



St Edmundsbury
BOROUGH COUNCIL

DECISIONS NOTICE

The following decisions were taken in the week ending Friday 8 April 2005 and, if not called in by Councillors, will come into force on Monday 18 April 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 @stedsb.gov.uk) by 5 p.m. on Friday 15 April 2005.

A. DECISIONS TAKEN BY CABINET – WEEK ENDING 8 April 2005

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
5	Dynamic Review – Innovation, Value and Enterprise (DR-IVE) 2 Initial Report (Apr05/11)	V600	(a) The year 2 DR-IVE efficiency targets shown in Table 1 of Report V600 be approved; (b) The year 2 DR-IVE work plan shown in section 3.6 of Report V600 be approved; (c) the Policy Development Committee be asked to define the Councillor and officer membership of the DR-IVE teams for the second year; and (d) the Policy Development Committee be asked to identify the methods by which the teams will undertake the review this year, and oversee the process on behalf of the Cabinet.	The DR-IVE review is intended to develop significant efficiency savings for the Council and local tax payer in order to deliver lower Council Tax rises in the future.	Report V600 is the initial report for the 2005/2006 DR-IVE programme and the Policy Development Committee would need targets and a work programme if it was to carry out the review on behalf of the Cabinet.	The Council is already committed to carrying out the review. The Policy Development Committee will consider options for the process.	Sara Mildmay-White (01359-270580) Carlton Brand (01284-757200)
6	Comprehensive Performance	V601	Subject to the approval of full Council:-	If any of the key activities or	To ensure that St Edmundsbury is in a	Not preparing an Improvement Plan is not an	Jeff Stevens (01440-762511)

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	Assessment (CPA) Improvement Plan (Apr05/08)		(1) Part 1 of the Comprehensive Performance Assessment Improvement Plan for 2005/2006, attached as Appendix 2 to Report V601, and updated as indicated at the meeting in the addendum to Report V601, be approved; (2) detailed improvement plans for the underperforming services identified within Part 1 of the Plan be prepared and appended as Part 2 of the Plan during 2005/2006; (3) the Overview and Scrutiny Committee be asked to monitor progress against Parts 1 and 2 of the Plan as part of its work programme; and (4) the Improvement Plan be reviewed and updated annually alongside the Corporate Plan.	detailed improvement plans for under-performing services cannot be met from within existing budgets, separate reports would be presented to the Cabinet. Furthermore, many of the key activities are specifically intended to improve efficiency and to achieve savings for the local tax payer.	position to respond to the findings of the CPA inspection but, more importantly, to provide a framework for the next stages of the Council's own improvement agenda.	option since the Council needs to respond to its CPA inspection and must always seek to improve its performance.	Alex Wilson (01284-757002)
7	Workforce Development Plan 2005-2009	V602	(1) the Workforce Development Plan for 2005-2009 attached as Appendix A, to Report V602 be approved; and (2) annual reports of progress against the Plan be received by the Overview & Scrutiny Committee and Cabinet, commencing in April 2006.	The Plan will be delivered within existing resources.	Adoption of the Plan will ensure that the Council is proactive in responding to workforce data, which would enable future workforce needs in terms of numbers and skills to be predicted.	Do nothing – but this is not an option for such an important improvement area or a Cabinet commitment.	Jeff Stevens (01440-762511) Louise Hammond (01284-757008)
8	Contract Procedure Rules – Banking Services	agenda item 8 (b)	The contract procedure rules for obtaining and accepting competitive quotations be waived and authority be given to the Chief Finance Officer to negotiate and agree with HSBC	Tendering for banking services is a large exercise and changing banks has a cost. Two independent	The Council's contractual arrangements with its current bankers, HSBC Bank PLC, will expire on 30 April 2005. Following the independent advice, a	Given the independent advice received, no other options were considered.	Sara Mildmay-White (01359-270580) Graham Moore (01284-757252)

