



St Edmundsbury Borough Council

Cabinet Decisions Notice

(Published: Thursday 25 June 2015)

The following decisions were taken by the Cabinet on **Tuesday 23 June 2015** and, if not called in by Councillors, will come into operation on Friday 3 July 2015. A decision may be called in, in accordance with the Procedure Rules contained within Part 4 of the Council's Constitution, by five Councillors submitting the required call-in request form to the Head of HR, Legal And Democratic Services (e-mail: democratic.services@westsuffolk.gov.uk) **by 5.00 pm on Thursday 2 July 2015.**

Should you have a query regarding any of the decisions taken, contact should be made with the named officer in the first instance, either on the telephone number listed against their name, or via email using the format firstname.surname@westsuffolk.gov.uk. Alternatively, you may also contact the relevant Portfolio Holder on the telephone number listed against their name, or via email using the format firstname.surname@stedsb.gov.uk. Contact may also be made via Democratic Services, West Suffolk House, Western Way, Bury St Edmunds, Suffolk IP33 3YU

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
Item No. 10 (N.B. Note that agenda was varied to allow this item to be considered immediately following Item 5.) CAB/SE/15/040	None	<u>West Suffolk Operational Hub</u> RESOLVED: That (1) the contents of this report and the summarised feedback from pre-application consultation be noted; (2) further pre-application consultation to include the site selection be approved; and RECOMMENDED TO COUNCIL: (3) funding of £180,000, as detailed in Section 4 of Report No: CAB/SE/15/040, be approved (£98,000 FHDC and £82,000	The Cabinet agreed that having noted the feedback received in response to the pre-application consultation on the proposed siting of the West Suffolk Operational Hub, further consultation should take place before any planning application is made and that this should include the process for site selection. In order for the project to progress to potentially finalise a business case in autumn 2015, the Cabinet considered it appropriate to recommend to Council that total funding of £180,000 (shared across FHDC and SEBC) should be allocated.	Four options have previously been considered and compared against the status quo, as outlined in Section 1.3.8 of Report No: CAB/SE/15/015 considered on 10 February 2015. Option 2 was preferred, and reasons for rejecting the other options were outlined in Section 1.3.9.	<u>Portfolio Holder:</u> Cllr Peter Stevens 07775 877000 <u>Officer:</u> Mark Walsh Head of Operations 01284 757300

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
		SEBC). To be funded from each authority's Strategic Priorities and Medium Term Financial Strategy reserve.			
Item No. 8 CAB/SE/15/038	None	<u>Recommendations of the Overview and Scrutiny Committee: 10 June 2015 - Joint ARP Debt Management and Recovery Policy</u> RESOLVED: That the Joint ARP Debt Management and Recovery Policy set out in Appendix A to Report No: OAS/SE/15/006 be approved, subject to reference being included on how to access debt advice and counselling when sending out the first reminder for non-payment of Council Tax and non-domestic rates.	The Cabinet considered the recommendations of the Overview and Scrutiny Committee and agreed that whilst the Policy is generally sound, reference should be made to offer debt advice and counselling when sending out the first reminder for non-payment of Council Tax and non-domestic rates.	Continuing with separate policies would not be efficient given the shared provision of Revenues collection across the partnership. A policy is needed in this area in order to make clear to customers what the recovery process entails.	<u>Portfolio Holder:</u> Cllr Ian Houlder 01284 810074 <u>Officer:</u> Rachael Mann Head of Resources and Performance 01638 719245
Item No. 9 CAB/SE/15/039	None	<u>West Suffolk Sundry Debt Management and Recovery Policy</u> RESOLVED: That the West Suffolk Sundry Debt Management and Recovery Policy, contained in Appendix A to Report No: CAB/SE/15/039, be approved.	The Cabinet agreed that the document clearly sets out the policy in relation to the invoicing, collection and recovery of sundry debts across Forest Heath District and St Edmundsbury Borough Councils (West Suffolk) and replaces the previous policies of the two councils by bringing them together into a single document. The content is also updated to reflect the changes introduced by the single financial management system.	Continuing with two separate policies would not be appropriate given the shared financial management system that has been implemented. A policy is needed in this area in order to make clear to customers what entering into agreements with the councils entails.	<u>Portfolio Holder:</u> Cllr Ian Houlder 01284 810074 <u>Officer:</u> Rachael Mann Head of Resources and Performance 01638 719245

