

ST EDMUNDSBURY BOROUGH COUNCIL

CABINET

**Minutes of a meeting held on Wednesday 12 September 2012 at 5.00 pm
in the Conference Chamber 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 and Ray

BY INVITATION: Councillors Hale (Chairman of the Performance and Audit Scrutiny Committee), Nettleton (Chairman of the Overview and Scrutiny Committee) and Cox

Representatives of ONE Haverhill

Will Austin, Clerk to Haverhill Town Council;
Clair Harvey of Suffolk County Council; and
Cathy Manning, St Edmundsbury Borough Council.

38. Apologies for absence

An apology for absence was received from Councillor Stevens.

39. Minutes

The minutes of the meeting held on 25 July 2012 were confirmed as a correct record and signed by the Chairman.

40. Declarations of Interests

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

41. ONE Haverhill Neighbourhood Community Budget

Forward Plan Ref: Sep12/13 Cabinet Member: Cllr Anne Gower

The Cabinet considered Report D118 (previously circulated) which sought confirmation of the Council's commitment to participate in the Haverhill Neighbourhood Community Budget pilot.

The Council was a member of ONE Haverhill, a Board that brought together a range of stakeholders including all three tiers of local government, the business sector, police, health and others to improve the quality of life for people in Haverhill. Haverhill had been selected to be one of only 12 neighbourhoods across England that would benefit from the Neighbourhood Community Budget (NCB) pilot scheme. ONE Haverhill was the nominated body overseeing the pilot. A draft Operational Plan for the pilot needed to be provided to the Department for Communities and Local Government (DCLG) by 21 September 2012, and all the constituent organisations had been asked to formally confirm their commitment to the pilot.

Copies of a letter from Mike Desborough of the DCLG and addressed to the Leader of the Council, were tabled and this expressed the national importance of Haverhill being selected to benefit from the NCB pilot.

In attendance were Will Austin, Clerk to Haverhill Town Council; Clair Harvey, Locality Officer for Haverhill at Suffolk County Council; and Cathy Manning, Head of Neighbourhood Development and Management at St Edmundsbury Borough Council. They were members of the core group established to co-ordinate the project on behalf of ONE Haverhill and had been invited to highlight the key issues detailed in the report and to respond to questions raised.

Councillor Mrs Gower, Portfolio Holder with the responsibility for Haverhill and Chairman of ONE Haverhill, welcomed the visitors to the meeting and put specific questions to each of them. Each representative responded accordingly and detailed the benefits of the scheme from their own organisation's point of view. Such benefits included improving collaborative working and community engagement to ensure the following priorities of the pilot for Haverhill were achieved: -

- (a) improving the physical environment; and
- (b) improving opportunities for young people/youth provision.

A discussion was then held on the recent closure of the Crown Health Clinic in Haverhill and the provision of Christmas lights in the town.

The Cabinet commended ONE Haverhill for the work being undertaken on the pilot and expressed its admiration for the tremendous community spirit that was evident in the town.

RESOLVED: - That

- (1) the Council's commitment to participate in the Haverhill Neighbourhood Community Budget pilot, as detailed in Section 4 and Appendices 1 and 2 of Report D118, be confirmed; and
- (2) delegated authority be given to a Director nominated by the Joint Chief Executive, in consultation with the relevant Portfolio Holder(s), to agree any aspects of the pilot which go beyond operational matters.

(Clair Harvey left the meeting at the conclusion of this item.)

42. Community Right to Bid

Forward Plan Ref: Sep12/14 Cabinet Member: Cllr Robert Everitt

The Cabinet considered Report D119 (previously circulated) which sought approval for the proposed approach to dealing with the Community Right to Bid, which had been introduced under the Localism Act 2011.

From autumn 2012, community groups would be able to nominate local land or buildings as '*assets of community value*'. These identified assets could not be sold without the community group first being informed and given the opportunity to prepare a bid. The new powers were known as the Community Right to Bid and, with some exceptions, could be applied to land or buildings that were in public or private ownership.

