



St Edmundsbury
BOROUGH COUNCIL

DECISIONS NOTICE

The following decisions were taken in the week ending 17 February 2006 and, if not called in by Councillors, will come into operation on Monday 27 February 2006. 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 24 February 2006.

A. DECISIONS TAKEN BY CABINET ON 16 FEBRUARY 2006

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
6	Revised Whistleblowing Guide (Feb06/05)	W550	The revised Whistleblowing Guide, as contained within Report W550, be recommended to Council for adoption.	There are no direct financial implications in revising the Whistleblowing Guide.	For some years there has been in place a Whistleblowing Guide which gives advice to employees on how they can confidentially report examples of bad practice within the Council. The Guide has now been updated to broaden its scope in accordance with the requirements of the Public Interest Disclosure Act so that third parties, such as contractors can also expose fraud, corruption and so on.	Not to update the Whistleblowing Guide in accordance with the requirements of the Public Interest Disclosure Act was not considered an option.	Jeff Stevens (01440-762511) Joy Bowes (01284-757141)

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7	Code of Guidance and Conduct: Contract Procedure Rules (Feb06/05)	W551	Subject to the approval of full Council, the revised Contract Procedure Rules detailed in Appendix 1 to Report W551 be adopted for inclusion in the Council's Constitution.	Resources will be required to load this revised information onto the Council's Intranet, and it will also be necessary to invest in some training to roll out the adopted Procurement Strategy (including the Contract Procedure Rules) to the organisation.	To help achieve best value for the Council in the procurement of goods, services and works in the most efficient manner and within a clearer framework of rules.	'Do nothing' was not considered an option as the current Contract Procedure Rules required updating and there was a need to provide much more practical guidance on good procurement practice.	Sara Mildmay-White (01359-270580) Mark Walsh (01284-757308)
10	Treasury Management Strategy and Annual Investment Strategy 2006/2007 (Feb06/04)	W553	Subject to the approval of full Council:- (a) the Annual Treasury Management Strategy Statement and Annual Investment Strategy for 2006/2007, together with the Prudential Indicators be approved; (b) the upper limit on fixed and variable rate exposures be set at 100% and 75% respectively of the Council's total investments; and (c) the upper limit for principal sums invested for more than 364 days be set at £65 million.	It is estimated that in 2006/2007 Treasury Management activity will generate income of £2,863,000, which is equivalent to £78.57 for each Council Tax Band D property.	Legislation and best practice requires that the Council considers an annual strategy statement before the beginning of the financial year. It is also considered that the recommendations give the maximum flexibility in terms of usage of fixed and variable rate investments. In addition, so far as longer term investments are concerned they allow balancing certainty of income with flexibility to take advantage of any upward movement in interest rates whilst retaining a core balance that can be easily	The Council is required to produce an annual treasury management strategy statement and Prudential Indicators.	Sara Mildmay-White (01359-270580) John Hannah (01284-757262)

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					liquidated should the need arise.		
11	Budget and Council Tax Setting: 2006/2007 (Feb06/06)	W554	Subject to the approval of full Council:- (a) the budgets attached to Report W554, including the new revenue and capital items and the Dynamic Review – Innovation, Value and Enterprise (DR-IVE) proposals set out in Appendix A, be approved, subject to the following amendment:- <u>Appendix A, (DR-IVE Proposals)</u> – Sunday car parking, Bury St Edmunds: introduction, on a 12 month experimental basis with effect from 1 April 2006, of a nominal charge of 20p per hour as follows: off-street car parking from 10.00 am to 4.00 pm; on-street car parking from 1.00 pm to 4.00 pm; (b) having taken into account the Risk Assessment and the Five Year Financial Model, together with all the other information contained in Report W554, the level of Band D Council Tax for 2006/2007 be set at £161.64; (c) the Chief Finance Officer be authorised to place any grant received through the Local Public Service Agreement initiative in a	The level of Band D Council Tax for 2006/2007 be set at £161.64, compared with £156.15 for 2005/2006.	The Council is required to set budgets for the year ahead. At this stage in the budget process the options have been considered and the financial effects assessed by the Cabinet.	The proposals considered during the budget setting process have been considered by the Cabinet, and Portfolio Holders, following a rigorous and detailed examination of saving options and growth bids by the Policy Development Committee's DR-IVE teams and Budget Panel.	Sara Mildmay-White (01359-270580) Graham Moore (01284-757252)

