

West Suffolk Joint Growth Steering Group

Forest Heath & St Edmundsbury councils

West Suffolk
working together

Title:	Agenda																																				
Date:	Monday 8 February 2016																																				
Time:	10.00 am																																				
Venue:	Council Chamber District Offices College Heath Road Mildenhall																																				
Full Members:	<p style="text-align: center;">Chairman David Bowman</p> <p style="text-align: center;">Vice Chairman Alaric Pugh</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;"><u>Forest Heath</u></td> <td style="width: 33%; text-align: center;"><u>St Edmundsbury</u></td> </tr> <tr> <td></td> <td style="text-align: center;"><u>District Council</u></td> <td style="text-align: center;"><u>Borough Council</u></td> </tr> <tr> <td><u>Conservative Group</u></td> <td>Chris Barker</td> <td>Alaric Pugh</td> </tr> <tr> <td><u>Members (10)</u></td> <td>David Bowman</td> <td>Angela Rushen</td> </tr> <tr> <td></td> <td>Ruth Bowman</td> <td>Peter Thompson</td> </tr> <tr> <td></td> <td>Rona Burt</td> <td>Jim Thorndyke</td> </tr> <tr> <td></td> <td>James Lay</td> <td>Vacancy</td> </tr> <tr> <td><u>UKIP Group Member</u></td> <td></td> <td>John Burns</td> </tr> <tr> <td><u>(1)</u></td> <td></td> <td></td> </tr> <tr> <td><u>West Suffolk</u></td> <td>Simon Cole</td> <td></td> </tr> <tr> <td><u>Independent Group</u></td> <td></td> <td></td> </tr> <tr> <td><u>Member (1)</u></td> <td></td> <td></td> </tr> </table>		<u>Forest Heath</u>	<u>St Edmundsbury</u>		<u>District Council</u>	<u>Borough Council</u>	<u>Conservative Group</u>	Chris Barker	Alaric Pugh	<u>Members (10)</u>	David Bowman	Angela Rushen		Ruth Bowman	Peter Thompson		Rona Burt	Jim Thorndyke		James Lay	Vacancy	<u>UKIP Group Member</u>		John Burns	<u>(1)</u>			<u>West Suffolk</u>	Simon Cole		<u>Independent Group</u>			<u>Member (1)</u>		
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Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.																																				
Quorum:	Three Members from each Council																																				
Committee administrator:	Sharon Turner FHDC Cabinet Officer/Committee Administrator Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk																																				

Public Information

Venue:	District Offices College Heath Road Mildenhall Suffolk, IP28 7EY	Tel: 01638 719000 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk		
Access to agenda and reports before the meeting:	<p>Copies of the agenda and reports are open for public inspection at the following addresses:</p> <table data-bbox="435 725 1209 922"> <tr> <td data-bbox="435 725 730 922">District Offices College Heath Road Mildenhall Suffolk IP28 7EY</td> <td data-bbox="916 725 1209 922">West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU</td> </tr> </table> <p>at least five clear days before the meeting. They are also available to view on our website.</p>		District Offices College Heath Road Mildenhall Suffolk IP28 7EY	West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU
District Offices College Heath Road Mildenhall Suffolk IP28 7EY	West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU			
Attendance at meetings:	Both Forest Heath and St Edmundsbury Councils actively welcomes members of the public and the press to attend their meetings and holds as many of their meetings as possible in public.			
Public speaking:	There is no provision for members of the public to ask questions or make statements during West Suffolk Joint Growth Steering Group meetings.			
Disabled access:	The public gallery at the District Offices is on the first floor and is accessible via stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.			
Induction loop:	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.			
Recording of meetings:	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>			

Agenda

Procedural Matters

1. Apologies for Absence
2. Substitutes

Part 1 - Public

3. The Planning and Growth Team - Presentation on What We Do (verbal)
4. Executive Summary - West Suffolk Sports Facilities Assessment 1 - 26
Report No: JGG/JT/16/002
5. Section 106 Update 27 - 46
Report No: JGG/JT/16/003
6. Shepherds Grove Industrial Estate - Update (verbal)
7. Enterprise Zones (verbal)
8. Incubation/Innovation Discussion (verbal)
9. Dates of Future Meetings

To note the proposed date/time/venue of future meetings as follows (*as proposed within the Meeting Timetable: May 2016 to May 2017, for approval by both Councils on 23 and 24 February 2016 respectively*):

Tuesday 28 June 2016	10.00 am	West Suffolk House, Bury St Edmunds
Tuesday 11 October 2016	10.00 am	District Offices, Mildenhall
Tuesday 21 February 2017	10.00 am	West Suffolk House, Bury St Edmunds

Additional meetings of the Steering Group can also be arranged, as and when, required.

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West Suffolk Joint Growth Steering Group

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Title of Report:	Executive Summary - West Suffolk Sports Facilities Assessment	
Report No:	JGG/JT/16/002	
Report to and date:	West Suffolk Joint Growth Steering Group	8 February 2016
Portfolio holder:	Andy Drummond Portfolio Holder for Leisure and Culture Tel: 01638 751411 Email: andy.drummond@forest-heath.gov.uk	Joanna Rayner Portfolio Holder for Leisure and Culture Tel: 07872 456836 Email: joanna.rayner@stedsb.gov.uk
Lead officer:	Mark Walsh, Head of Operations Tel: 01284 757300 Email: mark.walsh@westsuffolk.gov.uk	Damien Parker Service Manager Operations (Leisure and Culture) Tel: 01284 757090 Email: damien.parker@westsuffolk.gov.uk
Purpose of report:	<p>To receive the Executive Summary of the West Suffolk Sports Facilities Assessment from 4Global, this document and the evidence base behind it will inform the delivery of a more strategic approach to sport and leisure facilities in the future.</p> <p>It is proposed that the Executive Summary and the supporting documentation is used as the</p> <ul style="list-style-type: none"> • Preparation of a West Suffolk Strategic Leisure Action Plan; and • The starting point for the evidence which will inform the preparation of a Supplementary Planning Document (SPD) for Open Space, Sport and Recreation, updating and replacing the existing SPDs. <p>More generally the documents will enable the authority to work with partners and stakeholders, to prioritise investment in leisure facilities in a more transparent and needs driven basis to enable place shaping across West</p>	

	Suffolk.
Recommendation:	<p>It is <u>RECOMMENDED</u> that,</p> <ol style="list-style-type: none"> 1) the Councils note the Executive Summary of the West Suffolk Sports Facilities Assessment (Appendix A); 2) the Councils note that a project team be established to develop the delivery of the assessment findings, within a wider Action Plan for place shaping sport and recreation provision for West Suffolk; and 3) the Councils note receipt of the supporting draft documents prepared as part of this work (subject to minor amendments made in consultation with the Service Manager Leisure and Culture and 4 Global) to be utilised as part of an initial evidence base for the development of a joint West Suffolk Supplementary Planning Document (SPD) for Open Space, Sport and Recreation facilities.
<p>Key Decision:</p> <p><i>(Check the appropriate box and delete all those that do not apply.)</i></p>	<p><i>Is this a Key Decision and, if so, under which definition?</i></p> <p>Yes, it is a Key Decision - <input type="checkbox"/></p> <p>No, it is not a Key Decision - <input checked="" type="checkbox"/></p>
Consultation:	<ul style="list-style-type: none"> • Consultation with significant numbers of partners and stakeholders was undertaken as part of the project by 4Global, as highlighted within the documents.
Alternative option(s):	<ul style="list-style-type: none"> • The Council's existing SPD for Open Space, Sport and Recreation was adopted in 2011 for Forest Heath and 2012 for St Edmundsbury. These documents should be refreshed and updated at regular intervals to ensure that they are fit for purpose. The alternative is to do nothing and risk challenge by developers and sporting bodies.
Implications:	
<p><i>Are there any financial implications?</i></p> <p><i>If yes, please give details</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <ul style="list-style-type: none"> • Whilst the associated documentation provides an evaluation of existing sites and "needs assessment" based on national criteria there is no onus on the two authorities to commit expenditure as a direct result of this report.