Report D119 proposed an approach to dealing with this new Right, including setting out a scheme of delegation to enable nominations made under this provision to be handled by officers, as outlined in Appendix C to Report D119.

Councillor Everitt, Portfolio Holder with responsibility for Localism, drew relevant issues to the attention of the Cabinet. He stated that the Government's intention was that the provision of the Community Right to Bid would support community groups in purchasing assets such as village shops, community centres, woodlands used for recreation, pieces of land, children's centres, library buildings and local pubs that had become commercially unviable and would otherwise no longer be available for use by the local community. He added that the Council had already undertaken a number of community asset transfers to bring wider community benefit to local communities and would continue to do so, where appropriate, alongside the operation of the Community Right to Bid.

Councillor Mrs Gower was please to note that the proposed scheme would not only keep Ward Members informed at key points in the process, but also Suffolk County Council's Division Members, as shown in the flowchart at Appendix B. This would therefore, promote greater partnership working between the tiers of local government.

RESOLVED:- That

- (1) the proposed approach to dealing with the Community Right to Bid detailed in paragraphs 4.1 to 4.13 and Appendices B and C of Report D119, be approved; and
- (2) delegated authority be given to the Joint Chief Executive or relevant Head of Service, in consultation with the Portfolio Holder for Tourism and Community Services, to amend minor details of the operation of the scheme should it be necessary in light of changes in the Government's final regulations and advice notes.



RECOMMENDED:-

That a delegation be made such that nominations under the Community Right to Bid be handled by officers once in force, as outlined in Appendix C to Report D119.

(With the agreement of the Chairman, the following items were considered in a different order to that published in the agenda.)

43. Two Year Review of The Apex

Forward Plan Ref: N/A Cabinet Member: Cllr Sara Mildmay-White

The Cabinet received and noted a narrative item which outlined the current position following the Cabinet's initial consideration of the findings of the Two Year Review of The Apex on 25 July 2012.

To assist with the content of the reports submitted by the Chairmen of the Performance and Audit Scrutiny Committee and the Overview and Scrutiny Committee (Reports D120 and D124 referred) in which both had made reference to the future operation of The Apex, it was considered

appropriate to discuss Item 15 on the agenda (Two Year Review of The Apex) at this point in the meeting.

On 25 July 2012, the Cabinet had resolved that the Borough Council would enter into formal discussions with the Theatre Royal and its funders about a new strategic partnership which could potentially provide a joint operating model for The Apex and the Theatre Royal, Bury St Edmunds (Report D85 and minute 34(2) referred).

Constructive discussions were continuing with the Theatre Royal, the Arts Council and Suffolk County Council on the proposals and appointed consultants, Bonnar Keenlyside, were working with all partners on the detailed business case and implementation plans. As also resolved by Cabinet in July 2012, a Members' briefing session was held on 13 August 2012 to update non-Cabinet Members and to allow them to ask questions and raise issues.

The intention was to present recommendations to the Cabinet on 21 November 2012 with its final recommendations progressing to Council on 18 December 2012. However, it was now proposed that, if it passed the due diligence stage, the draft business case for a new Arts Trust arising from the proposed strategic partnership, together with alternative options, would be scrutinised by the Overview and Scrutiny Committee at its scheduled meeting on 5 December 2012. Any recommendations emanating from the Committee would then be considered, if necessary, by Cabinet at a special meeting, before full Council later in December 2012. To avoid duplication, it was anticipated that the examination of the business case at the Overview and Scrutiny Committee would replace the all-Member briefing which had been planned for December 2012, as this would allow a more in-depth alternative. All Councillors would be invited to attend the meeting of the Overview and Scrutiny Committee.

The Chairmen of the Performance and Audit Scrutiny and Overview and Scrutiny Committees considered this was an appropriate course of action.

(Will Austin, Clerk to Haverhill Town Council left the meeting at the conclusion of this item.)

