

# Shadow Executive (Cabinet)

<b>Title:</b>	<b>Agenda</b>		
<b>Date:</b>	<b>Tuesday 10 July 2018</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>Full Members:</b>	<div><div><b>Chairman</b> John Griffiths</div><div><b>Vice Chairman</b> James Waters</div><div><div><u>Conservative</u> <u>Members (15)</u></div><div>David Bowman Ruth Bowman J.P Carol Bull Andy Drummond Stephen Edwards Robert Everitt Ian Houlder</div><div>Sara Mildmay-White Robin Millar Alaric Pugh Joanna Rayner Lance Stanbury Peter Stevens</div></div></div>		
<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>	Five Members		
<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

<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 Shadow 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.	
<b>Public participation:</b>	Members of the public who live or work in the area of the Shadow Council 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 Shadow 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 - 4**

To confirm the minutes of the meeting held on 5 June 2018 (copy attached).

## **Part 1 – Public**

**3. Open Forum**

At each Shadow Executive (Cabinet) meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Shadow Executive 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 area of the Shadow Council 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.

### **NON-KEY DECISIONS**

**5. West Suffolk Council - Setting the Strategic Context for the Development of the 2019/2020 Budget and Medium Term Financial Plans**

**5 - 48**

Report No: **EXC/SA/18/002**

Shadow Executive (Cabinet) Members: Stephen Edwards and Ian Houlder

Lead Officers: Rachael Mann and Ben Smith

- 6. West Suffolk - Local Council Tax Reduction Scheme 2019/2020** **49 - 56**
- Report No: **EXC/SA/18/003**  
Shadow Executive (Cabinet) Members: Stephen Edwards and Ian Houlder  
Lead Officer: Rachael Mann
- 7. West Suffolk Council Tax Technical Changes - Including Empty Property Reliefs and Premiums Changes** **57 - 64**
- Report No: **EXC/SA/18/004**  
Shadow Executive (Cabinet) Members: Stephen Edwards and Ian Houlder  
Lead Officer: Rachael Mann
- 8. West Suffolk Discretionary Rate Relief Guidelines** **65 - 82**
- Report No: **EXC/SA/18/005**  
Shadow Executive Members: Stephen Edwards and Ian Houlder  
Lead Officer: Rachael Mann
- 9. Shadow Executive (Cabinet) Decisions Plan: 1 July 2018 to 6 May 2019** **83 - 92**
- To consider the most recently published version of the Shadow Executive (Cabinet) Decisions Plan.
- Report No: **EXC/SA/18/006**  
Shadow Executive (Cabinet) Member: John Griffiths  
Lead Officer: Ian Gallin