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			<p>Community Development Reserve established for this purpose and to amend the Capital Programme to include the capital element of the grant;</p> <p>(d) the Chief Finance Officer be authorised that any payments received under the Local Authority Business Growth Incentives Scheme be placed in an Economic Development Reserve;</p> <p>(e) the level and use of the two reserve accounts established under (c) and (d) above be subject to further consideration by the Cabinet and, if required, full Council; and</p> <p>(f) the Pension Reserve Fund be increased by £1 million to be financed from Capital Receipts subject to approval from the Office of the Deputy Prime Minister.</p>				
12	Acacia Avenue, Bury St Edmunds: Housing Scheme	W555	<p>(1) The contract for the sale of the site at Acacia Avenue, Bury St Edmunds be approved; and</p> <p>(2) provision be made for a grant of £100,000 from this receipt to Jephson Housing Association in order to develop 8 to 10 homes on the site as soon as possible.</p>	The Acacia Avenue site will be sold for £250,000 and from this capital receipt a grant of £100,000 to Jephson Housing is required to redevelop the site.	To secure the sale of the site and the grant funding for the affordable housing scheme in one transaction.	To sell the land at the agreed price and then subsequently grant fund the scheme at a later date, which would delay the project starting on site.	<p>Frank Warby (01284-700678)</p> <p>Carole Herries (01284-757603)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
13	Private Sector Leasing Grant	agenda item 13	The Home Assistance Policy be amended to:- (1) include assistance towards the cost of converting non-residential buildings to residential properties; (2) limit the grant in respect of converting non-residential buildings to 50% of the eligible costs up to a maximum of £10,000 for each self-contained dwelling; and (3) the leasing period, under the terms of the Private Sector Leasing Agreement, to be five years.	The grants scheme has been extended to include conversion of non-residential buildings to residential properties with a limit that the grant to be 50% of the eligible costs up to a maximum of £10,000 for each self-contained dwelling.	The current Private Sector Leasing Grant is limited to residential properties and not for the conversion of non-residential properties to dwellings. Such are the demands on the housing waiting list and the housing of homeless applicants, it was agreed to extend the scope of the grant to include assistance towards the cost of converting non-residential buildings to residential properties. However, because of the potential size of some schemes limitations on the amount of grant were agreed.	Options concerning the limitation of grant were considered.	Frank Warby (01284-700678) Carole Herries (01284-757603)
14	Resurfacing of Nowton Park, Artificial Pitch	agenda item 14	Subject to the approval of full Council, the urgent resurfacing of Nowton Park artificial pitch be approved and funded by virement of £50,000 from the Rougham Centre of Sporting Excellent Project.	The project to be funded by virement of £50,000 from the Rougham Centre of Sporting Excellence Project to the Nowton Park artificial pitch resurfacing budget.	The surface and the fence require replacement at a total cost of £170,000 and as the Rougham Centre of Sporting Excellence Project is not at this stage in a position to proceed it was decided to vire a sum to meet the immediate needs of the Nowton Park artificial pitch.	Not to resurface the Nowton Park artificial pitch was not considered an option.	Terry Clements (01284-827161) Neil Anthony (01284-757064)
15	Leisure Centres Liaison Group: Minutes 23 January 2006	W556	Bury St Edmunds Leisure Centre: Car Parking That the Car Parking Working Party be further requested to undertake a review, as a	The financial implications will not be known until a decision on securing adequate car parking	There is pressure on the existing car parking for customers of Bury St Edmunds Leisure Centre and a solution is required.	Options will be further considered by the Car Parking Working Party.	Terry Clements (01284-827161) Mike Dawson (01284-757060)

