

(Informal Joint) Cabinet



St Edmundsbury
BOROUGH 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 Borough 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 West.
Venue:	Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds IP33 3YU

Membership:	<p style="text-align: center;">Leader John Griffiths</p> <p style="text-align: center;">Deputy Leader Sara Mildmay-White</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Councillor</td> <td style="width: 50%;">Portfolio</td> </tr> <tr> <td>Robert Everitt</td> <td>Families and Communities</td> </tr> <tr> <td>Sara Mildmay-White</td> <td>Housing</td> </tr> <tr> <td>John Griffiths</td> <td>Leader</td> </tr> <tr> <td>Ian Houlder</td> <td>Resources and Performance</td> </tr> <tr> <td>Alaric Pugh</td> <td>Planning and Growth</td> </tr> <tr> <td>Jo Rayner</td> <td>Leisure and Culture</td> </tr> <tr> <td>Peter Stevens</td> <td>Operations</td> </tr> </table>	Councillor	Portfolio	Robert Everitt	Families and Communities	Sara Mildmay-White	Housing	John Griffiths	Leader	Ian Houlder	Resources and Performance	Alaric Pugh	Planning and Growth	Jo Rayner	Leisure and Culture	Peter Stevens	Operations
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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>Claire Skoyles SEBC Cabinet Officer/Committee Administrator Tel: 01284 757176 Email: claire.skoyles@westsuffolk.gov.uk</p>																

Procedural Matters

All Members of Forest Heath District Council's Cabinet will be in attendance to enable informal discussions on the report listed in Items 4. to 6. below to take place between the two authorities:

Councillor

David Bowman
Andy Drummond
Stephen Edwards
Robin Millar
James Waters

Portfolio

Operations
Leisure and Culture
Resources and Performance
Deputy Leader/Families and Communities
Leader/Planning and Growth

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 Forest Heath District Council's (FHDC) Cabinet on Items 4. to 6. below, Members are asked to refrain from partaking in any further discussion. Separate formal meetings of both FHDC and St Edmundsbury Borough Councils' Cabinets will then commence with Members being 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** **1 - 10**
Report No: **CAB/SE/15/071**
Cabinet Members: Ian Houlder Lead Officer: Alex Wilson
(For reference purposes, Forest Heath District Council's Report Number is CAB/FH/15/056)
- 5. Recommendation of the Licensing and Regulatory Committee: 29 September 2015: West Suffolk Gambling Act 2005 Statement of Policy 2016 to 2019** **11 - 14**
Report No: **CAB/SE/15/072**
Cabinet Member: Alaric Pugh
Lead Officers: Steven Wood and Tom Wright
(For reference purposes, Forest Heath District Council's Report Number is CAB/FH/15/057)
- 6. Housing Assistance Policy and Application Guidance** **15 - 68**
Report No: **CAB/SE/15/073**
Cabinet Member: Sara Mildmay-White
Lead Officers: Simon Phelan and Andy Newman
(For reference purposes, Forest Heath District Council's Report Number is CAB/FH/15/058)

Part 1(B) - Public

- 7. Local Council Tax Reduction Scheme and Council Tax Technical Changes 2016/2017** **69 - 80**

Report No: **CAB/SE/15/074**

Cabinet Member: Ian Houlder Lead Officer: Paul Corney

- 8. Tax Base for Council Tax Setting Purposes 2016/2017** **81 - 90**

Report No: **CAB/SE/15/075**

Cabinet Member: Ian Houlder Lead Officer: Joanne Howlett

Part 2 – Exempt

NONE