


Council



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda
Date:	Tuesday 27 September 2016
Time:	7.00 pm
Venue:	Conference Chamber West Suffolk House Western Way Bury St Edmunds IP33 3YU
Membership:	<p>All Councillors</p> <p>You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.</p>  <p>Ian Gallin Chief Executive 19 September 2016</p>
<p>The Meeting will be opened with Prayers by the Mayor's Chaplain, the Very Reverend Canon Mark Hackeson of St Edmunds' Church, Bury St Edmunds. (<i>Note: Those Members not wishing to be present for prayers should remain in the Members' Breakout Area and will be summoned at the conclusion of prayers.</i>)</p>	
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.
Committee administrator:	<p>Claire Skoyles Democratic Services Officer Tel: 01284 757176 Email: claire.skoyles@westsuffolk.gov.uk</p>

Public Information



St Edmundsbury
BOROUGH COUNCIL

Venue:	Conference Chamber West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU	Tel: 01284 757176 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The Borough Council 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 questions:	<p>Members of the public may ask questions of Members of the Cabinet or any Committee Chairman at ordinary meetings of the Council. 30 minutes will be set aside for persons in the public gallery who live or work in the Borough to ask questions about the work of the Council. 30 minutes will also be set aside for questions at special or extraordinary meetings of the Council, but must be limited to the business to be transacted at that meeting.</p> <p>A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start. This can be done online by sending the request to democratic.services@westsuffolk.gov.uk or telephoning 01284 757176 or in person by telling the committee administrator present at the meeting.</p> <p>Written questions, detailing the full question to be asked, may be submitted by members of the public to the Service Manager (Legal) no later than 10.00 am on the previous working day to the meeting of the Council. Email: democratic.services@westsuffolk.gov.uk Phone: 01284 757165</p>	
Disabled access:	<p>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.</p> <p>Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.</p>	
Induction loop:	An Induction loop is available for meetings held in the Conference Chamber.	
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

Page No

1. Minutes

1 - 28

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

2. Mayor's announcements

3. Apologies for Absence

To receive announcements (if any) from the officer advising the Mayor (including apologies for absence)

4. Declarations of Interests

Members are reminded of their responsibility to declare any pecuniary or local non pecuniary interest which they have in any item of business on the agenda **no later than when that item is reached** and, when appropriate, to leave the meeting prior to discussion and voting on the item.

Part 1 – Public

5. Leader's Statement

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Paper No: **COU/SE/16/014**

(Council Procedure Rules 8.1 – 8.3) Members may ask the Leader questions on the content of both his introductory remarks and the written statement itself.

A total of 30 minutes will be allowed for questions and responses. There will be a limit of five minutes for each question to be asked and answered. A supplementary question arising from the reply may be asked so long as the five minute limit is not exceeded.

6. Public Participation

(Council Procedure Rules Section 6) Members of the public who live or work in the Borough are invited to put one question of not more than five minutes duration. A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start.*

(Note: The maximum time to be set aside for this item is 30 minutes, but if all questions are dealt with sooner, or if there are no questions, the Council will proceed to the next business.

Each person may ask *one* question only. A total of *five minutes* will be allowed for the question to be put and answered.

One further question will be allowed arising directly from the reply, **provided that the original time limit of five minutes is not exceeded.**

Written questions may be submitted by members of the public to the Service Manager (Legal) **no later than 10.00 am on Monday 26 September 2016.** The written notification should **detail the full question** to be asked at the meeting of the Council.)*

*For further information, see Public Information Sheet attached to this agenda.

7. Referrals report of recommendations from Cabinet 31 - 60

Report No: **COU/SE/16/015**

Referrals from Cabinet: 6 September 2016

1. Annual Treasury Management Report 2015/2016
Portfolio Holder: Cllr Ian Houlder
2. West Suffolk Pay Policy Statement 2016/2017
Portfolio Holder: Cllr Ian Houlder
3. Land at Cavendish Road, Clare: Development Brief
Portfolio Holder: Cllr Alaric Pugh

Referral from Cabinet: 20 September 2016

1. Consideration of: Approach to Delivering a Sustainable Medium Term Financial Strategy 2016-2020; Four-Year Settlement Offer from Central Government; and Economic Development and Growth Funding Requests
Portfolio Holder: Cllr Ian Houlder

8. Notice of Motion: Local Government Act 1972: Section 249 Honorary Freedom of the Borough

In accordance with the Council's Freedom of the Borough Protocol, Councillor John Griffiths, Leader of the Council to move the following motion, notice of which has been given pursuant to Council Procedure Rule 9.1:

'That in recognition of the eminent services rendered to the area by HMS Vengeance and TS St Edmund (Mayor's Own) Sea Cadet Corps, a special meeting of the Council be convened for the purpose of conferring upon said HMS Vengeance and TS St Edmund (Mayor's Own) Sea Cadet Corps, the Honorary Freedom of the Borough of St Edmundsbury.'

(Note: If this motion is moved and seconded, the Mayor will be advised that, under the Constitution, Council Procedure Rule 9.1, it will be appropriate for her to allow the motion to be dealt with at this meeting of the Council instead of being referred to another forum.)

If the above motion is carried, it is anticipated that the special meeting will be held on 18 May 2017, alongside the Mayor Making ceremony and Annual Meeting of Council.

9. Members' Allowance Scheme and the West Suffolk Joint Independent Remuneration Panel

The West Suffolk Joint Independent Remuneration Panel (the Panel) is currently undertaking a full review of both Forest Heath District Council and St Edmundsbury Borough Council's Members' Allowance Schemes.

The work of the Panel is scheduled to be completed in advance of 30 November 2016, when the current Members' Allowance Scheme also ends. However, there is no scheduled meeting at which Council can consider the results of the review before expiry. Accordingly, the Panel is scheduled to report on its work and recommendations to Council on 20 December 2016.

Given that the existing scheme will have expired by the date of that Council meeting, in preparation for this timing issue, Council is asked to consider extending the current Members' Allowance Scheme to 31 December 2016, to provide enough time for the new scheme and findings to be considered with a view to implementation from 1 January 2017.

It is therefore **RECOMMENDED** that Council formally agrees to the extension of the current St Edmundsbury Borough Council Members' Allowance scheme until 31 December 2016.

10. Magna Carta Trust

Paper No: **COU/SE/16/016**

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11. Questions to Committee Chairmen

Members are invited to ask questions of committee Chairmen on business transacted by their committees since the last ordinary meeting of Council on 28 June 2016.

Committee	Chairman	Dates of meetings
Overview and Scrutiny Committee	Cllr Diane Hind	20 July 2016 14 September 2016
Performance and Audit Scrutiny Committee	Cllr Sarah Broughton	21 September 2016
Development Control Committee	Cllr Jim Thorndyke	7 July 2016 4 August 2016 1 September 2016

12. Urgent Questions on Notice

The Council will consider any urgent questions on notice that were notified to the interim Service Manager (Legal and Democratic Services) by 11am on the day of the meeting.

