

West Suffolk Council

Cabinet Decisions Notice

(Published: Thursday 23 September 2021)

The following decisions were taken by the Cabinet on Tuesday 21 September 2021 and, if not called in by councillors, will come into operation on Friday 1 October 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 Director (Human Resources, Governance and Regulatory) (e-mail: democratic.services@westsuffolk.gov.uk) **by 5.00 pm on Thursday 30 September 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.

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 8 CAB/WS/21/037	None	<p>Recommendation of the Performance and Audit Scrutiny Committee: 29 July 2021: Annual Treasury Management and Financial Resilience Report (2020 to 2021)</p> <p>Recommended to Council: (28 September 2021)</p> <p>That the Annual Treasury Management and Financial Resilience Report (2020 to 2021), as contained in Report</p>	<p>The report was part of the Council's management and governance arrangements for Treasury Management activities under the CIPFA Code of Practice on Treasury Management. It provided a comprehensive assessment of treasury activities from 1 April 2020 to 31 March 2021. There was an analysis of the Council's Financial Resilience position at March 2020, as reported by CIPFA in Appendix A – CIPFA Financial</p>	<p>As it was a requirement of the Chartered Institute of Public Finance and Accountancy for Council to approve the Annual Financial Resilience Report, no other options have been</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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		number: FRS/WS/21/003, be approved.	Resilience. The Cabinet was required to consider the Annual Financial Resilience Report for 2020/2021, prior to seeking its approval by Council.	considered.	Officer: Rachael Mann Director (Resources and Property) 01638 719245
Item 9 CAB/WS/21/038	None	Recommendation of the Performance and Audit Scrutiny Committee: 29 July 2021: Financial Resilience Report (June 2021) Recommended to Council (28 September 2021): That the Financial Resilience Report (June 2021), as contained in Report number: FRS/WS/21/004, be approved.	The report was part of the Council's management and governance arrangements for Treasury Management activities under the CIPFA Code of Practice on Treasury Management. It provided a comprehensive assessment of activities from 1 April 2021 to 30 June 2021. The Cabinet was required to consider the Financial Resilience Reports, prior to seeking their approval by Council.	As it was a requirement of the Chartered Institute of Public Finance and Accountancy for Council to approve the Financial Resilience Report, no other options have been considered.	Portfolio holder: Sarah Broughton 07929 305787 Chair of the Performance and Audit Scrutiny Committee Ian Houlder 07597 961069 Officer: Rachael Mann Director (Resources and Property) 01638 719245

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Item 10 CAB/WS/21/039	None	<p>West Suffolk Rural Taskforce: Final Report on Implementation of Recommendations</p> <p>Resolved:</p> <p>That:</p> <ol style="list-style-type: none"> 1. The progress made in implementation of the Taskforce's recommendations be noted; and 2. The ongoing activity, initiated as a result of the Taskforce, to be 'mainstreamed' into programmes of work and no longer reported on separately. 	<p>This report updated Cabinet on progress in September 2021 in implementing the agreed actions within the Action Plan and summarised some of the wider developments that had affected the Council's role in supporting West Suffolk's more rural areas.</p> <p>The updated action plan, which was attached at Appendix A to the report, showed the progress made in implementing the actions since January 2020. Progress had been inevitably slower than anticipated (for example, on transport initiatives), but in some areas (for example, communities initiatives), progress had been accelerated due to initiatives that had been developed in rural areas in response to COVID-19.</p> <p>Given the stage that work on many of the</p>	<p>It would be possible to continue to monitor and report on progress in implementing the Rural Taskforce's recommendations as a discrete set. However, given the time that had elapsed since the original recommendations were made, many had now become integrated into ongoing work programmes. It would, therefore, become increasingly complex to report in this</p>	<p>Portfolio holder: John Griffiths 07958 700434</p> <p>Officer: Jill Korwin Strategic Director 01284 757252</p>

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			<p>recommendations had reached, Cabinet agreed for this to be the last separate report to them on the specific suite of actions from the Rural Taskforce and now be 'mainstreamed' into ongoing work programmes.</p>	<p>way and a potential distraction from focusing on the actions themselves.</p>	
<p>Item 12 CAB/WS/21/041</p>	<p>None</p>	<p>Newmarket Cumulative Impact Assessment Review</p> <p>Resolved:</p> <p>That:</p> <ol style="list-style-type: none"> 1. The Cumulative Impact Assessment in Newmarket at its current boundaries, be retained. 2. The review period be two years, rather than the usual three years. 	<p>As part of its policy on premises licensing, West Suffolk Council had a Cumulative Impact Assessment (CIA) in Newmarket. The current CIA, applying to the centre of Newmarket, was designated in 2008 and re-adopted in 2011, 2016 and 2018. This expired at the end of 2021 and consultation had been undertaken to enable a decision to be made as to whether this should continue to be supported</p> <p>The Cabinet considered this paper which set out the evidence and data to support the proposed decision to</p>	<p>The alternative options were:</p> <ul style="list-style-type: none"> • To decide not to renew the CIA. • To renew the CIA for the full three years. • To agree to implement boundary changes to the CIA in the areas highlighted in the public consultation <p>During the seven-week</p>	<p>Portfolio holder: Andy Drummond 01638 751411</p> <p>Officer: Jen Eves Director (HR, Governance and Regulatory) 01284 757015</p>

