



# **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 4 SEPTEMBER 2017**

## **Call-in period:**

Thursday, 7 September 2017 to Wednesday, 13 September 2017

## **Implementation Date:**

Thursday, 14 September 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.)

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## SIMULTANEOUS CABINET DECISION NOTICE

<b>Cabinet Areas</b>	The Leaders of SCDC and WDC
<b>Title of Report</b>	East Suffolk Commercial Investment Strategy
<b>Report Reference</b>	REP1675

### **Purpose of Report**

To approve the proposed East Suffolk Commercial Investment Strategy for both Suffolk Coastal and Waveney District Councils. The strategy explained the objectives and proposed approach for trading commercially, including investment in property, which would play a key part in delivering the objective of Financial Self Sufficiency.

### **Options Considered**

The option of undertaking direct investment by the Councils themselves has been considered, however it was concluded that the outline proposal of developing a company structure had a range of advantages, including greater flexibility for undertaking commercial activity generally.

### **Reason for Decision**

The East Suffolk Commercial Investment Strategy would help the Councils to deliver the East Suffolk Business Plan objective of Financial Self Sufficiency.

### **SIMULTANEOUS CABINET DECISION:**

1. That the East Suffolk Commercial Investment Strategy be approved.
2. That officers be instructed to take further legal and financial advice in order to set up an arm length trading Company for future investment and trading purposes.

### **Declarations of Interest / Conflicts of Interest**

None

<b>Meeting Date</b>	Monday 4 September 2017
<b>Call-In Period</b>	Thursday 7 September 2017 to Wednesday 13 September 2017
<b>Implementation Date (If no Call-In activated)</b>	Thursday 14 September 2017

**Councillor R Herring**  
**Leader**  
**Suffolk Coastal District Council**

**Councillor M Bee**  
**Leader**  
**Waveney District Council**



## SIMULTANEOUS CABINET DECISION NOTICE

<b>Cabinet Areas</b>	Resources, Economic Development and Tourism & Economic Development
<b>Title of Report</b>	Discretionary Business Rates Relief Scheme
<b>Report Reference</b>	REP1671

### Purpose of Report

To approve the discretionary rate relief schemes to help those businesses most affected by the revaluation of Non-Domestic Rates premises on 1 April 2017.

### Options Considered

None. The Government are providing funding and expect Local Authorities to design their own schemes.

### Reason for Decision

Both proposed schemes have been designed so that the recipients of this discretionary award will be local businesses facing the steepest increases in their business rates bills, as a result of the 2017 Business Rates Revaluation.

Restricting relief to local businesses means that both Councils can afford to provide more generous schemes of relief than that indicated by the Government's allocation criteria. This should also mean that there is residual funding available to assist more businesses on a case by case basis, through the establishment of Hardship Funds for both authorities.

As the amount of funding reduces each year, the Section 151 Officer will be able to adjust the amount of relief according to the funding available.

**SIMULTANEOUS CABINET DECISION:****Suffolk Coastal District Council Cabinet:**

- 1) Approved the Discretionary Business Rates Relief Scheme Guidelines set out in Appendix A, limiting the rates bill increase for eligible businesses in 2017/18 to 10%.
- 2) Approved that any residual Government funding remaining after operation of the scheme in accordance with the Guidelines is utilised to establish a Hardship Fund to provide support to businesses on a case by case basis.
- 3) Delegated authority to the Section 151 Officer, acting in conjunction with the Leader, to determine the Rateable value cap and maximum percentage increase for each subsequent year of the scheme.

**Waveney District Council Cabinet:**

- 4) Approved the Discretionary Business Rates Relief Scheme Guidelines set out in Appendix A, limiting the rates bill increase for eligible businesses in 2017/18 to 9%.
- 5) Approved that any residual Government funding remaining after operation of the scheme in accordance with the Guidelines is utilised to establish a Hardship Fund to provide support to businesses on a case by case basis.
- 6) Delegated authority to the Section 151 Officer, acting in conjunction with the Leader, to determine the Rateable value cap and maximum percentage increase for each subsequent year of the scheme.

**Declarations of Interest /  
Conflicts of Interest**

None

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## SIMULTANEOUS CABINET DECISION NOTICE

<b>Cabinet Areas</b>	Economic Development and Tourism & Economic Development
<b>Title of Report</b>	East Suffolk Tourism Strategy
<b>Report Reference</b>	REP1687

### Purpose of Report

To approve the East Suffolk Tourism Strategy, which sets out a proposed approach to developing and growing the tourism sector based on the Councils existing strengths, which include the high quality natural and built environment which exists within the districts and addressing the weaknesses within the sector including low productivity. The East Suffolk Tourism Strategy was also supported by an associated delivery plan.

