

Enquiries regarding this Agenda:
Steven Lincoln (01284) 757108

Cabinet

***Wednesday 2 December 2009 at 5.00 pm
in the Conference Room West (F1R09), West Suffolk House, Western Way,
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
Anne Gower	-	Haverhill and Housing
John Griffiths	-	Rural Affairs and External Relationships
Sara Mildmay-White	-	Bury St Edmunds and 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 meeting held on 21 October 2009
(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)

4. Petition

The Council has received a petition containing 43 signatures, *'for planting of trees in Winchester Road'*, (Bury St Edmunds).

In accordance with the Rules of Procedure, contained within Part 4 of the Council's Constitution, a petitioner may present the petition to the Leader of the Council, or the Chairman of the appropriate Committee. When the petition is considered a representative of the petitioners may speak at the meeting for not more than 3 minutes.

Corporate Priority: Raising Corporate Standards and Efficiency

5. Report of the Performance and Audit Scrutiny Committee: 26 October 2009

Chairman – John Hale;

*Contact Officer – Adriana Stapleton
Telephone: 01284-757613
e-mail: adriana.stapleton@stedsbc.gov.uk*

Report **A346** attached.

Summary and reasons for recommendation:

On 26 October 2009 the Performance and Audit Scrutiny Committee considered the following items:-

- (1) Bitesize Training: National Fraud Initiative;
- (2) Council Improvement Plan 2009/2010: Update;
- (3) Key Performance Indicators: Second Quarter 2009/2010;
- (4) Biannual Corporate Complaints and Compliments Digest;
- (5) Budget Monitoring Report: 1 April to 30 September 2009;
- (6) Corporate Risk Register: Quarterly Monitoring Report; and
- (7) 2009/2010 Mid Year Internal Audit Progress Report.

Recommendation:

The Cabinet is requested to **NOTE** the report of the Performance and Audit Scrutiny Committee.

6. Report of the Performance and Audit Scrutiny Committee: Revised Risk Management Strategy (Dec 09/24)

Cabinet Member – David Ray;

Contact Officer – Liz watts

Telephone: 01284-757252

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

Report **A347** attached.

Summary and reasons for recommendation:

Under the Code of Corporate Governance, the Council is required to ensure that risk management is embedded into the culture of the Council, with Members and managers at all levels recognising that managing potential and actual risks is part of their role.

The current risk management system was established in 2006, and a recent Internal Audit report identified that, while the Council's risk management system could be given substantial assurance, there were a number of areas where improvements could be made.

Recommendation:

The revised Risk Management Strategy, as set out in Report A276, be approved.

**7. Report of the Policy Development Committee:
4 and 25 November 2009**

Chairman – Ian Houlder;

Contact Officer – Adriana Stapleton

Telephone: 01284-757613

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

Report **A348** attached and Report **A349 TO FOLLOW**.

Summary and reasons for recommendation:

(a) On 4 November 2009 the Policy Development Committee considered the following items:-

- (1) Cabinet Forward Plan: November 2009 to February 2010;
- (2) Work Programme; and
- (3) Service Plan Briefing: Service and Team Drivers 2010/2011.

(b) On 25 November 2009 the Policy Development Committee will consider the following items:-

- (1) Cabinet Forward Plan: December 2009 to March 2010; and
- (2) Work Programme.

Recommendation:

The Cabinet is requested to **NOTE** the reports of the Policy Development Committee.

8. Report of the Policy Development Committee: Review of the Capital Programme (Dec09/03)

Cabinet Member – Paul Farmer;

Contact Officer – Liz Watts

Telephone: 01284-757252

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

Report **A350** attached.

Summary and reasons for recommendation:

A formal review of the Council's five year capital programme is undertaken annually at this time of year as part of the budget setting process, with the aim of keeping the Programme up to date and to identify any projects which are no longer a priority.

On 4 November 2009, the Policy Development Committee carried out this year's annual review of the Programme, which had been updated and rescheduled. The Committee also received an update on the project and programme management techniques which had been introduced in 2006, and which were now fully embedded across the organisation.

