



*St Edmundsbury*  
BOROUGH COUNCIL

# St Edmundsbury Borough Council

**Cabinet Decisions Notice**  
**(Published: Thursday 1 June 2017)**

The following decisions were taken by the Cabinet on **Wednesday 31 May 2017** and, if not called in by Councillors, will come into operation on Friday 9 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](mailto:democratic.services@westsuffolk.gov.uk)) by **5.00 pm on Thursday 8 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](mailto: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@stedsbc.gov.uk](mailto:firstname.surname@stedsbc.gov.uk). Contact may also be made via Democratic Services, St Edmundsbury Borough Council, West Suffolk House, Western Way, Bury St Edmunds Suffolk, IP33 3YU

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. 7 CAB/SE/17/025	None	<p><u>Restructure Proposal for the Housing Options and Homelessness Team</u></p> <p>RESOLVED: That:</p> <p>(1) the additional statutory duties which will be in place as a result of the Homelessness Reduction Act, be noted;</p> <p>(2) the service be restructured and that an additional 6.8 FTE staff are required to meet the new statutory duties, as set out in Section 2.2 of Report No:</p>	The Cabinet agrees that in order to meet the requirements of the new Homelessness Reduction Act and the impact of other welfare reforms, that additional staffing resources should be provided and funded from the Flexible Homelessness Reduction Grant.	The Council could choose not to increase its staffing and/or retain its current structure. However, it is considered that the status quo is not fit for purpose in terms of the new demands imposed by the Homelessness Reduction Act and other welfare reforms.	<p><u>Portfolio Holder:</u> Cllr Sara Mildmay-White 01359 423782</p> <p><u>Officer:</u> Davina Howes Assistant Director (Families and Communities) 01284 757070</p>

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		<p>CAB/SE/17/025; and</p> <p>(3) the funding of the additional posts be secured from the Flexible Homelessness Reduction Grant, as set out in Section 3.</p>			
<p>Item No. 8</p> <p>CAB/SE/17/026</p>	<p>None</p>	<p><u>Public Space Protection Orders</u></p> <p>RESOLVED: That, as set out in Report No: CAB/SE/17/026:</p> <p>(1) the results of the consultations associated with the proposed Public Space Protection Orders (PSPO), be noted;</p> <p>(2) the inclusion of street begging in the Bury St Edmunds alcohol related PSPO, be approved;</p> <p>(3) the PSPO relating to dog fouling, be approved; and</p> <p>(4) the PSPO relating to banning dogs from certain specific children's play areas and certain specific fenced football pitch areas, be approved.</p>	<p>The Cabinet has considered the outcome of the public consultation on the proposed Public Space Protection Orders in the borough and is satisfied that the proposed changes are acceptable and proportionate to mitigate potential nuisance or problems in an area that may be detrimental to the local community's quality of life, and has agreed to their formal adoption.</p>	<p>The current Designated Public Place Orders could have been discharged and not replaced with any Orders; however the Police and other stakeholders believe that the Orders are necessary and that a further condition regarding street begging should be added to the Bury St Edmunds Order.</p>	<p><u>Portfolio Holders:</u></p> <p>Cllr Robert Everitt 01284 769000</p> <p>Cllr Jo Rayner 07872 456836</p> <p><u>Officers:</u></p> <p>Helen Lindfield Families and Communities Officer 01284 757620</p> <p>Mark Walsh Assistant Director (Operations) 01284 757300</p>
<p>Item No. 9</p> <p>CAB/SE/17/027</p>	<p>None</p>	<p><u>Annual Review and Appointment of the Cabinet's Working Parties, Joint Committees/Panels and Other Groups</u></p> <p>RESOLVED: That:</p>	<p>The Cabinet has undertaken a review the membership and the Terms of Reference of its Working Parties, Joint Committees/Panels and other Groups for the year 2017/2018. The existing/proposed</p>	<p>Not to undertake a review, however, it is considered sensible to review the purpose and remit of the</p>	<p><u>Portfolio Holder:</u></p> <p>Cllr John Griffiths 07958 700434</p>

