

**ST EDMUNDSBURY BOROUGH COUNCIL**

**CABINET (SPECIAL MEETING)**

**Minutes of a meeting held on Wednesday 15 May 2013 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, Ray and Stevens

BY INVITATION: Councillors Cox, Nettleton, Pugh, Spicer, Mrs Stamp and  
Mrs P A Warby

**129. Apologies for absence**

No apologies for absence were received.

**130. Declarations of Interests**

Councillor Mrs Mildmay-White declared that should specific issues be raised in connection with the West Suffolk Hospital, Bury St Edmunds site and the area of land in Bury St Edmunds known as the 'Leg of Mutton' during the consideration of Vision 2031 (Minute 133 below referred), she may need to leave the meeting to avoid the perception of bias.

**131. Joint Pay Policy Statement 2013/2014**

*Decisions Plan Ref: May13/03 Cabinet Member: Cllr David Ray*

The Cabinet considered Report D374 (previously circulated) which sought approval for the Joint Pay Policy Statement for 2013/2014.

Section 38/11 of the Localism Act 2011 required local authorities to produce a Pay Policy Statement for 2012/2013 by 31 March 2012 and for each financial year thereafter.

The Joint Pay Policy Statement for 2013/2014 being recommended for adoption by both Councils was attached at Appendix 1 to Report D374 and established a modern reward framework for an integrated workforce, which reflected the current market and financial climate.

It had been produced later than would normally be expected as it had been considered appropriate to incorporate the outcomes of the collective agreement with St Edmundsbury Borough and Forest Heath District Councils' recognised trade union, Unison on the new single pay and reward package, which was the subject of the next item on this Cabinet agenda.



***RECOMMENDED:-***

***That subject to the approval of full Council, the Joint Pay Policy Statement for 2013/2014, as contained in Appendix 1 to Report D374, be approved.***

### **132. Single Pay and Reward Strategy**

***Decisions Plan Ref: May13/02 Cabinet Member: Cllr David Ray***

The Cabinet considered Report D375 (previously circulated) which sought approval for delegated authority to be given to the Chief Executive, in consultation with the relevant portfolio holders of both Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC), to formally enter into a new collective agreement with Unison on the pay and terms and conditions for posts below senior management level.

Report D375 updated Members on the progress to move to a Single Pay and Reward Strategy across both FHDC and SEBC. A period of negotiation with Unison, followed by a Unison ballot to adopt a new collective agreement had taken place to cover all staff across both workplaces other than senior management.

The two Councils were now in a position to agree the new Single Pay and Reward package with Unison for adoption by collective agreement from 1 June 2013.

Councillor Ray, Portfolio Holder for Performance and Resources, drew relevant issues to the attention of the Cabinet including that it had been a major achievement to reach this stage in seeking a collective agreement with Unison. He advised that additional matters relating to pay and reward were yet to be produced, such as a producing a revised performance appraisal scheme and reviewing the current call-out schemes across the two authorities.

Some concern was expressed regarding the proposed buying and selling of annual leave as it was considered staff needed to retain their annual leave to ensure they remained refreshed and ready for work. In response, the Cabinet was advised that this proposal would be subject to strict criteria and dependent upon service delivery needs. It was anticipated that staff would not be able to take less than the legal directive of annual leave, which was four weeks per annum. Therefore, in practice, some officers may be able to sell or buy up to five or six days per annum.

The Chairman wished to place on record his congratulations to the Chief Executive, the Head of Human Resources and Organisational Development and her team for the extensive amount of work involved to achieve the collective agreement with Unison.



#### ***RECOMMENDED:-***

***That subject to the approval of full Council, 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 sign and adopt the collective agreement with Unison contained in Appendix 1 to Report D375, which details the Councils' new Single Pay and Reward Strategy.***

**133. Vision 2031: Recommendations from the Sustainable Development Working Party: 14 May 2013**

***Decisions Plan Ref: May13/01 Cabinet Members: Cllrs John Griffiths and Terry Clements***

The Cabinet considered Report D376 (tabled at the meeting), which detailed the recommendations of the Sustainable Development Working Party relating to all three Vision 2031 Submission Version documents in one single composite report.

On 14 May 2013 the Sustainable Development Working Party considered the following items:

- (1) Vision 2031: Submission Version Consultation;
- (2) Developing a West Suffolk Sustainability Strategy; and
- (3) Generating Income from Renewable Energy.

The Cabinet noted that the recommendations relating to items (2) and (3) above would be considered at the Cabinet's ordinary meeting on 22 May 2013.