Recommendation:

The rescheduled Capital Programme, as appended to Report A291, be approved.

9. Report of the Policy Development Committee: Tree and Woodland Strategy (Dec09/04)

Cabinet Member– Lynsey Alexander;

Contact Officer – Neil Anthony

Telephone: 01284-757064

e-mail: neil.anthony@stedsbc.gov.uk

Report **A351** attached.

Summary and reasons for recommendations:

The Tree and Woodland Strategy is intended to provide a clear direction for the Borough's trees and woodlands. The Strategy identifies that there is a need for additional funding to ensure that the Borough's trees and woodlands are maintained in a safe and sustainable manner.

Recommendations:

- (1) the Tree and Woodland Strategy, as appended to Report A292, be adopted;
- (2) the sum of £90,000 needed to deliver the improvement plan be committed as a revenue growth item for 2010/2011 onwards;
- (3) option 2, including a revenue growth item of £17,500 for 2010/2011, as set out in Section 3 of Report A292, be agreed as the Council's approach to the replacement of street trees until the renewal of the Highways agreement with Suffolk County Council; and

- (4) notwithstanding (3) above, negotiations with Suffolk County Council regarding the cost of replacing street trees be continued, and delegated authority be given to the Corporate Director for Environment and Economy, in consultation with the Chief Finance Officer and the Portfolio Holders for Culture and Sport and Transport and Planning, to resolve this issue, which may include consideration of a revenue growth item for 2010/2011 onwards.

10. Report of the Policy Development Committee: Parish Grants (Dec 09/10)

Cabinet Member – Paul Farmer;

Contact Officer – Liz Watts

Telephone: 01284-757252

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

Report **A352** attached.

Summary and reasons for recommendation:

St Edmundsbury is one of a small number of district councils that gives grants to parish councils. The grant reduces the impact of the parish precept, and the scheme was set up as an attempt to redress the fact that rural areas inevitably had less access to certain Borough facilities than town areas.

The Policy Development Committee requested a review of the current scheme, as it felt it was a suitable time to review the scheme to ensure that it remained easy to understand and fair. There was also some concern that larger parishes may be benefitting from the scheme at the expense of smaller parishes.

A working group recommended that a cap of 9% should be introduced to the scheme. This would result in a reduction in grant to the three largest parishes, and all other parishes would see an increase in their grant. This was the purpose of the recommendation, since it had been agreed that the grant pot had been shared disproportionately in favour of the three larger parishes.

Recommendation:

The scheme of grants to parish councils be maintained as it currently exists, except that from 2010/2011 the 10% cap on grant payable to any parish council be decreased to 9% of the total grant available.

11. Report of the Policy Development Committee: Sports Development Plan and Olympic Strategy (Dec09/17)

Cabinet Member– Lynsey Alexander;

Contact Officer – Neil Anthony

Telephone: 01284-757064

e-mail: neil.anthony@stedsbc.gov.uk

Report **A353 TO FOLLOW**.

12. Report of the Policy Development Committee: Community Engagement Strategy (Dec 09/08)

Cabinet Member – David Ray;

*Contact Officer – Davina Howes
Telephone: 01284-757070
e-mail: davina.howes@stedsbc.gov.uk*

Report **A354 TO FOLLOW.**

13. Report of the Policy Development Committee: Partnership Strategy (Dec 09/07)

Cabinet Member – David Ray;

*Contact Officer – Davina Howes
Telephone: 01284-757070
e-mail: davina.howes@stedsbc.gov.uk*

Report **A355 TO FOLLOW.**

14. Report of the Policy Development Committee: Delivering a Sustainable Budget 2010/2011 (Dec 09/23)

Cabinet Member – Paul Farmer;

*Contact Officer – Liz Watts
Telephone: 01284-757252
e-mail: liz.watts@stedsbc.gov.uk*

Report **A356 TO FOLLOW.**

15. Report of the Overview and Scrutiny Committee: 18 November 2009

Chairman – David Lockwood;

*Contact Officer – Adriana Stapleton
Telephone: 01284-757613
e-mail:
adriana.stapleton@stedsbc.gov.uk*

Report **A357** attached.

