

Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda																
Date:	Tuesday 29 March 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 - 12

To confirm the minutes of the meeting held on 9 February 2016 (copy 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:
9 March 2016**

13 - 18

Report No: **CAB/SE/16/013**

Chairman: Diane Hind

Lead Officer: Christine Brain

6. Exemption to Contract Procedure Rules:: Purchase of 5 No. Terberg OmniDEL refuse bin lifters

Portfolio Holder: Peter Stevens

Lead Officer: Mark Walsh

Summary and Reason for Recommendation:

Purchase of 5 No. Terberg OmniDEL refuse bin lifters

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 26 February 2016, the reason for it (together with support evidence) has been forwarded to the Head of Resources and Performance for approval.

The Terberg OmniDEL lift is the standardised fitment to the St Edmundsbury refuse vehicle fleet. The lifters are capitalised separately to their host vehicle on the basis that, experience has proven they do not last as long as the vehicles (6 years +/-1 for the lifts compared to 8 years +/-2 for the vehicles).

The lifts are all identical in terms of mounting and installation thereby enabling these lifts to be swapped around as and when required and one is kept spare which enables a vehicle, after suffering damage or failure to the lift, to be placed back into service with the spare fitted within a few hours. Consequently, to ensure commonality and standardisation of the lifts it is not possible to obtain competitive tenders.

Terberg Matec have offered new lifts with a part exchange value of £750 per old lift, therefore the unit price equates to £15,800 minus £750 (£15,050). The new lifts will be a straight swap the old units. No other supplier can offer that 'straight swap' or the part exchange discount. It is therefore considered that in addition to the need for retaining a standardised kit for across the fleet the reasons given above, best value has also been achieved.

The estimated total value of the exemption is £75,250 and was made under the following exemption criteria, as stated in Section 4.5 of the Contract Procedure Rules:

Exemption category
<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>

Recommendation:

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

7. Decisions Plan: March 2015 to May 2016 **19 - 30**

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

Report No: **CAB/SE/16/014**

Portfolio Holder: John Griffiths Lead Officer: Ian Gallin

8. Revenues Collection Performance and Write-Offs **31 - 34**

Report No: **CAB/SE/16/015**

Portfolio Holder: Ian Houlder Lead Officer: Rachael Mann

9. Recommendations from the Sustainable Development Working Party: 17 March 2016

Report No: **CAB/SE/16/016 TO FOLLOW**

Portfolio Holder: Alaric Pugh Lead Officer: Steven Wood

(a) West Suffolk Community Energy Plan: Update

(b) Western Way, Bury St Edmunds Masterplan (Revised)

10. Western Way, Bury St Edmunds Development Site Phase 2 (PSV II)

Report No: **CAB/SE/16/017 TO FOLLOW**

Portfolio Holder: Alaric Pugh Lead Officer: Steven Wood

11. 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

12. Exempt Appendix: Western Way, Bury St Edmunds Development Site Phase 2 (PSV II) (para 3)

Exempt Appendix 1 to Report No: **CAB/SE/16/017 TO FOLLOW**

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

13. Exempt Appendices: Revenues Collection Performance and Write-Offs (paras 1 and 2) 35 - 38

Exempt Appendices 1 and 2 to Report No: **CAB/SE/16/015**
Portfolio Holder: Ian Houlder Lead Officer: Rachael Mann

(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.)