



Assistant Director of Corporate Services & Monitoring Officer
Helen Miles

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Agenda

Name of meeting	CABINET
Date	THURSDAY, 12 SEPTEMBER 2019
Time	5.00 PM
Venue	COUNCIL CHAMBER, COUNTY HALL, NEWPORT, ISLE OF WIGHT
Members of the Committee	Cllrs Dave Stewart (Chairman), Barry Abraham, Paul Brading, John Hobart, Stuart Hutchinson, Clare Mosdell, Steve Hastings, Tig Outlaw, Ian Ward, Wayne Whittle
	Democratic Services Officer: Sarah MacDonald, telephone 821000, email sarah.macdonald@iow.gov.uk

1. **Minutes**

To confirm the Record of Decision of the meeting held on 11 July 2019 ([Paper A](#)).

2. **Declarations of Interest**

To invite Members to declare any interest they might have in the matters on the agenda.

3. **Public Question Time – Maximum of up to 15 minutes for Written Questions and up to 15 minutes for Oral Questions**

Questions may be asked without notice but to guarantee a full reply at the meeting, the question must be delivered in writing or by electronic mail to Democratic Services no later than 5.00 pm on Tuesday, 10 September 2019. The [Procedure for asking oral questions](#) is set out below.



Details of this and other Council committee meetings can be viewed on the Isle of Wight Council's website at <http://www.iwight.com/Meetings/current/>. This information may be available in alternative formats on request. Please note the meeting will be audio recorded and the recording will be placed on the website (except any part of the meeting from which the press and public are excluded).

Young people are welcome to attend Council meetings however parents/carers should be aware that the public gallery is not a supervised area.

4. **Chairman's Announcements**

5. **Report of the Deputy Leader and Cabinet Member for Resources**

Quarterly Performance Report – Quarter 1 ([Paper B](#))

6. **Cabinet Member Announcements**

To invite Cabinet Members to provide a brief update on matters concerning their portfolio.

7. **Consideration of The Forward Plan**

Cabinet Members to identify decisions which need to be amended, added to or removed within the [Forward Plan](#).

8. **Members' Question Time**

A question must be submitted in writing or by electronic mail to Democratic Services no later than 5.00 pm on Tuesday 10 September 2019.

HELEN MILES
Assistant Director of Corporate Services & Monitoring Officer
4 September 2019

Interests

If there is a matter on this agenda which may relate to an interest you or your partner or spouse has or one you have disclosed in your register of interests, you must declare your interest before the matter is discussed or when your interest becomes apparent. If the matter relates to an interest in your register of pecuniary interests then you must take no part in its consideration and you must leave the room for that item. Should you wish to participate as a member of the public to express your views where public speaking is allowed under the Council's normal procedures, then you will need to seek a dispensation to do so. Dispensations are considered by the Monitoring Officer following the submission of a written request. Dispensations may take up to 2 weeks to be granted.

Members are reminded that it is a requirement of the Code of Conduct that they should also keep their written Register of Interests up to date. Any changes to the interests recorded on that form should be made as soon as reasonably practicable, and within 28 days of the change. A change would be necessary if, for example, your employment changes, you move house or acquire any new property or land.

If you require more guidance on the Code of Conduct or are unsure whether you need to record an interest on the written register you should take advice from the Monitoring Officer - Helen Miles on (01983) 821000, email helen.miles@iow.gov.uk, or Deputy Monitoring Officer - Justin Thorne on (01983) 821000, email justin.thorne@iow.gov.uk.

Notice of recording

Please note that all meetings that are open to the public and press may be filmed or recorded and/or commented on online by the council or any member of the public or press. However this activity must not disrupt the meeting, and if it does you will be asked to stop and possibly to leave the meeting.

If you wish to record, film or photograph the council meeting or if you believe that being filmed or recorded would pose a risk to the safety of you or others then please speak with the democratic services officer prior to that start of the meeting. Their contact details are on the agenda papers.

If the press and public are excluded for part of a meeting because confidential or exempt information is likely to be disclosed, there is no right to record that part of the meeting. All recording and filming equipment must be removed from the meeting room when the public and press are excluded.

If you require further information please see the council guide to reporting on council meetings which can be found at <http://www.iwight.com/documentlibrary/view/recording-of-proceedings-guidance-note>

All information that is recorded by the council is held in accordance with the Data Protection Act 2018. For further information please contact Democratic Services at democratic.services@iow.gov.uk

Arrangements for Submitting Oral Questions at Meetings of Council and Cabinet:

The front desk “opens” for public wishing to attend the meeting half an hour before the meeting.

When signing in at the front desk as attending a Council or Cabinet meeting each member of the public is asked whether they wish to ask an oral question at the meeting AND/OR if the member of the public indicates themselves that they wish to ask an oral question.

In the circumstances that a member of the public wishes to ask an oral question, they will be given a form to complete which details their name, town/village of residence, email address and the topic of the question (not the question in full, unless they wish to provide this).

These forms will be numbered in the order they are handed back.

The time for registering questions will be for a 20 minute period (up to 10 minutes prior to the start of the meeting). After that time expires the forms will be collected and given to the Chairman of the meeting.

If time allows after dealing with any written questions, the Chairman will then ask those who have submitted a form to put their question. These will be in the order they were received. As the subject matter is known, the Chairman should be able to indicate which member will reply. If time permits the Chairman may accept further questions.

The option to ask a supplementary question will be at the Chairman’s discretion.

Once the defined period of time allowed for questions has passed (and assuming the Chairman has not extended this) then all remaining oral questions are left unanswered.

No oral question will receive a guaranteed written response, unless the member responding indicates as such.