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			matter of urgency, into providing adequate car parking arrangements to meet the needs of the customers of the Bury St Edmunds Leisure Centre.	arrangements for customers of the Bury St Edmunds Leisure Centre is made.			
17	Report from Overview and Scrutiny Committee: Recommendations from Phase One of the Evening Economy Review (Feb06/07)	W558	(1) the mapping exercise to collect information on licensed premises and other issues related to the evening economy in Bury St Edmunds, Haverhill and the rural areas continue, in order to provide a complete baseline from 2005; (2) the map be reviewed in 12 months from the coming into force of the Licensing Act to see whether any changes to the Licensing Statement of Policy are appropriate; (3) the Council continue to work in partnership with the Police and Anti-Social Behaviour Unit to reduce crime and disorder; (4) the Council continue to support the Nightsafe Focus Group and/or Pubwatch Schemes; (5) the Nightsafe Focus Group be encouraged to re-introduce the Night Bus; (6) any development of Station Hill, Bury St Edmunds be influenced through the work already being undertaken through the Masterplan and Concept Plan;	Any financial implications will be contained within existing budgets.	To further the aims of the Evening Economy Review, which were:- to create an evening economy in St Edmundsbury which is well balanced, convenient to access and safe.	Options were considered by the Evening Economy Review Group.	Frank Warby (01284-700678) Adriana Stapleton (01284-757613)

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			<p>(7) the work of the Chief Executive's Office and the Community Development Unit concerning the setting up of a Youth Forum be supported, and that they be encouraged as part of this work to look into evening activities for young people which are inexpensive, alcohol free and easy to access;</p> <p>(8) with reference to normal budgetary processes, any Youth Forum should have its own budget, perhaps by giving it influence over existing youth services budgets and the decisions on the spending of those budgets;</p> <p>(9) young people be consulted on local enhancement schemes, in ways meaningful to them, at an early stage;</p> <p>(10) safe activities for young people taking place in the Borough be promoted through the Council's publications;</p> <p>(11) as part of its wider strategy for public halls, the Council give full consideration to the provision of venues for youth events;</p> <p>(12) proactive monitoring of and enforcement against premises found to be in breach of their planning or</p>				

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			<p>licensing conditions be continued;</p> <p>(13) members of the public be advised, for example through Community Spirit, of how they can report alleged breaches of planning or licensing conditions to the Council;</p> <p>(14) the work of the Crime and Disorder, Anti-Social Behaviour and Noise Workstream to draw up a "map" of licensed premises, hotspots and issues across the Borough be supported, and that it include any planning consents in place and their licence conditions, to enable any inconsistencies to be identified, breaches of conditions investigated and necessary enforcement action taken;</p> <p>(15) Councillors Wormleighton, D Nettleton and Mrs Martin meet with the Council's Community Safety Officer to discuss the Good Practice summary completed by this workstream, in order to identify any such practice which could be recommended for adoption by this Council;</p> <p>(16) if feasible, directions to alternative car parks be placed on Angel Hill as part of the wider project to improve</p>				