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			<p>retain the Cumulative Impact Assessment (CIA) in Newmarket in its current boundaries. This evidence was based upon feedback received from public consultation and stakeholders, as well as data from the Suffolk Constabulary and the Ambulance Service.</p> <p>In reviewing the CIA, the Council had taken into consideration:</p> <ul style="list-style-type: none"> • local crime and disorder statistics, including statistics on specific types of crime and crime hotspots such as antisocial behaviour offences • health-related statistics such as alcohol-related emergency attendances and hospital admissions • environmental health complaints, particularly in relation to noise evidence obtained through local 	<p>consultation period, the responses received to the consultation were in favour of retaining the CIA in Newmarket. In addition, all major stakeholders from the area, including the Police and the Town Council, were also in favour of retention. Responses that were not in favour of retaining the CIA, however, did focus on the relatively low crime rates in Newmarket. On balance it was considered</p>	

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			consultation.	<p>that to not renew the CIA was not appropriate at this time.</p> <p>Given the support for retention, but the unknown impact of COVID-19 on business and high street development, a review in two years rather than three years would allow the Council to fully understand the impact of COVID-19 on the town, and whether the CIA had any undue effect on business recovery. It,</p>	

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				<p>also, provided the opportunity to explore a range of other mechanisms for controlling cumulative impact, both within and outside the licensing regime, that are available for addressing such issues.</p> <p>The rationale for the retention of the existing boundary was also detailed in paragraph 5.4.3 of the report.</p>	

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Item 13 CAB/WS/21/042	None	<p>West Suffolk Fees and Charges Policy</p> <p>Resolved:</p> <p>That the revised West Suffolk Fees and Charges Policy, as contained in Appendix A to Report number: CAB/WS/21/042, be approved.</p>	<p>The West Suffolk Fees and Charges Policy was last revised in 2014. In the context of the transformation work, the opportunity had been taken to review the Council's approach to fees and charges, in order to ensure that their contribution is maximised to the Strategic Framework and Medium Term Financial Strategy.</p> <p>The Cabinet considered this report which set out the refreshed principles governing when and at what level fees and charges were set, so that decisions on individual fees and charges could be taken within a clear context. The revised West Suffolk Fees and Charges Policy was attached at Appendix A to the report, for adoption.</p>	<p>The Council could keep the current 2014 West Suffolk Fees and Charges Policy in place. However, the opportunity to refresh it, to take into account good practice, would be lost.</p>	<p>Portfolio holder: Sarah Broughton 07929 305787</p> <p>Officer: Rachael Mann Director (Resources and Property) 01638 719245</p>

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Item 14 CAB/WS/21/043	None	<p>Revenues Collection Performance and Write Offs</p> <p>Resolved:</p> <p>That:</p> <p>The write-off of the amounts detailed in the Exempt Appendices to Report number: CAB/WS/21/043, be approved, as follows:</p> <ol style="list-style-type: none"> 1. Exempt Appendix 1: Council Tax totalling £11,748.29 2. Exempt Appendix 2: Business Rates totalling £69,601.54 3. Exempt Appendix 3: Sundry Debt totalling £5,857.92 	<p>The detailed reasons for the decisions to write-of these amounts, were included in Exempt Appendices 1, 2 and 3 to Report number: CAB/WS/21/043.</p>	<p>There was an extensive and supportive recovery process prior to the engagement of an enforcement agency. The Council currently used the services of the ARP Enforcement Agency to assist in the collection of business rates and Council Tax and also had on-line tracing facilities. Although this service was suspended during the lockdown and up to more recently,</p>	<p>Portfolio holder: Sarah Broughton 07929 305787</p> <p>Officer: Rachael Mann Director (Resources and Property) 01638 719245</p>

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				<p>enforcement was now reinstated in line with Government guidance. It was not considered appropriate to pass the debts on to another agency.</p> <p>It should be noted that, in the event that a written-off debt became recoverable, the amount was written back on, and enforcement procedures were re-established. This might happen, for example, if someone had</p>	

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				gone away with no trace, and then they were unexpectedly 'found' again, through whatever route.	

Jennifer Eves
 Director (Human Resources, Governance and Regulatory)
 23 September 2021