



St Edmundsbury
BOROUGH COUNCIL

DECISIONS NOTICE

The following decisions were taken in the week ending 24 June 2005 and, if not called in by Councillors, will come into operation on Monday 4 July 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 1 July 2005.

A. DECISIONS TAKEN BY CABINET – WEEK ENDING 24 June 2005

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
5	Annual Report of the Cabinet 2004/2005 and Cabinet Priorities for 2005/2006	W55	The Annual Report of the Cabinet for 2004/2005 and priorities for 2005/2006 as detailed in Report W55 be approved.	The financial implications will be recorded in the approved budgets for the relevant financial years.	The Council's Constitution requires that the Cabinet produce an Annual Report and good management practice requires forward planning to be undertaken.	Numerous options were considered with regard to the determination of commitments for future years.	John Griffiths (01284-757136) Alex Wilson (01284-757002)
6	Best Value Performance Plan 2004/2005	W56	Subject to full Council approval:- (1) subject to any minor changes by officers, publication of the Best Value Performance Plan 2004/2005 be approved; and (2) the Overview & Scrutiny Committee, as part of its scheduled work programme, be asked to examine the performance information contained in the plan against the national data which is due to be published at the end of 2005.	None from this report.	Publication of the plan is a statutory requirement.	Not applicable.	Jeff Stevens (01787-277327) Alex Wilson (01284-757002)

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7	Report of the Policy Development Committee: Annual Reporting and Corporate Planning (Jul05/04)	W57	<p>Subject to full Council approval:-</p> <p>(a) the revised Corporate Plan, and annual reporting and corporate planning framework, as set out in Appendix 2 to Report W57, be approved;</p> <p>(b) in consultation with the Portfolio Holder for Performance & Organisational Development (or future equivalent), the Chief Executive be given delegated authority to:-</p> <p>(i) make any minor amendments required, incorporate any outstanding information and prepare the indicated appendices prior to publishing the 2005 Corporate Plan in the appropriate manner, including in an electronic format; and</p> <p>(ii) update this and future Corporate Plans at any time with new performance and demographic information, or to reflect formal changes to the Council's policy framework, budgets and other documents in the corporate planning framework;</p> <p>(c) the Corporate Plan continue to be reviewed and approved by the full Council on an annual basis;</p> <p>(d) the Chief Executive and Corporate Directors be</p>	The Corporate Planning Cycle itself is used to guide financial planning systems. However, there are no resource implications arising directly from the report as preparing the Corporate Plan and Service Plans are existing activities.	The Council needs to have regard to the findings of the Audit Commission. However, the Council had already recognised that, if it were to maintain the momentum of its improvement agenda, it would need to review the Corporate Planning Cycle for 2005/2006.	The Council had already committed to the review, the need for which had been recognised in the Council's CPA report for the Audit Commission. The Policy Development Committee considered a variety of options for the framework as part of its review.	<p>Jeff Stevens (01787-277327)</p> <p>Deborah Cadman (01284-757001)</p>

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			authorised to produce short annual Directorate Plans in consultation with the relevant Portfolio Holders; and (e) Managers be authorised to prepare and update annual Service Plans for their service teams using the format set out in Appendix 3 to Report W57 and to publish them on the Council's website/intranet.				
8	Code of Guidance and Conduct – Contract Negotiations (Jul05/10)	W58	Subject to full Council approval, the Contract Procedure Rules be amended to adopt a negotiation policy as outlined in Report W58, to allow officers to negotiate with suppliers to achieve better value for the Council within a framework of clear rules and guidance.	Council officers who deal commercially with suppliers will undertake a negotiation course to equip them with the requisite negotiation skills. The cost of the training will be met within existing budgets.	To help achieve best value to the Council in the procurement of goods and services and assist in achieving procurement DR-IVE targets for 2006/2007.	To continue with existing procedures. To allow only the Procurement and Project Manager the ability to negotiate with suppliers. However, this was felt to be over restrictive and not comparable to the policies adapted by other authorities.	Sara Mildmay-White (01359-270580) Mark Walsh (01284-757308)
9	Improving Services – The Vanguard Systems Approach (Jul05/08)	W59	Subject to the approval of full Council:- (a) the Vanguard Systems Approach be adopted within St Edmundsbury on the basis outlined in section 3 of Report W59; (b) given the long-term efficiencies expected, a permanent Band 11 post of <i>Resources: Project Officer</i> (subject to Job Evaluation) be created with effect from 1 August 2005 as project leader	The budget implication in 2005/2006 is £40,000 which is equivalent to £1.11 per Band D tax payer, with a maximum ongoing cost of £65,000 in future years. However, the proposal is intended to generate	The proposal is intended to produce improved service quality and customer satisfaction, reduce costs, increase organisational capacity and improved staff moral and welfare.	The simple option would be to finish the pilot and go no further, however this would affect the Council's Service Delivery Review since the Vanguard reviews are providing much of the baseline information for that process.	Jeff Stevens (01787-277327) Sara Mildmay-White (01359-270580) Carlton Brand (01284-757200)

