

West Suffolk Council

Cabinet Decisions Notice

(Published: Thursday 11 February 2021)

The following decisions were taken by the Cabinet on Tuesday 9 February 2021 and, if not called in by councillors, will come into operation on Friday 19 February 2021. 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 18 February 2021**. Should you have a query regarding any of the decisions taken, contact should be made with the named officer in the first instance, the relevant portfolio holder or via Democratic Services, West Suffolk Council, West Suffolk House, Western Way, Bury St Edmunds Suffolk, IP33 3YU, or College Heath Road, Mildenhall IP28 7EY.

Agenda item and report number	Declarations of interest	Decision(s) (including recommendations to Council)	Reason(s) for decision(s)	Other options considered and reasons for rejection	Contacts
Item 9 CAB/WS/21/005	None	<p>Recommendation of the Performance and Audit Scrutiny Committee: 28 January 2021: Delivering a Sustainable Medium-Term Budget</p> <p>Recommended to Council, as part of the budget setting process (23 February 2021):</p> <p>That the proposals as detailed in Section 2 and Table 1 at Appendix B of Report number:</p>	<p>On 21 July 2020, Cabinet approved the next steps and principles for future financial planning across the medium term. The approach was designed to enable the Council to respond effectively to changing circumstances while maintaining a medium-term focus on the Council's financial sustainability.</p> <p>A flexible and responsive financial recovery plan is now</p>	<p>Report number: PAS/WS/21/003 sets out the rationale behind the key budget assumptions for 2021 to 2022 and where relevant draws out alternative assumptions</p>	<p>Portfolio holder: Sarah Broughton 07929 305787</p> <p>Chair of the Performance and Audit Scrutiny Committee: Ian Houlder 07597 961069</p>

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		PAS/WS/21/003, be included in the medium-term financial plans.	in development, which will continue to follow the Council's agreed financial strategy and six key medium-term financial strategy themes. A number of key budget assumptions, as set out in the report, have been proposed for inclusion in the medium-term financial plans, which Cabinet has agreed to recommend to Council for final approval and incorporation into the budget setting process.	that have been considered and discounted at this stage in the budget process. Other approaches could be proposed and considered by members; however, it is important to note that the core principles such as deliverability, affordability and risk are considered.	Officer: Rachael Mann Assistant Director (Resources and Performance) 01638 719245
Item 10 CAB/WS/21/006	None	Recommendation of the Performance and Audit Scrutiny Committee: 28 January 2021: Financial Resilience (December 2020)	The Cabinet is required to consider the Financial Resilience Reports, prior to seeking their approval by Council. This particular report provides information on the investment activities	As it is a requirement of the Chartered Institute of Public Finance and Accountancy	Portfolio holder: Sarah Broughton 07929 305787 Chair of the

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		<p>Recommended to Council (23 February 2021):</p> <p>That the Financial Resilience Report (December 2020), as contained in Report number: FRS/WS/21/001, be approved.</p>	<p>for West Suffolk Council for the period 1 April 2020 to 31 December 2020.</p>	<p>for Council to approve the Financial Resilience Report, no other options have been considered.</p>	<p>Performance and Audit Scrutiny Committee: Ian Houlder 07597 961069</p> <p>Officer: Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>
<p>Item 11 CAB/WS/21/007</p>	<p>None</p>	<p>Recommendations of the Performance and Audit Scrutiny Committee: 28 January 2021: Financial Resilience - Strategy Statement 2021 to 2022 and Treasury Management Code of Practice</p> <p>Recommended to Council (23 February 2021): That:</p>	<p>The Chartered Institute of Public Finance and Accountancy's (CIPFA) Treasury Management Code of Practice requires that, prior to the start of the financial year, that the Council formally approves a Treasury Management Policy Statement and Investment Strategy, setting out the Council's treasury management policy and</p>	<p>Options for the management of the Council's investments are formally considered within the Treasury Management and Investment Strategy Statement 2021 to 2022.</p>	<p>Portfolio holder: Sarah Broughton 07929 305787</p> <p>Chair of the Performance and Audit Scrutiny Committee: Ian Houlder 07597 961069</p>

