



St Edmundsbury
BOROUGH COUNCIL

DECISIONS NOTICE

The following decisions were taken in the week ending 22 September 2006 and, if not called in by Councillors, will come into operation on Monday 2 October 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 29 September 2006.

A. DECISIONS TAKEN BY CABINET ON 20 SEPTEMBER 2006

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
7	Report of the Policy Development Committee: Disability Equality Scheme (Sep06/09)	X212	Subject to the amendments suggested by the Policy Development Committee, the Disability Equality Scheme be adopted, subject to full Council approval.	The Council's Diversity Group drafted the scheme and will monitor the scheme.	The Council are required under the Disability Discrimination Act 2005 to produce a Disability Equality Scheme by December 2006. The scheme will meet the general and specific duties introduced by the Act.	Producing a Disability Equality Scheme is a statutory requirement.	Jeff Stevens (01440-762511) Adriana Stapleton (01284-757613)
8	Report of the Policy Development Committee: Service Plans and Budget Development	X213	The process and timetable for the development of the 2007/2008 services plans and budget, as set out in Appendix 1 to Report X213 be approved.	The Policy Development Committee considered the process and timetable for the development of the 2007/2008 service plans and budget. Service plans have a four year outlook, the	As the number of growth bids submitted had reduced year on year since 2003/2004, the Policy Development Committee proposed that some elements of the process be scaled down.	To not review the process.	Sara Mildmay-White (01359-270580) Carlton Brand (01284-757200)

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
				development of the plans would result in revisions in the five year budget model.			
9	Use of Resources Assessment (Sep06/14)	X214	Subject to the approval of the full Council:- (1) the Corporate Director for Resources, in consultation with the Portfolio Holder for Resources and Community Development, be authorised to prepare and submit to the Audit Commission the returns for the Council's Use of Resources Comprehensive Performance Assessment relating to financial reporting, financial management, financial standing and internal control (parts 1 to 4); (2) the self-assessment for the value for money element of the Use of Resources Assessment (part 5), attached to Report X214 as Appendix A, be approved and the Corporate Director for Resources, in consultation with the Portfolio Holder for Resources and Community Development, be authorised to carry out final editing, make any minor amendments required and submit it to the Audit Commission, together with any other background information and evidence	The self assessment reflects the Council's existing commitment to make significant Dynamic Review – Innovation, Value and Enterprise (DR-IVE) savings for the local taxpayer.	As part of the Comprehensive Performance Assessment (CPA) framework, all Councils are required to carry out an annual use of resources assessment. The assessment looks at how well the Council manages and uses its financial resources.	Completion of the assessment is compulsory, with a prescribed format.	Sara Mildmay-White (01359-270580) Carlton Brand (01284-757200)

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			required; and (3) it be noted that any actions in the self-assessment are already included in the Council's Improvement Plan.				
11	Public Halls: Hiring Catering Procedures (Sep06/15)	agenda item 11	Subject to the approval of full Council, the Council's Constitution be amended as follows:- <i>In consultation with the relevant Portfolio Holder and the Corporate Director for Resources, the Corporate Director for Community be authorised to review, amend and implement policy and procedure for the hiring of, and catering at, the Council's public halls, within existing contracts and Financial Procedure Rules, in order to:-</i> <i>(a) maintain the reputation of the Council's public halls;</i> <i>(b) maximise the standards and consistency of service received by users of the public halls;</i> <i>(c) achieve best value for local taxpayers and maintain the competitiveness of the public halls;</i> <i>(d) reflect current and emerging practice in the public halls market; and</i> <i>(e) deliver the service and business plan objectives of the public halls.</i>	The Council's existing practices for the hiring of its public halls within Bury St Edmunds and the use of outside caterers have been examined as part of the 2006 DR-IVE process.	Research amongst other local authorities and organisations, public and private, has revealed that there is scope to adapt the Council's policies in line with normal practice elsewhere, in what is a very competitive market.	To not review the policy and risk compromising the continued high reputation of the halls.	Paul Farmer (01284-768777) Darren Squire (01284-761371)

