



Forest Heath District Council

Cabinet Decisions Notice (Published: Wednesday 21 June 2017)

The following decisions were taken by the Cabinet on **Tuesday 20 June 2017** and, if not called in by Councillors, will come into operation on Thursday 29 June 2017. 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 Assistant Director (HR, Legal and Democratic Services) (e-mail: democratic.services@westsuffolk.gov.uk) by **5.00 pm on Wednesday 28 June 2017**.

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/17/027	None	<u>Report of the Performance and Audit Scrutiny Committee - 25 May 2017</u> RESOLVED: That the contents of Report No: CAB/FH/17/027, being the report of the Performance and Audit Scrutiny Committee, be noted.	The report set out the decisions which had been made by the Performance and Audit Scrutiny Committee at their meeting on 25 May 2017.	The Performance and Audit Scrutiny Committee had considered the options in detail at their meeting on 25 May 2017.	<u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982 <u>Chairman of the Committee:</u> Cllr Louis Busuttil 01638 810517 <u>Lead Officer:</u> Christine Brain 01638 719729

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Item No. 6 CAB/FH/17/028	None	<p><u>Report of the Overview and Scrutiny Committee - 6 June 2017</u></p> <p>RESOLVED: That the contents of Report No: CAB/FH/17/028, being the report of the Overview and Scrutiny Committee, be noted.</p>	The report set out the decisions which had been made by the Overview and Scrutiny Committee at their meeting on 6 June 2017.	The Overview and Scrutiny Committee had considered the options in detail at their meeting on 6 June 2017.	<p><u>Chairman of the Committee:</u> Cllr Simon Cole 07974 443762</p> <p><u>Lead Officer:</u> Christine Brain 01638 719729</p>
Item No. 7 CAB/FH/17/029	None	<p><u>Report of the West Suffolk Joint Growth Steering Group - 6 June 2017</u></p> <p>RESOLVED: That the contents of Report No: CAB/FH/17/029, being the report of the West Suffolk Joint Growth Steering Group, be noted.</p>	The report set out the actions which had been proposed by the West Suffolk Joint Growth Steering Group at their meeting on 6 June 2017.	The West Suffolk Joint Growth Steering Group had considered options, where appropriate, in detail at their meeting on 6 June 2017.	<p><u>Portfolio Holder:</u> Cllr Lance Stanbury 07970 947704</p> <p><u>Chairman of the Steering Group</u> Cllr Alaric Pugh (SEBC) 07930 460899 alaric.pugh@stedsbc.gov.uk</p> <p><u>Lead Officer:</u> Julie Baird Assistant Director (Growth) 01284 757613</p>

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Item No. 8 CAB/FH/17/030	None	<p><u>Mildenhall Hub - Investing in Renewable Energy Technologies</u></p> <p>RESOLVED: That, on the basis set out in Report No: CAB/FH/17/030, a final business case for a renewable energy investment in the Mildenhall Hub Project, be presented to Council in July 2017.</p>	<p>In February 2017, an updated business case was approved, which indicated the likely capital cost of the FHDC elements of the project. This had excluded funding to invest in renewable energy which would be subject to a separate business case. A planning application for the scheme had now been submitted.</p> <p>It was proposed that such a business case would be presented to Council on 26 July 2017, following further technical evaluation and clarity on the costs and benefits that could be delivered. This report sought to clarify the preferred technologies in the light of work carried out to-date and the framework for the final business case.</p>	<p>(Subject to the Hub proceeding) to install conventional mechanical and engineering solutions to heat and power the new building. The business case would offer this option as the 'base case'.</p> <p>An enhancement to the option may allow heat to be exported to the existing Mildenhall College Academy Sixth Form Building.</p>	<p><u>Portfolio Holder:</u> Cllr James Waters 07771 621038 <u>Lead Officer:</u> Peter Gudde Service Manager (Environmental Health) 01284 757042</p>
Item No. 9 CAB/FH/17/031 (Exempt Appendices)	None	<p><u>Leisure Opportunities in Newmarket</u></p> <p>RESOLVED: That:-</p> <p>1. The assessment of a cinema and restaurant development for Newmarket, be supported, in principle.</p>	<p>Following on from the recommendations of the Forest Heath Retail and Leisure Study, this report informed the Cabinet of the findings of the feasibility study undertaken into the proposed leisure opportunities in Newmarket town centre and the outline feasibility undertaken at potential sites.</p>	<p>To not support the progression of feasibility studies, but to leave it to the market to bring forward a proposal.</p>	<p><u>Portfolio Holder:</u> Cllr Lance Stanbury 07970 947704 <u>Lead Officer:</u> Jill Korwin Director 01284 757252</p>