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		<p>(1) the Grant Working Party continues to operate in accordance with its Terms of Reference, as detailed in Appendix A of Report No: CAB/SE/17/027.</p> <p>(2) Given the diminished workload of the Sustainable Development Working Party in 2016/2017 and the continuing significance of the West Suffolk Joint Growth Steering Group (WSJGSG) in the context of its close association with the West Suffolk strategic priorities, the Sustainable Development Working Party be disbanded, and its responsibilities set out in its Terms of Reference (ToR) at Appendix B, be incorporated into the ToR for the WSJGSG.</p> <p>(3) The West Suffolk Joint Growth Steering Group continues to operate in accordance with its amended Terms of Reference contained in Appendix C.</p> <p>(4) (a) the West Suffolk Joint Emergency Planning Panel, be disbanded; but</p> <p>(b) relevant updates be provided to all councillors on emergency planning matters via the intranet</p>	<p>amended Terms of Reference are set out in Appendices A to F of the report.</p>	<p>Cabinet's Working Parties, Joint Committees/Panels and other Groups to ensure they remain productive and in line with the Council's strategic priorities.</p>	<p><u>Officers:</u></p> <p>Karen Points Assistant Director (HR, Legal and Democratic Services) 01284 757015</p> <p>Leah Mickleborough Service Manager (Democratic Services) 01284 757162</p>

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		<p>and email as required, and to use normal Cabinet or scrutiny mechanisms to input to, and adopt, any work by the Suffolk Joint Emergency Planning Policy Panel.</p> <p>(5)</p> <p>(a) The West Suffolk Joint Health and Safety Panel and the West Suffolk Joint Staff Consultative Panel continue to operate in accordance with their current Terms of Reference contained in Appendices E and F respectively; and</p> <p>(b) periodical meetings of the Joint Panels continue to be scheduled as and when required but with regard to the discussion outlined in Section 1.3.15.</p> <p>(6)</p> <p>(a) The Service Manager (Democratic Services) be requested to exercise their existing delegated authority to re-appoint or appoint as applicable, Members and substitute Members to the Grant Working Party, West Suffolk Joint Growth Steering Group, West Suffolk Joint Health and Safety Panel and the West Suffolk Joint Staff Consultative Panel for 2017/2018, on the nominations of Group Leaders; and</p>			

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		<p>(b) such re-appointments/appointments be made on the basis of political balance requirements, where applicable and identified in Report No: CAB/SE/17/027.</p> <p>(7) The Service Manager (Democratic Services) be requested to exercise their existing delegated authority to re-appoint or appoint as applicable, one full Cabinet Member and two substitute Cabinet Members to the Anglia Revenues and Benefits Partnership Joint Committee for 2017/2018, on the nomination of the Leader of the Council.</p> <p>(8) (a) The Cabinet's existing informal Working Groups be retained as indicated in Section 1.6.2; and</p> <p>(b) provided that resources are available to support them, further informal task-and-finish working groups continue to be established to consider specific issues as required throughout 2017/2018.</p> <p>(9) The Members stated in Section 1.7.2 be re-appointed as observers to the respective outside bodies listed, and to NOTE the Leader or ex-officio</p>			

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		appointments to the project or partnership groups listed in Section 1.7.3 and 1.7.4.			
Item No. 11 CAB/SE/17/029  (and exempt appendices)	None	<u>Revenues Collection Performance and Write Offs</u>  RESOLVED: That the write-off of the amounts detailed in the exempt appendices to Report No: CAB/SE/17/029, be approved, as follows:  (1) Exempt Appendix 1: Business Rates totalling £385,637.48; and  (2) Exempt Appendix 2: Overpayment of Housing Benefit totalling £8,590.96	The total amount detailed in the decision has been written-off. Detailed reasons for the decision are included in Exempt Appendices 1 and 2 to Report No: CAB/SE/17/029.	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 another agency. In the event that a written-off debt became recoverable, the amount was written back on and enforcement procedures were re-established.	<u>Portfolio Holder:</u> Cllr Ian Houlder 01284 810074  <u>Officer:</u> Rachael Mann Assistant Director (Resources and Performance) 01638 719245

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