44. Report of the Performance and Audit Scrutiny Committee: 30 July 2012

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

The Cabinet received and noted Report D120 (previously circulated) which informed the Cabinet of the following items discussed by the Performance and Audit Scrutiny Committee on 30 July 2012: -

- (1) Annual Governance Statement 2011/2012;
- (2) Budget Outturn and Financial Highlights Report: 2011/2012;
- (3) Budget Monitoring Report: 1 April to 30 June 2012;
- (4) Key Performance Indicators: First Quarter 2012/2013;
- (5) The Apex: Report of the Venues Director;
- (6) Annual Treasury Management Report 2011/12 and Investment Activity 1 April to 30 June 2012;
- (7) Corporate Risk Register: Quarterly Monitoring Report; and
- (8) Adoption of Whistleblowing Policy.

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

that items (1), (6) and (8) above were the subject of separate reports on this agenda and the Cabinet's consideration of these items would follow the noting of this report.

**45. Report of the Performance and Audit Scrutiny Committee:
Annual Governance Statement 2011/2012**

Forward Plan Ref: Sep12/10 Cabinet Member: Cllr David Ray

The Cabinet considered Report D121 (previously circulated) which sought approval for the draft Annual Governance Statement for 2011/2012.

The Council was required to produce and publish an Annual Governance Statement (AGS), covering six laid down core governance principles. The proposed AGS for 2011/2012 accompanied the Statement of Accounts, which covered: -

- (a) the Council's responsibilities in terms of the governance framework;
- (b) St Edmundsbury's governance environment relating to the six laid down core governance principles; and
- (c) the effectiveness of St Edmundsbury's arrangements and any significant areas of weakness identified, with proposed actions to address these.

The governance framework was designed to facilitate the achievement of the Council's policies, aims, and objectives and to identify and manage risk to a reasonable level. The governance framework was embedded within the Constitution and the systems, policies, procedures and operations in place throughout the Council.

Councillor Hale, Chairman of the Committee, informed the Cabinet that the Committee had also scrutinised Annex A of the AGS, which outlined the history and importance of corporate governance and the background to the Annual Review of the AGS.

Councillor Ray, Portfolio Holder for Performance and Resources, supported approval of the AGS 2011/2012.



RECOMMENDED:- That

- (1) *the draft Annual Governance Statement for 2011/2012, as set out in Report D89, be recommended for approval by full Council prior to accompanying the Council's Statement of Accounts for 2011/2012; and*
- (2) *the process used to compile the Annual Governance Statement (AGS) 2011/2012, as detailed in Annex A of the AGS, be endorsed.*

**46. Report of the Performance and Audit Scrutiny Committee:
Annual Treasury Management Report 2011/2012 and
Investment Activity 1 April to 30 June 2012**

Forward Plan Reference: N/A Cabinet Member: Cllr David Ray

The Cabinet considered Report D122 (previously circulated) which sought approval for the Annual Treasury Management Report 2011/2012.

The Annual Treasury Management Investment Report summarised the investment activities for the year 2011/2012, and also provided a summary of investment activity for the first three months of the 2012/2013 financial year.

The report showed the total amount invested at 1 April 2011 as £32.4 million, and at 31 March 2012 £32.0 million, due primarily to the net effect of the Council's capital expenditure and asset disposals programmes. Budgeted income from investments in 2011/2012 was £457,000, and as at 31 March 2012 interest earned amounted to £582,000, an over achievement of £125,000 against the budget. The average rate of interest achieved for the year was 1.48% against the target rate of 1.50%.

The 2012/2013 Annual Treasury Management and Investment Strategy (Report C294 referred) set out the Council's projections for the current financial year. It showed the budget for investment income in 2012/2013 as £569,000, based on a continuation of the previous year's 1.5% target rate of return on investments.

The Cabinet was informed of a typographical error in the recommendation which should refer to Appendix 1 to Report D67 and not Appendix A.

The Cabinet commended the Treasury Management Section for managing to achieve £125,000 interest over the budgeted income of £457,000, which was particularly pleasing in these difficult economic times.



