

# Joint Executive (Cabinet) Committee

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

<b>Title:</b>	<b>Agenda</b>																																		
<b>Date:</b>	<b>Tuesday 22 January 2019</b>																																		
<b>Time:</b>	<b>6.00 pm</b>																																		
<b>Venue:</b>	<b>Council Chamber District Offices</b> College Heath Road Mildenhall IP28 7EY																																		
<b>Membership:</b>	<p style="text-align: center;"><b>Chairman</b> James Waters</p> <p style="text-align: center;"><b>Vice-Chairman</b> John Griffiths</p> <table border="0"> <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>Ruth Bowman J.P.</td> <td>Future Governance</td> </tr> <tr> <td>Andy Drummond</td> <td>Leisure and Culture</td> </tr> <tr> <td>Stephen Edwards</td> <td>Resources and Performance</td> </tr> <tr> <td>Robin Millar</td> <td>Deputy Leader/Families and Communities</td> </tr> <tr> <td>Lance Stanbury</td> <td>Planning and Growth</td> </tr> <tr> <td>James Waters</td> <td>Leader</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>Carol Bull</td> <td>Future Governance</td> </tr> <tr> <td>Robert Everitt</td> <td>Families and Communities</td> </tr> <tr> <td>Susan Glossop</td> <td>Planning and Growth</td> </tr> <tr> <td>John Griffiths</td> <td>Leader</td> </tr> <tr> <td>Ian Houlder</td> <td>Resources and Performance</td> </tr> <tr> <td>Sara Mildmay-White</td> <td>Deputy Leader/Housing/West Suffolk Lead for Housing</td> </tr> <tr> <td>Jo Rayner</td> <td>Leisure and Culture</td> </tr> <tr> <td>Peter Stevens</td> <td>Operations</td> </tr> </tbody> </table>	<u>Councillor</u>	<u>Portfolio</u>	David Bowman	Operations	Ruth Bowman J.P.	Future Governance	Andy Drummond	Leisure and Culture	Stephen Edwards	Resources and Performance	Robin Millar	Deputy Leader/Families and Communities	Lance Stanbury	Planning and Growth	James Waters	Leader			Carol Bull	Future Governance	Robert Everitt	Families and Communities	Susan Glossop	Planning and Growth	John Griffiths	Leader	Ian Houlder	Resources and Performance	Sara Mildmay-White	Deputy Leader/Housing/West Suffolk Lead for Housing	Jo Rayner	Leisure and Culture	Peter Stevens	Operations
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<b>Interests – Declaration and Restriction on Participation:</b>	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.																																		
<b>Quorum:</b>	Six Members, to include at least three of the total number of Members of each Cabinet.																																		
<b>Committee administrator:</b>	<b>Sharon Turner</b> Democratic Services Officer <b>Tel:</b> 01638 719237 <b>Email:</b> <a href="mailto:sharon.turner@westsuffolk.gov.uk">sharon.turner@westsuffolk.gov.uk</a>																																		

# Public Information

Forest Heath & St Edmundsbury councils

## West Suffolk

working together

<b>Venue:</b>	<b>District Offices</b> <b>College Heath Road</b> Mildenhall Bury St Edmunds Suffolk IP28 7EY	Tel: 01638 719237 Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Web: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting:</b>	Copies of the agenda and reports are open for public inspection at the above and following address: <b>West Suffolk House</b> Western Way Bury St Edmunds Suffolk IP33 3YU at least five clear days before the meeting. They are also available to view on our website.	
<b>Attendance at meetings:</b>	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.	
<b>Public participation:</b>	Members of the public who live or work in the Borough/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.	
<b>Disabled access:</b>	The public gallery is on the first floor and is accessible via stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.	
<b>Induction loop:</b>	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.	
<b>Recording of meetings:</b>	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.	
<b>Personal Information</b>	Any personal information processed by Forest Heath District Council or St Edmundsbury Borough Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: <a href="https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm">https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm</a> or call Customer Services: 01284 763233 and ask to speak to the Data Protection Officer.	

# Agenda

## Procedural Matters

**1. Apologies for Absence**

**2. Minutes**

**1 - 12**

To confirm the minutes of the meeting held on 11 December 2018 (copy attached).

### Part 1 - Public

**3. Open Forum**

At each Joint Executive (Cabinet) Committee meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Cabinet members. 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**

Members of the public who live or work in the Borough/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.

**5. Reports of the Overview and Scrutiny Committees**

**(a) St Edmundsbury Overview and Scrutiny Committee:  
9 January 2019**

**13 - 20**

Report No: **CAB/JT/19/001**

Chairman of the Committee: SEBC Cllr Diane Hind

Lead Officer: Christine Brain

**(b) Forest Heath Overview and Scrutiny Committee:  
10 January 2019**

**21 - 24**

Report No: **CAB/JT/19/002**

Chairman of the Committee: FHDC Cllr Simon Cole

Lead Officer: Christine Brain

- 6. Report of the Anglia Revenues and Benefits Partnership Joint Committee: 4 December 2018** **25 - 36**

Report No: **CAB/JT/19/003**

Portfolio Holders: FHDC Cllr Stephen Edwards and SEBC Cllr Ian Houlder

Lead Officer: Jill Korwin

KEY DECISIONS

- 7. Youth Unemployment and Young People not in Education, Employment or Training (NEET)** **37 - 42**

Report No: **CAB/JT/19/004**

Portfolio Holders: SEBC Cllr Susan Glossop and FHDC Cllr Lance

Stanbury

Lead Officers: Julie Baird and Kirsty Pitwood

NON KEY DECISIONS

- 8. Forest Heath and St Edmundsbury Joint Executive (Cabinet) Decisions Plan: January 2019 to 31 March 2019** **43 - 54**

To consider the most recently published version of the Joint Executive (Cabinet) Committee's Decisions Plan.

Report No: **CAB/JT/19/005**

Portfolio Holders: FHDC Cllr James Waters and SEBC Cllr John Griffiths

Lead Officer: Ian Gallin

**Part 2 – Exempt**

None