Summary and reasons for recommendation:

On 18 November 2009 the Overview and Scrutiny Committee considered the following items:-

- (1) Citizens Advice Bureaux in St Edmundsbury: Update;
- (2) Havebury Housing Partnership;
- (3) Councillor Call for Action Submission: Road Safety in Bell Meadow;
- (4) Update on Councillor Call for Action;
Stanton Grundle Flooding Remedial Action;
- (5) Cabinet Forward Plan: November 2009 to February 2010;
- (6) Work Programme;
- (7) Environmental Enforcement;
- (8) West Suffolk Waste and Street Scene Joint Committee;
- (9) Economic Assessment; and
- (10) Street Engineering in Bury St Edmunds and Haverhill.

Recommendation:

The Cabinet is requested to **NOTE** the report of the Overview and Scrutiny Committee

16. Asset Management Plan (AMP): Planned Maintenance Programme and Cost Reduction Plan (Dec 09/05)

Cabinet Member – Nigel Aitkens;

*Contact Officer – Betty Albon
Telephone: 01284-757307
e-mail: betty.albon@stedsbc.gov.uk*

Report **A358** attached.

Summary and reasons for recommendations:

This report is a follow on from the paper considered by Cabinet in 2005, to report on the positive trend of reducing the amount of backlog maintenance and improvement in the condition of the Borough Council's buildings, through the operation of the Planned Maintenance Programme and the Cost Reduction Plan.

Performance of the Borough Council's building stock has improved from 11% of buildings being rated in Condition A in 2003/2004 to 76% rated in Condition A by 2007/2008. Backlog maintenance has reduced from a peak of £11.1 million to £4.2 million. Much of this already has committed funding. By adopting the revised Cost Reduction Plan explained in this report, the backlog maintenance is virtually eliminated over the next five years.

It is important for the Borough Council to address the issue of maintenance of its property assets and for public buildings to be accessible in accordance with legislation. The proposed Cost Reduction Plan proposes a way forward and its adoption is in line with best practice asset management and meets the CAA Use of Resources criteria for financial management.

Recommendations:

- (1) the Planned Maintenance Programme 2009/2010 to 2013/2014 be noted;
- (2) the capital allocation of £250,000 a year after the end of the approved budget period be continued, to further reduce the amount of backlog maintenance; and
- (3) the Cost Reduction Plan 2009/2010 to 2013/2014 be adopted to deal with identified backlog maintenance, to reduce it almost to nil.

17. Boundary Committee Review of Suffolk: Update (Dec09/12)

Cabinet Member – John Griffiths;

*Contact Officer – Geoff Rivers
Telephone: 01284-757001
e-mail: geoff.rivers@stedsbc.gov.uk*

Summary:

The Appeal by the Boundary Committee for England (BCE) against the decision in the High Court to quash their preliminary recommendations was heard on 6 and 7 October 2009 and the judgement is still awaited.

The Leader will update the Cabinet on any subsequent developments and, if required, seek approval for any necessary actions arising from the Appeal.

The shared services agenda is high on most council's list of current priorities. On 15 December 2009 full Council will be asked to approve that a formal preferred partnership is established between St Edmundsbury Borough Council and Forest Heath District Council to take forward the shared services agenda. Council will also be asked to approve the formation of a Shared Services Steering Group with the objectives to advise and support the Councils of Forest Heath and St Edmundsbury in identifying and driving forward a shared services agenda between the two authorities, the purpose of which will be to achieve efficiency savings for both, whilst maintaining and, wherever possible, improving the standard and quality of service offered to the residents of both areas.

