

ST EDMUNDSBURY BOROUGH COUNCIL

CABINET

**Minutes of a meeting held on Wednesday 23 November 2011 at 5.00 pm
in the Conference Room West (F1R09), West Suffolk House, Western Way,
Bury St Edmunds**

PRESENT: Councillor J H M Griffiths (Leader of the Council) (in the Chair)
Councillors Clements, Everitt, Mrs Gower, Mrs Mildmay-White,
Ray and Stevens

BY INVITATION: Councillors Cox, Hale (Chairman of the Performance and Audit
Scrutiny Committee), Nettleton (Chairman of the Overview and
Scrutiny Committee) and Thorndyke (Chairman of the Rural Area
and Central Safety Working Parties)

41. Apologies for absence

No apologies for absence were received.

42. Minutes

The minutes of the meeting held on 14 September 2011 were confirmed as a correct record and signed by the Chairman.

43. Declarations of Interests

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

44. Report of the Performance and Audit Scrutiny Committee: 31 October 2011

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

The Cabinet received and noted Report C219 (previously circulated) which informed the Cabinet of the following items discussed by the Performance and Audit Scrutiny Committee on 31 October 2011:-

- (1) Treasury Management Performance Report and Investment Activity: 1 April to 30 September 2011;
- (2) Mid Year 2011/2012 Internal Audit Progress Report;
- (3) Key Performance Indicators – Second Quarter 2011/2012;
- (4) Apex Performance;
- (5) Bi-annual Corporate Complaints and Compliments Digest;
- (6) Delivering a Sustainable Budget 2012/2013;
- (7) Local Government Resource Review – Commentary and Response to Consultation;
- (8) Budget Monitoring Report – 1 April 2011 to 30 September 2011; and
- (9) Corporate Risk Register – Quarterly Monitoring Report.

Councillor Hale, Chairman of the Performance and Audit Scrutiny Committee, drew relevant issues to the attention of the Cabinet.

(Councillor Hale left the meeting at the conclusion of the item.)

45. Reports of the Overview and Scrutiny Committee

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

(a) 12 October 2011

The Cabinet received and noted Report C220 (previously circulated) which informed the Cabinet of the following items discussed by the Overview and Scrutiny Committee on 12 October 2011:-

- (1) Cabinet Forward Plan – October 2011 to January 2012;
- (2) 2011/2012 Work Programme: Update;
- (3) Framework for Development of the New Corporate Plan and Priorities;
- (4) Consultation and Community Engagement Strategy 2011 to 2016;
- (5) Review of Free Parking for Blue Badge Holders;
- (6) Leisure Facilities Asset Management;
- (7) Community Centres; and
- (8) Quarter 2 Directed Surveillance Authorised Applications.

Councillor Nettleton, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet.

(b) 16 November 2011

The Cabinet received and noted Report C221 (previously circulated) which informed the Cabinet of the following items discussed by the Overview and Scrutiny Committee on 16 November 2011:-

- (1) Cabinet Forward Plan – November 2011 to February 2012;
- (2) 2011/2012 Work Programme: Update;
- (3) Review of Free Parking for Blue Badge Holders;
- (4) Interim report from Task & Finish Group – Litter collection and litter/dog bin distribution in the Borough; and
- (5) Interim report from Task & Finish Group – Article 4 Directions.

Councillor Nettleton, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet. The Cabinet noted the number of Task and Finish groups currently ongoing.

(At this point in the proceedings the Chairman agreed that Agenda Item 15 regarding the Asset Management Plan: Victory Ground Community Transfer, and Item 17 Recommendations from Rural Area Working Party on 9 November 2011, would be considered in a different order to that published in the agenda.)

46. Asset Management Plan: Victory Ground Community Transfer

Forward Plan Reference: Dec11/13 Cabinet Member: Cllr John Griffiths

The Cabinet considered Report C231 (previously circulated) which sought approval to sell the freehold interest of the Victory Sports Ground to the partnership comprising Victory Sports Ground Ltd, Bury St Edmunds Cricket Club and South Lee School.

