



St Edmundsbury
BOROUGH COUNCIL
DECISIONS NOTICE

The following decisions were taken in the week ending 1 August 2008 and, if not called in by Councillors, will come into operation on Monday 11 August 2008. 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 8 August 2008.

A. DECISIONS TAKEN BY CABINET ON 30 JULY 2008

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
6	Council Improvement Plan 2008/2009 (Aug08/08)	Z134	The 2008/2009 Council Improvement Plan, as set out in Report Z109, be approved.	There are no direct financial implications in reviewing the Council Improvement Plan.	Each year the Council prepares an Improvement Plan, which contains the key themes and actions for improvement across the Council. It is considered good practice for councils to produce such a plan. In addition, the Audit Commission will use it as evidence to assess the direction of travel score.	Not to produce an Improvement Plan was not considered an option.	David Ray (01359-250912) Mike Dawson (01284-757009)

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7	Code of Corporate Governance	Z135	The Code of Corporate Governance, as set out in Report Z114, be approved.	There are no direct financial implications in reviewing the Code of Corporate Governance.	Corporate Governance is the framework within which the Council operates and a review has been undertaken, taking into account new guidance issued by the Chartered Institute of Public Finance and Accountancy and the Society of Local Authority Chief Executives.	Not to review the Code of Corporate Governance was not considered an option.	David Ray (01359-250912) Davina Howells (01284-757070)
8	Annual Governance Statement 2007/2008 (Aug08/01)	Z136	That:- (1) the draft Annual Governance Statement for 2007/2008, as set out in Appendix 1 to Report Z116, be recommended for approval and issued with the Council's published accounts; and (2) the Internal Control Assessment and proposed additional areas for improvement at Appendix 2 of Report Z116, and the Action Plan, at Appendix 3 of Report Z116, be approved.	The cost of producing an Annual Governance Statement is funded from approved budgets.	With effect from 2007/2008 the Council is required to produce and publish an Annual Governance Statement, which replaces the Statement on Internal Control.	Not to produce an Annual Governance Statement was not considered an option.	Paul Farmer (01284-768777) Jon Snares (01284-757239)
9	West Stow Country Park: Catering Options (Aug08/09)	Z137	The Council tender for the provision of a catering service for 3 years and grant the successful service provider with a license to occupy the cafeteria	Catering options at West Stow Country Park are currently operating at a loss. It is considered that by using an external service provider it will beneficially change the	Council has reviewed the operation of the catering service at West Stow Country Park due to the financial loss that it incurs and also seeking to improve the quality of	Three options were considered:- (1) continuing to provide existing in-house service; (2) leasing the cafeteria to an external caterer; and	Lynsey Alexander (01284-765054) Alan Baxter (01284-728711)

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			during that period, in accordance with Option 3 of Report Z137.	financial implications of this operation for the Council.	the service.	(3) tendering for the provision of a catering service and entering into a 3 year contract.	
15	Sustainable Development Panel: 8 July 2008 (Aug08/03)	Z141	<p>(a) 4th Annual Corporate Environmental Performance Report: 2007/2008 The National Indicators listed in Annex 2 to Report Z98 be reported in future Annual Environmental Performance Reporting.</p> <p>(b) Clare Conservation Area Appraisal and Management Plan Subject to full Council approval, the revised draft Clare Conservation Area Appraisal and Management Plan, attached as Appendix B to Report Z101, be adopted as planning guidance</p>	<p>There are no direct financial implications in reviewing the Environmental Performance Reporting process.</p> <p>The compilation of the Clare Conservation Area Appraisal Management Plan was undertaken within existing resources.</p>	<p>Monitoring some of these indicators is a statutory requirement and also considered to be best practice.</p> <p>The Plan is required as planning guidance and has been compiled in accordance with the latest guidance issued by English Heritage.</p>	<p>Monitoring some of these indicators is a statutory requirement and also considered to be best practice.</p> <p>Not preparing a plan was not considered an option.</p>	<p>Peter Stevens (01787-280284)</p> <p>Peter Gudde (01284-757042)</p> <p>Terry Clements (01284-827161)</p> <p>Christine Leveson (01284-757356)</p>
16	Breckland Local Development Framework – Thetford Area Action Plan: Issues and Options Consultation	Z142	That the comments contained within Section 4 of Report Z142 be endorsed and form the basis of the Borough Council's formal response to Breckland	The financial implications of making a consultation response are funded from within existing budgets.	It was considered imperative that the Borough Council respond to this consultation request as the scale of growth proposed for Thetford could, without	Not to respond to this consultation was not considered an option.	<p>Terry Clements (01284-827161)</p> <p>Ian Poole (01284-757350)</p>

