

West Suffolk Shadow Council
West Suffolk Shadow Executive (Cabinet) Decisions Notice
(Published: Wednesday 6 February 2019)



The following decisions were taken by the Shadow Executive (Cabinet) on **Tuesday 5 February 2019** and, if not called in by Councillors, will come into operation on Thursday 14 February 2019. This procedure does not however, apply to decisions that have been recommended to Shadow Council for a final decision (and which are also indicated within the decisions below). A shadow executive decision may be called in, in accordance with the Shadow Scrutiny Committee Procedure Rules contained within Part 4 of the Shadow Council's Constitution, by any ten Councillors of the Shadow Council 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 13 February 2019.**

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 Shadow Executive Member on the telephone number listed against their name, or via email using the format firstname.surname@stedsbc.gov.uk or firstname.surname@forest-heath.gov.uk Contact may also be made via Democratic Services, 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. 5 EXC/SA/19/006	None	<p><u>Recommendations from the FHDC and SEBC Performance and Audit Scrutiny Committees: 31 January 2019 - Annual Treasury Management and Investment Strategy 2019/2020 and Treasury Management Code of Practice</u></p> <p>RECOMMENDED TO SHADOW COUNCIL: (19 February 2019)</p> <p>(1) The Treasury Management Strategy Statement 2019-2020, as set out in Appendix 1 to Report Nos: TMS/SE/19/002 / PAS/FH/19/007, be approved; and</p>	<p>The Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management requires that, prior to the start of the financial year that Council formally approves an Annual Treasury Management and Investment Strategy, setting out the Council's treasury management policy and strategy statements for the forthcoming year.</p> <p>CIPFA also recommends that all Councils adopt a Treasury Management Code of Practice based on the treasury management practices published by CIPFA and</p>	<p>Options for the management of Council investments are formally considered within the Annual Treasury Management and Investment Strategy.</p>	<p><u>Shadow Executive Members:</u> Cllr Stephen Edwards (FHDC) 01799 530325</p> <p>Cllr Ian Houlder (SEBC) 07970 729435</p> <p><u>Officer:</u> Gregory Stevenson Service Manager (Finance and Performance)</p>

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
		(2) the Treasury Management Code of Practice, as set out in Appendix 2 to Report Nos: TMS/SE/19/002 / PAS/FH/19/007, be approved.	guidance issued in their Code of Practice on Treasury Management.		01284 757264
Item No. 6 EXC/SA/19/007	None	<p><u>Budget and Council Tax Setting: 2019/20 and Medium Term Financial Strategy 2019-2023</u></p> <p>RECOMMENDED TO SHADOW COUNCIL (19 FEBRUARY 2019):</p> <p>(1) The revenue and capital budget for 2019-2023 attached at Attachment A and as detailed in Attachment D, Appendices 1-5 Attachment E and F to Report No: EXC/SA/19/007, be approved;</p> <p>(2) having taken into account the conclusions of the Assistant Director's (Resources and Performance) report on the adequacy of reserves and the robustness of budget estimates (Attachment C) and the Medium Term Financial Strategy (MTFS) (Attachment D), particularly the Scenario Planning and Sensitivity Analysis (Attachment D, Appendix 5) and all other information contained in Report No: EXC/SA/19/007, the Shadow Executive (Cabinet)</p>	The Shadow Executive (Cabinet) is required to recommend to full Council the budget for the new West Suffolk authority and the level of council tax required to help fund the budget. The Shadow Executive (Cabinet) supports the budget proposals for securing a balanced budget for 2019/2020, as previously considered and recommended by the Performance and Audit Scrutiny Committee and incorporated into Report No: EXC/SA/19/007. In 2019/2020, the Shadow Executive (Cabinet) has recommended a 0% increase in Band D council tax for 2019/20 for the predecessor area of St Edmundsbury, and a £4.95 increase in Band D council tax for the predecessor area of Forest Heath. This assumption is in line with the approved business case for a single council for West Suffolk with council tax harmonisation planned over seven years. The level of Band D council tax for 2019/2020 therefore be set at £182.16 for the predecessor area of St Edmundsbury and £152.28 for the	The Council is legally required to set a balanced budget.	<p><u>Shadow Executive Members:</u> Cllr Stephen Edwards (FHDC) 01799 530325</p> <p>Cllr Ian Houlder (SEBC) 07970 729435</p> <p><u>Officer:</u> Gregory Stevenson Service Manager (Finance and Performance) 01284 757264</p>

