



*St Edmundsbury*  
BOROUGH COUNCIL

## DECISIONS NOTICE

The following decisions were taken in the week ending Friday 3 December 2004 and, if not called in by Councillors, will come into force on Monday 13 December 2004. 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.c.gov.uk) by 5 p.m. on Friday 10 December 2004.

### A. DECISIONS TAKEN BY CABINET – WEEK ENDING 3 December 2004

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
6	Best Value Review of Procurement: Final Report and Action Plan (Dec04/02)	V385	(1) Subject to the minor amendments to the report recommended by the Overview & Scrutiny Committee, the final report and Action Plan of the Procurement Best Value Review Team, as set out in Report V332 be approved; (2) the Corporate Director for Resources be designated as the officer Procurement Champion within the Authority and, in consultation with the Procurement Standards Board and in addition to any existing delegated powers in the Borough Council's Constitution, be given authority to exercise executive functions in relation to the powers and duties relating to procurement listed	By establishing a Cabinet Procurement Standards Board and the appointment of an officer procurement champion it is the aim of setting the authority on the road to procurement excellence, thereby improving efficiency and reducing costs.	It was considered advisable to have a Best Value Review of Procurement which initially reported to the Overview & Scrutiny Committee and then to the Cabinet.	The Best Value Review considered the options before making appropriate recommendations.	Sara Mildmay-White (01359-270580)  Carlton Brand (01284-757200)

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			<p>in Section 2 of Report V332;  (3) a Procurement Standards Board of five members be established, with the purpose and terms of reference set out in Appendix B to Report V332; and  (4) the Head of Legal &amp; Democratic Services be authorised to appoint Members to the new Board, in accordance with the nominations of group leaders and the normal political balance rules.</p>				
7	Dynamic Review – Innovation, Value and Enterprise (DR-IVE) Progress Report	agenda item 7	<p>(1) Subject to consultation with, and the agreement of, the Portfolio Holder for Performance and Organisational Development, the Director of Resources be authorised to approve and submit the Council's Implementing Electronic Government (IEG)4 Statement in accordance with the adopted policy framework; and  (2) the Overview &amp; Scrutiny Committee be requested to consider the key issues arising from IEG4 when it next considers progress against Best Value Performance Indicator (BVPI) 157 in January 2005.</p>	The submission of the Borough Council's Implementing Electronic Government (IEG4) statement has no direct financial implications.	The Borough Council is required to formally make this largely statistical return to the Office of the Deputy Prime Minister by 20 December 2004.	There is no other option than to complete this return by 20 December 2004.	Jeff Stevens (01440-762511)

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10	Leisure Centres Transfer Steering Group (Dec04/03)	V389	<p><b>(a) Bury St Edmunds Leisure Centre Fire: Financial year 2004/2005: Post Fire Estimates (Report V404)</b></p> <p>The overspend, currently estimated at approximately £90,000, be included within the budget monitoring reports of the Borough Council's overall financial outturn for 2004/2005.</p> <p><b>(b) Bury St Edmunds Leisure Centre Reinstatement and Leisure Centres Capital Investment (Report V405)</b></p> <p>The recommendations from the Leisure Centres Transfer Steering Group were approved.</p>	<p>It is currently estimated that there will be an overspend of approximately £90,000 attributable to the fire at the Bury St Edmunds Leisure Centre on 20 September 2004.</p> <p>The expenditure will be funded from previously approved budgets.</p>	<p>There is a need to closely monitor the costs associated with fire.</p> <p>The principles adopted in reaching the decision included:-</p> <p>(1) the reinstatement of the Bury St Edmunds Leisure Centre as soon as possible;</p> <p>(2) the works would be within the existing capital allocation;</p> <p>(3) any further capital works taken in conjunction with the reinstatement work should not compromise the overall scheme; and</p>	<p>Options were considered to mitigating the financial loss due to the fire in detail by the Leisure Centres Transfer Steering Group.</p> <p>Options were considered in detail by the Leisure Centres Transfer Steering Group.</p>	<p>Terry Clements (01284-827161)</p> <p>Mike Dawson (01284-757060)</p> <p>Terry Clements (01284-827161)</p> <p>Mike Dawson (01284-757060)</p>