13. Use of Chief Executive's Urgency Powers

63 - 64

Paper No: **COU/SE/16/017**

14. Report on Special Urgency

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Paper No: **COU/SE/16/018**

Part 2 – Exempt

NONE

Council



St Edmundsbury
BOROUGH COUNCIL

Minutes of a meeting of the **Council** held on
Tuesday 28 June 2016 at **6.00 pm** at the **Conference Chamber, West**
Suffolk House, Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

Mayor Julia Wakelam
Deputy Mayor Terry Clements

Sarah Broughton	Beccy Hopfensperger	Angela Rushen
Simon Brown	Paul Hopfensperger	Barry Robbins
Tony Brown	Ian Houlder	Richard Rout
Carol Bull	Margaret Marks	Andrew Speed
John Burns	Betty Mclatchy	Clive Springett
Patrick Chung	Ivor Mclatchy	Sarah Stamp
Jason Crooks	Jane Midwood	Peter Stevens
Robert Everitt	Sara Mildmay-White	Peter Thompson
Paula Fox	David Nettleton	Jim Thorndyke
Susan Glossop	Clive Pollington	Paula Wade
John Griffiths	Alaric Pugh	Frank Warby
Wayne Hailstone	Joanna Rayner	Patricia Warby
Diane Hind	David Roach	Anthony Williams

158. **Prayers**

The Mayor's Chaplain, the Very Reverend Canon Mark Hackeson of St Edmunds' Church, opened the meeting with prayers.

159. **Remembrance**

A minute's silence was held in remembrance for the late former Councillors Phillip French and Allan Jones; and also for the late Jo Cox MP.

160. **Motion to Suspend a Council Procedure Rule: Public Question Time**

Council considered a narrative item which sought to suspend Council Procedure Rule 6 of the Constitution.

Council Procedure Rule 6 set out the procedure for Public Question Time (PQT). Given the public interest shown in a number of the items listed on the Council agenda, it was proposed that this particular Procedure Rule be

suspended to enable two separate sessions of PQT of up to a maximum of 30 minutes each to be provided for:

- (a) members of the public to specifically address Council on Agenda Item 8, Referral of Recommendations from Cabinet: 14 June 2016 – West Suffolk Operational Hub; and
- (b) following an adjournment and consideration of the Leader’s Statement, other questions to be put by members of the public on the remaining agenda items or other work of the Council.

On the motion of Councillor John Griffiths, seconded by Councillor Frank Warby, and duly carried it was

RESOLVED: That

- (1) in accordance with Council Procedure Rule 10.1(o), Council Procedure Rule 6 be suspended to enable two separate sessions of Public Question Time (PQT) of up to a maximum of 30 minutes each to be provided, in accordance with (a) and (b) above; and
- (2) the procedure rules set out in paragraphs 6.1 to 6.9 of Council Procedure Rule 6 be followed and applied to either the first or second session, as appropriate.

161. Minutes

The minutes of the meetings held on 23 February, 19 April (Extraordinary meeting) and 19 May 2016 (Annual meeting) were confirmed as correct records and signed by the Mayor.

162. Mayor's announcements

The Mayor reported on the civic engagements and charity activities which she and her Consort, and the Deputy Mayor and Mayoress had attended since the Mayor’s election on 19 May 2016.

163. Apologies for Absence

Apologies for absence were received from Councillors Terry Buckle, Bob Cockle, Jeremy Farthing and Karen Richardson.

The interim Service Manager (Legal and Democratic Services) then drew attention to the advice he had previously circulated regarding the potential declaration of disclosable pecuniary or local non-pecuniary interests that Members may or may not have when considering Agenda Item 11, *Referral from Democratic Renewal Working Party: 23 May 2016 – Community Governance Review*.

No indication was given to show that Members were not fully conversant with the advice provided.

164. **Declarations of Interests**

Members' declarations of interests are recorded under the item to which the declaration relates.

165. **Leader's Statement: West Suffolk Operational Hub**

Councillor John Griffiths, Leader of the Council, provided a brief verbal introduction to the debate on the forthcoming consideration of Agenda Item 8, *Referral of Recommendations from Cabinet: 14 June 2016 West Suffolk Operational Hub* (WSOH). His written statement, containing references to other Council matters, was to be presented under Agenda Item 9.

Councillor Griffiths gave thanks to those that had responded to the WSOH consultation; members of the public in attendance at the meeting; the WSOH project team; other officers and councillors across St Edmundsbury Borough, Forest Heath District and Suffolk County Council.

In response to a question, Councillor Griffiths informed that the former Padley Poultry factory site was indeed sited on Mildenhall Road and not Northern Way, as had been indicated on Map 24 and various other references within Appendices B and C attached to Report No: CAB/SE/16/024.

166. **Public Participation: West Suffolk Operational Hub**

The following questions were put and answered during this first session of Public Question Time.

1. **Adrian Graves of Great Barton**, asked why, having undertaken a second period of consultation within which the Council had asked for potential sites for a West Suffolk Operational Hub to be put forward, a new criterion (traffic) had been added and sites had been scored against the site selection criteria, that it chose to dismiss sites which he considered to be compelling, viable alternatives that would cost less to implement?

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that each alternative site suggested was investigated and scored against the site selection criteria. The options assessment was also re-scored to take into account the new traffic criterion. The detailed, objective research had clearly shown that Hollow Road Farm was the best option for a West Suffolk Operational Hub which would future-proof waste services for the growing population.

2. **Phillip Reeve, Chairman of Great Barton Parish Council**, referred to a perceived lack of passion towards protecting the well-being of the communities most closely affected by the proposal; the credence of the Sustainability Appraisal at Appendix C attached to Report No: CAB/SE/16/024; and asked a question regarding a viable (in his opinion), alternative site that had been suggested north of Symonds Farm which had not been assessed, and how he felt that 6.5 hectares of, what he considered to be, prime agricultural land at Hollow Road Farm should not be destroyed when sites that had been put forward had not all been assessed.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that he had a duty to represent those that lived and worked in west Suffolk together with those in his own ward, which he did with a passion, as well as being passionate about providing the best waste services now and into the future. In respect of the potential loss of agricultural land - if a West Suffolk Operational Hub was to be sited at Hollow Road Farm, page 44 of the Identification and Assessment of Potential Options and Sites (IAPOS) report at Appendix B attached to Report No: CAB/SE/16/024 set out the planning policy sequence that needed to be taken into account before land was to be selected for development. Should Council approve the recommendations contained in Report No: COU/SE/16/007 (re-produced from Cabinet Report No: CAB/SE/16/024), a detailed planning application would be prepared for consideration by the Development Control Committee and it would be its decision regarding whether the Hollow Road Farm site was an acceptable location.

3. Mike Collier, Chairman of Fornham St Martin cum St Genevieve Parish Council, expressed concern regarding the potential increase in vehicle movements in the vicinity of Hollow Road Farm should the decision be taken to proceed with siting a West Suffolk Operational Hub (WSOH) in this location. Mr Collier specifically asked whether the Councils [St Edmundsbury Borough, Forest Heath District and Suffolk County Councils] could confirm that the results of a traffic, transport and highways assessment and review carried out as part of the planning application for the WSOH would address, what he considered to be, all the inevitable issues of safety and congestion as part of a comprehensive Traffic Plan for Bury St Edmunds.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, confirmed that if proceeding to the submission of a planning application, an associated transport study would be undertaken in consultation with the Highways Authority and Highways England to cover potential impacts on local and trunk roads. Any necessary infrastructure requirements and mitigation measures would be included in that study.

4. Sarah Bartram of Fornham St Martin, referred to her perceived provision of a depot facility in the Mildenhall or the Newmarket area to service the Forest Heath district, and therefore a West Suffolk Operational Hub (WSOH) would not be operated from a single site, as proposed. She questioned the costs of setting up, operating and staffing a second depot.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that it was a misconception that a second depot would be provided. The proposed facility would be a limited parking area for some cleansing equipment and small vehicles, which was estimated to cost approximately £20,000 a year. This cost had already been included in the overall costs for the WSOH proposal, which would be covered by the income from leasing the closed Mildenhall depot site as well as from the substantial property cost savings to be made from not operating a depot in Mildenhall.