Report C231 considered the most effective way of delivering a new sports hall and pavilion for the community at the Victory Ground. The project would be delivered and managed by a new consortium of partners through a Community Interest Company comprising the principal funders and users, and taking advantage of grants from national sporting bodies. The sports ground was owned by the Borough Council and had been successfully leased to, and managed on its behalf by Victory Sports Ground Ltd since 2001. Ownership of the freehold of the grounds, rather than a lease, would

facilitate the future success of the new sports hall and grounds. The partners had already generated significant external funding and had their own resources to build the planned new facilities.

The Cabinet welcomed Mr Paul Whittaker and Mr David Barker, representatives of the Consortium. Mr Barker addressed the Cabinet, stating that the proposed way forward would secure the future of the Victory Ground and maintain its sports facilities for Bury St Edmunds and neighbouring communities in perpetuity.

RESOLVED:- That

- (1) the Council sells the freehold interest of the Victory Sports Ground to the partnership comprising Victory Sports Ground Ltd, Bury St Edmunds Cricket Club and South Lee School;
- (2) the freehold interest be sold under the provisions of community management and ownership of assets, based on a percentage of market value, at £100,000;
- (3) a covenant, which restricts the uses of the grounds to community and recreational only, be imposed on the sale;
- (4) the legal agreements include conditions for the completion of a community use agreement and planning consent for the new facilities being obtained; and
- (5) the Corporate Director for Community, in consultation with the Portfolio Holder for Asset Management, be given delegated powers to enter into the sale to the new company once the company has been created and planning permission obtained.

47. Recommendations from Rural Area Working Party: 9 November 2011
Forward Plan Reference: Dec11/03 Cabinet Member: Cllr John Griffiths

(Councillors Clements and Mrs Gower declared personal interests as Suffolk County Councillors but remained in the meeting for the consideration of the item.)

The Cabinet considered Report C233 (previously circulated) which sought approval of the recommendations emanating from the meeting of the Rural Area Working Party held on 9 November 2011.

On 9 November 2011 the Rural Area Working Party considered the following items:-

- (1) Suffolk School Organisation Review – Restructuring the Thurston Area;
- (2) St Edmundsbury's Rural Youth Work Programme: Update; and
- (3) St Edmundsbury Borough Council's support to Rural Voluntary and Community Groups.

Councillor Thorndyke, Chairman of the Rural Area Working Party, drew relevant issues to the attention of the Cabinet.

The Cabinet agreed with the Working Party's view that the County Council's draft proposals to transport children from the north of the Borough to Thurston Community College on the small local roads would be unsustainable.

RESOLVED:- That

(a) Suffolk School Organisation Review: Restructuring the Thurston Area

- (1) The comments expressed in Section 4 of Report C210, together with the additional comments attached as Appendix 1 to Report C233, should form the basis of St Edmundsbury Borough Council's (SEBC) response to the consultation on the School Organisation Review in the Thurston Area; and
- (2) Suffolk County Council's Education Department be invited to work with SEBC officers to identify solutions that will mitigate the concerns raised in Report C210.

(b) St Edmundsbury's Rural Youth Work Programme: Update

- (1) Supporting Contemporary Adolescence (SCA) or a similar group continue to be funded from the Rural Youth Work Programme budget and other external funding sources, to deliver a 'WOS UP' Project in the rural areas of St Edmundsbury, as outlined in Sections 6 and 7.1 of Report C211; and
- (2) work be undertaken with Parish Councils with a view to increasing the number of 'WOS UP' sessions in rural villages.

(c) St Edmundsbury Borough Council's Support to Rural Voluntary and Community Groups

- (1) the production of a leaflet be noted.

48. Report of the Overview and Scrutiny Committee: Consultation and Community Engagement Strategy 2011 to 2016

Forward Plan Reference: Dec11/09 Cabinet Members: Cllrs Robert Everitt and David Ray

The Cabinet considered Report C222 (previously circulated) which sought adoption of the Consultation and Community Engagement Strategy attached to Report C170.

The Consultation and Community Engagement Strategy was last adopted in 2009, and outlined how the Council engaged with its communities; ensured that local people could have their say through consultations; made the right information available to help people influence decisions; and ensured that peoples' views were reflected in its priorities and service delivery. In order to achieve effective consultation and community engagement, it was important to have in place structures which allowed the right methods of engagement, with the right groups, in order to achieve the right outcomes.