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		<ol style="list-style-type: none"> 1. the Financial Resilience Strategy Statement 2021 to 2022 as set out in Appendix 1 to Report number: FRS/WS/21/002, be approved; and 2. the Treasury Management Code of Practice, as set out in Appendix 2 to Report number: FRS/WS/21/002, be approved. 	<p>strategy 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 guidance issued in their Code of Practice.</p>		<p>Officer: Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>
Item 12 CAB/WS/21/008	None	<p>Budget and Council Tax Setting 2021 to 2022 and Medium Term Financial Strategy 2021 to 2025</p> <p>Recommended to Council (23 February 2021): That:</p> <ol style="list-style-type: none"> 1. the revenue and capital budget for 2021 to 2025, plus 2020 to 2021 capital projects that subsequently require to 	<p>The Cabinet is required to recommend to Council the budget and the level of council tax required to help fund the budget. The Cabinet supports the key budget assumptions and proposals for securing a balanced budget for 2021 to 2022, as previously considered and recommended by the Performance and Audit Scrutiny Committee and</p>	<p>The Council is required by statute to set a balanced budget and therefore there are no alternative options.</p>	<p>Portfolio holder: Sarah Broughton 07929 305787</p> <p>Officer: Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>

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		<p>be carried forward at the year end, attached at Attachment A and as detailed in Attachment D (Appendices 1-5), Attachment E (Appendices 1-3) and Attachment F to Report number: CAB/WS/21/008, 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</p>	<p>incorporated into Report No: CAB/WS/21/005.</p> <p>In 2021 to 2022, the Cabinet is recommending an average £4.99 increase in Band D council tax across both predecessor areas of St Edmundsbury and Forest Heath. The budget for council tax for 2021 to 2022 and future years is based on the option to harmonise the two predecessor areas (St Edmundsbury and Forest Heath) using the average Band D rate across both predecessor areas, harmonising the council tax bills by 2022 to 2023, whilst maximising the council tax receipts to protect services and to support the Council's investment plans.</p> <p>For 2021 to 2022 this represents an average Band D weekly increase of 22 pence (for the predecessor</p>		

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		<p>Report number: CAB/WS/21/008, the Cabinet recommends an average £4.99 increase in Band D council tax across both predecessor areas of St Edmundsbury and Forest Heath. This assumption is based on the option to harmonise the two predecessor areas by April 2022. The level of Band D council tax for 2021 to 2022, therefore, be recommended to be set at £185.40 for the predecessor area of St Edmundsbury and £175.59 for the predecessor area of Forest Heath. (The level of council tax beyond 2021 to 2022 will be set in accordance with the annual budget process for the relevant financial year).</p>	<p>area of Forest Heath) and 3 pence (for the predecessor area of St Edmundsbury).</p> <p>Therefore, the level of Band D council tax for 2021 to 2022, has been recommended by Cabinet to be set at £185.40 for the predecessor area of St Edmundsbury and £175.59 for the predecessor area of Forest Heath.</p> <p>Noting that just over 70 per cent of West Suffolk residents are in bands A to C, these will actually see a lower increase.</p>		

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		<p>3. The Assistant Director (Resources and Performance), in consultation with the Portfolio Holder for Resources and Performance, be authorised to vire funds between existing Earmarked Reserves (as set out at Attachment D, Appendix 3) as deemed appropriate throughout the medium term financial planning period.</p> <p>4. Approval be given to the Flexible Use of Capital Receipts Strategy (as set out in Attachment G).</p>			
Item 14 CAB/WS/21/010	Councillor Robert Everitt declared a local non-pecuniary interest in this item as a Suffolk County	<p>Recommendations from the Grant Working Party - January 2021: Community Chest 2021 to 2022</p> <p>Resolved: That:</p> <p>1. the allocation of</p>	The Grant Working Party has considered each of the 62 applications for Community Chest funding in detail and the Cabinet agrees that those that had been recommended for funding satisfactorily meet the eligibility and selection criteria.	The Council could choose not to provide any grant funding; however, it is recognised that some support to the	<p>Portfolio Holders: Robert Everitt 01284 769000</p> <p>Joanna Rayner (for Theatre Royal core funding grant</p>

