West Suffolk Joint Growth Steering Group



Title:	Agenda		
Date:	Tuesday 11 October	r 2016	
Time:	10.00 am		
Venue:	Council Chamber District Offices College Heath Road Mildenhall		
Full Members:	Chairman David Bowman		
	<i>Vice Chairman</i> Alaric Pugh		
		<u>Forest Heath</u> <u>District Council</u>	<u>St Edmundsbury</u> <u>Borough Council</u>
	Conservative Group Members (9)	Chris Barker David Bowman Ruth Bowman Rona Burt	Alaric Pugh David Roach Angela Rushen Peter Thompson Jim Thorndyke
	<u>UKIP Group</u> <u>Members (</u> 2)	Reg Silvester	John Burns
	<u>West Suffolk</u> <u>Independent Group</u> <u>Member (1)</u>	David Palmer	
Substitutes:	<u>Conservative Group</u> <u>Members (</u> 2)	Colin Noble	Sara Mildmay- White
	<u>UKIP Group</u> <u>Member (</u> 1)		Tony Brown
	<u>West Suffolk</u> <u>Independent group</u> <u>Member (1)</u>	Simon Cole	
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 Democratic Services Officer (Cabinet) Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk		

Public Information West Suffolk working together



Venue:	District Offices College Heath Road Mildenhall Bury St Edmunds Suffolk IP28 7EY	Tel: 01638 719000 Email: democratic.services@westsuffolk. gov.uk Web: www.westsuffolk.gov.uk	
Access to agenda and reports before	Copies of the agenda and reports are open for public inspection at the following addresses:		
the meeting:	District Offices College Heath Road Mildenhall Bury St Edmunds 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 its meetings and holds as many of its meetings as possible in public.		
Public speaking:	There is no provision for members of the public to ask questions or make statements during the West Suffolk Joint Growth Steering Group meetings.		
Disabled access:	West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons. Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.		
Induction loop:	An Induction loop is available for meetings held in the Conference Chamber.		
Recording of meetings:	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).		
	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.		

Agenda

Procedural Matters

1. Apol	ogies	for	Absence
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2. Substitutes

Part 1 - Public

3. Minutes 1 - 4

To confirm the minutes of the meeting held on 28 June 2016 (copy attached).

4. TechEast (Presentation)

To receive a presentation from representatives from TechEast on its plans and aspirations.

(TechEast's mission is to accelerate the growth of the digital tech economy in the East, through promotion, excellence and support).

5. West Suffolk Community Energy Plan (Presentation)

5 - 16

A copy of the West Suffolk Community Energy Plan is attached.

6. Date of Next Meeting

To note the date of the next meeting as follows:

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.



West Suffolk Joint Growth Steering Group



Minutes of a meeting of the West Suffolk Joint Growth Steering Group held on Tuesday 28 June 2016 at 10.00 am in the Conference Chamber (West), West Suffolk House, Western Way, Bury St Edmunds, IP33 3YU

Present: Councillors

Chairman David Bowman **Vice Chairman** Alaric Pugh

Forest Heath District Council St Edmundsbury Borough Council

Chris Barker John Burns
Ruth Bowman Angela Rushen
Rona Burt David Roach
Simon Cole Peter Thompson
Reg Silvester Jim Thorndyke

In attendance:

Susan Glossop

25. Election of Chairman for 2016/2017

Within the Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC) Constitutions, the Terms of Reference for the West Suffolk Joint Growth Steering Group state that:

"2. The Steering Group comprises 12 Members, six from each Council. The Chairmanship and Vice-Chairmanship will rotate annually between the two Council."

Therefore, as the Chairman for 2015/2016 had been drawn from FHDC, the Chairman for 2016/2017 should be drawn from SEBC.

However, as the appointment of the Chairman for 2015/2016 had only taken place in January 2016, the Group proposed that the Chairman for 2016/2017 should continue to be drawn from FHDC.

With there being no other nominations, it was proposed and seconded

RESOLVED:

That Councillor David Bowman (FHDC) be elected as Chairman for 2016/2017.

26. Election of Vice Chairman for 2016/2017

As set out in Minute No. 25 above, as the appointment of the Vice-Chairman for 2015/2016 had only taken place in January 2016, the Group proposed that the Vice-Chairman for 2016/2017 should continue to be drawn from SEBC.

With there being no other nominations, it was proposed, seconded and

RESOLVED:

That Councillor Alaric Pugh (SEBC) be elected as Chairman for 2016/2017.