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			car park information in Bury St Edmunds; (17) details of the most appropriate car parks for users of the new cinema in Bury St Edmunds be distributed; and (18) the data provided by the Car Parking Working Party on car parks and public transport be added to the map of premises, hotspots and issues, as appropriate.				
18	Haverhill Area Working Party: Minutes 16 January 2006	W560	(a) Cleales Car Park (1) Consultation take place with Gurteens as to the usage of a rear entrance; and (2) an investigation take place as to the responsibility for the clearance of the vegetation at the rear of the High Street shops. <i>(A separate agenda item, item 19 (Report W561) also considers in further detail the other recommendations contained within this set of minutes and the decisions are detailed below.)</i>	There are no direct financial implications.	To further pedestrian priority in Haverhill High Street.	Options were considered by the Haverhill Area Working Party.	Jeff Stevens (01440-762511) Mike Dawson (01284-757060)
19	Capital Investment in Haverhill: Cleales Car Park and Jubilee Walk	W561	Subject to the approval of full Council, (a) Cleales Car Park £100,000 be vired from the capital allocation for Enhanced	£189,000 to be vired from budgets to meet the additional costs	The additional costs are associated with the delay in commencing the project. A budget	Not to proceed with the Cleales Car Park scheme was not considered an option.	Jeff Stevens (01440-762511) Jerry Massey

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			<p>Pedestrian and Cycle Links, Haverhill Town Centre (Budget Code C415) and £89,000 from the "Works arising from Traffic Studies" (Budget Code C398) to the Car Parking and Rear Service Road scheme on the Cleales Site, Haverhill.</p> <p>(b) Jubilee Walk</p> <p>The remaining £224,000 capital allocation for "Works arising from Traffic Studies" (Budget Code C398) be vired to the Jubilee Walk Enhancement Scheme at the request of the Haverhill Area Working Party.</p>	<p>associated with the Cleales Car Park Scheme.</p> <p>A virement of £224,000 is required to meet the works of arising from the Jubilee Walk enhancement Scheme.</p>	<p>allocation was approved at the outset of the project in August 2002. However, the scheme was not implemented at that time due to the need to resolve legal issues and those issues have taken a considerable time to address.</p> <p>Preliminary investigations and design work suggested that in order to achieve an appropriate design and standard of scheme the level of investment contained within existing budgets of £212,500 needed to be increased.</p>	<p>Not to proceed with this enhancement scheme was not considered an option. However the final details are to be confirmed.</p>	<p>(01284-757301)</p> <p>Jeff Stevens (01440-762511)</p> <p>Jerry Massey (01284-757301)</p>
20	Cattle Market Redevelopment Working Party: Minutes 23 January 2006 (Feb06/08)	W562	<p>(a) Planning Application: Lacy Scott and Knight</p> <p>(1) An objection to this proposal to develop part of the Lacy Scott and Knight site for residential purposes be raised on the grounds that such development does not further the comprehensive development of this important part of the town centre; and</p> <p>(2) Lacy Scott and Knight and Centros Miller be encouraged to work in</p>	There are no direct financial implications in the Council objecting to the proposed development as submitted by Lacy Scott and Knight.	The Council objects to the proposed development on the grounds that such development does not further the comprehensive development of this important part of Bury St Edmunds Town Centre.	Options concerning the proposal were considered in detail by the Cattle Market Redevelopment Working Party.	<p>John Griffiths (01284-757136)</p> <p>Jerry Massey (01284-757301)</p>

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			<p>partnership with the Council.</p> <p>(b) Public Toilet Provision</p> <p>(1) The Corporate Director for Economy and Environment, in consultation with the Chairman and Vice-Chairmen of the Cattle Market Redevelopment Working Party be given delegated responsibility to identify, at the appropriate time, a location for temporary toilets either off Prospect Row or at School Yard off Risbygate Street in Bury St Edmunds; and</p> <p>(2) the location of single cubicle toilets for the exclusive use of Market Traders on Wednesdays and Saturdays located in Brentgovel Street at the rear of Moyses's Hall be approved.</p>	<p>The temporary public toilets to be located either at Prospect Row or at School Yard off Risbygate Street were estimated to cost £43,000 for a 130 week period, with another £10,000 allocated for foundation preparation, delivery/removal, connection of services, exterior lighting and fencing. Running costs including utilities, attendance, cleaning and cleaning materials would amount to approximately £45,000 per annum. However these costs would be offset by the closure of the toilets in St Andrews Street South which amounted to £94,000 per annum based on</p>	<p>The commencement of the redevelopment of the Cattle Market site in Bury St Edmunds will require that the existing toilets in St Andrews Street South be demolished. Therefore, temporary toilet facilities will be required until those in the new development are constructed.</p>	<p>Numerous options were considered in identifying locations for both temporary toilet facilities during the construction period and also permanent toilet facilities within the Town Centre when the Cattle Market redevelopment construction period had been completed.</p>	<p>John Griffiths (01284-757136)</p> <p>Jerry Massey (01284-757301)</p>