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	<p>Council appointed observer on the board of the Theatre Royal, Bury St Edmunds. Councillor David Roach declared a local non-pecuniary interest in this item in his capacity as a Haverhill Town Councillor; the Town Council is the sole trustee of the Haverhill Community Trust. Both members remained in the meeting for the consideration</p>	<p>Community Chest funding for 2021 to 2022, as previously approved in 2019 to 2020 as part of two-year funding agreements, be noted, (Report number: CAB/WS/20/007 refers) namely:</p> <ul style="list-style-type: none"> a. Reach Community Projects, Haverhill (separate project to that listed in 2a. below) £10,000 b. Relate, West Suffolk (separate project to that listed in 2m. below) £5,000 <p>2. The allocation of Community Chest funding for 2021 to 2022, be approved, namely:</p> <ul style="list-style-type: none"> a. Reach Community Projects, Haverhill £10,000 b. West Suffolk Citizens 	<p>In respect of the core funding grant for the Theatre Royal, Bury St Edmunds, and having acknowledged that the Council will review the Covid-19 recovery of the theatre and consider how to implement a phased reduction to their grant over a three to five year period from 2022 onwards in line with the wider Council's budget, the Cabinet agrees that funding should continue at the current level of £61,250 for 2021 to 2022.</p>	<p>Voluntary, Community and Social Enterprise Sector (VCSE) is required. The Community Chest also enables the Council to commission services to support the delivery of its priorities.</p> <p>In respect of the core funding grant to the Theatre Royal, Bury St Edmunds, the Council could choose not to provide funding; however, the Cabinet considers it</p>	<p>only) 07872 456836</p> <p>Chair of the Grant Working Party: Jim Thorndyke 01359 250271</p> <p>Officers: Davina Howes Assistant Director (Families and Communities) 01284 757070</p> <p>Jen Eves Assistant Director (HR, Legal and Democratic Services) (for Theatre Royal core funding grant only) 01284 757015</p>

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	of the item and voted.	<p>Advice, West Suffolk £204,000</p> <p>c. Friends of Priory School, Bury St Edmunds £5,304</p> <p>d. Haverhill Community Trust, Haverhill £6,900</p> <p>e. Student Life, West Suffolk £5,000</p> <p>f. Greener Growth CIC, West Suffolk £2,660</p> <p>g. Suffolk Accident and Rescue Service (SARS), West Suffolk £10,000</p> <p>h. Risby Village Hall, Risby £1,340</p> <p>i. St John's Church, Beck Row £2,000</p> <p>j. Alumah CIO, Brandon £5,880</p> <p>k. Bury Women's Aid, West Suffolk £6,280</p> <p>l. Fresh Start New Beginnings, West Suffolk £10,000</p> <p>m. Relate, West Suffolk £5,000</p> <p>n. Suffolk Cruse Bereavement, West Suffolk £5,738</p>		appropriate to take a pragmatic approach, particularly in the current climate, whereby it is sensible to allow the theatre time to develop their Covid-19 recovery journey, and as part of which, all options will be considered.	

