

Extraordinary Informal Joint Cabinet

Forest Heath & St Edmundsbury councils

West Suffolk
working together

Notes of a informal discussions of the SEBC/FHDC **Cabinets** held on **Tuesday 17 March 2015 at 6.05 pm** in the **Council Chamber**, District Offices, College Heath Road, Mildenhall IP28 7EY

Present: **Councillors**

Forest Heath District Council (FHDC)

James Waters (in the Chair for the informal discussions)

Rona Burt	Robin Millar
Stephen Edwards	Nigel Roman
Warwick Hirst	

St Edmundsbury Borough Council (SEBC)

Terry Clements	Alaric Pugh
Anne Gower	Dave Ray
John Griffiths	Sarah Stamp
Sara Mildmay-White	Peter Stevens

Prior to the formal meeting, informal discussions took place on the following two substantive items:

- (1) West Suffolk Annual Report 2014/2015; and
- (2) Universal Credit Delivery Partnership Agreement.

All Members of St Edmundsbury Borough Council's Cabinet had been invited to attend Forest Heath District Council's offices to enable joint informal discussions on the reports to take place between the two authorities prior to seeking formal approval at their respective separate Cabinet meetings immediately following the informal discussions.

The Leader of Forest Heath District Council welcomed all those present to the District Offices and the Services Manager (Legal) advised on the format of the proceedings for the informal discussions and subsequent separate meetings of each authority.

SEBC's Cabinet noted that under its Constitution, FHDC permitted public participation during its Cabinet meetings. Therefore, for the purpose of facilitating this Constitutional requirement, it was proposed that public speaking should be permitted prior to the start of the informal discussions to enable any questions/statements to be considered by both Cabinets as the outcome may inform the decisions taken during the separate formal

meetings. On this occasion however, no members of the public were in attendance.

Each report was then considered in the order listed on the agenda.

1. **West Suffolk Annual Report 2014/2015**

The Cabinets were presented with the West Suffolk Annual Report 2014/2015.

The West Suffolk Annual Report, attached as Appendix A, highlighted the key activities and developments that had been achieved over the financial year 2014/2015, with regard to the priorities set out in the West Suffolk Strategic Plan 2014/2016.

Councillors Griffiths and Waters, Leaders of the Councils, drew relevant issues to the attention of both Cabinets, including that the Report contained a number of case studies and examples from West Suffolk to illustrate the achievements described. These had been carefully drawn from a range of localities and service areas, and clearly demonstrated the range of activities undertaken by the councils to deliver our shared vision and priorities.

On 12 March 2015, the report was presented to an informal meeting of the Forest Heath and St Edmundsbury Overview and Scrutiny Committees, where a number of suggestions had been recommended to amend the document. These were tabled during these informal discussions, with a minor amendment to the text suggested for adding to Page 19 of the Annual Report, as follows:

Page 7 of the Annual Report, add: *'We are delighted that the New Anglia Local Enterprise Partnership is providing £7 million of funding for a new Engineering Centre at West Suffolk College, which was supported by St Edmundsbury Borough Council. The new centre will provide high quality, fit for purpose accommodation for Engineering, Mathematics, Computing, Advanced Manufacturing and New Technologies. West Suffolk College has recently seen an increase in demand for engineering and manufacturing courses and the new centre will help ensure that future generations have suitable skills for employers in the local area and beyond.'*

Page 16 of the Annual Report, add: *A group, with an independent chairperson, involving residents, the management of Newbury Community Centre, St Edmundsbury Borough Council, Suffolk County Council and Havebury Housing Partnership are working together to deliver a proposed new Newbury Community Centre in Bury St Edmunds. A feasibility study is being carried out by a local architects' practice to consider various options for the scheme which will be completed by spring 2015. There will be further community consultation once the feasibility study is complete which will build on the views of local residents at a well attended consultation evening in October 2014, with the current aim of transferring to a replacement facility by 2019 (with no gap in provision).*

Page 17 of the Annual Report, under the subheading 'Local Community Initiatives' add: *'A number of projects and initiatives have taken place during the year and below are some examples from across West Suffolk.'*

Page 18 of the Annual Report, under 'Stanton' amend paragraph to read: *'Council staff were made aware that the lack of bus service between Shepherds Grove and Bury St Edmunds meant that residents of Shepherds Grove either had a very short or very long stay in the town, which was not suitable for users. As a result we worked with Shepherds Grove Residents' Association, local residents, Simonds buses and Suffolk County Council to provide an additional stop at Shepherds Grove, Stanton in the afternoon. This addition to the service has been well used and appreciated by residents.'*

Page 19 of the Annual Report, add: *'West Suffolk's two leisure trusts, Abbeycroft Leisure and Anglia Community Leisure, have agreed to merge in April. The new organisation will be called Abbeycroft Leisure and the merger will create a more efficient service that will benefit the health and wellbeing of visitors and residents across West Suffolk.'*

