

MID SUFFOLK DISTRICT COUNCIL

Minutes of the Meeting of the **MID SUFFOLK COUNCIL** held at the Council Chamber, Mid Suffolk District Council Offices, High Street, Needham Market on Thursday, 27 April 2017

PRESENT:

Councillors:	Roy Barker	Gerard Brewster
	David Burn	James Caston
	Rachel Eburne	Paul Ekpenyong
	John Field	Julie Flatman
	Jessica Fleming	Elizabeth Gibson-Harries (Chairman)
	Nick Gowrley	Gary Green
	Kathie Guthrie	Lavinia Hadingham
	Derrick Haley	Matthew Hicks
	Glen Horn	Esther Jewson
	Anne Killett	John Levantis
	Sarah Mansel	Wendy Marchant
	John Matthissen	Lesley Mayes
	Suzie Morley	Dave Muller
	Mike Norris	Derek Osborne
	Penny Otton	Timothy Passmore
	Jane Storey	Andrew Stringer
	Keith Welham	Kevin Welsby
	John Whitehead	David Whybrow
	Jill Wilshaw	

In attendance:	Chief Executive
	Deputy Chief Executive
	Assistant Director - Corporate Resources
	Assistant Director - Investment & Commercial Delivery
	Temporary Assistant Director of Law and Governance
	Corporate Manager - HR and Organisational Development
	Interim Development and Investment Executive
	Governance Support Officers (VL/HH)

25 **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Diana Kearsley.

26 **TO RECEIVE ANY DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS BY MEMBERS**

There were no declarations of interest.

27 **C/14/17 - CONFIRMATION OF THE MINUTES OF THE 23 MARCH MEETING**

Report C/14/17

The minutes of the meeting held on 23 March 2017 were confirmed as a correct record subject to the following amendments:

- Officer attendance – amend to read Chief Executive, Deputy Chief Executive, Temporary Assistant Director Law and Governance and Monitoring Officer, Governance Support Officer (VL/HH).

- Minute 24 Portfolio Holder Reports

(c) Business Growth and Increased Productivity – second paragraph – final sentence to read ‘Councillor Whybrow replied he was unaware and would advise the figures’.

(e) Community Capacity and Engagement Portfolio – amend ‘Councillor Stringer’ to Councillor Killett’ and final sentence to read ‘Councillor Flatman replied that she would look into the issue and provide a response’.

28 **C/15/17 - CHAIRMAN'S ANNOUNCEMENTS**

Report C/15/17

The report was noted.

Councillor Gibson-Harries advised that as the cost of attending some engagements was very high, she and Councillor Burgoyne, Chairman of Babergh District Council, had both agreed to send a donation rather than attend.

She was pleased to announce that a cheque for £1500 had been presented to her chosen charity, the East Anglian Air Ambulance, and that her own drinks reception at the Red Feather Club and Museum had been a success.

29 **C/16/17 - LEADER'S REPORT**

The report was noted.

In response to Members’ questions Councillor Gowrley advised that the process for allocation of CIL monies was almost complete and would be reported to Cabinet in due course. He also confirmed that parishes were informed of the sum they were to receive.

Members requested that their thanks be passed to Evelyn Crosland, former Head of the Shared Revenues Partnership (SRP), for all her work and the help and advice she had given Councillors during her time in the post. Councillor Haley advised that if new Members wished to visit the SRP office he would be happy to arrange this.

30 **TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PROCEDURE RULE**

Members were advised that a petition signed by 63 residents had been received regarding planning application 0501/17: Erection of new dwelling. Land rear of 3-5 The Street, Bramford. The petition was to be reported to the relevant Development Control Committee when the application was presented for consideration.

There was no debate or comment on this matter at Council.

31 **QUESTIONS BY THE PUBLIC**

None received.

32 **QUESTIONS BY COUNCILLORS**

None received.

33 **C/17/17 - JOINT SCRUTINY COMMITTEE REPORT**

Councillor Rachel Eburne presented the report which was noted.