RECOMMENDED:-

That subject to the approval of full Council, the Annual Treasury Management Report 2011/2012, as contained in Appendix 1 to Report D67, be approved.

**47. Report of the Performance and Audit Scrutiny Committee:
Whistleblowing Policy**

Forward Plan Ref: Sep12/11 Cabinet Member: Cllr David Ray

The Cabinet considered Report D123 (previously circulated) which sought approval for a revised Whistleblowing Policy.

Good governance required organisations to take malpractice seriously and to ensure that employees and others (for example, contractors, suppliers of goods and services, partner organisations and members of the public) had adequate means to raise concerns about such malpractice. The Borough Council had in place a Whistleblowing Policy which set out its commitment and described the protection available to those who raised matters of concern.

The Council's current Whistleblowing Policy was last revised in February 2006. It was good practice to review arrangements from time to time and as such a review of the Policy had been undertaken jointly with Forest Heath District Council to ensure it continued to reflect best practice, legislation and shared services arrangements.



RECOMMENDED:- That

- (1) subject to the approval of full Council, the revised joint Whistleblowing Policy between Forest Heath District Council and St Edmundsbury Borough Council, as contained in Appendix A to Report D96, be adopted; and**
- (2) the Portfolio Holder for Performance and Resources be given delegated authority to amend the officer post titles where necessary regarding the reporting of whistleblowing concerns referred to within the Policy, following the upcoming senior management restructure.**

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

48. Report of the Chairman of the Overview and Scrutiny Committee: 5 September 2012

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

The Cabinet considered Report D124 (previously circulated) which informed the Cabinet of the following items discussed by the Overview and Scrutiny Committee on 5 September 2012:-

- (1) Work Programme Update and Suggestion for Scrutiny: Educational Attainment;
- (2) Cabinet Forward Plan: September to December 2012;
- (3) Interim Report of the Task and Finish Group: Review of Car Parking Charges Throughout the Borough; and
- (4) The Co-ordination of Licensing, Planning and Enforcement Functions Relating to Street Vending (the 'A Boards' Review).

Councillor Nettleton, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet. In particular, he stated that consultation would shortly be undertaken on possible options for regulating the use of 'A Boards' across the Borough. A preferred option was the operation of a permit scheme co-ordinated by the Licensing Services Section.

Councillor Nettleton then informed the Cabinet that as a result of discussions at its meeting on 5 September 2012, the Committee had put forward a recommendation for the Cabinet to consider in relation to its review of car parking charges throughout the Borough. The Task and Finish Group that had been appointed by the Committee had wished to ask the Markets and Car Parks Section to undertake further market research in the Borough Council's car parks. The purpose of this survey would be to obtain the public's view on usage, the current tariffs and how the Council should set future years' charges in its car parks across the Borough. Whilst the Committee had its own budget, and could arrange for external parties to carry out the consultation, it was considered more appropriate for the Markets and Car Parks staff, or their representatives, to undertake this task. The Cabinet sought further information from Councillor Nettleton on the data envisaged to be obtained and how it would inform the review, and consequently considered it appropriate for the survey to be undertaken.

RESOLVED: -

That the Markets and Car Parks Team, or their representatives, be asked to undertake market research in the Borough Council's car parks, to ascertain the public's view on car parks across the Borough, their usage, the current tariffs and how the Council should set future years' charges.

(Councillor Nettleton left the meeting at the conclusion of this item.)

49. Local Government Resource Review: Business Rates Retention: Pooling

Forward Plan Ref: Sep12/15 Cabinet Member: Cllr David Ray

The Cabinet considered Report D125 (previously circulated) which sought approval for continuing to form a pool with Suffolk County Council and Suffolk's Borough and District Councils for the collection of business rates with effect from 1 April 2013.

One of the features of the Local Government Finance Bill, was the retention of a proportion of the business rates revenue generated in a local area by the relevant local authorities.

Business rates retention was intended to provide incentives for local authorities to drive economic growth, as the authorities would be able to retain a share of the growth that was generated in business rates revenue in their areas, as opposed to the current system where all business rates revenues were held centrally.