27. Apologies for Absence

Apologies for absence were received from Councillor David Palmer (FHDC).

28. Substitutes

Councillor Simon Cole (FHDC) attended the meeting as substitute for Councillor David Palmer.

29. Minutes

The minutes from the meeting held on 10 May 2016 were received and confirmed as a correct record.

30. Highways Infrastructure in West Suffolk (Presentation)

Dave Watson, Transport Strategy Manager, Suffolk County Council was in attendance to provide a presentation to the Group on transport and infrastructure improvements within Suffolk (and including West Suffolk), which covered the following specific areas:

- Funding which was available for local improvement schemes.
- Major local schemes (including in West Suffolk):
 - Committed Funding (Suffolk County Council projects)
 Bury St Edmunds Eastern Relief Road
 Bury St Edmunds sustainable transport scheme.
 - Developer Projects
 Haverhill North Western Relief Road
 Bury St Edmunds B1106 Relief Road (Fornham All Saints)
 - Feasibility Work
 A1307 Improvements (Haverhill)
 - Developer Schemes
 Westley Relief Road
 A134 Relief Road

Brandon Relief Road Great Barton

 Work being undertaken on the Strategic Road Network, including proposed schemes for inclusion in the Second Route Investment Strategy set by the Department for Transport (DfT), which was due to be implemented from April 2020 to 2025 (including within West Suffolk):

Trunk Road Improvements

- A14/A142 Junction 37, Exning
- A14 Junctions, Bury St Edmunds
- A11, Mildenhall

Feasibility Study

- A14: M11 Cambridge to Felixstowe
- An overview of the funding arrangements for the rail network, the key service and infrastructure improvements.

Members also asked questions of the Officer to which responses were duly provided.

Members also stated that, although, the presentation had been useful with regards to providing an overview of the transport infrastructure taking place within the whole of Suffolk, Members would have liked more emphasis to have been placed on the infrastructure which was specifically being undertaken within West Suffolk. Therefore, Members requested for a further presentation to be undertaken in six/nine months time, which specifically focussed on West Suffolk.

With the vote being unanimous, it was

RESOLVED:

That:-

- 1. The presentation be noted.
- A further presentation to be received in six/nine months time, on highways infrastructure which specifically focussed on West Suffolk.

31. Business Festival 2016 - Update (Verbal)

The Growth Officer informed the Group that the Business Festival would be taking place from 4 to 14 October 2016 and outlined the various events being held. Further detailed information on these events were also available on the following website: http://www.businessfestival.org/.

32. **Dates of Future Meetings**

It was noted that future meetings of the Steering Group would be held as follows:

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 could also be arranged as and when required.

The Meeting concluded at 11.50 am

Signed by:

Chairman



Energy use & energy efficiency



Recognition & Accreditation

































CONTEXT

1. Introduction

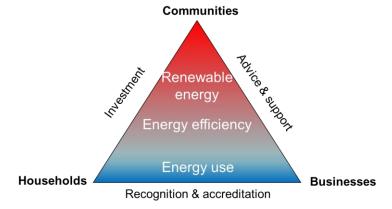
We recognise the value of working with the wider community in West Suffolk, including the commercial and voluntary sectors as well as locally significant organisations if we all are to make genuine progress on reducing CO_2 emissions and becoming a more climate resilient place. Our collaborative approach should also help us find resources to deliver appropriate solutions to meet the challenges.

In December 2014, the Forest Heath and St Edmundsbury Councils approved the implementation of the West Suffolk Community Energy Plan. Through our holistic approach to energy use, from energy reduction to generating your own energy, we aim for all in West Suffolk to be able to make sustainable energy choices, reduce the impact of energy cost volatility and move from fossil fuels.

2. Our approach

Our approach to Community Energy comprises:

- Support to residents to insulate their homes and improve energy efficiency
- Support to vulnerable residents during the winter to keep warm and well
- Resource efficiency advice and support to businesses and communities
- Capital financing to improve energy efficiency and develop renewable energy in West Suffolk – through local investment to deliver savings and generate real value to the taxpayer.



3. Delivering our Community Energy Plan

We already deliver some of our Plan through our participation in the Suffolk Climate Change Partnership. Additionally, we will continue to take forward other opportunities as and when appropriate, whether working on our own or together with partners in the public, private or voluntary sector.

