

# Cabinet



**Forest Heath**  
District Council

**Minutes** of a meeting of the **Cabinet** held on  
**Tuesday 5 April 2016 at 6.00 pm** at the **Council Chamber, District**  
**Offices, College Heath Road, Mildenhall, IP28 7EY**

Present: **Councillors**

**Chairman** James Waters  
**Vice Chairman** Robin Millar

David Bowman  
Andy Drummond  
Stephen Edwards

**By invitation:** (Chairman of the Overview and Scrutiny  
Simon Cole Committee)

173. **Apologies for Absence**

There were no apologies for absence.

174. **Minutes**

The minutes of the meetings held on 10 February 2016 and 1 March 2016 were unanimously approved as a correct record and signed by the Chairman.

175. **Open Forum**

Non non-Cabinet Members in attendance wished to speak under this item.

176. **Public Participation**

There were no questions/statements from members of the public.

177. **Report of the Overview and Scrutiny Committee: 10 March 2016 (Report No CAB/FH/16/013)**

Councillor Simon Cole, Chairman of the Overview and Scrutiny Committee, presented this report which informed the Cabinet of the following items discussed by the Committee on 10 March 2016:

- (1) Presentation by the Police and Crime Commissioner and the Chief Constable on the Suffolk Local Policing Review.
- (2) Presentation by the Portfolio Holder for Resources and Performance.
- (3) West Suffolk Housing Strategy: Progress Report against Action Points.
- (4) Decisions Plan: April 2016 to May 2017.
- (5) Work Programme Update.

In relation to Item (1) above, Councillor Cole provided feedback from the presentation by the Police and Crime Commissioner and particularly referred to the discussions on the decriminalisation of parking enforcement and the recent closure of the Bury St Edmunds Magistrates Court, which meant that the nearest Magistrates Court for this area was now Ipswich. The Leader responded to the issue of the decriminalisation of parking enforcement and confirmed that its implications/potential opportunities were currently being considered by all of the Suffolk Public Sector Leaders.

In relation to Item (2) above, Councillor Cole commended Councillor Stephen Edwards, Portfolio Holder for Resources and Performance, on the work which was being undertaken under his Portfolio.

In relation to Item (3) above, Councillor Cole also supported the progress with the implementation of the West Suffolk Housing Strategy, but expressed disappointment in the low number of houses actually being built. The Leader responded and agreed that the housebuilding numbers needed to be closely monitored.

With the vote being unanimous, it was

**RESOLVED:**

That the contents of the report be noted.

**178. Exemption to Contract Procedure Rules: Home of Horseracing**

Specialist Transport and Installation of Art Collections at Palace House, Newmarket

The Director presented this item which explained that the National Horseracing Museum had identified a specialist contactor, Gander and White Shipping Limited, who could meet the specialist requirements in respect of transporting and hanging a significant number of value art works, some on loan from national collections. This supplier also had the capacity to carry out the works in accordance with critical dates in the fit-out programme for the new Museum and which had to be booked in advance.

The estimated total value of the exemption was £53,353,33 and the Museum was confident that the price quoted was competitive. The cost of the works was being funded through multiple partners and donors (as with the rest of the project).

This exemption to the West Suffolk Contract Procedure Rules had been exercised on 10 March 2016, as the specialised nature of the goods, services to be supplied or the works to be executed, meant that only one suitable supplier had been identified or was available.

With the vote being unanimous, it was

**RESOLVED:**

That the exemption to the West Suffolk Contract Procedure Rules, as contained in the Constitution, be noted.

**179. West Suffolk Community Energy Plan - Update (Report No CAB/FH/16/014)**

The Head of Planning and Growth presented this report which provided an update on progress towards delivering the opportunities set out in the West Suffolk Community Energy Plan, approved by the council, in partnership with St Edmundsbury Borough Council, in December 2014.

Section 1.3 of the report set out the investment opportunities which could also be financed by extending the scope of the existing capital provision for Opportunity 3 (Developing a 'rent-a-roof' solar scheme for local businesses), with the objective of generating similar projected returns, along with supporting local businesses and cutting carbon emissions.

With the vote being unanimous, it was

**RESOLVED:**

That the capital allocation approved for the development of a rent-a-roof solar scheme for business as agreed by the Council (Report No CAB/FH/14/010 dated 9 December 2014) be extended to support such investment schemes as set out in Section 1.3 of Report No CAB/FH/16/014, based on renewable power, heat and energy efficiency financing.

**180. Decisions Plan: April 2016 to May 2016 (Report No CAB/FH/16/015)**

The Cabinet considered Report No CAB/FH/16/015, which was the Cabinet Decisions Plan covering the period April to May 2016.

Members took the opportunity to review the intended forthcoming decisions of the Cabinet. However, no further information or amendments were requested on this occasion.

**181. Revenues Collection and Performance Write-Offs (Report No CAB/FH/16/016)**

Councillor Stephen Edwards, Portfolio Holder for Resources and Performance, presented this report which sought approval for the write-off of uncollectable amounts in respect of Council Tax, Business Rates, Housing Benefit overpayments and sundry debts.

Councillor Edwards also referred to paragraphs 3.2 and 3.3 of the report which set out the collection rates for NNDR and Council Tax as at 29 February 2016.

The Cabinet considered the exempt Appendices to this report and as reference was to be made to specific detail, these discussions, were held in private session (see Minute Number 183. below).

**182. Exclusion of the Press and Public**

It was proposed, seconded and

**RESOLVED:**

That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12(A) of the Act.

**183. Exempt Appendix: Revenues Collection Performance and Write-Offs (paras 1 and 2) (Report No CAB/FH/16/016)**

The Cabinet considered the exempt Appendices to Report No CAB/FH/16/016, where reference was made to the specific detail contained within these Appendices.

With the vote being unanimous, it was

**RESOLVED:**

That the write-off of the amounts detailed in the exempt appendices to Report No CAB/FH/16/016 be approved, as follows:

1. Exempt Appendix 1: Council Tax totalling £4,414.49.
2. Exempt Appendix 2: Business Rates totalling £35,774.87.
3. Exempt Appendix 3: Housing Benefit Overpayments totalling £14,072.39.
4. Exempt Appendix 4: Sundry Debts totalling £5,624.01.

The Meeting concluded at 6.20 pm

**Signed by:**

**Chairman**

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