

AGENDA

MEETING VENUE:

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

Contact: Julie Britton
Direct Dial: 01362 656343
e-mail: julie.britton@breckland.gov.uk

Date: Wednesday, 23 October 2019

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, 31st October, 2019** 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
Telephone: 01362 656870 www.breckland.gov.uk

	<u>Page(s) herewith</u>
1. <u>APOLOGIES</u> To receive apologies for absence.	
2. <u>MINUTES</u> To confirm the minutes of the meeting held on 19 September 2019.	6 - 15
3. <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.	
4. <u>CHAIRMAN'S ANNOUNCEMENTS</u>	16 - 17
5. <u>LEADER'S ANNOUNCEMENTS</u> To receive a verbal update from Councillor Sam Chapman-Allen, Leader of the Council.	
6. <u>QUESTIONS ON NOTICE UNDER STANDING ORDER NO 6</u>	
7. <u>QUESTIONS WITHOUT NOTICE UNDER STANDING ORDER NO 7</u>	
8. <u>CABINET MINUTES</u> Unconfirmed minutes of the Cabinet meeting held on 14 October 2019.	18 - 27
9. <u>OVERVIEW AND SCRUTINY COMMISSION</u> Unconfirmed minutes of the Overview and Scrutiny Commission meeting held on 26 September 2019.	28 - 33
10. <u>PLANNING COMMITTEE</u>	
a) <u>10 September 2019</u> Confirmed minutes of the additional Planning Committee meeting held on 10 September 2019.	34 - 37
b) <u>30 September 2019</u> Unconfirmed Minutes of the Planning Committee meeting held on 30 September 2019.	38 - 49
11. <u>GOVERNANCE & AUDIT COMMITTEE</u> Unconfirmed minutes of the Governance and Audit Committee meeting held on 3 October 2019.	50 - 54

	<u>Page(s) herewith</u>
12. <u>PROCESS FOR AMENDING THE CONSTITUTION</u> Report of Maxine O'Mahony, Executive Director for Strategy and Governance & Monitoring Officer.	55 - 57
13. <u>POLLING DISTRICTS, POLLING PLACES & POLLING STATIONS REVIEW</u> Report of Maxine O' Mahony, Executive Director for Strategy and Governance & Returning Officer.	58 - 72
14. <u>WORKSMART 20:20 - WORKPLACE DESIGN FOR AN AGILE FUTURE</u> Report of Cllr Paul Hewett, Executive Member for Assets and Contracts and Rob Walker Executive, Director of Place.	73 - 84
15. <u>BRECKLAND TOWN DELIVERY PLANS</u> Report of Cllr Sam Chapman-Allen, Leader of the Council.	85 - 92
16. <u>SNETTERTON ELECTRICITY POWER UPGRADE PROJECT</u> Report of Cllr Phil Cowen, Executive Member for Finance & Growth.	93 - 97
17. <u>NOMINATIONS FOR COMMITTEE AND OTHER SEATS</u> To receive nominations for any changes to Committee and other seats from political groups. <ul style="list-style-type: none">• <u>Planning Committee</u> To appoint 2 additional Conservative substitutes to the Planning Committee as follows: Councillor Vera Dale Councillor Linda Monument• <u>Water Resources East – Strategic Advisory Board (new outside body organisation)</u> To appoint Councillor Gordon Bambridge as the Council's representative on Water Resources East, Strategic Advisory Board.• <u>Norfolk Parking Partnership (outside body appointment)</u> To appoint a substitute.	
18. <u>AMENDMENTS TO THE CONSTITUTION</u>	
19. <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.	

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.

CYBER SECURITY PRESENTATION

Members are asked to note that there will be a 15 minute presentation taking place immediately after the Full Council meeting in relation to Cybersecurity awareness.

The presentation will be provided by Jason Tillyard, the Council's IT Manager.