Councillor Clements, Portfolio Holder for Planning and Transport and Chairman of the Sustainable Development Working Party, drew relevant issues to the attention of the Cabinet. He explained that the Bury St Edmunds, Haverhill and Rural Vision 2031 Submission Version documents, which would be subject to extensive public consultation during summer 2013, had firstly been considered by the three Area Working Parties and amended recommendations from those Working Parties, plus proposed additional minor amendments identified by officers, were then considered by the Sustainable Development Working Party in Report D371. The Sustainable Development Working Party made one further amendment as detailed in the recommendation to Cabinet contained in Report D376.

The Cabinet considered the recommendations in detail and proposed a further recommendation for consideration by full Council on 16 May 2013. This was to acknowledge that there may be instances where, because of a significant change in circumstances, a document may need to be revisited and potentially be subject to further consultation and adoption arrangements, particularly in relation to sites that required concept statements, masterplans or development briefs.

Several issues were highlighted and questions asked to which Councillor Clements and the Place Shaping Manager duly responded. Such matters included the handling of the identification of Gypsy and Traveller sites in the Borough in the Vision 2031 documents; the Borough's five year land supply; and the process and timeline which was expected to be followed after this summer's consultation up to submission to the Planning Inspector for the Examination in Public.

Councillor Cox wished to raise a number of issues in connection with the Haverhill Vision 2031 Submission Version document and he was advised that if the issues were relatively minor, he should discuss these matters separately with the Planning Policy Officers. Councillor Cox agreed to this suggestion.

The Cabinet acknowledged and commended the Place Shaping Manager and his team for the extensive amount of work undertaken since the draft versions of the Vision 2031 documents were first subject to consultation in March 2012.

**RECOMMENDED:**

***That the recommendations of the Rural Area Working Party, Haverhill Area Working Party and Bury St Edmunds Area Working Party relating to the Vision 2031 Submission Version documents, as set out in Appendix A to Report D371, and the proposed minor amendments to the draft documents arising from the aforementioned Working Party meetings or identified by officers, as set out in Appendix B to Report D371, be approved, subject to:***

- (i) the wording contained in Paragraph 6.1 of the draft Haverhill Vision Infrastructure Delivery Plan, contained in Appendix 9 to Report D368, to include reference to the ambition to facilitate a rail link for Haverhill; and***
- (ii) that in all three Vision 2031 documents the wording in supporting paragraphs relating to sites that require concept statements, masterplans or development briefs should be amended to have statements inserted to acknowledge that there will be instances where, because of a significant change in circumstances, a document may need to be revisited and potentially be subject to further consultation and adoption arrangements.***

**134. Rural Vision 2031: Recommendations from the Rural Area Working Party: 7 May 2013**

***Decisions Plan Ref: May13/01 Cabinet Members: Cllrs Terry Clements and John Griffiths***

The Cabinet was advised that an amended version of D377 had been tabled, which contained the amended recommendations of the Rural Area Working Party following its meeting on 7 May 2013.

However, as these recommendations only concerned Vision 2031, these had already been considered as part of the composite report from the Sustainable Development Working Party, as detailed under minute 133 above. No further discussion was therefore undertaken.

**135. Haverhill Vision 2031: Recommendations from the Haverhill Area Working Party: 9 May 2013**

***Decisions Plan Ref: May13/01 Cabinet Members: Cllrs Terry Clements and John Griffiths***

The Cabinet was advised that an amended version of D378 had been tabled, which contained the amended recommendations of the Haverhill Area Working Party following its meeting on 9 May 2013.

However, as these recommendations only concerned Haverhill Vision 2031, these had already been considered as part of the composite report from the Sustainable Development Working Party, as detailed under minute 133 above. No further discussion was therefore undertaken.

**136. Bury St Edmunds Vision 2031: Recommendations from the Bury St Edmunds Area Working Party: 13 May 2013**

*Decisions Plan Ref: May13/01 Cabinet Members: Cllrs Terry Clements and John Griffiths*

The Cabinet was advised that an amended version of D379 had been tabled, which contained the amended recommendations of the Bury St Edmunds Area Working Party following its meeting on 13 May 2013.

However, as these recommendations only concerned Bury St Edmunds Vision 2031, these had already been considered as part of the composite report from the Sustainable Development Working Party, as detailed under minute 133 above. No further discussion was therefore undertaken.

The meeting concluded at 5.56 pm

**J H M GRIFFITHS  
CHAIRMAN**