

ST EDMUNDSBURY BOROUGH COUNCIL

CABINET

**Minutes of a meeting held on Wednesday 24 June 2009 at 5.00 pm
in the Dining Hall, Samuel Ward Arts and Technology College,
Chalkstone Way, Haverhill**

PRESENT: Councillor J H M Griffiths (Leader of the Council) (in the Chair)
Councillors Aitkens, Mrs Alexander, Clements, Farmer and Ray

BY INVITATION: Councillor Everitt, Chairman of the Bury St Edmunds Area Working Party; Councillor Houlder, Chairman of the Policy Development Committee; Councillor Lockwood, Chairman of the Overview and Scrutiny Committee; Councillor Rout, Chairman of the Sustainable Development Panel; Councillor Thorndyke, Assistant Portfolio Holder for Rural Affairs; Councillors Mrs Richardson and Mrs Rushbrook.

1. Apologies for absence

Apologies for absence were received from Councillors Mrs Mildmay-White and Stevens.

2. Minutes

The minutes of the meeting held on 29 April 2009 were confirmed as a correct record and signed by the Chairman.

At this point, Councillor Griffiths, Leader of the Council announced that he was delighted that the meeting of the Cabinet was being held in Haverhill and gave his thanks to the staff and pupils of the Samuel Ward Arts and Technology College for enabling the meeting to be held on the premises. Congratulations were also given to Sandra Pell, Corporate Director for Economy and Environment on her recent MBE award and to Mike Dawson, Corporate Director for Community on his recent appointment as Chief Executive Officer to Tewkesbury Borough Council.

3. Declarations of Interests

Members' declarations of interests are recorded under the item to which the declaration relates.

4. Haverhill Area Working Party: 6 May 2009

Forward Plan Reference: Jul 09/10 Cabinet Member: Cllr Nigel Aitkens

The Cabinet considered Report A52 (previously circulated) which contained the recommendations emanating from the meeting of the Haverhill Area Working Party held on 6 May 2009.

Councillor Aitkens, Portfolio Holder responsible for Haverhill, drew relevant issues to the attention of the Cabinet and placed emphasis on the merits of the Queen Street Shop Fronts Grant Scheme which would enable eligible applicants to seek funding assistance to improve the aesthetics of their shop fronts in Queen Street, Haverhill. Councillor Griffiths wished to place on record the valuable contributions made by Members located in Haverhill, particularly in respect of the refurbishment of the Haverhill Leisure Centre; the public realm works; the construction of the Cineworld Cinema complex; and the successful launch of the Haverhill Brand.

RESOLVED:- That

- (1) the offer to applicants of the Queen Street Shop Fronts Grant Scheme of a choice of Option 2 or Option 3 in respect of meeting shopfront design costs, as detailed in Section 3.6 of Report Z687, be approved;
- (2) subject to the following amendments, precise details of the Scheme, as set out in Appendices A, B, C and D to Report Z687, be approved:-
 - (a) Appendix B: Item 21, to replace reference to 'two local shopfitters' by 'three local shopfitters', and replace reference to 'partnership' by 'partnering arrangement';
 - (b) Appendix B: Item 31, to insert reference to ensuring each case would be judged on its own merits; and
 - (c) Appendix C: to insert reference in the application form itself that written proof of permission from the landlord to undertake the works would be provided, if required; and
- (3) to enable free design work to be offered to applicants as referred to in Option 3 of the Scheme, a working group comprising Councillors Cox, McManus and Mrs Richardson and appropriate officers be established to devise criteria to enable the selection of three local shopfitting companies to work in a partnering arrangement with the Borough Council.

5. Haverhill Area Working Party: 11 June 2009

Forward Plan Reference: Jul09/10 Cabinet Member: Cllr Nigel Aitkens

(Councillor Clements declared a personal interest as a Borough Council nominated representative on the Abbeycroft Leisure Management Board and remained in the meeting for the consideration of this item.)

The Cabinet considered Report A53 (previously circulated) which contained recommendations emanating from the meeting of the Haverhill Area Working Party held on 11 June 2009.

Attached as Exempt Appendix A to the report were the recommendations emanating from Exempt Report A38, as amended, in respect of the Haverhill Community Football Project and these would be considered under Agenda Item 24 in Private Session (Minute 24 below refers.)