RESOLVED:- That

- (a) the Consultation and Community Engagement Strategy, attached to Report C170, be adopted; and
- (b) the Policy, Performance and Customer Service Manager, in consultation with the Portfolio Holder for Performance and

Resources, be given delegated authority to make any amendments to the Strategy in the light of changing guidance.

49. Community Centres, including the Report of the Overview and Scrutiny Committee

Forward Plan Reference: Dec11/10 Cabinet Member: Cllr Robert Everitt

(Councillor Thorndyke declared a personal interest as a Member of the Stanton Village Hall Management Committee but remained in the meeting for the consideration of the item.)

The Cabinet considered Report C223 (previously circulated) which sought approval of a timeframe for work towards transferring the remaining Council managed community centres.

In 2010 the Borough Council circulated a leaflet informing all interested parties that it wished to transfer community centres to suitably constituted community groups or other public bodies committed to providing local community facilities. A number of community associations, although already successfully running their centres, indicated that they did not feel ready to take on the complete responsibility for their centre. However in Southgate, Bury St Edmunds the Community Association and Southgate Church expressed an interest. The two organisations came together to form a new group, called the Southgate Community Partnership. On 30 September 2011 the Council completed the transfer of the centre to the new group.

It was believed that the Borough Council was the first authority in England to undertake a full freehold transfer, which was a huge vote of confidence in the local community involved. The transfer gave the local community the ability to use the centre as collateral to help them develop the building and the activities delivered from it. The Borough Council now wished to use the learning from its first transfer and open up this opportunity to the communities of other centres.

Councillor Nettleton, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet.

The Cabinet felt that the proposed timescale listed in paragraph 4.8 of Report C223, as suggested by the Overview and Scrutiny Committee should be progressed as it would offer the community centres involved some certainty.

Councillor Mrs Gower sought assurances that Haverhill Town Council was involved in the discussions about the community centres within Haverhill.

RESOLVED:-

That the timeframe for work towards transferring the remaining community centres be approved, as outlined in paragraph 4.8 of Report C223, as suggested by the Overview and Scrutiny Committee.

50. Report of the Overview and Scrutiny Committee: Leisure Facilities Asset Management

Forward Plan Reference: Dec11/08 Cabinet Member: Cllr Sara Mildmay-White

The Cabinet considered Report C224 (previously circulated) which sought approval to grant a revenue growth bid of up to £39,000 to enable the Council to maintain all of the play areas in the Borough, and also sought approval of the Leisure Asset Management Plan.

A Task and Finish Group had identified 10 play area sites as being potentially suitable for community transfer based on the criteria agreed by Cabinet on 20 July 2011. The remaining fixed play facilities in the Borough would remain in the Borough Council's ownership, and whilst the community transfer of play equipment should not be discouraged, the Task and Finish Group felt that it should not be actively pursued as a priority at present. The Task and Finish Group also felt that there were inequalities in the funding of play equipment, since most rural equipment was owned or funded by parish councils. The Group therefore proposed that there should be one central fund to cover the maintenance of all Borough and parish play areas, which would require a revenue growth bid.

Attached as Appendix 1 to Report C172 was an indicative schedule of leisure facilities refurbishment, replacement or investment for 2011/2012 to 2017/2018, based on a rolling programme of works required to maintain each leisure facility.

Councillor Nettleton, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet.

Members of the Cabinet raised concern regarding recommendations 1 and 2 in respect of fixed play facilities, and felt that such a revenue growth bid in the current economic climate was inappropriate and, furthermore, that this was not a development likely to be supported by all parishes. It was therefore agreed that these recommendations only be noted of the current time.

RESOLVED:- That

(a) Funding and ownership of fixed play facilities in the Borough

- (1) The Overview & Scrutiny's recommendation that a revenue growth bid of up to £39,000 be made as part of the budget setting process to enable the Council to maintain all of the play areas in the Borough be noted;
- (2) it also be noted, that if such a growth bid were approved, a central maintenance contract would need to be let for a "term playground repairs maintenance contractor", and parishes be invited to opt into that contract;
- (3) the rationalisation of the play areas in Clover Fields, Lavender Fields, Raine Avenue, Argyll Court and Puddlebrook in Haverhill, outlined in Report C172, be approved in accordance with the principles previously approved by Cabinet on 20 July 2011 (minute 13 refers); and
- (4) the Borough Council continue to welcome approaches from town councils and community groups for the voluntary transfer of ownership of play equipment and open spaces.