Are there any staffing implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • As above.	
Are there any ICT implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? If yes, please give details		Yes <input type="checkbox"/> No <input type="checkbox"/> • The document will act as an evidence base which will form the starting point to inform the Local Plan and help in the development of a joint Supplementary Planning Document for Sports Provision in West Suffolk.	
Are there any equality implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • Equality implications will need to be evaluated as part of the development of the Supplementary Planning Document (SPD) for Open Space, Sport and Recreation in West Suffolk.	
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Development of new homes will create a shortfall in leisure provision across West Suffolk.	Medium	Having a Supplementary Planning Document (SPD) for Sports/Leisure Provision in West Suffolk which is underpinned by a robust nationally recognised assessment process.	Low
Ward(s) affected:		All West Suffolk wards	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		Full documents: • Draft West Suffolk PPS Action Plan and Strategy • Draft West Suffolk PPS Analysis • Draft Indoor Sports Facility Strategy (to follow)	
Documents attached:		<i>(Please list any appendices.)</i> Appendix A – Executive Summary West Suffolk Sports Facilities Assessment.	

Key issues and reasons for recommendation(s)

Introduction

- 1.1 In October 2014 West Suffolk councils commissioned a joint Indoor Sports Facility and Playing Pitch Strategy to be undertaken by 4Global. The study is a factual third-party assessment of current provision and perceived need for the area as a whole. It is not designed to commit the councils to direct delivery but instead provide direction for future implementation of leisure facilities, directly, indirectly or in partnership with clubs and other organisations, and there is also a part to play for the commercial leisure industry. It will also help shape negotiations with developers regarding the contributions they should make towards additional sports capacity.
- 1.2 The document has been prepared in accordance with Sport England's Guidelines. The preparation of this assessment coincides with the creation of similar assessment in the other Suffolk districts. Suffolk County Council are currently in the process of commissioning a pan-Suffolk assessment which will utilise the information gathered in the Districts and Boroughs to determine facility needs across the whole County. The assessment was commissioned for a number of reasons, as detailed below.
- 1.3 Firstly, there is a drive from both councils to draw together an overarching vision for the sports and leisure facilities within the two local authority areas. The Councils are looking to facilitate the creation of a network of community sport and leisure facilities with Abbeycroft Leisure acting as a strategic hub at the centre. This strategic approach will be basis of the new management agreement with Abbeycroft Leisure.
- 1.4 The community network of facilities and partnerships will provide local opportunities to participate in sport and leisure activities for the broadest range of customer groups. This assessment helps identify where opportunities exist in West Suffolk to develop this community network of facilities.
- 1.5 Secondly, there is significant growth planned in nearly all the main towns in West Suffolk and the Indoor Sports Facility and Playing Pitch Strategy will help inform which particular sports or facilities would best complement the developments being considered to deliver sustainable communities. It will also help shape future investment by the councils to refurbish or replace existing facilities, such as is shortly planned in Mildenhall.
- 1.6 The Indoor Sports Facility and Playing Pitch Strategy will help to ensure that the current and future demand for sports and recreation facilities are planned for holistically and that the needs of the current and growing population of West Suffolk can be fully met. It will also provide evidence to support funding bids to National Sports bodies like Sport England, and support requests for contributions from Section 106 Planning Obligations or the Community Infrastructure Levy (CIL).
- 1.7 Together this work will also help the Councils meet their three joint priorities:

- Priority 1: Increased opportunities for economic growth
Priority 2: Resilient families and communities that are healthy and active
Priority 3: Homes for our communities

Executive Summary - West Suffolk Sport Facilities Assessment

- 1.8 During 2015 4Global have undertaken a comprehensive survey of sports facilities and pitches across West Suffolk working with local clubs and teams to determine a picture of need in the area. Members are invited to note the Executive Summary of this assessment is attached as Appendix A.
- 1.9 A range of supplementary information was prepared in collation of this Executive Summary this can be found in the:
- Draft Playing Pitch Strategy, Recommendations and Action Plan
 - Draft Playing Pitch Strategy, Analysis
 - Draft Indoor Sports Facility Strategy
- 1.10 The supplementary documents will also be published (subject to minor amendments made in consultation with the Service Manager Leisure and Culture and 4 Global) as an evidence base for future development/planning applications and support further evidence which will underpin the development of a Supplementary Planning Document for Sports Provision in West Suffolk.

Next Steps

West Suffolk Strategic Leisure Action Plan

- 2.1 We will now take the assessed need and suggested actions to develop a strategic approach for open spaces, sport and recreation (leisure), working with our community partners that ensures participation opportunities for all, opportunities for growth and provision that is sustainable.
- 2.2 We will also incorporate key existing projects and developments which we are currently working with a range of community groups and partners on across West Suffolk such as:
- Mildenhall Hub (leisure offer);
 - Scaltback School, Newmarket;
 - new facilities in Morton Hall; and
 - developments around a 3G pitch in Haverhill.
- 2.3 The Action Plan will be sponsored by Jill Korwin, Director, West Suffolk.

New Leisure Management Agreement

- 2.4 As outlined in paragraph 1.3 this assessment will provide the evidence base that will help inform the development the new Leisure Management Agreement with Abbeycroft Leisure.

Review of the existing Borough & District Supplementary Planning Document (SPD) to create a single West Suffolk SPD for Open Space, Sport and Recreation facilities.

- 2.5 In order to ensure that West Suffolk is clear that the growth associated with new development needs to be balanced by facilities and supporting infrastructure for the community a revision of the existing SPDs is needed. SPDs require a robust evidence base and the work undertaken as part of this assessment helps support that evidence. This evidence alone would not support/underpin the preparation of an SPD, therefore further evidence will be completed to compliment the assessment and inform the preparation on an SPD.
- 2.6 The detailed document that have been prepared, including the West Suffolk Playing Pitch Strategy Analysis and the Indoor Sports Facility Strategy; achieve the first part of any SPD requirement, in that they supplies evidence of need, but crucially for any SPD to have an outcome that obligates new development in any way, the following are also needed:
- The proportion of need that is a direct cause of the proposed new development;
 - Costs of the provisions;
 - Strategic funding opportunities available to deliver the provisions;
 - Fair proportion of costs of provision to be requested from new development, meeting Community Infrastructure Levy (CIL) 2010 R122 tests.
- 2.7 A work plan for the preparation of a single West Suffolk SPD for Open Space, Sport and Recreation facilities will now be prepared.



EXECUTIVE SUMMARY – WEST SUFFOLK SPORTS FACILITIES ASSESSMENT

January 2015

Prepared by



EXECUTIVE SUMMARY WEST SUFFOLK SPORTS PROVISION ASSESSMENT

- i. St Edmundsbury and Forest Heath District Councils working together as West Suffolk Council, are looking to develop a joint approach to strategic planning including the development of an overarching vision for sport and leisure provision across the two areas, which will help to meet two of their three priorities:
 1. **Priority 1: Increased opportunities for economic growth**
 2. **Priority 2: Resilient families and communities that are healthy and active**
- ii. To deliver its priorities West Suffolk wants to facilitate the creation of a network of community sport and leisure facilities with a strategic hub at the centre, managed by one Leisure Trust. The community network of facilities and partnerships will provide local opportunities to participate in sport and leisure activities for the broadest range of customer groups.
- iii. In order to deliver these priorities, West Suffolk has commissioned an Indoor Facilities Strategy and a Playing Pitch Strategy, which when considered alongside each other, will provide a comprehensive evaluation of sport and leisure facilities across West Suffolk.

INDOOR FACILITIES STRATEGY

- iv. The aim of developing the Indoor Facilities Strategy assessment is to:
 - **Identify the nature and quantity of facilities required in West Suffolk, given there is recognition that the existing facility portfolio alone will not cope with demand from the existing and future local population having regard to the housing growth that is planned for the area.**
 - **Identify where opportunities exist in the West Suffolk area to develop this network of community facilities.**
 - **Inform which particular sports or facilities would best compliment the developments being considered in West Suffolk's main towns, given the projected population and housing growth.**
 - **Ensure that the current and future demand for sports and recreation facilities are planned for holistically and that the needs of the current and growing population of West Suffolk can be fully understood.**
 - **Take into consideration the contribution West Suffolk's sports facilities offer neighbouring authorities and the wider region in planning for the future**
 - **Provide an evidence base to support funding bids from National Sports bodies like Sport England, and support requests for contributions from Section 106 Planning Obligations or the Community Infrastructure Levy (CIL).**

- v. The rationale for developing a sports facilities strategy is that:
- **West Suffolk Councils wishes to understand both the needs of its indoor existing sports facility portfolio, and future need for provision, driven by increased population, and identification of gaps in the existing facility network.**
 - **The rural nature of the area, with five main towns – Bury St Edmunds, Haverhill, Newmarket, Mildenhall and Brandon means that the geographical location of provision is crucial to facilitating and encouraging participation.**
 - **The development of this new West Suffolk Facilities Assessment will enable West Suffolk Councils to shape its core sports facilities offer; both its direct provision and that undertaken with partners in the education, voluntary, community and private sectors.**
 - **At a strategic level the strategy will underpin the contribution that sport makes to the West Suffolk Strategic Plan and priority objectives. It will also help provide a rationale to enable National Governing Bodies to further invest and deliver their working outcomes as outlined in their Whole Sport Plans.**

The supporting document will act as an evidence base to guide and inform future investment and partnerships, develop local planning policies to future proof and increase participation opportunities to 2031.