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			and the recurring cost (as outlined in Appendix B) be funded, in 2005/2006, by way of a supplementary estimate of £40,000 to be met from the General Fund Working Balance and, thereafter, be included in base budgets.	substantial efficiencies for the local taxpayer.			
10	Asset Management Plan and Capital Strategy Performance Management and Implementation Plans (Jul05/07)	W60	(a) The outcomes and performance of the Asset Management Plan and Capital Strategy Implementation Programmes 2004/2005 be noted; (b) The Implementation Programmes 2005/2006 be approved; (c) The performance against the national property Performance Indicators (pPIs) be noted; and (d) The Asset Management Plan (AMP) Action Plan 2005 be approved.	Resource implications will be considered in detail as part of the assessment process for individual buildings.	Practical adoption of the Assessment Management Action Plan will facilitate the Council in achieving the identified strategic aims. Reporting to Members on performance, and agreeing the Action Plan are integral parts of Asset Management Plan and reflect the corporate and property goals of the Council.	The Asset Management Action Plan is based on considering options for holding the Council's property portfolio. The Council had adopted the assessment processes for its non-operational portfolio which required each property to be assessed in terms of financial return, service return and value for money.	Nigel Aitkens (01359-270580) Betty Albon (01284-757308)
11	Pension Fund Deficit Recovery (Jul05/05)	W12	Subject to the approval of full Council, the Chief Finance Officer, in consultation with the Portfolio Holder for Resources, be authorised to give notice to Invesco for the return of the Council's external investment when the timing is considered appropriate.	The Council expects to achieve significant long-term savings for the taxpayer by clearing the deficit. These will be outlined in future reports.	The specific decision is required to allow the Council to consider all of the options for finding the deficit. The Council's external investments have not been performing as well as internally managed funds in recent years.	The Cabinet will be asked to consider the full range of options in future.	Sara Mildmay-White (01359-270580) Graham Moore (01284-717252)
13	EU Directive on Public Sector Information	agenda item 13	Cabinet delegate the responsibility for investigating and implementing the Re-Use of Public Sector Information Regulations 2005 to the Head	None at this stage.	Following the adoption of the Re-Use of Public Sector Information Regulation 2005 on 1 July 2005, the Council would be in the	None.	Jeff Stevens (01787-277327) Natalie Tobutt (01284-757633)

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			of Legal and Democratic Services, in consultation with the Portfolio Holders for Performance and Organisational Development and Resources.		best position to act quickly.		Joy Bowes (01284-757141)
14	Haverhill Community Football Project (Jul05/06)	W62	Subject to the approval of full Council:- (1) the principle of the Haverhill Community Football Project be approved subject to the development and approval of appropriate management arrangements and an associated business plan; (2) an allocation of £1.5 million be made within the Capital Programme to fund the cost of the project as set out in Section 8 of Report W62; (3) the loss of interest of £71,000 on the capital costs in 2006/2007 be accommodated within the provision for growth within the Five Year General Fund Model; (4) the urgent drainage work required at Chalkstone be undertaken without delay and the cost of up to £20,000 be met from the Capital Programme provision as indicated; (5) Officers work in partnership with the football community in Haverhill to develop the Haverhill Community Football Project as	The existing capital programme makes provision for the Haverhill Community Football Project on the basis of expenditure and income being neutral. However, it will be necessary for the Council to 'front-fund' the project to enable it to progress in accordance with the project plan. To front-fund the scheme would result in an initial loss of interest of around £71,000 per annum, which equates to £1.97 per Band D Council tax payer.	To provide a range of sports and health facilities; and the creation of a new community football facility for the town to the benefit of the Borough's overall sports provision and community health objectives.	(1) to locate on the Chalkstone site; (2) to locate on the Puddlebrook site; and (3) not create the Haverhill Community Football Project.	Andrew Varley (01284-753135) Howard Cook (01284-757097)

