



Forest Heath District Council

Cabinet Decisions Notice

(Published: Thursday 14 December 2017)

The following decisions were taken by the Cabinet on **Tuesday 12 December 2017** and, if not called in by Councillors, will come into operation on Friday 22 December 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 Thursday 21 December 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/17/057	None	<u>West Suffolk Operational Hub</u> RECOMMENDED TO COUNCIL: (20 December 2017) That:- 1. Report No: CAB/FH/17/057 and its Appendices, be noted. 2. The allocation of an additional £589,000 to the Council's Capital Programme, funded in line with paragraphs 5.14 - 5.17 of Report No: CAB/FH/17/057, be	The Cabinet acknowledged that there remained a clear need to urgently invest in new waste and street scene services in West Suffolk and that current arrangements were unsustainable and costly to the taxpayer. In order to progress the West Suffolk Operational Hub project to the construction phase, the Cabinet had recommended to Council, approval of the recommendations, including the additional capital funding	Alternative options considered for the future delivery of waste and street scene services in West Suffolk were detailed in previous reports presented to Cabinet as detailed under Background Papers of Report No: CAB/FH/17/057.	<u>Portfolio Holder:</u> Cllr David Bowman 07711 593737 <u>Officer:</u> Mark Walsh Assistant Director (Operations) 01284 757300

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		<p>approved.</p> <p>3. Subject to receiving a planning consent:-</p> <p>a) The Council's option to procure land at Hollow Road Farm be exercised;</p> <p>b) With Suffolk County Council and St Edmundsbury Borough Council, a contract be entered into for the construction of the West Suffolk Operational Hub at Hollow Road Farm; and</p> <p>4. It be agreed for the Council's Section 151 Officer to make the necessary changes to the Council's 2017/18 prudential indicators as a result of recommendation 2. above.</p>	<p>required. Whilst costs have increased, these were shared with St Edmundsbury Borough Council and Suffolk County Council and taking the cost of borrowing into account, the known benefits of the scheme still broke-even with the status quo financial position whilst providing modern facilities and capacity for significant future growth. The scheme also relocated the current St Edmundsbury depot allowing the delivery of further development at Western Way.</p>		
<p>Item No. 6 CAB/FH/17/058</p>	<p>None</p>	<p><u>Report of the West Suffolk Joint Growth Steering Group: 31 October 2017</u></p> <p>RESOLVED:</p> <p>That the contents of Report No: CAB/FH/17/058, being the report of the West Suffolk Joint Growth Steering Group.</p>	<p>This report set out the actions which had been undertaken by the West Suffolk Joint Growth Steering Group at their meeting on 31 October 2017.</p>	<p>The West Suffolk Joint Growth Steering Group had considered the options in detail at their meeting on 31 October 2017.</p>	<p><u>Portfolio Holder:</u> Cllr Lance Stanbury 07970 947704</p> <p><u>Chairman:</u> Cllr Alaric Pugh 07930 460899 Alaric.pugh@stedsbc.gov.uk</p>

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					<p><u>Officer:</u> Julie Baird Assistant Director (Growth) 01284 757613</p>
<p>Item No. 7 CAB/FH/17/059</p>	<p>None</p>	<p><u>Report of the Overview and Scrutiny Committee: 9 November 2017</u></p> <p>RESOLVED:</p> <p>That the contents of Report No: CAB/FH/17/059, being the report of the Overview and Scrutiny Committee, be noted.</p>	<p>The report set out the decisions which had been made by the Overview and Scrutiny Committee at their meeting on 9 November 2017.</p>	<p>The Overview and Scrutiny Committee had considered the options in detail at their meeting on 9 November 2017.</p>	<p><u>Chairman:</u> Cllr Simon Cole 07974 443762</p> <p><u>Officer:</u> Christine Brain Democratic Services Officer (Scrutiny) 01638 719729</p>
<p>Item No. 8 CAB/FH/17/060</p>	<p>None</p>	<p><u>Recommendations of the Performance and Audit Scrutiny Committee: 29 November 2017 - Mid Year Treasury Management Report 2017/2018 and Investment Activity (1 April to 30 September 2017)</u></p> <p>RECOMMENDED TO COUNCIL: (20 December 2017)</p> <p>That the Mid-Year Treasury Management Report 2017-2018, attached at Appendix 1 to Report No: PAS/FH/17/039, be approved.</p>	<p>The Council was required by the Treasury Management Code of Practice to approve a current mid year review of the treasury services against the adopted Annual Strategy.</p>	<p>Options for the management of Council investments were formally considered within the Annual Treasury Management and Investment Strategy. This included key strategies in respect of the maintenance of the Council's debt</p>	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Chairman:</u> Cllr Louis Busuttill 01638 810517</p> <p><u>Officer:</u> Rachael Mann Assistant Director (Resources and Performance)</p>