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
12	Local Government Pension Scheme: Response to Government Consultation	X215	<p>The Council's response to the Government's consultation document be based on the following points:-</p> <p>(a) <u>The four options for the future LGPS.</u> The Council supports the retention of a Final Salary defined benefit structure for the scheme;</p> <p>(b) The Council supports the Final Salary defined benefit scheme, with a structure and cost similar to the current scheme (Option A of the four options set out in the consultation paper);</p> <p>(c) <u>Flexible and early retirement.</u> The Council supports the proposals for extending the scope for flexible retirement, provided that these arrangements operate on a cost-neutral basis;</p> <p>(d) <u>Employer costs.</u> Whichever defined benefit scheme option is adopted by the Government, the Council supports the objective of an employer contribution rate equal to around 13% of pay;</p> <p>(e) <u>Tiered employee contribution rate.</u> The Council supports the adoption of a tiered contribution rate for employees, with an average contribution rate of 6.6% of</p>	In the longer term the option supported should contain costs.	In June 2006, the Government issued a consultation document which set out a number of alternatives for the future shape of the Local Government Pension Scheme (LGPS) with proposals for changes to be introduced in April 2008.	Options B to D in the consultation paper.	<p>Sara Mildmay-White (01359-270580)</p> <p>Graham Moore (01284-757252)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			<p>pay;</p> <p>(f) <u>Future cost sharing</u>. The Council supports the option to maintain the respective employer and employee shares of the costs of the scheme in a ratio of 2:1 (i.e. broadly equivalent to the proposed contribution rates of 13% and 6.6%) in relation to any significant future change in the overall cost of the scheme; and</p> <p>(g) <u>Transition</u>. The Council expresses its concern about the relatively short period of time proposed for decision-making about the shape of the new-look scheme and communicating the impact of the changes to scheme members.</p>				
13	Capitalisation of Pension Fund Deficit	X216	<p>Subject to the approval of full Council:-</p> <p>(1) the contents of Report X216 be noted;</p> <p>(2) subject to the receipt of Gate 2 approval to treat pension costs as capital expenditure, the Council pays off the remaining pension fund deficit in 2006/2007 up to the limit of £9.65 million in order to achieve savings of £200,000 per annum; and</p> <p>(3) the Chief Finance Officer be authorised to make up any shortfall in the approval</p>	The savings identified have been built into the Council's five year financial model.	To update the Cabinet on the new procedure, introduced by the Department of Communities and Local Government, for the issue of capital directions to use capital receipts for reducing pension fund deficits, which results in significant revenue savings to the taxpayer.	In August 2005, the Council considered the option of increasing the employer's contribution rate but opted to capitalise the deficit instead.	<p>Sara Mildmay-White (01359-270580)</p> <p>Graham Moore (01284-757252)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			granted by the DCLG from the Vehicle and Plant Reserve and use the capital receipts, allocated in the capital programme to fund the pension fund deficit to purchase the vehicles and plant when required.				
14	Review of Compensation Awards on Redundancy and Efficiency Grounds (Sep06/13)	X217	(1) the contents of Report X217 be noted; and (2) delegated authority be given to the Head of Human Resources and Organisational Development, in consultation with the Chief Finance Officer and the Portfolio Holder for Performance and Organisational Development, to determine each case on an individual basis up to the 31 March 2007.	Each case is considered on an individual basis and has to deliver savings to the Council taxpayer.	Report X217 outlined changes to the discretionary compensation regulations and sought an interim solution for the remainder of 2006/2007, pending a review of the new regulations and how they could be implemented to achieve the Council's financial and organisational objections in the future.	Not to put in interim procedures and be unable to deal with any cases until the new regulations can be implemented.	Jeff Stevens (01440-762511) Graham Moore (01284-757252)
18	Apprentice Post in Human Resources Section	agenda item 18	A temporary Apprentice Post in the Human Resources Service be established for two years.	The total cost of appointing an Apprentice Post, including on costs, is £15,000 a year, which will be financed from the Human Resources Services Working Balance.	The post will provide basic administrative support to the team and allow other experienced administrative staff to make the transition from administration to professional work.	To not appoint an Apprentice Post.	Jeff Stevens (01440-762511) Louise Hammond (01284-757008)
19	Member Champions	X220	(1) The proposal to introduce Member Champions be not pursued at present but be reconsidered following the Borough Council elections in May 2007; and (2) in the meantime,	None as there is currently an informal process which operates, however more Member time would be required.	To progress the Member Champion proposal which was raised initially by the Overview and Scrutiny Committee and considered by the Democratic Renewal Panel meeting on	(1) To formalise the Member Champion proposal; or (2) to leave the process informal as at present.	Jeff Stevens (01440-762511) Adriana Stapleton (01284-757613)