(b) The Leisure Asset Management Plan 2011

- (1) The initial schedule of leisure facilities refurbishment, replacement or investment, as set out in Appendix 1 to Report C172, be used to assist the Council's Corporate Asset Management Plan and budget setting processes from 2012/2013 onwards; and

- (2) the proposals for investment in 2012/2013, as set out in Section 5 of Report C172, be included as capital growth bids in the normal budget setting process for that year.

(Councillor Thorndyke left the meeting at 6.00 pm.)

51. Report of the Overview and Scrutiny Committee: Review of Blue Badge Holder Parking

Forward Plan Reference: Dec11/11 Cabinet Member: Cllr Terry Clements

The Cabinet considered Report C225 (previously circulated) which sought approval to introduce charging for blue badge holders to park in the Council's off-street car parks with effect from 2 April 2012.

The Overview and Scrutiny Committee had resolved to review the Council's policy of providing free car parking for blue badge holders and therefore established a Task and Finish Group. The Group's report was considered by the Committee on 16 November 2011, and included results of consultation and experiences learnt from other Councils. Consultations were undertaken with 37 disability groups, one national organisation, and the St Edmundsbury Tourist Information Manager. Additionally, a question on this issue was included as part of the Council's budget consultation, and the same question asked at 12 focus groups of residents, parish councils and residents' associations.

RESOLVED:- That subject to the budget setting process:-

- (a) charging for blue badge holders to park in the Council's off-street car parks be introduced throughout the Borough, with effect from Monday 2 April 2012;
- (b) charges be on the basis of one free hour for every hour purchased;
- (c) alterations be made to positioning and heights of ticket machines, together with surrounding areas, to comply with BS 8300: 2009, these works to be funded from the Car Parks Renewals and New Provisions Reserve;
- (d) alternative methods of payment be examined and introduced if appropriate; and
- (e) a communications plan be developed to ensure clear publicity and signage to those people who are affected.

52. Report of the West Suffolk House Joint Committee: 23 September 2011

Forward Plan Reference: Dec11/01 Cabinet Members: Cllrs John Griffiths and David Ray

The Cabinet received and noted Report C226 (previously circulated) which reported on the meeting of the West Suffolk House Joint Committee held on 23 September 2011.

On 23 September 2011 the West Suffolk House Joint Committee considered the following items:-

- (1) Report on the Operation of West Suffolk House;
- (2) Review of West Suffolk House Policies; and
- (3) West Suffolk House Budget Proposals: 2012/2013.

Councillor Ray, Chairman of the West Suffolk House Joint Committee, drew relevant issues to the attention of the Cabinet.

Councillor Nettleton stated that he did not support the 'naming and shaming' of officers who did not clear their desk as it helped some people to remain organised and be prepared for the following work day.

Councillor Clements stated that a path should be installed which ran past the new smoking area as members of the public were cutting through the site and cutting down across the garden area.

Councillor Stevens raised concern that the front door into West Suffolk House was closed at 5.00 pm and queried whether it was always open to allow members of the public to attend meetings.

(Councillor Nettleton left at 6.20 pm.)

**53. Recommendations from the Joint Staff Consultative Working Party:
18 October 2011**

Forward Plan Reference: Dec11/05 Cabinet Member: Cllr David Ray

The Cabinet considered Report C227 (previously circulated) which sought approval of the recommendations emanating from the meeting of the Joint Staff Consultative Working Party held on 18 October 2011.

On 18 October 2011, the Joint Staff Consultative Working Party considered a new policy regarding Social Networking and amendments to the Employee's Email and Internet Usage Policy. Councillor Ray stated that the Social Networking Policy would cover the conduct of officers, both in and outside of work, as the Officers' Code of Conduct did not specifically deal with the use of social networking and associated media. It was felt that a Policy providing guidance and recommendations on the use of Social Networking to give clarity to staff about how they use sites such as Facebook was required.

