

# Cabinet



Forest Heath  
District Council

<b>Title:</b>	<b>Agenda</b>																
<b>Date:</b>	<b>Tuesday 31 March 2015</b>																
<b>Time:</b>	<b>6.00 pm</b>																
<b>Venue:</b>	<b>Council Chamber District Offices</b> College Heath Road Mildenhall																
<b>Membership:</b>	<p style="text-align: right;"><b>Leader</b> James Waters</p> <p style="text-align: right;"><b>Deputy Leader</b> Nigel Roman</p> <table><thead><tr><th><b>Councillor</b></th><th><b>Portfolio</b></th></tr></thead><tbody><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></tbody></table>	<b>Councillor</b>	<b>Portfolio</b>	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
<b>Councillor</b>	<b>Portfolio</b>																
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																
<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>	Three Members																
<b>Committee administrator:</b>	<b>Sharon Turner</b> FHDC Cabinet Officer/Committee Administrator <b>Tel:</b> 01638 719237 <b>Email:</b> <a href="mailto:sharon.turner@westsuffolk.gov.uk">sharon.turner@westsuffolk.gov.uk</a>																

# 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 17 February 2015 (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 Staff Consultative Panel - 26 January 2015**

**13 - 16**

**(b) Local Plan Working Group - 28 January 2015**

**17 - 22**

**(c) West Suffolk Joint Emergency Planning Panel - 12 February 2015**

**23 - 30**

**(d) West Suffolk Joint Health and Safety Panel - 16 February 2015**

**31 - 34**

KEY DECISIONS

**5. Revenues Collection and Performance Write-Offs**

**35 - 38**

**Report No: CAB/FH/15/017**

Cabinet Member: Stephen Edwards

Lead Officer: Rachael Mann

**6. Sponsorship and Advertising Policy for West Suffolk**

**39 - 48**

**Report No: CAB/FH/15/018**

Cabinet Member: Stephen Edwards

Lead Officer: Richard Hartley

NON KEY DECISIONS

- 7. West Suffolk Safeguarding Policy - Guidelines for Working with Children, Young People and Vulnerable Adults** **49 - 72**  
**Report No: CAB/FH/15/019**  
Cabinet Member: Robin Millar                      Lead Officer: Simon Phelan
- 8. Policy for Providing Loans to External Organisations** **73 - 82**  
**Report No: CAB/FH/15/020**  
Cabinet Member: Stephen Edwards                      Lead Officer: Rachael Mann
- 9. 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.
- 10. 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.

**Part 2 - Exempt**

KEY DECISIONS

- 11. Revenues Collection Performance and Write-Offs (paras 1 and 2)** **83 - 84**  
**Appendix 1 to Report No: CAB/FH/15/017**  
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 relation 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)*