



Forest Heath District Council

Cabinet Decisions Notice

(Published: Thursday 26 November 2015)

The following decisions were taken by the Cabinet on **Tuesday 24 November 2015** and, if not called in by Councillors, will come into operation on Friday 4 December 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 3 December 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. 4 CAB/FH/15/056	None	<u>Office Accommodation Plan</u> RESOLVED: That the Office Accommodation Plan, as set out in Report No CAB/FH/15/056, be approved, as the basis for future office accommodation projects, including the Mildenhall Hub.	Within the next couple of years Forest Heath and St Edmundsbury Councils would need to make some key decisions relating to property development/asset management projects which could impact on the delivery of services, choice of new work styles and technologies and the associated need for office accommodation. This report provided an overarching Office Accommodation Plan which clearly articulated the rationale for such accommodation and the principles that would be adhered to	The report set out a range of principles and explained as to why maintaining the status quo was not financially viable.	<u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518 <u>Officer:</u> Alex Wilson Director 01284 757695

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			when developing each of these individual development projects.		
Item No. 5 CAB/FH/15/057	None	<p><u>Recommendation of the Licensing Committee - 28 September 2015: West Suffolk Gambling Act 2005 Statement of Policy 2016 to 2019</u></p> <p>RECOMMENDED TO COUNCIL (9 December 2015):</p> <p>That the Gambling Act 2005: West Suffolk Joint Statement of Policy for the period 2016 to 2019, as contained in Appendix 3 to Report No LIC/FH/15/006, be adopted.</p>	<p>The current Statement of Policy would expire in January 2016 and the Committee had considered the results of the public consultation which had been undertaken on the Policy that would apply for the period 2016 to 2019. The Policy set out how Forest Heath District and St Edmundsbury Councils, in their roles as Licensing Authorities, would carry out functions under the Gambling Act 2005. It also recognised the importance of responsible gambling within the entertainment industry, whilst seeking to balance this with the key objectives of the Act.</p> <p>The object of the Policy was to provide a vision for the local area and a statement of intent that guided practice.</p>	Alternative options were not considered as Licensing authorities must have regard to their Statement of Policy when carrying out their licensing functions.	<p><u>Portfolio Holder:</u> Cllr James Waters 07771 621038</p> <p><u>Officers:</u> Steven Wood Head of Planning and Growth 01284 757306</p> <p>Tom Wright Business Regulation and Licensing Manager 01638 719223</p>
Item No. 6 CAB/FH/15/038	None	<p><u>Housing Assistance Policy and Application Guidance</u></p> <p>RESOLVED:</p> <p>That the revised West Suffolk Housing Assistance Policy and Application Guidance, as contained in Appendix A to Report No CAB/FH/15/058, be approved.</p>	The West Suffolk Housing Strategy recognised the importance of maximising the use of existing housing. Forest Heath and St Edmundsbury Councils offered discretionary grant assistance under the Housing Assistance Policy. The Strategy contained an action to review and revise the Policy to ensure that it continued to meet its purpose.	The alternatives were to reduce the extent of the Policy or to dispense with it (since there was no legal requirement for it). However, the aim of the Housing Strategy was to increase the number of decent homes	<p><u>Officers:</u> Simon Phelan Head of Housing 01638 719440</p> <p>Andy Newman Service Manager (Housing Standards) 01638 719276</p>

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			<p>The review had considered that, in the main, the existing Policy helped to ensure decent safe housing for households benefiting from a grant. However, some changes were considered necessary to simplify the Policy and increase uptake. Processes would also be introduced to ensure that as much funding was recovered as possible, so that the Councils could continue to offer grants and investment in this sector.</p>	<p>occupied, particularly for more vulnerable residents, so these options were not considered further.</p>	
<p>Item No. 7 CAB/FH/15/059</p>	<p>None</p>	<p><u>Local Council Tax Reduction Scheme and Council Tax Technical Changes 2016/2017</u></p> <p>RECOMMENDED TO COUNCIL (9 December 2015):</p> <p>That no change be made to the current Local Council Tax Reduction Scheme or Council Tax Technical changes levels for 2016/2017.</p>	<p>From 1 April 2013, the Government replaced Council Tax Benefit with a Localised Council Tax Reduction Scheme (LCTRS), which meant that Forest Heath had to decide upon a local means tested scheme to replace Council Tax Benefit.</p> <p>Based on the overall findings of the second year review, as outlined in Sections 2 and 3 of the report, it was being recommended to continue the LCTR scheme in its current form, including applying the current 2015/2016 level of applicable amounts within the LCTRS for 2016/2017.</p>	<p>Looking at the scheme in isolation, changing the current LCTRS was not required from a financial perspective, as the current schemes were operating effectively, delivering a cost-neutral position.</p> <p>Members could reduce the maximum level of discount until the LCTRS to generate additional revenue for the Council to assist towards delivery of Council services as a result of the wider financial</p>	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518</p> <p><u>Officers:</u> Paul Corney Head of Anglia Revenues Partnership 01842 756437 paul.corney@angliarevenues.gov.uk</p> <p>Joanne Howlett Acting Head of Resources and Performance 01284 757264</p>

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				<p>pressures.</p> <p>Members could reduce the discount available for empty properties and uninhabitable properties to generate additional revenue for the Council to assist towards delivery of Council services. Complete removal of the current discounts/exemptions around Class A and C technical changes would generate £22,000 for Forest Heath.</p>	
<p>Item No. 8 CAB/FH/15/060</p>	<p>None</p>	<p><u>Council Tax Base for Tax Setting Purposes 2016/2017</u></p> <p>RECOMMENDED TO COUNCIL (9 December 2015):</p> <p>That:-</p> <ol style="list-style-type: none"> 1. The tax base for 2016/2017, for the whole of Forest Heath be 17,207.93 equivalent Band 'D' dwellings, as detailed in paragraph 1.4 of Report No CAB/FH/15/060. 2. The tax base for 2016/2017 for 	<p>The Council was required to set out the basis of the formal calculation of the Council Tax Base for the financial year 2016/2017.</p>	<p>As it was a statutory requirement, no other options were considered.</p>	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 01638 660518</p> <p><u>Officer:</u> Joanne Howlett Acting Head of Resources and Performance 01284 757264</p>

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		the different parts of its area, as defined by Parish or special expense area boundaries, be as shown in Appendix 2 to Report No CAB/FH/15/060.			

Karen Points
Head of HR, Legal and Democratic Services
26 November 2015