5. Howard Quayle, Chairman of Fornham All Saints Parish Council, referred to the financial implications of implementing both Options 4 (co-location of a waste transfer station (WTS), depots and Household Waste and Recycling Centre (HWRC) at a single site) and 5 (co-location of a WTS and

depots with the HWRC remaining sited at Rougham Hill) and the differences between the two Options regarding the facilities provided and estimated costs for implementing each. Mr Quayle considered that Option 5 would provide a better return on investment and asked for firm data that Option 4 would provide more benefits than Option 5 by 2026, 2036 or beyond.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that the estimated savings for Option 4 compared to Option 5 were prudent with an approximate saving of £97,000 being an estimate of what could be achieved from the first year of operation. The Borough Council had recent experience of sharing facilities and services with Suffolk County and Forest Heath District Councils, and it was known that once shared arrangements had been established, further benefits and savings would be achieved that could not have been envisaged from the beginning.

Councillor Stevens added that whilst financial implications were crucially important, he wished to draw attention to the number of non-financial benefits of implementing Option 4, as set out in paragraph 5.3 of Report No: CAB/SE/16/024.

6. **John Corrie of Bury St Edmunds**, asked that as £500,000 of public money had to date been spent on the West Suffolk Operational Hub project, whether it was time to bring the project to fruition.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that expenditure on the project to date was somewhat less than suggested by Mr Corrie. However, Councillor Stevens agreed that having fully consulted on the project for a second time, it was appropriate to propose moving the project forward to its next stage.

7. **Simon Harding of Bury St Edmunds**, asked whether the number of miles travelled by bin lorries or waste transfer lorries carrying non-recyclable black bin waste to the incinerator at Great Blakenham would be lower going to and from Hollow Road Farm, when compared to Rougham Hill, and whether so-called 'waste miles' were a major running cost for a waste hub.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that the information Mr Harding requested was detailed in Report No: CAB/SE/16/024 and its appendices. Taking **all** criteria into account, as shown in the fully detailed report and appendices, Hollow Road Farm was an overall better site than Rougham Hill, or indeed any other site.

8. **Frank Boggis of Fornham St Martin**, asked a question regarding works being undertaken by Anglian Water on Barton Hill, Fornham St Martin and whether these works were connected with the West Suffolk Operational Hub proposed to be located at the adjacent Hollow Road Farm site.

In response, Councillor Peter Stevens, Portfolio Holder for Operations, stated that he could not speak on behalf of Anglian Water and its work programme; however Councillor Stevens confirmed that no works had been commissioned by the Councils.

(Councillor Paula Wade arrived during the consideration of this item.)

167. **Referral of Recommendations from Cabinet: 14 June 2016
West Suffolk Operational Hub**

(Councillors Tony Brown, John Burns, Terry Clements, Beccy Hopfensperger, David Nettleton and Sarah Stamp declared local non-pecuniary interests as Members of Suffolk County Council and remained in the meeting for the consideration of this item.)

Council considered Report No: COU/SE/16/007, which sought approval for several recommendations referred from Cabinet to enable the progression of the West Suffolk Operational Hub project.

The Service Manager (Legal and Democratic Services) firstly provided guidance to Members before their consideration of the item in connection with avoiding the perception of pre-determination and/or bias towards the proposal. Members were reminded that the planning aspects of this item were not under consideration by Council, and guidance was particularly directed at Members that also sat on the Development Control Committee (DCC) and, specifically Cabinet Members that were also Members of DCC, regarding potential issues they should consider given their positions.

On 14 June 2016, the Cabinet had considered Report No: CAB/SE/16/024 during joint informal discussions with Forest Heath District Council's Cabinet. For ease of reference, this report was attached as Appendix 1 to Report No: COU/SE/16/007; however due to the number of pages contained in Appendices A, B and C to that report, these were not attached but were available to view online. The appendices were:

Appendix A: Consultation Report

Appendix B: Identification and Assessment of Potential Options and Sites
(updated since the first round of consultation)

Appendix C: Sustainability Appraisal (updated since the first round of
consultation)

Upon consideration of the report and its recommendations at that meeting, and given the significance and public interest in the item, the Cabinets had resolved to waive their executive decision making powers and made all five recommendations contained in the report subject to full Council approval.

Both St Edmundsbury Borough and Forest Heath District Councils' Cabinets unanimously agreed to support the recommendations contained in Cabinet Report No: CAB/SE/16/024 *(and for reference purposes those in Forest Heath Cabinet Report No: CAB/FH/16/023)*, and these were now recommended to both Councils for approval.

Councillor Peter Stevens, Portfolio Holder for Operations, drew relevant issues to the attention of Council, including that following concerns raised during the first consultation on this project, a commitment had been made to re-consult. A new consultation was subsequently carried out between 8 January and 19 February 2016, which included placing documentation that had supported the development of a WSOH in the public domain for scrutiny and comment, and

also that suggestions for alternative sites to locate a potential WSOH had been sought.

Councillor Stevens acknowledged the extensive work undertaken by respondents to produce the quality of comments received during the second round of consultation, and he thanked those that had responded accordingly.

He then summarised the detail of the report and its appendices, which had concluded that:

- (1) With significant housing growth in west Suffolk over the next 20 years or so with an estimated increase of more than 22% (from around 75,000 to 92,000 households), this would place increased demand on waste and street services. The current infrastructure used to deliver these services in west Suffolk would not be fit for purpose given the changing demand.
- (2) A shared West Suffolk Operational Hub was the best solution for taxpayers across west Suffolk in terms of cost savings to be made and providing greater potential than any other option. It would also provide better managed, more efficient services at a modern facility, which could also generate increased levels of income.
- (3) Hollow Road Farm was the best site to locate a WSOH. If the decision was taken to proceed to the next stages of the project, a planning application would be prepared and would address specific issues such as traffic and environmental impact. The planning application would be subject to further consultation.

Councillor Stevens moved the motion, which was duly seconded by Councillor Patrick Chung. Councillor Sara Mildmay-White requested that at the appropriate time, the vote be recorded and this was supported by more than five other Members, as required by the Constitution.

Councillor Paul Hopfensperger acknowledged the extensive level of opposition expressed by residents most closely affected by the proposal and considered the suggested site at Land to the south of West Suffolk Crematorium, which had scored +1 in the assessment against qualitative criteria detailed in Appendix B, in comparison to +7 for the Hollow Road Farm site, was more suitable, principally because it was located further away from residential dwellings, and would have less traffic implications. Given the site plans and information provided in Appendix B, he estimated the capital costs for locating a WSOH at Land at West Suffolk Crematorium would be similar to those for Hollow Road Farm.

In response, Councillor Stevens provided further information on the site assessment process and how the sites were scored against the 20 individual scoring criteria. The scores were the same for both Hollow Road Farm and Land to the south of West Suffolk Crematorium, except for the following where the latter site scored lower, as detailed in Appendix B:

- (a) suitability of the local road network;
- (b) visual impact;
- (c) light pollution; and
- (d) because the site was a large east/west orientated site meaning it could be more exposed to the prevailing wind, particularly when compared to Hollow Road Farm which was well-screened along its western boundary.

Councillor Hopfensperger proposed an amendment to the substantive motion, which was to accept Recommendations (1), (2) and (5) as provided in Report No: CAB/SE/16/024 (and re-produced in Report No: COU/SE/16/007), but to amend Recommendations (3) and (4), so that they read:

- (3) *the preparation and submission of a detailed planning application for a West Suffolk Operational Hub on land at ~~Hollow Road Farm~~ **to the south of West Suffolk Crematorium**, be approved;*
- (4) *approval be given for a gross capital budget of **up to** £12.7m (after the Forest Heath District Council contribution) to the Council's Capital Programme for 2016/17, funded in line with paragraphs 6.10 to 6.21 of Report No: CAB/SE/16/024;*

Councillor Diane Hind supported Councillor Hopfensperger's concerns regarding the proximity of the proposed WSOH at Hollow Road Farm to residential dwellings, particularly those located in her Northgate ward. She considered the impact on residential amenity would be less detrimental if a WSOH was located at the suggested site located at Land to the south of West Suffolk Crematorium, and duly seconded Councillor Hopfensperger's amendment to the motion.