Councillor Aitkens, Portfolio Holder responsible for Haverhill, drew relevant issues to the attention of the Cabinet and in particular, how the construction of the North West Haverhill relief road detailed in the Masterplan for the development of North West Haverhill would relieve congestion in Haverhill Town Centre. He also reported on the excellent refurbishment of the Haverhill Leisure Centre which was scheduled to reopen on 4 July 2009. Councillor Aitkens also recognised the work of the Corporate Director for Community and commented that a number of schemes implemented in Haverhill were due to the creation of effective partnerships and the extensive commitment of the officers.



RECOMMENDED:- That

Subject to the approval of full Council, the Masterplan for the development of North West Haverhill, as contained in Appendix A to Report A35, be adopted as non-statutory planning guidance.

6. Report of the Policy Development Committee: 10 June 2009

Forward Plan Reference: N/A Cabinet Member: All Portfolio Holders

The Cabinet received and noted Report A54 (previously circulated) which informed the Cabinet of the following items discussed by the Policy Development Committee on 10 June 2009:-

- (1) Annual Report of the Cabinet: 2008/2009;
- (2) Cabinet Forward Plan – June to September 2009;
- (3) Approval of 2009/2010 Work Programme;
- (4) Re-appointment to Panels, Reviews and Working Groups;
- (5) Equality Action Plan: 2008/2011 – Progress made in 2008/2009;
- (6) Partnership Strategy;
- (7) Revising the St Edmundsbury Fuel Poverty Strategy;
- (8) Parish and Town Council Revenue Support Grants: and
- (9) Asset Management Plan and Capital Management Strategy – Performance Management and Implementation Plans.

Councillor Houlder, Chairman of the Policy Development Committee, drew relevant issues to the attention of the Cabinet. Councillor Griffiths, Leader of the Council, reported that the discussions at the briefing jointly held with the Overview and Scrutiny Committee on 22 April 2009 were extremely beneficial to inform and shape the Annual Report of the Cabinet for 2008/2009, which incorporated the Cabinet's Commitments and Corporate Priorities for 2009/2010.

7. Report of the Policy Development Committee: Revising of St Edmundsbury Fuel Poverty Strategy

Forward Plan Reference: Jul09/05 Cabinet Member: Cllr Peter Stevens

The Cabinet considered Report A55 (previously circulated) which sought approval for the draft Affordable Warmth Strategy for external consultation and that following consultation, the final version of the Strategy be submitted to the Cabinet for adoption.

Councillor Houlder, Chairman of the Policy Development Committee, informed the Cabinet that the Council's first Fuel Poverty Strategy was published in 2002 and it was now necessary to review and revise the Strategy to keep up with changing circumstances. A revision of the 2002 Strategy, now entitled an 'Affordable Warmth Strategy', had been considered in detail by the Committee. The draft Strategy incorporated an action plan which reflected the Strategy's aims and objectives. Councillor Houlder added that a presentation had been held at the meeting regarding the preventative fuel poverty measures currently being undertaken in the local community, and that consultation on the Strategy would seek views on the Borough Council's role to develop effective schemes to enable householders to maintain adequate warmth in their own homes throughout the year.

RESOLVED:-

That the draft Affordable Warmth Strategy, as set out in the Appendix to Report A26, be approved for external consultation, and that following consultation the final version of the Strategy be submitted to the Cabinet for adoption.

8. Report of the Policy Development Committee: Equality Action Plan 2008 to 2011: Progress made in 2008/2009

Forward Plan Reference: Jul09/08 Cabinet Member: Cllr David Ray

The Cabinet considered Report A56 (previously circulated) which sought approval for the amended Equality Action Plan for 2009 onwards.

Councillor Houlder, Chairman of the Policy Development Committee, informed the Cabinet that the Diversity Group, a Working Group of the Policy Development Committee, had reviewed progress made since the implementation of the Equality Action Plan in 2008 and had recommended changes to the Plan in light of new legislative requirements detailed in the new Equality Framework, and the Comprehensive Area Assessment and Organisational Assessment. The Diversity Group had considered that all the actions in the Plan remained relevant for 2009/2010 with amendments whereby actions (2a) to (2c) were deleted and replaced with a new action to implement equality monitoring procedures as this linked with the Council's Improvement Plan. The recommendations of the Diversity Group had been accepted by the Committee.

Councillor Ray, Portfolio Holder for Performance and Organisational Development, informed the Cabinet that the amended Action Plan would help to meet the criteria set out in the new Equality Framework which had re-categorised the Borough Council in this area as a 'developing' authority with the aim of reaching the next stage, 'achieving' during 2010/2011.

