



*St Edmundsbury*  
BOROUGH COUNCIL

## DECISIONS NOTICE

The following decisions were taken in the week ending Friday 14 January 2005 and, if not called in by Councillors, will come into force on Monday 24 January 2005. A decision may be called in, in accordance with the Rules of Procedure contained within Part 4 of the Constitution, by Councillors submitting a request in writing to Democratic Services (e-mail: democratic.services @stedsbcc.gov.uk) by 5 p.m. on Friday 21 January 2005.

### A. DECISIONS TAKEN BY CABINET – WEEK ENDING 14 January 2005

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
7a	Dynamic Review – Innovation, Value and Enterprise (DR-IVE): Final Report	V433	The recommendations from the Policy Development Committee listed in Report V433 be approved.	The Cabinet will make its final decisions as to recommendations to full Council for the 2005/2006 and subsequent years budgets on 17 February 2005.	As part of the DR-IVE process the Policy Development Committee make recommendations on the budget for consideration by the Cabinet and this was the final report of the Committee. The Cabinet is required to make its final recommendations to full Council prior to the budget setting meeting on 24 February 2005.	Options were considered by the Policy Development Committee and the Cabinet will have to balance the recommendations against the Corporate Plan Priorities and the Administration's Commitments.	Sara Mildmay-White (01359-270580)  Carlton Brand (01284-757200)
7b	Scrutiny of New Budget and Service Plan Proposals	V425 (Policy Development Cttee)	The recommendations of the Policy Development Committee on the new budget and service plan proposals be approved subject to 'Introduction of a collection of green waste from 1,500	The Cabinet will make its final decisions as to recommendations to full Council for the 2005/2006 and subsequent years	As part of the budgetary process the Policy Development Committee make recommendations on the budget for consideration by the Cabinet and this was the	Options were considered by the Policy Development Committee and the Cabinet will have to balance the recommendations against the Corporate Plan Priorities and the Administration's	Sara Mildmay-White (01359-270580)  Carlton Brand (01284-757200)

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			properties in the towns who are on a sack collection' being added to recommendation 6.	budgets on 17 February 2005.	final report of the Committee. The Cabinet is required to make its final recommendations to full Council prior to the budget setting meeting on 24 February 2005.	Commitments.	
8	Grant Panel: Minutes 14 December 2004	V434	<p>Subject to final approval of the 2005/2006 budget, that the following awards be made in respect of the 2005/2006 financial year:-</p> <p><b>(a) Core Funding Applications</b></p> <p>(1) Haverhill Advocacy and Mentoring Service: a grant of £5,010 be awarded;</p> <p>(2) West Suffolk Victim Support: a grant of £2,000 be awarded;</p> <p>(3) Relate (Norfolk and Suffolk): a grant of £8,000 be awarded;</p> <p>(4) Bury St Edmunds Volunteer Centre:</p> <p>(i) a grant of £8,000 be awarded; and</p> <p>(ii) a review be undertaken in respect of community transport throughout the Borough and be included in the Panel's workplan;</p> <p>(5) Bury St Edmunds and District Citizens' Advice Bureau: a grant of £91,990 be awarded;</p> <p>(6) Bury St Edmunds and District Citizens' Advice Bureau</p>	The grants awarded are for the 2005/2006 financial year and will be made from approved budgets.	The grant applications had been assessed in accordance with the Borough Council's new grant policy, as approved by full Council on 7 September 2004. The organisations undertook activities that supported the Borough Council's corporate objectives.	As part of the assessment process there are the options of:- (1) meeting the grant request in full; (2) meeting part of the grant request; and (3) not awarding a grant.	<p>Sara Mildmay-White  (01359-270580)</p> <p>Mike Dawson  (01284-757060)</p>