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			<p><b>(c) Transfer to Abbeycroft Leisure: Timetable (Report V406)</b></p> <p>The proposals set out within Section 3 of Report V406 to affect the transfer of the Haverhill and Bury St Edmunds Leisure Centres to Abbeycroft Leisure on 1 April 2005 be approved.</p>	<p>The decision to transfer the management of the Leisure Centres to a Trust was taken to produce a more cost effective delivery of the Borough Council's Leisure Services. The exact financial implications of this transfer can not yet be finalised due to the need to finalise the implications of the fire at the Bury St Edmunds Leisure Centre and a detailed business plan for Abbeycroft Leisure.</p>	<p>(4) the detail of the capital improvement schemes would be worked up in partnership with Abbeycroft Leisure.</p> <p>Transferring the management of the Leisure Centres to a Trust was considered to be more cost effective delivery of the Borough Council's Leisure Services.</p>	<p>Options were considered by the Leisure Centres Transfer Steering Group and its predecessor body.</p>	<p>Terry Clements (01284-827161)</p> <p>Mike Dawson (01284-757060)</p>
11	Homelessness Action Plan and Housing Advice Update (Dec04/13)	agenda item 11	A Homelessness Prevention Fund be established from the Bed & Breakfast Budget and other small homelessness budgets.	There are no direct financial implications in amalgamating existing budgets to form a new	By combining existing budgets to form a Homelessness Prevention Fund is considered to be more flexible, and not just for Bed & Breakfast issues	Options were considered during the Homelessness Review.	Frank Warby (01284-700678)  Carole Herries (01284-757603)

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				Homelessness Prevention Fund.	but for items such as rent deposits, rent arrears etc to prevent people becoming homeless.		
12	Haverhill War Memorial: Maintenance Works	agenda item 12	The work to refurbish the Haverhill War Memorial be approved and £20,000 be vired from the Capital Programme cost code C753 for this propose.	The estimated cost of the works of £20,000 be vired from a previously approved budget.	Part of the lettering on the Memorial is painted, and part inscribed in stone plaques. The painted lettering requires periodic renewal and does not match that of the stone plaques. It was considered appropriate to engrave the names of both the Great War and World War II Dead on new stone plaques to match the Memorial.	Not to undertake the work was not considered an option.	Terry Clements (01284-827161)  Mike Dawson (01284-757060)
13	Closed Circuit Television System (CCTV): Evaluation of Tenders (Dec04/08)	V390	(1) Quadrant Video Systems PLC (QVS) be awarded the tender for upgrading the CCTV system in Bury St Edmunds and Haverhill using a digital system at a cost of £258,584 to be financed from the Mechanical and Office Equipment Fund (MOEF); (2) a five year maintenance agreement with QVS for the system be approved at a cost of £77,000 over five years; and (3) a sum of up to £80,000 be allocated from the MOEF fund for the provision of new cameras. The cameras to be provided on a priority basis as detailed in paragraphs 3.5 and 3.6 of Report 390,	The upgrading of the CCTV system will cost £258,584. A five year maintenance agreement will cost a total £77,000 over the 5 years and a sum of £80,000 be allocated for the provision of new cameras. This money will be funded from the £400,000 accrued in the Mechanical and Office Equipment Fund, which will leave a	The upgrade of the CCTV system was considered necessary to replace the technically outdated equipment and maintain the quality of the Council's surveillance of public areas.	Three main options were considered:- (1) not to upgrade and remove the system as and when the equipment failed; (2) to install a reduced system; and (3) to install an analogue system which was inferior technically but approximately 10% cheaper.	Frank Warby (01284-700678)  Jerry Massey (01284-757302)

