

Cabinet



Forest Heath
District Council

Title:	Agenda																				
Date:	Tuesday 17 February 2015																				
Time:	6.00 pm																				
Venue:	Council Chamber District Offices College Heath Road Mildenhall																				
Membership:	<table><tr><td>Leader</td><td>James Waters</td></tr><tr><td>Deputy Leader</td><td>Nigel Roman</td></tr><tr><td>Councillor</td><td>Portfolio</td></tr><tr><td>David Bowman</td><td>Economic Development and Tourism</td></tr><tr><td>Rona Burt</td><td>Planning, Housing and Transport</td></tr><tr><td>Stephen Edwards</td><td>Resources, Governance and Performance</td></tr><tr><td>Warwick Hirst</td><td>Health, Leisure and Culture</td></tr><tr><td>Robin Millar</td><td>Families and Communities</td></tr><tr><td>Nigel Roman</td><td>Deputy Leader/Environment and Waste</td></tr><tr><td>James Waters</td><td>Leader</td></tr></table>	Leader	James Waters	Deputy Leader	Nigel Roman	Councillor	Portfolio	David Bowman	Economic Development and Tourism	Rona Burt	Planning, Housing and Transport	Stephen Edwards	Resources, Governance and Performance	Warwick Hirst	Health, Leisure and Culture	Robin Millar	Families and Communities	Nigel Roman	Deputy Leader/Environment and Waste	James Waters	Leader
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Interests – Declaration and Restriction on Participation:	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.																				
Quorum:	Three Members																				
Committee administrator:	Sharon Turner FHDC Cabinet Officer/Committee Administrator Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk																				

Agenda

Page No

Procedural Matters

Part 1 - Public

1. Apologies for Absence

2. Public Participation

Members of the public are invited to put questions/statements of not more than 3 minutes duration relating to items to be discussed in Part 1 of the agenda only.

3. Minutes

1 - 12

To approve as a correct record the minutes of the Cabinet meeting held on 9 December 2014 (attached).

4. Minutes of Joint Committees, Working Groups and Other Groups

To receive and consider the recommendations arising from the proceedings of the following (herewith):

(a) West Suffolk Joint Growth Steering Group - 27 October 2014

13 - 22

(b) Anglia Revenues and Benefits Partnership Joint Committee - 11 December 2014

23 - 30

KEY DECISIONS

5. West Suffolk Operational Hub

31 - 42

Report No: CAB.FH.15.001

Report No: CAB/FH/15/001

Cabinet Member: James Waters

Lead Officer: Mark Walsh

NON KEY DECISIONS

6. Anglia Community Leisure - Changes to Governance

43 - 50

Report No: CAB/FH/15/002

Report No: **CAB/FH/15/002**

Cabinet Member: Warwick Hirst

Lead Officer: Alex Wilson

- 7. Revenues Collection Performance and Write-Offs** **51 - 54**
Report No: CAB/FH/15/003
Report No: CAB/FH/15/003
Cabinet Member: Stephen Edwards Lead Officer: Rachael Mann
- 8. Mid Year Treasury Management Monitoring Report 2014/2015** **55 - 66**
Report No: CAB/FH/15/004
Report No: CAB/FH/15/004
Cabinet Member: Stephen Edwards Lead Officer: Rachael Mann
- 9. Annual Treasury Management and Investment Strategy Statements 2015/2016 and Treasury Management Code of Practice** **67 - 126**
Report No: CAB/FH/15/005
Cabinet Member: Stephen Edwards Lead Officer: Rachael Mann
- 10. Budget and Council Tax Setting: 2015/2016 and Medium Term Financial Strategy** **127 - 184**
Report No: CAB/FH/15/006
Report No: CAB/FH/15/006
Cabinet Member: Stephen Edwards Lead Officer: Rachael Mann
- 11. Pension Discretions Policy** **185 - 204**
Report No: CAB/FH/15/007
Report No: **CAB/FH/15/007**
Cabinet Member: Stephen Edwards Lead Officer: Karen Points
- 12. West Suffolk Homelessness Strategy 2015 - 2018** **205 - 232**
Report No: CAB/FH/15/008
Report No: CAB/FH/15/008
Cabinet Member: Rona Burt Lead Officer: Simon Phelan
- 13. West Suffolk Shop Front and Advertisement Design Guide: Consultation Responses and Adoption** **233 - 274**
Report No: CAB/FH/15/009
Report No: CAB/FH/15/009
Cabinet Member: Rona Burt Lead Officer: Marie Smith

