

# Cabinet



*St Edmundsbury*  
BOROUGH COUNCIL

<b>Title of Report:</b>	<b>Report of the Overview and Scrutiny Committee: 11 January 2017</b>	
<b>Report No:</b>	<b>CAB/SE/17/001</b>	
<b>Report to and date:</b>	<b>Cabinet</b>	7 February 2017
<b>Chairman of the Committee:</b>	Diane Hind Chairman of the Overview and Scrutiny Committee <b>Tel:</b> 01284 706542 <b>Email:</b> <a href="mailto:diane.hind@stedsbc.gov.uk">diane.hind@stedsbc.gov.uk</a>	
<b>Lead Officer:</b>	Christine Brain Democratic Services Officer (Scrutiny) <b>Tel:</b> 01638 719729 <b>Email:</b> <a href="mailto:christine.brain@westsuffolk.gov.uk">christine.brain@westsuffolk.gov.uk</a>	
<b>Purpose of report:</b>	On 11 January 2017, the Overview and Scrutiny Committee considered the following items:  (1) St Andrews Car Park;  (2) Designated Public Place Orders in Bury St Edmunds and Haverhill and Change to Public Space Protection Orders;  (3) Bury St Edmunds Bus Station Information Building – Background Information;  (4) Review of Abbeycroft Leisure Ltd Performance 2005 -2016;  (5) Annual Presentation by the Portfolio Holder for Leisure and Culture;  (6) Review and Revision of the Constitution (Quarterly Report);	

<b>Purpose of report continued:</b>	(7) Directed Surveillance Authorised Applications (Quarter 3); and  (8) Work Programme Update.  Separate reports are included on this Cabinet agenda for Items <b>(1)</b> , <b>(2)</b> and <b>(4)</b> above.		
<b>Recommendation:</b>	<b>The Cabinet is requested to <u>NOTE</u> the contents of Report CAB/SE/17/001, being the report of the Overview and Scrutiny Committee.</b>		
<b>Key Decision:</b>  <i>(Check the appropriate box and delete all those that <b>do not</b> apply.)</i>	<i>Is this a Key Decision and, if so, under which definition?</i> Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/> Report for information only.		
<b>Consultation:</b>	<ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<b>Alternative option(s):</b>	<ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<b>Implications:</b>			
<i>Are there any <b>financial</b> implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<i>Are there any <b>staffing</b> implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<i>Are there any <b>ICT</b> implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<i>Are there any <b>legal and/or policy</b> implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<i>Are there any <b>equality</b> implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>See Reports listed under background papers below</li> </ul>		
<b>Risk/opportunity assessment:</b>		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
<b>Risk area</b>	<b>Inherent level of risk</b> (before controls)	<b>Controls</b>	<b>Residual risk</b> (after controls)
See Reports listed under background papers below			
<b>Wards affected:</b>		All Wards	
<b>Background papers:</b>		Please see background papers, which are listed at the end of the report.	
<b>Documents attached:</b>		None	

## **1. Key issues and reasons for recommendation**

### **1.1 Bury St Edmunds Bus Station Information Building – Background Information (Report No: OAS/SE/17/003)**

- 1.1.1 The Committee received Report No: OAS/SE/17/003, which provided background to the capital investment to reconfigure the Bury St Edmunds bus station information building to achieve revenue savings and additional income.
- 1.1.2 The report included information on the project background; invest to save; café kiosk update; lettable space update and bus information (planning and publishing bus timetable information, which is the responsibility of Suffolk County Council). The Head of Families and Communities clarified that the Café kiosk closed in June 2016, and not July 2016 as set out in the report.
- 1.1.3 The Committee considered the report in detail and asked a number of questions of the Portfolio Holder for Families and Communities and officers, to which comprehensive responses were provided. In particular, discussions were held on the lettable space currently available and the vending machines. The Cabinet Member informed Members that enquiries were being made regarding the lettable space at the front of the building and hoped this would be occupied in 2017. The vending machines now had stickers on them so any issues could be reported to the supplier.
- 1.1.4 There being no decision required, the Committee **noted** the contents of the report.