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			Members be asked to identify areas they feel are not currently addressed in existing portfolios.		4 September 2006.		
20	Report of the Overview and Scrutiny Committee: Rural Action Plan Interim Review	X221	<p>(1) changes to the Rural Areas Community Initiatives Fund be made as follows:-</p> <p>(a) the application form be streamlined and reduced to no more than two pages;</p> <p>(b) the criteria for eligible works be extended to include minor works grants schemes for the provision of play equipment up to the value of £5,000;</p> <p>(c) the criteria for eligible works be extended to explicitly include minor enhancement work to village halls/community buildings and other buildings that include a community use, up to the value of £5,000 and subject to all other conditions of the grants scheme; and</p> <p>(d) the Brecks Countryside Project and Stour Valley and Dedham Vale Countryside Project be eligible for grant aid for tree planting and other environmental enhancement works within their project area in St Edmundsbury.</p> <p>(2) the Borough Council continue to work with the Suffolk Rural Partnership to deliver key initiatives within</p>	The Overview and Scrutiny Committee agreed the Rural Service Action Plan in September 2004, followed by a comprehensive review in November 2005 where the Committee noted any financial implications which may arise.	The Rural Service Action Plan had been agreed by the Overview and Scrutiny Committee in September 2004. In November 2005 the Committee considered a comprehensive review of the action plan and requested that a further major review of progress be undertaken in 2007, with an interim review at the half way point.	None.	<p>John Griffiths (01284-757136)</p> <p>Nigel Aitkens (01284-735258)</p> <p>Adriana Stapleton (01284-757613)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			<p>the Suffolk Rural Action Plan, in particular to seek to secure further regional funding;</p> <p>(3) all Members be encouraged to identify initiatives in their wards which may be eligible for grant aid; and</p> <p>(4) there be an addition to the Action Plan under the Transport theme for 2006/2007 concerning the re-routing of HGV traffic.</p>				
21	Proposed Housing and Planning Delivery Grant Criteria 2007/2008: Government Consultation (Sep06/16)	X222	<p>The draft letter attached as Appendix A to Report X222 be agreed and returned as the Borough Council's formal response to the consultation papers on Planning and Housing Delivery Grant and Planning Delivery Grant Criteria 2007/2008.</p>	<p>(a) Housing and Planning Delivery Grant 2007/2008 It is unclear what additional grant funding may be forthcoming under the proposed grant regime.</p> <p>(b) Planning Delivery Grant Criteria 2007/2008 The Planning Delivery Grant has been used to fund many planning and related projects by the Council. The Cabinet previously agreed a number of posts in the planning service to</p>	<p>The Department for Communities and Local Government published a consultation paper on the introduction of a new grant scheme at the end of 2007/2008. The government are also consulting on the criteria for awarding Planning Delivery Grant in the final year of the scheme in 2007/2008.</p>	<p>The Council does not have to respond to the consultation papers so one option would be not to reply.</p>	<p>Terry Clements (01284-827161)</p> <p>Jeremy Farthing (01440-820763)</p> <p>Patsy Dell (01284-757306)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
				be funded from the Planning Delivery Grant.			
22	Haverhill Area Working Party (Sep06/11)	X223	<p>(1) <u>Haverhill Town Centre Environmental Enhancements: Street Furniture – Haverhill Bollard</u> That the prototype bollard, with chamfered leg ends and no branding, be developed into an agreed design for use in the town centre starting in Jubilee Walk and the new Town Hall (Cleales Car Park) and as a basis for developing a range of bespoke street furniture in Haverhill.</p> <p>(2) <u>Jubilee Walk Enhancement Scheme: Approval of Surfacing Materials</u> That the materials to be used for the Jubilee Walk Enhancement Scheme set out in Section 2.1 of Report X166 be approved and consisting of:- (a) repaving of Jubilee Walk; (b) new hard and soft landscape works in the vicinity of the mature horse chestnut ('Jubilee Green'); (c) the re-graded, re-surfaced car park; and (d) new path to High Street across the car park with tree planting.</p> <p>(3) <u>Jubilee Walk</u></p>	The Haverhill Area Working Party held on 22 August 2006 considered the financial implications for each recommendation.	To progress recommendations arising from the Haverhill Area Working Party which is progressing the Haverhill Masterplan.	None.	<p>Jeff Stevens (01440-762511)</p> <p>Mike Dawson (01284-757060)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			<p><u>Enhancement Scheme: Public Art</u> (a) the approach to delivering public art in Haverhill Town Centre other than Jubilee Walk be agreed when the draft Design Framework is submitted for approval later in 2006; (b) the provisional budget for artwork be approved as set out in paragraphs 4.4, 4.7 and 4.11 of Report X167; (c) the approach to delivering public art in Jubilee Walk involving the establishment of an interim Art Panel, as set out in paragraph 4.5 of Report X167 be adopted and the design and commissioning of pavement art be agreed by that Panel without further public consultation; (d) a sculpture featuring Owen the Ginger Cat as suggested in the report be commissioned by officers without further public consultation; and (e) the proposed new clock be incorporated into a public information display as illustrated in Appendix C to Report X167, subject to officers securing the approval of the tenant of the building. (4) <u>Jubilee Walk Enhancement Scheme: Commemoration Feature in</u></p>				