RESOLVED:-

That the amended Equality Action Plan for 2009 onwards, as set out in Appendix 1 to Report A24, be approved.

9. Report of the Policy Development Committee: Partnership Strategy

Forward Plan Reference: Jul09/11 Cabinet Member: Cllr David Ray

The Cabinet considered Report A57 (previously circulated) which sought approval for the piloting of a Partnership Strategy and its toolkits.

Councillor Houlder, Chairman of the Policy Development Committee, drew relevant issues to the attention of the Cabinet. He informed the Cabinet that subsequent to the findings of an internal audit report and the completion of the Organisational Assessment, the need for the Council to adopt a Partnership Strategy had become evident. The adoption of a Strategy would help to ensure that partnerships established with the Borough Council were monitored and reviewed with the appropriate level of governance arrangements to achieve better outcomes. As a result, the Committee had considered a draft Partnership Strategy which explained the arrangements for forming new partnerships, and for reviewing and monitoring existing ones. The Strategy would be piloted in partnership with Forest Heath District Council, following which it would be developed to reflect the findings of the pilot, and the Committee would consider an updated version of the Strategy on 25 November 2009.

The Cabinet was pleased to endorse the piloting of this new Strategy, particularly as the Borough Council was becoming increasingly involved in partnership working.

RESOLVED:-

That the Partnership Strategy and its toolkits, as set out in the Appendix to Report A25, be adopted for use as a pilot strategy.

10. Report of the Policy Development Committee: Parish and Town Council Revenue support Grants

Forward Plan Reference: Jul09/14 Cabinet Member: Cllr Paul Farmer

(Councillor Farmer declared a personal interest as a member of Bury St Edmunds Town Council and remained in the meeting for consideration of this item.)

Councillor Farmer, Portfolio Holder for Resources and Efficiency, informed the Cabinet that subsequent to the distribution of the Cabinet agenda and papers, a number of the figures contained in Report A58 and Report A27, which were previously considered by the Policy Development Committee, were found to be incorrect. As a consequence, the sub-group of the Policy Development Committee that had undertaken the review of the Parish and Town Council Revenue Support Grant Scheme had recommended that the item should be reconsidered by the Policy Development Committee. Therefore, with the agreement of the Chairman of the Policy Development Committee, the Cabinet accepted that this item should be deferred to the next meeting of the Committee on 2 September 2009 and the recommendations emanating from the Committee would be considered by the Cabinet on 16 September 2009.

11. Report of the Overview and Scrutiny Committee: 1 June 2009

Forward Plan Reference: N/A Cabinet Member: All Portfolio Holders

The Cabinet considered Report A59 (previously circulated) which informed the Cabinet of the following items discussed by the Overview and Scrutiny Committee on 1 June 2009:-

- (1) Councillor Call for Action Submission – Councillor Jim Thorndyke: Stanton Grundle Flooding Remedial Action;
- (2) Approval of 2009/2010 Work Programme;
- (3) Nominations to Working Groups and Suffolk Joint Scrutiny Committees;
- (4) Annual Report of the Cabinet 2008/2009;
- (5) Cabinet Forward Plan – June to September 2009; and
- (6) Staff Survey Action Plan Update.

Councillor Lockwood, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet. In particular, he provided information on the background of the topic which had led to the submission of the Councillor Call for Action by Councillor Thorndyke, Ward Member for Stanton, and that the matter had been referred to a formal hearing at the meeting of the Committee on 8 July 2009. Councillor Lockwood also commended the work of the 'OD Bods', a Staff Organisational Development Group, members of which had provided a detailed and comprehensive presentation on the outcomes and actions emanating from the findings of the Staff Survey previously undertaken in 2007.

Whilst the issue in respect of the effects caused by the flooding of The Grundle in Stanton was a matter worthy of consideration under the Councillor Call for Action protocol, the Cabinet emphasised that this procedure should be followed as a last resort when every other avenue for action had been explored and exhausted.



RECOMMENDED:-

The Cabinet recommends that, full Council appoint the following Members to Suffolk Joint Scrutiny Committees:-

(a) Suffolk Health Overview and Scrutiny Committee

Councillor Beckwith;

(b) Suffolk Joint Emergency Planning Policy Panel

Full Member: Councillor Thorndyke; and Substitute Member: Councillor Oliver;

(c) Joint Scrutiny of Flooding and Flood Risk Working Party

Councillors Mrs Levack and Price.

