



St Edmundsbury
BOROUGH COUNCIL

St Edmundsbury Borough Council

Cabinet Decisions Notice
(Published: Thursday 11 February 2016)

The following decisions were taken by the Cabinet on **Tuesday 9 February 2016** and, if not called in by Councillors, will come into operation on Friday 19 February 2016. This procedure does not however, apply to decisions that have been recommended to Council for a final decision (and which are also indicated within the decisions below). An executive decision may be called in, in accordance with the Overview and Scrutiny Committee Procedure Rules contained within Part 4 of the Council's Constitution, by at least 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 18 February 2016.**

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, St Edmundsbury Borough Council, 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. 2 (Approval of Minutes)	None	<u>Minutes: 24 November and 8 December 2015</u> The minutes of the meetings held on 24 November and 8 December 2015 were confirmed as correct records and signed by the Chairman, subject to the following amendment to a typographical error in the appendix attached to the minutes of 8 December 2015, which was the complete list of St Edmundsbury Borough Council's car parking tariffs to be applied from April 2016: The charge for a 30 minute stay in the Lower Baxter Street, Bury St Edmunds car park be amended to read the current charge of 80p and not 60p, as stated.	To ensure the amendment to the car parking tariff in the Lower Baxter Street car park is minuted and published.	Not applicable	<u>Portfolio Holder:</u> Cllr Peter Stevens 01787 280284 <u>Officer:</u> Mark Walsh Head of Operations 01284 757300

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Item No. 8 CAB/SE/16/004	None	<p><u>Recommendations from the Performance and Audit Scrutiny Committee: 28 January 2016 - Annual Treasury Management and Investment Strategy Statements 2016/2017</u></p> <p>RECOMMENDED TO COUNCIL (23 February 2016): That:</p> <p>(1) the Annual Treasury Management and Investment Strategy Statements 2016/2017, as contained in Appendix 1 to Report No: TMS/SE/16/002, be adopted; and</p> <p>(2) the Treasury Management Code of Practice 2016/2017, as contained in Appendix 2 to Report No: TMS/SE/16/002, be approved.</p>	The Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management requires that, prior to the start of the financial year that Council formally approves an Annual Treasury Management and Investment Strategy, setting out the Council's treasury management policy and strategy statements for the forthcoming year.	Options for the management of Council investments are formally considered within the Annual Treasury Management and Investment Strategy.	<p><u>Portfolio Holder:</u> Cllr Ian Houlder 01284 810074</p> <p><u>Officer:</u> Joanne Howlett Acting Head of Resources and Performance 01284 757264</p>
Item No. 9 CAB/SE/16/005	None	<p><u>Budget and Council Tax Setting: 2016/2017 and Medium Term Financial Strategy</u></p> <p>RECOMMENDED TO COUNCIL (23 February 2016): That:</p> <p>(1) the revenue and capital budget for 2016/2017 attached at Attachment A and as detailed in Attachment D, Appendices 1-5</p>	Cabinet is required to recommend to full Council the budget for the authority and the level of Council Tax required to fund the budget. In 2016/2017, the Cabinet has recommended a 1.952% increase in Council Tax, which equates to an increase of £3.42 per year for a Band D taxpayer.	Other options have been considered and rejected to ensure the Council meets its statutory requirements of setting a balanced budget for 2016/2017.	<p><u>Portfolio Holder:</u> Cllr Ian Houlder 01284 810074</p> <p><u>Officer:</u> Joanne Howlett Acting Head of Resources and Performance 01284 757264</p>

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		<p>and Attachment E of Report No: CAB/SE/16/005, as amended, be approved;</p> <p>(2) having taken into account the conclusions of the Head of Resources and Performance's report on the adequacy of reserves and the robustness of budget estimates (Attachment C) and the Medium Term Financial Strategy (MTFS) (Attachment D, as amended), particularly the Scenario Planning and Sensitivity Analysis (Attachment D, Appendix 5) and all other information contained in this report, Cabinet recommends a 1.952% (£3.42 for an average Band D property) increase in council tax for 2016/2017;</p> <p>(3) the Head of Resources and Performance, in consultation with the Portfolio Holder for Resources and Performance, be authorised to transfer any surplus from the 2015/2016 revenue budget to the Invest to Save Reserve as detailed in paragraph 1.9.4, and to vire funds between existing Earmarked Reserves (as set out at Attachment D, Appendix 3, as amended) as deemed appropriate throughout the</p>			