RESOLVED:- That

(a) Social Networking Policy

- (1) The Social Networking Policy, as detailed in Appendix A to Report C182, be approved; and
- (2) delegated authority be given to the Acting Head of Human Resources, in consultation with the Portfolio Holder for Performance and Resources and the Chairman of Unison, to make any necessary minor typographical, factual or grammatical changes to the draft Policy.

(b) Employees' Email and Internet Usage Policy

The Employees' Email and Internet Usage Policy, as annotated in Paper C183, be approved.

54. Haverhill Council Offices: Management Arrangements

Forward Plan Reference: Dec11/12 Cabinet Member: Cllr John Griffiths

The Cabinet considered Report C228 (previously circulated) which proposed that the management of Haverhill Council Offices be included in the terms of reference for the West Suffolk House Joint Committee and that the Committee be renamed as the Shared Offices Joint Committee.

St Edmundsbury Borough Council and Suffolk County Council have agreed to share the Borough Council's Haverhill Offices in a similar way to West Suffolk House, with the building being jointly owned by the County and the Borough Councils. The integrated approach to the delivery of services by the County and Borough Council would be extended to the Haverhill Council Offices to include shared occupation with four voluntary organisations, designed to improve the quality of service for visitors, enhance the work environment for all office based and peripatetic employees, to meet Government aspirations for localism and make efficiency savings on property occupation costs.

The Cabinet was empowered under its Constitution to establish joint arrangements with one or more local authorities to exercise functions which are executive functions. Such arrangements may involve the appointment of joint committees with other local authorities. It is recognised that the most efficient way to undertake the management functions required for the Haverhill Council Offices would be to extend the terms of reference of the West Suffolk House Joint Committee.



RECOMMENDED:- That, subject to the approval of full Council

- (1) the management of Haverhill Council Offices be included in the terms of reference of the West Suffolk House Joint Committee;***
- (2) the joint committee be renamed as the 'Shared Offices Joint Committee'; and***
- (3) the Terms of Reference of the West Suffolk House Joint Committee, as set out in Appendix 1 of Report C228, form the basis of the Terms of Reference for the new Joint Committee.***

55. Operational Procedure for Events in the Council's Parks, including the Abbey Gardens, Bury St Edmunds

Forward Plan Reference: Dec11/14 Cabinet Member: Cllr Sara Mildmay-White

The Cabinet considered Report C229 (previously circulated) which sought in principle approval of a draft operational procedure for events in the Council's parks, including specific conditions for the Abbey Gardens.

The Borough Council's parks and open spaces hosted a wide variety of events throughout the year, many of which, such as the Bury Festival, Children's Festivals, Big Days Out, firework displays and Armed Forces Weekend, were now an established and popular part of the annual community calendar. The Abbey Gardens were a particularly desirable venue for events and, owing to its popularity, the number of externally managed events held at the site had increased steadily in recent years. Neighbouring residents had been tolerant to date, however, given the increased number of events held over the last twelve months, it was felt that there was a danger of exceeding an acceptable level of disturbance as far as some of the neighbours were concerned. Officers therefore proposed that the Borough Council continue to adopt a pragmatic

approach to hosting future events which should be regularised within a new operational procedure.

Councillor Mrs Mildmay-White thanked the Parks Manager and all his staff for all the well run events over the past year.

RESOLVED:- That

- (1) the draft Operational Procedure for Events in the Council's Parks, including specific conditions for the Abbey Gardens, as set out in Appendix 2 of Report C229, be approved in principle; and
- (2) the Corporate Director for Community Services, in consultation with the relevant Portfolio Holders, be authorised to amend the procedure following the conclusion of public consultation and approve it for implementation from January 2012.

**56. Recommendations from Central Safety Working Party:
10 October 2011**

Forward Plan Reference: Dec11/04 Cabinet Member: Cllr David Ray

The Cabinet considered Report C230 (previously circulated) which sought approval of the recommendations emanating from the meeting of the Central Safety Working Party held on 10 October 2011.

