

TENDRING DISTRICT COUNCIL

AGENDA

For the meeting to be held on Tuesday, 21 November 2017

Prayers

1 Summons to Council (Pages 1 - 2)

2 Apologies for Absence

The Council is asked to note any apologies for absence received from Members.

3 Minutes of the Last Meeting of the Council (Pages 3 - 22)

The Council is asked to approve, as a correct record, the minutes of the Council Meeting held on 5 September 2017.

4 Declarations of Interest

Councillors are invited to declare any disclosable pecuniary interests, or other interest, and the nature of it, in relation to any item on the agenda.

5 Announcements by the Chairman of the Council

The Council is asked to note any announcements made by the Chairman of the Council.

6 Announcements by the Chief Executive

The Council is asked to note any announcements made by the Chief Executive.

7 Statements by the Leader of the Council

The Council is asked to note any statements made by the Leader of the Council.

Councillors may then ask questions of the Leader on his statements.

8 Statements by Members of the Cabinet

The Council is asked to note any statements made by Members of the Cabinet (Portfolio Holders).

Councillors may then ask questions of the Portfolio Holders on their statements.

9 Petitions to Council

The Council will consider any petition(s) received in accordance with the Scheme approved by the Council.

10 Questions Pursuant to Council Procedure Rule 10.1 (Pages 23 - 24)

Subject to the required notice being given, members of the public can ask questions of the Leader of the Council, Portfolio Holders or Chairmen of Committees.

The Chairman shall determine the number of questions to be tabled at a particular meeting in order to limit the time for questions and answers to half an hour.

One question has been received, on notice, from a member of the public.

11 Questions Pursuant to Council Procedure Rule 11.2 (Pages 25 - 26)

Subject to the required notice being given, Members of the Council can ask questions of the Chairman of the Council, the Leader of the Council, Portfolio Holders or Chairmen of Committees or Sub-Committees.

The time allocated for receiving and disposing of questions shall be a maximum of 45 minutes. Any question not disposed of at the end of this time shall be the subject of a written response, copied to all Members unless withdrawn by the questioner.

Four questions have been received, on notice, from Members.

12 Report of the Leader of the Council - Urgent Cabinet or Portfolio Holder Decisions

The Council will receive a report on any Cabinet decisions taken as a matter of urgency in accordance with Access to Information Procedure Rule 17.4, Budget and Policy Framework Procedure Rule 6(b) and/or Overview and Scrutiny Procedure Rule 18(i).

There is no report on this occasion.

13 Reports Submitted to the Council by an Overview and Scrutiny Committee - Reference from the Community Leadership and Partnerships Committee - A.1 - Proposed Community Governance Review regarding a Town Council for Clacton-On-Sea (Pages 27 - 28)

To enable Council to decide, whether to support Councillor Jack Parsons' motion to Council in respect of a proposed parish/town council for Clacton-on-Sea. **[Note: This item was deferred from the meeting of the Council held on 5 September 2017.]**

14 Minutes of Committees (Pages 29 - 74)

The Council will receive the minutes of the following Committees:

- (a) Audit of Thursday 21 September 2017;
- (b) Corporate Management of Monday 25 September 2017;
- (c) Standards of Wednesday 27 September 2017;
- (d) Community Leadership and Partnerships of Monday 2 October 2017;
- (e) Service Development and Delivery of Monday 9 October 2017;
- (f) Corporate Management of Monday 16 October 2017;
- (g) Human Resources of Wednesday 1 November 2017; and
- (h) Local Plan of Thursday 2 November 2017.

NOTES:

- (1) The above minutes are presented to Council **for information only**. Members can ask questions on their contents to the relevant Chairman but questions as to the accuracy of the minutes **must** be asked at the meeting of the Committee when the relevant minutes are approved as a correct record;
- (2) The recommendations to Council contained in the minutes of the Standards Committee and the Human Resources Committee will be presented for Members' consideration with a covering report to the meeting of the Council due to be held on 23 January 2018.

15 Motions to Council

The Council will consider motions, notice of which has been given pursuant to Council Procedure Rule 12.

There are none on this occasion.

16 Recommendations from the Cabinet - The Local Council Tax Support Scheme 2018/19 - Council Tax Exemptions/Discounts for 2018/2019 and the Annual Minimum Revenue Provision Policy Statement 2018/2019 (Pages 75 - 122)

The Council is asked to consider the recommendations submitted to it by the Cabinet in respect of the Local Council Tax Support Scheme 2018/19, Council Tax Exemptions for 2018/2019 and the Annual Minimum Revenue Provision Policy Statement 2018/2019.