A debate was then held on the amendment to the motion.

Councillor Paul Hopfensperger requested that the vote be recorded and this was supported by more than five other Members, as required by the Constitution. The votes recorded were 10 votes for the motion, 31 against and no abstentions, namely:

For the motion:

Councillors Broughton, Tony Brown, Burns, Hind, Beccy Hopfensperger, Paul Hopfensperger, Robbins, Wade, Wakelam and Williams.

Against the motion:

Councillors Simon Brown, Bull, Chung, Clements, Crooks, Everitt, Fox, Glossop, Griffiths, Hailstone, Houlder, Marks, Betty McLatchy, Ivor McLatchy, Midwood, Mildmay-White, Nettleton, Pollington, Pugh, Rayner, Roach, Rout, Rushen, Speed, Springett, Stamp, Stevens, Thompson, Thorndyke, Frank Warby and Patsy Warby.

Abstentions:

None

The amendment to the substantive motion was therefore defeated.

Councillor David Nettleton felt that neither the Hollow Road Farm site nor the Land to the south of West Suffolk Crematorium were suitable locations as he considered a WSOH should be sited in an urban location. The former Padley Poultry site and associated land, located off Mildenhall Road (not Northern Way as stated in the appendices to Report No; CAB/SE/16/024), was one of the suggested alternative sites that had not met the site assessment criteria; however, Councillor Nettleton considered this was a viable option and should be investigated further.

He then proposed an amendment to the substantive motion, which was duly seconded by Councillor Tony Brown. The proposed amendment was to accept Recommendations (1), (2), (4) and (5) as provided in Report No: CAB/SE/16/024 (and re-produced in Report No: COU/SE/16/007), but to divide Recommendation (3) into two parts, so that it read::

- (3) (a) *the preparation and submission of a detailed planning application for a West Suffolk Operational Hub on land at Hollow Road Farm, be approved; and*
- (b) *consideration is also given to purchasing the former Padley Poultry site off Mildenhall Road, and other land immediately to the south, with a view to developing this site as either a operational hub, or for housing, including a large social homes element. A detailed planning application is prepared for whichever option is eventually chosen;*

A debate was then held on the amendment to the motion and upon being put to the vote, this second amendment to the substantive motion was defeated.

Councillors Sarah Broughton and Beccy Hopfensperger, Ward Members for Great Barton and Fornham respectively, expressed concerns regarding the proposal to site a WSOH at Hollow Road Farm. They both referred to the strength of feeling that had been communicated to them from residents in their wards in objection to the proposed site and urged Members not to disregard their views. They provided reasons why Option 5 (to co-locate a waste transfer station and depots but to leave the Household Waste and Recycling Centre at Rougham Hill) was more favourable, particularly as they considered the cost savings between Options 4 and 5 appeared to be minimal. Reference was also made to alternative sites that they considered would provide better accommodation for a WSOH; and the potential impact of increased traffic generation in the locality.

The debate continued and Members duly acknowledged the representations of Councillors Broughton and Beccy Hopfensperger and the vehement opposition from residents most closely affected by the proposal; however, the majority of Members considered the consultation, site assessment and financial assessment processes had been extremely thorough, comprehensive and transparent. The partnering councils were required to consider the optimum, most cost effective and viable option for delivering future waste management services for residents in the whole of west Suffolk, and the majority of Members agreed that this would be achieved by siting a WSOH at Hollow Road Farm.

As previously requested, the substantive motion was then put to a recorded vote. The votes recorded were 29 votes for the motion, 12 against and no abstentions, namely:

For the motion:

Councillors Simon Brown, Bull, Chung, Clements, Everitt, Fox, Glossop, Griffiths, Hailstone, Houlder, Marks, Betty McLatchy, Ivor McLatchy, Midwood, Mildmay-White, Pollington, Pugh, Rayner, Roach, Rout, Rushen, Speed, Springett, Stamp, Stevens, Thompson, Thorndyke, Frank Warby and Patsy Warby.

Against the motion:

Councillors Broughton, Tony Brown, Burns, Crooks, Hind, Beccy Hopfensperger, Paul Hopfensperger, Nettleton, Robbins, Wade, Wakelam and Williams.

Abstentions:

None

The motion was duly carried and,

RESOLVED: That

- (1) the content of Report No: CAB/SE/16/024 and its appendices be noted;
- (2) the progression of a project to deliver a West Suffolk Operational Hub (option 4), be approved;
- (3) the preparation and submission of a detailed planning application for a West Suffolk Operational Hub on land at Hollow Road Farm, be approved;
- (4) approval be given for a gross capital budget of £12.7m (after the Forest Heath District Council contribution) to the Council's Capital Programme for 2016/17, funded in line with paragraphs 6.10 to 6.21 of Report No: CAB/SE/16/024; and
- (5) it be agreed for the Council's Section 151 Officer to make the necessary changes to the Council's 2015/16 prudential indicators as a result of recommendation (4).

(At this point, the Mayor adjourned the meeting for a period of approximately 20 minutes. The meeting reconvened at 8.45 pm.)

168. Leader's Statement

Councillor John Griffiths, Leader of the Council, presented his written statement, as contained in Paper No: COU/SE/16/008.

As Councillor Griffiths had already provided his introductory remarks earlier during Agenda Item 6, he had nothing further to add to his written statement.

No questions were asked on this occasion.

169. **Public Participation**

(During the Question put by Parish Councillor Phillip Reeve, Chairman of Great Barton Parish Council, which referred to Appendix B: Issue 3 (Vision 2031 Strategic Site 'North East Bury St Edmunds'), Councillor Sarah Broughton declared a disclosable pecuniary interest in this matter as her husband owned an area of land located within this strategic site allocation. Councillor Broughton left the meeting during the speech made by Councillor Reeve on this particular issue and returned upon his conclusion.)

The following questions were put and answered during this second session of Public Question Time.

1. **Nathan Loader of Kedington Parish Council**, referred to the Community Governance Review (CGR): *Issue 13, Vision 2031 Strategic Site 'North East Haverhill'* and asked a question in connection with Kedington Parish Council's and other local respondents' representations submitted during the consultation on the above Issue of the CGR, that the green buffer zone around Calford Green should not to be encompassed in to Haverhill Parish.

In response, Councillor John Griffiths, Leader of the Council provided detailed background to the legislation for CGRs and how they should be conducted. The Boundary Commission's guidance was clear that the decision on a parish boundary could be based on a number of local factors, often requiring a subjective view to be reached. As there had been no consensus on this matter, the Democratic Renewal Working Party had considered the conflicting consultation responses of those in Kedington and from Haverhill Town Council, and had recommended that, as it was part of the masterplan for the growth site, the proposed parkland was most closely associated with the new development which, in CGR terms, would be in Haverhill Parish. Members would carefully consider these recommendations during the debate of the Issue under Agenda Item 9.

Councillor Griffiths also reiterated that in planning terms, the proposed park land was intended to act as a buffer between settlements, which it would continue to do so, whatever the outcome of the CGR and the parish in which it would be designated.