	Delivery Matrix (Who to contact in brackets)			
	Energy use and energy efficiency	Renewable energy	Recognition & Accreditation	
Households	Signposting and general advice (West Suffolk/Suffolk Climate and Energy Helpline) Advice on how to manage energy in the home: Fuel debt advice to vulnerable households (Warm Homes Healthy People) Energy efficiency advice to all households (Suffolk Energy Action/West Suffolk) Support for home energy improvement depending on eligibility: Home insulation through vetted installers (Suffolk Energy Action/West Suffolk) New central heating systems (Suffolk Energy Action/West Suffolk) Home improvement grants to bring properties up to the Decent Homes standard (West Suffolk) Home loans for energy efficiency measures (Suffolk Climate and Energy Helpline) Emergency fuel payment (Warm Homes Healthy People) Access to temporary heating in emergencies (Warm Homes Healthy People)	Signposting and general advice (West Suffolk/Suffolk Climate and Energy Helpline) Specific advice on renewable technology options and financing (West Suffolk/Suffolk Climate and Energy Helpline)	Signposting and general advice (West Suffolk/ Suffolk Climate and Energy Helpline) Recognition through the annual Suffolk - Creating the Greenest County Awards (West Suffolk/Suffolk Climate and Energy Helpline)	
Communities	Signposting and general advice (West Suffolk/Suffolk Climate and Energy Helpline)	Signposting and general advice (West Suffolk/Suffolk Climate and Energy Helpline)	Signposting and general advice (West Suffolk/ Suffolk Climate and Energy Helpline)	

		Energy efficiency advice (Suffolk Community Energy Advisor/West Suffolk) Advice on accessing grant aid and other financing (Suffolk Community Energy Advisor/West Suffolk) Grant aid for energy efficiency improvements depending on eligibility: • West Suffolk Greener Business Grants for energy efficiency improvements (West Suffolk) • Community Grant aid (West Suffolk)	Specific renewable energy advice and grants to assist developing community renewable energy schemes (Suffolk Community Energy Advisor/West Suffolk) Financing renewable energy depending on eligibility: Solar for Business rent-a-roof scheme delivering discounted "green" electricity to community buildings (West Suffolk) Renewable Heat for Business scheme delivering discounted "green" heat to community buildings (West Suffolk)	Recognition through the annual Suffolk - Creating the Greenest County Awards (West Suffolk/Suffolk Climate and Energy Helpline)
Page 8	Businesses	Signposting and general advice (West Suffolk/Suffolk Climate and Energy Helpline) Energy assessments/onsite and telephone advice depending on eligibility: • For businesses (BEE Anglia/West Suffolk) • Travel/transport efficiency (Local Links) Grant aid and other financing depending on eligibility: • West Suffolk Greener Business Grants for business energy efficiency improvement (West Suffolk) • Business Energy efficiency grants (BEE Anglia)	Signposting and general advice (West Suffolk/ Suffolk Climate and Energy Helpline) Specific renewable energy advice (West Suffolk/Suffolk Climate and Energy Helpline) Financing renewable energy depending on eligibility: Solar for Business delivering discounted "green" electricity to the host business (West Suffolk) Renewable Heat for Business scheme delivering discounted "green" heat to community buildings (West Suffolk)	Recognition through the annual Suffolk - Creating the Greenest County Awards (West Suffolk/Suffolk Climate and Energy Helpline) Accreditation to the Suffolk Carbon Charter (West Suffolk/Suffolk Climate and Energy Helpline)

West Suffolk "putting our	Energy efficiency improvement programme comprising:	Investment to generate savings:	Suffolk Carbon Charter Pathfinder supporting
own house in order"	 Energy management and monitoring Investment in energy reduction Advice and support to services. (West Suffolk) 	 Solar power on public buildings and leisure centres to generate electricity for on-site use Solar power on commercial property selling the electricity at a discount to tenants Heat pumps in new key modern public buildings Development of Council-owned large scale solar (West Suffolk) Assessing future opportunities: Electricity tariffs (West Suffolk) 	businesses in West Suffolk with fewer than 250 employees to accredit to the Charter (West Suffolk/Suffolk Climate and Energy Helpline)

Advice and support for energy efficiency and renewable energy

Much of the key information is available via the Green Suffolk website, www.greensuffolk.org and the Suffolk Community Advice Service offered via the Suffolk Climate Change Partnership.

Contact the Suffolk Climate and Energy Helpline on **0800 02 88 938**.

As an alternative, you can contact our West Suffolk Environment Team on **01284 757400.**

Homes

General advice available directly from the Council or via its agents/partners

Our Environment Team can provide home energy and renewable energy advice to a range of domestic and non-domestic audiences.