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				free status, the continuation of in-house management of funds and the approach to be adopted in establishing the creditworthiness of potential counterparties. The changing nature of the economic climate required that these key areas were subject to on-going review.	01638 719245
Item No. 9 CAB/FH/17/061	None	<p><u>Recommendations of the Performance and Audit Scrutiny Committee: 29 November 2017 - Delivering a Sustainable Budget 2018/2019</u></p> <p>RESOLVED: That:-</p> <p>1. The budget assumptions (outlined in Appendix A to Report No: PAS/FH/17/038) and timetable (at paragraph 6.1), along with the progress</p>	Having taken the current future financial pressures and challenges facing Forest Heath District Council into account, including the budget gap assumptions, proposed timetable and the methodology for securing a balanced budget for 2018-2021, the Cabinet considered the Performance and audit Scrutiny Committee's recommendations were acceptable for incorporating into the final budget proposals.	Other options for securing a balanced budget in 2018/2019 and sustainable Medium Term Financial Strategy for 2018-2021 could be proposed and considered by Members. They would, however, need to take into account core	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Chairman:</u> Cllr Louis Busuttil 01638 810517</p> <p><u>Officer:</u> Rachael Mann Assistant Director</p>

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		<p>made to date on delivering a balanced budget for 2018-2019 and sustainable budget in the medium term, be noted.</p> <p>2. The proposals, as detailed in Section 5 and Table 2 at paragraph 5.1 of Report No: PAS/FH/17/038, be included in securing a balanced budget for 2018-2019.</p>		principles such as deliverability, affordability and risk.	(Resources and Performance) 01638 719245
Item No. 10 CAB/FH/17/062	None	<p><u>Local Council Tax Reduction Scheme 2018/2019</u></p> <p>RECOMMENDED TO COUNCIL: (20 December 2017)</p> <p>That taking into consideration the consultation and engagement feedback detailed in Section 7 of Report No: CAB/FH/17/062, the following changes to the current Local Council Tax Reduction Scheme be agreed to take effect from 1 April 2018:</p> <p>(a) Update the “applicable amounts” to 2015 prices as detailed in paragraph 5.1 of Report No: CAB/FH/17/062;</p>	Each year the Council was required to review its Local Council Tax Reduction Scheme (LCTRS). The conclusion of the 2017 annual review and resultant proposals for changes to the current LCTRS (which had been subject to consultation and engagement) were considered by the Cabinet to be acceptable for implementation from 1 April 2018, for the reasons provided in paragraphs 5.1 to 5.3 inclusive of Report No: CAB/FH/17/062.	Other options considered and rejected were contained in paragraphs 6.1 to 6.3 inclusive of Report No: CAB/FH/17/062.	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Officers:</u> Paul Corney Head of Anglia Revenues Partnership 01842 756437 Paul.corney@angliarevenues.gov.uk Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>

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		<p>(b) Incorporating changes that have occurred as a result of the Government's welfare reforms, as detailed in paragraph 5.2 of Report No: CAB/FH/17/062, regarding family premiums; dependence allowances where there are two or more children; and eligibility of foreign nationals; and</p> <p>(c) Modernise the scheme, as detailed in paragraph 5.3 of Report No: CAB/FH/17/062, so that claimants in receipt of Universal Credit don't need to make a separate application to qualify for Council Tax Discount.</p>			
Item No. 11 CAB/FH/17/063	None	<p><u>Council Tax Base for Council Tax Setting Purposes 2018/2019</u></p> <p>RECOMMENDED TO COUNCIL: (20 December 2017)</p> <p>That:-</p> <p>1. The tax base for 2018/2019, for the whole of Forest Heath is 17,964.44 equivalent Band D dwellings, as detailed in paragraph 1.4</p>	The Council was required to set out the basis of the formal calculation of the Council Tax Base for the financial year 2018/2019.	As it was a statutory requirement, no other options were considered.	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Officer:</u> Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>

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		<p>of Report No: CAB/FH/17/063.</p> <p>2. The tax base for 2018/2019 for the different parts of its area, as defined by parish or special expense area boundaries, are as shown in Appendix 2 to Report No: CAB/FH/17/063.</p>			
Item No. 12 CAB/FH/17/064	None	<p><u>Draft West Suffolk Strategic Framework 2018-2020</u></p> <p>RECOMMENDED TO COUNCIL: (20 December 2017)</p> <p>That the draft West Suffolk Strategic Framework 2018-2020, as contained in Appendix A to Report No: CAB/FH/17/064, be adopted.</p>	<p>The most recent Strategic Plan for West Suffolk covered the period 2014-2016. It was then agreed to extend the vision and priorities in that Plan until the outcome of the devolution process in Norfolk and Suffolk was clear. The Cabinet supported the timely approach for a new strategic framework document to be developed and adopted, especially given that Forest Heath and St Edmundsbury had now agreed to proceed with proposals for creating a single council for West Suffolk. The draft vision; strategic priorities (which continued to be centred around growth, resilient families and communities and housing); project and actions and 'ways of working' contained in the</p>	<p>It was not compulsory for councils to have strategic planning documents in place. However, this could result in a lack of strategic direction and agreement on the vision and purpose of the organisation, or the outcomes that councillors and staff were working towards.</p>	<p><u>Portfolio Holder:</u> Cllr James Waters 07771 621038</p> <p><u>Officer:</u> Ian Gallin Chief Executive 01284 757001</p>