Members thanked Councillor Eburne for the valuable work carried out by the Committee.

34 **C/18/17 - PAY POLICY STATEMENT FOR 2017/18**

Councillor Gowrley, Leader of Council introduced the report which set out the Pay Policy for 2017/18. The Localism Act 2011 required local authorities to produce a Pay Policy Statement each year for the financial year ahead. A pay policy statement must set out the remuneration of its chief officers, the lowest paid employees and the relationship between them. The pay policy for 2017/18 was substantially the same as last years, with some slight amendments to reflect changes to job titles and reporting arrangements within the Senior Leadership Team. It was confirmed that the payment of the chief officers was within the boundaries set out in the policy statement as referred to in paragraphs 5.4.2, 5.5.3 and 5.5.5 of Appendix A. Section 6 of the Appendix set out the general principles that were applied to remuneration, covering recruitment, increases and additions to remuneration, termination payments and transparency.

Councillor Gowrley proposed the recommendation which was seconded by Councillor Horn.

Members considered the report and raised questions on various issues including:

- Changes to the gross salary bill since the staff reorganisation
- Fees for running elections
- Whether any other allowances were paid that were not included eg health care
- Whether the Councils' policy regarding the differentials between the Chief Officers pay and the lowest paid employees was comparable to other local authorities
- The current position regarding staff appraisals and incremental pay rises.

Councillor Gowrley agreed to investigate the differential in comparison to other local authorities and advise Members accordingly.

Members requested a report to a future Cabinet meeting giving details of the current staff appraisal process regarding performance and pay to allow an informed decision to be taken on the way forward.

By a majority vote

RESOLUTION

That the proposed Pay Policy Statement for 2017/18, attached as Appendix A to the report, be approved

35 **C/19/17 - ADOPTION OF REVISED CONSTITUTION**

Councillor Gowrley, Leader of Council introduced the report and advised that following the Council's decision to adopt the Leader-Cabinet model of governance in December 2016, the Monitoring Officer had now made amendments to the Constitution to reflect the establishment of a Cabinet and to support the decision making processes related to this model of governance.

The schedule appended to the Council report detailed the amendments that had been made to the Constitution. These were primarily concerned with the Articles of the Constitution, the Council Procedure Rules, Scheme of Delegations, Contract Standing Orders and Financial Regulations.

In this revision of the Constitution the changes had been limited to only those which were fundamentally necessary for the Council to operate under the Leader-Cabinet model. In the future the Constitution will be reviewed annually on a rolling basis by the Joint Audit and Standards Committee. This approach to the Constitution review had been endorsed by the joint cross-party Strengthening Governance Task and Finish Group.

He reiterated that the changes made were essential to the operation of the Leader-Cabinet system of governance and consequently moved the recommendation in 2.1 that the Council adopted the revised Constitution.

The motion was seconded by Councillor Levantis.

In response to Members' questions it was noted that the Monitoring Officer was delegated to make any necessary minor amendments and would also review the Constitution on a rolling basis and at least annually.

By a majority vote

RESOLUTION

That the revised Constitution, as detailed in Appendices A and B to the report, be adopted

36 **RESOLUTION TO EXCLUDE THE PUBLIC**

By a unanimous vote

RESOLUTION

That under section 100(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act in the paragraphs registered against the item:

<i>Item</i>	<i>Schedule 12a Reason</i>
37	3

37 **C/20/17 - CAPITAL INVESTMENT FUND COMPANY ('CIFCO') BUSINESS PLAN 2017/18 APPROVAL (EXEMPT INFORMATION BY VIRTUE OF PARAGRAPH 3 OF PART 1)**

The Minute relating to the above mentioned item is excluded from the public record. A summary of the Minute made by the Proper Officer in accordance with sub-section 2 of Section 100(c) of the Local Government Act 1972 is set out below.

The Assistant Director (Investment and Commercial Delivery) submitted report C/20/17.

The Committee accepted the recommendations contained in the report.