

West Suffolk Council

Cabinet Decisions Notice

(Published: Thursday 15 June 2023)

The following decisions were taken by the Cabinet on Tuesday 13 June 2023 and, if not called in by councillors, will come into operation on Friday 23 June 2023. 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 22 June 2023**. 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 7 CAB/WS/23/025	None	<p>Annual Review and Appointment of the Cabinet's Joint Committee, Panel and Other Working Groups</p> <p>Resolved:</p> <ol style="list-style-type: none"> 1. That the Leader of the Council appoints: <ol style="list-style-type: none"> a. Councillor Diane Hind, Portfolio Holder for Resources, as the full member to represent West Suffolk Council on 	<p>The Cabinet was requested to review and appoint membership in accordance with the Terms of Reference for its Joint Committee, Panel and other Working Groups for the year 2023 to 2024, as set out in section 2 of Report number CAB/WS/23/025.</p> <p>The Leader referred to the terms of reference for the new West Suffolk Environment and Sustainability Working Group for 2023 to 2024 and</p>	<p>Not to undertake an annual review. However, it was prudent to do so to ensure the Cabinet’s groups remain effective and fit-for-purpose.</p>	<p>Portfolio holder: Cliff Waterman 01284 757001</p> <p>Officers: Jennifer Eves Director (HR, Governance and Regulatory) 01284 757015</p> <p>Teresa Halliday Monitoring Officer 01284 757144</p>

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		<p>the Anglia Revenues and Benefits Partnership Joint Committee in 2023 to 2024.</p> <p>b. Councillors Victor Lukaniuk, Deputy Leader and David Taylor, Portfolio Holder for Operations, as the substitute members to represent West Suffolk Council on the Anglia Revenues and Benefits Partnership Joint Committee in 2023 to 2024.</p> <p>c. It be noted that, on the nomination of the Leader of the Council, the Monitoring Officer may exercise their delegated authority to appoint appropriate Cabinet membership (full and substitute members) to the above joint committee during 2023 to 2024, as necessary.</p>	<p>explained these would be amended to allow for the appointment of substitutes from each political group.</p> <p>The Leader also confirmed that Councillor Julia Wakelam would be appointed as the Chair and Councillor Frank Stennett would be appointed as the Vice Chair of the West Suffolk Environment and Sustainability Working Group.</p>		

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		<p>2. That:</p> <ul style="list-style-type: none"> a. The Cabinet continues to operate the Staff Consultative Panel in 2023 to 2024 in accordance with the Terms of Reference (ToR) contained in Appendix A to Report number: CAB/WS/23/025. b. Periodical meetings of the above Panel be scheduled as and when required but with regard to the discussion outlined in Section 2.2.2 of Report number: CAB/WS/23/025. <p>3. The Cabinet continues to operate the West Suffolk Grant Working Party in 2023 to 2024 in accordance with the ToR contained in Appendix B to Report number: CAB/WS/23/025.</p> <p>4. The Cabinet continues to operate the West Suffolk</p>			

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		<p>Local Plan Working Group in 2023 to 2024 in accordance with the ToR contained in Appendix C to Report number: CAB/WS/23/025.</p> <p>5. The ToR for the new West Suffolk Environment and Sustainability Working Group for 2023 to 2024 be approved, as set out in Appendix D to Report number: CAB/WS/23/025, subject to the inclusion of the appointment of substitutes from each political group.</p> <p>6. It be noted that, should it become necessary and on the nominations of Group Leaders, the Monitoring Officer may exercise their delegated authority to appoint appropriate membership (full and substitute members) to the above Panel, Working Party and Working Groups during 2023 to 2024 in accordance</p>			

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		<p>with their Terms of Reference.</p> <p>7. Provided that resources are available to support them, informal task-and-finish working groups or taskforces can be established by the Leader to consider specific issues as required throughout 2023 to 2024.</p>			
<p>Item 9</p> <p>CAB/WS/23/027 (with Exempt Appendices 1 and 2)</p>	<p>None</p>	<p>Revenues Collection Performance and Write Offs</p> <p>Resolved:</p> <p>That the write-off of the amounts detailed in the Exempt Appendices to Report number CAB/WS/23/027 be approved, as follows:</p> <ol style="list-style-type: none"> 1. Exempt Appendix 1: Council Tax totalling £10,165.01. 2. Exempt Appendix 2: Housing Benefit Overpayment totalling £21,252.86. 	<p>The detailed reasons for the decisions, to write-off these amounts, were included in Exempt Appendices 1 and 2 to Report number CAB/WS/23/027.</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</p>	<p>Portfolio holder: Diane Hind 07890 198957</p> <p>Officer: Rachael Mann Director (Resources and Property) 01638 719245</p>

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				<p>and Council Tax and also had on-line tracing facilities. Although this service was suspended during the lockdown and up to more recently, 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</p>	

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				<p>recoverable, the amount was written back on, and enforcement procedures were re-established. This might happen, for example, if someone had gone away with no trace, and then they were unexpectedly 'found' again, through whatever route.</p>	

Jennifer Eves
 Director (Human Resources, Governance and Regulatory)
 15 June 2023