
Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda																
Date:	Tuesday 20 October 2015																
Time:	5.00 pm																
Venue:	Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds																
Membership:	<p style="text-align: center;">Leader John Griffiths</p> <p style="text-align: center;">Deputy Leader Sara Mildmay-White</p> <table><thead><tr><th>Councillor</th><th>Portfolio</th></tr></thead><tbody><tr><td>Robert Everitt</td><td>Families and Communities</td></tr><tr><td>Sara Mildmay-White</td><td>Housing</td></tr><tr><td>John Griffiths</td><td>Leader</td></tr><tr><td>Ian Houlder</td><td>Resources and Performance</td></tr><tr><td>Alaric Pugh</td><td>Planning and Growth</td></tr><tr><td>Jo Rayner</td><td>Leisure and Culture</td></tr><tr><td>Peter Stevens</td><td>Operations</td></tr></tbody></table>	Councillor	Portfolio	Robert Everitt	Families and Communities	Sara Mildmay-White	Housing	John Griffiths	Leader	Ian Houlder	Resources and Performance	Alaric Pugh	Planning and Growth	Jo Rayner	Leisure and Culture	Peter Stevens	Operations
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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:	Claire Skoyles SEBC Cabinet Officer/Committee Administrator Tel: 01284 757176 Email: claire.skoyles@westsuffolk.gov.uk																

Procedural Matters

1. Apologies for Absence

2. Minutes

1 - 16

To confirm the minutes of the meetings held on 1 September (Informal Joint with FHDC Cabinet) and 8 September 2015 (copies attached).

Part 1 - Public

3. Open Forum

At each Cabinet meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Cabinet 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 Borough 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.

5. Recognition of former Cabinet Members

The following former Councillors and Cabinet Members were not eligible to receive Long Service Awards at full Council on 22 September 2015. However, the Cabinet considers separate formal acknowledgement should be given by the Cabinet for their contribution to the work of the Borough Council's executive through their roles as Portfolio Holders. Accordingly, the following motions will be moved individually by the Leader, and upon individual approval of each resolution by the Cabinet, the Leader will then present a framed copy of such resolution to the former Member concerned:

That, in recognition of eight years of dedicated public service by

ANNE GOWER

as an elected Member of the Council for Haverhill North Ward, and in acknowledgement of her contribution to the work of the Borough Council, including her appointment as a Portfolio Holder from 2010 to 2015, and her service to the community and fulfilment of the duties and responsibilities of a Councillor, the Cabinet hereby record its thanks and deep appreciation.

That, in recognition of eleven years of dedicated public service by

DAVID ALAN RAY

as an elected Member of the Council for Barningham Ward, and in acknowledgement of his contribution to the work of the Borough Council, including his appointment as a Portfolio Holder from 2007 to 2015, and his service to the community and fulfilment of the duties and responsibilities of a Councillor, the Cabinet hereby record its thanks and deep appreciation.

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| 6. | Report of the Anglia Revenues and Benefits Partnership Joint Committee: 17 September 2015 | 17 - 22 |
| | Report No: CAB/SE/15/060
Cabinet Member: Ian Houlder Lead Officer: Davina Howes | |
| 7. | Report of the Performance and Audit Scrutiny Committee: 23 September 2015 | 23 - 28 |
| | Report No: CAB/SE/15/061
Chairman: Sarah Broughton Lead Officer: Christine Brain | |
| 8. | Recommendations from the Performance and Audit Scrutiny Committee - 23 September 2015: Delivering a Sustainable Budget 2016/2017 | 29 - 34 |
| | Report No: CAB/SE/15/062
Cabinet Member: Ian Houlder Lead Officer: Joanne Howlett | |
| 9. | 2016/2017 Budget Setting - Bury St Edmunds Bus Station Information Building | 35 - 46 |
| | Report No: CAB/SE/15/063
Cabinet Member: Robert Everitt Lead Officer: Davina Howes | |