ST EDMUNDSBURY DISTRICT

- vi. Overall, St Edmundsbury has a very good range of existing sport and leisure facilities across the area; however, some are now ageing, and will require investment and/or replacement. This is particularly true, in the medium term, of Bury St Edmunds Leisure Centre and Haverhill Leisure Centre.
- vii. The simplistic analysis of “supply versus demand” in relation to sports halls within St Edmundsbury has identified an over-supply of sports hall space, based on both current and future demand. This assumes retention of all existing community accessible facilities and development of a new 4 court sports hall at Moreton Hall School in St Edmundsbury.
- viii. In St Edmundsbury there is also sufficient swimming pool, and fitness provision to meet current and future demand.
- ix. Whilst there are some facilities on education sites, which are not available for community use, these are in the minority. Proposals for new schools will incorporate formal community use arrangements for use of sports facilities.
- x. St Edmundsbury’s population will grow significantly over the next few years, particularly in and around the main urban areas, due to the growth sites identified in the local plan (Vision 2031 documents), so there is a need to ensure sufficient provision of accessible, quality and affordable facilities to meet local need.

- xi. There is a range of facility providers in West Suffolk, and it is important that St Edmundsbury Council continues to work with these to develop and deliver facility provision, given that the Council can no longer be the provider and funder of last resort, instead adopting more of an enabling and facilitating role.

Table A: Summary of Facility Needs in West Suffolk

FACILITY TYPE	FACILITY NEEDS/PRIORITIES
SPORTS HALLS	<p>Badminton, volleyball, basketball and netball NGBs support the need for additional sports hall capacity in St Edmundsbury.</p> <p>Although there is sufficient current and future provision of sports halls in St Edmundsbury, there is a lack of sports halls capable of accommodating indoor netball, basketball, and volleyball. There is only one 8 badminton sized sports hall in St Edmundsbury (Samuel Ward and that has a tarmacadam floor), and only one 6 court hall (Culford Sports and Tennis Centre).</p> <p>Improvement in the quality of some ageing facilities, in the medium term, Bury St Edmunds and Haverhill Leisure Centres.</p>
SWIMMING POOLS	<p>There is sufficient provision to meet both current and future swimming needs in St Edmundsbury.</p> <p>There is a need to start planning now for investment in existing pool facilities, all of which are ageing. i.e. Bury St Edmunds Leisure Centre and Haverhill Leisure Centre.</p>
SQUASH COURTS	<p>Existing squash courts should be retained where possible, to ensure public access is retained in St Edmundsbury.</p> <p>If any new facilities are developed, consideration should be given to provision of squash courts; two adjacent courts are needed to facilitate development of participation and club development.</p>
CYCLING FACILITY	Off road track, approx. ¾ mile, closed track.
ARCHERY	Dedicated facility to facilitate increased participation by those with a disability.
INFORMAL FACILITIES	Cycling and walking routes; safe cycling routes

RECOMMENDATIONS

RECOMMENDATION 1(SER1)

St Edmundsbury Council will need to consider the future nature and level of provision of sports halls and swimming pools in Bury St Edmunds, given the age of the existing facility.

RECOMMENDATION 2 (SER2)

St Edmundsbury Council will need to consider the future provision of sports halls and swimming pools in Haverhill, given the age of the existing facility.

RECOMMENDATION 3 (SER3)

St Edmundsbury Council explore opportunities to work in partnership to enable the development of an 8 court sports hall.

St Edmundsbury Council works with:

RECOMMENDATION 4 (SER4)

St Edmundsbury Council works with existing indoor bowling clubs to monitor participation increases and the need for new provision in the future, aligned to population growth in and around Bury St Edmunds.

RECOMMENDATION 5 (R5)

St Edmundsbury Council works with British Cycling and local cycling clubs to develop an off road cycle track (minimum 1.5km).

RECOMMENDATION 6 (R6)

St Edmundsbury Council works with local groups for the retention, or replacement of existing squash courts in future facility development.

RECOMMENDATION 7 (R7)

St Edmunds Archers to review in detail the proposals for the development of a facility providing doe archers with a disability in Bury St Edmunds.

RECOMMENDATION 8 (R8)

St Edmundsbury Council works with work closely with Suffolk County Council, and local secondary schools to review and explore the options for re-development of ageing pools and sports halls on an ongoing basis

RECOMMENDATION 9 (R9)

St Edmundsbury Council works with Suffolk County Council, existing, and all new secondary schools to encourage the development of formal community use agreements for on-site sports facilities

RECOMMENDATION 10 (R10)

St Edmundsbury Council works with Town and Parish councils to agree the strategic facilities where investment in informal space for use for fitness stations, and sports hall activities should be prioritised

RECOMMENDATION 11 (R11)

St Edmundsbury Council uses the West Suffolk Facilities Assessment as an evidence base to secure S106/CIL contributions to future investment in open space, sport and leisure provision in the Borough.

RECOMMENDATION 12 (R12)

St Edmundsbury Council uses the West Suffolk Facilities Assessment as an evidence base to secure S106/CIL contributions in all new housing developments for the development of walking and cycling routes in the District

FOREST HEATH DISTRICT

- xii. Although Forest Heath has a good range of facilities across the District, there are some poor quality and ageing facilities, particularly the Mildenhall Dome and Mildenhall Swimming Pool, and Brandon Leisure Centre.
- xiii. The simplistic analysis of “supply versus demand” in relation to sports halls within West Suffolk has identified an under supply in Forest Heath, based on both current and future demand. This assumes retention of all existing community accessible facilities, closure of the Mildenhall Dome and opening of the new Mildenhall Hub in Forest Heath. Sports halls in Forest Heath district are currently full in peak periods.
- xiv. There is also insufficient capacity in the existing pools to accommodate future increased participation and population growth, having regard to the housing growth that is anticipated for the area, and an under-supply of fitness facilities.
- xv. The options for future provision of facilities now need to be considered. The operation of the Mildenhall Dome, and specifically the condition of Mildenhall Swimming Pool need to be considered urgently; the proposed Mildenhall Hub development offers a critical opportunity to re-provide high quality new sports facilities (swimming pool, sports hall and fitness suite) in the town, and to address the current under-supply. Based on the assessment of need undertaken, and the analysis of all relevant factors the minimum facility mix should include:
- **6 lane x 25m pool**
 - **4 badminton court sports hall**
 - **71 Station fitness suite**
 - **Multi-purpose studio space (ideally 2)**
 - **Squash courts**
- xvi. The future provision of Brandon Leisure Centre also needs to be considered in the context of the possible demographic changes that may result from the anticipated changes at RAF Mildenhall and RAF Lakenheath over the next 5-10 years, the scale of the Mildenhall Hub development and the over supply of provision in that specific area.
- xvii. The anticipated population growth in Forest Heath to 2031 needs to be appropriately catered for in terms of demand for sports facilities – both formal facilities and informal, multi-purpose spaces. In Forest Heath this means better geographical distribution of facilities to enable more people to access facilities in the urban area by walking, and/or cycling. It also means better quality facilities, given the age and condition of existing Forest Heath provision.
- xviii. In Forest Heath, addressing the needs of a growing population means both better quality provisions, but also additional facilities, to meet both current and future needs for participation.

