

Enquiries regarding this Agenda:
Amy Bryant (01284) 757100

Cabinet

***Wednesday 17 March 2010 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 10 February 2010 (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 Overview and Scrutiny Committee: 3 March 2010**

Chairman – David Lockwood;

Contact Officer – Adriana Stapleton

Telephone: 01284-757613

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

Report **A565** attached.

Summary and reasons for recommendation:

On 3 March 2010 the Overview and Scrutiny Committee considered the following items:-

- (1) Councillor Call for Action: Skyliner Way On-Street Parking;
- (2) Councillor Calls for Action: Stanton Grundle Flooding Remedial Action and Road Safety in Bell Meadow, Bury St Edmunds;
- (3) Update Report on the Impact of the West Suffolk Local Strategic Partnership and Community Strategy;
- (4) Cabinet Forward Plan – March to June 2010; and
- (5) Work Programme.

Recommendation:

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

5. **Report of the Overview and Scrutiny Committee: Councillor Call for Action, Improving Resident Parking and Pedestrian Safety on the Howard and Mildenhall Estates, Bury St Edmunds**

Chairman – David Lockwood;

Contact Officer – Adriana Stapleton

Telephone: 01284-757613

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

Report **A566** attached.

Summary and reasons for recommendations:

Councillor Call for Action (CCfA) came into force from 1 April 2009, a mechanism by which any member of the Council may refer to the Overview and Scrutiny Committee any local government matter or any crime and disorder matter which affects their ward or division.

On 18 January 2010 Councillor Ereira-Guyer submitted a CCfA as titled above for the consideration of the Committee. Following Councillor Ereira-Guyer's presentation of the issues, the Committee resolved to hold a hearing in respect of this issue, and this was held on 3 March 2010. The hearing was run along the lines of a call-in, as set out in the Councillor Call for Action Protocol in the Council's Constitution and a number of witnesses were questioned by the Committee.

Having questioned all witnesses the Committee debated the issue in depth. The Committee felt that a study needed to be carried out in the area, but did not wish to see it added to the bottom of the list of areas awaiting investigation, as it could take years before this area was reached. They, therefore, wanted to see it moved higher up the list, and acknowledged that should the County Council bid be successful, the investigation could commence much more quickly. The Committee also felt that some issues may be able to be resolved prior to any investigation being carried out, and would like to see Havebury and the Council work together on that. They would also like to see Havebury and the Borough Council establish ownership of the various pieces of land on these estates, as this information could prove useful for ward members when issues arose. Finally, they were concerned with staff from West Suffolk House parking on these estates, and asked for that to be investigated.

Recommendations:

The Committee recommends to Cabinet that:-

- (1) the Howard and Mildenhall Road estates be added to the previously agreed list of areas awaiting investigation into residents' parking issues, as set out in Annex A to Appendix B to Report A527, but as item 7, immediately following Spring Lane/Springfield Road, and that any investigation include consultation with residents on Mitchell Avenue regarding whether they would like to see a residents' parking scheme on the road;
- (2) the Borough Council and Havebury Housing Partnership investigate together whether any of the solutions discussed at the meeting might be taken forward prior to the investigation taking place;
- (3) the Borough Council and Havebury Housing Partnership investigate ownership of areas of land on these two estates;
- (4) communication be made to staff working at West Suffolk House reminding them that they should travel to work in accordance with the Council's Green Travel Plan, and encouraging them to park in the Olding Road Car Park and not on nearby estates; and
- (5) an investigation be undertaken as to whether any action can be taken to prevent non-residents from parking in the rear car parks on the Howard and Mildenhall Road estates.

6. Report of the Policy Development Committee: Economic Assessment and Action Plan (Mar10/04)

*Cabinet Member – Nigel Aitkens; Contact Officer – Carol Rowntree
Telephone: 01284-757683
e-mail: carol.rowntree@stedsbc.gov.uk*

Report **A567 TO FOLLOW.**

(Attached to this agenda for information is a copy of Report A543 which is being considered by the Policy Development Committee on 10 March 2010.)

7. Report of the Policy Development Committee: Tourism and Visitor Strategy (Mar10/07)

*Cabinet Member – Nigel Aitkens; Contact Officer – Neil Anthony
Telephone: 01284-757064
e-mail: neil.anthony@stedsbc.gov.uk*

Report **A568 TO FOLLOW.**

(Attached to this agenda for information is a copy of Report A544 which is being considered by the Policy Development Committee on 10 March 2010.)

8. Report of the Policy Development Committee: Review of Public Transport options between Bury St Edmunds, Haverhill and Clare (Mar10/08)

*Cabinet Member – Terry Clements; Contact Officer – Ivan Sams
Telephone: 01284-757304
e-mail: ivan.sams@stedsbc.gov.uk*

Report **A569 TO FOLLOW.**

(Attached to this agenda for information is a copy of Report A545 which is being considered by the Policy Development Committee on 10 March 2010.)

