

(Informal Joint) Cabinet



Forest Heath
District Council

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| Title: | Agenda |
| Date: | Tuesday 22 May 2018 |
| Time: | 6.00 pm |
| | <p>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.</p> |
| | <p>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.</p> <p>A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.</p> <p>There is an overall limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.</p> |
| | <p>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 West.</p> |
| Venue: | <p>Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds IP33 3YU</p> |

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|---|---|-------------------|------------------|--------------|------------|------------------|-------------------|-----------------|---------------------------|---------------|---------------------|--------------|--------------------------|----------------|---------------------|
| <p>Membership:</p> | <p style="text-align: center;">Leader James Waters Deputy Leader Robin Millar</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Councillor</td> <td style="width: 50%;">Portfolio</td> </tr> <tr> <td>David Bowman</td> <td>Operations</td> </tr> <tr> <td>Ruth Bowman J.P.</td> <td>Future Governance</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> | Councillor | Portfolio | David Bowman | Operations | Ruth Bowman J.P. | Future Governance | Stephen Edwards | Resources and Performance | Andy Drummond | Leisure and Culture | Robin Millar | Families and Communities | Lance Stanbury | Planning and Growth |
| Councillor | Portfolio | | | | | | | | | | | | | | |
| David Bowman | Operations | | | | | | | | | | | | | | |
| Ruth Bowman J.P. | Future Governance | | | | | | | | | | | | | | |
| Stephen Edwards | Resources and Performance | | | | | | | | | | | | | | |
| Andy Drummond | Leisure and Culture | | | | | | | | | | | | | | |
| Robin Millar | Families and Communities | | | | | | | | | | | | | | |
| Lance Stanbury | Planning and Growth | | | | | | | | | | | | | | |
| <p>Interests – Declaration and Restriction on Participation:</p> | <p>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.</p> | | | | | | | | | | | | | | |
| <p>Quorum:</p> | <p>Three Members</p> | | | | | | | | | | | | | | |
| <p>Committee administrator:</p> | <p>Sharon Turner Democratic Services Officer (Cabinet) Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk</p> | | | | | | | | | | | | | | |

Public Information



Forest Heath

District Council

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| Venue: | West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU | Tel: 01638 719237 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: College Heath Road Mildenhall Bury St Edmunds Suffolk IP28 7EY at least five clear days before the meeting. They are also available to view on our website. | |
| Attendance at meetings: | The District Council 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 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 5. to 6. inclusive below to take place between the two authorities:

| <u>Councillor*</u> | <u>Portfolio*</u> |
|--------------------|---------------------------|
| Carol Bull | Future Governance |
| Robert Everitt | Families and Communities |
| John Griffiths | Leader |
| Ian Houlder | Resources and Performance |
| Sara Mildmay-White | Housing |
| Alaric Pugh | Planning and Growth |
| Jo Rayner | Leisure and Culture |
| Peter Stevens | Operations |

QUORUM: Three Members

*(*Note: The constitution of the St Edmundsbury Borough Council's Cabinet is to be announced at their Annual Council meeting on 17 May 2018. As this Cabinet agenda was prepared prior to that meeting, it reflects the Portfolio Holders and the Portfolios held immediately prior to the Annual Meeting)*

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

1. Apologies for Absence

2. Minutes

1 - 18

To approve as a correct record the minutes of the Cabinet meetings held on 27 February 2018, 13 March 2018 and 3 April 2018 (attached).

Part 1 (A) - Public

3. 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 5. and 6.inclusive. The Open Forum on Items 7. to 11. inclusive 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.

4. Public Participation

(Public speaking on Items 5. and 6. 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 7. to 11. 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 5. to 6. inclusive below, Members are asked to refrain from partaking in any further discussion. Separate informal meetings of both SEBC and Forest Heath District Councils' Cabinets will then commence with Members being requested to formally resolve Items 7. to 11. inclusive below)

KEY DECISIONS

5. Building Control Resourcing 19 - 24

Report No: **CAB/FH/18/028**

Portfolio Holder: Lance Stanbury Lead Officer: David Collinson
(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/18/028)

NON KEY DECISIONS

6. Report of the Anglia Revenues and Benefits Partnership Joint Committee: 27 March 2018 25 - 32

Report No: **CAB/FH/18/029**

Portfolio Holder: Stephen Edwards Lead Officer: Jill Korwin
(For reference purposes, St Edmundsbury Borough Council's Report Number is CAB/SE/18/029)

Part 1(B) - Public

NON-KEY DECISIONS

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|------------|--|-----------------|
| 7. | Report of the Extraordinary Overview and Scrutiny Committee: 16 April 2018 Report No: CAB/FH/18/030 Chairman of the Committee: Simon Cole Lead Officer: Christine Brain | 33 - 38 |
| 8. | Report of the Overview and Scrutiny Committee: 19 April 2018 Report No: CAB/FH/18/031 Chairman of the Committee: Simon Cole Lead Officer: Christine Brain | 39 - 44 |
| 9. | Annual Review and Appointment of the Cabinet's Working Group, Joint Committees/Panels and Other Groups Report No: CAB/FH/18/032 Portfolio Holder: James Waters Lead Officer: Leah Mickleborough | 45 - 78 |
| 10. | Decisions Plan: 1 May 2018 to 31 May 2018 Report No: CAB/FH/18/033 To consider the most recently published version of the Cabinet's Decisions Plan Portfolio Holder: James Waters Lead Officer: Ian Gallin | 79 - 94 |
| 11. | Solar for Business - Participation of Members and Officers Report No: CAB/FH/18/034 Portfolio Holder: Lance Stanbury Lead Officer: Peter Gudde | 95 - 104 |