Table B: Summary of Facility Needs in Forest Heath

FACILITY TYPE	FACILITY NEEDS/PRIORITIES
SPORTS HALLS	<p>Badminton, volleyball, basketball and netball NGBs support the need for additional sports hall capacity in West Suffolk.</p> <p>There is a lack of sports halls capable of accommodating indoor netball, basketball, and volleyball in West Suffolk. There is only one 8 badminton sized sports hall in West Suffolk, and only two 6 court halls.</p> <p>Improvement in the quality of some ageing facilities, the priorities are Mildenhall Dome, and Brandon Leisure Centre, The Mildenhall Hub development offers the opportunity to replace Mildenhall Dome.</p>
SWIMMING POOLS	<p>There is a current and future under-supply of swimming pool provision in Forest Heath.</p> <p>The ASA has identified the need for increased swimming pool provision in Forest Heath. In addition, there is a need to start planning now for investment in existing pool facilities, all of which are ageing.</p> <p>The priority for significant investment is Mildenhall Swimming Pool. This should be replaced; the development opportunity to achieve this is the Mildenhall Hub.</p>
HEALTH AND FITNESS FACILITIES	Additional 126 fitness stations by 2031
GYMNASTICS FACILITIES	Increased access to dedicated facilities for club use; significant potential for a dedicated hall in Newmarket.
SQUASH COURTS	<p>Existing squash courts should be retained where possible, to ensure public access is retained in Forest Heath.</p> <p>If any new facilities are developed, consideration should be given to provision of squash courts; two adjacent courts are needed to facilitate development of participation and club development.</p>
INFORMAL FACILITIES	Cycling and walking routes; safe cycling routes

RECOMMENDATIONS

RECOMMENDATION 1(FHR1)

Forest Heath District Council proceeds with the development of the Mildenhall Hub, but reviews the facility mix and scale of provision to reflect the need for a larger sports hall, and potentially additional swimming pool provision, plus additional fitness stations. Provision of replacement squash courts could also be considered.

RECOMMENDATION 2 (FHR2)

Forest Heath District Council confirms the closure of the Mildenhall Pool facility once the new Mildenhall Hub is open for use.

RECOMMENDATION 3 (R3)

Forest Heath District Council and Abbeycroft Leisure work in partnership to maximise the use of Brandon Leisure Centre

RECOMMENDATION 4 (R4)

Forest Heath District Council works with local gymnastics clubs to increase access to purpose-built gymnastics provision.

RECOMMENDATION 5 (R5)

Forest Heath District Council supports the retention, or replacement of existing squash courts, where possible, in future facility development.

RECOMMENDATION 6 (R6)

Forest Heath District Council seeks to work closely with Suffolk County Council, and local secondary schools to review and explore the options for re-development of ageing pools and sports halls on an on-going basis.

RECOMMENDATION 7 (R7)

Forest Heath District Council works with Suffolk County Council, existing, and all new secondary schools to develop formal community use agreements for on-site sports facilities

RECOMMENDATION 8 (R8)

Forest Heath District Council works with town and parish councils to agree the strategic facilities where investment in informal space for use for fitness stations, and sports hall activities should be prioritised

RECOMMENDATION 9 (R9)

Forest Heath District Council uses the West Suffolk Facilities Assessment as an evidence base to secure S106/CIL contributions to future investment in open space, sport and leisure provision in the District.

RECOMMENDATION 10 (R10)

Forest Heath District Council uses the Strategy evidence base to secure S106/CIL contributions in all new housing developments for the development of walking and cycling routes in the District

PLAYING PITCH STRATEGY

- xix. The objectives of the West Suffolk PPS are;
- **To identify supply and demand issues for playing pitch provision across West Suffolk**
 - **To identify priority sports, pitches and clubs for the area based on clear evidence-based justification and also based on National Governing Bodies (NGB) targets**
 - **To provide evidence to guide and support bids to external funding partners and to support the delivery of new and improved sports and recreation facilities in the local area**
 - **To provide a robust needs and evidence base to support the preparation, adoption and implementation of sport and leisure planning policies**
 - **To develop a priority list of pitches and projects for investment and use of resources secured through CIL and Section 106**
 - **To identify opportunities to deliver new and improved sports pitches and ancillary facilities as part of the strategic development of Local Authority owned sites.**
- xx. The PPS is split into two key documents. The PPS Analysis includes a detailed strategic context and evaluation of each sport included in the study. This also includes the detailed site-by-site analysis that forms the basis of the Action Plan. The PPS Analysis can be use as the evidence base for actions and recommendations in the PPS. It includes details of all consultations and evaluation; therefore the document is complex and lengthy.
- xxi. The PPS Action Plan and Strategy includes a reduced strategic context, in addition to the summary of findings for each sport and the final site-by-site Action Plan to inform future planning and long-term leisure decision making.
- xxii. A PPS is a strategic needs assessment which provides an up to date analysis of supply and demand regarding playing pitches (grass and artificial) which serve the following core sports;
- **Football**
 - **Rugby Union**
 - **Cricket**
 - **Hockey.**
- xxiii. The PPS can act as a guide and inform future investment and partnerships, influence the Local Plan, future proof and increase participation opportunities to 2031.

ACTIONS AND RECOMMENDATIONS

- xxiv. The key output of the PPS is a detailed Action Plan that identifies priorities for playing pitches in West Suffolk. This Action Plan will now be used to inform a West Suffolk Strategic Leisure Action Plan taking into account the assessed need and suggested actions to develop a strategic approach to the provision of sports facilities, working with our community partners that ensures participation opportunities for all, opportunities for growth and provision that is sustainable. Recognising the key role of representatives from partner organisations such as Sport England, each of the four PPS National Governing Bodies (Football, Rugby Union, Cricket and Hockey), West Suffolk council's and Abbeycroft Leisure. This Action Plan is shown in Table C overleaf.
- xxv. As illustrated throughout the analysis, West Suffolk has sufficient provision for the current and future levels of demand for 'playing pitch' sports. This has been calculated using projected population growth and the future housing development plans in mind, emphasising the recommendation that the focus should be on improving the quality rather than quantity of provision.
- xxvi. The exception to this is AGP provision, as West Suffolk currently has a deficit of 3rd Generation (3G) Artificial Grass Pitches across the two local authorities. There are currently multiple development plans for facilities across West Suffolk and the Action Plan identifies how these should be supported and where further development is required.
- xxvii. The quality of pitches across West Suffolk is relatively ordinary apart from cricket, which scored well across a number of high quality sites. A major contribution to this is the clay soil that is unavoidable for the region; however it is compounded by the lack of winter training space. The maintenance and quality of rural sites has been identified as a key issue, with pests causing some playing fields deemed to be almost dangerous for sporting activity.

Table C: Playing Pitch Strategy Action Plan

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
FOREST HEATH – SUB AREA CODES: NORTH (N), CENTRAL (C), SOUTH (S)								
Beck Row Aspal Close Nature Reserve	C	FH-Foot1	The ancillary facilities at Beck Row Football Club are extremely poor and do not attract new participants to the club.	1. Utilise existing Section 106 to install a basic ancillary block on the site. Alternatively the teams could make greater use of the nearby Beck Row primary school and their changing facilities.	FHDC FA	FHDC Officer time Shared ancillary funding with FA	Medium	Low
Brandon Leisure Centre	N	FH-Foot2	The clubhouse at the Brandon Leisure Centre pitches is adequate but not of a sufficient standard to attract new members.	1. Refurbishment of the pavilion, with high quality changing rooms for players and referees.	Brandon Remembrance Playing Fields Trust (BRPFT) FA FHDC Abbeycroft Leisure	BRPFT time and resources Ancillary development funding	Long	Low
Eriswell Road Playing Fields	C	FH-Crick1	This is a high quality site but long-term tenure and community use is not secured	1. Secure long term community use agreement with the Lakenheath Playing Fields Association	Lakenheath CC ECB FHDC	Officer time for negotiation	Short	High
Lakenheath Football Club	N	FH-Foot3	Lakenheath Football Club is heavily used by a number of junior sides and two senior sides. The current provision does not meet demand and the quality of the pitch will require further maintenance in future to maintain the current level of use.	1. Seek additional training facilities, utilising the pitches at Brandon Leisure Centre and the associated facilities. 2. Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county.	Lakenheath FC BRPFT FA	FA support to grounds maintenance improvement	Short	Med
Mildenhall	C	FH-	Parking is an issue on match	1. Seek additional parking facilities,	FHDC	Officer time	Medium	Low

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
Cricket Club		Crick2	days and during busy junior periods	as part of the new Mildenhall Hub build		during Mildenhall Hub planning		
Newmarket RFC - Scaltback Middle School	S	FH-Rug2	The clubhouse at Newmarket Rugby Club is not currently fit for purpose. This cannot be addressed, as the clubhouse does not have long-term security. A long-term lease is a pre-requisite for any funding application compiled.	1. Agreement of a long-term lease for the former Scaltback school site 2. A full refurbishment/replacement of the existing clubhouse in order to satisfy the social demands of the club and attract new members. 3. Agree an improved maintenance programme, based on best-practice examples from nearby clubs	Newmarket RFC RFU Suffolk County Council	Club staff/volunteer fundraising time RFU groundsman and pitch improvement programme	Medium	High
Red Lodge Sports Club	C	FH-Rug3	Mildenhall and Red Lodge RFC does not currently work closely with the RFU and is struggling to grow its membership base and improve playing facilities.	1. Undertake maintenance training programme with M&RL RFC, using expertise from Bury St Edmunds and the RFU to increase the quality of supply and improve membership numbers.	Mildenhall and Red Lodge RFC RFC FHDC	Increased grounds maintenance effort Visit and mentorship from a nearby high quality club RFU pitch improvement programme	Medium	Med
The Severals Sports Pavilion	S	FH-Crick3	There is currently no long-term community use secured at the site. The pitch quality is also not sufficient to provide a home ground for high quality cricket.	1. Secure long-term community use agreement with a local club or cricket user 2. Invest in the pitch quality, both on the square and outfield. Conduct small-scale feasibility study to confirm expected costs	FHDC ECB	FHDC Officer time ECB support on pitch improvement	Short	Med

