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# First Meeting of Shadow Executive (Cabinet)

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

**Minutes** of the first meeting of the **Shadow Executive (Cabinet)** held on **Tuesday 5 June 2018** at **6.00 pm** in the **Council Chamber, District Offices, College Heath Road, Mildenhall, IP28 7EY**

Present: **Councillors**

**Chairman** John Griffiths (Leader of the Shadow Council)

David Bowman  
Ruth Bowman J.P.  
Carol Bull  
Andy Drummond  
Stephen Edwards  
Robert Everitt

Ian Houlder  
Sara Mildmay-White  
Robin Millar  
Alaric Pugh  
Joanna Rayner  
Peter Stevens

**In attendance:**  
Susan Glossop

## 1. **Introduction**

Councillor John Griffiths, Leader of the Shadow Council/Chairman, welcomed Members to the First Meeting of the West Suffolk Shadow Executive (Cabinet).

He gave thanks to officers, staff and councillors for reaching this historical point in the journey towards transitioning towards a single council for West Suffolk.

## 2. **Apologies for Absence**

Apologies for absence were received from Councillors Lance Stanbury and James Waters.

### **3. Implementation Plan for the Creation of a New Council for West Suffolk**

#### **(Report No: EXC/SA/18/001)**

The Shadow Executive (Cabinet) considered the above report, which sought approval for the Implementation Plan for the Creation of a New Council for West Suffolk.

The Implementation Plan, attached as Appendix A to the report, outlined Forest Heath District Council's (FHDC) and St Edmundsbury Borough Council's (SEBC) functions and responsibilities during the transfer to the new single district-level council for West Suffolk. It focused on the following areas:

- (a) the principles of implementation;
- (b) areas of decision making that the West Suffolk Shadow Council and West Suffolk Shadow Executive would be required to make; and
- (c) other key areas of implementation; and
- (d) programme governance.

Agreement was also sought for the Central Implementation Team, as outlined in paragraph 16 of Appendix A, whose role was to assist the Shadow Executive in delivering the Implementation Plan.

Councillors Ruth Bowman and Carol Bull, drew relevant issues to the attention of the Shadow Executive, including reiterating the five key principles outlined in the Plan which would enable the implementation of the transition to the new West Suffolk Council.

Both Shadow Executive Members commended officers for the work undertaken to produce the Implementation Plan. This view was supported by all Shadow Executive Members present who acknowledged that during its production, focus had been maintained on two core areas – ensuring that the requirements in the business plan were respected, and that residents, businesses and customers in the West Suffolk area would continue to receive the high level of public services they would expect with minimum levels of disruption during the transition.

The FHDC/SEBC shared services partnership had been established for several years which had generated significant savings during that period and it was recognised that the creation of a single West Suffolk Council was about much more than the financial position. However, it was felt that clarification should be documented within the Implementation Plan regarding the annual and total amount of savings made during FHDC and SEBC's shared services partnership.

This amendment would be made under officers' existing delegated authority and highlighted to the Shadow Council when it considered the Shadow Executive's recommendation on this item on 12 June 2018.

RESOLVED:

That the Central Implementation Team as outlined in paragraph 16 of Appendix A to Report No: EXC/SA/18/001, be agreed; and

**RECOMMENDED to SHADOW COUNCIL:**

**That the Implementation Plan attached at Appendix A to Report No: EXC/SA/18/001, be agreed.**

The Meeting concluded at 6.15 pm

**Signed by:**

**Chairman**

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