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			subject to further investigation.	balance of £60,000 within this fund as a contingency for future developments.			
14	Planning Policy Panel (Dec04/01)	V391  Minutes 21 October 2004	<p>Subject to the approval of the full Council where Applicable:-</p> <p><b>(a) Introduction Chapter: Proposed Modifications</b>  (1) The representations received be noted and the officers' responses outlined in Appendix B to Report V293 be endorsed; and  (2) the Revised Draft Introduction Chapter attached as Appendix A to Report V293 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted.</p> <p><b>(b) Development Strategy Chapter: Proposed Modifications</b>  (1) The representations received be noted and the officers' responses outlined in Appendix B to Report V294 be endorsed; and  (2) the Revised Draft Development Strategy Chapter attached as Appendix A to Report V294 and amended, be included in the Revised Draft Replacement Local Plan and the changes noted therein be</p>	<p>There are no new budgetary implications in amending the Replacement Local Plan.</p> <p>There are no new budgetary implications in amending the Replacement Local Plan.</p>	<p>Amendments to this Chapter arise from extensive consultation and consideration of the responses received.</p> <p>Amendments to this Chapter arise from extensive consultation and consideration of the responses received.</p>	<p>Options were considered by the Planning Policy Panel in response to consultation.</p> <p>Options were considered by the Planning Policy Panel in response to consultation.</p>	<p>Jeremy Farthing (01440-820763)</p> <p>Ian Poole (01284-757350)</p> <p>Jeremy Farthing (01440-820763)</p> <p>Ian Poole (01284-757350)</p>

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			<p>adopted.</p> <p><b>(c) Travel Chapter: Proposed Modifications</b>            (1) The representations received be noted and the officers' responses outlined in Appendix B to Report V295 be endorsed; and            (2) the Revised Draft Travel Chapter attached as Appendix A to Report V295 and amended be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted.</p>	<p>There are no new budgetary implications in amending the Replacement Local Plan.</p>	<p>Amendments to this Chapter arise from extensive consultation and consideration of the responses received.</p>	<p>Options were considered by the Planning Policy Panel in response to consultation.</p>	<p>Jeremy Farthing (01440-820763)            Ian Poole (01284-757350)</p>
			<p><b>(d) Natural Environment Chapter: Proposed Modifications</b>            (1) The representations received be noted and the officers' responses outlined in Appendix B to Report V296 be endorsed; and            (2) the Revised Draft Natural Environment Chapter attached as Appendix A to Report V296 as amended be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted.</p>	<p>There are no new budgetary implications in amending the Replacement Local Plan.</p>	<p>Amendments to this Chapter arise from extensive consultation and consideration of the responses received.</p>	<p>Options were considered by the Planning Policy Panel in response to consultation.</p>	<p>Jeremy Farthing (01440-820763)            Ian Poole (01284-757350)</p>
			<p><b>(e) Implementation Chapter: Proposed Modifications</b>            (1) The representations received be noted and the</p>	<p>There are no new budgetary</p>	<p>Amendments to this Chapter arise from</p>	<p>Options were considered by the Planning Policy Panel in</p>	<p>Jeremy Farthing (01440-820763)</p>