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			<p><u>Memory of Councillor Geoffrey Rushbrook</u> (1) the design and content of the commemoration feature as set out in Appendix A to Report X168, and its inclusion within the Jubilee Walk Enhancement Scheme as part of the Jubilee Green area be approved; and (2) arrangements for future commemorations at Jubilee Green, together with costs, be investigated further and reported back to a future meeting of the Working Party.</p> <p>(5) <u>Town Hall (Cleales Car Park) and Jubilee Walk Enhancement Scheme: Communications Plan</u> (1) the proposed events to publicise works in Haverhill town centre, identified in Report X169, be noted; and (2) the Chairman of the Haverhill Area Working Party represent St Edmundsbury Borough Council at the events and nominate a substitute if required.</p>				
23	Queens Close, Bury St Edmunds: Acceptance of Tender (Sep06/10)	X224	Baker Construction be selected as the Council's development partner and the financial offer contained in the Exempt Appendix to Report X224 be accepted.	The development will result in 8 affordable units being available. The financial offer will generate a capital sum in excess of the	Report X224 explains the tender process to sell the Queens Close development site in Bury St Edmunds. The tender for sale was made available on the open market and six offers were received.	All the tenders received were evaluated against the selection criteria.	Nigel Aitkens (01284-735258) Jeremy Farthing (01440-820763) Betty Albon (01284-757307)

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
				estimate contained within the Asset Management Plan disposals programme.			
24	Housing Benefit Overpayment: Proposed Write-Off	X225	Two Housing Benefit overpayments totalling £4,012.37, as detailed in Exempt Appendices 1 & 2 attached, to Report X225 be approved for write-off.	A total of £4,012.37, be written off.	The reasons for the decisions were contained within Exempt Appendices 1 and 2 to Report X225.	Not to write-off these debts at this stage was not considered an option.	Sara Mildmay-White (01359-270580) Graham Moore (01284-757252)

Joy Bowes, Head of Legal and Democratic Services
22 September 2006