Page 20 of the Annual Report, add: *'Forest Heath was pleased to receive funding through the Heritage Lottery 'Breaking New Ground' landscape partnership scheme to provide family fun days in Brandon Country Park, aimed at encouraging families to enjoy the Brecks. In February half term 2014 we held a Winter Fun event which involved fire lighting, arts and crafts, family walks, bird boxes and den building. This was a very successful event which involved 16 families including 27 children. A further three events will be funded included an Enchanted Forest weekend in August 2016. We will update on these future events in due course.'*

Page 26 of the Annual Report, under 'Developing West Suffolk's planning policies' amend sentence to read: *'The documents, for Bury St Edmunds, Haverhill and the rural areas, provide certainty for where development will or will not take place and the infrastructure required to support the growth.'*

Page 26 of the Annual Report, under 'Infrastructure Delivery' amend sentence to read: *'The councils are constantly seeking and demanding that the required infrastructure is secured and delivered as part of all new developments.'*

Page 28 of the Annual Report, case study on affordable homes amend sentence to read: *'The Hastoe Housing Scheme in Church Lane is a project led by the parish council and involving Forest Heath and Community Action Suffolk.'*

The Cabinets commended the content of the Annual Report, and duly accepted the proposed changes to the document, as detailed above.

2. **Universal Credit Delivery Partnership Agreement**

The Cabinets were presented with a proposed Universal Credit Delivery Partnership Agreement.

Both Forest Heath District and St Edmundsbury Borough Councils were in the first tranche of the roll out of Universal Credit (UC) for single claimants in April 2015. Prior to the implementation of UC, councils were required to sign a Delivery Partnership Agreement with the Department of Work and

Pensions (DWP). The purpose of this Agreement was to establish what local authorities were required to deliver in order to ensure a joined up and coherent journey between services for the claimant. This was an interim arrangement to support the initial roll out of UC but would be subject to review as and when full UC was available to all, including families and couples. The Councils' Delivery Partnership Agreement was attached to the report as Appendix A.

An amended version of Recommendation (2), had previously been circulated by email to both Cabinets for consideration, which read:

(2) agrees the broad content of the Universal Credit Delivery Partnership Agreement attached at Appendix A to Report No: CAB/SE/15/019 [CAB/FH/15/016] and delegates authority to the Head of Families and Communities, in consultation with the Portfolio Holder for Resources, [Governance] and Performance to make final amendments to this document;

Councillors Edwards and Ray, Portfolio Holders for Resources, [Governance] and Performance, drew relevant issues to the attention of the Cabinets.

On the conclusion of the informal joint discussions, the Chairman formally opened the meeting of Forest Heath District Council's Cabinet at 6.09 pm in the Council Chamber. On conclusion of that meeting, the Leader of St Edmundsbury Borough Council (SEBC) formally opened the meeting as Chairman of SEBC's Cabinet at 6.11pm.

Cabinet



Forest Heath
District Council

Minutes of a meeting of the **Cabinet** held on
Tuesday 17 March 2015 at **5.30 pm** in the **Council Chamber, District**
Offices, College Heath Road, Mildenhall IP28 7EY

Present: **Councillors**

Chairman James Waters (Leader of the Council)

Vice Chairman Nigel Roman (Deputy Leader of the Council)

David Bowman

Warwick Hirst

Rona Burt

Robin Millar

Stephen Edwards

46. **Apologies for Absence**

No apologies for absence were received.

47. **Public Participation**

No members of the public were in attendance.

48. **West Suffolk Annual Report 2014/2015**

Further to the joint informal discussions held prior to the meeting with St Edmundsbury Borough Council's Cabinet on Report No: CAB/FH/15/015, *West Suffolk Annual Report 2014/2015*, it was proposed, seconded and,

RESOLVED:

That the West Suffolk Annual Report 2014/2015, as contained in Appendix A to Report No: CAB/FH/15/015, as amended to incorporate the revisions recommended by both Overview and Scrutiny Committees and the further amendment to the new paragraph added to Page 19 of the document, as contained in the minutes of the Extraordinary Cabinet meeting held on 17 March 2015, be approved.

49. **Universal Credit Delivery Partnership Agreement**

Further to the joint informal discussions held prior to the meeting with Forest Heath District Council's Cabinet on Report No: CAB/FH/15/016, *Universal Credit Delivery Partnership Agreement*, it was proposed, seconded and,

RESOLVED: That

- (1) the phase one implementation of Universal Credit across West Suffolk be noted;
- (2) the broad content of the Universal Credit Delivery Partnership Agreement attached at Appendix A to Report No: CAB/FH/15/016 be agreed and delegated authority be given to the Head of Families and Communities, in consultation with the Portfolio Holder for Resources, Governance and Performance to make final amendments to this document;
- (3) delegated authority be given to the Head of Families and Communities, in consultation with the Portfolio Holder for Resources and Performance, to negotiate the costs being sought from the Department for Work and Pensions to support the implementation of Universal Credit (Appendix A, Schedule Two); and
- (4) it be noted that review periods will be arranged with the Department of Work and Pensions in order to assess the actual impact of Universal Credit in the area.

50. **Urgent Business**

There were no items of Urgent Business raised.

The meeting concluded at 6.13 pm

Signed by:

Chairman