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14	Planning Policy Panel (Dec04/01)	V392 Minutes 4 Nov 2004	<p>officers' responses outlined in Appendix B to Report V297 be endorsed; and</p> <p>(2) the Revised Draft Implementation Chapter attached as Appendix A to Report V297 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted.</p> <p>Subject to the approval of full Council where applicable:-</p> <p><b>(a) Bury St Edmunds Chapter: Proposed Modifications</b></p> <p>(1) The Revised Draft Bury St Edmunds Chapter as Appendix A to Report V325 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted with the exception of the deletion of paragraphs 12.35 and Policy BSE13 which should be retained in the Local Plan; and</p> <p>(2) the representations appended to Paper V325 be received and noted and the officers' responses outlined in the Appendix be endorsed.</p> <p><b>(b) Haverhill Chapter: Proposed Modifications</b></p> <p>(1) The Revised Draft Haverhill Chapter attached as</p>	<p>implications in amending the Replacement Local Plan.</p> <p>There are no new budgetary implications in amending the Replacement Local Plan.</p> <p>There are no new budgetary</p>	<p>extensive consultation and consideration of the responses received.</p> <p>Amendments to this Chapter arise from extensive consultation and consideration of the responses received.</p> <p>Amendments to this Chapter arise from</p>	<p>response to consultation.</p> <p>Options were considered by the Planning Policy Panel in response to consultation.</p> <p>Options were considered by the Planning Policy Panel in</p>	<p>Ian Poole (01284-757350)</p> <p>Jeremy Farthing (01440-820763)</p> <p>Ian Poole (01284-757350)</p> <p>Jeremy Farthing (01440-820763)</p>

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			<p>Appendix A to Report V326 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted; and  (2) the representation be received and noted and the officers' responses outlined in Appendix B be endorsed.</p> <p><b>(c) Chapter 10: Facilities for the Community</b>  <b>Chapter: Proposed Modifications</b>  (1) The Revised Draft Facilities for the Community Chapter attached as Appendix A to Report V327 be included in the Revised Draft Replacement Local Plan and the changes noted therein be adopted; and  (2) the representation be received and noted and the officers' responses outlined in Appendix B be endorsed.</p>	<p>implications in amending the Replacement Local Plan.</p> <p>There are no new budgetary implications in amending the Replacement Local Plan.</p>	<p>extensive consultation and consideration of the responses received.</p> <p>Amendments to this Chapter arise from extensive consultation and consideration of the responses received.</p>	<p>response to consultation.</p> <p>Options were considered by the Planning Policy Panel in response to consultation.</p>	<p>Ian Poole (01284-757350)</p> <p>Jeremy Farthing (01440-820763)</p> <p>Ian Poole (01284-757350)</p>
15	Managed Workspace (Dec04/06)	V393	The agreement with the Mid Anglian Enterprise Agency (MENTA), for the management of the Workspaces at Vision Centre, Bury St Edmunds and Hollands Business Centre, Haverhill, continue, subject to review by December 2005.	There are no resource implications other than the £10,000 rent which the Borough Council will continue to receive.	MENTA have performed exceptionally well on the Borough Councils behalf. They have guaranteed, by taking the lettings risk, that no burden falls on the Borough Council. In addition, MENTA have made a very sizeable commitment to nurturing small business.	The options considered were:- (1) to continue the current agreement; and (2) to revert to management of the managed workspace by the Borough Council.	John Griffiths (01359-268881)  Nick Martin (01284-757102)

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16	Cattle Market Redevelopment Working Party (Dec04/07)	V395	<p>That, subject to the approval of full Council:-</p> <p><b>Revised Development Agreement (Report V372)</b></p> <p>(1) The Head of Legal and Democratic Services be authorised to sign a revised Development Agreement with Centros Miller for the development of the Cattle Market site on the terms set out in the exempt confidential summary attached as Appendix A to Report V372; and</p> <p>(2) the Chief Executive, in consultation with the Chairman of the Cattle Market Redevelopment Working Party, be authorised to agree any items or terms which are still outstanding.</p>	<p>The Development Agreement is a contract and sets the basis for the financial return to the Borough Council arising from the disposal of the Cattle Market site to Centros Miller on a long lease. Financial implications are set out in the exempt Appendix to Report V372, however some details remained to be settled.</p>	<p>As the existing Development Agreement is now out of step with the parties' intentions for the redevelopment of the Cattle Market site. It is necessary that the revised Development Agreement is executed in the near future.</p>	<p>The process of negotiation on the Development Agreement has involved the consideration of a full range of options in relation to all matters set out in the exempt Appendix attached to Report V372.</p>	<p>Andrew Varley (01284-753135)</p> <p>Joy Bowes (01284-757141)</p>
17	Joint Staff Consultative Panel	<p>Exempt Report V396</p> <p>Minutes 2 Nov 2004</p>	<p><b>(a) Maternity Leave and Pay Policy</b></p> <p>The Maternity Leave and Pay Policy, as detailed in Appendix A to Report V305, be adopted.</p>	<p>The financial implications are difficult to calculate as it is dependant on the number of staff claiming the entitlement. However costs will be minimised to the Borough Council as 92% of costs of the</p>	<p>The Borough Council has a statutory duty to follow the maternity regulations. The revised policy is in line with the National Agreement on Pay and Conditions of Service. The Single Status agreement gives equal terms for all employees. The maternity pay and leave will be consistent for all employees.</p>	<p>The Borough Council has followed national guidance and, therefore, has little room to manoeuvre.</p>	<p>Jeff Stevens (01440-762511)</p> <p>Louise Hammond (01284-757008)</p>