In addition, we are able to refer specific enquiries to the Suffolk Community Advisor Service provided by the Suffolk Climate Change Partnership. The Service provides support to Suffolk communities on a range of issues, from advice to village hall committees on energy saving measures and renewable energy options to technical support to access funding.

Call 0800 02 88 938 or visit www.greensuffolk.org

Home energy advice to vulnerable households

Delivered by the Councils and our partners, Suffolk's Warm Homes Health People offers the most vulnerable householder, subject to eligibility, the following services over the winter:

- Home energy surveys- providing advice and insulation referrals
- Temporary loan of oil filled radiators
- Emergency boiler and heating repairs
- Interest-free fuel loans administered by the Ipswich and Suffolk Credit Union
- Onward referral to wider health and support agencies through Homeshield
- Emergency fuel payments funded jointly by Suffolk Community Foundation Surviving Winter Appeal.

Call **03456 037 686** or visit <u>www.suffolk.gov.uk/warmhomes</u>

Warm Homes Discount

If you are a pensioner or are classed as a vulnerable customer, you may be entitled to extra help with your gas and electricity bills during the winter months, including the Warm Home Discount Scheme. This gives a rebate to pensioners on low incomes and some other customers on low incomes.

If you are a pensioner eligible for the Warm Home Discount, the Department for Work and Pensions will try to make sure you get this discount automatically. If you are missed out, you can ask for the discount directly from your supplier.

If you are on a low income, you will need to contact your energy supplier for details of whether you are eligible. If you believe you are eligible, you will then need to apply directly to your supplier.

The Warm Home Discount Scheme is run by energy companies, who are required by law to offer this rebate. The discount won't affect your Cold Weather Payment or Winter Fuel Payment.

Visit www.gov.uk/the-warm-home-discount-scheme or contact 0845 603 9439.

Home energy tariffs

It is always worthwhile comparing your energy tariff with what is available from other suppliers to ensure you are getting the best deal. This can be done by contacting the energy companies directly although comparison websites can save time.

Visit www.greensuffolk.org/at-home/energy/ or call 0800 02 88 938.

Collective oil buying

Households using oil to heat their homes can choose to buy together. The social enterprise, Suffolk ACRE Community Buying Ltd, runs a bulk oil buying service to which community oil buying groups and households alike can register.

Visit www.communitybuying.org.uk/ or contact **01473 345400**.

Alternatively, it is worth finding out if your community runs an oil buying syndicate.

Installing home energy measures

Households and private landlords can undertake this work themselves or use installers. However, you are strongly advised to check that the installer is suitably qualified and that the work they have undertaken has appropriate warranties and quality guarantees. Reputable installers operate to certain standards laid down by various independent standards organisations such as Cavity Insulation Guarantee Agency (CIGA) for cavity wall insulation and the British Board of Agrément (BBA) for building insulation generally. Individual installers may also be members of trade associations such as the National Insulation Association (NIA). It is also advisable to obtain several written quotes to help you compare prices and quality of the work.

The Council supports the county-wide programme of home energy efficiency, Suffolk Energy Action. Households may be eligible to have some money-saving energy efficiency measures installed at a reduced cost or in some cases free of charge.

Visit www.suffolkenergyaction.org or contact 0800 02 88 938.

Feed-In Tariffs for renewable energy

Feed-In tariffs were introduced by the Government Department of Energy and Climate Change (DECC) to incentivise small-scale low carbon electricity generation. This means that pay back times on new micro generation technologies can be made much shorter.

The reduced Feed-In tariffs, applying from January 2016 mean that the rate of return on investment is in the region of 4-5% (tax free and guaranteed for 20 years).

Visit <u>www.greensuffolk.org/sgbn/need-more-advice/generate-your-own-energy/</u> or contact **0800 02 88 938**.

Communities

Community building energy advice

The Suffolk Community Energy Advice Service provides free advice and support for qualifying 'not for profit' organisations'. It could cover, for example, assessing building energy efficiency, assessing technology suitability or highlighting potential funding streams.

Visit www.greensuffolk.org/green-communities/ or call 0800 02 88 938.

Structuring your community group for energy investment projects

There are various ways that communities can choose to structure themselves in order manage energy projects.

Visit www.greensuffolk.org/green-communities/ or call **0800 02 88 938**.

Financing community energy projects

Apart from self-financing or visiting the high street banks, there are a range of financing routes available with some of the more common options set out below.

Please note that using state grant aid will prevent certain renewable schemes being eligible for either the Feed-In Tariff or Renewable Heat Incentive.

