

AGENDA

MEETING VENUE:

**Anglia Room, The
Conference Suite,
Elizabeth House, Dereham**

Our Ref: JB

Contact: Julie Britton

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Date: Thursday, 11 May 2017

Dear Sir/Madam,

Members of the Council are hereby summoned to a Meeting of the **District Council** which will be held at **10.00 am** on **Thursday, 18th May, 2017** in the **Anglia Room, The Conference Suite, Elizabeth House, Dereham**

Yours faithfully



Anna Graves
Chief Executive

The Democratic Services Officer to call the roll of Members

Members of the Council requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Council.

	<u>Page(s)</u> <u>herewith</u>
1. <u>CHAIRMAN</u>	
a) To elect the Chairman of the Council for the ensuing year.	
b) The newly elected Chairman to sign the required Declaration of Acceptance of Office.	
2. <u>VICE-CHAIRMAN</u>	
a) To elect the Vice-Chairman of the Council for the ensuing year.	
b) The newly elected Vice-Chairman to sign the required Declaration of Acceptance of Office.	
3. <u>VOTE OF THANKS TO THE OUTGOING CHAIRMAN</u>	
4. <u>APOLOGIES</u>	
To receive apologies for absence.	
5. <u>MINUTES</u>	6 - 11
To confirm the minutes of the meeting held on 6 April 2017.	
6. <u>DECLARATION OF INTERESTS</u>	
The duties to register, disclose and not to participate for the entire consideration of the matter, in respect of any matter in which a Member has a disclosable pecuniary interest are set out in Chapter 7 of the Localism Act 2011. Members are also required to withdraw from the meeting room as stated in the Standing Orders of this Council.	
7. <u>CHAIRMAN'S ANNOUNCEMENTS</u>	12
8. <u>LEADER'S ANNOUNCEMENTS</u>	
To receive a verbal update from Councillor Nunn, Leader of the Council.	
9. <u>QUESTIONS ON NOTICE UNDER STANDING ORDER NO 6</u>	
10. <u>QUESTIONS WITHOUT NOTICE UNDER STANDING ORDER NO 7</u>	
11. <u>CABINET MINUTES</u>	13 - 15
Unconfirmed minutes of the Cabinet meeting held on 25 April 2017.	
12. <u>OVERVIEW AND SCRUTINY COMMISSION</u>	16 - 19
Unconfirmed minutes of the Overview and Scrutiny Commission meeting held on 30 March 2017.	
13. <u>PLANNING COMMITTEE</u>	20 - 27
Confirmed minutes of the Planning Committee meeting held on 3 April 2017.	

	<u>Page(s) herewith</u>
14. <u>MEMBER DEVELOPMENT PANEL</u> To note the minutes of the meeting held on 16 March 2017.	28 - 34
15. <u>APPOINTMENT OF COMMITTEES AND OTHER REPRESENTATIVES AND CHAIRMEN AND VICE CHAIRMEN 2017-2018</u> Report of Executive Director for Strategy and Governance.	35 - 37
16. <u>APPOINTMENTS TO OUTSIDE BODIES 2017-2018</u> Report of Executive Director for Strategy and Governance.	38 - 43
17. <u>AMENDMENTS TO THE CONSTITUTION</u>	
18. <u>ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT</u> NOTE: No other business is permitted unless by reason of special circumstances, which shall be specified in the minutes, the Chairman is of the opinion that the items(s) should be considered as a matter of urgency.	
19. <u>EXCLUSION OF PRESS AND PUBLIC</u> To consider passing the following resolution: “That under Section 100(A)(4) of the Local Government Act 1972, the press and the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A to the Act”.	
<u>PART B – ITEMS FROM WHICH THE PRESS AND THE PUBLIC ARE EXCLUDED</u>	
20. <u>CIP SERVICE REVIEW</u> Report of Sam Chapman-Allen, Deputy Leader of the Council and the Executive Member for Strategy, Governance and Transformation.	44 - 52
21. <u>ESTABLISHMENT OF CENTRAL CONTRACTS TEAM (SHARED WITH SOUTH HOLLAND COUNCIL)</u> Report of Sam Chapman-Allen, Deputy Leader of the Council and the Executive Member for Strategy, Governance and Transformation.	53 - 65
22. <u>CAPITA BUSINESS PLAN</u> Report of Stephen Ottewell, Director Capita Planning.	66 - 111
For Information	
CHAIRMAN AND EXECUTIVE MEMBERS' SURGERY	
At the end of the Council meeting, Chairmen of Committees and Executive Members will be available to members who wish to put forward specific questions, for example on ward issues.	

Page(s)
herewith