



DECISION NOTICE FOR THE SIMULTANEOUS MEETING OF THE CABINETS OF SUFFOLK COASTAL DISTRICT COUNCIL (SCDC) AND WAVENEY DISTRICT COUNCIL (WDC) (THE COUNCILS) HELD ON MONDAY 13 NOVEMBER 2017

Call-in period:

Thursday, 16 November 2017 to Wednesday, 22 November 2017

Implementation Date:

Thursday, 23 November 2017

(For clarity, where an item is 'to be noted, 'received' or recommended to Council for a decision, this is deemed not to be a formal Executive decision and so the call-in provisions will not apply.)

If you require this document in large print, audio or Braille or in a different language, please contact Democratic Services on (01394) 444326 or email democratic.services.scdc@eastsoffolk.gov.uk or (01502) 523241 or email: democratic.services.wdc@eastsoffolk.gov.uk

SIMULTANEOUS CABINET DECISION NOTICE

Cabinet Areas	Customers, Communities & Leisure and Customer Services
Title of Report	New Corporate Complaints Policy, Procedure & Key Performance Indicators
Report Reference	REP1693

Purpose of Report

To approve the new joint corporate complaints policy, procedure and key performance indicators which would help drive greater consistency, more learning and improve customer experience across the partnership. The new policy and procedure was developed based on latest best practice and had been reviewed externally by the Local Government and Social Care Ombudsman.

Options Considered

The other option considered was not doing anything and keeping the current approach in place. That was discarded because the system used to manage the Councils complaints system would become obsolete from December 2017 and had to be replaced by then. In addition, the existing KPI/PI(s) around complaints were no longer adequate.

Reason for Decision

The policy, procedure and key performance indicators had been developed based around the latest best practice and had also been externally reviewed by the Local Government and Social Care Ombudsman.

Moving to a strategic focus on learning rather than the number of complaints received would also drive the right culture around complaint handling.

SIMULTANEOUS CABINET DECISION:

That the joint Corporate Complaints Policy, Procedure and Key Performance Indicators be approved.

Declarations of Interest / Conflicts of Interest

None

Meeting Date	Monday 13 November 2017
Call-In Period	Thursday 16 November 2017 to Wednesday 22 November 2017
Implementation Date (If no Call-In activated)	Thursday 23 November 2017

Councillor R Herring
Leader
Suffolk Coastal District Council

Councillor M Bee
Leader
Waveney District Council



SIMULTANEOUS CABINET DECISION NOTICE

Cabinet Areas	The Leaders of SCDC and WDC
Title of Report	East Suffolk Performance Report – Quarterly Performance, Quarter 2 2017/18
Report Reference	REP1599

Purpose of Report

To receive a Corporate Performance update for the period 1 July to 30 September 2017. The East Suffolk Performance Report was a joint report for both Suffolk Coastal and Waveney District Councils and provided an overview of the Councils' performance and progress against the deliverables within the East Suffolk Business Plan.

Options Considered

None. Quarterly Performance Reports enable the Cabinet, other Members of the Council and the public to scrutinise the performance of the Council against key indicators and targets in accordance with the approved Business Case and identified corporate priorities.

Reason for Decision

To ensure that Members are kept updated on the performance of Council services.

SIMULTANEOUS CABINET DECISION:

That the East Suffolk Performance Report for Quarter 2 be received.

Declarations of Interest / Conflicts of Interest

None

Meeting Date	Monday 13 November 2017
Call-In Period	For clarity, where an item is 'to be noted, 'received' or recommended to Council for a decision, this is deemed not to be a formal Executive decision and so the call-in provisions will not apply.
Implementation Date (If no Call-In activated)	Not applicable.

Councillor R Herring
Leader
Suffolk Coastal District Council

Councillor M Bee
Leader
Waveney District Council



SIMULTANEOUS CABINET DECISION NOTICE

Cabinet Areas	The Leaders of SCDC and WDC
Title of Report	Further Transformation in East Suffolk
Report Reference	REP1629

Purpose of Report

To agree and approve the findings of the Member Programme Board with regard to the creation of a new Council for east Suffolk, including the name of the New Council, its size, ward boundaries and a recommended model of governance for approval.