The Local Government Finance Bill also allowed local authorities to form pools for the purposes of business rates retention. It was expected that pooling could offer local authorities an opportunity to retain more of the rates generated in their local areas and allow them to use that additional revenue more effectively to drive future economic growth, which in turn should increase future business rates yield. It would share the benefits of economic growth, and also the risk of any decline in business rates.

Creating a business rates pool would ensure maximum amounts of business rates collected in Suffolk remained in Suffolk, and it provided opportunities for the eight councils to work together to deliver enhanced economic prosperity for the county as a whole.

The Borough Council had submitted an initial expression of interest prior to 27 July 2012, as required by the Department for Communities and Local Government (DCLG). The formal sign-off of the intention to pool needed to be completed by 19 October 2012.

Councillor Ray, Portfolio Holder for Performance and Resources, drew relevant issues to the attention of the Cabinet, including that it was possible to withdraw from the pooling arrangements from April 2014 should another option become favourable. The Cabinet supported the proposed recommendations and considered that pooling was the most appropriate way forward at the present time.

RESOLVED:- That

- (1) the approach for the Borough Council to continue to form a pool with Suffolk County Council and Suffolk's Borough/District Councils for the collection of business rates with effect from 1 April 2013, be endorsed;
- (2) the detailed governance and operating arrangements be established and approved by Suffolk Public Sector Leaders at their meeting on 14 September 2012, as outlined in Sections 4.8.1 and 4.8.2 of Report D125;
- (3) support be given to Suffolk County Council becoming the lead authority and acting as 'Banker' for the pool; and
- (4) the Chief Executive and Chief Finance Officer be given delegated authority to sign on behalf of the Borough Council to request the Department for Communities and Local Government (DCLG) to designate the Suffolk pool, in line with DCLG timescales outlined in Section 4.8.3 of Report D125.

50. Report from the Shared Offices Joint Committee: 27 July 2012

Forward Plan Ref: Sep12/04 Cabinet Members: Cllrs John Griffiths and David Ray

The Cabinet received and noted Report D126 (previously circulated) which informed the Cabinet of the following items discussed by the Shared Offices Joint Committee on 27 July 2012:-

- (1) Building Manager's Report;
- (2) Items of Interest; and
- (3) Review of Available Space at West Suffolk House.

Councillor Ray, Chairman of the Joint Committee, drew relevant issues to the attention of the Cabinet, including that the meeting had been held at the recently refurbished St Edmundsbury Borough Council (SEBC)/Suffolk County Council shared offices in Haverhill.

In response to a question, the Cabinet was informed that the West Suffolk House Building User Group had suggested the practice of supplying newspapers to users of Café West should be discontinued, as detailed under Resolution 2 of Item 1, '*Building Manager's Report*', of Report D126, and the Joint Committee had considered this was an appropriate way forward. The Communications Section circulated details by email to Forest Heath District Council (FHDC) and SEBC officers of articles published in local newspapers across West Suffolk, and therefore action would be taken to ensure this practice also extended to FHDC and SEBC Members.

51. Recommendations from the Shared Services Steering Group: 30 August 2012

Forward Plan Ref: Sep12/07 Cabinet Members: Cllrs John Griffiths and David Ray

The Cabinet considered Report D127 (previously circulated) which informed of the recommendations emanating from the meeting of the Shared Services Steering Group held on 30 August 2012.

On 30 August 2012 the Shared Services Steering Group considered the following items:-

- (1) Business Process Re-engineering (BPR) and Customer Access Update;
- (2) Information and Communication Technology (ICT) Shared Service: ICT Mobile Device Use;
- (3) Budget Monitoring of Shared Savings;
- (4) Development of New Single Payline: Update;
- (5) Joint Chief Executive: Update;
- (6) Any Other Business; and
- (7) Future Back Office Requirements: Update on Progress.