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		<p>2. A revenue budget facility of up to £50,000 be allocated and funded from the 'Investing in our Growth Agenda' Reserve, to enable detailed feasibility to be undertaken on preferred sites, to improve cost confidence and enable the preferred site to be identified.</p>	<p>The report also requested the Cabinet to support the allocation of a budget facility of up to £50,000, to enable detailed feasibility to be undertaken to enable a preferred site to be selected.</p>		
<p>Item No. 10 CAB/FH/17/032</p>	<p>None</p>	<p><u>Adoption of Public Space Protection Orders</u></p> <p>RESOLVED: That:-</p> <p>1. The results of the consultations associated with the proposed Public Space Protection Order (PSPO), be noted.</p> <p>2. The proposed new Public Space Protection Order (PSPO), attached as Appendix A to Report No: CAB/FH/17/032, be approved, in relation to:</p> <ul style="list-style-type: none"> - Dog Fouling - Banning of dogs from certain specific children's play areas and certain 	<p>This report set out the responses which had been received to the consultation exercise, which had been undertaken from 20 February to 17 March 2017, in relation to the adoption of Public Space Protection Orders (PSPOs).</p> <p>Given the results of the public feedback (including from key stakeholders), it was being recommended that the new PSPOs be adopted, as set out in Appendix A to Report No: CAB/FH/17/032.</p>	<p>No other options were considered.</p>	<p><u>Portfolio Holders:</u> Cllr David Bowman 07711 593737</p> <p>Cllr Andy Drummond 01638 751411</p> <p><u>Lead Officers:</u> Damien Parker Service Manager (Leisure and Culture) 01284 757090</p> <p>Mark Christie Service Manager (Business)</p>

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		specific fenced football pitch areas.			01638 719220
Item No. 11 CAB/FH/17/033	None	<p><u>Discretionary Rate Relief Following Revaluation - Development of a Local Scheme 2017/2018</u></p> <p>RESOLVED: That:-</p> <ol style="list-style-type: none"> 1. The principles of the Scheme and the Guidelines, as set out in Appendix A to Report No: CAB/FH/17/033, be approved. 2. Delegated authority be given to the Assistant Director (Resources and Performance), in consultation with the Portfolio Holders for Planning and Growth and for Resources and Performance, to agree the Scheme guidance for 2018/19 onwards, in line with the funding available and any feedback from businesses from 2017/2018 Scheme. 	<p>This report set out a proposed scheme for adoption for the granting of Discretionary Rate Relief for businesses facing the steepest increases in their Business Rates bills, as a result of the 2017 Business Rates Revaluation.</p> <p>The suggested Guidelines, as detailed in Appendix A, set out the criteria to be taken into consideration in deciding whether relief should be given, the procedure for applications and an appeals process where there has been a refusal to grant relief. Awards of relief would be reviewed annually and the Guidelines would help to determine which organisations should receive relief for the period commencing 1 April 2017.</p>	<p>Failing to provide a relief would cause hardship to the businesses concerned and fail to distribute the Government's allocation of funding to ease this pressure. Alternative scheme designs had been considered, the detail of which was set out in paragraphs 1.6 to 1.8 of Report No: CAB/FH/17/033.</p>	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Lead Officers</u> Rachael Mann Assistant Director (Resources and Performance) 01638 660518</p> <p>Jo Andrews Strategic Revenues Manager, Arp 01842 756490 jo.andrews@angliarevenues.gov.uk</p>