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			<p>Lodgers' Scheme: a grant of £1,700 be awarded;  (7) Haverhill and District Volunteer Centre: a grant of £12,020 be awarded;  (8) Suffolk Connect: a grant of £4,800 be awarded;  (9) YMCA: a grant of £5,000 be awarded;  (10) Gatehouse Furniture Recycling Project: subject to the receipt of a completed application form, a grant of £8,000 be awarded;  (11) Wednesdays for Women: a grant of £2,000 be awarded;  and  (12) Rethink Disability: a grant of £1,000 be awarded.</p> <p><b>(b) New Applications</b>  (1) Suffolk West Federation of Women's Institutes: the application for grant be refused; and  (2) Suffolk ACRE: a grant of £5,000 be awarded from the Planning Delivery Grant allocation.</p> <p><b>(c) Rural Initiatives Grants</b>  (1) Cavendish Parish Council to implement Parish Plan initiatives: subject to funding being forthcoming from other agencies a grant of £10,000 be awarded; and</p>				

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			<p>(2) Cavendish in Colour: subject to the approval of recommendation (e)(1) below a grant of £1,500 be awarded.</p> <p><b>(d) Grants to Cultural Organisations</b></p> <p>(1) Bury St Edmunds Art Gallery: a grant of £36,300 be awarded;</p> <p>(2) Theatre Royal, Bury St Edmunds: a grant of £88,400 be awarded;</p> <p>(3) Haverhill Town Hall Arts Centre: subject to adjustment to meet the cost of Single Status, a grant of £244,192 be awarded; and</p> <p>(4) Victory Ground, Bury St Edmunds: a grant of £44,339 be awarded.</p> <p><b>(e) Grants to Anglia in Bloom Organisations</b></p> <p>(1) A review of the funding and support arrangements for the Borough Council's Anglia in Bloom partners be undertaken in consultation with those organisations and the findings be reported back to the Grant Panel in summer 2005.</p>				
	Grant Panel: Minutes 16 December 2004	V435	Subject to final approval of the 2005/2006 budget, that the following awards be made in respect of the 2005/2006 financial year:-	The grants awarded are for the 2005/2006 financial year and will be made from	The grant applications had been assessed in accordance with the Borough Council's new grant policy, as approved	As part of the assessment process there are the options of:- (1) meeting the grant request in full;	Sara Mildmay-White (01359-270580)

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			<p>(1) Haverhill Citizens' Advice Bureau: a grant of £104,400 be awarded;</p> <p>(2) Haverhill Citizens' Advice Bureau Lodgers' Scheme: a grant of £2,600 be awarded; and</p> <p>(3) Haverhill Association of Voluntary Organisations: a grant of £8,640 be awarded.</p>	approved budgets.	by full Council on 7 September 2004. The organisations undertook activities that supported the Borough Council's corporate objectives.	<p>(2) meeting part of the grant request; and</p> <p>(3) not awarding a grant.</p>	Mike Dawson (01284-757060)
9	Calculating the Tax Base for Council Tax: 2005/2006 (Jan05/02)	V436	<p>In accordance with the provisions of the Local Authorities (Calculation of the Tax Base) Regulations 1992:-</p> <p>(i) the method of calculating the Council Tax Base for the Borough Council and for the parish areas for 2005/2006, as detailed in Report V436, be approved and adopted; and</p> <p>(ii) based on the calculation methods adopted in (i) above, the Council Tax Base for the Borough Council for the financial year 2005/2006 be 36,171.65 Band D equivalent properties, comprising the individual property totals of the parish areas listed in Appendix E to Report V436.</p>	<p>The increase in the tax base means that Suffolk County Council and the Borough Council should receive additional income in 2005/2006 for the same Council Tax rate. For example, the Borough Council's tax levy of £150.30 for a Band D property in 2004/2005 will raise an additional £45,500 in 2005/2006 compared to 2004/2005. All things being equal, this would benefit existing tax payers. However, for existing tax payers, there is also some</p>	The Council Tax Base represents the adjusted number of Band D equivalent properties in the Borough calculated by a prescribed and approved method.	<p>The methodology is prescribed, however, there are options associated with the calculation of the Tax Base which include:-</p> <p>(1) the number of new properties;</p> <p>(2) disabled relief;</p> <p>(3) single person discount;</p> <p>(4) exempt properties;</p> <p>(5) second homes and empty properties; and</p> <p>(6) the collection rate.</p>	<p>Sara Mildmay-White (01359-270580)</p> <p>Graham Moore (01284-757252)</p>