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			future banking charges for the five years ending April 2010.	banking consultants advised that formal tendering was not the best way forward.	proposal was sought from HSBC for charges for the next five years. In addition, a comparative exercise was undertaken, so far as was possible, with three other Councils in Suffolk.		Jeff Stevens (01440-762511)
10	Recommendation from Overview & Scrutiny Committee: Website and Corporate Intranet Development – Creation of Webmaster Post	agenda item 10	The post of Webmaster be created, initially for a 12 month period, and funded from the Council's Implementing Electronic Government Grant.	None to the Council as the post will be funded from the Council's Implementing Electronic Government Grant.	To implement the recommendations of the Committee and to improve the Council's website and intranet.	The Committee considered a variety of options.	Sara Mildmay-White (01359-270580) Jeff Stevens (01440-762511) Chris Woodhouse (01284-757230)
12	Joint Staff Consultative Panel Minutes – 22 February 2005	V604	<p>(a) Adoption Policy The Adoption Policy, as detailed in Appendix A to Report V529, be adopted.</p> <p>(b) Home Computing Initiative (HCI) and Bicycle Purchase Scheme (1) the Working Group invite the following providers to demonstrate their services and products, their understanding of the technical guidelines and relevant legislation and describe mechanisms in place for effectively handling early leavers:- (i) Dell (IT); (ii) PC World (IT retailer); (iii) BOOST (provider would</p>	The Panel discussed the financial implications regarding the Adoption Policy and the Home Computing Initiative (HCI) and Bicycle Purchase Scheme.	To implement the recommendations of the Panel.	The Panel considered a variety of options.	Jeff Stevens (01440-762511) Louise Hammond (01284-757008)

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			cover both IT and bicycles); and (iv) Halfords (bicycle retailer); and (2) a further report be presented to the Joint Staff Consultative Panel.				
13	Grant Panel Minutes – 21 March 2004	V605	<p>Applications for project funding: 2004/2005 The following awards be made in respect of 2004/2005 financial year:- (a) <u>Recreation and Village Hall Grants</u>: (1) Great Livermere Village Hall: a grant of £5,000 be awarded; (2) Kedington British Legion Hall: a grant of £5,000 be awarded; and (3) Brockley Cricket Club: a grant of £4,220 be awarded. (b) <u>Play Area Grants</u>: (1) Fornham All Saints Parish Council: a grant of £3,500 be awarded; and (2) <u>Ixworth and Ixworth Thorpe Parish Council</u>: a grant of up to £3,500 be awarded, subject to match funding by the applicant.</p> <p>Application for Project Funding : 2005/2006 The following awards be made in respect of the 2005/2006 financial year:- (a) <u>Arts Grants</u>:</p>	The grants will be met from within agreed or underspent budgets.	To implement the recommendations of the Panel and support the Council's Corporate Priorities.	The Panel considered each application against the criteria in the Council's Grants Policy.	Sara Mildmay-White (01359-270580) Mike Dawson (01284-757060)

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			<p>(1) Eastern Angles: a grant of £500 be awarded.</p> <p>(b) <u>Recreation and Village Hall Grants:</u></p> <p>(1) Bradfield St George Village Hall: a grant of £1,295 be awarded; and</p> <p>(2) Barnham Village Hall: a grant of £6,000 be awarded, subject to confirmation of external funding grants for the project.</p> <p>(c) <u>Rural Initiatives Capital Programme:</u></p> <p>(1) Whepstead Community Centre: a grant of £20,000 be awarded, subject to confirmation of external funding for the project;</p> <p>(2) Brockley Village Hall: a grant of £10,000 be awarded; and</p> <p>(3) Rougham Sports Hall: a grant of £10,000 be awarded, subject to confirmation of external funding for the project</p> <p>(d) <u>Grant Applications outside of the Council's current funding criteria or budget allocations:</u></p> <p>(1) Age Concern new 'Oasis' day care and active ageing centre: a grant of £30,000 be awarded to be initially funded from the 2004/2005 underspend in the Home Improvement Grant budget, if</p>				

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			<p>funding cannot be obtained from the Public Service Agreement budget when this is known; and</p> <p>(2) Playgroups: applications be referred to other funding bodies.</p> <p>Prince's Trust Funding Application: 2005/2006 A grant of £5,000 be awarded to the Prince's Trust and funded from the overall underspend in the 2004/2005 budget.</p> <p>Recording of decisions The Panel be asked to record formally in its minutes fuller details of the grounds on which it wishes to support applications which are outside of the Council's current funding criteria or budget allocations.</p>				
14	Recommendation from Policy Development Committee: Crime and Disorder Reduction Strategy (Apr05/07)	agenda item 14	Subject to the approval of full Council:- (1) the 2005/2008 Western Suffolk Crime and Disorder Reduction Strategy, as set out in Report V574, be adopted, subject to the comments made by the Policy Development Committee; and (2) the Overview & Scrutiny Committee be invited to review both the Strategy and the workings of the merged Western Suffolk Crime and	The financial implications have been considered as part of the production of the Strategy and adopting it involves no new budget provision.	To implement the recommendations of the Committee and to take forward the Council's commitment to improve community safety.	The partnership has considered a variety of options in developing the Strategy.	Frank Warby (01284-700678) Carole Herries (01284-757603)