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			<p>(c) The Public Building (the Venue): Progress, Partnership and Options</p> <p>(1) The proposed changes in design in paragraph 2.1 of Report W525 be approved; (2) further investigation into partnership arrangements with the Theatre Royal, including those detailed in paragraph 2.2 of Report W525, be approved; (3) further investigation of reducing the specification for the Venue, and of the selected alternative uses, in the event of the tenders received being above budget; (4) as a first option, the specification for the Venue be reduced; and (5) if the first option is not feasible then other options be subject for further examination and costing.</p>	<p>the 2006/2007 estimates.</p> <p>The report dealt with contingency issues surrounding the eventuality if the tenders received for the construction of the Public Building were in excess of the budget. Therefore, at this stage, the implications of revisions to the Public Building specification and/or replacement were not known at this stage.</p>	<p>The Council considered it prudent to plan for the eventuality that if the tenders for the construction of the Public Building (the Venue) were in excess of the budget allocated by the Council.</p>	<p>Numerous options as to amendments to the specification and potential or possible uses of the Public Building were discussed by the Cattle Market Redevelopment Working Party.</p>	<p>John Griffiths (01284-757136)</p> <p>Jerry Massey (01284-757301)</p>
21	Asset Management Plan: The Council's Investment Portfolio (Feb06/01)	W563	<p>(1) That the investment portfolio be retained and managed actively for continuous improvement; and (2) those assets identified in the exempt Appendix 3 attached to Report W563 as requiring further consideration be retained but</p>	<p>The decision to retain the investment portfolio has no resource implications, however, if opportunities arise to improve the</p>	<p>To make better use of property resources, in accordance with good asset management planning.</p>	<p>The process for assessing the non-operational portfolio includes options appraisal against the agreed options of:- (1) retain and manage actively to achieve required performance; (2) retain and consider the</p>	<p>Nigel Aitkens (01284-735258)</p> <p>Betty Albon (01284-757307)</p>

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			held under review, pending further asset management reviews or if investment or partnership opportunities arise.	investments, as identified in exempt Appendix 3, the resource implications will be of fundamental consideration.		feasibility or alternative uses or with partners, to better meet the Council's property objectives; or (3) sell and reallocate the capital to better achieve corporate objectives and priorities.	
22	Revenues Collection Performance	W564	(1) As set out in Section 8, the levels of collection performance achieved be noted; (2) the write off of the amounts detailed in the exempt appendices to Report W564, being 28 accounts for business rates totalling £123,592.49 (exempt Appendix 1), 9 accounts for Council Tax totalling £7,496.92 (exempt Appendix 2) and 13 accounts for sundry debts £34,155.72 (exempt Appendix 3) be approved; and (3) the relevant Scrutiny Committee be requested to review the existing recovery procedures as part of its 2006/2007 work programme with a view to suggesting possible changes.	The write off of amounts detailed in the exempt Appendices total:- (1) 28 accounts for business rates totalling £123,592.49; (2) 9 accounts for Council Tax totalling £7,496.92; and (3) 13 accounts for sundry debts totalling £34,155.72.	The reasons for recommending the write off are included in the individual exempt Appendices. It was considered opportune to review the existing recovery procedures as these had not been reviewed by Members for some considerable time.	It was not considered appropriate to pass the debts onto another agency for collection.	Sara Mildmay-White (01359-270580) Graham Moore (01284-757252)

Joy Bowes, Head of Legal and Democratic Services
17 February 2006