

# Cabinet



St Edmundsbury  
BOROUGH COUNCIL

<b>Title:</b>	<b>Agenda</b>																
<b>Date:</b>	<b>Tuesday 6 September 2016</b>																
<b>Time:</b>	<b>5.00 pm</b>																
<b>Venue:</b>	<b>Conference Chamber West (F1R09) West Suffolk House</b> Western Way Bury St Edmunds IP33 3YU																
<b>Membership:</b>	<p style="text-align: center;"><b>Leader</b> John Griffiths <b>Deputy Leader</b> Sara Mildmay-White</p> <table><thead><tr><th><b>Councillor</b></th><th><b>Portfolio</b></th></tr></thead><tbody><tr><td>Robert Everitt</td><td>Families and Communities</td></tr><tr><td>Sara Mildmay-White</td><td>Housing</td></tr><tr><td>John Griffiths</td><td>Leader</td></tr><tr><td>Ian Houlder</td><td>Resources and Performance</td></tr><tr><td>Alaric Pugh</td><td>Planning and Growth</td></tr><tr><td>Jo Rayner</td><td>Leisure and Culture</td></tr><tr><td>Peter Stevens</td><td>Operations</td></tr></tbody></table>	<b>Councillor</b>	<b>Portfolio</b>	Robert Everitt	Families and Communities	Sara Mildmay-White	Housing	John Griffiths	Leader	Ian Houlder	Resources and Performance	Alaric Pugh	Planning and Growth	Jo Rayner	Leisure and Culture	Peter Stevens	Operations
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<b>Interests – Declaration and Restriction on Participation:</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.																
<b>Quorum:</b>	Three Members																
<b>Committee administrator:</b>	<b>Claire Skoyles</b> Democratic Services Officer <b>Tel:</b> 01284 757176 <b>Email:</b> <a href="mailto:claire.skoyles@westsuffolk.gov.uk">claire.skoyles@westsuffolk.gov.uk</a>																

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# Public Information



*St Edmundsbury*  
BOROUGH COUNCIL

<b>Venue:</b>	<b>West Suffolk House</b> Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01284 757176 Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Web: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting:</b>	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
<b>Attendance at meetings:</b>	The Borough Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
<b>Public participation:</b>	Members of the public who live or work in the Borough are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply. A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.	
<b>Disabled access:</b>	West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons.  Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.	
<b>Induction loop:</b>	An Induction loop is available for meetings held in the Conference Chamber.	
<b>Recording of meetings:</b>	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).  Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.	

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# Agenda

## Procedural Matters

**1. Apologies for Absence**

**2. Minutes**

**1 - 26**

To confirm the minutes of the meetings held on:

- (a) 14 June 2016;
- (b) 28 June 2016 (Extraordinary meeting); and
- (c) 19 July 2016.

(copies attached).

## Part 1 - Public

**3. Open Forum**

At each Cabinet meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Cabinet members. Members wishing to speak during this session should if possible, give notice in advance. Who speaks and for how long will be at the complete discretion of the person presiding.

**4. Public Participation**

Members of the public who live or work in the Borough are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.

There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.

**5. Report of the Overview and Scrutiny Committee:  
8 June 2016**

**27 - 32**

Report No: **CAB/SE/16/035**

Chairman: Diane Hind

Lead Officer: Christine Brain

- 6. Report of the Overview and Scrutiny Committee: 20 July 2016** **33 - 38**  
Report No: **CAB/SE/16/036**  
Chairman: Diane Hind Lead Officer: Christine Brain
- 7. Report of the Anglia Revenues and Benefits Partnership Joint Committee: 21 June 2016** **39 - 44**  
Report No: **CAB/SE/16/037**  
Portfolio Holder: Ian Houlder Lead Officer: Jill Korwin
- 8. Report of the Performance and Audit Scrutiny Committee: 27 July 2016** **45 - 50**  
Report No: **CAB/SE/16/038**  
Chairman: Sarah Broughton Lead Officer: Christine Brain
- 9. Recommendations of the Performance and Audit Scrutiny Committee: 27 July 2016: Annual Treasury Management Report 2015/2016 and Investment Activity (1 April to 30 June 2016)** **51 - 54**  
Report No: **CAB/SE/16/039**  
Portfolio Holder: Ian Houlder Lead Officer: Rachael Mann
- 10. Newbury Community Centre Project** **55 - 60**  
Report No: **CAB/SE/16/040**  
Portfolio Holder: Robert Everitt  
Lead Officers: Alex Wilson and Polly Kane
- 11. West Suffolk Joint Pay Policy Statement 2016/2017** **61 - 74**  
Report No: **CAB/SE/16/041**  
Portfolio Holder: Ian Houlder Lead Officer: Karen Points
- 12. Recommendations from the West Suffolk Joint Staff Consultative Panel: 25 July 2016 - West Suffolk HR Policies** **75 - 78**  
Report No: **CAB/SE/16/042**  
Portfolio Holder: Ian Houlder Lead Officer: Karen Points
- 13. Recommendations from the Sustainable Development Working Party: 14 July 2016 - Cavendish Road, Clare Development Brief** **79 - 84**  
Report No: **CAB/SE/16/043**  
Portfolio Holder: Alaric Pugh Lead Officer: Steven Wood

**14. Decisions Plan: September 2016 to May 2017**

**85 - 102**

To consider the most recently published version of the Cabinet's Decisions Plan

Report No: **CAB/SE/16/044**

Portfolio Holder: John Griffiths      Lead Officer: Ian Gallin

**Part 2 – Exempt**

**NONE**