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			Disorder Reduction Partnership after one year.				
15	Recommendation from Policy Development Committee: Regulation of Hackney Carriages and Private Hire Vehicles (Apr05/01)	V606	<p>Subject to full Council approval:-</p> <p>(1) provided existing hackney carriage vehicle licence holders in Bury St Edmunds and Haverhill contribute, in advance, one third of the cost, any de-restriction on the number of hackney carriage plates issued in the Borough be postponed pending surveys of demand and unmet demand;</p> <p>(2) should the licence holders fail to contribute towards the cost of the surveys within thirty days of being invoiced, the proposed de-restriction go ahead;</p> <p>(3) a supplementary estimate of up to £10,000, to be funded from the Community Directorate's Working Balance, be approved to cover the Borough Council's contribution to the surveys;</p> <p>(4) any additional Hackney Carriage Vehicle Licences issued in the Borough after the survey be restricted to:-</p> <ul style="list-style-type: none"> • A vehicle new on application to the Council; • A vehicle which is fully wheelchair accessible, side loading and carries an M1 type; and 	The cost of the survey to the Borough Council would be up to £10,000.	Approving the changes to policy and conditions as outlined in Report V575 would enable the Council to ensure that it complied with its obligations to safeguard the safety of drivers and the public in the use of Hackney Carriage or Private Hire vehicles and promote disabled accessible vehicles and increase travel choice and accessibility for all Borough residents.	(1) Make no change to the existing policy; (2) to de-restrict the number of Hackney Carriage vehicles which can be licensed in the Borough, making no further changes to the Council's policy; or (3) to de-restrict the number of Hackney Carriage vehicles which can be licensed in the Borough, making changes to the Council's policy.	<p>Frank Warby (01284-700678)</p> <p>Hilary Workman (01284-757113)</p>

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			<ul style="list-style-type: none"> • approval for taxis, with EC whole vehicle type approval. (5) the detailed specification for disabled access vehicles which meet the above criteria, and any appropriate training for hackney carriage vehicle proprietors who propose to use these vehicles, be determined by Cabinet following consultation with the Licensing and Regulatory Committee; and (6) the new hackney carriage and private hire conditions and supporting documents, as set out in Appendix A to Report V575, be introduced whether or not de-restriction goes ahead; (7) officers write to the Department for Transport requesting an extension of the deadline for a decision on whether or not this Council intends to de-restrict, and raising concern about the short deadline; and (8) officers obtain information from similar authorities which have already de-restricted their hackney carriage plate numbers, to assist members with their final decision. 				
18	Car Parking Working Party Minutes	V607	Proposed Disabled Bays, Abbeygate Street, Bury St Edmunds	There will be no financial implications for the	To accommodate Blue Badge Holders during the construction phase of the	To do nothing, although this was not considered to be an option by the Working Party.	Jeremy Farthing (01440-820763)

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	(Apr05/02/01)		<p>(1) Three of the existing on-street pay and display bays in Abbeygate Street, between Guildhall Street and Whiting Street be changed to Blue Badge Holders only, between 9.00 am to 6.00 pm on Mondays to Saturdays, with three hours maximum stay; and</p> <p>(2) further consideration be given to the need for additional disabled bays in the town once the Cattle Market development has commenced.</p> <p>Experimental Closure, Abbeygate Street, Bury St Edmunds The experimental closure of Abbeygate Street, between 6.00 pm on Saturday and 7.00 am on Mondays be made permanent.</p> <p>Car Parking Demands and Traffic Flows: Bury St Edmunds (1) the recommendations of the Working Party in respect of car parking demands and traffic flows in Bury St Edmunds be noted; and, in order to take them forward; (2) the Corporate Director for Economy and Environment, in consultation with the Portfolio Holder for Environment, be</p>	<p>Council.</p> <p>None.</p> <p>No financial provision has been made. It is estimated the study would cost up to £25,000.</p>	<p>Cattle Market development.</p> <p>To make an experimental closure permanent.</p> <p>To gain an understanding of the demands and traffic flows affecting Bury St Edmunds, before, during and after the Cattle Market development.</p>	<p>To allow Abbeygate Street to revert back to being open as previously.</p> <p>The Working Party considered the various options in making its recommendations. Subsequent to its meeting, the officers and Portfolio Holders have explored further options with the County Council.</p>	<p>Patsy Dell (01284-757306)</p>