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				detriment caused by the increase in the tax base. For example, if Government grant remains static the same amount of grant is based over a greater number of properties. In this case the Council Tax would be forced to rise to maintain the same level of income per dwelling.			
10	Precept Payment Dates: 2005/2006	V437	(1) The schedule of payment dates shown in Appendix 1 to Report V437 be adopted for 2005/2006 for use in connection with demands on the Collection Fund for the Borough Council, Suffolk County Council and the Police Authority; and (2) payments to parish and town councils be made in accordance with the prescribed regulations.	There are no resource implications provided that the Council Tax is collected in advance or at least on time to make the monthly payments to the precepting authorities.	The scheduling of the dates is agreed between Suffolk County Council, the Police Authority and the billing authorities in Suffolk.	Options were considered during consultation with other local authorities within Suffolk.	Sara Mildmay-White (01359-270580)  Graham Moore (01284-757252)
12	Public Access to and Delivery of Council Services	agenda item 12	£70,000 be committed from the Borough Council's Implementing Electronic Government Grant to continue the Vanguard redesign work.	£70,000 to be allocated from the Council's Government grant.	The work undertaken to date by Vanguard in designing systems and processes against customer demand, improving customer satisfaction, increasing capacity and reducing costs has proved	Because of the benefits arising from the initial work undertaken by Vanguard no other options were considered.	Jeff Stevens (01440-762511)  David Butler (01284-757030)

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					successful and the increase in funding is required to continue this work for a further three month period.		
14	Empty Homes and Wasted Space Strategy: 2005-2009 (Jan05/04)	V439	(1) Subject to the approval by full Council, the Empty Homes and Wasted Space Strategy 2005-2009, attached as Appendix 1 to Report V439 be approved; and (2) authority be delegated to the Head of Environmental Health and Housing to implement the range of options within the Strategy to bring vacant dwellings back into use.	The resource implications of officers' time and the cost of promotional material will be contained within existing budgets. However, there may be potential for some capital grant to bring properties into use but these will be determined as and when the eventuality arises. There could also be potential legal costs incurred where Compulsory Purchase Orders or Empty Dwelling Management Orders are being used.	There is an urgent need for more affordable housing in St Edmundsbury. Bringing vacant dwellings into use will assist the Authority achieve this, making a significant contribution to the corporate objective of increasing the supply of affordable good quality housing and achieve the service objective of maintaining and improving the condition of the private housing stock and stimulating the provision of new affordable housing.	As part of the implementation of the Strategy an appraisal of the available options will be considered to bring properties back into use.	Frank Warby (01284-700678)  Carole Herries (01284-757603)
15	Report of the Overview & Scrutiny Committee: Street Wardens	agenda item 15	As part of deliberations on the 2005/2006 budget the continuation of the Street Warden Scheme as a partnership be considered, subject to continuing financial support from Suffolk County	Subject to continuing financial support from Suffolk County Council, Waveney District Council and Government grant,	The street wardens had established themselves as a frontline communication link with the community, had a close working relationship with the retail sector and had helped	The options were considered by the Overview & Scrutiny Committee.	Frank Warby (01284-700678)  Carole Herries (01284-757603)

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			Council and Waveney District Council.	the Borough Council's requirement would be £50,000 plus £10,000 'in kind' per annum.	promote Bury St Edmunds as a safe and friendly town. The Police had written stating that they fully supported the scheme, and acknowledging the assistance provided on numerous occasions to them by the Wardens. The Wardens also work closely with CCTV operators.		
16	Report of the Overview & Scrutiny Committee: Skateboarding	V440	<p><b>(a) Choice of Site</b> The findings of the Skateboarding Panel that the processes leading to the Howe Road site in Haverhill being chosen were both proper and robust be endorsed.</p> <p><b>(b) Anti-Social Behaviour</b> (1) The work of the Skateboarding Panel in dealing with the anti-social behaviour issue at the Howe Road site be noted; and (2) it be noted that the Police consider that anti-social behaviour is no longer a problem at the site, due to measures put in place by both the Panel and the Police, including increased police and ranger patrols, visits by a detached youth worker and logging of incidents by both patrols and residents.</p>	The remedial action required to the skate park is estimated to cost up to £85,000. This will be met from an underspend within the existing Capital Programme (£75,000) and from the skateboarding budget (£10,000).	The Skateboarding Panel undertook a thorough investigation as to the problems associated with the skate park at Howe Road in Haverhill.	Detailed options were considered by the Skateboarding Panel.	Terry Clements (01284-827161)  Mike Dawson (01284-757060)