### **1.2 Annual Presentation by the Portfolio Holder for Leisure and Culture (Report No: OAS/SE/17/005 and Verbal)**

- 1.2.1 As set out in the Council's Constitution, at every ordinary Overview and Scrutiny Committee meeting at least one Cabinet Member shall be invited to attend to give an account of his or her portfolio and to answer questions from the Committee.
- 1.2.2 The Committee was reminded that on 13 January 2016, the Committee received a presentation from the Cabinet Member for Leisure and Culture, setting out responsibilities covered under the leisure and culture portfolio.
- 1.2.3 At this meeting, the Portfolio Holder for Leisure and Culture, Councillor Joanna Rayner, had been invited back to provide a follow-up presentation on his portfolio. Report No: OAS/SE/17/005, set out the focus for the follow-up presentation, which was to:
- Outline the main challenges faced since during the first year within your portfolio;
  - Outline some key successes and any failures during the first year and any lessons learned; and
  - Set out the vision for the Operations Portfolio through to 2019 and were you on target to meet that vision.

1.2.4 Members discussed the presentation in detail and asked questions of the Cabinet Member for Leisure and Culture, to which comprehensive responses were provided. In particular, discussions were held on cemeteries and their capacity in the short and long-term; refurbishment of play areas and the Sodexo contract.

In response to questions:

- i) The Cabinet Member agreed to look into the possibility of taking over the playing fields at Chalkstone Middle School in Haverhill, which was closed.
- ii) Officers agreed to send Members the updated schedule on the maintenance of play areas and would consult with Ward Members when play areas were due for maintenance.

1.2.5 The Cabinet Member for Leisure and Culture thanked officers for all the work they were doing and for the Committee's scrutiny of her portfolio.

1.2.6 There being no decision required, the Committee **noted** the contents of the presentation.

### 1.3 **Review and Revision of the Constitution – Quarter 3 (Report No: OAS/SE/17/006)**

1.3.1 As set out in the Council's Constitution, the Overview and Scrutiny Committee on a quarterly basis would receive a report from the Monitoring Officer setting out minor amendments made arising from changes to legislation, changes to staffing structures/job descriptions or changes in terminology.

1.3.2 Report No: OAS/SE/17/006 set out minor amendments which had been made to the St Edmundsbury Borough Council Constitution arising from changes to legislation, changes to staffing structures/ job descriptions or changes in terminology from October to December 2016.

1.3.3 All Members of the Council had also been informed of the minor amendments made as part of the ongoing review and revision of the Constitution.

1.3.4 There being no decision required, the Committee **noted** the minor amendments undertaken by the Monitoring Officer under delegated authority.

### 1.4 **Directed Surveillance Authorised Applications (Quarter 3) (Verbal)**

1.4.1 The Regulation of Investigatory Powers (Directed Surveillance and Covert Human Intelligence Sources) Order 2010 requires that Members should scrutinise the authority's use of its surveillance powers on a quarterly basis. In June 2010 it was agreed that this requirement should be fulfilled by the Overview and Scrutiny Committee.

1.4.2 The Committee was advised that in Quarter 3, no such surveillance had been authorised.

## 1.5 **Work Programme Update (Report No: OAS/SE/17/007)**

- 1.5.1 The Committee received Report No: OAS/SE/17/007, which provided an update on the current status of the Committee's Work Programme for 2017. The Committee requested the item in its forward work programme on the "North West Relief Road and Haverhill Town Centre Master Plan" to be included on the agenda for March 2017. It was felt valuable lessons could be learnt for the Bury St Edmunds Town Centre Master Plan which would shortly be going out to consultation; and the first planning application for phase 1 for the north-west Haverhill development was imminent and the delivery of the north west relief road was crucial for the sustainability of the proposed north-west and north-east developments.

## **2. Background Papers**

- 2.1.1 Report No: [OAS/SE/17/003](#) to the Overview and Scrutiny Committee: Bury St Edmunds Bus Station Information Building – Background Information
- 2.1.2 Report No: [OAS/SE/17/005](#) to the Overview and Scrutiny Committee: Annual Presentation by the Cabinet Member for Leisure and Culture
- 2.1.3 Report No: [OAS/SE/17/006](#) to the Overview and Scrutiny Committee: Review and Revision of the Constitution – Quarter 3
- 2.1.4 Report No: [OAS/SE/17/007](#) to the Overview and Scrutiny Committee: Work Programme Update