



*St Edmundsbury*  
BOROUGH COUNCIL

## St Edmundsbury Borough Council

**Extraordinary Cabinet Decisions Notice**  
**(Published: Thursday 11 January 2018)**

The following decisions were taken by the Cabinet at an extraordinary meeting held on **Tuesday 9 January 2018** and, if not called in by Councillors, will come into operation on Friday 19 January 2018. 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 18 January 2018**.

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@stedsbcc.gov.uk](mailto:firstname.surname@stedsbcc.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. 4 CAB/SE/18/001	None	<u>Tackling Rogue Landlords: Civil Sanctions Policy</u>  RESOLVED:  That the approach by which the Public Health and Housing Team wishes to develop the new Civil Sanctions Policy, be noted and endorsed, which will allow the West Suffolk councils to implement the new measures and sanctions which will support existing enforcement work and pro-active inspection programmes.	The development of a new Civil Sanctions Policy will enable Forest Heath District and St Edmundsbury Borough Councils ('West Suffolk councils') to make use of new powers available to councils under the Housing and Planning Act 2016, for tackling the small number of rogue landlords in West Suffolk and improving the wellbeing of tenants. The Cabinet endorses the approach to be taken, including the proposed engagement process to be undertaken on the draft policy with landlords, tenants, interested groups and other stakeholders.	The West Suffolk councils could choose not to develop a policy but would not then be able to make use of the new legislation and sanctions. The development of a policy is favourable in that it enables the small number of rogue landlords to be tackled and the interests of tenants and compliant	<u>Portfolio Holder:</u> Cllr Sara Mildmay-White 01359 270580  <u>Officer:</u> Andrew Newman Service Manager (Housing Standards) 01638 719276

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				landlords to be protected.	
Item No. 7 CAB/SE/18/004	None	<p><u>Review and Appointment of the Cabinet's Working Parties, Joint Panels and Other Groups</u></p> <p>RESOLVED: That:</p> <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/18/004.</p> <p>(2) The existing West Suffolk Joint Growth Steering Group be disbanded and replaced by the Growth and Innovation Group, in accordance with the new Terms of Reference contained in Appendix B.</p> <p>(3) The Future Governance Steering Group continues to operate, in accordance with the amended Terms of Reference contained in Appendix C.</p> <p>(4) (a) The West Suffolk Joint Health and Safety Panel and the West Suffolk Joint Staff Consultative Panel continue to operate in</p>	<p>As the Cabinet's Grant Working Party, and presently the West Suffolk Joint Growth Steering Group (WSJGSG), are constituted with having regard to the political balance of the Council, the Cabinet reviewed the membership and Terms of Reference of its Working Party, Joint Panels and other Groups as a result of recent changes to the political composition of the Council.</p> <p>This also provided an opportunity to review and propose amendments to the Terms of Reference (ToR) for the existing WSJGSG and Future Governance Steering Group. The review of the WSJGSG has resulted in this Group being disbanded and being replaced with the Growth and Innovation Group, details of which are contained in paragraphs 1.3.2 to 1.3.8 inclusive and Appendix B to Report No: CAB/SE/18/004.</p>	<p>Not to undertake a review; however, given the recent changes to the political composition of the Council and identifying an opportunity to review and amend the existing Terms of Reference for two of its joint steering groups to further accord with the Council's strategic priorities and future direction, it is considered appropriate to undertake an interim review at this time.</p>	<p><u>Portfolio Holder:</u> Cllr John Griffiths 07958 700434</p> <p><u>Officer:</u> Leah Mickleborough Service Manager (Democratic Services) and Monitoring Officer 01284 757162</p>

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		<p>accordance with their current Terms of Reference contained in Appendices D and E 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 1.3.16.</p> <p>(5)</p> <p>(a) The Cabinet's existing informal Working Groups be retained as indicated in Section 1.4.2; 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 the remainder of 2017/2018.</p> <p>(6)</p> <p>(a) St Edmundsbury Borough Council's membership (including substitutes) of the Grant Working Party, Future Governance Steering Group, West Suffolk Joint Health and Safety Panel, West Suffolk Joint Staff Consultative Panel, The Apex Performance Panel and Joint Member Development Group, as set out in Table 1 of Appendices A, C, D, E, F and G</p>			

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		<p>respectively, be re-appointed for the remainder of 2017/2018;</p> <p>(b) should any future changes to membership of the bodies listed in (6)(a) above be required in the remainder of 2017/2018, the Service Manager (Democratic Services) be requested to exercise their existing delegated authority to appoint on the nominations of Group Leaders; and</p> <p>(c) such appointments be made on the basis of political balance requirements, where applicable and identified in Report No: CAB/SE/18/004.</p>			
Item No. 8 CAB/SE/18/005	None	<p><u>Newbury Community Centre Project</u></p> <p>RESOLVED: That:</p> <p>(1) progress with the Newbury Community Centre Project be noted;</p> <p>(2) without prejudice its role as Local Planning Authority, and subject to the safeguards set out in paragraph 1.9 of Report No: CAB/SE/18/005, the Council's participation in the delivery of the scheme granted outline planning consent in December 2017 be</p>	The Cabinet fully supports the replacement and transfer of the Newbury Community Centre (NCC) to the Newbury Community Association as part of the overall NCC project, an outline of which is contained in Report No: CAB/SE/18/005. By ensuring the necessary safeguards are in place (paragraph 1.9 of the report) and without prejudice its role as Local Planning Authority, and noting that there will be no capital cost to the taxpayer, it is considered the decisions taken will be a key element towards the complete delivery of this complex, combined	<p>Not to replace the community centre, although the Newbury Community Association would not wish to take on responsibility in this context.</p> <p>To seek to replace the centre as a standalone project, separate from proposals for the school site. This would take considerable time</p>	<p><u>Portfolio Holder:</u> Cllr Robert Everitt 01284 769000</p> <p><u>Officer:</u> Alex Wilson Director 01284 757077</p>

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		approved, and the negotiation and implementation of the necessary legal agreements, land and property transactions, release of covenants and/or any other actions required by the Council be authorised.	regeneration scheme.	and require a large amount of external funding to be obtained.	
Item No. 9 CAB/SE/18/006	None	<u>Revenues Collection Performance and Write Offs</u>  RESOLVED:  That the write-off of the amounts detailed in the exempt appendix to Report No: CAB/SE/18/006, be approved, as follows:  Exempt Appendix 1: Overpayment of Housing Benefit totalling £8,313.84.	The total amount detailed in the decision has been written-off. Detailed reasons for the decision are included in Exempt Appendix 1 to Report No: CAB/SE/18/006.	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)  
 11 January 2018