Councillor Ray, Vice-Chairman of the Steering Group, drew relevant issues to the attention of the Cabinet. The Cabinet acknowledged that significant work was still being undertaken to ensure both ICT systems were satisfactorily integrated across Forest Heath District Council and St Edmundsbury Borough Council and therefore the project to explore how to gain the best advantage from the use of mobile technology, would be progressed when sufficient officer capacity was available.

RESOLVED:- That

ICT Shared Service: ICT Mobile Device Use

A project be initiated to draw up proposals for how to gain best advantage from the use of mobile technology, as detailed in Section 2.2 of Report SSG12/024.

52. New Single Pay and Reward Strategy

Forward Plan Ref: Sep12/08 Cabinet Member: Cllr David Ray

The Cabinet considered Report D128 (previously circulated) which sought approval for the authorisation of the relevant delegations to progress the production of a collective agreement with Unison on the pay, terms and conditions for posts below senior management level across St Edmundsbury Borough and Forest Heath District Councils.

A process had been undertaken to move towards developing a Single Pay and Reward Strategy across both Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC) for all staff. This included the process to renegotiate a collective agreement with Unison to cover all staff across both workplaces other than senior management.

Delegated authority was sought to take the steps required to achieve a collective agreement with Unison, both Councils' recognised trade union, on the pay and terms and conditions for posts below senior management level. This would complete the outstanding pay review.

The Cabinet noted that the proposals would be reported to full Council of both authorities to accord with:-

- (a) a condition of the shared services programme agreement between FHDC and SEBC; and
- (b) a duty of the Localism Act 2011, which required local authorities to produce a Pay Policy Statement (PPS) for adoption by full Council each year. It was considered appropriate that the current proposals to enable a final Joint Pay and Reward Policy to be produced and form the PPS should be reported to full Council at this time prior to seeking its final adoption by 31 March 2013.

The Cabinet was informed of a typographical error in recommendation (3), which should read *'any agreed Joint Pay and Reward Policy emanating from the delegations detailed in (1) above will be reported to each Council for adoption by 31 March 2013 as outlined in Section 4.9 of Report D128,'* and not *'any agreed Joint Pay and Reward Policy emanating from the delegations detailed in (2) above*'.

RESOLVED:-

- (1) That the Joint Chief Executive be given delegated authority, in consultation with the Portfolio Holders for Performance and Resources (SEBC) and Resources, Governance and Performance (FHDC) to enter into negotiations with Unison on the Councils' preferred single payline model outlined in Section 4.7 of Report D128, to reach a collective agreement within the agreed criteria outlined in Section 4.5 of Report D128, and subject to the 7 year projected costs being within the existing combined pay budget.



RECOMMENDED:- That

- (2) ***Council be asked to note the progress on moving to a Single Pay and Reward Strategy across the St Edmundsbury Borough Council (SEBC) and Forest Heath District Council (FHDC) partnership; and***
- (3) ***any agreed Joint Pay and Reward Policy emanating from the delegations detailed in (1) above, will be reported to each Council for adoption by 31 March 2013, as outlined in Section 4.9 of Report D128.***

53. Review of Cabinet Working Parties

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

The Cabinet received and noted a narrative item which informed that the review of Cabinet Working Parties would be presented at a later date.

On 23 May 2012, the Cabinet resolved (Minute 8(4) refers) that:-

- (1) *A review be undertaken into the operation of Cabinet Working Parties and that a final report be presented to the Cabinet at its meeting scheduled for 12 September 2012; and*
- (2) *in the meantime, the current Working Parties continue to operate.'*

This review is currently being undertaken, however, the final report will now be presented to Cabinet on 21 November 2012.

54. Recommendations from the Sustainable Development Working Party: 31 July 2012

Forward Plan Ref: Sep12/03 Cabinet Members: Cllrs Terry Clements and Peter Stevens

The Cabinet considered Report D129 (previously circulated) which informed of the recommendations emanating from the meeting of the Sustainable Development Working Party meeting held on 31 July 2012.