12. Boundary Committee Review of Suffolk: Update

Forward Plan Reference: Jul09/06 Cabinet Member: Cllr John Griffiths

Councillor Griffiths, Leader of the Council, informed the Cabinet that on 14 May 2009, the Borough Council submitted its response to the Boundary Committee's revised draft proposals in a joint submission with Forest Heath and Waveney District Councils. The Borough Council was now awaiting the Committee's final report which must be submitted to the Secretary of State by 15 July 2009.

In addition and in accordance with the decision taken by full Council on 31 March 2009, St Edmundsbury had joined with Forest Heath and Suffolk Coastal District Councils to seek a judicial review of the Committee's decision to exclude the three unitary option from the Local Government Review. Councillor Griffiths informed the Cabinet that the High Court had now given its authority for a judicial review to be sought and it was expected that the hearing would take place within the first two weeks of July 2009, before the announcement of the Boundary Committee's decision to the Secretary of State on 15 July.

13. Annual Review and Appointment of Working Parties and Panels

Forward Plan Reference: N/A Cabinet Member: Cllr John Griffiths

The Cabinet considered Report A60 (previously circulated) which sought approval for amendments to its Working Parties and Panels.

The Constitution stated that the Cabinet may establish Working Parties and Panels to consider specific issues and to make recommendations. A number of Working Parties and Panels had been formed and the Cabinet reviewed the membership, Terms of Reference and the continued need for them on an annual basis. In 2008/2009, the Cabinet had agreed 12 Panels/Working Parties, however, some Panels were either defunct as the work had been completed or work had been transferred to other bodies separate from the Cabinet. It had also been identified that the Terms of Reference for the Sustainable Development Panel should be updated to address climate change issues and these amended Terms of Reference were attached as Appendix A to Report A60 for approval.

In response to a question, the Cabinet was informed that the recommendation detailed in Section 4.1 (d) (1) of Report A60 which stated, '*the Procurement Standards Board be disbanded*' had inadvertently been omitted from the summary contained in

the Agenda but would require approval together with the remaining recommendations contained in Report A60.

RESOLVED:- That,

(a) Procurement Standards Board

- (1) the Procurement Standards Board be disbanded;
and
- (2) formal reporting arrangements be made involving the Performance and Audit Scrutiny Committee as part of its performance management role.

(b) Public Service Village (PSV) Councillor Group

the Public Service Village Councillor Group be disbanded at the end of the formal West Suffolk House project, after receipt of a report on project close-down.

(c) Impact Management Group

the Borough Council's Impact Management Group continue but under the aegis of Bury St Edmunds Town Centre Management, as detailed in paragraph 4.3 (c) of Report A60.

(d) Sustainable Development Panel

the revised Terms of Reference for the Sustainable Development Panel, attached as Appendix A to Report A60, be approved.

14. West Suffolk House Joint Committee: 1 May 2009

Forward Plan Reference: Jul09/07 Cabinet Members: Cllrs Nigel Aitkens; Sara Mildmay-White; Terry Clements; and Paul Farmer

The Cabinet considered Report A61 (previously circulated) which contained a revision to the recommendations emanating from the meeting of the West Suffolk House Joint Committee held on 1 May 2009.

Councillor Aitkens, Portfolio Holder largely responsible for the West Suffolk House Building Programme, drew relevant issues to the attention of the Cabinet. He stated that as the Building Programme was now almost complete and the remit for the Joint Committee would therefore be changing, it was appropriate for the Portfolio Holders for Performance and Organisational Development, and Resources and Efficiency to be nominated as the Borough Council's representatives on the West Suffolk House Joint Committee. However, subsequent to the meeting of the Joint Committee on 1 May 2009, Councillor Farmer, Portfolio Holder for Resources and Efficiency, had been elected to Suffolk County Council on 4 June 2009 and therefore his membership on the Joint Committee could potentially cause a conflict of interest. It was therefore, considered appropriate that Councillor Aitkens should continue to sit as a full Member on the Joint Committee representing St Edmundsbury Borough Council.

RESOLVED:- That

- (1) Councillors Aitkens and Ray be appointed as full Members to sit on the West Suffolk House Joint Committee and;
- (2) on the nomination of the Leader of the Council, the Head of Legal and Democratic Services be authorised to appoint two further Members of the Cabinet as Substitute Members to the Joint Committee.

