

Enquiries regarding this Agenda:
Steven Lincoln (01284) 757108

Cabinet

***Wednesday 19 January 2011 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
Deputy Leader of the Council: Councillor Sara Mildmay-White*

<i>Councillors:</i>		<i>Portfolios:</i>
Lynsey Alexander	-	Culture and Sport
Terry Clements	-	Transport and Planning
Robert Everitt	-	Bury St Edmunds and Community
Anne Gower	-	Haverhill and Housing
John Griffiths	-	Resources and Efficiency, Rural Affairs and External Relationships
Sara Mildmay-White	-	Economy and Asset Management
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 1 December 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: 5 January 2011

Chairman – David Lockwood;

Contact Officer – Adriana Stapleton

Telephone: 01284-757613

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

Report **B411** attached.

Summary and reasons for recommendation:

On 5 January 2011 the Overview and Scrutiny Committee considered the following items:-

- (1) Work Programme;
- (2) Cabinet Forward Plan: January to April 2011;
- (3) Provision of Fixed Play Facilities in the Borough;
- (4) Tree and Woodland Strategy Update;
- (5) Affordable Housing: Update; and
- (6) Quarter 3 Directed Surveillance Authorised Applications.

Recommendation:

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

5. Recommendations from Grant Working Party: 7 December 2010 (Feb11/04)

Cabinet Member – Robert Everitt;

Contact Officer – Cathy Manning

Telephone: 01284-757002

e-mail: cathy.manning@stedsbc.gov.uk

Report **B412** attached.

Summary and reasons for recommendations:

On 7 December 2010 the Grant Working Party considered the following items:-

- (1) Rural Areas Community Initiatives Fund: Application for Project Funding: 2010/2011;
- (2) Recreation, Village Halls and Play Scheme Grants: Applications for Project Funding: 2010/2011;

- (3) Stansfield Village Hall Management Committee;
- (4) Amendments to the Grants Policy;
- (5) Grants to Voluntary Organisations: 2011/2012;
- (6) Grants to Anglia in Bloom Groups: 2011/2012;
- (7) Applications for Core Funding: Citizens' Advice Bureaux in St Edmundsbury: 2011/2012; and
- (8) Application for Core Funding: Victory Sports Ground (Bury St Edmunds) Limited: 2011/2012.

Recommendations:

(a) Applications for Project Funding: 2010/2011

- (1) A grant of £4,000 be awarded to Great Barton Scout Group, as detailed in Appendix B to Report B360, towards the cost of renovating and upgrading their scout hut; and
- (2) a grant of £5,000 be awarded to 1st Horringer Scout Group, as detailed in Appendix C to Report B360, towards the cost of constructing a new eco-friendly scout hut in Horringer.

(b) Amendments to the Grants Policy

Subject to the approval of full Council:-

- (1) the amendments to the Grants Policy, as annotated in Appendix A to Report B362, be approved, as amended to incorporate the following additional changes:-
 - (a) Section 7 Table: under the Rural Area Community Initiatives heading, reference to '...or the Grant Working Party recommends to Cabinet' be deleted;
 - (b) Section 9.2: the following sentence be amended to read, 'If there is not a majority in favour of awarding the grant, the application will be referred to the next available meeting of the Grant Working Party for determination';
 - (c) Section 10.1: the terms of reference of the Grant Working Party be amended to read, 'To consider grant applications and recommend the level of grants payable to organisations to officers or the Cabinet, based on the policies agreed by Council and in accordance with the relevant delegations detailed in Section 7 of this Grants Policy';
 - (d) Section 1.10 of Appendix A to the Policy: the following sentence be amended to read, 'Consultations that arise within ten working days of a scheduled Grant Working Party meeting will be considered and voted upon at the meeting and not via the email system';
 - (e) Section 1.13 of Appendix A to the Policy: this entire paragraph be deleted and subsequent paragraphs be renumbered accordingly; and

- (2) the Corporate Director for Community, in consultation with the Portfolio Holder with responsibility for grants, be authorised to make minor typographic, grammatical and/or factual changes.