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			District Council on the Thetford Area Action Plan – Issues and Options Report.		careful planning, have a significant impact on the Borough.		
17	West Suffolk Waste and Street Scene Services Joint Committee: 6 June 2008	Z143	<p>(a) Business Plan The Business Plan, as detailed in Appendix 1 to Report JWC 08/002, be endorsed.</p> <p>(b) Consultation on draft regulations and draft guidelines for the proposals for establishing Joint Waste Authorities in England. That the Suffolk Waste Partnership response to the consultation on draft regulations and draft guidance for proposals for establishing Joint Waste Authorities in England to be submitted to the Department for Environment, Food and Rural Affairs, be endorsed.</p>	<p>The financial implications are contained within the Business Plan.</p> <p>The financial implications of responding to a request for consultation is borne within existing budgets.</p>	<p>Under the terms of the Partnering Agreement approval and implementation of a Business Plan are required.</p> <p>The consultation paper requested views on what should be included within the guidance.</p>	<p>Detailed options contained within the Business Plan were considered by the West Suffolk Waste and Street Scene Services Joint Committee.</p> <p>To respond to the guidance was not considered an option.</p>	<p>Peter Stevens (01787-280284)</p> <p>Mark Walsh (01284-757300)</p> <p>Peter Stevens (01787-280284)</p> <p>Mark Walsh (01284-757300)</p>
18	Bury St Edmunds Area Working Party: 24 July 2008 (Aug08/04)	Z144	<p>(a) Change of Priority: Junction Westgate Street and Crown Street, Bury St Edmunds: That the change of priority not be made</p>	If a traffic assessment is required to monitor the movements at this junction then this will be undertaken at the developer's expense.	It was considered appropriate that an assessment of traffic movements be undertaken before changing priorities.	Options were considered by the Bury St Edmunds Area Working Party.	<p>Sara Mildmay-White (01359-270580)</p> <p>Steve Boor (01284-757323)</p>

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			<p>until:- (a) an assessment is undertaken on the impact of traffic movements associated with the proposed development of the Shire Hall site and the installation of the zebra crossing in Westgate Street; and (b) consultation is undertaken on any proposed changes.</p> <p>(b) St Andrews Street South, Bury St Edmunds: Street Furniture Proposals (1) The new and existing bus shelter at the rear of Boots be painted black; (2) a Steering Group of up to 5 Members, be formed to consider the layout and style of the street furniture and make recommendations to the next meeting of the Working Party; (3) the Steering Group to consist of Councillors Mrs Alexander, Mrs Mildmay-White, Oliver, Rout, and F J Warby, with Councillor Everitt as a Substitute Member;</p>	<p>There is an overall budget of £565,000 for the Scheme. There will be minimal costs to administer the Steering Group.</p>	<p>It is considered that further options for street furniture needs to be explored before a final decisions are made.</p>	<p>Options have been considered by the Bury St Edmunds Area Working Party and will be further considered by a Steering Group.</p>	<p>Sara Mildmay-White (01359-270580)</p> <p>Steve Boor (01284-757323)</p>

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			<p>and (4) Councillor Stevens be invited to meetings of the Steering Group as Portfolio Holder with responsibility for the Environment and Street Scene.</p> <p>(c) Engineering Services: Changes to Contractor Permits and Health and Social Care Permits (1) A charge be levied for contractor permits as detailed in Paragraph 2.6 of Report Z126; and (2) Changes be introduced to the design and use of Health and Social Care Permits as detailed in Section 3 of Report Z126</p> <p>(d) Replacement St Edmundsbury Borough Local Plan 2016: Development brief for the Shire Hall Complex, Bury St Edmunds Subject to the approval of full Council, the Design Brief for the development of the Shire Hall Complex at Bury St Edmunds, as</p>	<p>Charges will be introduced in accordance with Report Z126, however, the total income received by the Borough Council can not yet be determined.</p> <p>The Borough Council's elements of the costs for compiling a design brief were contained within existing budgets.</p>	<p>The changes to the permit holders administration systems were considered to be implemented in order to reduce the incidence of abuse of the permit system.</p> <p>The adopted Replacement Local Plan contains a requirement for a development brief or site-specific design guidance to be prepared for all major development sites before planning permission can be granted.</p>	<p>Detailed options were considered by the Bury St Edmunds Area Working Party.</p> <p>Options were considered during the extensive consultation process, including public consultation, in addition to that undertaken by the Bury St Edmunds Area Working Party.</p>	<p>Sara Mildmay-White (01359-270580)</p> <p>Steve Boor (01284-757323)</p> <p>Sara Mildmay-White (01359-270580)</p> <p>Chris Rand (01284-757352)</p>

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			detailed in Report Z127 and as amended by replacement Page 18 and Figure 5, be adopted as planning guidance for the determination of future planning applications.				
19	Haverhill Area Working Party: 4 July 2008 (Aug08/05)	Z145	<p>(a) Queen Street Enhancement: Draft Scheme and Delivery Programme</p> <p>(1) the Project Initiation Form, attached as Appendix A to Report Z129, be approved as a basis for managing the Queen Street Enhancement Scheme, Haverhill;</p> <p>(2) the draft Queen Street Enhancement Scheme Proposals, attached as Appendix B to Report Z129, be approved for public consultation to commence from September 2008; and</p> <p>(3) in the event that no other funding options are available, £50,000 be allocated from Haverhill Capital Allocation in the Capital Programme to fund a Shop Front/Shop Signage Improvement</p>	£300,000 is available from Section 106 funding and £190,000 allocated from the Suffolk County Council On-Street Parking Account to find enhancements in Queen Street.	The enhancement of Queen Street, Haverhill has been considered for some period of time and will now be subject to public consultation.	Detailed options have been considered by the Haverhill Area Working Party.	<p>Nigel Aitkens (01284-735258)</p> <p>Patsy Dell (01284-757306)</p>

