

## West Suffolk Council

### Cabinet Decisions Notice

(Published: Thursday 11 July 2024)

The following decisions were taken by the Cabinet on Tuesday 9 July 2024 and, if not called in by councillors, will come into operation on Friday 19 July 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 Chief Operating Officer (e-mail: [democratic.services@westsuffolk.gov.uk](mailto:democratic.services@westsuffolk.gov.uk)) **by 5.00 pm on Thursday 18 July 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/24/028	None	<p><b>Cabinet referrals to Council</b></p> <p>Resolved:</p> <p>It be agreed that full reports for decisions on the delivery of:</p> <ol style="list-style-type: none"> <li>1. Housing Related Support</li> <li>2. Bury St Edmunds Leisure Centre</li> <li>3. Olding Road, Bury St Edmunds: Options Appraisal</li> </ol> <p>be referred directly to Council on 16 July 2024.</p>	<p>Arising from the announcement that a parliamentary election would be taking place on the 4 July 2024, the previously arranged meeting of Cabinet (25 June 2024) fell during the pre-election period. Following advice, it was agreed that the meeting would be moved to a date after the election, 9 July 2024.</p> <p>A number of items due to be</p>	<p>In the context of what is being agreed in this report, and the wish of Cabinet to avoid late information and any overlap between publication and meeting dates, an alternative option would</p>	<p><b>Portfolio holders:</b> Richard O'Driscoll Ian Shipp Diane Hind</p> <p><b>Lead officers:</b> Jen Eves Director - Housing, Communities and Regulatory 01284 757015</p>

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			<p>considered by Cabinet at that meeting also required the onward consideration of Council. The Summons for Council on 16 July together with reports must normally be published by no later than 8 July 2024 which was prior to the meeting of Cabinet. This meant it was not possible to reflect the outcome of the Cabinet's debate in the versions of the reports which have already been published for the Council meeting.</p> <p>For ease of administration and to avoid any confusion or late information, the Leader proposed that Cabinet recommends the referral of the three items detailed in the resolution, without debate, to Council on 16 July 2024. Although listed in Report number: CAB/WS/24/028, the Advanced Manufacturing and Engineering (AME) Centre</p>	<p>be to delay consideration of the updates until later scheduled meetings of Cabinet and/or Council or hold extraordinary meetings. In the case of the former, this could risk delay to the projects and/or additional costs. In the case of the latter, this is felt to be unnecessary by the Leader and Portfolio Holder because they are content that all councillors receiving and considering the reports at the</p>	<p>Jill Korwin Strategic Director 01284 757252</p> <p>Mark Walsh Director - Operations, Leisure and Culture 01284 757300</p> <p>Rachael Mann Chief Operating Officer 01638 719245</p>

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			<p>Project item will not now be considered by Council as it has been deferred to allow further work with partners to take place.</p> <p>The Cabinet supported the recommendation, as amended to remove reference to the AME project.</p>	<p>same scheduled meeting in July is the most inclusive and efficient way to progress these particular matters. Councillors are also encouraged to raise any issues or questions before the meeting.</p>	
<p>Item 8 CAB/WS/24/030</p>	<p>Not applicable</p>	<p><b>Recommendation of the Performance and Audit Scrutiny Committee: 30 May 2024 - Local Code of Corporate Governance</b></p> <p>Recommended to Council: (16 July 2024)</p> <p>That, subject to the approval of Council, the Local Code of</p>	<p>The Local Code of Corporate Governance was last produced jointly by Forest Heath and St Edmundsbury Councils in 2017 and readopted by West Suffolk Council in 2019. Following the updating of the Chartered Institute of Public Finance Accountants (CIPFA) and the Society of Local Authority</p>	<p>No alternative options have been considered as it is considered prudent to follow guidance of the Chartered Institute of Public Finance</p>	<p><b>Portfolio holder:</b> Diane Hind</p> <p><b>Officer:</b> Rachael Mann Chief Operating Officer 01638 719245</p>