As part of progressing the shared service agenda, the Borough Council's Health and Safety Manager has responsibility for Health and Safety at both St Edmundsbury Borough Council and Forest Heath District Council. It is therefore felt appropriate that a joint Health and Safety Policy be adopted.

On 25 May 2011 the Cabinet considered its annual review and appointment of working parties. Arising from the consideration of the report, the Cabinet resolved that merging Emergency Planning, Central Safety and Joint Staff Consultative Working Parties with the equivalent bodies at Forest Heath District Council be explored.



RECOMMENDED:- That

(a) Joint Health and Safety Policy

- (1) Subject to full Council approval, St Edmundsbury Borough Council's (SEBC) existing Health and Safety Policy be amended to enable its development into a joint Health and Safety Policy relevant and applicable to both SEBC and Forest Heath District Council, as detailed in Paper C165; and***
- (2) the Health and Safety Manager be authorised to make minor typographical, factual or grammatical changes to the Health and Safety Policy in consultation with the Portfolio Holder with responsibility for health and safety and the Chairman of the current Central Safety Working Party and any subsequent body.***

RESOLVED:- That

(b) Joint Central Safety Working Party

Investigations be undertaken to progress the amalgamation of the Borough Council's Central Safety Working Party with the equivalent body at Forest Heath District Council and for terms of reference for the single group to be presented to the next meeting of the Working Party on 20 February 2012.

**57. Recommendations from Sustainable Development Working Party:
8 November 2011**

*Forward Plan Reference: Dec11/02 Cabinet Members: Cllrs Terry Clements
and Peter Stevens*

The Cabinet considered Report C232 (previously circulated) which sought approval of the recommendations emanating from the meeting of the Sustainable Development Working Party held on 8 November 2011.

On 8 November 2011, the Sustainable Development Working Party considered the following items:-

- (1) Investigating Decentralised Energy in Bury St Edmunds – study findings and way ahead;
- (2) St Edmundsbury Local Development Framework: Annual Monitoring Report;
- (3) St Edmundsbury Local Development Framework: Joint Forest Heath and St Edmundsbury Development Management Development Plan;
- (4) Babergh Local Development Framework: Core Strategy Submission Document Consultation; and
- (5) Mid Suffolk Core Strategy: Consultation on Focus and Review.

Councillor Stevens raised concern that the Stour Valley had no environmental protection through approved policies and felt that it should be protected in a similar way to the Brecks. Councillor Clements stated that the National Planning Framework may offer a degree of protection through the Open Green Spaces Policy.

RESOLVED:- That

**(a) Investigating Decentralised Energy in Bury St Edmunds –
Study findings and way ahead**

- (1) Further studies be carried out by the Borough Council and its partners to confirm the final choice and configuration of the three District Energy network options set out in Annex A to Report C206;
- (2) the work comprise of detailed technical and financial feasibility studies of the options to confirm their viability, along with the evaluation of the most appropriate delivery structure and their implications for both the Borough Council and other key parties which may be involved in the network;
- (3) prospective stakeholders be invited to participate and provide support;
- (4) unspent funds allocated to the initial study by the Borough Council, in the region of £3,000, be allocated to support the follow-up work;

- (5) the LDA Design/Inventa Partners report be considered as evidence for the development of policy within the emerging Bury St Edmunds Vision 2031, supporting development planning documents and other corporate planning, both for all forms of decentralised energy in the town; and
- (6) the Council establish a low carbon fund or similar delivery model to secure a sustainable energy vision for the town and assist delivery of the network should it be proven viable. In developing the fund, consideration should be given to using the Community Infrastructure Levy, Allowable Solutions, New Homes Bonus, prudential borrowing and other investing and funding options.

(b) St Edmundsbury Local Development Framework: Annual Monitoring Report

- (1) The 2010/2011 Annual Monitoring Report, as detailed in Appendix 1 to Report C207, be approved and published; and
- (2) the Interim Joint Head of Planning, in consultation with the Portfolio Holder for Planning, Transportation and the Built Environment be authorised to incorporate into the Annual Monitoring Report any further minor changes as are necessary to update it and make any spelling, grammatical, factual, formatting and numbering corrections, provided they do not materially affect the substance or meaning of the Report.