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			<p>authorised to agree with Suffolk County Council the commissioning of a joint transport study for Bury St Edmunds by an independent consultant (on the basis outlined in the addendum to Paper V607 circulated at the meeting), subject to the inclusion of the Heads of Terms agreed by the Car Parking Working Party on 22 March 2005; and</p> <p>(3) in consultation with the Portfolio Holder for Environment, the Corporate Director for Economy and Environment be authorised to agree the Borough Council's actual contribution to this study and to use his delegated powers to vire up to £25,000 from existing allocations in the Planning Delivery Grant to meet the cost.</p> <p>Use of PCT Thingoe House Office Car Park for Public Car Parking</p> <p>(1) the risk register attached to Report V597 be noted;</p> <p>(2) the Borough Council work in partnership with the Suffolk West PCT to use their private car park at Cotton Lane, Bury St Edmunds for public car parking on Saturday on terms and conditions to be agreed by</p>	<p>To bring the PCT car park up to acceptable levels for public use would cost approximately £55,000.</p>	<p>To help address the need for parking in Bury St Edmunds at peak times.</p>	<p>To do nothing.</p>	

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			the Head of Property Services; (3) the car park be managed as a charged, medium stay car park, for parking events of up to four hours; and (4) up to £55,000 be allocated from the Off-Street Car Parking Fund to extend the car park to accommodate at least 50 vehicles and make it fit for propose for use of the public car park.				
19	Planning Policy Panel – First St Edmundsbury Local Development Scheme – Adoption of Formal Resolution	agenda item 19 (a)	(1) the First St Edmundsbury Local Development Scheme (SELDS) shall have effect; and (2) the effective date of the SELDS shall be upon expiry of the relevant period for consideration of the SELDS by the Secretary of State, or such extended relevant period as required by the Secretary of State, or such relevant period expiring after any direction from the Secretary of State has been complied with or notice of direction withdrawn, whichever applies.	None in terms of clarifying the resolution. The implementation of the Local Development Scheme will have major financial implications on revenue budgets. However, provision is being made to accommodate this, including using Planning Delivery Grants where appropriate.	Under the new Planning and Compulsory Purchase Act there is a requirement to produce a Local Development Scheme. The Borough Council needs to clarify the precise wording of the previous recommendations approved on 1 March 2005 in order to meet statutory requirements.	The required working is statutory.	Jeremy Farthing (01440-820763) Ian Poole (01284-757350)
19 (b)	Planning Policy Panel Minutes – 1 March 2005	V608	Planning for Gypsy and Traveller Sites: Consultation Paper (1) the content of the summary of the circular within Report V566 be noted; (2) the Council objects to the advice in the consultation circular that local landscape	As the Council was responding to a draft circular on Planning for Gypsy and Traveller Sites no financial implications were incurred.	To submit the Borough Council's views on the draft circular 'Planning for Gypsy and Traveller Sites' which is a review of DOE circular 1/94 'Gypsy Sites and Planning'.	The Council needs to respond to the consultation circular. The decision is based upon the detailed consideration of options by the Panel.	Jeremy Farthing (01440-820763) Ian Poole (01284-757350)

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			<p>and nature conservation designations should not be used as a reason for refusals. Such designations are a material consideration for the refusal of development proposals;</p> <p>(3) the guidance should require separate policies regarding the Rural Housing Exceptions and Exceptions for Gypsies and Travellers; and</p> <p>(4) further clarification be sought from the Office of the Deputy Prime Minister regarding paragraph 9.2 of Report V566.</p> <p><i>Please note that the recommendations contained within minutes 103 and 104 have previously been considered by Cabinet on 2 March 2005.</i></p>				
20	Housing Benefit Overpayment – Proposed Write-Off	V609	One case of overpaid Housing Benefit totalling £905.02 and Council Tax Benefit as detailed in the Exempt Appendix 1 of Report V609 be approved for write-off.	The failure to recover housing benefit has an impact on the level of subsidy received.	The detailed reasons for making the recommendation are included in the information provided in the Exempt Appendix 1 attached to Report V609.	The detailed reasons for making the recommendation are included in the information provided in the Exempt Appendix 1 attached to Report V609.	<p>Sara Mildmay-White (01359-270580)</p> <p>Graham Moore (01284-757252)</p>

Joy Bowes, Head of Legal and Democratic Services
8 April 2005

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