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			<p><b>(c) Noise</b>  Subject to the approval of full Council:-  (1) the capital programme be amended to include an allocation of up to £85,000 for the following works at the skate park at Howe Road, Haverhill:-  (a) replacement of existing ramps with concrete ramps;  (b) construction of earth bund using soil excavated during the construction of the skate park; and  (c) provision of fencing around the site to match that of the existing play area; and  (2) the cost of these works be met by way of a virement from an underspend in the existing capital programme allocations for Home Improvement Grants (£75,000) and the Skateboarding Budget (£10,000).</p> <p><b>(d) Mobile Skate Park and Skateboarding Action Plan</b>  (1) The Corporate Director for Community be given delegated authority to determine the programme of use for the mobile skate park;  (2) the hire of the mobile skate park to external organisations be promoted, at a charge of £500 plus VAT per</p>				

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			session; and (3) the implementation plan for the Skateboarding Action Plan continue to be monitored on a quarterly basis by the Overview & Scrutiny Committee through its Skateboarding Panel.				
18	Planning Delivery Grant 2004/2005 and 2005/2006 (Jan05/07)	V442	(1) To assist with budget setting, the priority for the investment of the 2005/2006 Planning Delivery Grant be agreed; and (2) the revised allocations for work to be financed from the 2004/2005 Planning Delivery Grant outlined in Report V442 be agreed.	The proposals contained within the report will be funded from the Planning Delivery Grant and, as such, there is no additional cost to the Council Tax payer.	To ensure that the grant is used to improve the delivery of planning services in the Authority and, by doing so, to assist in the delivery of the Council's administration's commitments.	A wide range of options have been considered and selected for the proposed allocation of the grant and these all relate to the improvement of the service and, through that, the delivery of the administration's commitments for 2004-2007.	Jeremy Farthing (01440-820763)  Jerry Massey (01284-757302)
19	Brecks Countryside Project and Dedham Vale and Stour Valley Countryside Projects (Jan05/01)	agenda item 19	The Corporate Director for Economy & Environment, within the terms of agreed policies and budgets, be given deleted authority on all matters relating to the administration and funding for the Brecks Countryside Project and Dedham Vale and Stour Valley Countryside Project, subject to consultation with the Portfolio Holder for the Environment, those Borough Council Members sitting on the respective Project Committees, local Ward Members and where appropriate the new Countryside Forum.	The Borough Council's contribution in 2005/2006 for the Brecks Countryside Project will be £7,012 and for the Dedham Vale and Stour Valley Countryside project will be £13,160. These figures are contained within base budgets.	The resources that the Borough Council is able to commit directly to countryside management initiatives in rural St Edmundsbury are limited and the two countryside projects make a very important contribution to delivering environmental and community enhancements in these important areas of the Borough. The recently approved Rural Action Plan recognises the contribution of these projects by including a priority action to continue to provide financial support for the projects.	Options were considered by the Rural Services Best Value Review and were also examined under the Dynamic Review – Innovation Value and Enterprise (DR-IVE) initiative.	Jeremy Farthing (01440-820763)  Richard Livall (01284-757109)

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20	Planning Policy Panel: Minutes 25 November 2004	V443	<p><b>(a) Bury St Edmunds Greenfield Housing Sites</b>  It be noted that the Panel had recommended:-  (1) As well as site C (land West of the Westley Estate), the preferred site, site E (land to the North of Compiegne Way) be retained for further consideration but within the housing allocation; and  (2) paragraph 12.7, 12.8 and Policy BSE2 and Policy BSE3 be retained, with the exception of a typographic change in the Policy, as contained within paragraph 6.2 of Report V328.  <i>(N.B. This recommendation was reconsidered at later meetings of the Panel.)</i></p> <p><b>(b) Suffolk Business Park Policy BSE4 – Proposed Modifications</b>  (1) The representations be received and noted and the officers’ responses outlined in Appendix B to Report V375 be endorsed; and  (2) the revised draft Policy BSE4 attached as Appendix A to Report V375 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted.</p>	There are no new budgetary implications in amending the Replacement Local Plan.	Amendments to these chapters arising from extensive consultation and consideration of the responses received.	Options were considered by the Planning Policy Panel in response to consultation.	Jeremy Farthing (01440-820763)  Ian Poole (01284-757350)