9. Recommendation from the Grant Panel: Haverhill Association of Voluntary Organisations (HAVO)

*Cabinet Members – Paul Farmer; Contact Officer – Alex Wilson
Sara Mildmay-White Telephone: 01284-757695
e-mail: alex.wilson@stedsbc.gov.uk*

Summary and reasons for recommendation:

At the meeting of the Grant Panel on 8 December 2009 it was recommended that:-

- (a) *no grant be awarded to Haverhill Association of Voluntary Organisations (HAVO) as the Panel did not feel the organisation would be able to secure the additional external funding it would need to continue under the terms of its own Extraordinary General Meeting resolution; and*

- (b) *up to £3,000 of HAVO's recommended core funding grant be retained in the Council's budget for 2010/2011 to enable the retention of key services for the Haverhill voluntary sector previously provided by HAVO and delegated authority be given to the Corporate Director for Community Services, in consultation with the Chairman of the Grant Panel and the relevant Portfolio Holders to allocate this funding if appropriate; and*

This recommendation was approved by Cabinet on 20 January 2010. This decision was made on the basis that, given the information available to the Council, HAVO were unlikely to find additional external funders to meet their core budget requirement and, under the terms of their own Extraordinary General Meeting (EGM) resolution, would have to close.

Since the Cabinet meeting it has been confirmed that County Councillor Phillip French has been given a special exemption to award HAVO a one-off locality grant of £6,000 which can be used for their core revenue funding. This grant is specifically intended to allow HAVO to seek new sources of funding and means that HAVO are almost certain now to continue to operate for 2010/2011. Therefore, Cabinet noted on 12 February 2010 that its decision needed to be reviewed and referred the matter back to the Grant Panel.

Officers have met with HAVO who have asked that the Borough Council continue to allow them to occupy the Council's Lower Down Slade offices free of charge. For transparency, this arrangement has to be achieved by way of a grant equal to the cost of the rental value (currently £5,000 for HAVO). It, therefore, has no additional cost to the local taxpayer since the Council receives the grant back as rent, and will not require a supplementary estimate. The other community and voluntary organisations occupying the building receive a similar grant for rent. On that basis, the officers feel this is a reasonable course of action for the Borough Council to take for the next 12 months. It should be noted that, under such an arrangement, HAVO would not receive any other revenue funding from the Borough Council. Any other grant decisions beyond 31 March 2011 would be subject to application by HAVO later in the year, and an assessment by the Grant Panel of the organisation's future financial position.

As this was the only item of business to be considered at the Grant Panel meeting scheduled for 2 March 2010, the Chairman agreed that the meeting could be cancelled and its members (and substitutes) consulted by letter on this proposal so that any views could be reported to Cabinet. At the time of publishing this agenda, four members/substitute members (out of nine) had expressed their support for the recommendation, and one member had objected.

Recommendation:

It is, therefore, **RECOMMENDED** that a grant of £5,000 (subject to rent review) be awarded to HAVO to enable it to occupy the Council's Haverhill offices until 31 March 2011.

**10. Recommendations from the Shared Services Steering Group:
12 February 2010 (Mar10/12)**

Cabinet Member – John Griffiths;

Contact Officer – Geoff Rivers

Telephone: 01284-757009

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

Report **A570** attached.

Summary and reasons for recommendations:

On 12 February 2010 the Shared Services Steering Group considered the following items:-

- (1) Terms of Reference;
- (2) West Suffolk Waste & Street Scene Services: Partnership Working;
- (3) Shared Services Agenda: Work Programme;
- (4) Country-Wide shared Services;
- (5) Shared Services Architects Workshop; and
- (6) Shared Services Template.

Recommendations:

(a) Shared Services Agenda: Work Programme (Exempt Report A509)

That:-

- (1) the Work Programme outlined in Appendix A to Report A509 be endorsed and that further reports be presented on a service by service basis when the detailed project work had been completed; and
- (2) consideration be given to:-
 - (a) the reviews of the shared services for ICT and Communications be given priority; and
 - (b) the shared service review of Markets be undertaken in conjunction with the Borough Council's review of the operation of its markets.

(b) County-Wide Shared Services (Exempt Report A510)

That:-

- (1) a joint response be made to Suffolk County Council that Forest Heath District Council and St Edmundsbury Borough Council will continue to examine the potential for sharing all of their services in accordance with their agreed Preferred Partner programme but would also wish to be involved in the first stages of county-wide discussions regarding the potential for county-wide public sector collaboration in certain services from 2014 onwards, or sooner if appropriate; and

- (2) no specific services be identified for collaboration at present but the two Councils are interested in exploring all options provided that the chosen model is consistent with their own vision for service delivery and a strong business case can be made.

11. Revenues and Benefits Service Delivery – Options Appraisal (Mar10/13)

Cabinet Member – Paul Farmer;

Contact Officer – Liz Watts

Telephone: 01284-757252

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

Report **A571 TO FOLLOW**.