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		<p>year;</p> <p>(4) the revised Minimum Revenue Provision (MRP) policy, as set out in section 1.8 and Attachment D Appendix 4, be adopted; and</p> <p>(5) where the Council has usable capital receipts that are not needed for other purposes, delegated authority be given for the Section 151 Officer to apply, where prudent to do so, some or all of it to meet capital expenditure incurred in the current year or previous years under paragraph 23 of the 2003 Regulations to reduce or eliminate any MRP that might need to be set aside, as detailed in Attachment D, Appendix 4.</p>			
<p>Item No. 10 CAB/SE/16/006</p>	<p>None</p>	<p><u>Enterprise Zones: Update</u></p> <p>It be noted that the Enterprise Zone (EZ) bids by the New Anglia Local Enterprise Partnership (which includes 14 hectares of land at Suffolk Business Park) and the Greater Cambridge Greater Peterborough Local Enterprise Partnership (which includes Haverhill Research Park) were successful.</p> <p>It has been made clear to both LEPs that in the event that either of their applications were successful that full</p>	<p>It was announced in the Autumn Statement that both the Enterprise Zone (EZ) bids submitted by the New Anglia and Greater Cambridge Greater Peterborough Local Enterprise Partnerships (LEPs) were successful.</p> <p>The Cabinet noted the current position and has recommended to Council to include land at Suffolk Business Park and at Haverhill Research Park in the designated new EZs on the basis provided in its recommendations.</p>	<p>The alternative option is that neither Haverhill Research Park nor land at Suffolk Business Park is included within a LEP wide Enterprise Zone.</p> <p>This decision would mean that Business Rates growth achieved on these sites in future would</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>

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		<p>Council approval was still required.</p> <p>RECOMMENDED TO COUNCIL that (23 February 2016):</p> <p>(1) the allocation of the Enterprise Zones be accepted for implementation in April 2016 and delegated authority be given to Cabinet to negotiate and agree the details and precise terms of the Enterprise Zones (including entering into any legal agreements), subject to inclusion of a clause that requires discussions and, if necessary, renegotiation of the terms around the possible changes that come with Business Rates Retention in 2020;</p> <p>(2) subject to (1) above, delegated authority be given to the Head of Planning and Growth in consultation with the s151 Officer to work with the Local Enterprise Partnerships and other bodies to promote the two Enterprise Zones;</p> <p>(3) delegated authority also be given to Cabinet to approve business cases for investment in on-site infrastructure to support the development of the EZs as and when these come forward</p>		<p>remain as it currently is, as detailed in Report No: CAB/SE/16/006.</p> <p>The economic benefits of Enterprise Zones would not be realised in West Suffolk. Suffolk Business Park and Haverhill Research Park may then have to compete with sites, locally and across the region with EZ status.</p>	

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		<p>and before any works can commence; and</p> <p>(4) Council approves the discretionary business rates discount for new businesses locating within the EZs as explained in paragraph 4.7 of Report No: CAB/SE/16/006.</p>			
<p>Item No. 11 CAB/SE/16/007</p>	<p>None</p>	<p><u>Third Generation Artificial Pitch Provision in Haverhill</u></p> <p>RECOMMENDED TO COUNCIL (23 February 2016): That:</p> <p>(1) the bridging loan request received from Haverhill Community Sports Association for up to £300,000 to enable it to progress the building of a third generation (3g) football pitch facility at the New Croft site in Chalkstone Way, Haverhill be approved; and</p> <p>(2) the Head of Operations, in consultation with the Services Manager (Legal), be authorised to prepare the necessary legal agreements to support the issue of the loan, in accordance with the terms set out in Report No: CAB/SE/16/007, subject to:</p> <p>(a) the Haverhill Community</p>	<p>Having noted that Haverhill Community Sports Association (HCSA) has been successful in obtaining a grant offer of £300,000 from the Football Foundation to create a third generation (3g) football pitch on the New Croft site in Haverhill, the Cabinet has recommended approval to Council to loan the HCSA a further £300,000, on a bridging loan basis ahead of other third party funding. This will enable the HCSA to accept the grant offer and to commence on site prior to next football season, subject to a series of due diligence requirements being met.</p>	<p>If the loan request is declined, the HCSA is likely to decline the grant offer from the Football Foundation.</p>	<p><u>Portfolio Holder:</u> Cllr Jo Rayner 07872 456836</p> <p><u>Officer:</u> Damien Parker Service Manager (Operations, Leisure and Culture) 01284 757090</p>