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			document, were wholly supported by the Cabinet.		
Item No. 13 CAB/FH/17/065	Cllr Robin Millar declared a local non pecuniary interest being a Member of the Abundant Life Church (EPIC Dads) and a friend being associated with Our Special Friends	<u>Allocation of Community Chest Funding 2018/2019</u> RESOLVED: That:- (1) The allocation of funding from the Community Chest 2018/2019 be noted as follows: 2. Suffolk Mind 2018/2019 £5,000 3. Anglia Care Trust 2018/2019 £3,434 2019/2020 £3,434 4. Suffolk West Citizens Advice MoneySmart) 2018/2019 £27,167 5. The Restoration Trust 2018/2019 £3,542 2019/2020 £3,611 6. St Nicholas Hospice Care (Brandon) 2018/2019 £2,233	Applications for the Community Chest Funding for 2018/2019 closed on 29 September 2017. A total of 19 applications had been received from a wide variety of organisations. In determining this year's allocation, each application was assessed against the Scheme's criteria. Following consideration by the Portfolio Holder for Families and Communities, it was considered that a number of the applications received were either not appropriate for Community Chest funding or that although the value of their work was recognised, other applications better met the Families and Communities priorities for this over-subscribed fund. Those not recommended were listed in paragraph 1.4 of Report No: CAB/FH/17/065. Whilst considering the applications identified for the allocation of funding, the Cabinet considered that the	The Council could choose 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 the Families and Communities priorities.	<u>Portfolio Holder:</u> Cllr Robin Millar 07939 100937 <u>Officer:</u> Davina Howes Assistant Director (Families and Communities) 01284 757070

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		<p>8. HomeStart Mid and West Suffolk 2018/2019 £9,600</p> <p>9. Sharing Parenting (Parenting Map) 2018/2019 £14,000</p> <p>10. Brandon Community Association 2018/2019 £7,000</p> <p>(2) The following allocation of funding be approved:</p> <p>1. Our Special Friends 2018/2019 £3,000</p> <p>(3) In relation to the allocation of funding for:</p> <p>7. EPIC Dads 2018/2019 £30,000</p> <p>this be deferred to allow for further information to be circulated to the Cabinet relating to the governance of the organisation and on how the funding would be utilised.</p> <p>Subject to the Cabinet being</p>	<p>funding for EPIC Dads should be deferred to allow for further information to be circulated to the Cabinet relating to the governance of the organisation and on how the funding would be utilised. It was also proposed, that subject to the Cabinet being satisfied with the further information provided, the Leader of the Council and the Portfolio Holder for Resources and Performance be given delegated authority to allocate the proposed funding, unless it was considered that it needed to be referred back to the Cabinet collectively for a decision.</p> <p>The Portfolio Holder for Resources and Performance referred to those organisations who had also requested funding for 2019/2020 and asked for these to be informed that this funding would be subject to the budget setting process for 2019/2020.</p>		

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		<p>satisfied with the further information provided, the Leader of the Council and the Portfolio Holder for Resources and Performance be given delegated authority to allocate the proposed funding, unless it is considered that it needs to be referred back to the Cabinet collectively for a decision.</p> <p>(4) Those organisations who have requested funding for 2019/2020 be informed that the confirmation of this funding would be subject to the budget setting process for 2019/2020.</p>			
<p>Item No. 15 CAB/FH/17/067 <i>(Exempt Appendices)</i></p>	<p>None</p>	<p><u>Revenues Collection and Performance Write-Offs</u></p> <p>RESOLVED:</p> <p>The write-off of the amounts detailed in the exempt Appendices to this report be approved, as follows:</p> <ol style="list-style-type: none"> 1. Exempt Appendix 1: Council Tax totalling £7,821.12 2. Exempt Appendix 2: 	<p>The total amounts detailed in the decisions would be written-off. Detailed reasons for the decisions were included in Exempt Appendix 1 and 2 to Report No: CAB/FH/17/067.</p>	<p>The Council currently used the services of the ARP Enforcement Agency to assist in the collection of business rates and also had online tracing facilities. It was not considered appropriate to pass the debt onto</p>	<p><u>Portfolio Holder:</u> Cllr Stephen Edwards 07904 389982</p> <p><u>Officer:</u> Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>

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		Overpayment of Housing Benefit totalling £15,164.45		another agency. In the event that a written-off debt became recoverable, the amount was written back on and enforcement procedures were re-established.	

Karen Points
Assistant Director (HR, Legal and Democratic Services)
14 December 2017