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			<p><b>(c) Chedburgh Inset Map</b>  (1) Policy DS1 (iii) of the Draft Replacement Local Plan be amended to include Chedburgh in the list of rural service centres;  (2) the housing settlement boundary at Chedburgh, to include 1.2 hectares of land at the former fireworks factory within the housing settlement boundary be amended;  (3) Policy RA1 of the Draft Replacement Local Plan to allocate the former fireworks factory at Chedburgh for 35 dwellings be amended and a note be added to Policy which states that a Master Plan for the area should be prepared prior to the approval of planning consent for this use;  (4) Policy RA4 be amended to allocate approximately 2.7 hectares of land North of the former fireworks factory site as recreational open space; and  (5) Policy RA3 to reduce the area of Chedburgh general employment area to two hectares be amended.</p> <p><b>(d) Inset Map Representations</b>  (1) The representations be received and noted and the officers responses outlined in</p>				

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			<p>Appendices A, C and E to Report V378 be endorsed;  (2) the revised inset maps attached as Appendices B, D and F to Report V378 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted; and  (3) the inset map regarding Stanton contained in Appendix F to Report V378 be amended to extend the shopping boundary.</p> <p><b>(e) Rural Allocations Chapter – Proposed Modifications</b>  (1) The Revised Draft Rural Allocations Chapter attached as Appendix A to Report V379 to included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted; and  (2) the representations be received and noted and the officers’ responses outlined in Appendix B to Report V379 be endorsed.</p> <p><b>(f) Proposed New Rural Areas – Chapter 5</b>  (1) The proposed Rural Areas Chapter attached as Appendix A to Report V380 be included in the Revised Draft Replacement Local Plan and</p>				

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			<p>the changes noted therein be adopted; and</p> <p>(2) the representations be received and noted and the officers' responses outlined in Appendix B to Report V380 be endorsed.</p> <p><b>(g) Proposed Modifications – Leisure Chapter</b></p> <p>(1) The representation be received and noted and the officers' responses outlined in Appendix B to Report B381 be endorsed; and</p> <p>(2) the Revised Draft Leisure Chapter attached as Appendix A to Report V381 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted.</p> <p><b>(h) General Comments Representations</b></p> <p>That the representation be received and noted and the officers' responses outlined in Appendix A to Report V382 be endorsed.</p>				
21	Car Parking Working Party: Minutes 15 November 2004	V444	<p><b>Revised Car Park Access – Parkway, Bury St Edmunds</b></p> <p>That no further action be taken at this moment in time.</p>	There are no financial implications as there is to be no action taken.	The proposal offered no advantage for traffic movements on the Parkway and surrounding areas in Bury St Edmunds.	Options were considered by the Car Parking Working Party.	<p>Jeremy Farthing (01440-820763)</p> <p>Steve Boor (01284-757323)</p>

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22	Cattle Market Redevelopment Working Party: Recommendations from Meeting 10 January 2005 (Jan05/03)	V446	<p><b>(a) Cattle Market Public Building (the Venue): Way Forward (Report V454)</b> That subject to the approval of full Council, the Borough Council reaffirms its commitment to the Venue at the heart of the Cattle Market development.</p> <p><b>(b) Final Amendments to the Development Agreement (Report V455)</b> That subject to the approval of full Council:-</p> <p>(a) <b>Revised Development Agreement</b> (1) the Head of Legal and Democratic Services be authorised to sign a revised Development Agreement with Centros Miller for the development of the Cattle Market site on the terms set out in Report V455 and the exempt Appendix to Report V455;</p> <p>(2) the Chief Executive, in consultation with the Chairman of the Cattle Market Redevelopment Working Party, be authorised to agree any items or terms which are still outstanding; and</p> <p>(3) the Financial Appraisal, as detailed in the exempt report prepared by Donaldsons and dated 10 January 2005, be approved for incorporation into</p>	<p>The Council has already made a capital allocation of £10 million to build the Venue.</p> <p>The Development Agreement is a legally binding agreement which fixes the legal relationship between the Borough Council and Centros Miller.</p>	<p>The public building was considered to be a much needed purpose built public building. In addition, the implications for not proceeding with the public building were considered to be too great.</p> <p>The Borough Council entered into a Development Agreement with Centros Miller following resolution by full Council on 15 April 2003. Due to a significant number of changes arising from consultation, negotiations and changes in the Borough Council's requirements there is a need to revise this legal document to reflect the current requirements.</p>	<p>The Cattle Market Redevelopment Working Party had considered options as to the buildings design and usage and implications for not proceeding.</p> <p>Options have been continually considered throughout the process to redevelop the Cattle Market site.</p>	<p>Andrew Varley (01284-753135)</p> <p>Jerry Massey (01284-757302)</p> <p>Andrew Varley (01284-753135)</p> <p>Jerry Massey (01284-757302)</p>

