

CABINET DECISION NOTICES FOR THE MEETING HELD ON WEDNESDAY, 17 JANUARY 2018

**Decision Notice Publication Date:
Friday, 19 January 2018**

**Call-in period:
Monday, 22 January 2018 to
Friday, 26 January 2018**

**Implementation Date:
Monday, 29 January 2018**

(For clarity, where an item is 'to be noted', 'received' or 'recommended to Council' 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 the Democratic Services Manager on (01502) 523241 or email: democratic.services.wdc@eastsoffolk.gov.uk

CABINET DECISION NOTICE

Cabinet Area	Operational Partnerships
Title of Report	Preparation for Civil Parking Enforcement Implementation in Waveney
Report Reference	REP1691

Purpose of Report

To consider a report, in anticipation of Parking Enforcement transferring from the Police, to the Suffolk local authorities (Civil Parking Enforcement (CPE)). The off-street parking places orders need to be prepared and agreed in readiness for consolidation, when the legal framework is changed from the Road Traffic Regulation Act 1984 to the Traffic Management Act 2004, as outlined in the reports to Cabinet in September 2017 (REP1689) and November 2017 (REP1690). The recommendations contained within the report, are the result of a full and detailed consultation process.

Options Considered

Not to undertake the responsibility for Parking Enforcement. This was rejected as not being in the best interests of the Council or the District.

Reason for Decision

The recommendations contained within the report are the result of a full and detailed consultation process.

CABINET DECISIONS:

That the following decisions be agreed:

1. For Southwold:
 - Add Blackshore Harbour to the Order.
 - Add Pier Extension to the Order (after agreement with Easton Barents, subject to successful planning application) with a tariff of £1.20/hr up to 4 hours and 4+ hours £6.
2. For Lowestoft:
 - Remove Albany Road from the Order as it has been sold.
 - Remove Battery Green Multi-Storey car park from the Order as demolition as begun.
 - Add the existing footprint of Battery Green site to the Order as a maximum 3 hour short stay surface car park with a tariff of £1.20/hour.
 - Create a surface car park at Newcombe Road; add to the Order as a long stay car park with a tariff of £1.20/hr up to 4 hours and 4+ hours £6.
3. For Oulton Broad:
 - Add Everitt Road to the Order for Off Street Residents' Parking (road owned by WDC).
4. For Beccles:
 - Add 3 hour maximum short stay parking restrictions to the Order for a limited number of spaces at Blyburgate car park.
 - Add a 2 hour parking limit to some bays on Kilbrack free car park to allow patients to attend dental appointments.
 - Consult with BTC on introduction of charges at North Quay car park and Waveney Meadow.
5. That applications for Special Filming Permits are enabled.
6. Add to the Order a clause that states that the Council can suspend charges at any time, with or without notice, for some or all parking places or tariffs for any period or periods.
7. That the Head of Legal and Democratic Services be authorised and instructed to carry out the necessary legal and administrative processes in advertising and making the Traffic Order to implement Cabinet's recommendations.

Declarations of Interest / Conflicts of Interest	None
---	------

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

CABINET DECISION NOTICE

Cabinet Area	Resources
Title of Report	Local Council Tax Reduction Scheme for 2018/19
Report Reference	REP1740

Purpose of Report

To consider the approval of the Local Council Tax Reduction Scheme (LCTRS) for 2018/19, which was a locally set scheme that replaced the national Council Tax Benefits (CTB) scheme from April 2013.

Options Considered

A number of different options were considered, however they were all rejected due to the negative financial impact they would have upon the public.

Reason for Decision

The consideration of an annual review and potential proposed changes to the LCTRS scheme is a statutory requirement, under the Local Government Finance Act 2012, which brought in the provisions for localisation of council tax support.

RECOMMENDATIONS TO FULL COUNCIL:

1. That from 1st April 2018:
 - the Local Council Tax Reduction Scheme remains paying maximum benefit of 91.5% for working age claimants, leaving 8.5% to be paid by the individual(s);
 - benefit rates, known as applicable amounts, are uprated to 2015 rates; and
 - the Local Council Tax Reduction Scheme is harmonised with the DWP Welfare Reforms introduced in the Prescribed Scheme for Pensioners and Housing Benefit.
2. That links to the award of Universal Credit are introduced for entitlement to the Council's Local Council Tax Reduction Scheme, removing the requirement for a separate application to be made.