2. **Colin Poole, Clerk to Haverhill Town Council**, referred to the Community Governance Review (CGR): *Issue 13, Vision 2031 Strategic Site 'North East Haverhill'* and *Issue 14, 'Hanchett End (Haverhill Research Park)'*. He firstly expressed support for the recommendations of the Democratic Renewal Working Party (DRWP) in connection with Issue 13 and provided feedback on the position of Kedington Parish Council; and subsequently asked that, providing reasons why, the Council should not accept the recommendation of the DRWP in respect of Issue 14. If resolved, the existing boundary would be retained, which would mean Hanchett End (Haverhill Research Park) would remain in Withersfield Parish, whereas the Town Council felt Hanchett End was more closely associated with Haverhill Parish.

In response, Councillor John Griffiths, Leader of the Council acknowledged Mr Poole's comments and stated they would be noted during the debate on the issues when the agenda item was reached. He also referred to his previous response to Parish Councillor Loader in connection with Issue 13 of the CGR and how Kedington Parish Council had reluctantly supported the principle of a boundary change (i.e. that new homes should be in Haverhill Parish) but had considered the green buffer area around Calford Green should be in Kedington Parish.

3. Phillip Reeve, Chairman of Great Barton Parish Council, referred to the Community Governance Review (CGR): *Issue 3 Vision 2031 Strategic Site 'North East Bury St Edmunds'* and *Issue 4 Vision 2031 Strategic Site 'Moreton Hall'* and reiterated Great Barton Parish Council's support for the recommendations of the Democratic Renewal Working Party, due to be considered under Agenda Item 9.

In response, Councillor John Griffiths, Leader of the Council acknowledged Parish Councillor Reeve's comments and stated they would be noted during the debate on the issues when the agenda item was reached.

4. Ian Steel, of Rushbrooke with Rougham Parish Council, referred to the Community Governance Review (CGR): *Issue 4 Vision 2031 Strategic Site 'Moreton Hall'* and *Issue 6 Vision 2031 Strategic Site 'Suffolk Business Park'* and expressed support for the recommendations of the Democratic Renewal Working Party (DRWP) in connection with the aforementioned issues and reiterated the position of Rushbrooke with Rougham Parish Council.

In response, Councillor John Griffiths, Leader of the Council acknowledged Parish Councillor Steel's comments and stated they would be noted during the debate on the issues when the agenda item was reached.

5. John Eden, of Rushbrooke with Rougham Parish Council, referred to the Community Governance Review (CGR): *Issue 4 Vision 2031 Strategic Site 'Moreton Hall'* and *Issue 6 Vision 2031 Strategic Site 'Suffolk Business Park'* and expressed support for the recommendations of the Democratic Renewal Working Party (DRWP) in connection with the aforementioned issues and reiterated the position of Rushbrooke with Rougham Parish Council.

In response, Councillor John Griffiths, Leader of the Council acknowledged Parish Councillor Eden's comments and stated they would be noted during the debate on the issues when the agenda item was reached.

Councillor Griffiths offered to provide Parish Councillor Steel with a copy of the introduction he had provided to Parish Councillor Loader on the legislation and operation of a CGR, which was duly accepted.

170. Referral from Democratic Renewal Working Party: 23 May 2016 - Community Governance Review

(Councillors Patrick Chung, Robert Everitt, Wayne Hailstone, Diane Hind, Paul Hopfensperger, Joanna Rayner, Richard Rout, Andrew Speed, Clive Springett, Peter Thompson, Frank Warby and Patsy Warby declared local non-pecuniary interests as Members of Bury St Edmunds Town Council. Councillors Tony

Brown, John Burns, Jason Crooks, Paula Fox, Betty McLatchy, Ivor McLatchy, David Roach, Barry Robbins and Anthony Williams declared local non-pecuniary interests as Members of Haverhill Town Council. Councillor Tony Brown declared a local non-pecuniary interest as a Member of Suffolk County Council for Haverhill East and Kedington Division. All of the aforementioned Members remained in the meeting for the consideration of this item.)

(Councillor Sarah Broughton declared a disclosable pecuniary interest in Appendix B: Issue 3 (Vision 2031 Strategic Site 'North East Bury St Edmunds') as her husband owned an area of land located within this strategic site allocation. Councillor Broughton left the meeting during the consideration of and voting upon this particular Issue.)

Council considered Report No: COU/SE/16/009, which sought approval for several recommendations emanating from the meeting of the Democratic Renewal Working Party held on 23 May 2016, following phase 2 of the consultation on the Community Governance Review (CGR).

Councillor Patsy Warby, Chairman of the Democratic Renewal Working Party, drew relevant issues to the attention of Council, including that the initial evidence gathering, which had formed the first phase of the review, had taken place between September and November 2015 to inform the Council's recommendations, and these had been agreed by Council in December 2015. Phase 2, and the final consultation stage, was the publication of those recommendations, and the consultation had run from February 2016 to April 2016. The Working Party had made recommendations on each Issue, which were summarised in the various appendices attached to the report, as follows:

Appendix A: statutory final recommendations affecting all Issues. These were generic and were required to be adopted under the CGR legislation.

Appendix B: After two stages of consultation, this appendix contained 10 Issues where there was still no consensus. The final recommendations of the Working Party were presented, together with a short summary setting out its reasoning. Members also noted that in light of consultation evidence, and as detailed in this appendix, the Working Party had recommended that the Council did not adopt two of the final recommendations agreed in December 2015, which were in connection with Issue 14, *Vision 2031 Strategic Site 'Hanchett End (Haverhill Research Park)'* and Issue 19, *Elm Farm and associated cottages, Assington Green, Stansfield.*

Appendix C: final recommendations in respect of 13 Issues, of which no new and/or significant issues were raised during the phase 2 consultation.

Appendix D: updates on Issues which were determined at the Council meeting in December 2015 (for noting only). This included the impact of the CGR on the Borough and County Council's electoral arrangements and the timing of any Electoral Review for the Borough Council.

Subject to the Council's decisions upon whether to implement changes associated with the respective Issues in the review, Members noted the three broad categories of implementation date for the Issues (excluding issues 15,

23 and 26 which were not in the Borough Council's powers to change), as set out in paragraph 1.1.9 of the report.

Additional matters arising from the CGR also required consideration, the detail of which were provided in Sections 1.2, 1.3 and 1.4 of the report, and the decisions required on these specific matters were set out in Recommendations (6), (7) and (8).

As the Mayor had been made aware prior to the meeting that some Members may wish to separately debate and propose amendments on Issues where there had been no consensus following phase 2 of the consultation, as contained in Appendix B, she requested that Appendix B be divided into individual agenda items to assist the management of the debate. These 10 Issues would therefore be considered separately first and the remaining recommendations contained in Report No: COU/SE/16/009, would then be debated collectively, as usual practice.

Due to the significant and technical nature of the proposals, the Mayor then invited Alex Wilson, Director to contribute to the discussions to assist Members with the debate.

Each of the 10 Issues contained in Appendix B, were then considered in turn.

Issue 3: Vision 2031 Strategic Site 'North East Bury St Edmunds'

On the motion of Councillor Beccy Hopfensperger, seconded by Councillor Terry Clements, and duly carried it was

RESOLVED:

That the 'North-East Bury St Edmunds' Vision 2031 growth site be retained in Great Barton Parish within a newly created parish ward. The electoral arrangements of the Parish be changed as follows:

- (a) the growth site be represented by 2 parish councillors elected to a 'Severalls' parish ward with a boundary as shown on consultation map C of Appendix B to Report No: COU/SE/16/009; and
- (b) the remaining electors in the Parish be represented by 9 councillors elected to a 'North' parish ward.

Issue 4: Vision 2031 Strategic Site 'Moreton Hall'

Councillor Sara Mildmay-White proposed the recommendations of the Working Party relating to this particular Issue, as contained in Appendix B, which was duly seconded by Councillor Terry Clements.

