
Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda																
Date:	Tuesday 9 February 2016																
Time:	5.00 pm																
Venue:	Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds IP33 3YU																
Membership:	<p style="text-align: center;">Leader John Griffiths 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 Democratic Services Officer Tel: 01284 757176 Email: claire.skoyles@westsuffolk.gov.uk																

Public Information



St Edmundsbury
BOROUGH COUNCIL

Venue:	West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01284 757176 Email: democratic.services@westsuffolk.gov.uk Web: www.stedmundsbury.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The Borough Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
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.	
Disabled access:	West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons. Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.	
Induction loop:	An Induction loop is available for meetings held in the Conference Chamber.	
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.	

Agenda

Procedural Matters

1. Apologies for Absence

2. Minutes

1 - 24

To confirm the minutes of the meetings held on 24 November 2015 (Informal Joint with FHDC Cabinet) and 8 December 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. Report of the Overview and Scrutiny Committee:
13 January 2016**

25 - 28

Report No: **CAB/SE/16/001**

Chairman: Diane Hind

Lead Officer: Christine Brain

**6. Report of the Anglia Revenues and Benefits Partnership
Joint Committee: 7 December 2015 and 12 January 2016**

29 - 36

Report No: **CAB/SE/16/002**

Portfolio Holder: Ian Houlder

Lead Officer: Jill Korwin

- 7. Report of the Performance and Audit Scrutiny Committee: 28 January 2016** **37 - 42**
Report No: **CAB/SE/16/003**
Chairman: Sarah Broughton Lead Officer: Christine Brain
- NON-KEY DECISIONS
- 8. Recommendations from the Performance and Audit Scrutiny Committee: 28 January 2016 - Annual Treasury Management and Investment Strategy Statements 2016/2017** **43 - 46**
Report No: **CAB/SE/16/004**
Portfolio Holder: Ian Houlder Lead Officer: Joanne Howlett
- 9. Budget and Council Tax Setting: 2016/2017 and Medium Term Financial Strategy** **47 - 114**
Report No: **CAB/SE/16/005**
Portfolio Holder: Ian Houlder Lead Officer: Joanne Howlett
- 10. Enterprise Zones: Update**
Report No: **CAB/SE/16/006 TO FOLLOW**
Portfolio Holder: Alaric Pugh
Lead Officers: Steven Wood and Andrea Mayley
- 11. Third Generation Artificial Pitch Provision in Haverhill** **115 - 122**
Report No: **CAB/SE/16/007**
Portfolio Holder: Joanna Rayner Lead Officer: Damien Parker
- 12. Home-Link Lettings Policy** **123 - 176**
Report No: **CAB/SE/16/008**
Portfolio Holder: Sara Mildmay-White
Lead Officers: Simon Phelan and Tony Hobby
- 13. Recommendations from the Sustainable Development Working Party: 27 January 2016** **177 - 184**
Report No: **CAB/SE/16/009**
Portfolio Holder: Alaric Pugh Lead Officer: Steven Wood
- (a) Park Farm, Ingham: Adoption of Concept Statement**
- (b) Tayfen Road Development Area, Bury St Edmunds: Masterplan**

14. Exemption to Contract Procedure Rules: Replacement of Waste Cleansing Vehicle with Second Hand Unit

Cabinet Member: Peter Stevens

Lead Officer: Mark Walsh

Summary and Reason for Recommendation:

Replacement of Waste Cleansing Vehicle with Second Hand Unit

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, which was exercised on 30 November 2015, the reason for it (together with support evidence) has been forwarded to the Head of Resources and Performance for approval.

The Cleansing Section is looking to replace 2 No. tipper vehicles fitted with side bin lifters. The option chosen is for a Plastic Bodied Utility Vehicle (PBUV) similar to 5 other units already in use within West Suffolk. The company NTM-GB Ltd loaned a vehicle to the Council as part of a demonstration and then indicated that the vehicle on loan was for sale at a discounted price and available in early January 2016. The price offered is £53,532.00 and represents a saving of around £8,500.00 against a new build vehicle. The vehicle offered was registered in August 2015. A new build unit would take in the region of 6-8 months to produce.

The exemption was made under the following exemption criteria, as stated in Section 4.5 of the Contract Procedure Rules:

Exemption category	Why Applicable
<i>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.</i>	Goods are offered at a discounted price for (near) immediate delivery with full 12 month warranty on the body and three year for the chassis. Discount of £8,500 from current new price. Alternative would be to tender for new with an expected 6-8 month lead time
<i>The items to be supplied consist of goods or services which are currently in use and are required for the purposes of standardisation.</i>	The Plastic Bodied Utility Vehicle concept was adopted by West Suffolk in 2013 and is the preferred design for future purchases of this type of Cleansing vehicle.
<i>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.</i>	NTM-GB Ltd is one of two UK companies offering this concept and the only one offering an ex-demonstrator for immediate sale

Recommendation:

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

15. Decisions Plan: February 2016 to May 2016 185 - 202

To consider the most recently published version of the Cabinet's Decisions Plan

Report No: **CAB/SE/16/010**

Portfolio Holder: John Griffiths Lead Officer: Ian Gallin

16. Revenues Collection Performance and Write-Offs 203 - 206

Report No: **CAB/SE/16/011**

Portfolio Holder: Ian Houlder Lead Officer: Joanne Howlett

17. 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

18. Exempt Appendices: Revenues Collection Performance and Write-Offs (paras 1 and 2) 207 - 212

Exempt Appendices 1, 2 and 3 to Report No: **CAB/SE/16/011**

Portfolio Holder: 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.)

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