On 31 July 2012 the Sustainable Development Working Party considered the following items:-

- (1) Joint Development Management Policies: Submission Version: Consultation;
- (2) Joint Forest Heath and St Edmundsbury Affordable Housing Supplementary Planning Document;
- (3) Vision 2031: Site Submissions; and
- (4) 8th Annual Corporate Environmental Performance Report 2011/2012.

The Cabinet noted that the recommendations emanating from the Working Party's consideration of the Joint Development Management Policies Development Plan was incorporated into the report presented to the Joint Development Management Policies Committee (Report D110 referred), which in turn would make its recommendations directly to both Forest Heath District and St Edmundsbury Borough full Councils.

Councillor Clements, Portfolio Holder for Planning and Transport drew relevant issues to the attention of the Cabinet, including in the absence of Councillor Stevens, the issues considered in connection with his Environment and Waste Management portfolio.

Councillor Mrs Gower, Portfolio Holder with the responsibility for Housing, was pleased to note that the Joint Forest Heath and St Edmundsbury Affordable Housing Supplementary Planning Document had been amended prior to its submission for public consultation as she considered the proposed wording provided additional clarity and was far more robust.

In response to a question, the Cabinet was informed that this document would support terms agreed with developers when determining appropriate provision of affordable housing in future Section 106 Agreements.

RESOLVED:- That

(a) Joint Forest Heath and St Edmundsbury Affordable Housing Supplementary Planning Document

The Joint Forest Heath and St Edmundsbury Affordable Housing Supplementary Document be approved for public consultation, subject to the deletion of paragraph 6.2, together with the suggested amendments to paragraphs 5.29 to 5.31 contained in Paper D98 and the restatement of these as follows:-

'5.29 Local Connection

5.30 Affordable Housing in Forest Heath and St Edmundsbury will primarily be allocated to those in

need with a local connection to the Local Authority area. In rural parishes the affordable housing will be available in the first instance to people with a local connection to that parish, based on the following sequential criteria: -

- (i) current residence in the parish for a minimum period of two years; or previous residence in the parish, for a period of not less than five years; then*
- (ii) a family connection through mother, father, brother or sister, son or daughter, being resident in the parish for a period of not less than five years; and then;*
- (iii) employment in the Parish, as a main place of work; with a minimum period (to be determined) for qualification and, in the case of competing applications, the length of employment to be taken into account in determining priority; and then*
- (iv) current residence; family connection, where the time periods conditions referred to at (i), (ii) and (iii) (?) above have not been met.*

Priority will be given in the order set out above. If no person with such a connection to the parish can be nominated, a person with an equivalent relevant connection with the [agreed parishes] can be nominated.

5.31 If a local person in need of accommodation cannot be found to occupy the affordable property, a cascade mechanism will be used to widen the search area. The definitions of local connection will be set out in the Section 106 agreement, where applicable'.

(b) 8th Annual Corporate Environmental Performance Report: 2011/2012

Continued support be given to improve the Council's Environmental Performance in order to achieve the Corporate Environmental Targets set out in the Environmental Statement 2011 attached as Appendix A to Report D100.

55. Recommendation from the Sustainable Development Working Party: 11 September 2012

Forward Plan Ref: Sep12/03 Cabinet Members: Cllrs Terry Clements and Peter Stevens

The Cabinet considered Report D130 (previously circulated) which contained the recommendations emanating from the meeting of the Sustainable Development Working Party on 11 September 2012.

On 11 September 2012 the Sustainable Development Working Party considered the following items: -

- (1) Work to Tackle Climate Change and Energy Security: Update;
- (2) Forest Heath Core Strategy: Single Issue Review: Issues and Options Consultation;
- (3) Draft Open Space, Sport and Recreation Facilities: Supplementary Planning Document; and
- (4) South Cambridgeshire Local Plan: Issues and Options Consultation.

Councillor Clements, Portfolio Holder for Planning and Transport, informed the Cabinet of the issues raised in connection with the items considered at this meeting of the Working Party. In the absence of Councillor Stevens, Portfolio Holder for Environment and Waste Management, he also drew the Cabinet's attention to the presentation received by the Environment Manager on the item entitled 'Work to Tackle Climate Change and Energy Security: Update.'

