

AGENDA

MEETING VENUE:

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

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Date: Tuesday, 18 February 2020

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, 27th February, 2020** 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.

THIS MEETING WILL BE RECORDED BY THE COUNCIL

Mobile phones and other equipment may also be used to audio record, film, tweet or blog from this meeting by an individual Council Member or a member of the public. No part of the meeting room is exempt from public filming etc unless the meeting resolves to go into private session. However, the use of images or recordings arising from this is not under the Council's control.

contactus@breckland.gov.uk

Breckland Council Elizabeth House, Walpole Loke, Dereham, Norfolk NR19 1EE
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PRISCILLA BACON LODGE

A voluntary collection will be taken for Priscilla Bacon Lodge in memory of Amanda, the daughter of Councillor Keith Martin.

1. APOLOGIES (AGENDA ITEM 1)

To receive apologies for absence.

2. MINUTES (AGENDA ITEM 2)

To confirm the minutes of the meeting held on 23 January 2020.

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3. DECLARATION OF INTERESTS (AGENDA ITEM 3)

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.

4. CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 4)

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5. LEADER'S ANNOUNCEMENTS (AGENDA ITEM 5)

To receive a verbal update from Councillor Sam Chapman-Allen, Leader of the Council.

6. QUESTIONS ON NOTICE UNDER STANDING ORDER NO 6 (AGENDA ITEM 6)

The following question has been received from Councillor Jermy:

Could the Cabinet Member for Housing, Councillor Alison Webb, confirm the average time taken to process applications to join the Breckland housing list for the current and previous financial years (to be reported as separate years).

7. QUESTIONS WITHOUT NOTICE UNDER STANDING ORDER NO 7 (AGENDA ITEM 7)

8. CABINET (AGENDA ITEM 8)

Unconfirmed Minutes of the Cabinet meeting held on 3 February 2020.

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9. PLANNING COMMITTEE (AGENDA ITEM 9)

a) 13 January 2020

Confirmed Minutes of the Planning Committee meeting held on 13 January 2020.

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b) 10 February 2020

Unconfirmed Minutes of the Planning Committee meeting held on 10 February 2020.

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	<u>Page(s) herewith</u>
10. <u>LICENSING COMMITTEE (AGENDA ITEM 10)</u> Unconfirmed Minutes of the Licensing Committee meeting held on 28 January 2020.	42 - 66
11. <u>COMMITTEE OF THE LICENSING AUTHORITY (AGENDA ITEM 11)</u> Unconfirmed minutes of the Committee of the Licensing Authority meeting held on 28 January 2020.	67 - 70
12. <u>GOVERNANCE & AUDIT COMMITTEE (AGENDA ITEM 12)</u> Unconfirmed Minutes of the Governance and Audit Committee meeting held on 16 January 2020.	71 - 80
13. <u>MEMBER DEVELOPMENT PANEL (AGENDA ITEM 13)</u> To note the Minutes of the Member Development Panel meeting held on 21 January 2020.	81 - 83
In accordance with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote is now required at budget meetings.	
14. <u>BUDGET SETTING, MEDIUM TERM PLAN AND CAPITAL STRATEGY 2020-21 (AGENDA ITEM 14)</u> Report of Councillor Philip Cowen, Executive Member for Finance & Growth.	84 - 143
COUNCIL TAX NOTE	
Members are reminded that if they are two months or more in arrears, they must disclose the fact and not vote on any item to set tax or any decision which may affect its calculation.	
15. <u>COUNCIL TAX SETTING 2020-21 (AGENDA ITEM 15)</u> Report of Councillor Philip Cowen, Executive Member for Finance & Growth.	144 - 158
16. <u>CORPORATE PLAN REFRESH 2020 (AGENDA ITEM 16)</u> Report of Councillor Sarah Suggitt, Executive Member for Governance.	159 - 181
17. <u>PAY POLICY STATEMENT 2020/21 (AGENDA ITEM 17)</u> Report of Councillor Sarah Suggitt, Executive Member for Governance.	182 - 190
18. <u>NOMINATIONS FOR COMMITTEE AND OTHER SEATS (AGENDA ITEM 18)</u> To receive nominations for any changes to Committee and other seats from political groups. <u>Local Plan Working Group</u> Councillor Paul Claussen, the Deputy Leader & Executive Member for Planning	

to replace Councillor Gordon Bambridge as Chairman of the Local Plan Working Group.

19. AMENDMENTS TO THE CONSTITUTION (IF ANY) (AGENDA ITEM 19)

20. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT (AGENDA ITEM 20)

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.

21. EXCLUSION OF PRESS & PUBLIC (AGENDA ITEM 21)

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 & 4 of Schedule 12A to the Act.”

PART B – ITEM FROM WHICH THE PRESS AND THE PUBLIC ARE EXCLUDED

22. CONTRACTS & PROCUREMENT OFFICER POST (AGENDA ITEM 22)

191 - 196

Report of Councillor Paul Hewett, Executive Member for Contracts & Assets and Maxine O'Mahony, Executive Director for Strategy & Governance.

23. WORKSMART 20:20 - TERMS & CONDITIONS (AGENDA ITEM 23)

197 - 224

Report of Councillor Sarah Suggitt, Executive Member for Governance and Maxine O'Mahony, Executive Director Strategy & Governance.

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.