Visit www.greensuffolk.org/community/ or call **0800 02 88 938**.

Feed-In Tariffs

Feed-In tariffs were introduced by the Government Department of Energy and Climate Change (DECC) to incentivise small-scale low carbon electricity generation. This means that pay back times on new micro generation technologies can be made much shorter.

Visit <u>www.greensuffolk.org/green-communities/grants-and-funding-opportunities/</u> or call **0800 02 88 938**.

Renewable Heat Incentive

The Renewable Heat Incentive (RHI) is a Government environmental programme that provides financial incentives to increase the uptake of renewable heat. For the non-domestic sector broadly speaking it provides a subsidy to eligible, non-domestic renewable heat generators. By providing a long-term financial incentive, the objective of the RHI is to significantly increase the proportion of heat generated from renewable sources.

Visit <u>www.greensuffolk.org/green-communities/grants-and-funding-opportunities/</u> or call **0800 02 88 938**.

Company to community energy grants

Several of the big energy providers may operate grant funds for community energy projects. Examples have included:

- UK Power Networks Power of Giving Scheme www.ukpowernetworks.co.uk/internet/en/community/
- The Naturesave Trust www.naturesave.co.uk/the-naturesave-trust/

Landfill Communities Fund

The purpose of this tax is to make it more expensive to put waste into landfill, in turn encouraging us to reduce our waste and recycle more.

A small proportion of this tax can be used to support a wide range of environmental projects near landfill sites, through the Landfill Communities Fund (LCF).

Visit http://www.entrust.org.uk/landfill-community-fund or call 01926 488 300.

Rural Community Energy Fund

This fund provides grants up to £20,000 to help parishes and communities conduct feasibility studies into what renewable energy sources are suitable for their area. It can also provide loans to help to these projects gain planning permission and get to a point where they can raise investment.

Visit www.wrap.org.uk/content/rural-community-energy-fund.

Green Suffolk Fund

This Fund is to assist charities, community interest companies, parish councils, voluntary groups and other not for profit organisations who wish to deliver community based carbon reduction projects that are exemplary and forward thinking in line with the ambition to "Create the Greenest County". Organisations can apply for a grant of up to 50% of a project's cost to the maximum of £5,000.

Visit <u>www.greensuffolk.org/green-communities/grants-and-funding-opportunities/greensuffolkfund/</u>

or call **0800 02 88 938**.

West Suffolk Greener Business Grant

The Greener Business Grant has been set-up by West Suffolk Strategic Partnership (WSP) to help local businesses and organisations reduce their energy use and save money. Eligible organisations based in West Suffolk can apply for up to £1000 to fund capital works designed to improve business environmental performance.

The grant will fund a wide variety of measures including:

- insulating buildings
- replacing heating controls and lighting
- installing more energy-efficient alternatives to existing equipment.

Contact environment@westsuffolk.gov.uk or call 01284 757400.

West Suffolk Renewable Energy Feasibility Pot

Community groups planning to install energy-generating technologies eligible for the Feed-in Tariff or Renewable Heat Incentive will be able to apply if they need help to pay for some of the preparatory costs.

The pot will pay for things like:

- Structural surveys for solar PV installations
- Legal fees for setting up leases
- Costs for setting up an Industrial Provident Society
- Running a share rights offer.

Funding will provided as a grant only repayable when the project starts to generate income.

Contact environment@westsuffolk.gov.uk or call 01284 757400.

Other Funding Search Tools

There is no 100% complete & reliable listing for environmental funding, so if you have a specific idea for a project it's worth checking a number of places.

In addition to what is listed above, more can be found at:

Business Finance & Support Finder is a government website listing available grants and support

www.gov.uk/business-finance-support-finder

Green Grants Machine is a similar tool to identify environmental funding www.greengrantsmachine.co.uk/default.aspx

Businesses

Business Energy Efficiency (BEE) Anglia will provide a single point of contact, for business energy efficiency advice and support.

Businesses can access:

- On-site energy audits, carried out by accredited advisors;
- Grant support to enable them to take actions forward;
- Support for businesses to embed energy efficiency principles throughout their supply chains and identify opportunities to co-invest with their suppliers.

Visit www.greensuffolk.org/at-work/beea-online-registration/

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Our West Suffolk services for business include:

- Solar for Business
- Renewable Heat for Business to be launched Spring 2016
- Energy efficiency financing

Contact environment@westsuffolk.gov.uk or call 01284 757400.