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
Tuddenham Playing Fields	C	FH-Crick4	The ground does not currently have a non-turf pitch, which increases the demand on the grass square	1. Install a non-turf wicket on the square, to allow for midweek training and junior matches.	ECB Tuddenham CC	Non-turf wicket installation costs	Medium	Low
ST EDMUNDSBURY – SUB AREA CODES: BURY ST EDMUNDS (BSE), RURAL AREAS NORTH (RN), HAVERHILL (HAV), RURAL SOUTH (RS)								
Bardwell Playing Fields	RN	SE-Crick1	The ancillary facilities at Bardwell Playing Fields are not sufficient for a growing club with high quality pitches.	1. Refurbishment of the ageing pavilion	Bardwell CC ECB SEBC	Consultant/adv isor time for a feasibility study. Construction Costs	Medium	High
Bury St Edmunds Leisure Centre (West Suffolk AWP)	BSE	SE-Hock1	The quality of the pitch surface is poor and needs to be replaced. There is still a requirement for recreational hockey at the site, however this is unlikely to be sufficient to justify re-surfacing the pitch as a sand-based AGP, given the demand for football in the area and the commercial benefits of a 3G surface.	1. Resurface the current AGP with a 3G surface. If acceptable by all key stakeholders, re-surface the current sand-based surface with a short pile (30mm) 3G surface in order to satisfy the requirements of recreational hockey and football.	Abbeycroft Leisure EH SEBC SCC King Edwards School	Pitch resurfacing costs.	Medium	Med
Bury St Edmunds Football Club	BSE	SE Foot 1	The current facility mix is not fit for purpose for a club playing at Step 4.	Either relocate facility and build new facilities or; Replace current ancillary facilities	Bury St Edmunds Football Club FA SEBC	Infrastructure associated with a Step 4 football club	Medium	Med
Bury St Edmunds Rugby Club	BSE	FH-Rug2	Training and match facilities are not sufficient at Bury St Edmunds RFC to satisfy the growing demand, especially at	1. Club to continue developing in line with the RFU growth plan agreed between the club and the NGB.	Bury St Edmunds RFC RFU FA	Club staff/volunteer fundraising time	Medium	Med

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
			peak time on a week night or Saturday PM. The key priority for the club is the mid week training demand as the current level of supply leads to training cancellations.	2. Work with the RFU, FA and SEBC to deliver a training facility that suits the needs of the rugby club. Need to retain existing training capacity in the short term while migrating football demand onto a new training and match site. 3. Begin dialogue between Bury St Edmunds Rugby Club and Bury Town Football Club on the potential of sharing training and matchplay resources.	SEBC	ECB development grants		
Chalkstone Playing Field (The New Croft)*	HAV	SE-Foot2	The grass pitch quality needs to be improved in order to provide a large, high quality council owned site. Unwanted community use is currently leading to dog fouling and broken glass, which does not make the sites attractive to new users.	1. Investment in increased signage and security for pitches to be provided by local council. Introduction of penalties for community damage to be monitored by grounds maintenance team. 2. Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county. 3. Plan for the loss of grass pitches caused by the development of the planned 3G AGP facility.	SEBC SCC	Infrastructure associated with penalty system. FA support to pitch improvement programme.	Short	Med
		SE-Foot3	A grant offer has been made from the FF for a new 3G facility and this has planning consent. A full funding plan is currently in	1. Support plans for a 3G pitch at the New Croft.	SEBC FA	AGP build costs Officer time to project	Short	High

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
			development.			manage build		
Clare Playing Fields	RS	SE-Foot4	The pitches currently suffer from flooding due, making the pitches unplayable during periods of high rainfall.	1. Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county. As part of this programme, undertake further site surveys to determine the correct long term drainage solution for the site	Clare Town Council SEBC	Funding for drainage improvement FA support to pitch improvement programme.	Medium	Low
Culford Sports & Tennis Centre	BSE	SE-Ten1	The site currently provides high quality tennis courts to the community however this access is not secured and could be withdrawn at any time.	1. Seek agreement with Culford school to sign a mutually beneficial agreement formalising the community use of their tennis courts.	Culford School SEBC LTA	Officer team for agreement negotiation and signature	Short	Med
		SE-Hock2	There is no long term security for cricket use at this high quality education site	1. Seek a formal, long-term community use agreement for hockey at Culford School 2. Support the development of an additional AGP at the school site	Culford School EH SEBC	Officer time to negotiation agreement	Short	Med
		SE-Hock3	The carpet on the existing sand-based AGP is nearing the end of its expected lifecycle and will therefore require replacing.	3. Re-carpet the current pitch within 3 – 5 years.	Culford School EH SEBC	Officer time to negotiation agreement	Medium	High

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
Euston Park	RN	SE-Foot5	The significant slope on the pitches is a limiting factor for competitive football. The Pavilion is in need of replacement in order to service that large number of teams currently playing at the facility.	<ol style="list-style-type: none"> 1. Conduct a feasibility study for re-leveling of the adult pitches 2. Replace or refurbish the pavilion 	Euston Estate SEBC FA	Officer time and consultancy costs to undertake feasibility study. Long-term costs for ancillary refurb	Medium	Low
Gainsborough Recreation Park	BSE	SE-Foot6	The current ancillary is very poor and needs replacing,	<ol style="list-style-type: none"> 1. Invest in a new, basic ancillary facility to be used by all recreation park users. 	SEBC	Officer time to project manage new development. Build costs	Short	Med
Hardwick Heath	RS	SE-Foot7	The pitches can have issues with drainage and improvements to this would create a high quality, large football site.	<ol style="list-style-type: none"> 1. Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county. As part of this programme, undertake further site surveys to determine the correct long term drainage solution for the site 	SEBC FA	Increased maintenance team to manage pitch improvement and maintain higher quality surface. FA support to pitch improvement programme.	Short	High

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
Haverhill and District RFC - Castle Playing Fields	HAV	FH-Rug3	The current drainage and maintenance system at Castle Fields is not fit for purpose, with a number of games called off for waterlogging.	<ol style="list-style-type: none"> 1. Agree an improved maintenance programme, based on best-practice examples from nearby clubs. Deliver in line with the RFU Capital Investment Programme. 2. Progress with the protecting playing fields project (currently under review). 3. Invest in new mid week floodlights for midweek training 	Haverhill and District RFC RFU SEBC	Increased grounds maintenance effort Visit and mentorship from a nearby high quality club RFU ground improvement funding and funding for floodlighting.	Short	High
Haverhill Bowls and Sports Club	HAV	SE-Crick2	This is one of the only sites across the two local authorities that are over-capacity.	<ol style="list-style-type: none"> 1. Seek solution to under-supply, through ground share (Withersfield Parish CC) or by seeking alternative supply of grass wickets 	Haverhill CC	Rental costs for ground share.	Short	High
Mottsfild Playing Field	HAV	SE-Foot8	The changing facilities are not currently adequate for this two-pitch site.	<ol style="list-style-type: none"> 1. Conduct further consultation with AFC Haverhill to confirm support in development of new facilities. 2. Invest in a new, basic ancillary facility to be used by all recreation park users. 	SEBC AFC Haverhill FA	Officer costs. Ancillary build costs	Medium	Low
Pakenham Playing Field	RN	SE-Foot9	Both the pitch quality and the ancillary are extremely poor and there is not an opportunity to displace demand due to the rural nature of the site.	<ol style="list-style-type: none"> 1. Support the grounds maintenance team with further resource in order to improve the quality of the pitch. 2. Invest in a new, basic ancillary facility to be used by all recreation 	Pakenham Parish Council SEBC FA	Parish Council Effort to raise funds. Officer costs Ancillary build costs	Long	Med