Councillor Andrew Speed considered that the eventual residents of the new homes intended to be built in this location should be given the opportunity to decide whether they felt part of Rushbrooke with Rougham or Bury St Edmunds (or a new Moreton Hall) Parish. He subsequently moved an amendment to the substantive motion, which was to add the following third recommendation to Recommendations (1) and (2):

- (3) *A follow up Community Governance Review be carried out once the majority of properties in the 'Moreton Hall' growth site are occupied, and by 2021 at the latest, the terms of reference to be agreed by Council at that time.*

This was subsequently seconded by Councillor Peter Thompson and a debate was held on the amendment.

Following due consideration, Councillor Sara Mildmay-White, as proposer of the substantive motion, agreed to accept the amendment, which was duly supported by the seconder, Councillor Terry Clements. No vote was therefore taken on the amendment and it was incorporated into the substantive motion.

On the motion of Councillor Sara Mildmay-White, seconded by Councillor Terry Clements, and duly carried it was

RESOLVED: That

- (1) The areas of Bury St Edmunds, Great Barton and Rushbrooke with Rougham Parishes be amended as shown on consultation map D of Appendix B to Report No: COU/SE/16/009.
- (2) The electoral arrangements of Rushbrooke with Rougham Parish be amended as follows:
 - (a) the 'Moreton Hall' Vision 2031 growth site (and other existing properties) be represented by 2 parish councillors elected to a 'North' parish ward, with a boundary shown on consultation map D; and
 - (b) the remaining electors in the Parish be represented by 9 councillors elected to a 'South' parish ward.
- (3) A follow up Community Governance Review be carried out once the majority of properties in the 'Moreton Hall' growth site are occupied, and by 2021 at the latest, the terms of reference to be agreed by Council at that time.

Issue 6: Vision 2031 Strategic Site 'Suffolk Business Park'

On the motion of Councillor Sara Mildmay-White, seconded by Councillor Peter Thompson, and duly carried it was

RESOLVED: That

- (1) The 'Suffolk Business Park' Vision 2031 growth site be retained in Rushbrooke with Rougham Parish, as shown on consultation map D of Appendix B to Report No: COU/SE/16/009; and
- (2) the boundary of Bury St Edmunds and Rushbrooke with Rougham Parishes be amended in relation to the business park to follow the southern stretch of Lady Miriam Way.

Issue 7: Moreton Hall area of Bury St Edmunds

The majority of Members agreed with the Working Party's conclusions that whilst over 86% of the 194 electors that had responded to the consultation supported the creation of a new parish for Moreton Hall, the low response rate (which represented the views of 3.6% of the December 2015 electorate) meant that there was insufficient evidence of support to justify such a significant change to the current arrangements.

On the motion of Councillor Peter Thompson, seconded by Councillor Frank Warby, and duly carried it was

RESOLVED:

That the Moreton Hall area of Bury St Edmunds remains in Bury St Edmunds Parish, and no new parish be created.

Issue 13: Vision 2031 Strategic Site 'North East Haverhill'

On the motion of Councillor John Burns, seconded by Councillor Anthony Williams, and duly carried it was

RESOLVED:

That the boundary of Haverhill Parish be extended as indicated on consultation map H of Appendix B to Report No: COU/SE/16/009, to incorporate the Vision 2031 Strategic Site 'North-East Haverhill'.

Issue 14: Vision 2031 Strategic Site 'Hanchett End (Haverhill Research Park)'

Council noted that there remained no consensus on this Issue, but the second phase of the consultation achieved its objective of obtaining more evidence to support the final decision. Members noted that Withersfield Parish Council and the majority of local respondents (particularly those in affected properties) had disagreed strongly with the original recommendation, which was for 'Hanchett End (Haverhill Research Park)' to be incorporated from Withersfield Parish into Haverhill Parish, and they wished to see no change in the boundary.

Councillor Jane Midwood, Ward Member for Withersfield, reiterated the views of Withersfield Parish Council and residents in her ward, that no change should be made to the existing boundary.

While some Members that represented Wards in Haverhill did not support this view and considered that Hanchett End was logically part of Haverhill Parish and had been identified in Vision 2031 as being in Haverhill, the majority of Members supported the views of Councillor Midwood and the final recommendation of the Working Party.

On the motion of Councillor Peter Thompson, seconded by Councillor Sarah Stamp, and duly carried it was

RESOLVED:

That the boundary of Haverhill Parish **not** be extended as indicated on consultation map H of Appendix B to Report No: COU/SE/16/009 to incorporate the 'Hanchett End (Haverhill Research Park)' Vision 2031 Strategic Site, and therefore the existing boundary be retained.

Issue 17: Oak Lodge, Mill Road, Hengrave

On the motion of Councillor Susan Glossop, seconded by Councillor David Nettleton, and duly carried it was

RESOLVED:

That the area shown on consultation map K of Appendix B to Report No: COU/SE/16/009, be transferred from Culford Parish to Hengrave Parish.

Issue 19: Elm Farm and associated cottages, Assington Green, Stansfield

Given the lack of consensus/information in phase 1, the Council had used phase 2 to test the appetite for change by consulting again on a definite proposition received from Stansfield Parish Council which believed that the properties in question had closer links with Stansfield than Denston. There was still no consensus, with the two parishes and affected electors taking strongly varying views on the need for change, and an objection to the original recommendation from a landowner.

The Working Party had considered, therefore, that having tested the matter twice through consultation it did not have enough evidence, in relation to the criteria for CGRs and local opinion, to justify a change to the current parish boundary.

Council supported this final recommendation, and on the motion of Councillor Peter Stevens, seconded by Councillor Frank Warby, and duly carried it was

RESOLVED:

That the area shown on consultation map M of Appendix B to Report No: COU/SE/16/009, **not** be transferred from Denston Parish to Stansfield Parish and therefore the current parish boundaries be retained.

Issue 20: Area between Fornham Lock Bridge and the Sheepwash Bridge, adjacent to the sewage works entrance, Fornham St Martin

On the motion of Councillor Beccy Hopfensperger, seconded by Councillor Patsy Warby, and duly carried it was

RESOLVED:

That the area shown on consultation map N of Appendix B to Report No: COU/SE/16/009, be transferred from Fornham All Saints Parish to Fornham St Genevieve Parish.

Issue 25: Great and Little Thurlow

On the motion of Councillor Frank Warby, seconded by Councillor Clive Springett, and duly carried it was

RESOLVED:

That no change be made to the community governance arrangements for Little Thurlow and Great Thurlow at the current time; however a response covering the matters indicated in the text relating to this Issue, be produced for Little Thurlow Parish Council accordingly.

Following consideration of the proposals in Appendix B, Council then considered the remaining recommendations contained in Report No: COU/SE/16/009, which were now required to be amended to the following:

- (a) Recommendation (1) be amended to read: "*the **remaining** proposals of the Working Party, as set out in **Appendices A and C to Report No: COU/SE/16/009, be also adopted as final decisions in relation to this Community Governance Review (CGR).***"
- (b) Recommendation (3) be changed to read: "*in respect of **the** above,*"

On the motion of Councillor Patsy Warby, seconded by Councillor David Nettleton, and duly carried it was

RESOLVED:

That

- (1) the remaining proposals of the Working Party, as set out in Appendices A and C to Report No: COU/SE/16/009, be also adopted as final decisions in relation to this Community Governance Review (CGR);
- (2) the implementation of any agreed changes arising from this review be dealt with in accordance with the proposals contained in this referral Report No: COU/SE/16/009;
- (3) in respect of the above, the Service Manager (Legal) and/or the Elections Manager be authorised to request the Local Government Boundary Commission for England to make any necessary consequential changes to district and county council electoral arrangements and, depending on the response of the Commission, to determine the implementation arrangements for this CGR accordingly;
- (4) the Service Manager (Legal) and/or the Elections Manager be authorised to publish the decisions taken as part of this CGR and to make and implement the necessary Order(s), in accordance with the requirements of the Local Government and Public Involvement in Health Act 2007 and advice of the Boundary Commission;

- (5) the latest position in relation to the matters the Council has already determined in December 2015, as set out in Appendix D to Report No: COU/SE/16/009, be noted;
- (6) the proposed amendment to the current boundary of the Eastgate and Moreton Hall Wards of the Town and Borough Councils, set out in this referral Report No: COU/SE/16/009 , be examined as part of a future Electoral Review (if not previously implemented through this CGR under review issue 7);
- (7) the officers discuss the request of Barrow cum Denham Parish Council to increase its council size with that Parish Council and report back to the Working Party accordingly; and
- (8) Councillor Nettleton's request to look at the Eastgate and Fornham Ward (and associated parish) boundary be examined as part of any future Electoral Review of the Borough and/or County Council if required.