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
			<p><b>(b) Learning and Development Policy</b> The Learning and Development Policy, as detailed in Appendix A to Report V306, be adopted.</p>	<p>statutory maternity pay are refunded by the Inland Revenue.</p> <p>The financial implications of implementing the Learning and Development Policy will be within the approved budgets.</p>	<p>The statement of policy is a key component in the Learning and Development Process and will set the scene for subsequent decisions that are made about learning and development in the Borough Council. It is a key tool in promoting the role of development to all staff.</p>	<p>Various options were considered in compiling the policy.</p>	<p>Jeff Stevens (01440-762511)</p> <p>Lizzy Barnes (01284-757016)</p>
19	Emergency Panel (Dec04/09)	Exempt Report V397	<p><b>Emergency Planning Best Value Review: Outcomes</b> (1) St Edmundsbury's preferred option from the Emergency Planning Review is Option 3 of Report V303 and the County Council and District Council partners be advised accordingly; (2) in the event of Option 3 not being supported by other partners, Option 2 is acceptable; and (3) the selection of options will be subject to the confirmation of funding arrangements and the level and nature of Government grant aid for emergency planning.</p>	<p>The Borough Council had been requested to express its option as to a co-ordinated approach of Emergency Planning Services within Suffolk. By deciding the preferred option will then enable officers to cost the financial implications of the partnership arrangements.</p>	<p>It is considered appropriate that partnership arrangements between Suffolk County Council and the District Councils would lead to an enhanced service.</p>	<p>The Best Value Review of the Emergency Planning Services considered options.</p>	<p>Frank Warby (01284-700678)</p> <p>Mike Dawson (01284-757060)</p>

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20	Cattle Market Redevelopment Working Party (Dec04/07)	exempt report V398	<p><b>(a) Cattle Market Redevelopment: Financial Model</b></p> <p>(1) Subject to further analysis and negotiation, the broad terms of Centros Miller's confidential letter dated 1 December 2004 be accepted in principle; and</p> <p>(2) a further report dealing with the Financial Model and Developer Agreement be submitted to full Council in January 2005 for approval.</p>	The full financial implications of developing the Cattle Market site are still to be negotiated and/or finalised.	Further discussions and negotiations are required.	Options are considered during discussions and negotiations.	Andrew Varley (01284-753135)  Betty Albon (01284-757307)
		exempt report V399	<p><b>(b) Cattle Market Redevelopment: The Link</b></p> <p>The recommendations of the Cattle Market Redevelopment Working Party were approved.</p>	The options available for enhancing the Link between the existing town centre and the Cattle Market redevelopment are detailed in the report.	The Borough Council has been considering providing an enhanced link between the existing town centre and the Cattle Market redevelopment.	The options available for enhancing the link between the existing town centre and the Cattle Market redevelopment are detailed in the report.	Andrew Varley (01284-753135)  Betty Albon (01284-757307)

Joy Bowes, Head of Legal and Democratic Services  
3 December 2004

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