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
				park users.				
Puddlebrook Playing Fields	HAV	SE-Foot10	Both the pitch quality and the ancillary are extremely poor and there is not an opportunity to displace demand due to the rural nature of the site.	<ol style="list-style-type: none"> Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county. Invest in a new, basic ancillary facility to be used by all recreation park users. 	SEBC FA	Officer costs Ancillary build costs Increased maintenance costs FA support to pitch improvement programme.	Long	Low
Risby Community Trust Playing Field	RN	SE-Crick3	This is a good quality site that is secured for long-term community use but not used extensively.	<ol style="list-style-type: none"> Designate this ground as an additional ground for a large club nearby, such as Bury St Edmunds. Note: There are no clear candidates for this currently, but Bury St Edmunds CC require additional space if they continue to grow 	Risby Parish Council ECB	ECB development team to market additional space to larger clubs	Long	Low
Stanton Recreation Ground	RN	SE-Foot11	The pitch has an issue with molehills, which has a direct impact on the quality and safety of provision	<ol style="list-style-type: none"> Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county. 	Stanton PC SEBC	FA support to pitch improvement programme.	Short	Med
The Great Meadow	RS	SE-Foot12	While the club cited the pitch provision as adequate, the site assessment deemed the provision to be poor and requiring additional investment, particularly around the maintenance regime.	<ol style="list-style-type: none"> Undertake a pitch improvement programme in collaboration with the Suffolk FA Grass Roots pitch improvement programme, which is currently being implemented across the county. 	SEBC	FA support to pitch improvement programme.	Short	Low

SITE	SUB AREA	ACTION ID	ISSUE / OPPORTUNITY TO BE ADDRESSED	KEY ACTION(S) NUMBERING INDICATES ORDER OF PREFERENCE	DELIVERY OWNERS (BOLD INDICATES LEAD)	RESOURCE IMPLICATIONS	TIMESCALE	PRIORITY
Victory Sports Ground –	BSE	SE-Crick4	The practice capabilities at Victory Sports ground are adequate, but should be improved if the club is looking to grow.	1. Refurbish the current 2 net practice area to maintain an adequate quality of training supply	ECB Bury St Edmunds CC	Grant aid funding for additional nets	Short	High
		SE-Crick5	The practice capabilities at Victory Sports ground are adequate, but should be improved if the club is looking to grow.	1. Install additional non-turf permanent nets in order to increase practice capacity	ECB Bury St Edmunds CC	Grant aid funding for additional nets	Medium	Low
Withersfield Parish Sports Ground	RS	SE-Crick6	This is a high quality site that is not currently fully utilised and could be used as a second ground for larger nearby clubs.	1. Seek agreement with Haverhill CC to be used as an additional ground for matches and training, generating revenue for the club	Withersfield Parish Council Haverhill CC ECB	ECB development team assistance in ground share negotiation	Short	Med

West Suffolk Joint Growth Steering Group

Forest Heath & St Edmundsbury councils

West Suffolk
working together

Title of Report:	Section 106 Update	
Report No:	JGG/JT/16/003	
Report to and date:	West Suffolk Joint Growth Steering Group	8 February 2016
Portfolio holders:	James Waters Portfolio Holder for Planning and Growth Tel: 07771 621038 Email: james.waters@forest-heath.gov.uk	Alaric Pugh Portfolio Holder for Planning and Growth Tel: 07930 460899 Email: alaric.pugh@stedsbc.gov.uk
Lead officers:	Marie Smith Service Manager (Strategic Planning) Tel: 01638 719260 Email: marie.smith@westsuffolk.gov.uk	David Burkin Development Implementation and Monitoring Officer Tel: 01638 719477 Email: david.burkin@westsuffolk.gov.uk
Purpose of report:	To update Members on the contents of the report which provides an overview of s106 in West Suffolk and details the financial contributions paid to Forest Heath District Council and St Edmundsbury Borough Council, where these have been spent and the balance of unspent monies at the end of the financial year.	
Recommendation:	It is <u>RECOMMENDED</u> to note the contents of the West Suffolk s106 Developer Contributions Annual Report (2014/2015).	
Key Decision:	<i>Is this a Key Decision and, if so, under which definition?</i> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
Consultation:	Not applicable.	
Alternative option(s):	Not applicable.	
Implications:		
<i>Are there any financial implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<i>Are there any staffing implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

Are there any ICT implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any equality implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Not applicable – report is only for noting			
Ward(s) affected:		All	
Background papers:		None	
Documents attached:		Working Paper 1: West Suffolk S106 Developers Contributions Annual Report 2014/15.	

1. Key issues and reasons for recommendation(s)

1.1 S106 update and 2014/15 s106 Annual Report

1.1.1 To update Members on current recording and monitoring of s106 monies contained within the West Suffolk S106 Developers Contributions Annual Report 2014/15.

1.2 S106 update

1.2.1 The two Councils within West Suffolk, having separate financial accounts, have separate s106 balances. We are aligning the processes of securing, monitoring and spending s106 monies and have produced one joint annual report.

1.2.2 The Development Implementation & Monitoring Officer advises on s106 matters, confirming the legislative requirements, negotiating and drafting the legal agreements and the monitoring of obligations.

1.2.3 The CIL 2010 Regulations restrict the use of s106 obligations. Regulation122 ensures all obligations must be necessary to grant planning permission, fairly related to the proposed development and fair in scale. Regulation123 restricts the pooling of contributions and ensures that monies secured for projects are specific and limited to five separate obligations.

1.2.4 Currently, where justified, we can secure s106 obligations on all new additional residential dwellings, however for a time government did impose a restriction to affordable housing and contributions, to above ten dwellings. Whilst not currently in place, due to a High Court ruling, government has won a right of appeal and we expect it may return soon. This will effectively mean, we will not be able to secure any s106 obligations, on schemes of 10 and below.

1.2.5 Across West Suffolk we have generally been successful in securing our policy requirements, achieving the 30% and 20% affordable housing targets, full County Council requirements and have met the on-site public open space requirements of our SPD.

1.2.6 The West Suffolk S106 Developers Contributions Annual Report 2014/15 is appended to this report, which shows the receipts, expenditures and balances of the two councils. The last year end s106 balance was £882,525 for St.Edmundsbury and £1,911,566 for Forest Heath. £358,101 was received in the last financial year by St.Edmundsbury and £1,120,483 was received by Forest Heath. The local communities had £644,740 spent within the borough of St.Edmundsbury and £580,507 spent within the district of Forest Heath.

1.2.7 We are actively involved in promoting our approach to s106 obligations within Suffolk, through the TCA Growth work stream part of Suffolk's strategic growth framework (as set out in the Suffolk Growth Strategy).

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West Suffolk S106 Developers Contributions Annual Report

July 2015

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If you have any questions about this Annual Report, please contact the Development Implementation and S106 Monitoring Officer.

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Introduction

As part of a shared service the West Suffolk Planning Service negotiates and secures planning obligations that are necessary to ensure new development within west Suffolk is sustainable and meets the policy requirements, both nationally and locally. The National Planning Policy Framework (NPPF) sets out how these planning obligations are to be considered and then they are agreed within a legally binding process, commonly referred to as Section 106 (S106). Our local policies reflect any bespoke areas of West Suffolk that may be affected by new development and our development plan policies together with supplementary planning documents, form the basis for any local policy requirements.

The items that form planning obligations cover infrastructure requirements

including schools, highways public open space and affordable housing. The West Suffolk Planning Service has successfully secured planning obligations for all these items of infrastructure and where on-site provision is not appropriate, financial contributions have been agreed. The County Council are responsible for contributions towards the provision of education, libraries and highways and the West Suffolk authorities are responsible for contributions towards public open space, community facilities and affordable housing.

This report then focusses on the financial contributions paid to our two councils within West Suffolk, the sums paid to us, where these have been spent and the balance of unspent monies, at the end of the financial year.



What are S106 developer contributions?

Under section 106 of the Town & Country Planning Act 1990 (s106) a Local Planning Authority (LPA) can seek obligations, both physically on-site and contributions for off-site, when it is considered that a development will have negative impacts that can't be dealt with through conditions in the planning permission. For example, new residential developments place additional pressure on the existing social, physical and economic infrastructure in the surrounding area. Planning obligations aim to balance the extra pressure from development, with improvements to the surrounding area, in order that a development makes a positive contribution to the local area. s106 obligations may, restrict the development or use of land, require specified operations, provisions or activities to be carried out and/or require a sum of money to be paid to the local authority.

The statutory test in the CIL 2010 legislation Reg. 122 states that a planning obligation may only constitute a reason for granting planning permission for the development if the obligation is;

- (a) necessary to make the development acceptable in planning terms
- (b) directly related to the development and
- (c) fairly and reasonably related in scale and kind to the development.