171. **Norfolk and Suffolk Devolution Agreement**

(Councillors Tony Brown, John Burns, Terry Clements, Beccy Hopfensperger, David Nettleton and Sarah Stamp declared local non-pecuniary interests as Members of Suffolk County Council and remained in the meeting for the consideration of this item.)

Council considered Report No: COU/SE/16/010, which sought endorsement of the Norfolk and Suffolk Devolution Agreement, support for the Governance Review and agreement for a Scheme of Governance to be published for public consultation, as set out in the following appendices attached to the report:

Appendix A: Norfolk and Suffolk Devolution Deal Agreement

Appendix B: Norfolk and Suffolk Governance Review

Appendix C: Norfolk and Suffolk Scheme of Governance

After extensive negotiations between Government and the Norfolk and Suffolk Leaders, a proposed Devolution Agreement had been developed. Council was required to assess whether to endorse the Devolution Deal Agreement at Appendix A and authorise the Leader to sign it.

Council was also asked to support the Governance Review and agree the publication of the Scheme of Governance. This would allow the Council to report to the Secretary of State such views to inform his decision on the Devolution Deal and the Scheme for the Mayoral Combined Authority.

The Devolution Agreement attached to the report was just the start of the Devolution process. Greater Manchester, the model for a number of the Devolution Deals, had now agreed the content of its fourth Deal and in April 2016 took on responsibility for the Health budget in the area. Members noted there was significant potential to extend the range of responsibilities, powers and funding in the coming months and years and endorsement of the report and its appendices sought to put into place the mechanisms to deliver

increased local leadership for public services and greater autonomy over the levers for growth in this area.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council, including firstly drawing attention to the following two changes to the report (which would also be considered by all authorities across Norfolk and Suffolk):

- (a) As a direct consequence of the EU Referendum result and following discussions with HM Treasury, paragraph 12 of the Norfolk and Suffolk Devolution Agreement (which related to the management of EU funding) at Appendix A was no longer valid. This would not impact the Governance Review or Scheme of Governance; and as this was a corrective change, neither would it affect the recommendations contained in Report No: COU/SE/16/010. This paragraph would therefore be removed from the version of the document, which if endorsed, was required to be signed by the Leader of the Council.
- (b) The third bullet point at paragraph 4.4 of Report No: COU/SE/16/010, should be amended to read, '*a guaranteed £225m annual transport budget for the next **five** **four** years*'.

Councillor Griffiths added that the decisions taken at this meeting were not the final decisions and did not legally commit the Council to participating in a Combined Authority, as detailed in Section 8 of the report. The final decision about whether the Council joined the Combined Authority would be for Council to take in October 2016, following consideration of the results of the consultation that was scheduled to run between 4 July and 19 August 2016.

He then provided the main elements of the first Deal, as set out in the report, and explained that this was a very significant deal, one of the most successful negotiations between an area and Government that there had been to date.

A detailed discussion was held on:

- (a) the implications of a small number of Norfolk councils rejecting the proposals;
- (b) the implications of Great Britain leaving the European Union on the proposals;
- (c) whether, if agreed to join in October 2016, there was a possibility of the Council leaving the Combined Authority if it felt it needed to at some stage in the future; and
- (d) the details of how the consultation would be undertaken, which would largely consist of an online survey, but would be supported with samples of telephone and business responses.

The Leader responded to matters raised and upon invitation by the Mayor, was supported by the Chief Executive. Members noted that further information regarding the queries raised in (a) to (c) above would be clarified

by the time the Council made the decision to join the Combined Authority or not.

The debate continued and some concern was expressed regarding the requirement of Government to have a Directly Elected Mayor and considered this to be an unnecessary layer of government. In addition, some Members questioned the timetable and whether the consultation should be undertaken over the summer months when the level of response was likely to be lower than other times of the year; however, Members acknowledged that these matters had been set by Government as part of the Deal and were non-negotiable.

Having recognised the significant opportunities that existed if local authorities had greater freedom with funding and responsibility for taking decisions locally in terms of delivering jobs, more homes, better roads, rail and digital connectivity for local people, places and businesses, Council generally supported the principle of devolution and considered the process should progress to the consultation stage, as proposed.

On the motion of Councillor Griffiths, seconded by Councillor Alaric Pugh, and duly carried it was

RESOLVED: That

- (1) The signing of the Norfolk and Suffolk Devolution Agreement by the Leader, be endorsed by the Authority.
- (2) On the basis of the Governance Review, and having regard to any impact on equalities explored in the Equalities Impact Assessment (EqIA), it be concluded by the Authority that the establishment of a Mayoral Combined Authority for Norfolk and Suffolk is the option which most fully permits the effective discharge of the functions that Government is prepared to devolve to this area.
- (3) The publication of the draft Scheme for a Norfolk and Suffolk Mayoral Combined Authority as attached Report No: COU/SE/16/010 for consultation purposes, be endorsed and supported by the Authority, subject to such final revisions as may be approved by the Chief Executive in consultation with the Leader, and prior to the commencement of the formal consultation exercise. Such formal consultation, on the Scheme, to commence once all Norfolk and Suffolk Councils have considered the matters in the report and, in any event, no later than the 4 July 2016. In the event that a Constituent Authority named in the attached Scheme does not agree to endorse the Deal Agreement and/or the Scheme, the Authority authorises, through its Chief Executive the relevant changes to be made to the Deal Agreement, the Scheme and the Governance Review to reflect that Authority's non-participation.
- (4) The outcome of the consultation exercise be submitted to the Secretary of the State by the Chief Executive, in consultation with the Leader, by early September 2016.

- (5) Council meets by no later than 28 October 2016 to consider giving consent to an Order establishing a Mayoral Combined Authority for Norfolk and Suffolk.
- (6) Insofar as any of the matters referred to in Report No: COU/SE/16/010 concern the discharge of functions ancillary to the endorsing and signing of the Norfolk and Suffolk Devolution Agreement and the publication of the Scheme, authority be delegated to the Chief Executive in consultation with the Leader, to take all necessary steps and actions to progress the recommendations detailed in the report.
- (7) Negotiations on the Deal agreement have only recently been concluded and the Review and Scheme have been subject to last minute change. In the event that additional powers are required by the Combined Authority to deliver the Deal Agreement, authority be delegated to the Chief Executive, in agreement with the other Chief Executives across Norfolk and Suffolk to make the necessary changes to the Scheme.
- (8) Further reports be presented to the Authority, as appropriate, as the Devolution process develops.

172. Referrals report of recommendations from Cabinet: 14 June 2016

Council considered the Referrals report of Recommendations from Cabinet contained within Report No: COU/SE/16/011.