(c) Grants to Voluntary Organisations: 2011/2012

Subject to the budget setting process:-

- (1) the previously approved core funding commitments for 2011/2012, as detailed in Appendix A to Report B363, be honoured in full, but with the following caveat:-
- (a) those organisations previously awarded funding commitments up to 2012/2013 be given 12 months' notice that their current grant will be reviewed and reconsidered when the process for determining core funding grant applications for the 2012/2013 financial year is undertaken;

- (2) the following grants be awarded in 2011/2012:-

	£
Total Community Centres Budget	25,920
Total 'In Bloom' Grant Budget	2,925
West Suffolk Cruse Bereavement Care	900
Haverhill Association of Voluntary Organisations	5,000

(d) Applications for Core Funding Grants 2011/2012: Citizens' Advice Bureaux in St Edmundsbury

- (1) Subject to the budget setting process and the anticipated merger of the two Bureaux takes place with effect from 1 April 2011, a combined core funding grant of £181,800, as outlined in Section 5.2 of Report B365, be awarded for 2011/2012 to the newly formed joint Bureaux for the provision of advice services within St Edmundsbury; and
- (2) in the event that the Trustees are unable to effect the merger by 1 April 2011, individual grants of £80,000 be awarded to Bury St Edmunds and District Citizens' Advice Bureau (CAB) and £90,000 to Haverhill and District CAB for 2011/2012.

(e) Application for Core Funding 2011/2012: Victory Sports Ground (Bury St Edmunds) Limited

That, subject to the budget setting process, a grant of £45,000 be awarded to Victory Sports Ground (Bury St Edmunds) Limited for the 2011/2012 financial year.

6. Suffolk Pension Fund: 2010 Actuarial Valuation and Funding Strategy 2011-2013 (Feb11/12)

Cabinet Member – John Griffiths;

Contact Officer – Liz Watts

Telephone: 01284-757252

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

Report **B413** attached.

Summary and reasons for recommendations:

The triennial valuation of the Suffolk Pension Fund (part of the Local Government Pension Scheme) took place in March 2010, and this report sets out the results of the valuation and the proposed course of action resulting from the increased funding deficit.

Recommendations:

- (1) The Suffolk Pension Fund proposal to increase employer contributions by 1% each year for the next three years commencing 2011/2012 be approved, in line with projections already made in the Borough Council's Medium Term Financial Strategy; and
- (2) the outcome of the Hutton Report (due in the Summer of 2011) may have a significant impact on the entire structure of the pension fund and that a further report is brought back to Cabinet following the publication of this report.

Corporate Priority: Securing a Sustainable and Attractive Environment

**7. Recommendations from Sustainable Development Working Party:
18 January 2011 (Feb11/06)**

Cabinet Member – Terry Clements;

Contact Officer – Ian Poole

Telephone: 01284-757350

e-mail: ian.poole@stedsbc.gov.uk

Report **B414 TO FOLLOW.**

Summary and reasons for recommendations:

On 18 January 2011 the Sustainable Development Working Party will consider the following items:-

- (1) Air Quality Management and new Development: Draft Supplementary Planning Document;
- (2) Replacement Local Plan – Policy RA2(c): Land at The Green, Barrow – Development Brief;
- (3) Replacement Local Plan – Policy HAV2 Strategic Housing Site North West Haverhill: Approval of Amendment to Masterplan;
- (4) Joint Suffolk Section 106 Supplementary Planning Document;
- (5) St Edmundsbury Local Development Framework: Local Development Update and Scheme;
- (6) Decentralisation and Localism Bill; and
- (7) Revised Planning Policy Guidance 13: Transport.

Recommendations:

Any recommendations emanating from this meeting of the Sustainable Development Working Party will follow as Report B414.