18. Revising the St Edmundsbury Fuel Poverty Strategy (Affordable Warmth Strategy) (Dec 09/22)

*Cabinet Member – Sara Mildmay-White; Contact Officer – Peter Gudde
Telephone: 01284-757042
e-mail: peter.gudde@stedsb.gov.uk*

Report **A359** attached.

Summary and reasons for recommendations:

Under the Warm Homes and Energy Conservation Act 2000, each local authority is required to prepare and publish a strategy setting out its policies for tackling fuel poverty. The Council's first Fuel Poverty Strategy was published in 2002 and required updating to keep up with changing circumstances.

Following consideration of a revised Fuel Poverty (now termed "Affordable Warmth") Strategy by Policy Development Committee in June 2009 (Report A26 refers), a stakeholder consultation was carried out, the findings of which are summarised in Appendix A.

No changes to the draft Strategy considered by Policy Development Committee are proposed. However, the draft action plan has been amended in recognition of comments made by the Committee and the consultees. The revised action plan is presented in Appendix B.

Recommendations:

- (1) the final Strategy, contained in Report A26, incorporating the action plan presented at Appendix B to this report be adopted; and
- (2) any minor typographical, factual and/or grammatical changes to the final Strategy and action plan be agreed by the Head of Environmental Health and Housing Services, in consultation with the Portfolio Holder for Bury St Edmunds and Community Safety.

19. West Suffolk House Joint Committee: 20 November 2009 (Dec 09/15)

Cabinet Member – David Ray;

Contact Officer – Ivan Sams

Telephone: 01284-757304

e-mail: ivan.sams@stedsb.gov.uk

Report **A360** attached.

Summary and reasons for recommendation:

On 20 November 2009, the West Suffolk House Joint Committee considered the following:-

- (1) Report of the West Suffolk House Building Manager;
- (2) Budget Proposals: 2010/2011;
- (3) Arrangements for Delegating Authority to Appropriate Officers to Authorise the Accommodation of Third Parties in West Suffolk House; and
- (4) Items of Interest.

Recommendations:

The Cabinet is requested to **NOTE** this report from the West Suffolk House Joint Committee.

Corporate Priority: Securing a Sustainable and Attractive Environment

20. Sustainable Development Panel: 23 November 2009 (Dec09/02)

*Cabinet Members – Terry Clements;
Peter Stevens*

Contact Officer – Patsy Dell

Telephone: 01284-757306

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

Report **A361 TO FOLLOW**.

Summary and reasons for recommendations:

On 23 November 2009 the Sustainable Development Panel considered the following items:-

- (1) Local Development Framework (LDF): Bury St Edmunds Transport Impact Assessment;
- (2) Local Development Framework: Revised Local Development Scheme;
- (3) Local Development Framework: Area Action Plans;
- (4) East of England Regional Spatial Strategy Review: Scenarios for Housing and Economic Growth;
- (5) St Edmundsbury Local Development Framework: Annual Monitoring Report 2008/2009;
- (6) St Edmundsbury Local Development Framework: Core Strategy – Submission Consultation Feedback; and
- (7) Local Development Framework: Core Strategy – Infrastructure Delivery Plan.

Recommendations:

Recommendations emanating from this meeting will follow as Report A361.

**21. West Suffolk Waste and Street Scene Services Joint Committee:
23 October 2009 (Dec 09/13)**

Cabinet Member – Peter Stevens;

*Contact Officer – Mark Walsh
Telephone: 01284-757300
e-mail: mark.walsh@stedsbc.gov.uk*

Report **A362** attached.

Summary and reasons for recommendation:

On 23 October 2009 the West Suffolk Waste and Street Scene Services Committee considered the following items:-

- (1) Progress on Delivering the 2009/2010 Joint Service Plan and Suggested Priorities for 2010/2011;
- (2) Update on the Start of a Project to Investigate Opportunities to Improve Efficiency in the Collection of Bulk Refuse;
- (3) Suffolk Waste Partnership (SWP) Consultation Responses submitted on:
 - (a) stage one consultation on the transposition of the revised Waste Framework Directive; and
 - (b) consultation on the Strategy for Hazardous Waste Management in England.
- (4) Partnering Update; and
- (5) Potential Impact on Revised Residual Waste Tipping Points in the West of Suffolk.