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
Item No. 12 CAB/SE/15/042	None	<p><u>Confirmation of Article 4 Direction for Bury St Edmunds</u></p> <p>RESOLVED:</p> <p>That the Article 4 Direction for Bury St Edmunds made on 25 March 2015, as contained in Appendix 1 to Report No: CAB/SE/15/042, be confirmed.</p>	<p>The Cabinet considers that having taken the outcome of the public consultation into account the new Article 4 Direction should be confirmed. The new Direction cancels the previous ones and encompasses the whole of the two conservation areas in Bury St Edmunds, with the restrictions applying to all individual properties as relevant.</p>	<p>The complete removal of the Article 4 Directions in Bury St Edmunds was considered. This could result in significant changes being made to properties through permitted development rights, which would cause harm to the character and appearance of the two conservation areas. It was therefore decided that this option was not acceptable.</p> <p>Not withdrawing the permitted development rights relating to the provision of microgeneration was considered. It was agreed that this would undermine the impact of the Article 4 Directions which withdrew the rights to make changes to the exterior of the properties and would result in harm to the</p>	<p><u>Portfolio Holder:</u> Cllr Alaric Pugh 07930 460899</p> <p><u>Officer:</u> Christine Leveson Principal Conservation Officer 01284 757356</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
				character and appearance of the conservation areas. It was therefore decided that this option was not acceptable.	
Item No. 13a CAB/SE/15/043	None	<p><u>Recommendations of the Sustainable Development Working Party: 18 June 2015 - Culford Park Management Plan</u></p> <p>RECOMMENDED TO COUNCIL:</p> <p>That the Culford Park Management Plan, as contained in Appendices 1 and 2 to Report No: SDW/SE/15/004, be adopted as a Supplementary Planning Document.</p>	The Cabinet agrees that the Culford Park Management Plan clearly identifies potential areas of future development within the site based on Culford School's anticipated operational needs, the required maintenance/repair/restoration of both the buildings and parkland, and helps identify priorities. Proposals are made based on a thorough understanding of the significance of the site and has therefore been recommended to Council for adoption.	Not to recommend adoption of the Management Plan; however this may result in an unplanned approach to potential new development coming forward for Culford Park.	<p><u>Portfolio Holder:</u> Cllr Alaric Pugh 07930 460899</p> <p><u>Officer:</u> Steven Wood Head of Planning and Growth 01284 757306</p>
Item No. 13b CAB/SE/15/043	None	<p><u>Recommendations of the Sustainable Development Working Party: 18 June 2015 - Station Hill Development Area, Bury St Edmunds: Masterplan</u></p> <p>RECOMMENDED TO COUNCIL:</p> <p>That the Masterplan for the Station Hill Development Area, Bury St Edmunds land allocation, as contained in Appendix A to Report Ref: SDW/SE/15/005, be adopted as non-statutory planning guidance, subject to amendments being</p>	As ratified by the Cabinet, the draft Masterplan has been prepared in accordance with the Council's adopted protocol and has been the subject of public consultation. Amendments have been made as a result of the consultation and the Cabinet has recommended its adoption by full Council, subject to further clarification on some matters, as identified by the Sustainable Development Working Party.	The draft Masterplan is consistent with the adopted Concept Statement for re-development of the Station Hill site. Therefore other options regarding the potential development of the site have not been considered as part of this process. An	<p><u>Portfolio Holder:</u> Cllr Alaric Pugh 07930 460899</p> <p><u>Officer:</u> Steven Wood Head of Planning and Growth 01284 757306</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