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Item No. 12 CAB/FH/17/034	None	<p><u>West Suffolk Joint Pay Policy Statement 2017/2018</u></p> <p>RECOMMENDED TO COUNCIL: (26 July 2017)</p> <p>That the West Suffolk Joint Pay Policy Statement for 2017/2018, as contained in Appendix 1 (<i>as amended</i>) to Report No: CAB/FH/17/034, be approved.</p>	Local Authorities were required to annually produce a Pay Policy Statement, which was subject to full Council approval.	As it was a legal requirement to produce a Pay Policy Statement on an annual basis, no other options were considered.	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Lead Officer:</u> Karen Points Assistant Director (HR, Legal and Democratic Services) 01284 757015</p>
Item No. 13 CAB/FH/17/035	None	<p><u>Draft West Suffolk Annual Report 2016/2017</u></p> <p>RESOLVED:</p> <p>That the West Suffolk Annual Report 2016/2017, as contained in Appendix A to Report No: CAB/FH/17/035, be approved (as amended), to incorporate the revisions recommended by Forest Heath District and St Edmundsbury Borough Councils' Overview and Scrutiny Committee (as tabled at the Cabinet meeting held on 20 June 2017).</p> <p><i>(The revisions proposed by the Overview and Scrutiny</i></p>	<p>The West Suffolk Annual Report highlighted the key activities and developments that had been achieved over the financial year 2016-2017, with regard to the priorities set out in the West Suffolk Strategic Plan.</p> <p>This year's annual report had been produced in a more modern approach/format. It was hoped that the new format would be more engaging and would provide the opportunity to provide updates on the achievements throughout the year. The draft Annual Report also contained a number of case studies and examples from West Suffolk to illustrate the</p>	It was good practice for Councils to report on progress against their priorities in this way and ensued transparency on how they spend public money. Forest Heath District and St Edmundsbury Borough Councils could report separately on their work to achieve their priorities. However, this would not reflect	<p><u>Portfolio Holder:</u> Cllr James Waters 07771 621038</p> <p><u>Lead Officer:</u> Davina Howes Assistant Director (Families and Communities) 01284 757070</p>

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		<i>Committees are set out at the end of this Decisions Notice).</i>	<p>achievements described.</p> <p>The revisions proposed by FHDC's and SEBC's Overview and Scrutiny Committees at their meetings on 6 and 7 June 2017 respectively were also considered.</p>	<p>some of the excellent work which had been delivered jointly across the whole of West Suffolk. Also, it would not show the continued joint working between Forest Heath and St Edmundsbury.</p>	
Item No. 14 CAB/FH/17/036	None	<p><u>West Suffolk Community Energy Plan - Investing in New Opportunities</u></p> <p>RESOLVED: That, following the continued success of the Council's policy to invest and support sustainable energy solutions under the West Suffolk Community Energy Plan, the existing delegations be extended, so that the Service Manager (Environmental Health), in consultation with the Portfolio Holder for Planning and Growth, be allowed to authorise the current nominated capital allocation to be spent on any energy-related investment opportunities, where they are in line with the Council's agreed</p>	<p>Since 2016, the opportunities to invest in energy-saving and generating technologies had continued to grow. Therefore, it was being proposed that the existing approved delegations be extended to authorise the current nominated capital allocation to be spent on any energy-related investment opportunities, where they were in line with the Council's agreed financial returns and strategic objectives. This would, therefore, allow investment in new technologies as they became commercially attractive.</p> <p>By extending the scope of already allocated capital</p>	<p>Lack of investment capital had been cited as a block to taking action to improve energy efficiency and uptake of renewable energy generation. This block would continue to hold back our communities and businesses if the Council chose not to support the opportunities when presented.</p>	<p><u>Portfolio Holder:</u> Cllr Lance Stanbury 07970 947704</p> <p><u>Lead Officer:</u> Peter Gudde Service Manager (Environmental Health) 01284 757042</p>

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		financial returns and strategic objectives.	investment, the Council would be able to build upon the successes of its shared policy of encouraging sustainable energy solutions and, in particular, the West Suffolk Community Energy Plan.		
Item No. 15 CAB/FH/17/037	None	<u>Modern Slavery and Anti-Trafficking Statement</u> RESOLVED: That the Modern Slavery and Anti-Trafficking Statement, as set out in Appendix 1 to Report No: CAB/FH/17/037, be endorsed and approved.	Section 54 of the Modern Slavery Act 2015 required the Councils to consider modern slavery as part of its Procurement Strategy, ensuring that contractors and third parties had policies in place and adhered to the law and their responsibilities. West Suffolk Councils were committed to ensuring that suppliers adhered to the highest standards of ethics.	As there was a requirement to produce this Statement, no other options were considered.	<u>Portfolio Holder:</u> Cllr James Waters 07771 621038 <u>Lead Officer:</u> Karen Points Assistant Director (HR, Legal and Democratic Services) 01284 757015
Item No. 18 CAB/FH/17/039 (Exempt Report)	None	<u>Financial Support for Newmarket Open Door - Supported and Temporary Accommodation (para 3)</u> RESOLVED: That:- 1. The provision of financial support to Newmarket Open Door for the provision of supported and temporary accommodation, be	The Cabinet were requested to consider a request for financial support from Newmarket Open Door to secure an existing property for the provision of supported and temporary accommodation.	A number of proposed funding options were set out in Section 3 of Exempt Report No: CAB/FH/17/039 and which were considered by the Cabinet.	<u>Portfolio Holders:</u> Cllr Robin Millar 07545 423782 Cllr Sara Mildmay-White West Suffolk Lead for Housing 01359 270580