The Cabinet wished to commend the extensive work of the Environment Manager, as provided in his presentation given at the meeting on 11 September 2012. Those present at that meeting had agreed he was extremely informative and passionate about the various energy efficiency initiatives supported by the Borough Council. In addition, the Cabinet was pleased to note the significant number of environment-improving grants that had been secured for West Suffolk through the work of the Suffolk Climate Change Partnership, as summarised in Appendix A to Report D134. Both the Borough Council and Forest Heath District Council were members of this Partnership.

RESOLVED: -

(a) Forest Heath Core Strategy – Single Issue Review: Issues and Options Consultation

- (1) Forest Heath District Council be thanked for consulting the Borough Council on the Single Issue Review of the Forest Heath Core Strategy;
- (2) no opinion be offered on which of the three options for housing growth to 2031 is most appropriate but that the content of paragraphs 4.10 to 4.13 of Report D135 form the basis of the Borough Council's response to the consultation; and
- (3) at the Submission stage of the Review, the potential wider impact of the preferred option for housing growth be assessed in order that the Borough Council can ascertain whether its services and facilities have the capacity to accommodate the impact of such growth alongside that already planned in the adopted St Edmundsbury Core Strategy.

(b) Work to Tackle Climate Change and Energy Security – Update

Continued support be given to achieving the key objectives of the Suffolk Climate Change Partnership relating to tackling climate change and energy security as

contained in paragraph 4.3 of Report D134 and the Suffolk Climate Action Plan attached as Appendix B to the report.

(c) Draft Open Space, Sport and Recreation Facilities Supplementary Planning Document

- (1) The draft Open Space, Sport and Recreation Facilities Supplementary Planning Document, as detailed in Appendix A to Report D136, be approved for public consultation; and
- (2) the Head of Service for Planning be authorised, in consultation with the Portfolio Holder for Planning and Transport, to make any necessary minor typographical, grammatical or similar textual changes to the draft prior to publication for consultation purposes.

(d) South Cambridgeshire Local Plan: Issues and Options Consultation

- (1) South Cambridgeshire District Council be thanked for consulting the Borough Council on the Local Plan Issues and Options document;
- (2) the Borough Council urges closer working by local planning authorities across the Cambridge Sub-Region to address economic growth, housing and infrastructure; and
- (3) the content of paragraphs 4.1 to 4.9 of Report D137 form the basis of the Borough Council's response to the consultation with the further addition of further reference to planning for alternatives to the car in paragraph 4.7 and the need to have regard for transit sites for Gypsies and Travellers.

56. Report of the Joint Development Management Policies Committee:

23 August 2012

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

Peter Stevens

The Cabinet received and noted Report D131 (previously circulated) which informed the Cabinet of the decision taken by the Joint Development Management Policies Committee on 23 August 2012.

On 23 August 2012 the Joint Development Management Policies Committee considered the following item: -

- (1) Joint Development Management Policies Document: Submission Version Consultation.

The Cabinet was informed that the recommendations from the Joint Development Management Policies Committee would be considered by the full Councils of both Forest Heath District Council and St Edmundsbury

Borough Council. Approval would be sought for the draft Submission Version of the Joint Development Management Policies Development Plan for public consultation.

57. Note of Congratulations

The Chairman was pleased to announce that the Joint Officer Appointments Committee had resolved earlier that day, that:-

'Liz Watts, Chief Finance Officer at St Edmundsbury Borough Council (SEBC), and Alex Wilson, Corporate Director for Community Services at SEBC, be appointed Directors under the new shared management restructure across Forest Heath District Council and SEBC, with effect from 1 October 2012, subject to no well-founded objection being made by any Member of either Cabinet'.

No well-founded objection had been made by any Member of either Cabinet.

Ms Watts and Mr Wilson were duly congratulated on their appointments.

The meeting concluded at 6.45 pm

**J H M GRIFFITHS
CHAIRMAN**