15. Grant Panel: 9 June 2009

Forward Plan Reference: Jul09/09 Cabinet Members: Cllrs Sara Mildmay-White and Paul Farmer

The Cabinet considered Report A62 (previously circulated) which contained the recommendations emanating from the meeting of the Grant Panel held on 9 June 2009.

Councillor Aitkens, in the absence of Councillor Mrs Mildmay-White, drew relevant issues to the attention of the Cabinet. He stated that the majority of the recommendations had been determined at a level so as to ensure funding remained available throughout the remainder of the 2009/2010 financial year. He also reported that subsequent to the meeting of the Panel, clarification had been sought in respect of the provision of funding from the Havebury Housing Partnership (Havebury) in connection with the application submitted by Bradfield with Stanningfield Parish Council. It had transpired that the £5,000 funding allocation had been provided from a Section 106 developer contribution made by Havebury in respect of a nearby development and was not, as the Panel was informed, a separate grant awarded from Havebury's Community Investment Fund. This situation had been clarified and the Cabinet was informed that the Grant Panel was satisfied that the recommendation of £5,000 should remain.

Councillor Griffiths, Ward Member for Ixworth, expressed concern that the recommendation of a £5,000 grant to Ixworth and Ixworth Thorpe Parish Council towards the provision of new play equipment, whereby the total cost of the project amounted to £92,288, had been reduced from their application request of £15,000. In response, Councillor Aitkens advised Councillor Griffiths that there could be further opportunities for the Parish Council to apply for additional funding should a shortfall in achieving the total funding required for the project become evident. In addition, Councillor Griffiths noted that the Parish Council would also be encouraged to seek further local contributions to provide additional match funding for the scheme.

The Cabinet also recognised the sensible approach for streamlining the application process to the Arts Council England from the Bury St Edmunds Art Gallery and the Theatre Royal which would prove significantly beneficial to the partners involved.

RESOLVED:- That

(a) Recreation, Village Hall and Play Scheme Grants

- (1) **Hundon Village Hall**
£8,000 be awarded to Hundon Village Hall and Playing Field Charity towards the cost of refurbishing and refitting the village hall entrance and toilets;

(2) **Little Teapots Pre-School, Chedburgh**

£4,000 be awarded to Little Teapots Pre-School, Chedburgh towards the cost of the extension to the school room in Erskine Centre;

(3) **Ixworth and Ixworth Thorpe Parish Council**

£5,000 be awarded to Ixworth and Ixworth Thorpe Parish Council towards the cost of refurbishing and extending the village play area;

(4) **Bradfield Combust with Stanningfield Parish Council**

£5,000 be awarded to Bradfield Combust with Stanningfield Parish Council towards the cost of new equipment and safety surfaces for the Hoggards Green Play Area, Stanningfield.

(5) **Ingham Social Club**

Further consideration of the application submitted by Ingham Social Club be deferred to enable the officers to contact the applicants to ascertain the amount of match funding being sought from other sources in addition to those already applied for, as detailed in Section 2.7.7 of Report A29.

(b) Arts Grants

(1) £500 be awarded to the Milkmaid Folk Arts Centre Community Interest Company (CIC) towards its operating costs in 2009/2010; and

(2) as the maximum grant awarded under the Arts Grants Scheme is £500, consideration of future Art Grants applications be determined in consultation with full Members (and substitutes, if appropriate) of the Grant Panel using the 'fast track' e-mail system that usually applies to the Rural Areas Community Initiatives Fund Scheme, as detailed in Appendix A to the Grants Policy.

Grants to the Bury St Edmunds Art Gallery and Theatre Royal: 2010/2011

(1) the joint application process in connection with the awarding of core funding grants to the Bury St Edmunds Art Gallery and Theatre Royal, as outlined in Report A30 be adopted by the Borough Council; and

(2) the timetable detailed in Sections 2.3 and 2.5 of Report A30 be approved.

16. Bury St Edmunds Area Working Party: 26 May 2009

Forward Plan Reference: Jul09/02 Cabinet Members: Cllr Sara Mildmay-White

The Cabinet considered Report A63 (previously circulated) which contained the recommendations emanating from the meeting of the Bury St Edmunds Area Working Party held on 26 May 2009.

Councillor Everitt, Chairman of the Bury St Edmunds Area Working Party, drew relevant issues to the attention of the Cabinet.