Declarations of Interest / Conflicts of Interest

None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	The call-in provisions will not apply to the above recommendation as it is not a Cabinet level decision.
Implementation Date (If no Call-In activated)	Not Applicable

Councillor M Bee
Leader of the Council

CABINET DECISION NOTICE

Cabinet Area	Resources
Title of Report	Capital Programme 2018/19 to 2021/22
Report Reference	REP1602

<p>Purpose of Report</p> <p>To consider the approval of the Council's General Fund Capital Programme and the Housing Revenue Account (HRA) Capital Programme for the financial years 2018/19 to 2021/22 and revisions to the 2017/18 programme. The report included the main principles applied to set the programme and provided details of the expenditure and financing.</p>	
<p>Options Considered</p> <p>None. Approval of the Capital Programme for 2018/19 to 2021/22, including revisions to 2017/18, is required as part of the overall setting of the budget and Medium Term Financial Strategy.</p>	
<p>Reason for Decision</p> <p>Approval of the Capital Programme for 2018/19 to 2021/22, including revisions to 2017/18, is required as part of the overall setting of the budget and Medium Term Financial Strategy.</p>	
<p>RECOMMENDATION TO FULL COUNCIL:</p> <p>That the Capital Programme for 2018/19 to 2021/22, including revisions to 2017/18, be approved by Full Council.</p>	
<p>Declarations of Interest / Conflicts of Interest</p>	None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	The call-in provisions will not apply to the above recommendation as it is not a Cabinet level decision.
Implementation Date (If no Call-In activated)	Not Applicable.

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE

Cabinet Area	Resources
Title of Report	Housing Revenue Account Budget
Report Reference	REP1603

Purpose of Report

To consider the Housing Revenue Account (HRA) Income and Expenditure Account Budget for the period 2018/19 to 2021/22, together with a summary of its reserves and balances and to recommend its approval by Full Council. The HRA budgets were fully funded from existing funds to meet the Council's HRA spending plans, including the capital investment programme and reserve balances, as per the HRA Financial Business Plan.

Options Considered

None. There are no other options regarding the rent setting for 2018/19. All Local Authorities and Housing Associations must follow the 1% rent decrease set out under Section 21 of the Welfare Reform Act and Work Bill. If the Council did not comply, it would risk the possibility of legal challenge.

Reason for Decision

1. Approval of the Housing Revenue Account Budget, the average weekly housing rent, service and other charges and movements in reserves and balances are required as part of the overall setting of the Council's Budget and Medium Term Financial Strategy.
2. To advise Members of the wider housing and welfare changes that will impact on future service delivery.

RECOMMENDATIONS TO FULL COUNCIL:

1. That Full Council approves the following;
 - (a) The Housing Revenue Account Budget for 2018/19, the revised estimates for 2017/18 and the indicative figures for 2019/20 to 2021/22;
 - (b) Movements in Reserves and Balances;
 - (c) Weekly housing rent decrease of 1% for 2018/19, giving an average weekly rent of £83.06 over a 50 week collection period; and
 - (d) Service Charges and associated fees for 2018/19.
2. That the changes affecting public and private sector housing and welfare be noted.

Declarations of Interest / Conflicts of Interest	None
---	------

Meeting Date	Wednesday, 17 January 2018
Call-In Period	The call-in provisions will not apply to the above recommendation as it is not a Cabinet level decision.
Implementation Date (If no Call-In activated)	Not Applicable.

**Councillor M Bee
Leader of the Council**

OPEN CABINET DECISION NOTICE

Cabinet Area	Resources
Title of Report	Land Adjacent to 3 Cornfield Crescent, Corton – Covenant Removal
Report Reference	REP1756

Purpose of Report

To consider the removal of two covenants on land adjacent to 3 Cornfield Crescent, Corton, for the sum of £20,000 plus fees. The removal of the two covenants would enable a 2 bedroomed bungalow to be built upon the land, subject to planning permission.

Options Considered

The Council could reserve the right to retain the covenants and to restrict the use of the land as garden land only. However, this was not deemed to be in the best interests of the Council, as the development of new homes is a key element of the East Suffolk Business Plan.

Reason for Decision

To conclude negotiations with Richden Homes, who wish to build the 2 bedroomed bungalow and to allow permission to develop the site.

CABINET DECISION:

That the offer of £20,000, plus the payment of legal and processing fees of £700, for the release of the following two covenants be approved:

- a) No part of the property shall be used at any time for any purpose other than as garden land.
- b) Not to erect any building of any kind on the property.

Declarations of Interest / Conflicts of Interest	None
---	------

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Leader of the Council
Title of Report	Electronic Payment Gateway and Income Management System (Exempt Report)
Report Reference	REP1744

Purpose of Report	
To consider awarding a contract for the installation of a new Electronic Payment Gateway and Income Management System, which has been out to tender, in accordance with the Procurement Procedure Rules.	
Options Considered	
The option to continue with the current contractual arrangements was considered, however it was rejected as not being in the best interests of the Council.	
Reason for Decision	
To implement a shared Electronic Payment Gateway and Income Management System, at the best possible value for money, for the Council.	
CABINET DECISION:	
That the contract for the Electronic Payment Gateway and Income Management System be awarded to the company, as discussed at the meeting, for the period of time, as discussed at the meeting, on terms that best protect the Council's interest.	
Declarations of Interest / Conflicts of Interest	None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Housing
Title of Report	St Peter’s Court, Lowestoft – Installation of a Sprinkler System (Exempt Report)
Report Reference	REP1727

Purpose of Report

To seek permission to award a contract for the installation of a sprinkler system at St Peter’s Court, which is a 16 storey tower block in Lowestoft, containing 90 two bedroomed flats.