		<p>made to the document to:</p> <ul style="list-style-type: none"> (i) provide greater clarity about the intended illustrative nature of the plans contained therein; (ii) include relevant references to the Joint Development Management Policies document adopted in February 2015; and (iii) delegated authority be given to the Head of Planning and Growth, in consultation with the Chairman of the Sustainable Development Working Party and the Ward Members for the Station Hill Development Area, to satisfactorily resolve the issues raised by Pigeon Investment Management Ltd in their letter of objection received immediately prior to the meeting of the Working Party held on 18 June 2015. 		<p>alternative draft Masterplan was developed in 2009, but was not taken forward to adoption following a period of public consultation. Should the Council resolve to adopt the draft Masterplan as planning guidance, that decision would not preclude future alternative development options from being considered.</p>	
<p>Item No. 13c CAB/SE/15/043</p>	<p>None</p>	<p><u>Recommendations of the Sustainable Development Working Party: 18 June 2015 - West Suffolk Hospital, Bury St Edmunds: Masterplan</u></p> <p>RECOMMENDED TO COUNCIL:</p> <p>That the Masterplan for the West Suffolk Hospital, as contained in Appendix A to Report No: SDW/SE/15/006, be adopted as non-statutory planning guidance.</p>	<p>The draft Masterplan has been prepared in accordance with the Council's Protocol for preparing Masterplans and has been subject to public consultation. The Cabinet considers it appropriate to recommend it to Council for adoption.</p>	<p>Should the Council resolve to adopt the draft Masterplan as planning guidance, that decision would not preclude future alternative development options from being considered.</p>	<p><u>Portfolio Holder:</u> Cllr Alaric Pugh 07930 460899</p> <p><u>Officer:</u> Steven Wood Head of Planning and Growth 01284 757306</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
Item No. 15 CAB/SE/15/045	None	<p><u>West Suffolk Facilities Management</u></p> <p>RECOMMENDED TO COUNCIL: That</p> <p>(1) the contents of Report No: CAB/SE/15/045 be noted;</p> <p>(2) approval is given to establish a Joint Venture Company with Eastern Facilities Management Services (EFMS) Ltd for the delivery of Facilities Management services at Forest Heath District Council and St Edmundsbury Borough Council; and</p> <p>(3) delegated authority be given to the Head of Operations, in consultation with the Head of Resources and Performance, the Service Manager (Legal) and respective Portfolio Holders for Operations to finalise and confirm the outstanding legal and governance matters outlined herein at 3.11 to 3.15 and 3.21 of Report No: CAB/SE/15/045, before signing contracts to establish the new Joint Venture company with EFMS.</p>	The Cabinet considered the options for the future provision of Facilities Management (FM) services at Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC). It has recommended to Council that the most appropriate option is to establish an arms-length joint venture company with Eastern Facilities Management Services (EFMS).	The options considered and rejected are contained in Section 2.3 of Report No: CAB/SE/15/045 and also in Appendix B.	<p><u>Portfolio Holder:</u> Cllr Peter Stevens 07775 877000</p> <p><u>Officer:</u> Mark Walsh Head of Operations 01284 757300</p>
Item No. 18 EXEMPT CAB/SE/15/046	None	<p><u>Provision of Temporary Accommodation in Bury St Edmunds</u></p> <p>The decision is contained in the exempt version of this Decisions Notice.</p>	The reasons for the decision are contained in the exempt version of this Decisions Notice.	Other options considered and reasons for rejection are contained in the exempt version of this Decisions	<p><u>Portfolio Holder:</u> Cllr Sara Mildmay-White 01359 270580</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
				Notice.	<u>Officer:</u> Simon Phelan Head of Housing 01638 719440

Karen Points
Head of HR, Legal and Democratic Services
25 June 2015