



**Andrew Hunkin**  
**Strategic Director (Corporate)**  
Babergh District Council  
Corks Lane, Hadleigh, Ipswich IP7 6SJ

DX NO: 85055 Exchange: Babergh  
Website: [www.babergh.gov.uk](http://www.babergh.gov.uk)

---

TO: THE CHAIRMAN AND MEMBERS OF  
BABERGH DISTRICT COUNCIL

---

28 March 2013

Dear Sir/Madam

A Meeting of the Babergh District Council will be held in the Council Chamber, Council Offices, Corks Lane, Hadleigh on **Tuesday, 9 April 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

Andrew Hunkin  
Strategic Director (Corporate)

H:\DOCS\Committee\AGENDAS\2012\090413-CouncilAgenda-Letter.doc

---

**Babergh District Council**  
Council Offices, Corks Lane, Hadleigh, Ipswich, IP7 6SJ  
Telephone (01473) 822801  
Facsimile (01473) 825742  
Minicom (01473) 825878  
DX 85055 Babergh  
[www.babergh.gov.uk](http://www.babergh.gov.uk)

**Strategic Director (Corporate):** Andrew Hunkin  
**Head of Corporate Organisation:** Peter Quirk, **Head of Corporate Resources:** Katherine Steel  
**Chief Finance Officers (S151):** Katherine Steel (Mid Suffolk), Barry Hunter (Babergh), **Monitoring Officer:** Kathryn Saward

## PART I

1 MINUTES

To confirm and sign the minutes of the meeting held on [26 February 2013](#) as a correct record.

2 DECLARATION OF INTERESTS

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

3 APOLOGIES FOR ABSENCE

To receive apologies for absence.

4 CHAIRMAN'S ANNOUNCEMENTS

Paper  
[M187](#)

In addition to any announcements made at the meeting, please see Paper M187 attached detailing events attended by the Chairman and Vice-Chairman.

5 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULE NO. 13

In accordance with Council Procedure Rule No. 13, the Chief Executive will report the receipt of any petitions. There can be no debate or comment upon this matter at the Council meeting.

6 RECOMMENDATIONS AND REPORTS FROM COMMITTEES(a) Recommendations on Constitutional Change (Overview and Scrutiny (Stewardship) Committee Minute No 58)

Paper  
[M178R](#)  
  
[Revised Addendum](#)  
and  
Appendices  
(current versions)

The Head of Corporate Organisation submitted a report (Paper M178) setting out proposals for Constitutional Change arising from the deliberations of the Joint Constitutional Review Working Group and input from Member Workshops. The Overview and Scrutiny (Stewardship) Committee was asked to recommend the proposals to Full Council for approval. Members were aware that implementation of the proposals would be subject to the recommendations being approved by both Babergh and Mid Suffolk District Councils.

Members of the Committee also had before them an Addendum to Paper M178 together with

- Appendix 3A (replacing Appendix 3 to Paper M178)
- version 11 of the proposed and existing Structure Charts (*now replaced with current version 13*)
- Appendix 5 – Leader of the Council Role Description

The above documents, containing minor changes and providing further explanation to Paper M178, had been circulated to Members prior to commencement of the meeting.

Councillors Rex Thake and Kathy Pollard, members of the Joint Constitutional Review Working Group, were present at the meeting and, together with the Interim Governance Executive, answered various questions from Members.

During the course of the discussion, a small number of minor errors were identified and noted, and Members asked for the wording of recommendation 2.2 in Paper M178 to be clarified. In this connection it was noted that the proposed delegation would apply only to any alterations of the proposals contained in the report needed prior to Council, and it was resolved accordingly.

*Note: Paper M178R is attached together with Revised Addendum and current Appendices, correcting typographical errors identified at the meeting of the Overview and Scrutiny (Stewardship) Committee and replacing all previous versions of the structure charts with current version 13. Recommendation (1) below has been amended accordingly, by the wording in italics.*

Since the meeting of the Overview and Scrutiny (Stewardship) Committee, the Chief Executive in consultation with the Group Leaders has made two small changes to the proposals, the first changing the name of the JMSB to JMIB. The second change relates to the size of the Planning Committee and the Regulatory Committee which will be dependent upon the Councils' decision on Paper M188 (Agenda Item 7 below). The structure charts have been updated accordingly (version 13).

#### **RECOMMENDED TO COUNCIL**

- (1) That the changes to the Constitution as set out in *Paper M178R and supplemented by the Revised Addendum together with current Appendices (referred to as 1, 2, 3A and 5), as circulated with the agenda for the Council meeting*, be adopted subject to the proposals being agreed by Mid Suffolk District Council.**
- (2) That the Council's Monitoring Officer be authorised to make the necessary amendments to the Council's written Constitution to give effect to these changes.**

#### **7 POLITICAL BALANCE OF COMMITTEES**

Paper  
[M188](#)

Report by the Head of Corporate Organisation attached.

8 RECOMMENDATIONS AND REPORTS FROM COMMITTEES  
(continued)

(b) Approval of Draft Strategic Priority Outcomes (Strategy Committee Minute No. 127)

The Head of Corporate Organisation submitted a report ([Paper M162](#)) outlining the further work that had been carried out to refine the draft versions of the Vision, Strategic Priorities and developing outcomes for Babergh District Council.

**RECOMMENDED TO COUNCIL**

**That the revised draft vision, strategic priorities and outcomes as set out in paragraphs 8.1 and 8.2 of [Paper M162](#) be adopted subject to:**

- **The deletion of the words “and wildlife” in proposed outcome G in the Economy and Environment priority.**

9 RECOMMENDATIONS AND REPORTS FROM TASK GROUPS/PANELS

Protocol for use of Planning Officer Delegations

Paper  
[M189](#)

Report from the Joint Member Integration Board (JMIB) attached.

10 CREATION OF A SUFFOLK JOINT STANDARDS BOARD

Paper  
[M191](#)

Report by the Monitoring Officer attached.

11 QUESTIONS FROM THE PUBLIC

The Chairmen of Committees to answer any questions from the public of which notice has been given no later than midday two working days before the day of the meeting in accordance with Council Procedure Rule No. 14.

12 QUESTIONS FROM MEMBERS

The Chairman of the Council and the Chairmen of Committees and Sub-Committees to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District and which fall within the terms of reference of that Committee or Sub-Committee of which due notice has been given in accordance with Council Procedure Rule No. 15.4 (a) and (b).

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](mailto:committee.services@babergh.gov.uk)