RESOLVED:- That

- (1) no objections to the proposed installation of Way Finding signs as detailed in Report A5 be raised; and
- (2) the developer be asked to incorporate within the signs the location of the toilet provision within the whole town, in addition to that currently shown in relation to the arc development.

17. Sustainable Development Panel: 5 May 2009

Forward Plan Reference: Jul09/03 Cabinet Members: Cllrs Terry Clements and Peter Stevens

The Cabinet considered Report A64 (previously circulated) which provided the recommendations emanating from the meeting of the Sustainable Development Panel held on 5 May 2009.

Councillor Rout, Chairman of the Sustainable Development Panel, drew relevant issues to the attention of the Cabinet. Particular reference was given to the Borough Council's requirement to provide an additional five pitches in St Edmundsbury for the Gypsy and Traveller community located in the East of England. The Panel had considered the proposed increase from 15 to 20 pitches was unjustified and not appropriately evidenced, therefore this concern should be conveyed to the East of England Regional Assembly as the basis for the Borough Council's formal consultation response.

RESOLVED:- That

(a) St Edmundsbury Local Development Framework: Employment Land Review

That, subject to the Head of Planning and Engineering making minor amendments to the text to correct typographical and factual errors, the Western Suffolk Employment Land Review, Appendix A of Report Z683, be approved for publication purposes and for adoption as part of the evidence base for the St Edmundsbury Local Development Framework.

(b) Accommodation for Gypsy and Traveller and Travelling Showpeople in the East of England: the Secretary of State's proposed changes to the draft Revision to the Regional Spatial Strategy

That the Council notes the requirement for 20 pitches to be provided in St Edmundsbury but considers the justification for the increase from 15 to 20 pitches to be not appropriately evidenced and this concern be conveyed to the East of England Regional Assembly as the basis of the Council's formal consultation response.

(c) **Forest Heath District Council Local Development Framework Core Strategy: Proposed Submission Document Consultation**

That no objections be submitted to the Forest Heath District Council Local Development Framework Core Strategy Proposed Submission Document.

18. Babergh District Council Local Development Framework Core Strategy: Issues and Options Report Consultation: Exercise of the Chief Executive's Urgency Powers

Forward Plan Reference: N/A Cabinet Members: Cllrs Terry Clements and Peter Stevens

The Cabinet received and noted a narrative item which informed the Cabinet of a decision taken by the Chief Executive, having exercised his urgency powers.

On 5 May 2009, the Sustainable Development Panel considered Report Z686, 'Babergh District Council Local Development Framework Core Strategy: Issues and Options Report Consultation', whereby a consultation response was sought from the Borough Council. The six week consultation period expired on 26 May 2009 prior to a meeting of the Cabinet. In order that the consultation response could be forwarded within the necessary timescale, the Chief Executive had exercised his urgency powers as detailed in the Scheme of Delegation, Part 3 Responsibility for Functions, contained in the Council's Constitution. The response was based upon the following recommendation of the Sustainable Development Panel:-

'That,

- (1) Babergh District Council be thanked for consulting the Borough Council on the issues and Options Report of its Local Development Framework Core Strategy; and*
- (2) the comments contained in paragraphs 4.2 and 4.3 of Report Z686 form the basis of the Borough Council's response to the consultation.'*

19. Sustainable Development Panel: 23 June 2009

Forward Plan Reference: Jul09/03 Cabinet Members: Cllrs Terry Clements and Peter Stevens

The Cabinet considered Report A65 (tabled at the meeting) which contained the recommendations emanating from the meeting of the Sustainable Development Panel held on 23 June 2009.

Councillor Rout, Chairman of the Sustainable Development Panel drew relevant issues to the attention of the Cabinet. He stated that in the absence of Councillor Stevens, Portfolio Holder for Environment and Street Scene, that Councillor Stevens fully supported the Home Renewable Energy Grant Scheme, as detailed in Appendix A to Report A51. A total of £10,000 external funding would be provided to enable up to 20 grants of £500 each to be awarded in 2009/2010 to eligible householders wishing to install Renewable Energy Technologies.

Councillor Clements, Portfolio Holder for Transport and Planning informed the Cabinet that the Development Brief for Upthorpe Road and Hepworth Road, Stanton (Report A50 referred) had been withdrawn from consideration at the meeting of the Panel following a representation received from Councillor Thorndyke, Ward Member for Stanton. He also commended the Home Renewable Energy Grant Scheme as an

extremely worthwhile initiative which would encourage all householders that met the specific criteria to apply for a grant.