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
		<p>recommends a 0% increase in Band D council tax for 2019/20 for the predecessor area of St Edmundsbury, and a £4.95 increase in Band D council tax for the predecessor area of Forest Heath. This assumption is in line with the approved business case for a single council for West Suffolk with council tax harmonisation planned over seven years. The level of Band D council tax for 2019/2020 therefore be recommended to be set at £182.16 for the predecessor area of St Edmundsbury and £152.28 for the predecessor area of Forest Heath (Note: the level of council tax beyond 2019/20 will be set in accordance with the annual budget process for the relevant financial year);</p> <p>(3) the Assistant Director (Resources and Performance), in consultation with the Portfolio Holders for Resources and Performance, be authorised to transfer any surplus from the 2018/2019 revenue budget to the Invest to Save Reserve as detailed in paragraph 1.8.4, and to vire funds between existing Earmarked Reserves (as set out at Attachment D, Appendix 3) as deemed appropriate throughout</p>	<p>predecessor area of Forest eath</p> <p>In addition, the Shadow Executive (Cabinet) supports the proposal to adopt a Suffolk-wide policy to award 100% council tax discount to West Suffolk residents aged 16-25 who were previously under the care of Suffolk County Council and who live alone; with other care leavers; or others who are disregarded for council tax purposes (e.g. full-time students). Care leavers will also be disregarded for council tax purposes so that if they live with a single occupier, that person will not lose their 25% discount. The cost to West Suffolk Council is likely to be a maximum of £15,000 each year.</p>		

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
		<p>the year;</p> <p>(4) approval be given to the Assistant Director (HR, Legal and Democratic Services), in consultation with the relevant service Assistant Director, to determine the establishment and the employment arrangements to deliver the Council's priorities within agreed budgets and the principles of the MTFS;</p> <p>(5) approval be given to the Flexible Use of Capital Receipts Strategy as set out in Attachment G; and</p> <p>(6) council tax discount be granted to care leavers in accordance with the details set out in paragraph 1.12 and Attachment H.</p>			
Item No. 7 EXC/SA/19/008	None	<p><u>Recommendations from St Edmundsbury and Forest Heath Overview and Scrutiny Committees: 9 and 10 January 2019: Customer Access Strategy 2019-2022</u></p> <p>RESOLVED:</p> <p>That the Customer Access Strategy 2019-2022, as contained in Appendix A to Report Nos OAS/SE/19/003 and OAS/FH/19/002, be approved.</p>	<p>Whilst recognising and reinforcing that face-to-face contact must be maintained for those in need or who can not access digital services, the Shadow Executive (Cabinet) concurred with the Overview and Scrutiny Committees' recommendations and considered the new Strategy satisfactorily addresses the issues of improving the customer experience and using new technology to make things easier and better for all. The</p>	<p>The Council could decide not to have a Customer Access Strategy or to review the existing Strategy; however, in order to monitor the service and address issues for improving the customer experience it is considered prudent to have an</p>	<p><u>Shadow Executive Members:</u> Cllr Robert Everitt (SEBC) 01284 769000</p> <p>Cllr Robin Millar (FHDC) 07939 100937</p> <p><u>Officer:</u> Davina Howes</p>

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
			Strategy demonstrates an understanding about demand and expectation as well as appreciating how technology can be used to integrate services within the Council and their partners.	appropriate Strategy in place.	Assistant Director (Families and Communities) 01284 757070
Item No. 8 EXC/SA/19/009	None	<p><u>West Suffolk Taxi Policy Handbook</u></p> <p>RESOLVED: That:</p> <p>(1) the harmonised Taxi Policy Handbook for West Suffolk Council, as contained in Appendix A to Report No: EXC/SA/19/009, be adopted, including the following key areas:</p> <ol style="list-style-type: none"> a. Continuing the two existing licensing areas (including livery) b. Aligning licensing requirements for the age of taxi vehicles c. Other proposed changes, as detailed in Report No: EXC/SA/19/009; <p>(2) the Taxi Policy Handbook be reviewed by West Suffolk Council within two years to review licensing areas across West Suffolk; and</p>	<p>The new Handbook has been produced to harmonise the existing taxi policies of Forest Heath DC and St Edmundsbury BC in order to ensure this was in place following the creation of West Suffolk Council on 1 April 2019.</p> <p>As some of the policy changes will be quite complex and varied to align, it was proposed that this policy handbook be approved for a transitional period to allow a more detailed review to be undertaken by West Suffolk Council within two years on the specific areas detailed Report No: EXC/SA/19/009. During this time however, a number of common principles will be upheld, as set out in paragraph 1.2.2 of the report. This pragmatic approach has been endorsed by the Shadow Executive (Cabinet).</p>	<ul style="list-style-type: none"> • Do not adopt the harmonised policy and keep separate policy handbooks for the licensing areas of Forest Heath and St Edmundsbury (not recommended as Private Hire Vehicles will be able to operate across the whole of West Suffolk) • Adopt the draft policy handbook with omission of some policy proposals (see Decision (1) a-c) • For example, agree a universal livery requirement for hackney 	<p><u>Shadow Executive Members:</u> Cllr Susan Glossop (SEBC) 01284 728377</p> <p>Cllr Lance Stanbury (FHDC) 07970 947704</p> <p><u>Officer:</u> David Collinson Assistant Director (Planning and Regulatory Services) 01284 757306</p>

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
		(3) a public consultation on the revocation of hackney carriage byelaws be undertaken so that the matter can be considered at an early meeting of West Suffolk Council.		<p>carriages and adopt the harmonised policy with amendments to combine the current licensing areas of Forest Heath and St Edmundsbury</p> <p>Further information is detailed in section 3.1.1 of Report No: EXC/SA/19/009.</p>	

Leah Mickleborough
Service Manager (Democratic Services) and Monitoring Officer
6 February 2019