

Extraordinary (Informal Joint) Cabinet



Forest Heath
District Council

Title:	Agenda
Date:	Tuesday 9 January 2018
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 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 (or St Edmundsbury 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 the public speaking, which may be extended at the Chairman's discretion.
	6.00 pm The formal meeting of the Cabinet will commence at 6.00 pm or immediately following the conclusion of the informal discussions, whichever is the later, in the Conference Chamber (East).
Venue:	Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds IP33 3YU

Membership:	<p><i>Leader</i> James Waters</p> <p><i>Deputy Leader</i> Robin Millar</p> <table> <tr> <td><u>Councillor</u></td><td><u>Portfolio</u></td></tr> <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>Lance Stanbury</td><td>Planning and Growth</td></tr> </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	Lance Stanbury	Planning and Growth
<u>Councillor</u>	<u>Portfolio</u>												
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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>Sharon Turner Democratic Services Officer (Cabinet) Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk</p>												

Public Information

Venue:	West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01638 719000 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the following address at least five clear days before the meeting. They are also available to view on our website: District Offices College Heath Road Mildenhall Bury St Edmunds IP28 7EY	
Attendance at meetings:	The West Suffolk Councils actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public participation:	Members of the public who live or work in the District/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 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 time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.	
Disabled access:	West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons. Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.	
Induction loop:	An Induction loop is available for meetings held in the Conference Chamber.	
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.	

Agenda

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. and 5. below to take place between the two authorities:

Councillor

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

Portfolio

Future Governance
Families and Communities
Housing / Deputy Leader
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 in the Conference Chamber (East) 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 Member in relation to Items 4. and 5. inclusive. The Open Forum on Items 6., 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 discussion 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. and 5. inclusive 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 6., 7. and 8. inclusive will be subject to the following rules)

Members of the public who live or work in the District are invited to put one question/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 time 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 (SEBC) Cabinet on Items 4. and 5. below, Members are asked to refrain from partaking in any further discussion. Separate formal meetings of both SEBC and Forest Heath District Councils' Cabinets will then commence with Members being requested to formally resolve/note Items 4. and 5. below)

NON KEY DECISIONS

- | | | |
|---------------|---|--------------------|
| 4. | Tackling Rogue Landlords: Civil Sanctions Policy | 1 - 16 |
| | Report No: CAB/FH/18/001 | |
| | Portfolio Holder: Sara Mildmay-White (West Suffolk Lead for Housing)
Lead Officers: Andrew Newman and Carole Balding | |
| | <i>(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/18/001)</i> | |
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5. |
Report of the Anglia Revenues and Benefits Partnership Joint Committee: 5 December 2017 |
17 - 26 |
| | Report No: CAB/FH/18/002 | |
| | Portfolio Holder: Stephen Edwards Lead Officer: Jill Korwin | |
| | <i>(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/18/002)</i> | |

Part 1(B) - Public

- | | | |
|-----------|---|----------------|
| 6. | Report of the Performance and Audit Scrutiny Committee: 29 November 2017 | 27 - 32 |
| | Report No: CAB/FH/18/003 | |
| | Portfolio Holder: Stephen Edwards
Chairman of the Committee: Louis Busuttil
Lead Officer: Christine Brain | |

7. Mildenhall Hub

33 - 36

Report No: **CAB/FH/18/004**

Portfolio Holder: James Waters

Lead Officer: Alex Wilson

8. Review and Appointment of the Cabinet's Working Groups/Joint Panels and Other Groups

37 - 66

Report No: **CAB/FH/18/005**

Portfolio Holder: James Waters

Lead Officers: Karen Points and Leah Mickleborough