

Enquiries regarding this Agenda:
Steven Lincoln (01284) 757108

Cabinet

***Thursday 23 October 2008 at 5.00 pm
in the Council Chamber, Borough Offices, Angel Hill, Bury St Edmunds***

CONSTITUTION: *Leader of the Council: Councillor John Griffiths
Joint Deputy Leaders of the Council: Councillors Nigel Aitkens and
Sara Mildmay-White*

<i>Councillors:</i>		<i>Portfolios:</i>
Nigel Aitkens	-	Economy and Asset Management
Lynsey Alexander	-	Culture and Sport
Terry Clements	-	Transport and Planning
Paul Farmer	-	Resources and Efficiency
John Griffiths	-	Rural Affairs and External Relationships
Sara Mildmay-White	-	Community
David Ray	-	Performance and Organisational Development
Peter Stevens	-	Environment and Street Scene

QUORUM: *Three Members*

***Please switch off mobile phones during the
meeting, unless exceptional circumstances
require otherwise.***

Agenda

Procedural Matters

1. Apologies for Absence

2. Minutes

To confirm the minutes of the meetings held on 17 September 2008 (copy attached).

3. Declarations of Interests

Members are reminded of their responsibility to declare any personal or prejudicial interest which they have in any item of business on the Agenda ***no later than when that item is reached*** and, when appropriate, to leave the meeting prior to discussion and voting on the item.

Part 1 – Public

(Forward Plan reference (where applicable) shown in brackets)

Corporate Priority: Raising Corporate Standards and Efficiency

4. Report of the Policy Development Committee: 15 October 2008

Chairman – Ian Houlder;

Contact Officer – Adriana Stapleton

Telephone: 01284-757613

e-mail: adriana.stapleton@stedsbc.gov.uk

Report **Z292 TO FOLLOW**.

Summary and reasons for recommendation:

On 15 October 2008 the Policy Development Committee will consider the following items:-

- (1) Cabinet Forward Plan: October 2008 to January 2009;
- (2) Work Programme; and
- (3) Service Plan Briefing: Service and Team Drivers 2009/2010.

Recommendation:

The report of the Policy Development Committee be **NOTED**.

5. Report of the Policy Development Committee: Review of the Capital Programme (Nov 08/05)

Cabinet Member – Paul Farmer;

Contact Officer – Liz Watts

Telephone: 01284-757252

e-mail: liz.watts@stedsbc.gov.uk

Report **Z293 TO FOLLOW**.

6. Report of the Policy Development Committee: Revenues and Benefits Service Write Off Policy (Nov 08/08)

Cabinet Member – Paul Farmer;

Contact Officer – Sue Archer

Telephone: 01284-757271

e-mail: sue.archer@stedsbc.gov.uk

Report **Z294 TO FOLLOW**.

7. Report of the Policy Development Committee: Covert Surveillance Policy (Nov 08/12)

Cabinet Member – David Ray;

Contact Officer – Joy Bowes

Telephone: 01284-757141

e-mail: joy.bowes@stedsbc.gov.uk

Report **Z295 TO FOLLOW**.

8. West Suffolk House Joint Committee: 3 October 2008 (Nov 08/02)

Cabinet Member – Nigel Aitkens;

Contact Officer – Alex Wilson

Telephone: 01284-757695

e-mail: alex.wilson@stedsbc.gov.uk

Report **Z296** attached.

Summary and reasons for recommendations:

On 3 October 2008 the West Suffolk House Joint Committee considered the following items:-

- (1) Action List;
- (2) Public Service Village (PSV) Programme Status Report;
- (3) Business Plan and Benefits Realisation Process;
- (4) BREEAM Assessment and Renewable Energy;
- (5) Items of Interest;
- (6) Staff Car Parking;
- (7) Risk Register; and
- (8) Programme Activities Log.

Recommendations:

Staff Car Parking

Subject to the approval of full Council:-

- (1) contributions from both St Edmundsbury Borough and Suffolk County Councils towards the West Suffolk House Travel Plan based on usage at a rate of £1.20 per space per day for Years 1 and 2 be approved; and
- (2) the Year 3 contribution rate be reviewed.

9. Central Safety Panel: 20 October 2008 (Nov 08/01)

Cabinet Member – David Ray;

Contact Officer – Martin Hosker

Telephone: 01284-757010

e-mail: martin.hosker@stedsbc.gov.uk

Report **Z297 TO FOLLOW**.

Summary and reasons for recommendations:

On 20 October 2008, the Central Safety Panel will consider the following items:-

- (1) Minutes: Combined Area Safety Committee (CASC);
- (2) Health and Safety Policy: Amendments;
- (3) Incidents involving Employees and Incidents involving Members of the Public;
- (4) West Suffolk House occupation;
- (5) Health and Safety Policies for West Suffolk House; and
- (6) Health and Safety update.

Recommendations:

Recommendations arising from this meeting of the Panel will follow as Report Z297.

10. Joint Staff Consultative Panel: 21 October 2008 (Nov 08/10)

Cabinet Members – David Ray;

Contact Officer – Louise Hammond

Telephone: 01284-757008

e-mail: louise.hammond@stedsbc.gov.uk

Report **Z298 TO FOLLOW**.