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			<p>Grant Scheme, details of which to be worked up and further approval sought from the Haverhill Area Working Party.</p> <p>(b) Haverhill Town Centre Public Realm Design Framework Subject to full Council approval, the Haverhill Town Centre Public Realm Design Framework, be adopted as planning guidance for the determination of future planning applications.</p> <p>(c) Haverhill Conservation Area Appraisals and Management Plan Subject to the approval of full Council, the Queen Street, Haverhill and the Hamlet Road, Haverhill Conservation Area Appraisals and Management Plans, attached as Appendices C and D (as amended) respectively to Report Z131, be adopted for planning guidance.</p>	<p>Production of the Public Realm Design Framework was undertaken within existing resources.</p> <p>Production of the Area Appraisals and Management Plans were undertaken within existing resources.</p>	<p>Haverhill Town Centre Public Realm Design Framework has been produced to provide detail for enhancement work to the town centre as part of the Haverhill Town Centre Master Plan vision.</p> <p>The Conservation Area Appraisal and Management Plans for Queen Street, Haverhill and Hamlet Road, Haverhill have been prepared in accordance with the latest guidance issued by English Heritage.</p>	<p>Options have been considered in detail by the Haverhill Area Working Party.</p> <p>The draft Appraisal and Management Plans have been subject to public consultation and also in detail by the Haverhill Area Working Party.</p>	<p>Nigel Aitkens (01284-735258)</p> <p>Chris Rand (01284-757352)</p> <p>Nigel Aitkens (01284-735258)</p> <p>Christine Leveson (01284-757356)</p>

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20	Emergency Panel: 22 July 2008 (Aug08/06)	Z146	West Suffolk Joint Emergency Planning Training Programme: 2008/2009 The 2008/2009 Training Programme, as detailed in Appendix 1 of Report Z123, be approved.	The compilation of the Training Programme was undertaken within existing resources and the training activities will be undertaken within the approved budget.	The Emergency Panel continually updates its training requirements.	Detailed options were considered by the Emergency Panel.	Sara Mildmay-White (01359-270580) David Bird (01284-757035)
21	BT Public Payphone Removal: Consultation response	Z147	(1) The draft response to BT's Notification of Intent to remove 42 public payphones within the Borough, as set out in Report Z22, be amended to object to the removal of payphones located at the Downs and the Green in Rougham based on the consideration in paragraphs 2.3 and 2.4 of Report Z147; and (2) the draft response to BT's Notification of Intent to remove 42 public payphones within the Borough, as set out in Report Z22 (amended), be authorised as the final notification to BT.	Responding to the BT consultation process was undertaken within existing resources.	The Council had received a Notification of Intent from British Telecommunications plc (BT) to remove 42 public payphones within the Borough. Under the Communications Act 2003 the Borough Council must be notified and given the opportunity to agree or object to the removal of any of the payphones within the proposal.	Detailed options on the BT intention to remove 42 public payphones was subject to public consultation and detailed consideration by the Overview and Scrutiny Committee.	Sara Mildmay-White (01359-270580) Ben Woolnough (01284-757382)

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22	<p>Transfer of Land following Suffolk Schools Organisation Review: Clements Community Primary School, Haverhill</p> <p><i>(The Leader of the Council agreed that this be considered as a matter of urgency, in accordance with S100B(4) of the Local Government Act 1972, in order that this matter could be resolved within the necessary timescale)</i></p>	Z149	<p>(1) The Head of Property Services, in consultation with the Portfolio Holder for Economy and Asset Management be authorised, to enter into negotiations with Suffolk County Council with a view to agreeing terms for the transfer of land between the County Council and Borough Council to enable the relocation of Clements Community Primary School to the Puddlebrook playing fields and the creation of public open space on the existing Clements Community Primary School site; and</p> <p>(2) the outcome of these negotiations be reported and recommendations be made to a future meeting of the Cabinet.</p>	There are minor resource implications for the Borough Council resulting from the recommendation limited to officer time negotiating with the County Council. Full valuation assessments will be undertaken and a future report will set out in full the financial implications.	The Clements Community Primary School does not have the capacity on site to accommodate an additional two school year groups and the County Council is looking at options to provide a new school in the vicinity of the existing school. One potential option proposed by the County Council is to negotiate a Land Transfer with the Borough Council that would enable the construction of a new school on land at Puddlebrook, adjacent to the Clements Housing area and the creation of a public open space on the existing Clements School site that would then come into the Borough Council's ownership.	The Borough Council could decide not to enter into discussions with the County Council. This would probably result in the new school being located much further away from the community that it serves.	<p>Nigel Aitkens (01284-735258)</p> <p>Ivan Sams (01284-757304)</p>

Joy Bowes,
Head of Legal and Democratic Services
1 August 2008