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		<ul style="list-style-type: none"> o. Suffolk Rape Crisis, West Suffolk £5,625 p. Best Before Project, Bury St Edmunds £8,740 q. Epic Dads CIC, West Suffolk £14,500 r. Homestart in Suffolk, West Suffolk £7,000 s. Homestart Mid and West Suffolk – Forest School, West Suffolk £9,510 t. Sharing Parenting – Family Outreach, West Suffolk £13,000 u. St Peter’s Church, Brandon £9,623 v. Art Branches CIC, West Suffolk £9,600 w. Headway, West Suffolk £6,240 x. Millennium Farm Trust, West Suffolk £6,480 y. St Nicholas Hospice Trust, West Suffolk £13,158 z. Suffolk Mind, West Suffolk £5,360 aa. The Shed, West Row £1,139 			

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		<ul style="list-style-type: none"> bb. Bury Drop In, Bury St Edmunds £11,996 cc. Gatehouse, Bury St Edmunds £15,000 dd. Lightwave, Red Lodge and Beck Row £6,000 ee. Our Special Friends, West Suffolk £10,660 ff. The Voluntary Network, West Suffolk £12,000 gg. West Suffolk Vineyard Church, Bury St Edmunds £6,000 3. No Community Chest funding be awarded for two years for the reasons outlined in paragraph 3.3 of Report number: CAB/WS/21/010 4. No Community Chest funding for 2021 to 2022 be awarded to: <ul style="list-style-type: none"> a. Babylon Arts West Suffolk b. Bury Cricket Club, Bury St Edmunds 			

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		<ul style="list-style-type: none"> c. Bury Scout Group, Bury St Edmunds d. Haverhill Running Club, Haverhill e. Ipswich Town Football Club, Brandon f. Kinetic Science, West Suffolk g. M&L Arts, West Suffolk h. Mildenhall Girl Guides, Mildenhall i. Mildenhall Sea Scouts, Mildenhall j. Newmarket Swimming Club, Newmarket k. St Edmundsbury Sailing and Canoe Club, Lackford Lakes l. The Racing Centre, Newmarket m. The Suffolk Foundation, West Suffolk n. Theatre Royal, Bury St Edmunds (separate project to 5. below) o. Bardwell Allotments, Bardwell p. Brandon in Bloom, Brandon 			

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		<ul style="list-style-type: none"> q. Bury Water Meadows Project, Bury St Edmunds r. Pakenham Water Mill, Pakenham s. Radio West Suffolk, Bury St Edmunds t. SOS Bus, Newmarket u. West Suffolk Hive, West Suffolk v. All Saints Church, Newmarket w. Honington and Sapiston Village Hall x. Jiggins Memorial Hall and Playing Field, Ixworth y. Ousden Village Hall, Ousden z. Stansfield Village Hall, Stansfield aa. Homestart Mid and West Suffolk – Home Talk, West Suffolk bb. Sharing Parenting – Mental Health Worker, West Suffolk cc. Resume Foundation, Newmarket 			

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		<p>5. The current level of £61,250 core funding grant for the Theatre Royal, Bury St Edmunds be continued for 2021 to 2022, as set out in section 4 of Report number: CAB/WS/21/010.</p>			
<p>Item 15 CAB/WS/21/011</p>	<p>None</p>	<p>Revenues Collection Performance and Write-Offs</p> <p>Resolved: That:</p> <p>The write-off of the amounts detailed in the exempt appendices to Report number: CAB/WS/21/011, be approved, as follows:</p> <ol style="list-style-type: none"> 1. Exempt Appendix 1: business rates totalling £29,946.61 2. Exempt Appendix 2: West Suffolk Council sundry debts totalling £43,656.53 	<p>The total amounts detailed in the decision have been written-off. The detailed reasons for the decisions are included in Exempt Appendices 1 and 2 to Report Number CAB/WS/21/011.</p>	<p>The Council currently uses the services of the ARP Enforcement Agency to assist in the collection of business rates and also has online tracing facilities. It is not considered appropriate to pass the debt onto another agency. In the event that a written-off debt becomes</p>	<p>Portfolio holder: Sarah Broughton 07929 305787</p> <p>Officer: Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>

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				recoverable, the amount is written back on and enforcement procedures will be re-established.	

Jennifer Eves
Assistant Director (Human Resources, Legal and Democratic Services)
11 February 2021