Options Considered

There is no mandatory reason to install a sprinkler system at this time, however the Council recognises the reassurances this option brings for tenants, and notes the Fire Service recommendation. The alternative option is to not install a sprinkler system, however this was felt to be unreasonable.

Reason for Decision

To allow the Council to meet its stated commitment to tenants and enhance fire safety provision within this high rise building. To comply with recommendations made within the 2017 fire risk assessment.

CABINET DECISION:

That Delegated Authority be granted to the Head of Housing, in consultation with the Strategic Director, the Leader of the Council and the Cabinet Member for Housing, to award the contract for the provision of a sprinkler system at St Peter’s Court in Lowestoft, to the most economically advantageous tender and to enter into a contract with one of the five tenderers who responded to the invitation to tender up to a value, as discussed at the meeting, (budget to include any contract variations), subject to the completion of the appropriate due diligence, on terms that best protect the Council’s interests and that the HRA Capital Programme be increased, by the sum as discussed at the meeting, to cover all the contingencies for this project.

Declarations of Interest / Conflicts of Interest

None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Housing
Title of Report	Sale of 4a Rigbourne Hill, Beccles (Exempt Report)
Report Reference	REP1757

Purpose of Report	
To seek permission to sell flat 4a Rigbourne Hill, Beccles and to revoke the previous decision made by the Cabinet on 1 November 2017, regarding this property.	
Options Considered	
Not to sell the property. This was rejected as not being in the best interests of the Council.	
Reason for Decision	
This proposed sale fulfils the ambitions identified in the East Suffolk Business Plan, which was adopted by both Councils and will enable the proceeds from the sale to be reinvested in the development of additional new homes in the District.	
CABINET DECISIONS:	
<ol style="list-style-type: none"> 1. That the decision to approve the sale of 4a Rigbourne Hill for the sum as agreed at the meeting, taken on 1st November 2017, based on report REP1705, be revoked. 2. That the sale of 4a Rigbourne Hill, Beccles, for the sum as discussed at the meeting, be approved and the capital receipt be reinvested to meet the objectives of the Business Plan's strategic ambitions to enable communities and increase economic growth. 3. That Delegated Authority be granted to the Head of Housing and Head of Legal and Democratic Services, on behalf of the Council, to grant a lease to the buyer of 4a Rigbourne Hill for 125 years. 	
Declarations of Interest / Conflicts of Interest	None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Housing and Resources
Title of Report	Purchase of Land in Lowestoft (Exempt Report)
Report Reference	REP1707

Purpose of Report	
To seek permission to purchase land in Lowestoft, as part of the Council's longer term regenerative initiative.	
Options Considered	
Not to purchase the land. This was rejected as not being in the Council's best interests and it would not help to deliver the aims of the East Suffolk Business Plan.	
Reason for Decision	
The private sector have not taken the opportunity to regenerate the area under consideration, therefore the Council must take a more interventionist approach in order for development to take place.	
CABINET DECISION:	
That the purchase of land identified within this report (REP1707), up to the value as discussed at the meeting, be approved.	
Declarations of Interest / Conflicts of Interest	None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Resources
Title of Report	Proposed Purchase of Land in Lowestoft (Exempt Report)
Report Reference	REP1753

<p>Purpose of Report</p> <p>To seek permission for the proposed purchase of land in Lowestoft, as part of the Council’s longer term regenerative initiative.</p>	
<p>Options Considered</p> <p>Not to purchase the land. This was rejected as not being in the Council’s best interests and it would not help to deliver the aims of the East Suffolk Business Plan.</p>	
<p>Reason for Decision</p> <p>The private sector have not taken the opportunity to regenerate the area under consideration, therefore the Council must take a more interventionist approach in order for development to take place. The purchase of the land will enable the Council to take a more proactive approach in the area.</p>	
<p>CABINET DECISION:</p> <p>That the purchase of the site shown edged red on the plan attached to this report (REP1753), by private negotiation, up to the value as agreed at the meeting, be approved.</p>	
<p>Declarations of Interest / Conflicts of Interest</p>	None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Resources
Title of Report	Shared Ownership Affordable Housing Programme 2016-2021 – HCA Funding for New Council Owned Shared Ownership Dwellings (Exempt Report)
Report Reference	REP1563

Purpose of Report

To update the Cabinet that the Council has successfully secured a grant via a bid to the Homes and Communities Agency's Shared Ownership and Affordable Homes Programme (SOAHP) 2016 to 2021. The report also seeks permission for the payment of the grant, which requires the Council to enter into a grant agreement (mixed consortium) with the Homes and Communities Agency (HCA).