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		Corporate Governance, as contained in Appendix 1 to Report number: PAS/WS/24/012, be approved.	<p>Chief Executives (SOLACE) guidance, it is now time for West Suffolk Council to review that Code, making sure it is effective, transparent and relevant.</p> <p>The Council's previous Code closely adhered to the principles, and sub-principles contained within the CIPFA framework. Recognising the emphasis within the framework on local arrangements, the revised Local Code has a greater emphasis on how West Suffolk Council applies the principles and comply with good practice. The Code reiterates our firm commitment to continually review our compliance with good practice, and openly report the outcomes of this work.</p>	Accountants (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) regarding the production of a Local Code of Corporate Governance.	
Item 10	Not applicable	<b>Decarbonisation Initiatives Fund</b>	The Cabinet supports the proposal for the remaining	The reasons for proposing an	<b>Portfolio holder:</b>

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CAB/WS/24/032		<p>Resolved: That:</p> <ol style="list-style-type: none"> <li>1. the update contained in Report number: CAB/WS/24/032 on the use to date of the Council's £1 million Decarbonisation Initiatives Fund be noted; and</li> <li>2. the balance of the Fund be allocated to a one-off grants scheme to decarbonise community assets on the basis set out in section 2.3 of Report number: CAB/WS/24/032.</li> </ol>	<p>balance of the Decarbonisation Initiatives Fund (DIF) to be allocated to bids from councillors to decarbonise community assets. This balance could amount to more than £200,000 after all grants to town and parish councils to convert their streetlights have been paid to them or their chosen contractor.</p> <p>The intention is that the DIF will be a catalyst for wider conversations about improving the efficient use of carbon. So that what is a small sum of money relative to the cost of decarbonising West Suffolk has a return on investment beyond just the actual carbon saved. In that context, as with streetlight conversions, it is likely it would be spent on schemes which benefit (and are perceived to benefit) communities and taxpayers collectively.</p>	<p>immediate and full use of the DIF is because the Council has declared a climate emergency. Adding the balance of the DIF to existing internal or external grant schemes was considered as a mechanism for distributing it. However, it was felt that this might unnecessarily constrain ideas and options ahead of local councillors engaging with the communities. It is preferred instead to keep as much</p>	<p>Gerald Kelly</p> <p><b>Lead officer:</b> Alex Wilson Deputy Chief Executive 01284 757695</p>

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			<p>The Cabinet supports the above, together with the proposal by which the funding will be distributed, namely, as the Council has declared a climate emergency, the intention is to allocate all of the remaining DIF in one tranche so that the decarbonisation occurs as quickly as possible.</p>	<p>flexibility and scope as possible. If this councillor-led engagement identifies that the proposed approach needs refinement or clarification before adoption then Cabinet will be able to take that account in making any later decisions.</p>	
<p>Item 11 CAB/WS/24/033  (plus exempt appendices)</p>	<p>Not applicable</p>	<p><b>Revenues collection performance and write offs</b></p> <p>Resolved: That the write-off of the amounts detailed in the exempt appendices to Report number: CAB/WS/24/033, be approved, as follows:</p> <p>1. Exempt Appendix 1:</p>	<p>The detailed reasons for the decisions to write-off these amounts, are included in the exempt appendices to Report number CAB/WS/24/033.</p>	<p>There is an extensive and supportive recovery process prior to the engagement of an enforcement agency. The Council currently uses</p>	<p><b>Portfolio holder:</b> Diane Hind</p> <p><b>Officer:</b> Rachael Mann Chief Operating Officer 01638 719245</p>

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		<p>Council Tax totalling £28,339.39</p> <p>2. Exempt Appendix 2: National Non-Domestic Rates (NNDR) totalling £737,398.65</p> <p>3. Exempt Appendix 3: Sundry debt totalling £53,996.18</p>		<p>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> <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>	

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

Rachael Mann, Chief Operating Officer  
11 July 2024