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		<p>approved, on the terms set out in Option 4 of Report No: CAB/FH/17/039.</p> <p>2. The funding be allocated from the Council's capital programme allocation for affordable housing (with the residual balance being £355,000).</p> <p>3. Delegated approval be given to the Assistant Director (Families and Communities), in consultation with the Portfolio Holder for Housing and with the Deputy Leader of Forest Heath District Council, to finalise the detail of the agreement.</p>			<p><u>Lead Officer:</u> Davina Howes Assistant Director (Families and Communities) 01284 757070</p>

Karen Points
Assistant Director (HR, Legal and Democratic Services)
21 June 2017

Draft West Suffolk Annual Report 2016/17
(Report No: CAB/FH/17/035)

Amendments recommended by:

- **Forest Heath District Council Overview and Scrutiny Committee: 6 June 2017 (Report No: OAS/FH/17/016); and**
- **St Edmundsbury Borough Council Overview and Scrutiny Committee: 7 June 2017 (Report No: OAS/SE/17/016)**
- Page 9, under the section 'supporting our markets' include the sentence: *'We are working with Suffolk County Council to improve the offer on the market in Newmarket and look forward to reporting on how this progresses later in the year.'*
- Page 21, under 'locality budgets' include the sentence: *'This webpage is regularly updated with information about the latest projects that we support.'*
- Page 27, under 'promoting physical activity' remove 'Clare'. Therefore the focus will remain on the largest population centres.
- Annex 1, 'Community Chest Funding' include the geographical area the organisation serves and the amount of funding allocated to each organisation (attached).
- Furthermore, the Community Chest Funding list has changed because the one circulated to the Overview and Scrutiny Committees stated who had been allocated funding in 2016/17, whereas this new correct list states who actually received funding in 2016/17. As a result the following amendments will be made to the annual report:
 - Page 21, remove the sentence: *'In this year there has been a particular focus on how organisations can support people to make positive choices and behaviour change to prevent ill health, supported with funds of £160,000 from Suffolk County Council's Public Health department.'* This is because the funding from Suffolk County Council will be available to support organisations focusing on making behaviour changes to prevent ill health in 2017/18.
 - Page 21, change £593,263 to £417,522.

Community Chest funding

The following organisations have been supported with Community Chest funding in Forest Heath for financial year 2016/17:

Organisation:	Funding provided to support:	Geographical location of delivery:	Amount for 2016/17:
Suffolk West Citizens Advice Bureau	Money Smart	All Wards	£30,000.00
Creative Arts East	Creative Arts Projects	All Wards	£3,000.00
Dance East	Dance Projects	All Wards	£3,500.00
Fresh Start, New Beginnings	Support for victims of Sexual Abuse	All Wards	£8,200.00
HomeStart	Parental and Family Support	All Wards	£13,250.00
Mildenhall High Town Pirates	Basketball Sessions	Mildenhall and surrounding	£1,204.00
Newmarket Citizens Advice Bureau	Advice, Support and Advocacy Services	Newmarket and surrounding	£40,500.00
Our Special Friends	Companion Animals	All Wards	£6,000.00
Relate	Relationship Counselling services	All Wards	£2,000.00
Suffolk West Citizens Advice Bureau	Free Information, Advice and Advocacy	All Wards	£39,650.00
The Voluntary Network (Community Transport)	Community Transport	All Wards	£19,412.00

The following organisations have been supported with Community Chest funding in St Edmundsbury for financial year 2016/17:

Organisation	Funding provided to support:	Geographical location of delivery:	Amount for 2016/17
BSEVC	Adult Mental Health Support	Bury St Edmunds and surrounding	£6,586.00
Gatehouse Caring	Home Furnishings for disadvantaged families	Bury St Edmunds and surrounding	£5,000.00
HomeStart	Parental and Family Support	All Wards	£13,250.00
Hopton Day Care Centre	Day Care for older people	Hopton and surrounding	£5,000.00
Mentis Tree	Mental Health Counselling Services	All Wards	£9,000.00
REACH	Foodbank and Supported Volunteering	Haverhill and surrounding	£5,000.00
Relate	Relationship Counselling services	All Wards	£5,000.00
Suffolk West Citizens Advice Bureau	Free Information, Advice and Advocacy	All Wards	£182,000.00
The Voluntary Network (Befriending Scheme)	Befriending Scheme	All Wards	£9,860.00
The Voluntary Network (Community Cars)	Community Car Service	All Wards	£5,310.00
Suffolk Rape Crisis	Counselling Services	Bury St Edmunds and surrounding	£4,800.00