- 14. Queensbury Lodge, Cottage and Stables, Newmarket** **275 - 282**
Report No: CAB/FH/15/010
Report No: CAB/FH/15/010
Cabinet Member: Rona Burt Lead Officer: Steven Wood
- 15. Newmarket Market Licence Regulations - Post Consultation** **283 - 318**
Report No: CAB/FH/15/011
Report No: **CAB/FH/15/011**
Cabinet Member: David Bowman Lead Officer: Liz Watts
- 16. Revised Local Development Scheme Programme Chart - January 2015** **319 - 326**
Report No: CAB/FH/15/012
Report No: **CAB/FH/15/012**
Cabinet Member: Rona Burt Lead Officer: Marie Smith
- 17. West Suffolk Equality Scheme** **327 - 362**
Report No: CAB/FH/15/013
Report No: CAB/FH/15/013
Cabinet Member: Robin Millar Lead Officer: Davina Howes
- 18. Review of the Decisions Plan** **363 - 378**
Report No: CAB/FH/15/014
Report No: CAB/FH/14/014
Cabinet Member: James Waters Lead Officer: Ian Gallin
- 19. Exemption to Contract Procedure Rules - Rooftop Solar Voltaic Installation**
Cabinet Member: Stephen Edwards Lead Officer: Mark Walsh

Summary and Reason for Recommendation:

23-28 Putney Close, Brandon

Section 4.3 of the Contract Procedure Rules state: Between £50,001 and the EU Threshold any exemption must be approved by the Officer and Head of Service in consultation with the Head of Resources and Performance. The Officer must produce evidence to support the request for any exemption. The Head of

Service shall prepare a report for the next Cabinet to support the action taken. The exemption, being a Contracting Decision, the reason for it (together with support evidence) shall be forwarded to the Head of Resources and Performance.

This exemption was exercised on 23 December 2014 for a contract to Kingspan Energy Ltd valued at £83,305.97 for the supply of specialised photo voltaic roofing panels to industrial units in Putney Close (as part of their refurbishment and re-roofing). The investment decision to provide photo voltaic panels at Putney Close was approved by Full Council on 10 December 2014. The proposal has been accepted as a good financial investment by Forest Heath District Council and Kingspan Energy are the sole installer of PV panels that allows the council to retain the 25 year warranty of the roof covering below.

The exemption was made on the basis that there was:

- The goods or services are supplied at a fixed price or the prices are wholly controlled by trade organisations and the relevant Head of Service is satisfied that no satisfactory alternative is available;*
- The works to be executed consist of repair or supply of parts of existing propriety machinery or plant; and*
- The specialised nature of the goods, services to be supplied or the works to be executed means that only one suitable supplier has been identified or is available.*

Recommendation:

The Cabinet is requested to **NOTE** this exemption to the Contract Procedure Rules.

20. Urgent Business

Such other business, which in the opinion of the Leader and as set out Paragraphs 15 and 16 of Part 4E of the Access to Information Rules, should be considered as a matter of urgency to be specified in the minutes.

Part 2 - Exempt

21. Exclusion of the Press and Public

To consider whether the press and public should be excluded during the consideration of the following items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of

exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

KEY DECISIONS

22. West Suffolk Operational Hub (para 3) 379 - 382

Appendix A and B to Report No: CAB/FH/15/001

Cabinet Member: James Waters

Lead Officer: Mark Walsh

(This item is to be considered under paragraph 3 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person including the authority holding that information)

(No representations have been received from members of the public regarding this item being held in private)

NON KEY DECISIONS

23. Revenues Collection Performance and Write-Offs (paras 1 and 2) 383 - 386

Appendix 1 and 2 of Report No: CAB/FH/15/003

Cabinet Member: Stephen Edwards

Lead Officer: Rachael Mann

(This item is to be considered under paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, as it contains information relating to an individual(s) and information which is likely to reveal the identity of an individual)

(No representations have been received from members of the public regarding this item being held in private)