17 Recommendations from the Cabinet - Amendments to the Council's Constitution - Financial & Procurement Matters (Pages 123 - 176)

The Council is asked to consider the recommendations submitted to it by the Cabinet in respect of the proposed changes to the Financial and Procurement Procedure Rules contained in Part 5 of the Council's Constitution.

18 Report of the Chief Executive - A.2 - Membership of Committees Etc. (Pages 177 - 178)

To inform Council of appointments to Committees that had been made since the last meeting of the Council.

19 Report of the Chief Executive - A.3 - Change in Membership of Political Groups and a Review of Membership of Committees (Pages 179 - 180)

To inform Council of a change in the membership of the Conservative and Non-Aligned political groups on Tendring District Council and also to enable Council to consider the outcome of a review of the membership of Committees conducted in accordance with Section 15(1)(e) of the Local Government and Housing Act 1989 and Regulation 17(b) of the Local Government (Committees and Political Groups) Regulations.

20 Report of the Head of Leadership Support and Community - A.4 - Parliamentary Constituencies Boundary Review (Pages 181 - 184)

Council is requested to agree a response to the Boundary Commission for England's consultation on its revised proposals for new Parliamentary Constituency Boundaries.

21 Report of the Head of Leadership Support and Community - A.5 - Community Governance Review (Pages 185 - 194)

Council is requested to agree that certain Community Governance Reviews be undertaken.

22 Report of the Head of Governance and Legal Services - A.6 - Committee Structure Review (Pages 195 - 202)

Council is requested to agree, in principle, a new committee structure.

23 Decision Notices on the outcome of the Hearings taken by the Standards Committee on 27 September 2017 in relation to allegations that Members of Tendring District Council had failed to comply with the Members' Code of Conduct (Pages 203 - 212)

The Council will formally receive for its information the Decision Notices.

24 Urgent Matters for Debate

The Council will consider any urgent matters submitted in accordance with Council Procedure Rules 3(xvi), 11.3(b) and/or 13(q).

Date of the Next Scheduled Meeting of the Council

Tuesday, 23 January 2018 at 7.30 pm - Princes Theatre, Town Hall, Clacton-on-Sea, CO15 1SE

INFORMATION FOR VISITORS

PRINCES THEATRE FIRE EVACUATION PROCEDURE

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the four fire exits in the auditorium and follow the exit signs out of the building.

Please follow the instructions given by any member of staff and they will assist in leaving the building.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

The assembly point for the Princes Theatre is in the car park to the left of the front of the building as you are facing it. Your calmness and assistance is greatly appreciated.

PUBLIC ATTENDANCE AT TENDRING DISTRICT COUNCIL MEETINGS

Welcome to this evening's meeting of Tendring District Council.

This is an open meeting which members of the public can attend to see Councillors debating and transacting the business of the Council. However, please be aware that, unless you are included on the agenda to ask a public question, members of the public are not entitled to make any comment or take part in the meeting. You are also asked to behave in a respectful manner at all times during these meetings.

Members of the public do have the right to film or record council meetings subject to the provisions set out below:-

Rights of members of the public to film and record meetings

Under The Openness of Local Government Bodies Regulations 2014, which came into effect on 6 August 2014, any person is permitted to film or record any meeting of the Council, a Committee, Sub-Committee or the Cabinet, unless the public have been excluded from the meeting for the consideration of exempt or confidential business.

Members of the public also have the right to report meetings using social media (including blogging or tweeting).

The Council will provide reasonable facilities to facilitate reporting.

Public Behaviour

Any person exercising the rights set out above must not disrupt proceedings. Examples of what will be regarded as disruptive, include, but are not limited to:

- (1) Moving outside the area designated for the public;
- (2) Making excessive noise;
- (3) Intrusive lighting/flash; or
- (4) Asking a Councillor to repeat a statement.

In addition, members of the public or the public gallery should **not** be filmed as this could infringe on an individual's right to privacy, if their prior permission had not been obtained.

Any person considered being disruptive or filming the public will be requested to cease doing so by the Chairman of the meeting and may be asked to leave the meeting. A refusal by the member of the public concerned will lead to the Police being called to intervene.