

(Informal Joint) Cabinet



Forest Heath
District Council

Title:	Agenda
Date:	Tuesday 24 November 2015
Time:	6.00 pm Open Forum At each Cabinet meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Cabinet members in Part 1(A) of the agenda only. Members wishing to speak during this session should if possible, give notice in advance. Who speaks for and for how long will be at the complete discretion of the person presiding.
	6.00 pm <i>(or at the conclusion of the Open Forum, whichever is the later)</i> Members of the public who live or work in the District are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1(A) of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply. A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. There is an overall limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.
	6.15 pm The formal meeting of the Cabinet will commence at 6.15 pm or immediately following the conclusion of the informal discussions, whichever is the later, in the Conference Chamber East, Western Way, Bury St Edmunds.
Venue:	Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds

Membership:	<p style="text-align: center;">Leader James Waters</p> <p style="text-align: center;">Deputy Leader Robin Millar</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Councillor</u></th> <th style="text-align: left;"><u>Portfolio</u></th> </tr> </thead> <tbody> <tr> <td>David Bowman</td> <td>Operations</td> </tr> <tr> <td>Stephen Edwards</td> <td>Resources and Performance</td> </tr> <tr> <td>Andy Drummond</td> <td>Leisure and Culture</td> </tr> <tr> <td>Robin Millar</td> <td>Families and Communities</td> </tr> <tr> <td>James Waters</td> <td>Planning and Growth</td> </tr> </tbody> </table>	<u>Councillor</u>	<u>Portfolio</u>	David Bowman	Operations	Stephen Edwards	Resources and Performance	Andy Drummond	Leisure and Culture	Robin Millar	Families and Communities	James Waters	Planning and Growth
<u>Councillor</u>	<u>Portfolio</u>												
David Bowman	Operations												
Stephen Edwards	Resources and Performance												
Andy Drummond	Leisure and Culture												
Robin Millar	Families and Communities												
James Waters	Planning and Growth												
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.												
Quorum:	Three Members												
Committee administrator:	<p>Sharon Turner FHDC Cabinet Officer/Committee Administrator Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk</p>												

Procedural Matters

All Members of St Edmundsbury Borough Council's Cabinet will be in attendance to enable informal discussions on the reports listed in Items 4. to 6. inclusive below to take place between the two authorities:

Councillor

Robert Everitt
Sara Mildmay-White
John Griffiths
Ian Houlder
Alaric Pugh
Jo Rayner
Peter Stevens

Portfolio

Families and Communities
Housing (*shared Lead Member with FHDC*)
Leader
Resources and Performance
Planning and Growth
Leisure and Culture
Operations

QUORUM: Three Members

On the conclusion of the informal joint discussions, the Cabinet will hold its formal meeting as follows:

Part 1(A) - Public

1. Apologies for Absence

2. Open Forum

(This item was undertaken at the beginning of the informal discussions, to allow Members to consider the issues raised by the non-Cabinet members in relation to Items 4. to 6. The Open Forum on Items 7. and 8. will be subject to the following rules)

At each Cabinet meeting, up to 15 minutes shall be allocated for questions from and discussions with, non-Cabinet members in **Part 1(B)**. Members wishing to speak during this session should if possible, give notice in advance. Who speaks and for how long will be at the complete discretion of the person presiding.

3. Public Participation

(Public speaking on Items 4. to 6. was undertaken at the beginning of the informal discussions, to allow Members to consider the issues raised by the members of the public. Public speaking on Items 7. and 8. will be subject to the following rules)

Members of the public who live or work in the District are invited to put one question or statement of not more than three minutes

duration relating to items to be discussed in Part 1(B) of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.

There is an overall limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.

(Following the informal discussions held with St Edmundsbury Borough Council's Cabinet on Items 4. to 6. below, Members are asked to refrain from partaking in any further discussion. However, Members are requested to formally resolve Items 4. to 6. below before commencing separate consideration of Items 7. and 8.)

NON KEY DECISIONS

- | | | |
|-----------|---|----------------|
| 4. | Office Accommodation Plan
Report No: CAB/FH/15/056
Portfolio Holder: Stephen Edwards
Lead Officer: Alex Wilson

<i>(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/15/071)</i> | 1 - 10 |
| 5. | Recommendation of the Licensing Committee - 28 September 2015: West Suffolk Gambling Act 2005 Statement of Policy 2016 to 2019
Report No: CAB/FH/15/057
Portfolio Holder: James Waters
Chairman of the Licensing Committee: Michael Anderson
Lead Officer: Tom Wright

<i>(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/15/072)</i> | 11 - 14 |
| 6. | Housing Assistance Policy and Application Guidance
Report No: CAB/FH/15/058
Lead Officer: Andy Newman

<i>(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/15/073)</i> | 15 - 68 |

Part 1(B) - Public

NON KEY DECISIONS

- | | | |
|-----------|---|----------------|
| 7. | Local Council Tax Reduction Scheme and Council Tax Technical Changes 2016/2017 | 69 - 80 |
| | Report No: CAB/FH/15/059 | |
| | Portfolio Holder: Stephen Edwards | |
| | Lead Officers: Paul Corney and Joanne Howlett | |
| 8. | Council Tax Base for Tax Setting Purposes 2016/2017 | 81 - 90 |
| | Report No: CAB/FH/15/060 | |
| | Portfolio Holder: Stephen Edwards | |
| | Lead Officer: Joanne Howlett | |