordance with the joint arrangements established with Mid Suffolk District and Suffolk County Councils, Members are asked to appoint three Members to serve on the Board for the current municipal year.

The political balance rules do not apply to Babergh's appointees, who cannot be any of the following:-

- the Chairman of the Council
- Members of the Strategy Committee

The Group Leaders have been asked to put forward names to be considered for these positions. Appointments will be made for the ensuing year, unless one of the circumstances in Section 5 of the Board's Terms of Reference relating to resignations, removal/replacement of members, changes to the constitutional arrangements takes effect.

Babergh's appointees for 2015/16 were Bryn Hurren, Adrian Osborne and David Rose.

(viii) Appointments to the Joint Gypsy and Traveller Steering Group

To make appointments to the Joint Gypsy and Traveller Steering Group.

14 REPORTS

(i) Joint Strategic Plan Refresh (Strategy Committee 7 April 2016)

[Paper R111 and revised Appendix A](#)

At its meeting on 7 April, the Committee considered and agreed recommendations 2.1 and 2.2 of Paper R111.

The Joint Strategic Plan Refresh document presented today has been updated for comments received from Councillors on the draft document considered by Executive and Strategy Committees. These changes will be outlined at the Council meetings.

The updated Plan is attached to Paper R111 as Appendix A (Revised). Any further minor changes to the Plan can be made under the delegation (as approved by the Strategy and Executive Committees) to the Strategic Director in conjunction with the Leaders of both Councils.

RECOMMENDED TO COUNCIL

That the Babergh District Council and Mid Suffolk District Council full Joint Strategic Plan Refresh 2016-2020 Appendix A (Revised) to Paper R111 be approved.

(ii) Annual Report of the Joint Scrutiny Committee and Babergh Scrutiny Committee 2015/16

[Paper S5](#)

Report by the Interim Head of Law and Governance attached.

(iii) Focused Management Review

[Paper
S6](#)

Report by the Chief Executive attached.

(iv) Constitutional Update

[Paper
S7](#)

Report by the Monitoring Officer attached.

(v) Neighbourhood Planning

[Paper
S8](#)

Report by the Head of Planning for Growth attached.

For further information on any of the Part 1 items listed above, please contact Linda Sheppard on 01473 826610 or via email at committee.services@babergh.gov.uk