12. County Constitutional Convention: Update (Mar10/15)

Cabinet Member – John Griffiths;

Contact Officer – Geoff Rivers

Telephone: 01284-757001

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

Summary:

The Secretary of State has announced that there should be a County Constitutional Convention to consider the future of local government in Suffolk. The Cabinet will receive updates on this process and be asked to take any necessary decisions.

Corporate Priority: Securing a Sustainable and Attractive Environment

13. Recommendations from Sustainable Development Panel: 9 March 2010 (Mar10/05)

*Cabinet Members – Terry Clements;
Peter Stevens*

Contact Officer – Patsy Dell

Telephone: 01284-757306

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

Report **A572 TO FOLLOW**.

Summary and reasons for recommendations:

On 9 March 2010 the Sustainable Development Panel will consider the following items:-

- (1) Local Development Framework: North East Haverhill Transport Impact Assessment;
- (2) St Edmundsbury Local Development Plan Submission Document;
- (3) St Edmundsbury Local Development Framework: Rural Site Allocation Preferred Options Document.

Recommendations:

Recommendations emanating from this meeting will follow as Report A572.

14. Recommendations from St Edmundsbury Growth Area Partnership Board: 8 March 2010 (Mar10/01)

Cabinet Member – Terry Clements;

Contact Officer – Patsy Dell

Telephone: 01284-757306

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

Report **A573** attached.

Summary and reasons for recommendations:

On 8 March 2010 the St Edmundsbury Growth Area Partnership considered the following items:-

- (1) Local Development Framework: Update;
- (2) Growth Area Major Developments Projects: Progress Report; and
- (3) Green Infrastructure Developments Projects: Proposals Report.

Recommendations:

(a) Growth Area Major Development Projects: Progress Report (Report A539)

That:-

- (1) the following provisional Growth Area Funding commitments be approved in principle, as outlined in Section 3 of Report A539, subject to more detailed feasibility investigation, financial appraisal and approval of claw-back arrangements:-
 - (a) £2 million be provisionally committed for forward funding for infrastructure, namely, North-West Haverhill relief road in Haverhill; and
 - (b) the remainder of the expected allocation of Growth Area Fund up to a maximum of £2.5 million be provisionally committed for forward funding for infrastructure, namely, delivery of the eastern relief road and associated works at Suffolk Business Park, Bury St Edmunds.

(b) Green Infrastructure Development Projects: Proposals (Report A540)

That the development of the two projects identified in Section 2.2 of Report A540 be approved, namely:-

- (1) Bury St Edmunds Local Green Links

£30,000 of revenue funding be allocated from the Growth Area Fund to investigate the feasibility of achieving the delivery of the Bury St Edmunds Local Green Links project, with a further £220,000 capital funding being set aside for the implementation of this initial phase of the project between Nowton Park and Ickworth Park and along the Linnet Valley from Ickworth Park to Bury St Edmunds; and

(2) Advance Planting for Development

subject to arrangements being put in place for the grant awarded from the Growth Area Fund to be repaid at agreed timescales, up to £220,000 capital funding be made available to enable advance strategic planting at development sites to be undertaken, initially to be earmarked for development at North-West Haverhill.

15. Recommendations from the Haverhill Area Working Party: 11 March 2010 (Mar10/10)

Cabinet Member – Anne Gower;

Contact Officer – Geoff Rivers

Telephone: 01284-757009

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

Report **A574 TO FOLLOW**.

Summary and reasons for recommendations:

On 11 March 2010 HAWP will consider the following items:-

- (1) Proposals for Replacement Bus Shelters;
- (2) North East Haverhill Transport Impact Assessment;
- (3) Consultation on building a new care home to replace Place Court;
- (4) Access for new Westfield Primary School, adjacent to Chalkstone Way, Haverhill;
- (5) Former Gurteen's Factory Site: Development Brief Follow Up;
- (6) Conversion of Parking Area to form public plaza;
- (7) Haverhill Community Football Project: Update;
- (8) Queen Street Enhancement Scheme: Close Out report;
- (9) Proposed High Street Enhancement Scheme; and
- (10) Haverhill Retail Project.

Recommendations:

Recommendations emanating from this meeting will follow as Report A574.

**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: Raising Corporate Standards and
Efficiency**

16. West Suffolk House Joint Committee: 12 March 2010 (Mar10/03)

*Cabinet Members – Nigel Aitkens;
David Ray*

*Contact Officer – Ivan Sams
Telephone: 01284-757304
e-mail: ivan.sams@stedsbc.gov.uk*

Exempt Report **A575 TO FOLLOW**.

Summary and reasons for recommendations:

On 12 March 2010 the West Suffolk House Joint Committee will consider the following items:-

- (1) Report of the West Suffolk House Building Manager; and
- (2) Tender for Facilities Management Services at West Suffolk House: Lots 1 & 2.

Recommendations:

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

**17. Revenues and Benefits Service Delivery – Options Appraisal
(Mar10/13)**

Cabinet Member – Paul Farmer;

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

Exempt appendices to Report **A571 TO FOLLOW** (agenda item 11 above).