Recommendation:

The Cabinet is requested to **NOTE** this report from the West Suffolk Waste and Street Scene Services Joint Committee.

Corporate Priority: Creating a Prosperous Local Economy

22. Bury St Edmunds Area Working Party: 16 November 2009 (Dec09/14)

Cabinet Member – Sara Mildmay-White;

*Contact Officer – Sandra Pell
Telephone: 01284-757302
e-mail: sandra.pell@stedsbc.gov.uk*

Report **A363** attached.

Summary and reasons for recommendations:

On 16 November 2009 the Area Working Party considered the following items:-

- (1) Environmental Enhancements: St Andrews Street/Risbygate Street/Brentgovel Street and Surrounding Area;

- (2) Engineering Services Work Programme;
- (3) Review of Markets; and
- (4) Lettings Update.

Recommendations:

(1) Environmental Enhancements: St Andrews Street, Risbygate Street, Brentgovel Street and Surrounding Area

- (a) The proposals for changes to the junction of St Andrews Street/Risbygate Street/Brentgovel Street and traffic management alterations in the adjoining streets, as detailed in Appendix A to Report A312, be approved for consultation; and
- (b) the outcome of the consultation to be reported to a future meeting of the Working Party.

(2) Engineering Services Works Programme

(a) Zone G Neighbourhood Parking Scheme

The alteration of the limited waiting bays in the Zone G Neighbourhood Parking Area to permit holder only with effect from 1 May 2010 be approved.

(b) Parking Arrangements College Street

The alterations to the waiting restrictions in College Street, as detailed in Appendix B to Report A313, be approved.

(c) Introduction of Zebra Crossings, West Road

- (1) The introduction of the two pedestrian crossings to West Road, subject to satisfactory consultation, as detailed in the amended plans, which updated Appendix C to Report A313, be approved; and
- (2) in the event of significant changes being necessary these to be agreed with the Chairman of the Working Party, Portfolio Holder for Transport and Planning and local Ward Councillors.

(d) Introduction of Zebra Crossing, Westley Road

- (1) The introduction of a pedestrian crossing to Westley Road, subject to satisfactory consultation, as detailed in Appendix D to Report A313, be approved; and
- (2) in the event of significant changes being necessary, these to be agreed with the Chairman of the Working Party, Portfolio Holder for Transport and Planning and local Ward Councillors.

(e) Management of Vinery Road Car Park

The alteration of the management of the Vinery Road car park to restrict stays to 2 hours be approved.

(f) **St Olaves Precinct Enhancement**

The implementation of Phase 1 of the works to St Olaves Precinct, as detailed in Appendix E to Report A313, be approved.

(3) Review of Markets

- (a) The review of markets be undertaken;
- (b) the National Association of British Markets Authorities be appointed to undertake a review and, following consultations, make recommendations for future service delivery; and
- (c) the appointment of the National Association of British Markets Authorities without compliance with Contract Procedure Rules, as contained within the Council's Constitution, be approved as an exemption under paragraph 2.2(iii) as the services are of a specialised nature.

23. Haverhill Area Working Party: 22 October 2009 (Dec09/06)

Cabinet Member – Anne Gower;

Contact Officer – Geoff Rivers

Telephone: 01284-757060

e-mail: geoff.rivers@stedsbcc.gov.uk

Report **A364** attached.

Summary and reasons for recommendations:

On 22 October 2009 the Area Working Party considered all the following items:-

- (1) Land at Millfields Way, Haverhill;
- (2) Friday Market Extension into the High Street, Haverhill: Update;
- (3) Draft Development Brief: Chantry Mills, Gurteens Factory Site, Haverhill;
- (4) Queen Street Shop Front Grant Scheme: Process for Assessment of Applicants and approving Grant Funding;
- (5) Queen Street Enhancement Scheme: Update;
- (6) Haverhill Community Football Project: Update
- (7) Haverhill Town Centre Street Furniture: Notice Boards/Information Signs; and
- (8) Haverhill Schemes: Update.

