

Cabinet



Forest Heath
District Council

Minutes of a meeting of the **Cabinet** held on
Tuesday 12 September 2017 at **6.00 pm** in the **Council Chamber, District**
Offices, College Heath Road, Mildenhall, IP28 7EY

Present: **Councillors**

Chairman James Waters

David Bowman
Andy Drummond

Stephen Edwards
Lance Stanbury

By Invitation:

Louis Busuttil

(Chairman of the Performance and
Audit Scrutiny Committee)

Simon Cole

(Chairman of the Overview and
Scrutiny Committee)

344. Apologies for Absence

Apologies for absence were received from Councillor Robin Millar.

345. Minutes

The minutes of the meeting held on 20 June 2017 were unanimously confirmed as a correct record and signed by the Chairman.

346. Open Forum

No non-Cabinet Members in attendance wished to speak under this item.

347. Public Participation

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

**348. Report of the Overview and Scrutiny Committee: 20 July 2017
(Report No: CAB/FH/17/040)**

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 20 July 2017 and also drew relevant issues to the attention of the Cabinet:

- (1) Annual Presentation by the Lead Portfolio Holder for Housing.
- (2) Effective Member Development.
- (3) Use of Directed Surveillance Powers by the Anglian Revenues Partnership.
- (4) Work Programme Update.

It was proposed, duly seconded and with the vote being unanimous, it was

RESOLVED:

That the contents of Report No: CAB/FH/17/040, being the report of the Overview and Scrutiny Committee, be noted.

349. Report of the Performance and Audit Scrutiny Committee: 27 July 2017 (Report No: CAB/FH/17/041)

Councillor Louis Busuttil, Chairman of the Performance and Audit Scrutiny Committee, presented this report which informed the Cabinet of the following items which had been discussed by the Committee on 27 July 2017:

- (1) Balanced Scorecards Quarter 1 Performance Report 2017-2018.
- (2) West Suffolk Strategic Risk Register Quarterly Monitoring Report – June 2017.
- (3) Work Programme Update.
- (4) Internal Audit Charter.
- (5) Internal Audit Annual Report (2016-2017) and Outline Internal Audit Plan (2017-2018).
- (6) Financial Performance Report (Revenue and Capital) 2017-2018 (Quarter 1).
- (7) Annual Treasury Management Report 2016-2017 and Investment Activity (April – June 2017).

Councillor Busuttil also drew relevant issues to the attention of the Cabinet, including that recommendations emanating from Item (7) above, would be the subject of a separate report later on the Cabinet agenda.

It was proposed, duly seconded and with the vote being unanimous, it was

RESOLVED:

That the contents of Report No: CAB/FH/17/041, being the report of the Performance and Audit Scrutiny Committee, be noted.

350. Recommendations from the Performance and Audit Scrutiny Committee: 27 July 2017 - Annual Treasury Management Report 2016-2017 and Investment Activity 1 April to 30 June 2017 (Report No: CAB/FH/17/042)

Councillor Stephen Edwards, Portfolio Holder for Resources and Performance, presented this report which explained that the Cabinet was required to consider the Annual Treasury Management Report for 2016-2017 prior to seeking its approval by Council.

The report also summarised the investment activities for the year 2016-2017 and provided a summary of the investment activities for the first three months of the 2017-2018 financial year.

It was proposed, duly seconded and with the vote being unanimous, it was

RECOMMENDED TO COUNCIL: (18 October 2017)

That, subject to the approval of Council, the Annual Treasury Management Report 2016-2017, attached as Attachment 1 to Report No: PAS/FH/17/023, be approved.

351. Decisions Plan: September 2017 to May 2018 (Report No: CAB/FH/17/043)

The Cabinet considered Report No: CAB/FH/17/043, which was the Cabinet Decisions Plan covering the period September 2017 to May 2018.

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

352. Revenues Collection and Performance Write-Offs (Report No: CAB/FH/17/044)

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 and Business Rates.

The Portfolio Holder also referred to paragraphs 3.2 and 3.3 of the report which set out the collection rates for the National Non Domestic Rates (NNDR) and Council Tax as at 31 July 2017.

It was proposed, duly seconded and with the vote being unanimous, it was

RESOLVED:

That the write-offs of the amounts detailed in exempt Appendices 1 and 2 to Report No: CAB/FH/17/044, be approved as follows:

1. Exempt Appendix 1: Council Tax totalling £3,255.64.
2. Exempt Appendix 2: Business Rates totalling £34,339.67.

353. Exclusion of the Press and Public

See Minute Number 354. below.

354. Exempt Appendices 1 and 2: Revenues Collection Performance and Write-Offs (paras 1 and 2) (Report No: CAB/FH/17/044)

The Cabinet considered Exempt Appendices 1 and 2 to Report No: CAB/FH/17/044. However, no reference was made to specific detail and, therefore, this item was not held in private session.

The Meeting concluded at 6.12 pm

Signed by:

Chairman