RESOLVED:- That

(a) A Guide to Affordable Housing in St Edmundsbury

That the Guide to Affordable Housing in St Edmundsbury, detailed in paper A47, be published.

(b) East of England Implementation Plan

The responses to the consultation questions, as set out in Appendix E of to Report A48, be approved for submission to the East of England Development Agency/East of England Regional Assembly as the Borough Council's formal response to the consultation on the Draft Implementation Plan.

(c) Planning Policy Statement (PPS) 4: Planning for Prosperous Economies Consultation Draft May 2009

The responses to the consultation questions, detailed in Appendix B to Report A49, be submitted to the Department for Communities and Local Government as the Borough Council's formal response to the consultation.

(d) Home Renewable Energy Grant

- (1) The Home Renewable Energy Grant Scheme, attached as Appendix A to Report A51 with Section 1 amended to replace 'The proposed scheme will support two technologies, solar hot water and heat pumps' with 'The proposed scheme will support all technologies approved by the Low Carbon Buildings Programme', be approved and promoted to all residents in the Borough;
- (2) in 2009/2010, the grants be funded from the £10,000 external funding; and
- (3) the scheme be continued in future years subject to the availability of external funding.

(The Cabinet noted that the recommendation to full Council in respect of seeking the approval of the Masterplan for the development of North West Haverhill, as contained in Appendix A to Report A35, and for its adoption as non-statutory planning guidance was recorded under Minute 5, 'Haverhill Area Working Party: 11 June 2009' above.)

20. West Suffolk Waste and Street Scene Services Joint Committee:
12 June 2009

Forward Plan Reference: Jul09/04 Cabinet Members: Cllrs Peter Stevens

(Councillor Farmer declared a personal interest as a Member of Suffolk County Council and remained in the meeting for the consideration of this item.)

The Cabinet received and noted Report A66 (previously circulated) which presented the decisions taken by the West Suffolk Waste and Street Scene Services Joint Committee emanating from its meeting held on 12 June 2009. The Cabinet also considered a narrative item in respect of membership to the West Suffolk Waste and Street Scene Services Joint Committee.

Councillor Farmer, a Member of the Joint Committee, drew relevant issues to the attention of the Cabinet in the absence of Councillor Stevens, Portfolio Holder for Environment and Street Scene and Chairman of the Joint Committee. Councillor Farmer considered that the Joint Committee was an excellent example of co-operation between the two local authorities. He also informed the Cabinet that the confidential update on the Partnering/Operational Review would be received and noted under Agenda Item 25 in Private Session (Minute 25 below refers).

The Cabinet then considered a narrative item which sought a revision to the membership on the Joint Committee. Councillor Farmer was currently one of the Borough Council's representatives on the Joint Committee and on 4 June 2009, he was elected as a Member of Suffolk County Council. Consequently, there could be a potential conflict of interest arising from his membership on this Joint Committee as the Joint Committee may have issues with Suffolk County Council as the waste disposal authority. A proposal for Councillor Ray to replace Councillor Farmer as a full Member of the Joint Committee was therefore, considered by the Cabinet.

RESOLVED:-

That Councillor Ray be appointed to replace Councillor Farmer as a full Member of the West Suffolk Waste and Street Scene Services Joint Committee.

21. Report of the Policy Development Committee: Asset Management Plan (AMP) and Capital Strategy Performance Management and Implementation Plans

Forward Plan Reference: Jul09/01 Cabinet Members: Cllrs Nigel Aitkens

The Cabinet considered Report A67 (amended) (previously circulated) which sought approval for the Asset Management Plan Implementation Programme 2009/2010 and associated Action Plan.

Councillor Houlder, Chairman of the Policy Development Committee drew relevant issues to the attention of the Cabinet and stated that the Committee had considered the Annual Report on the performance of the Asset Management Plan (AMP) for 2008/2009 and proposals for implementation in 2009/2010. The AMP enabled the Council to achieve its strategic aims by working towards an ideal and sustainable property portfolio to meet service delivery needs, and to help support major items of capital expenditure. Report A28, considered by the Committee, was attached in full to Report A67 for ease of reference and to reflect the strategic importance of corporate asset management.

The Cabinet noted that Report A67 had been amended to reflect revisions made to the recommendation in respect of references to Report A28 that required approval.