Options Considered

Not to build shared ownership dwellings, in case they are not able to be sold. This was rejected, as not being in the best interests of the Council or the District. The HRA has the financial capacity to absorb these units as affordable rent, should they not be sold.

Reason for Decision

Entering into these agreements will enable the delivery of 61 new homes for shared ownership, offers the Council value for money and will contribute to the delivery of a number of the Council's key priorities, as set out in the East Suffolk Business Plan.

CABINET DECISIONS:

1. That the completion of the grant agreement (mixed consortium) contract with the HCA to access initial grant of, up to the amount as discussed at the meeting, to deliver 61 new shared ownership homes and to access further grant where available, subject to terms that best protect the Council's interests, be approved.
2. That the completion of a consortium agreement, with the partners as discussed at the meeting, for programme management services, subject to terms that best protect the Council's interests, be approved.
3. That the completion of an agreement, with the company as discussed at the meeting, for programme management services, to the value as agreed at the meeting, on the basis that the requirements in the paragraph 8 of the Council's Contract Procedure Rules are waived, for the reasons set out in paragraph 3.2.2 of this report, subject to terms that best protect the Council's interest, be approved.
4. Subject to recommendations 1 and 2, that the principle of gross expenditure of, up to the sum as agreed at the meeting, from the HRA Capital Programme, to deliver the SOAHP 2016 to 2021 programme be approved, subject to the individual schemes being approved by the Cabinet in due course.
5. Subject to recommendations 1 and 2, that Delegated Authority be granted to the Head of Housing Services, in consultation with the Cabinet Member for Housing, the Head of Legal and Democratic Services and the Chief Finance Officer, to negotiate the terms of the agreements that are referred to above, that best protect the Council's interests.

**Declarations of Interest /
Conflicts of Interest**

None

Meeting Date	Wednesday, 17 January 2018
Call-In Period	Monday, 22 January 2018 to Friday, 26 January 2018
Implementation Date (If no Call-In activated)	Monday, 29 January 2018

Councillor M Bee
Leader of the Council

OPEN CABINET DECISION NOTICE – FOR EXEMPT ITEM

Cabinet Area	Resources
Title of Report	Consideration of the recommendations from the Overview & Scrutiny Committee following the Call-In of the Jubilee Chalets Report (Exempt Report)
Report Reference	Not Applicable

Background

At the Cabinet meeting on 6 December 2017, an Exempt report was considered regarding the proposed Jubilee Beach Huts Redevelopment (REP1729), along Lowestoft sea front. At that meeting, the Cabinet agreed the following recommendations:

1. That the production of a prototype beach chalet, to assist with the design and investigation process, be approved.
2. On the longer term development, that a budget, of the sum as discussed at the meeting, to fund the requisite site and utility surveys, structural investigations, planning reports, flood risk assessments, flood risk engineering and other fees and reports necessary to submit a planning application and produce a final performance specification/ cost which can assist to deliver a final Cabinet report in early 2018, be approved.
3. Simultaneous with the above, to proceed and submit an application for grant funding, from the programme as discussed at the meeting, and to accept the external funding if the project bid is successful and can meet the timing of the project.
4. That all works are to be preceded by a local communications and engagement process.

In accordance with the Council's Constitution, these decisions were Called-In and the Monitoring Officer considered the submission. The Monitoring Officer decided that the Call-In was valid and should be referred to the Overview & Scrutiny Committee for further consideration and debate.

The Overview & Scrutiny Committee considered this matter at their meeting on 4 January 2018, where it was unanimously agreed that the decisions taken by the Cabinet at their meeting on 6 December 2017 had been made in accordance with the principles of good decision-making, with the information that was given at the time.

However, the Overview & Scrutiny Committee felt that there had not been sufficient consultation. As such, they recommended that the proposals for the new development and business case for Jubilee Chalets be brought back to the Overview & Scrutiny Committee for consideration, prior to the report being presented to Cabinet for approval.

CABINET DECISIONS:

After discussion, the Cabinet agreed with the resolutions made by the Overview & Scrutiny Committee at their meeting on 4 January 2018.

As a result of the Cabinet's agreement, the original decisions made by the Cabinet at their meeting on 6 December 2017 regarding Jubilee Chalets were therefore released for immediate implementation and could not be subject to further 'Call-In'.

**Declarations of Interest /
Conflicts of Interest**

None

Meeting Date

Wednesday, 17 January 2018

Call-In Period

The call-in provisions will not apply to the above recommendation on this occasion.

**Implementation Date
(if no Call-In activated)**

Not Applicable.

Councillor M Bee
Leader of the Council