**8. Recommendations from Rural Area Working Party:
13 January 2011 (Feb11/08)**

Cabinet Member – John Griffiths;

*Contact Officer – Alex Wilson
Telephone: 01284-757695
e-mail: alex.wilson@stedsbc.gov.uk*

Report **B415 TO FOLLOW**.

Summary and reasons for recommendations:

On 13 January 2011 the Rural Area Working Party will consider the following items:-

- (1) Rural Youth Work: 'Wos Up' Youth Outreach Work;
- (2) Replacement St Edmundsbury Borough Local Plan 2016: Development Brief for Land at The Green, Barrow;
- (3) Rural Area Masterplan;
- (4) Parish Conference Planning;
- (5) Waste & Street Scene Services Cleansing Services;
- (6) Development of the 2011 - 2014 Rural Action Plan; and
- (7) Rural Area Working Party Work Programme.

Recommendations:

Any recommendations emanating from this meeting of the Rural Area Working Party will follow as Report **B415**.

**9. Recommendations from Bury St Edmunds Area Working Party:
30 November 2010 and 4 January 2011 (Feb11/03)**

Cabinet Member – Robert Everitt;

*Contact Officer – Sandra Pell
Telephone: 01284-757320
e-mail: sandra.pell@stedsbc.gov.uk*

(a) 30 November 2010

Report **B416** attached.

Summary and reasons for recommendations:

On 30 November 2010 the Bury St Edmunds Area Working Party considered the following items:-

- (1) Presentation from the Theatre Royal, Bury St Edmunds;
- (2) Town Centre Lettings/Vacancies: Update;
- (3) Options for Off-Street Borough Car Park Charges 2011/2012;
- (4) St Andrews Street South Review of Access Arrangements;
- (5) Adoption of Highway/Footway, Cobb Close, Bury St Edmunds; and
- (6) Engineering Services Works Programme.

Recommendations:

(a) St Andrews Street South Review of Access Arrangements

- (1) The contents of Report B331 be noted;

- (2) a workshop to consider the management of St Andrews Street South be undertaken; and
- (3) the outcome of the workshop be reported to a future meeting of the Bury St Edmunds Area Working Party.

(b) Adoption of Highway/Footway – Cobb Close, Bury St Edmunds

The section of road and footpaths between points A and B, as detailed in Appendix A to Report B332, be dedicated as public highway and adopted as maintainable at the public expense.

(b) 4 January 2011

Report **B417** attached.

Summary and reasons for recommendations:

On 4 January 2011 the Bury St Edmunds Area Working Party considered the following items:-

- (1) Suffolk County Council Local Transport Plan;
- (2) Bury St Edmunds Visitors Signing;
- (3) Engineering Services Work Programme;
- (4) Masterplan for Bury St Edmunds; and
- (5) Town Centre Lettings/Vacancies: Update.

Recommendations:

(a) Bury St Edmunds Visitor Signing

- (a) The proposals and costings for refurbishing the cast-iron fingerposts as outlined in Report B400 be approved;
- (b) a design for the retail signs as outlined in Section 5 of Report B400 be approved; and
- (c) a campaign be launched to remove unnecessary signs.

**10. Recommendations from Haverhill Area Working Party:
13 January 2011 (Feb11/05)**

Cabinet Member – Anne Gower;

*Contact Officer – Geoff Rivers
Telephone: 01284-757009
e-mail: geoff.rivers@stedsbcc.gov.uk*

Report **B418 TO FOLLOW**.

Summary and reasons for recommendations:

On 13 January 2011 the Haverhill Area Working Party will consider the following items:-

- (1) Haverhill Business Park: Hanchett End;
- (2) Local Transport Plan Proposals for Haverhill;
- (3) Haverhill Town Centre Management: Update on Haverhill Shopper Survey 2010;

- (4) Haverhill Town Centre Management: Use of New Haverhill Photographic Resource;
- (5) Conservation Area Partnership Scheme, Haverhill;
- (6) Suffolk Fire and Rescue Service: Haverhill Fire Station;
- (7) North West Haverhill Masterplan: Proposed Amendment;
- (8) Haverhill Masterplan;
- (9) Queen Street Gates, Haverhill: Update; and
- (10) Pedestrianised Plaza: Update.