Recommendations:

(a) Friday Market Extension into the High Street, Haverhill

The proposal to move the Haverhill Market into the High Street on Fridays, as detailed in Report A201 (also attached as Appendix A to Report A267), be approved subject to:-

- (a) confirmation of the necessary Traffic Regulation Order by Suffolk County Council to support closure of the High Street from its junction with Quakers Lane to Eden Road;

- (b) submission of and granting of a licence to operate the markets in the extended location on Fridays; and
- (c) provision of physical works to enable vehicular access from Quakers Lane via the Town Hall car park if required.

(b) Draft Development Brief: Chantry Mills, Gurteens Factory site, Haverhill

The draft Development Brief for the Chantry Mills, Gurteens Factory Site, Haverhill, as detailed in Appendix A to Report A268, be approved for public consultation, which will be undertaken locally and in accordance with the Borough Council's adopted Statement of Community Involvement.

(c) Haverhill Town Centre Street Furniture: Notice Boards/Information Signs

The map/directory for inclusion on one of the Notice Board/Information Signs located at Haverhill Bus Station, as presented to the Haverhill Area Working Party on 22 October 2009, be approved, subject to the following amendments:-

- (a) the 'wayfinder' map contained within the Sign be repositioned to enable the further business premises located on the High Street to be identified;
- (b) the Shopmobility facility also be identified on the map;
- (c) the opening times for the Shopmobility facility and the Public Conveniences located adjacent to the Borough Council's offices in Lower Downs Slade be included on the removable panel that contains the business directory and therefore, enables regular updates to be undertaken; and
- (d) a larger arrow identifying 'You Are Here' information be incorporated.

Corporate Priority: Improving the safety and well being of the community

24. Public Venue (The Apex) Working Party: 26 November 2009 (Dec09/16)

Cabinet Member – Lynsey Alexander;

Contact Officer – Neil Anthony

Telephone: 01284-757064

e-mail: neil.anthony@stedsbc.gov.uk

Report **A365 TO FOLLOW.**

Summary and reasons for recommendations:

On 26 November 2009 the Public Venue Working Party will consider the following items:-

- (1) The Apex: Selection of Auditorium Seating;
- (2) The Apex Project Status Report: Operational; and
- (3) The Apex Project Status Report: Construction.

Recommendations:

Recommendations emanating from this meeting will follow as Report A365.

25. Emergency Panel: 20 October 2009 (Dec 09/01)

Cabinet Member – Sara Mildmay-White; Contact Officer – David Bird
Telephone: 01284-757035
e-mail: david.bird@stedsbc.gov.uk

Report **A366** attached.

Summary and reasons for recommendations:

On 20 October 2009 the Emergency Panel considered the following:-

- (1) Emergency Operations Centre;
- (2) Draft Flood and Water Management Bill: Possible Impact and Consultation Response from St Edmundsbury;
- (3) St Edmundsbury Borough Council Domestic Flood Protection Policy and Strategy;
- (4) Major Incident and Emergency Response Plan: Update as of 6 October 2009; and
- (5) Major Incident and Emergency Response Plan: Exercise Proposals 2009/2010.

Recommendations:

Domestic Flood Protection Policy and Strategy

- (1) The Domestic Flood Protection Policy and Strategy, detailed in Report A259, be approved; and
- (2) any minor typographical, factual and/or grammatical changes to the final document be agreed by the Chief Executive, in consultation with the Portfolio Holder with responsibility for Emergency Planning.

26. Rural Area Working Party: 12 November 2009 (Dec 09/19)

Cabinet Member – John Griffiths; Contact Officer – Alex Wilson
Telephone: 01284-757695
e-mail: alex.wilson@stedsbc.gov.uk

Report **A367** attached.