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			per the project plan, and to work up a business plan and management options; and (6) progress reports on the scheme be made to the Haverhill Area Working Party and further reports be made to Cabinet for approval as necessary.				
15	Rural Initiatives Fund 2005/2006 (Jul05/09)	W63	(1) That the arrangements for the allocation of financial assistance under the Rural Initiatives Fund, as detailed in section 3 of Report W63, be agreed; and (2) The Head of Economic Development be given delegated authority to administer the Fund in accordance with the agreed procedure.	No further resource allocation is required, £50,000 having already been allocated in the Capital Programme.	To enable the implementation of this key initiative that has arisen from the Rural Action Plan process.	(1) introduce a grants scheme with an even quicker turn around, but this has been ruled out as the Grant Panel would not be a pivotal part of the process; and (2) not allocating the funding would not assist in delivering the Administrative commitment.	John Griffiths (01284-757135) Nigel Aitkens (01359-270580) Jerry Massey (01284-757302)
16	Commemoration of 60th Anniversary of the end of World War II	agenda item 16	Subject to the approval of full Council, the freedom of the Borough be granted to all residents of the Borough of St Edmundsbury who served in the armed forces of the allied powers during the Second World War.	None. Commemorative events are already planned and the recommendation is to clarify those veterans being invited.	To ensure no veteran, resident within the Borough of St Edmundsbury, who served in the armed forces of the allied powers during the WWII is excluded from the commemorative events.	None.	Andrew Varley (01284-753135) John Griffiths (01284-757135) Mike Dawson (01284-757060)
17	Report of the Policy Development Committee: Refuse and Recycling Policy Review – Waste Management (Jul05/01)	W64	Subject to the approval of full Council, the following policies for customers of the refuse collection service be adopted in order to increase the level of household waste diverted from landfill:- (a) Additional waste (side waste) be accepted with the	The financial implications were considered by the Policy Development Committee during discussions on 1 June 2005. In terms of providing	As the kerb side collection of paper, can and plastics has been in operation for all residents across the Borough for a year, the Policy Development Committee was asked to review the Council's refuse and recycling policies in	To not review the policies.	Gerry Kiernan (01440-705135) Sandra Pell (01284-757300)

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			<p>blue bin when left out in sacks supplied by the Borough Council for this purpose;</p> <p>(b) A charge be made for the provision of sacks;</p> <p>(c) Local retail outlets be sought for the sale of the sacks and be paid from the income received;</p> <p>(d) In 2005/06 the charge to Householders be set at 10p per sack and the cost reviewed on an annual basis by the Head of Service, Waste Management and the Chief Finance Officer;</p> <p>(e) Householders that have received at least two warnings from the Council about wrapping the dry recyclable waste placed in a blue bin or sack supplied by the Council will be advised that this bin/sack will not be collected;</p> <p>(f) Householders who have not had their blue and brown bins collected due to unacceptable levels of contamination and/or the wrapping of waste, can pay a fee for the Council to return and empty the bin;</p> <p>(g) In 2005/06 the charge for emptying the bin be set at £10 and the cost reviewed on an annual basis by the Head of Service, Waste Management and the Chief Finance Officer;</p> <p>(h) The Council continue to</p>	<p>additional sacks, there would be no budgetary implication as the householder pays for the sacks. Also, there is capacity within the rounds to collect the additional sacks.</p>	<p>order to increase recycling rates further.</p>		