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		<p>Sports Association confirming acceptance of the loan agreement conditions; and</p> <p>(b) receipt of a unilateral undertaking from the developer of the North East Haverhill Vision 2031 growth site that they will pay the Council £300,000 as a voluntary contribution towards the scheme (and repayment of the loan), in lieu of making their own equivalent provision within their proposed development.</p>			
Item No. 12 CAB/SE/16/008	None	<p><u>Home-Link Lettings Policy</u></p> <p>RESOLVED:</p> <p>That the revised Home-Link Lettings Policy, as contained in Appendix A to Report No: CAB/SE/16/008, be approved.</p>	<p>Home-Link is the Choice Based Lettings (CBL) scheme for the Cambridgeshire and West Suffolk Housing sub-region. Each Local Authority has its own Lettings Policy and is responsible for implementing any changes to that policy. Many elements of the Lettings Policy have been agreed across the sub-region and they cannot be amended without agreement of all local authorities across the sub-region. The Cabinet considered the proposed changes as set out in Report No: CAB/SE/16/007 to be acceptable.</p>	<p>To continue with the current Lettings Policy. This would mean the Council's policy would not be in-line with other councils within the Home-link scheme. The policy would also be out of date and could allow people to access housing who shouldn't due to loopholes not being closed.</p>	<p><u>Portfolio Holder:</u> Cllr Sara Mildmay-White 01359 270580</p> <p><u>Officers:</u> Simon Phelan Head of Housing 01638 719440</p> <p>Tony Hobby Service Manager (Housing Options) 01638 719348</p>

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Item No. 13 (a) CAB/SE/16/009	None	<p><u>Park Farm, Ingham: Adoption of Concept Statement</u></p> <p>RECOMMENDED TO COUNCIL (23 February 2016):_</p> <p>That the Concept Statement for Park Farm, Ingham, as contained in Appendix A to Report No: SDW/SE/16/001, be adopted as informal planning guidance.</p>	<p>Following public consultation, the Concept Statement for Park Farm, Ingham has been amended to take account of comments and suggestions.</p> <p>The Cabinet is satisfied that the Concept Statement has been prepared in accordance with the Vision 2031 Development Plan document and the Council's Protocol for Preparing Concept Statements and has therefore recommended it to Council for approval.</p>	<p>No other options have been 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>
Item No. 13 (b) CAB/SE/16/009	None	<p><u>Tayfen Road Development Area, Bury St Edmunds: Masterplan</u></p> <p>RECOMMENDED TO COUNCIL (23 February 2016):</p> <p>That the Masterplan for the Tayfen Road Development Area, Bury St Edmunds, as contained in Appendix A, as amended by the changes included in Appendix D, to Report No: SDW/SE/16/002, be adopted as non-statutory planning guidance.</p>	<p>A draft replacement Masterplan for the Tayfen Road Development Area, has been prepared by consultants acting on behalf of one of the site landowners. Following public consultation, the Masterplan has been amended in light of some of the comments received.</p> <p>The Cabinet is satisfied that the Masterplan has been prepared in accordance with the Vision 2031 Development Plan document and the Council's Protocol for Preparing Masterplans and has therefore recommended it to Council for approval.</p>	<p>Detailed alternative options are set out in Report No: SDW/SE/16/002</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>
Item No. 16	None	<u>Revenues Collection Performance and</u>	The total amounts detailed in the	The Council currently	<u>Portfolio Holder:</u>

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CAB/SE/16/011		<p><u>Write-Offs</u></p> <p>RESOLVED:</p> <p>That the write-off of the amounts detailed in the exempt appendices to Report No: CAB/SE/16/011 be approved, as follows:</p> <p>(1) Exempt Appendix 1: Council Tax totalling £6,586.12</p> <p>(2) Exempt Appendix 2: Business Rates totalling £15,323.82</p> <p>(3) Exempt Appendix 3: Housing Benefit overpayments totalling £10,236.19</p>	<p>decision have been written off. Detailed reasons for the decisions were included in Exempt Appendices 1, 2 and 3 attached to the Report.</p>	<p>uses the services of the ARP Enforcement Agency to assist in the collection of business rates and also has online tracing facilities. It is not considered appropriate to pass the debt on to another agency. In the event that a written off debt becomes recoverable, the amount is written back on and enforcement procedures are re-established.</p>	<p>Cllr Ian Houlder 01284 810074</p> <p><u>Officer:</u> Joanne Howlett Acting Head of Resources and Performance 01284 757264</p>

Karen Points
Head of HR, Legal and Democratic Services
11 February 2016