Once the s106 has been signed, it is an obligation, but it will only be realised if the planning permission is implemented and reaches the trigger point for payment such as commencement or prior to occupation. When the planning permission is granted the s106 obligation is registered as a Land Charge and obligates the land owner, staying with the land, obligating future owners until the terms are met.

Where on site provision of infrastructure is not achievable or appropriate, contributions will be sought by the LPA, for the respective district or borough. County Council contributions, for the provision of services delivered by the County, such as education, transport, highways, waste and libraries, will be collected by the LPA and passed to the County Council for spending. The obligations can be secured bilaterally through agreements or unilaterally through undertakings offered to the LPA.

If the LPA collect a contribution, for infrastructure it is responsible for delivering, the monies will be held by the respective authorities and ring fenced for its specific purpose. Legally s106 sums can only be spent on the intended purpose, in accordance with, the relevant planning policy or supplementary planning document. This restriction in spending is then agreed in the s106 agreement.

How S106 contributions can be spent

As mentioned previously, legally we are restricted to spending s106 contributions, on a defined purpose within each agreement or undertaking. Changes that affect how these contributions can be pooled and indeed when they can be requested, were introduced last November, but have since been removed, following a High Court decision. The two previous changes, because they did affect s106 obligations during the last financial year are detailed below for reference, but again, these are not in force now.

Policy update 28th November 2014

"Contributions should not be sought from developments of 10-units or less, and which have a maximum combined gross floorspace of no more than 1000sqm (gross internal area)."

Policy update 28th November 2014

"National policy provides an incentive for brownfield development on sites containing vacant buildings. Where a vacant building is brought back into any lawful use, or is demolished to be replaced by a new building, the developer should be offered a financial credit equivalent to the existing gross floorspace of relevant vacant buildings when the local planning authority calculates any affordable housing contribution which will be sought. Affordable housing contributions may be required for any increase in floorspace."

One restriction that is in force and has been since April 6th 2015, whilst it did not affect the s106 contributions secured in the last financial year, for completeness, is detailed below.

Policy change under CIL Regs 2010 came into force 6th April 2015

"Now, local authorities can no longer pool more than five s106 obligations together (dating back to March 2010) to pay for a single infrastructure project or type of infrastructure."

This means we can no longer request s106 contributions that would be pooled together for general infrastructure, such as our off-site public open space contributions. We can still request these types of contributions, but they must be for specific projects, for which up to five separate obligations can be pooled together, to deliver that specific project.

Monitoring and reporting S106 contributions

S106 Monitoring

We have two Development Implementation and s106 Monitoring Officers, each dedicated to either of our councils. These posts have been funded by new development and the officers are responsible for recording and monitoring all the s106 obligations. The figures within this report are held within our data bases and are pro actively monitored to aid delivery of infrastructure, by ensuring all obligations are met and any associated spend, is in accordance with the specified infrastructure need.

The legal obligations secured under the s106 agreement are monitored by the visiting the development site, checking the progress being made and by contacting developers by email or telephone, ensuring that the triggers for payment or any other obligations are met.

We have one data base that can record and report on all s106 activity across the two councils and meet requests for information, submitted under the Freedom of Information Act 2000.

Once contributions have been received, they are recorded and paid into ring fenced accounts, such that the money can only be spent on the legally binding purpose, agreed within the s106 agreement. The monitoring officers are also responsible for the release of these monies and monitor any time limit agreed for their expenditure.

S106 Annual Report

As part of a shared service Forest Heath District Council and St.Edmundsbury Borough Council have produced this report together, but do have separate financial accountability, so consequently the figures are reported in two separate parts.

This is the first joint s106 annual report, which will hopefully provide an insight into the amount of developer contributions being received and where the monies are being spent.

The first section for each authority tables the total amounts of all s106 monies paid in and spent out for the respective councils, over the past five financial years. This could help provide information that may be requested under the Freedom of Information Act 2000 from time to time and so save time and resource costs.

The second section shows where the s106 monies have been spent and any related projects. Hopefully local communities may be able to relate any new development in their area, to a real community benefit in their vicinity.

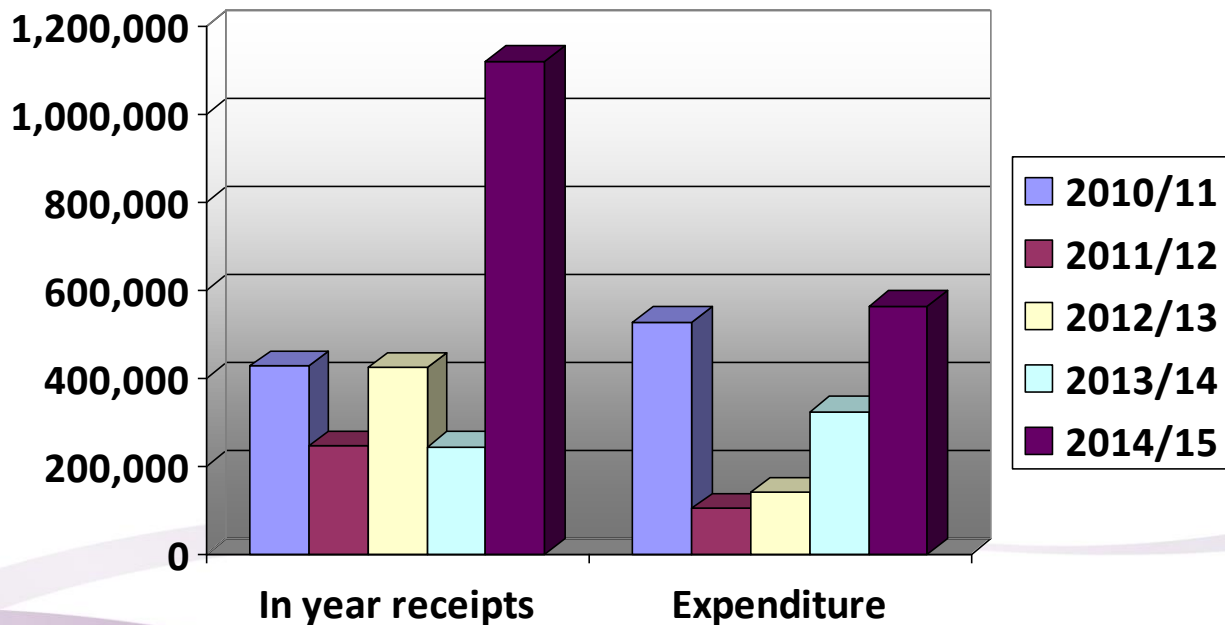
The final section details the total balance of all s106 contributions held by the LPA, up to the end of the financial year 2014/15. Certain sums are intentionally held for future expenditure, such as the maintenance of public open space and therefore are unspent, but it is for a good reason.

Forest Heath DC Figures

All FHDC s106 transactions for the last five financial years

Financial Year	Opening balance	In year receipts	Expenditure	Closing balance
2010/11	1,126,231	427,130	527,439	1,025,922
2011/12	1,025,922	246,299	104,447	1,167,774
2012/13	1,167,774	424,131	139,659	1,452,246
2013/14	1,452,246	243,959	324,615	1,371,590
2014/15	1,371,590	1,120,483	580,507	1,911,566

All FHDC s106 monies in and out by financial year



Forest Heath DC s106 2014/15 spend

Amount	Project
8,680	Exning parish council play area
5,000	Lakenheath Youth FC portable floodlighting
15,345	Barton Mills parish council play area
11,160	Freckenham parish council recreation field project
60,391	Red Lodge Millennium Centre Improvements including: Stage equipment Blinds and Stage curtains Kitchen upgrade Energy saving (solar & fuel tank) It equipment Stair lift
15,150	Affordable housing project for West Suffolk
9,166	Lakenheath Playing Fields Association cricket pitch
142,275	Newmarket Rutland Hill The Bill Tutte Memorial project in memory of the WWII code breaker Bill Tutte
15,000	Newmarket in Bloom planting in War memorial
32,358	Public open space projects in Red Lodge and Mildenhall including Parkers Island, the Red Lodge Heath Douglas park and various other play areas
65,313	Beck Row parish council play equipment including a Multi-Use Games Area and outside gym
20,815	Newmarket public open space areas including the Guarded Orchard in Hyperion Way and Greville Starkey play area
77,318	Newmarket Guineas car park project
86,243	Revenue costs spent on monitoring and play area maintenance