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			<p>work with householders to promote and encourage the correct use of the Council's dry recyclable waste collection service;</p> <p>(i) Any black bins that contain garden waste will not be emptied, where there is a brown bin or sack collection; and</p> <p>(j) Under Section 46 of the Environmental Protection Act 1990, enforcement action be taken against householders who repeatedly contaminate their blue bin.</p>				
18	Recommendations from Planning Policy Panel - 14 June 2005 (Jul05/03)	W65	<p>East of England Regional Spatial Strategy – Examination in Public</p> <p>(1) the Council welcomes the opportunity to participate in the Examination in Public; and</p> <p>(2) the Council raises concerns as to why Breckland District Council and Norfolk County Council have not been invited to participate in relation to Thetford in the discussion on west and mid-Suffolk; and</p> <p>(3) the Council requests that, in matter 8G (Cambridge sub-region), all relevant Local Planning Authorities be invited to attend.</p> <p>Local Development Scheme Subject to the approval of full Council:- the revised Local Development</p>	There are no financial implications arising from the recommendations which were discussed at the Planning Policy Panel.	To ensure the implementation and adoption of the local plan run smoothly and that the Borough Council are involved in other planning issues which may impact upon the Borough.	None.	<p>Terry Clements (01284-827161)</p> <p>Ian Poole (01284-757350)</p>

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			Scheme timetable contained within Report W43 be approved and incorporated within the Local Development Scheme and that, subject to the Local Development Scheme regulations permitting, delegated authority be given to the Head of Planning and Transportation in consultation with the Planning Policy Panel to agree and change the Local Development Scheme milestones.				
19	Planning Delivery Grant and Local Plan Reserve – Investment priorities 2005/2006	W66	Subject to full Council approval:- (a) The proposed investment in planning and related services in 2005/2006, to be funded by the Planning Delivery Grant, as detailed in paragraph 3.3 of Report W66, be approved; and (b) The proposed expenditure on Local Plan work in 2005/2006, to be funded from the Local Plan Reserve, as detailed in paragraph 3.5 of Report W66, be approved.	There is no additional revenue impact arising from the proposals. However, Report W66 identifies an investment of £152,000 in planning and related services and some of the costs, particularly staffing and local plan costs, involve commitments in subsequent years.	To ensure that the grant is used to improve the delivery of planning service in the authority and, by doing so, to assist in the delivery of administration 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 administration commitments for 2004 to 2007.	Terry Clements (01284-827161) Jerry Massey (01284-757302)
20	Rights of Way improvement Plan Stage 1: the Assessment (April 2005) (Jul05/11)	W67	(1) the current position of the work that Suffolk County Council has undertaken on the Rights of Way Improvement Plan as set out in Report W67 be noted; and (2) the comments made in paragraphs 3.14 to 3.17 of	At this stage it is not possible to accurately determine the resource implications for the Borough Council. However, should	To give close regard to issues that have been raised in the Rural Action Plan prepared by the Borough Council.	The Borough Council might have considered undertaking its own independent assessment of the rights of way network across the Borough but this would have represented not only duplication, but also could	Jeremy Farthing (01440-820763) Richard Livall (01284-757109)

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			Report W67 form the basis of the Borough Council's response to the Rights of Way Improvement Plan Stage 1 Assessment.	increased costs arise, there would be the need for a growth item to be considered.		have ignored many common issues that arise across the county.	
21	Recommendations from Cattle Market Redevelopment Working Party (Jul05/02)	W68	<p>Geo-thermal Heating and Cooling of the Public Building (the Venue)</p> <p>(1) the principle of installing Geo-thermal technology be approved; and</p> <p>(2) any additional costs through the use of this technology be funded from the Energy Conservation Fund.</p> <p>Procurement</p> <p>(1) a single stage tender for selection of the construction contractor for the scheme (private and public works) be adopted;</p> <p>(2) the schedule implications of moving to a single stage tender be noted; and</p> <p>(3) subject to legal advice, it be noted that the contract may need to be re-advertised in the Official Journal of the European Union (OJEU) and a new pre-selection of construction contractors take place.</p>	As discussed by the Cattle Market Redevelopment Working Party.	To progress the redevelopment of the Cattle Market site within Bury St Edmunds.	As considered by the Working Party.	<p>Andrew Varley (01284-753135)</p> <p>Jerry Massey (01284-757302)</p>

Joy Bowes, Head of Legal and Democratic Services
24 June 2005