

West Suffolk Council

Cabinet Decisions Notice

(Published: Thursday 14 March 2024)

The following decisions were taken by the Cabinet on Tuesday 12 March 2024 and, if not called in by councillors, will come into operation on Friday 22 March 2024. 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 21 March 2024**. 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 6 CAB/WS/24/017	None	<p>West Suffolk Council Food Safety and Health and Safety Service Plan 2024 to 2025</p> <p>Resolved:</p> <p>That the Food Safety and Health and Safety Service Plan 2024 to 2025, as contained in Appendix A to Report number: CAB/WS/24/017, be approved.</p>	<p>The West Suffolk Food Safety and Health and Safety Service plan outlines the Council’s commitment to protect public health and safety and the environment, by conducting programmed and reactive interventions, investigations, and research to detect, eliminate and control hazards by applying fair, transparent, and proportionate enforcement.</p> <p>The Cabinet is fully</p>	<p>The service plan is a statutory requirement set out in the code of practice for food safety, and therefore no other options have been considered and rejected.</p>	<p>Portfolio holder: Gerald Kelly 07968 396389</p> <p>Lead officer: Jen Eves Director (HR, Governance and Regulatory) 01284 757015</p>

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			supportive of the service plan, which is a statutory requirement set out in the code of practice for food safety.		
Item 8 CAB/WS/24/019	None	<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/24/019, be approved, as follows:</p> <ol style="list-style-type: none"> 1. Exempt Appendix 1: Council Tax totalling £24,604.84 2. Exempt Appendix 2: Overpayment of Housing Benefit totalling £25,713.11 3. Exempt Appendix 3: Sundry Debt of £9,439.63 	The detailed reasons for the decisions to write-off these amounts, are included in the exempt appendices to Report number CAB/WS/24/019.	There is an extensive and supportive recovery process prior to the engagement of an enforcement agency. The Council currently uses the services of the ARP Enforcement Agency to assist in the collection of business rates and Council Tax and also has on-line tracing facilities.	<p>Portfolio holder: Diane Hind</p> <p>Officer: Rachael Mann Director (Resources and Property) 01638 719245</p>

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				<p>Although this service was suspended during the lockdown and up to more recently, enforcement is now reinstated in line with Government guidance. It is 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 becomes recoverable, the amount is written back on, and enforcement procedures are re-established.</p>	

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				This might happen, for example, if someone has gone away with no trace, and then they are unexpectedly 'found' again, through whatever route.	

Jennifer Eves
 Director (Human Resources, Governance and Regulatory)
 14 March 2024