Forest Heath DC S106 2014/15 balance

Infrastructure type	Balance £
Public open space	693,164
Surface water drainage system Red Lodge	481,446
Red Lodge public art	10,919
Red Lodge village sign	5,000
Kennett & Kentford village hall	200,000
Beck Row community facility	34,157
Adult training	30,310
Long stay car parking in Newmarket	108,327
Red Lodge environmental improvements	116,932
Red Lodge infrastructure	3,285
Newmarket Town Centre marketing	52,459
Monitoring Officer post	110,518
Newmarket Town Centre improvements	65,049.00
Total of s106 monies held at year end 2014/15	1,911.566

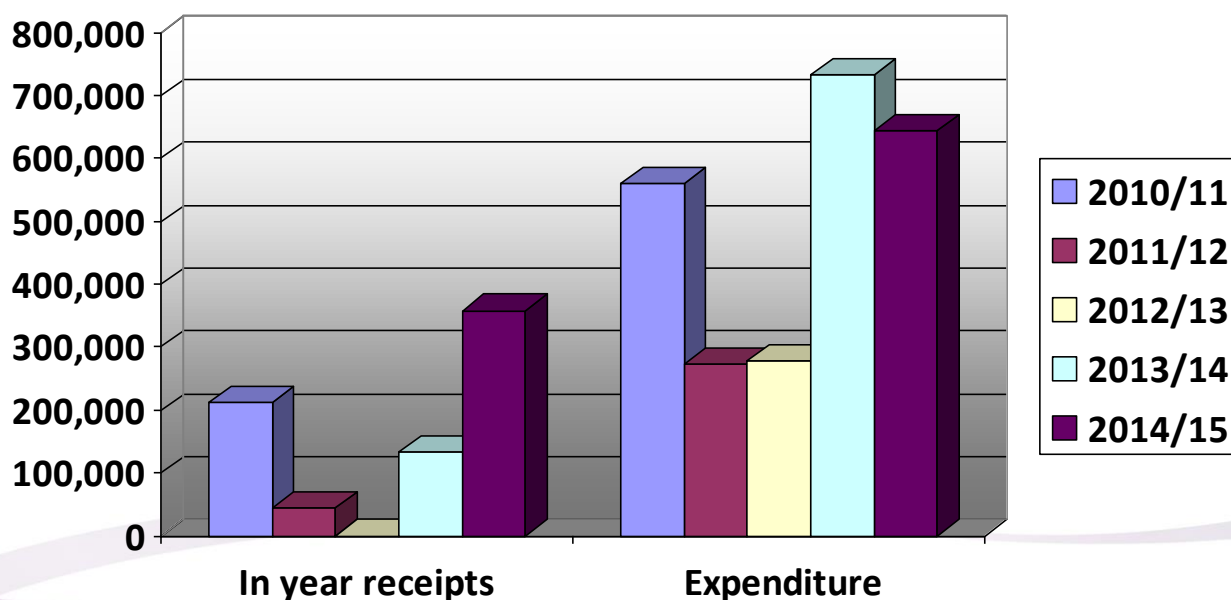
This table shows the s106 monies held by Forest Heath District Council at the end of the financial year 2014/15. Some of these some have already been allocated for spending and will be released for the related project as soon as the project requires the money.

St.Edmundsbury BC Figures

All SEBC s106 transactions for the last five financial years

Financial Year	Opening balance	In year receipts	Expenditure	Closing balance
2010/11	2,624,465	212,324	559,548	2,277,241
2011/12	2,277,241	43,756	273,720	2,047,277
2012/13	2,047,277	0	277,802	1,769,475
2013/14	1,769,475	132,347	732,658	1,169,164
2014/15	1,169,164	358,101	644,740	882,525

All SEBC s106 monies in and out by financial year



St.Edmundsbury BC s106 2014/15 spend

Amount	Project
7,500	Business Festival 2014
3,000	Websites Project 2014
40,200	Business Support Grant which match funds up to a maximum of £1500 per grant to new businesses
4,788	Business Support Packages; information packs for businesses signposting to relevant information across West Suffolk
20,000	CCTV at Westgate Street Bury St Edmunds
213,478	34 Lake Avenue to become a house of multiple occupation for the homeless
132,324	Play provision at Acorn Park, St James Park Heldhaw Road, landscaping and new access between Appledown Drive and Abbotsford Park
2,089	Street Food Festival Bury St Edmunds September 2014
3,000	Love your Local Market Day Bury St Edmunds May 2014
2,000	Family Fun Day, Bury St Edmunds July 2014
5,000	Crossing improvements Mustow Street Bury St Edmunds
2,389	Cradle Swings for Gainsborough Recreation Ground Bury St Edmunds
3,373	Refurbishment of the play area in Quendon Place Haverhill
44,407	Play equipment at the Haverhill Recreation Ground
48,407	Removal of the glasshouse infrastructure and provision of new tennis courts at Eastgate Nursery
2,389	New Interpretation signage and infrastructure for Tayfen Meadows
2,700	New footpath from Whepstead village (Old School Road) to the footpath network to the south and southwest of the village
14,898	New play area and landscaping works on Haverhill Recreation ground
13,938	Extension to play provision at Severn Road Play Area, Bury St Edmunds

St.Edmundsbury BC S106 2014/15 balance

Infrastructure type	Balance £
Affordable housing	44,492
Cycle stands	5,230
Employment initiatives	479,112
Community facilities and sports provision	24,553
Health	29,566
Open space and play provision	115,796
Public art	3,134
Public realm & town centre marketing	106,470
Bulk contributions	74,173
Total SEBC s106 monies held at year end 2014/15	£882,526

This table shows the s106 monies held by St.Edmundsbury Borough Council at the end of the financial year 2014/15. Some of these some have already been allocated for spending and will be released for the related project as soon as the project requires the money.

The term "Bulk contributions" referees to payments made in part, collected from a large development, where the s106 agreement has agreed payment of different types of infrastructure and once the full payment has been made the individual sums will be transferred into the appropriate places (education, highways, public open space etc.).

The future, what is CIL?

The current way we ensure development is sustainable, through section 106 obligations, will remain, but may be restricted to only deal with on-site infrastructure, such as a new school, public open space, play areas and affordable housing. The new way of collecting financial contributions from new developments is called the Community Infrastructure Levy or CIL.

The idea of CIL is to assess the potential for new development within the district or borough of a local planning authority, to pay for the infrastructure required to make the bulk of strategic sites sustainable. The assessment allows for a developer to provide the local affordable housing policy target, (30% here in West Suffolk) and thereafter pay a standard charge, known up front, to meet all other infrastructure requirements for their development.

The local planning authorities within Suffolk have worked together and jointly commissioned Peter Brett Associates (PBA) to undertake the initial CIL assessment.

This initial assessment tested the viability of potential development across West Suffolk. The second stage saw the two West Suffolk authorities move forward with PBA to produce a report, indicating the possible rates that could be charged within West Suffolk.

We are currently reviewing this report and will then publish a draft charging schedule. Once the public consultation process has been completed our CIL charge will be brought before the Planning Inspectorate for approval.

The new CIL charges will then be brought before our Members for formal adoption, thereafter we will use both s106 and CIL where applicable, to continue to ensure development within West Suffolk, is sustainable and is meeting the national and local planning policies, which help create vibrant and sustainable communities.

The County Council requirements

As we now have one planning service within West Suffolk, we are aligning our processes and forming one single way of working. The Development Implementation and S106 Monitoring Officer at Forest Heath District Council has negotiated, drafted and monitored the s106 agreements for the past nine years. Since the s106 agreement is attached to the planning permission the local authority grants, it has been the practice at Forest Heath DC, to monitor the entire s106 agreement.

We fully monitor then and collect the County Council requirements also. This has proved to be successful in securing obligations for the County Council and passing payments on to them, having been monitored and

requested by the district council. Being able to draft the agreements and ensure common trigger points, this has not been any extra resource for Forest Heath DC, but has kept developers in line, with all obligations. This approach has been acknowledged by the County Council as the best practice model for Suffolk.

Extending this practice in the future, to achieve a consistent approach across West Suffolk, we will include all County Council S106 contributions in the next S106 Annual Report.

The following County Council requirements have been monitored and collected on behalf of the County Council by Forest Heath DC in the last financial year.

Type of Infrastructure	Amount	Collected for
Highways	£353,573	Highway improvements within FHDC
Education	£43,332	New primary school places within FHDC

This hopefully gives a fuller picture when understanding the contributions secured and collected under s106 agreements and the how effective negotiation, drafting and monitoring, is key to securing the correct level of infrastructure, required for ensuring the sustainable growth of our new communities.

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