11. Boundary Committee Review of Suffolk: Update (Nov 08/11)

Cabinet Member – John Griffiths;

Contact Officer – Alex Wilson

Telephone: 01284-757695

e-mail: alex.wilson@stedsbc.gov.uk

Summary:

On 26 September 2008, the Council made a joint submission with Forest Heath and Waveney District Councils to the Boundary Committee in response to its review of local government in Norfolk and Suffolk. The Leader of the Council will update the Cabinet on issues that have arisen since the submission has been made.

12. Treasury Management Report 2009: 1 April to 30 September 2008

Cabinet Member – Paul Farmer;

Contact Officer – Chris Barber

Telephone: 01284-757241

e-mail: chris.barber@stedsbc.gov.uk

Report **Z299** attached

Summary and reasons for recommendation:

This report summarises the investment activity for the first six months of the 2008/2009 financial year and is submitted in accordance with good practice.

At the end of September 2008 interest earned amounted to £1,692,350 against the budget for the period of £1,172,250, a surplus of £520,100. The over achievement of interest on investments during this period was due to higher than expected interest rates and to slippage on the capital programme. The target investment rate for the year is 4.75%. In the six month period covered by this report, the average rate of interest achieved was 5.47%.

The budget for investment income for the 2008/2009 financial year is £2,102,000, equivalent to £55.92 for each Council Tax Band D property.

Recommendation:

Information on the Treasury Management function for the period 1 April to 30 September 2008, as detailed in Report Z299, be noted.

13. Budget Monitoring Report: To 30 September 2008

Cabinet Member – Paul Farmer;

Contact Officer – Liz Watts

Telephone: 01284-757252

e-mail: liz.watts@stedsbc.gov.uk

Report **Z300** attached

Summary and reasons for recommendation:

Appendix A, page 1, is the General Fund Budget Monitoring Summary report which shows an estimated underspend of £1,216,000. Appendix A, pages 2 and 3, provide an explanation of budget variances over £10,000.

Appendix B is the Capital budget Monitoring Report which shows net capital expenditure of £6,886,000 for the period, compared to a full year capital budget of £29,889,000. This substantial underspend on the capital programme is due to a number of factors including delays in some major projects and some timing issues relating to the completion of stage payments. It should also be noted that capital expenditure budgets are not profiled and many of the schemes included in the programme are not due to commence until later in the financial year. The capital disposals programme shows capital receipts for the period of £1,956,867 against a full year disposals estimate of £10,160,000.

Recommendation:

The Cabinet is requested to **NOTE** the Budget Monitoring Report for the period ended 30 September 2008.

Corporate Priority: Securing a Sustainable and Attractive Environment

14. Sustainable Development Panel: 21 October 2008 (Nov 08/04)

*Cabinet Members – Terry Clements;
Peter Stevens*

Contact Officer – Patsy Dell

Telephone: 01284-757306

e-mail: patsy.dell@stedsbc.gov.uk

Report **Z301 TO FOLLOW.**

**15. West Suffolk Waste and Street Scene Services Joint Committee:
17 October 2008 (Nov 08/06)**

Cabinet Member – Peter Stevens;

Contact Officer – Mark Walsh

Telephone: 01284-757300

e-mail: mark.walsh@stedsbc.gov.uk

Report **Z302 TO FOLLOW.**

Summary and reasons for recommendations:

On 17 October 2008 the West Suffolk Waste and Street Scene Services Joint Committee will consider the following items:-

- (1) Development of a Joint Service Plan;

- (2) Update on the Service Level Agreement for A11/A14 Cleansing;
- (3) Update on the Joint Arrangement for Vehicle Maintenance;
- (4) Update on Joint Litter Campaigns;
- (5) Policy Revision for the Collection and Issuing of Sacks;
- (6) Update on the Diversion Incentive Funding Projects;
- (7) ENTEC Study of the Waste Collection Rounds in Forest Heath and St Edmundsbury; and
- (8) Composting of Street Sweepings.

Recommendations:

Recommendations arising from this meeting of the Joint Committee will follow as Report Z302.

Corporate Priority: Creating a Prosperous Local Economy

16. Bury St Edmunds Area Working Party: 14 October 2008 (Nov 08/03)

*Cabinet Member – Sara Mildmay-White; Contact Officer – Mark Walsh
Telephone: 01284-757300
e-mail: mark.walsh@stedsbcc.gov.uk*

Report **Z303** attached.

Summary and reasons for recommendations:

On 14 October 2008 the Area Working Party considered the following items:-

- (1) Engineering Services Work Programme;
- (2) Cattle Market Redevelopment: Public Works Project Status Report; and
- (3) Former Roy's of Wroxham Store, Risbygate Street, Bury St Edmunds.

Recommendations:

(a) Engineering Services Work Programme

(1) Holderness Road, Bury St Edmunds

Suffolk County Council be recommended to stop up Holderness Road, Bury St Edmunds;

(2) Residents' Parking Schemes

A report be made to the next meeting of the Bury St Edmunds Area Working Party which presents the overview of the residents' parking schemes within Bury St Edmunds, whether in operation or under consideration.