10. Enterprise Zones 47 - 54

Report No: **CAB/SE/15/064**

Cabinet Member: Alaric Pugh Lead Officers: Steven Wood and
Andrea Mayley

11. Transfer of Street Lighting Columns to Suffolk County Council 55 - 62

Report No: **CAB/SE/15/065**

Cabinet Member: Peter Stevens Lead Officers: Mark Walsh and
Michael Linsdell

12. Recommendations from the Grant Working Party - 16 September 2015: Community Chest Funding - Transitional Year (2015/2016) 63 - 66

Report No: **CAB/SE/15/066**

Cabinet Member: Robert Everitt Lead Officer: Davina Howes

13. Recommendations from the Sustainable Development Working Party: 8 October 2015 67 - 74

Report No: **CAB/SE/15/067**

Cabinet Member: Alaric Pugh Lead Officer: Steven Wood

(a) Hopton Development Brief

(b) Draft Concept Statement: Park Farm, Ingham

14. Review of Cabinet Area Working Parties

Cabinet Member: John Griffiths Lead Officer: Alex Wilson

Summary and Reason for Recommendation:

As discussed at Cabinet on 26 May 2015, informal consultation over the summer about the future of the Area Working Parties has identified the need for some further discussions with partners in respect of potential alternative arrangements. The matter will also be discussed at the Parish and Town Council Conference on 12 October 2015 which is after the publication of this agenda. Accordingly, this matter will be deferred until the next ordinary meeting of Cabinet on 8 December 2015.

Recommendation:

The Cabinet is requested to **NOTE** the above update on the Review of the Cabinet Area Working Parties.

15. Exemption to Contract Procedure Rules: Planning and Licensing IT Maintenance and Support Systems

Cabinet Member: Alaric Pugh Lead Officer: Steven Wood

Summary and Reason for Recommendation:

Planning and Licensing IT Maintenance and Support Systems

Section 4.3 of the West Suffolk Contract Procedure Rules state that: 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 and the Head of Service shall prepare a report for the next Cabinet to support the action taken, hence this agenda item.

The exemption, being a Contracting Decision on this occasion, the reason for it (together with support evidence) has been forwarded to the Head of Resources and Performance.

This exemption was exercised on 6 October 2015 for a contract to IDOX Systems Company valued at £49,000 each year for three years for the renewal of the maintenance and system support contract for the Lalpac and Uniform suite. The system supports the service delivery of Planning, Local Land Charges, Building Control and Licensing systems for both St Edmundsbury Borough Council and Forest Heath District Council. IT have been able to achieve a £40,000 saving from the previous maintenance and system support costs, which represents value for money. The exemption was made under the following exemption criteria, as stated in Section 4.5 of the Contract Procedure Rules:

- *The items to be supplied consist of goods or services which are currently in use and are required for the purposes of standardisation;*

on the basis that:

- the current contract expiring on the 23 October 2015 and taking advantage of a price reduction; and
- the critical nature of these systems to the services listed.

Recommendation:

The Cabinet is requested to **NOTE** this exemption to the West Suffolk Contract Procedure Rules, as contained in the Constitution.

- 16. Decisions Plan: October 2015 to May 2016** **75 - 96**
To consider the most recently published version of the Cabinet's Decisions Plan

Report No: **CAB/SE/15/068**
Cabinet Member: John Griffiths Lead Officer: Ian Gallin
- 17. Revenues Collection Performance and Write-Offs** **97 - 100**
Report No: **CAB/SE/15/069**
Cabinet Member: Ian Houlder Lead Officer: Joanne Howlett
- 18. Exclusion of 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

- 19. Exempt Appendices: Revenues Collection Performance and Write-offs (paras 1 and 2)** **101 - 106**
Exempt Appendices 1 and 2 to Report No: **CAB/SE/15/069**
Cabinet Member: Ian Houlder Lead Officer: Joanne Howlett

(These exempt appendices are to be considered in private under paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, as they contain information relating to an individual and information which is likely to reveal the identity of an individual.)
- 20. Exempt Appendix: 2016/17 Budget Setting - Bury St Edmunds Bus Station Information Building (para 3)** **107 - 108**
Exempt Appendix to Report No: **CAB/SE/15/063**
Cabinet Member: Robert Everitt Lead Officer: Davina Howes

(This exempt appendix is to be considered in private under paragraph 3 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial and business affairs of a particular organisation.)

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