



Forest Heath District Council

Cabinet Decisions Notice

(Published: Thursday 29 October 2015)

The following decisions were taken by the Cabinet on **Tuesday 27 October 2015** and, if not called in by Councillors, will come into operation on Friday 6 November 2015. This procedure does not however, apply to decisions that have been recommended to Council for a final decision (and which are also indicated within the decisions below). An executive decision may be called in, in accordance with the Overview and Scrutiny Committee Procedure Rules contained within Part 4 of the Council's Constitution, by at least five Councillors submitting the required call-in request form to the Head of HR, Legal and Democratic Services (e-mail: democratic.services@westsuffolk.gov.uk) **by 5.00 pm on Thursday 5 November 2015.**

Should you have a query regarding any of the decisions taken, contact should be made with the named officer in the first instance, either on the telephone number listed against their name, or via email using the format firstname.surname@westsuffolk.gov.uk. Alternatively, you may also contact the relevant Portfolio Holder on the telephone number listed against their name, or via email using the format firstname.surname@forest-heath.gov.uk. Contact may also be made via Democratic Services, Forest Heath District Council, District Offices, College Heath Road, Mildenhall, Suffolk, IP28 7EY

Agenda Item and Report No.	Declarations of Interest/ Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
Item No. 5 CAB/FH/15/049	None	<u>Report from the Anglia Revenues and Benefits Partnership: 17 September 2015</u> RESOLVED: That the contents of the report be noted, including the decision taken under delegated authority, as detailed in Section 1.2 of Report No CAB/FH/15/049, with regard to moving to a Single Member Joint Committee.	The report set out the decisions which had been made by the Anglia Revenues and Benefits Partnership Joint Committee at their meeting on 17 September 2015.	The Anglia Revenues and Benefits Partnership had considered the options in detail at their meeting on 17 September 2015.	<u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518 <u>Interim Officer:</u> Davina Howes Head of Families and Communities 01284 757070

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Item No. 6 CAB/FH/15/050	None	<u>Report from the Overview and Scrutiny Committee: 10 September 2015</u> RESOLVED: That the contents of the report be noted.	The report set out the decisions which had been made by the Overview and Scrutiny Committee at their meeting on 10 September 2015.	The Overview and Scrutiny Committee had considered the options in detail at their meeting on 10 September 2015.	<u>Chairman of the Committee:</u> Cllr Simon Cole 07974 443762 <u>Lead Officer:</u> Christine Brain Scrutiny Officer 01638 719729
Item No. 7 CAB/FH/15/051	None	<u>Report from the Performance and Audit Scrutiny Committee: 24 September 2015</u> RESOLVED: That the contents of the report be noted.	The report set out the decisions which had been made by the Performance and Audit Scrutiny Committee at their meeting on 24 September 2015.	The Performance and Audit Scrutiny Committee had considered the options in detail at their meeting on 24 September 2015.	<u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518 <u>Chairman of the Committee:</u> Cllr Colin Noble 07545 423795 <u>Lead Officer:</u> Christine Brain Scrutiny Officer 01638 719729
Item No. 8 CAB/FH/15/052	None	<u>Recommendation of the Performance and Audit Scrutiny Committee: 24 September 2015 - Delivering a Sustainable Budget 2016-2017</u> RECOMMENDED TO COUNCIL (9 December 2015): That the proposals, as detailed in Section 5 and Table 2 at paragraph 5.1 of Report No: PAS/FH/15/025, be included, in securing a balanced budget for 2016-2017.	Having taken the current and future financial pressures and challenges facing Forest Heath District Council into account, including the budget gap, budget assumptions, proposed timetable and the methodology for securing a balanced budget in 2016/2017, the Cabinet considered the Performance and Audit Scrutiny Committee's recommendations were acceptable for putting forward to Council.	Not to accept the recommendations of the Performance and Audit Scrutiny Committee. However, this would have a significant impact on the ability to secure a sustainable budget for 2016/2017.	<u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518 <u>Chairman of the Committee:</u> Cllr Colin Noble 07545 423795 <u>Lead Officer:</u> Joanne Howlett Acting Head of

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					Resources and Performance 01284 757264
Item No. 9 CAB/FH/15/053	None	<u>Approval of Community Chest Funding - Transitional Year 2015-2016</u> RESOLVED: That the allocation of funding from the Community Chest be as approved follows: 1. Unit Twenty Three: £5,000 2. Suffolk West Citizens Advice Bureau: £23,286 (in two phases) 3. Sharing Parenting: £23,214 (in two phases) 4. Suffolk Digital Cinema Network: £5,500	In June 2015, the Council launched its Community Chest Fund and invited organisations to apply for this transitional year of funding by the deadline of 31 July 2015. Each application had been assessed by the Portfolio Holder for Families and Communities against the agreed Community Chest criteria.	The Council could chose not to provide any grant funding, however, it was recognised that some support to the Voluntary, Community and Social Enterprise Sector was required. The Community Chest also enabled the Council to commission services to support the delivery of its priorities, specifically those set out in its Families and Communities Strategy.	<u>Portfolio Holder:</u> Cllr Robin Millar 07939 100937 <u>Lead Officer:</u> Davina Howes Head of Families and Communities 01284 757070
Item No. 10 (Narrative)	None	<u>Exemption to Contract Procedure Rules: Planning and Licensing IT Maintenance and Support Systems</u> RESOLVED: That the exemption to the West Suffolk Contract Procedure Rules, as contained in the Constitution, be noted.	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	Section 4.3 of the West Suffolk Contract Procedure Rules state that: <i>"Between £50,001 and the EU Threshold any exemption must be approved by the Officer and Head of Service, in consultation with the</i>	<u>Portfolio Holder:</u> Cllr James Waters 07771 621038 <u>Lead Officer:</u> Steven Wood Head of Planning and Growth 01284 757306

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			<p>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:</p> <ul style="list-style-type: none"> • <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> <p>on the basis that:</p> <ul style="list-style-type: none"> • 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. 	<p><i>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."</i></p>	
<p>Item No. 12 CAB/FH/15/055</p>	<p>None</p>	<p><u>Revenues Collection and Performance Write-Offs</u></p> <p>For information only – no decision required.</p>	<p>Since the agenda had been published, it had been brought to the attention of Members and Officers that the NNDR write-off had previously been approved at the Cabinet meeting on 15 September 2015. Therefore, the Portfolio Holder reported on the updated collection rates only, as set out in paragraphs 3.2 and 3.3 of the report.</p>	<p>Not applicable.</p>	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518</p> <p><u>Lead Officer</u> Joanne Howlett Acting Head of Resources and Performance 01284 757264</p>

Karen Points
Head of HR, Legal and Democratic Services
29 October 2015