Summary and reasons for recommendations:

On 12 November 2009 the Rural Area Working Party considered the following items:-

- (1) Terms of Reference and Provisional Work Programme;
- (2) Rural Action Plan: Update Report;
- (3) Ixworth Draft Conservation Area Appraisal and Management Plan;

- (4) 'Save Our Villages' Campaign; and
- (5) BT Public Payphone Removal Consultation 2009.

Recommendations:

(a) Ixworth Draft Conservation Area Appraisal and Management Plan

- (1) the draft Conservation Area Appraisal and Management Plan for the Ixworth Conservation Area, as attached as Appendix A to Report A310, be approved for consultation; and
- (2) any typographical, factual and/or grammatical changes required to the document be agreed by the Head of Planning and Economic Development in consultation with the Portfolio Holder for Transport and Planning.

(b) 'Save Our Villages' Campaign

- (1) the Council signs up to the principle of the three step rural housing plan in the National Housing Federation's 'Save Our Villages' campaign and aspires to meet the commitment for housing need assessments and action plans being developed, within available resources;
- (2) further progress reports be brought to the Rural Area Working Party on a regular basis;
- (3) the opportunities for Parish Councils to assist in carrying out the assessments, in consultation with local people, and meeting the commitments of the action plan be explored further with Parish Councils and Registered Social Landlords; and
- (4) the situation regarding housing settlement boundaries be clarified through the Local Development Framework.

27. Food Safety Standards Scheme 'Scores on the Doors' (Dec 09/21)

*Cabinet Member – Sara Mildmay-White; Contact Officer – Carole Herries
Telephone: 01284-757603
e-mail: carole.herries@stedsb.gov.uk*

Report **A368** attached.

Summary and reasons for recommendation:

This report outlines details of a scheme that introduces a star rating system for food safety standards assessed during inspection of food premises in St Edmundsbury. Such schemes are commonly known as 'Scores on the Doors'.

The purpose of the scheme is to:-

- (a) inform consumers of food safety information in a readily understandable way; and
- (b) raise food safety standards of food businesses within St Edmundsbury.

The majority of local authorities in Suffolk are or have already introduced a similar scheme, following the agreement of the scheme by the Food Standards Agency.

Recommendation:

The 'Scores on the Doors' Food Safety Standards Scheme be adopted in accordance with the details outlined in this report.

28. Licensing and Regulatory Committee: Gambling Act 2005 Statement of Licensing Principles (Dec 09/09)

*Cabinet Member – Sara Mildmay-White; Contact Officer – Hilary Workman
Telephone: 01284-757113
e-mail: hilary.workman@stedsbc.gov.uk*

Report **A369** attached.

Summary and reasons for recommendations:

On 9 November 2009, the Licensing and Regulatory Committee considered the responses to the full public consultation on the Statement of Principles (Report A297 refers) and recommended approval of a Statement of Principles to be published no later than 3 January 2010.

Recommendations:

Gambling Act 2005: Review of Statement of Principles

Subject to the approval of full Council, the draft Statement of Principles in respect of the Gambling Act 2005, as contained in Appendix A to Report A297, be approved, subject to the following:-

- (a) the date by which the document must be published be amended from 14 January 2010 to 3 January 2010, as detailed on Page 2 of the document;
- (b) the list of consultees contained in Part C, Schedule A of the document be amended to delete reference to the addresses of consultees, but to retain reference to their names;
- (c) minor typographical and grammatical changes identified by Councillor Ray be applied in accordance with the Council's style guide; and
- (d) any other minor typographical, factual and/or grammatical changes to the document be agreed by the Corporate Director for Community Services in consultation with the Portfolio Holder for Bury St Edmunds and Community Safety.

**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 paragraph 3 of Part 1 of Schedule 12(A) of the Act.

Part 2 - Private

**Corporate Priority: Improving the Safety and Wellbeing
of the Community**

29. Public Venue (The Apex) Construction of Shell and Core: Final Account

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

Exempt Report A370 TO FOLLOW.