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			the Development Agreement; and (b) <b>The Link</b> (1) property in Cornhill, Bury St Edmunds be acquired by the Borough Council using compulsory purchase powers, if necessary; (2) one option be that the Borough Council hold the property on trust for Centros Miller, pending redevelopment, as part of the Cattle Market scheme and subject to the officers being satisfied that the Trust structure is acceptable; and (3) a sum be allocated in the Capital Programme for the acquisition of this property, to ensure a satisfactory link is achieved.	The full cost of the Link can only be determined when the relevant property has been acquired.	As a result the Borough Council's requirements and arising from public consultation, there is a need for an enhanced link between the existing town centre and the Cattle Market redevelopment.	Options have been continually considered throughout the process to redevelop the Cattle Market site.	Andrew Varley (01284-753135)  Jerry Massey (01284-757302)
23	Miscellaneous Write-Off Report	V447	The amounts detailed in the exempt Appendix attached to Report V447, being nine accounts for sundry debtors totalling £30,423.10 be approved for write-off.	£30,423.10 be written off which represents 0.5% of the total debit.	The reasons for recommending the amounts to be written off are included in the exempt Appendix to Report V447.	Options were considered prior to write-off.	Sara Mildmay-White (01359-270580)  Graham Moore (01284-757252)
24	Central Safety Panel: Minutes 25 October 2004	V448	<b>Health and Safety Manuals</b> That the amendments to Instruction 15, Annex E and Annex I regarding environmental issues be amended.	There are no direct financial implications in reviewing the Health and Safety Manual.	The Manual required amendment to take into account environmental issues recently adopted by the Council.	Options were considered by the Central Safety Panel.	Jeff Stevens (01440-762511)  Louise Hammond (01284-757008)
25	Review of Pay Grade for the Post of Chief Executive	agenda item 25	Subject to the approval of full Council, (1) The salary grade for the post of Chief Executive Officer	Financial implications arising from this pay review will be	During the past year the salary levels of all jobs in the Borough Council, apart from the post of Chief	Options were considered during the review process.	Jeff Stevens (01440-762511)

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			<p>be approved as below with effect from 1 April 2005:            £ 90455            £ 92730            £ 95105            £ 97480  <u>£ 99685 Bar Point</u>            £102235            £104785;</p> <p>(2) the Performance &amp; Development Review for the Chief Executive Officer be determined by a panel of Councillors to comprise the Leader, Deputy Leader(s) and Leader of the next largest political group, and that this process be supported by an Independent Advisor from the East of England Regional Assembly; and</p> <p>(3) the pay scale be revised annually from 1 April 2006 in accordance with the Joint National Committee for Chief Executives of Local Authorities national pay and prices review.</p>	<p>included in the budgets currently under preparation.</p>	<p>Executive Officer, have been reviewed either through the new Single Status pay line review or during restructuring.</p> <p>A review of current pay market data applicable to the post of Chief Executive has been undertaken using information from national, regional and local sources. This includes two local authority chief executive posts recently advertised in Suffolk. In the light of this review it is proposed that the new salary grade for the Chief Executive Officer post should be equivalent to comparable local authorities in the East of England, updated to reflect the recently agreed 2004 and 2005 pay and prices review.</p>		<p>Louise Hammond (01284-757008)</p>

Joy Bowes, Head of Legal and Democratic Services  
 14 January 2005

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