Following a period of public consultation in 2016, Suffolk Coastal District Council and Waveney District Council agreed in January 2017 to create a new Council for east Suffolk. The creation of that new Council would be of a scale large enough to deal with the significant challenges facing local government, yet small enough to feel connected to the residents. In February 2017, a request was made to the Secretary of State for Communities and Local Government seeking authorisation for the creation of a new council and a business case was submitted at that time. A Member Programme Board comprising Councillors from both Councils had been set up to progress the work around the creation of a new Council and its findings and recommendations were detailed in the report.

Options Considered

The Cabinets could decide on a variety of other options in relation to each of the recommendations proposed. However, the Member Programme Board which was cross party and representative of both authorities had already considered such matters and its proposed recommendations were set out in the report.

Reason for Decision

Since the submission of the business case to the Secretary of State in February 2017, the Councils have been awaiting a “minded to” decision from the Secretary of State. That decision was received on 7 November 2017.

As part of the process, the Secretary of State has invited representations on the proposal which has a closing date of 8 January 2018, after which time it is hoped that he will make a “final decision”. If that is received, the Department for Communities and Local Government will commence the order making process required to bring the new Council into effect.

SIMULTANEOUS CABINET DECISION:

1. That, as the Secretary of State for the Department of Communities and Local Government (DCLG) has made a “minded to” decision to create a new council for east Suffolk, the following be proposed to the Secretary of State for inclusion in any Order/Regulations which shall be made to implement these proposals:
 - A) Suffolk Coastal District Council (SCDC) and Waveney District Council (WDC) be dissolved and one new Council for east Suffolk be created to replace them;
 - B) The cabinet model of governance be adopted for the new Council for east Suffolk with up to a maximum of 10 cabinet members;
 - C) The name of the new Council for east Suffolk be “East Suffolk District Council” for legal purposes and “East Suffolk Council” for all other purposes;
 - D) The preferred number of members for the East Suffolk Council is 55 (+/- 1 or 2, subject to review by the Local Government Boundary Commission for England (LGBCE));
 - E) The proposed district wards of the new East Suffolk Council are based on 19 existing County Council Divisions against which the preferred number of members (55 +/- 1 or 2, subject to LGBCE review) will be divided as appropriate with up to 4 Councillors per ward with the proviso that the County Council Divisions be overwritten by the new ward boundaries once such a boundary review has been undertaken; and
 - F) The LGBCE be requested to conduct a full electoral review of the area of the East Suffolk Council including the determination of an appropriate warding structure and that they be requested to conduct this review as soon as reasonably possible.
2. That the Chief Executive Officer, in consultation with the Leader of SCDC and the Leader of WDC, be authorised to settle other such matters required for the purposes of finalising the Order/Regulations necessary for implementing these proposals.
3. That the Chief Executive Officer, in consultation with the Leader of SCDC and the Leader of WDC, be authorised to consent to making of the necessary Order/Regulations once drafted on behalf of the Secretary of State in order to implement these proposals.
4. That, during the period in which the Secretary of State invites representations, authority is delegated to the Chief Executive Officer, in consultation with the Leader of SCDC and the Leader of WDC, to respond to his invitation and confirm the Councils’ commitment to supporting the creation of a new Council for east Suffolk.
5. That the recommendations contained in the report be approved and agreed and, in order to satisfy the Secretary of State’s need for the recommendations to be supported by each Council, they be recommended for approval to each Full Council meeting to be held at WDC on 15 November 2017 and at SCDC on 23 November 2017.

**Declarations of Interest /
Conflicts of Interest**

None

Meeting Date

Monday 13 November 2017

Call-In Period

The call-in provisions will not apply to the above resolution as the Simultaneous Cabinets have recommended to their respective Councils

	that each Council approves the proposal to create a new single Council for East Suffolk as their preferred way forward. Waveney District Council will consider this recommendation on Wednesday 15 November 2017 at 6.30pm at its offices at Riverside, Lowestoft, and Suffolk Coastal District Council will consider this recommendation at its offices at East Suffolk House, Melton, on Thursday 23 November 2017 at 7.00pm.
Implementation Date (If no Call-In activated)	Not applicable.

Councillor R Herring
Leader
Suffolk Coastal District Council

Councillor M Bee
Leader
Waveney District Council