Recommendations:

Any recommendations emanating from this meeting of the Haverhill Area Working Party will follow as Report **B418**.

11. Annual Review of Car Parking Charges (Feb11/11)

Cabinet Member – Terry Clements;

Contact Officer – Ivan Sams

Telephone: 01284-757304

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

Report **B419** attached.

Summary and reasons for recommendation:

This report will consider the outcome of the consultation on parking charges for 2011/2012 and the recommendations of the Bury St Edmunds, Haverhill and Rural Area Working Parties.

The majority view of the stakeholder and public consultees was that they did not wish to see any increase in parking charges. However it is important that the Council continues to generate a reasonable return on its considerable investment in parking, be mindful of the impact of the increase in the rate of VAT and to use the charges to manage the appropriate use of the car parks.

Recommendation:

The proposed charges, as detailed in Appendix A to Report B419, be approved for implementation from 4 April 2011.

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

12. Private Sector Leasing Scheme (Feb11/10)

Cabinet Member – Anne Gower;

Contact Officer – Carole Herries

Telephone: 01284-757603

e-mail: carole.herries@stedsbc.gov.uk

Report **B420 TO FOLLOW**.

13. Social Housing Reform: Proposals (Feb11/13)

Cabinet Member – Anne Gower;

Contact Officer – Carole Herries

Telephone: 01284-757603

e-mail: carole.herries@stedsbc.gov.uk

Report **B421 TO FOLLOW.**

14. Emergency Planning Working Party: 15 December 2010 (Feb11/02)

Cabinet Member – Robert Everitt;

Contact Officer – Keith Fawkner-Simpson

Telephone: 01284-757035

e-mail: keith.fawkner-simpson@stedsbc.gov.uk

Report **B422** attached.

Summary and reasons for recommendations:

On 15 December 2010 the Emergency Planning Working Party considered the following items:-

- (1) Update on Cover Arrangements for District Emergency Planning Officer-West;
- (2) Performance and Capability Assessment;
- (3) Revision of Emergency Planning Working Party Terms of Reference;
- (4) Incident, Exercise and Training; and
- (5) Business Continuity.

Recommendations:

(a) Revision of Emergency Planning Working Party Terms of Reference

- (1) The proposed revised Terms of Reference, as detailed in Section 3 of Report B384, be adopted; and
- (2) future meetings of both the Borough Council's Emergency Planning Working Party and Forest Heath District Council's Emergency Planning Working Group be aligned so that they meet together on the same date on a rotational location basis.

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

Part 2 – Private

Corporate Priority: Improving the Safety and Well Being of the Community

15. **Picturehouse Cinema, Hatter Street, Bury St Edmunds: Request for Financial Support from City Screen Ltd (Feb11/01)**

Cabinet Member – John Griffiths;

Contact Officer – Liz Watts

Telephone: 01284-757252

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

Exempt Report **B423** attached.

Summary and reasons for recommendations:

In July 2010 City Screen Ltd entered into an Agreement to take a lease on the Hatter Street Cinema in Bury St Edmunds. Since taking over this property, the company has invested in a major refurbishment of the cinema's interior and infrastructure.

City Screen Ltd are now looking at the next stage in their planned development of the cinema's facilities, including improvements to the external façade of the building, reorganisation of the foyer area and improvements to the food and beverage areas. However, the company acknowledges that banks and commercial investors are unlikely to invest in a venture with such marginal expected returns. They have, therefore, approached the Council for loan.

Recommendations:

Subject to approval by full Council:-

- (a) the Council agrees to provide loan finance to City Screen Ltd to fund the next stage in the development of the Hatter Street Cinema; and
- (b) the loan be conditional upon the Council securing a first legal charge on the Hatter Street Cinema lease and internal furniture and equipment.