(3) Revised Layout of Junction: St Andrews Street/Risbygate Street/Brentgoval Street, Bury St Edmunds

The proposed consultation on the revised layout of the junction of St Andrews Street/Risbygate Street/Brentgoval Street be deferred in order that further consideration be given to traffic and pedestrian movements at this junction and also along connecting streets, to include assessing the implications of the potential redevelopment of the former Roy's of Wroxham store in Risbygate Street and the construction of the Link between the town centre and the Cattle Market redevelopment.

(4) Cattle Market Surface Car Park

- (a) a report be made to the Bury St Edmunds Area Working Party as to the options for additional planting and landscaping; and
- (b) a letter be written to Suffolk Constabulary as to the anti-social behaviour encountered in the car park in the evenings.

(b) Former Roy's of Wroxham Store, Risbygate Street, Bury St Edmunds

The car parking arrangements as detailed in Exempt Report Z280 be approved.

17. Local Authority Business Growth Incentive Scheme (Nov 08/09)

Cabinet Member – Nigel Aitkens;

Contact Officer – Andrea Mayley

Telephone: 01284-757343

e-mail: andrea.mayley@stedsb.gov.uk

Report **Z304** attached.

Summary and reasons for recommendations:

The Local Authority Business Growth Incentive Scheme (LABGI) is a Government scheme whereby local authorities are rewarded in accordance with the economic growth in their area. Over the past three years the Council has received £1,174,417 reflecting the strong economic performance of the Borough. Two previous reports (Report Y17, Cabinet 23 May 2007 and Y563 Cabinet 18 February 2008) identified how this funding could be used to promote the continued economic prosperity of St Edmundsbury. Approximately £434,000 remains unallocated at this stage. This paper reports on the progress of spending in these areas and proposes a programme of future investment.

In September 2008, the Government published a consultation about future LABGI funding and asked for responses by 20 November. The proposed scheme includes changing the distribution to cover much larger geographical areas (the whole of East Anglia in St Edmundsbury's case); giving 65% of the fund to upper tier authorities and 35% to lower tier (a reversal of the current situation); and basing the calculation on population figures (to the disadvantage of rural areas like St Edmundsbury). The Greater Cambridge Partnership has suggested that St Edmundsbury Borough Council (SEBC) and Forest Heath District Council (FHDC) may wish to lend support to its view that the distribution area is too wide and

that it would be more effective and relevant to distribute the funds to the Greater Cambridge area of which SEBC and FHDC are part. This paper recommends that SEBC join this Greater Cambridge LABGI partnership.

In addition, a capital receipt of £445,000 has been received by the Council from the sale of the Vision Centre in Eastern Way, Bury St Edmunds to Menta (Mid-Anglian Enterprise Agency). This report seeks authority for the principle of using this capital receipt to invest in the existing Borough Council owned business units in Haverhill, strengthening the Council's commitment to support the growth of the local economy.

Recommendations:

- (1) the amended investment proposals for the Local Authority Business Growth Incentive Scheme (LABGI) for 2008/2009 and 2009/2010, as detailed in paragraphs 4.3 to 4.5 of Report Z304 be approved;
- (2) the Corporate Director for Environment, in consultation with the Portfolio Holder responsible for economic development and the Chief Finance Officer, be authorised, if necessary, to update and amend the LABGI investment programme in accordance with the Council's Economic Development Strategy;
- (3) the Borough Council supports the principle of St Edmundsbury being included in a Greater Cambridge LABGI partnership;
- (4) the Economic Development Manager, in consultation with the Portfolio Holder for Economy and Asset Management and the Chief Finance Officer, be authorised to respond to the LABGI consultation in accordance with paragraphs 4.6 to 4.9 of Report Z304; and
- (5) subject to the approval of full Council, it be agreed in principle that the £445,000 capital receipt from the sale of the Vision Centre in Bury St Edmunds be allocated towards the cost of repairs and improvements to the Borough Council's existing employment units in Haverhill, as detailed in paragraph 4.10 of Report Z304 and subject to the Council's normal Asset Management Plan process.

18. Distribution of Funding for the Rural Action Plan 2008–2011 (Nov 08/07)

Cabinet Member – John Griffiths;

Contact Officer – Andrea Mayley

Telephone: 01284-757343

e-mail: andrea.mayley@stedsbc.gov.uk

Report **Z305** attached.

Summary and reasons for recommendations:

The St Edmundsbury Rural Action Plan for 2008 to 2011 was approved by the Cabinet on 19 March 2008 (minute 180 refers). Funding for the projects within the Rural Action Plan is to come from the agreed revenue and capital provision in the 2008/2009 budget and beyond. This report seeks approval for the distribution of this funding.

Recommendations:

- (1) The funding allocations for the St Edmundsbury Rural Action Plan, detailed in Appendix A of Report Z305, be approved; and
- (2) The Economic Development Manager be given delegated authority to authorise these payments in consultation with the Portfolio Holder with responsibility for Rural Affairs, subject to minor changes, for example due to estimated project costs.

Part 2 – Private

None