The Policy Development Committee had noted the outcomes and performance of the AMP and Implementation Programmes in 2008/2009, and performance against the National Property Performance Indicators. Discussions had been held on a number of areas of the Report, including potential disposals and acquisitions, performance against the Property Performance Indicators, and the position with regard to properties let by the Council and their importance in the local economy.

Councillor Aitkens, Portfolio Holder for Economy and Asset Management, stated that as an example, the Haverhill Cinema and Restaurant Development not only provided important employment for the people of Haverhill, it also meant that a significant amount of new business rates had been generated.

RESOLVED:-

That the Implementation Programmes 2009/2010 detailed in Section 4.5 of Report A28 and the Asset Management Plan Action Plan 2009, as set out in Appendix 1 of Report A28 be approved.

**EXEMPT INFORMATION – EXCLUSION OF PUBLIC
TERMS OF FORMAL RESOLUTION**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2 & 3 of Part 1 of Schedule 12(A) of the Act.

22. Report of the Policy Development Committee: Asset Management Plan (AMP) and Capital Strategy Performance Management and Implementation Plans

Forward Plan Reference: Jul09/01 Cabinet Member: Cllr Nigel Aitkens

The Cabinet considered Exempt Appendices 3, 4 and 5 to Report A28 (previously circulated) which were in connection with the previous item on the Agenda detailed in Minute 21 above.

23. Property Services: Architectural Services Provision

Forward Plan Reference: Jul09/15 Cabinet Member: Cllr Nigel Aitkens

The Cabinet considered Exempt Report A68 (previously circulated) which sought approval for a review of the current staffing provision in connection with the Borough Council's delivery of future architectural services.

The current structure and staffing levels of Property Services had been in existence since 2002 and part of its remit was to support and deliver the Council's New Build and Refurbishment Capital Programme in relation to the provision of property. As a number of capital projects were now almost completed with only two construction projects outstanding, there were no other capital new build or major refurbishment projects approved for the four year period the Capital Programme covered. It was therefore, appropriate to review the provision of its architectural services and implement a course of action.

Councillor Aitkens, Portfolio holder for Economy and Asset Management, drew relevant issues to the attention of the Cabinet.

24. Haverhill Area Working Party: 11 June 2009

Forward Plan Reference: Jul09/10 Cabinet Member: Cllr Lynsey Alexander

The Cabinet considered Exempt Appendix A to Report A53 (previously circulated) which contained the exempt recommendations that related to the Haverhill Community Football Project, which emanated from the meeting of the Haverhill Area Working Party held on 11 June 2009.

Councillor Mrs Alexander, Portfolio Holder for Culture and Sport drew relevant issues to the attention of the Cabinet in connection with the recommendations relating to the Haverhill Community Football Project. Approval was sought for an additional £100,000 capital funding to be allocated to the Haverhill Community Football Project from capital contingencies of the Haverhill Leisure Centre Refurbishment and Improvement Works.



RECOMMENDED:- That,

- (1) the Project Status Report, Football Development Plan and Business Case, in connection with the Haverhill Community Football Project attached as Exempt Appendices A, B and C to Exempt Report A38, as amended, be noted; and***
- (2) subject to the approval of full Council:-***
 - (a) the Haverhill Community Football Project, as currently designed and tendered, including the incorporation of the value engineering elements be approved;***
 - (b) an additional £100,000 capital funding be allocated to the project from capital contingencies of the Haverhill Leisure Centre Refurbishment and Improvement Works;***
 - (c) the Head of Legal and Democratic Services be authorised to enter into a contract with the successful tenderer; and***
 - (d) officers work in partnership with Haverhill Rovers football club to secure additional grant funding.***

**25. West Suffolk Waste and Street Scene Services Joint Committee:
12 June 2009**

Forward Plan Reference: Jul09/04 Cabinet Member: Cllr Peter Stevens

The Cabinet received and noted Exempt Appendix A to Report A66 (previously circulated) which provided the exempt decisions taken at the meeting of the West Suffolk Waste and Street Scene Services Joint Committee held on 12 June 2009.

Councillor Farmer, a Member of the West Suffolk Waste and Street Scene Services Joint Committee drew relevant issues to the attention of the Cabinet in the absence of Councillor Stevens, Portfolio Holder for Environment and Street Scene.

The meeting concluded at 6.39 pm

**J H M GRIFFITHS
CHAIRMAN**