### Options Considered

Not to develop a Tourism Strategy. This was rejected as it would not be in the best interests of the Councils and would not contribute towards the objectives within the economic growth plan and the East Suffolk Business Plan.

### Reason for Decision

The East Suffolk Tourism Strategy and Delivery Plan would ensure that the Councils have an effective approach to enhancing and growing the East Suffolk visitor economy. The East Suffolk Tourism Strategy and associated Delivery Plan would also greatly support the delivery of the Councils economic growth and Business Plan objectives.

### SIMULTANEOUS CABINET DECISION:

1. That the East Suffolk Tourism Strategy and Delivery Plan be approved and that Delegated Authority be granted to the Head of Economic Development and Regeneration, in consultation with the Suffolk Coastal District Council Deputy Leader & Cabinet Member for Economic Development and with the Waveney District Council Cabinet Member for Tourism & Economic Development, to make minor amendments to the Strategy and Delivery Plan.
2. That the establishment of a Tourism Steering Group to oversee the delivery of the Tourism Strategy and Delivery Plan be approved.

### Declarations of Interest / Conflicts of Interest

None

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Leader  
Waveney District Council

## SIMULTANEOUS CABINET DECISION NOTICE

<b>Cabinet Areas</b>	Community Health and Community Health & Safety
<b>Title of Report</b>	East Suffolk Food and Health and Safety Service Plan 2017/18
<b>Report Reference</b>	REP1580

### Purpose of Report

To receive the Food and Health and Safety Service Plan, which Councils are required to produce in the format prescribed by the Food Standards Agency (FSA) in its Framework Agreement on Local Authority Law Enforcement and as required by the Health and Safety Executive (HSE), as set out in the National Local Authority Enforcement Code – Health & Safety at Work England, Scotland and Wales.

### Options Considered

No other options were considered. The FSA Framework Agreement and HSE National Local Authority Enforcement Code set out in detail the requirements of local authority Food Safety and Health and Safety Service Plans and the framework and guidance has been used in the drafting of the Service Plan.

### Reason for Decision

The Councils are required under the FSA Framework Agreement and HSE National Local Authority Enforcement Code to approve a Food and Health and Safety Service Plan for 2017/18 and review its performance in 2016/17.

### RECOMMENDED TO BOTH FULL COUNCILS:

1. That the Food Safety and Health and Safety performance against the Service Plan for 2016/17 be noted.
2. That the Cabinet considered and commented on the Service Plan for 2017/18 and recommended it for consideration by Waveney District Council on 20 September 2017 and Suffolk Coastal District Council on 28 September 2017.

### Declarations of Interest / Conflicts of Interest

None

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<b>Implementation Date (If no Call-In activated)</b>	Not applicable.

**Councillor R Herring**  
Leader  
Suffolk Coastal District Council

**Councillor M Bee**  
Leader  
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## SIMULTANEOUS CABINET DECISION NOTICE

<b>Cabinet Areas</b>	The Leaders of SCDC and WDC
<b>Title of Report</b>	East Suffolk Performance Report – Quarterly Performance – Quarter1 (2017/18)
<b>Report Reference</b>	REP1597

<b>Purpose of Report</b> <p>To receive a Corporate Performance update for the period 1 April to 30 June 2017. The East Suffolk Performance Report is a joint report for both Suffolk Coastal and Waveney District Councils and provides an overview of the Councils' performance and progress against the deliverables within the East Suffolk Business Plan.</p>	
<b>Options Considered</b> <p>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.</p>	
<b>Reason for Decision</b> <p>To ensure that Members are kept updated on the performance of Council services.</p>	
<b>SIMULTANEOUS CABINET DECISION:</b> <p>That the East Suffolk Performance Report for Quarter 3 be received.</p>	
<b>Declarations of Interest / Conflicts of Interest</b>	None

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**Leader**  
**Suffolk Coastal District Council**

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## OPEN SIMULTANEOUS CABINET DECISION NOTICE FOR EXEMPT ITEM

<b>Cabinet Areas</b>	Economic Development, Customers, Communities & Leisure and Tourism & Economic Development
<b>Title of Report</b>	Tour of Britain 2018 and Women's Tour 2019
<b>Report Reference</b>	REP1688

<b>Purpose of Report</b> To receive an update on the Tour of Britain 2018 and Women's Tour 2019.	
<b>Options Considered</b> Not to receive an update on the Tour of Britain 2018 and Women's Tour 2019. This was rejected as not being in the best interests of the Councils.	
<b>Reason for Decision</b> To ensure that Members are kept updated with regard to the future Tours.	
<b>SIMULTANEOUS CABINET DECISION:</b> That recommendations 1 – 4 contained within the report (REP1688) be approved.	
<b>Declarations of Interest / Conflicts of Interest</b>	None

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