(c) St Edmundsbury Local Development Framework: Joint Forest Heath and St Edmundsbury Development Management Development Plan

- (1) The Joint Development Management Policies Development Plan Document, attached as Appendix A to Report C208, together with the Sustainability Appraisal, attached as Appendix B to Report C208, and the Habitat Regulations Assessment Screening document, attached as Appendix C to Report C208, be approved for public consultation;
- (2) the protocol for agreeing draft changes to the document with Forest Heath District Council, to be presented to the Sustainable Development Working Party on 31 January 2012; and
- (3) any minor typographic, factual and grammatical changes to the final document be delegated to the Interim Joint Head of Planning, in consultation with the Portfolio Holder for Planning, Transport and the Built Environment and the Chairman of the Sustainable Development Working Party.

(d) Babergh Local Development Framework: Core Strategy Submission Document Consultation

That, Babergh District Council be thanked for consulting the Borough Council on the Submission Core Strategy and that no objections be raised.

(e) Mid Suffolk Core Strategy: Consultation on Focused Review

That, the Interim Joint Head of Planning be given delegated authority, in consultation with the Portfolio Holder for Planning, Transportation and the Built Environment, and the Chairman of the Sustainable Development Working Party, to prepare a report to Cabinet on 23 November 2011 outlining an overview of the consultation document and propose a response from the Borough Council.

58. Report from the West Suffolk Waste and Street Scene Services Joint Committee: 28 October 2011

Forward Plan Reference: Dec11/06 Cabinet Member: Cllr Peter Stevens

(Councillor Mrs Gower declared a personal interest as a Suffolk County Councillor but remained in the meeting for the consideration of the item.)

The Cabinet considered Report C234 (previously circulated) which reported on the meeting of the West Suffolk Waste and Street Scene Services Joint Committee held on 28 October 2011.

On 28 October 2011, the West Suffolk Waste and Street Scene Services Joint Committee considered the following items:-

- (1) the Procurement of Waste Transfer and Recycling Services;
- (2) Results of the Residual Waste Compostable Analysis 2011;
- (3) Controlled Waste (England and Wales) 2011;
- (4) The Government Review of Waste Policy 2011;
- (5) Progress on Delivering the 2011/2012 Joint Waste Service Plan and Review of Performance; and
- (6) Inter Authority Agreement.

59. Recommendations from Haverhill Area Working Party: 27 October 2011

Forward Plan Reference: Dec11/07 Cabinet Member: Cllr Anne Gower

The Cabinet considered Report C235 (previously circulated) which sought approval to allocate £5,000 from the overall existing Haverhill Masterplan Feasibility budget towards new welcome sites for Haverhill.

Haverhill currently has three welcome signs but a view had previously been expressed that these were in need of updating and it would be desirable for Haverhill to have new signs in keeping with its modernised image. On 27 October 2011, the Working Party received a presentation, which provided possible design options for new signs. A specific budget of £5,000 was agreed, which would be allocated from the existing overall Haverhill Masterplan Feasibility budget.

Councillor Cox requested that Ward Members be consulted on the proposed new welcome signs.

RESOLVED:-

That new Welcome Signs for Haverhill be provided within a budget limit of £5,000 allocated from the overall existing Haverhill Masterplan Feasibility budget.

60. Mid Suffolk District Council Core Strategy: Focused Review Consultation

Forward Plan Reference: N/A Cabinet Member: Cllr Terry Clements

The Cabinet considered Report C236 (previously circulated) which sought the Cabinets endorsement to submit a response to Mid Suffolk District Council regarding their Core Strategy.

Mid Suffolk District Council commenced an early and focused review of its Core Strategy on 31 October 2011, with consultation ending on 9 December 2011. The consultation document was published too late for a full report to be presented to the Sustainable Development Working Party, therefore the Working Party requested that a report be presented directly to Cabinet. Report C236 outlined an overview of the consultation and proposed a response from the Borough Council.

RESOLVED:-

That the comments contained in paragraphs 3.4.2 to 3.4.4 of Report C236 be endorsed, and submitted to Mid Suffolk District's Council's Core Strategy consultation process.

The meeting concluded at 6.45 pm

**J H M GRIFFITHS
CHAIRMAN**