Council noted that the referral on the West Suffolk Operational Hub had already been considered under Agenda Item 8 above.

(A) Referrals from Cabinet: 24 May 2016

There were no referrals from the Cabinet meeting held on 24 May 2016.

(B) Referral from Cabinet: 14 June 2016

1. Guildhall Project, Bury St Edmunds

Approval was sought for the principle of making a bridging loan to enable the progression of conservation works at the Guildhall.

In March 2013, the Council joined a consortium with the Guildhall Feoffment Trust and the Bury St Edmunds Heritage Trust Limited to pursue a major refurbishment project for the Guildhall, with the additional long-term aim of making the Guildhall an independent and sustainable community enterprise. This joint venture was defined by a Memorandum of Understanding (MOU) which was approved and signed in 2013 between the three parties, and contained provisions for the asset management of the Guildhall and its companion property, 79 Whiting Street for the duration of the project.

On 14 June 2016, the Cabinet authorised officers to update the MoU and Cabinet Report No: CAB/SE/16/028 provided further details of the basis upon which the MOU was required to be updated, as detailed in paragraphs 1.5 and

1.8 of that report, which was in response to the evolvment of the refurbishment project and the greater certainty given regarding the granting of Heritage Lottery Fund (HLF) funding.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council, including that in May 2016, the project was awarded a grant of £669,000 from the HLF for the refurbishment. Details of the type of conservation work to be undertaken were summarised in the Cabinet report. A condition of the HLF grant was that the necessary match-funding must be assembled by October 2016 and, if it were, works could start at that time, with a targeted completion date of summer 2018. The Heritage Trust was now seeking the balance of that match-funding, from a variety of sources.

The Borough Council entered into the project with the partners in 2013 on the basis that the taxpayer would not be required to provide direct capital support. However, a potential short-term scenario had been identified whereby committed sources of match-funding assembled in the coming months were not technically available to the Trustees to spend by the HLF funding deadline in autumn 2016 (for instance if committed from a 2017/18 budget). The Trustees had therefore requested that, if there was reasonable certainty the match-funding would be achieved, the Council would, as a fall-back option, consider offering them a bridging loan, if required, this autumn to guarantee the project would go ahead. This would achieve the objectives of the MOU and address the largest project risk, which was the loss of the HLF grant.

Further details regarding proposed terms for granting a loan were provided in the Cabinet Report No: CAB/SE/16/028, together with the possibility of the need for the Council to continue to carry out urgent and essential repairs to the Guildhall and 79 Whiting Street prior to any transfer of any responsibility. Such repairs, would however, be funded from the rents received from the two properties.

Council supported the proposed changes to the MOU and recognised the need to have a fall-back option, by way of providing a bridging loan, should the promised funding not be in place by October 2016, thus minimising the risk of losing the HLF grant.

On the motion of Councillor Griffiths, seconded by Councillor David Nettleton, and duly carried it was

RESOLVED: That

- (1) the principle of making a bridging loan in autumn 2016 to enable progression of the conservation works at the Guildhall, as detailed in paragraphs 1.6 and 1.7 of Report No: CAB/SE/16/028, be approved; and
- (2) if the loan is required, the Head of Resources and Performance, in consultation with the Leader, the Portfolio Holder for Resources and Performance and the Services Manager (Legal), be authorised to negotiate and agree the terms of such a loan with the Bury St Edmunds Heritage Trust Ltd and/or the Guildhall Feoffment Trust and

to issue the funding and necessary legal agreements, taking into consideration the Council's loans policy and subject to the value of the loan not exceeding a professional valuation of 79 Whiting Street, Bury St Edmunds (against which it will be secured).

173. Annual Scrutiny Report: 2015/2016

Council received and noted the Annual Report of the Overview and Scrutiny Committee, and the Performance and Audit Scrutiny Committees, previously circulated as Report No. COU/SE/16/012.

Article 7 of the Council's Constitution required that *'the Overview and Scrutiny Committee and Performance and Audit Scrutiny Committee must report annually to the full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate.'*

Councillor Diane Hind, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of Council. Councillor Sarah Broughton, Chairman of the Performance and Audit Scrutiny Committee, added her comments regarding the specific work of her Committee.

174. Representation on Suffolk County Council's Health Scrutiny Committee

Council considered a narrative item which sought the appointment of a representative and a substitute Member from the Borough Council to serve on Suffolk County Council's Health Overview and Scrutiny Committee.

On the motion of Councillor Diane Hind, seconded by Councillor John Burns, and duly carried it was

RESOLVED:

That Councillor Paul Hopfensperger be appointed as the Borough Council's nominated representative, and Councillor Margaret Marks as the substitute Member, on the Suffolk Health and Overview Scrutiny Committee for 2016/2017.

175. Review of the Constitution: Recommendations from the Joint Constitution Review Group and Mayoral Advisory Committee

Council considered Report No: COU/SE/16/013, which sought approval for a number of amendments to the Council's Constitution, as recommended by the Joint Constitution Review Group and the Mayoral Advisory Committee.

Councillor Ian Houlder, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council, including that the Joint Constitution Review Group had recommended some amendments to Part 3 and Part 4 the Constitution, as set out in Appendices A to F. The Group had also recommended that Procedure Rules for the Joint Independent Remuneration Panel should also be included in the Constitution, and these were contained in Appendix G.

Appendix H (which was a duplicate of Appendix A to Report No: MAC/SE/16/003) provided proposed changes to the Mayoralty Protocol for incorporation into Part 5 of the Constitution, as recommended by the Mayoral Advisory Committee. The proposed changes were in relation to the Council's financing of twinning events.

In response to questions, Councillor Houlder informed Council that:

- (a) the Borough Council would welcome involvement from Bury St Edmunds Town Council (and other partners) regarding future support for twinning events; and
- (b) a written response would be provided regarding the breakdown of the Civic Regalia and Insignia budget for 2016/2017.

On the motion of Councillor Houlder, seconded by Councillor Frank Warby, and duly carried it was

RESOLVED: That

**Recommendations from the Joint Constitution Review Group:
6 June 2016**

- (1) The revised wording in the St Edmundsbury Borough Council Constitution, be approved in relation to:
 - (a) Part 3 – Functions and Responsibilities: Section 2 – Responsibility for Council Functions
 - (i) A – Development Control (as set out in Appendix A to Report No COU/SE/16/013)
 - (b) Part 3 – Functions and Responsibilities: Section 4 - Scheme of Delegation to Officers
 - (i) Head of Human Resources, Legal and Democratic Services (which relates specifically to the delegations of the Service Manager (Legal and Democratic Services) and the Elections Manager) (as set out in Appendix B to Report No COU/SE/16/013).
 - (ii) Head of Operations (as set out in Appendix C to Report No COU/SE/16/013).
 - (iii) Head of Planning and Growth (which relate specifically to the Officer delegations within the Planning and Development Matters) (as set out in Appendix D to Report No COU/SE/16/013).

- (c) Part 4 – Rules of Procedure
 - (i) Council Procedure Rules (as set out in Appendix E to Report No COU/SE/16/013).
 - (ii) Committee Procedure Rules (as set out in Appendix F to Report No COU/SE/16/013).
- (2) To note the inclusion in the St Edmundsbury Borough Council Constitution of the Procedure Rules for the Joint Independent Remuneration Panel (as set out in Appendix G to Report No COU/SE/16/013).

**Recommendations from the Mayoral Advisory Committee:
31 March 2016: Mayoralty Protocol – The Financing of Twinning Events**

- (1) The adoption of the practices outlined in (a) to (g) below, be approved; and
- (2) the changes required to the Constitution, working practices and the Mayoralty Protocol as a consequence of the recommendations be made as detailed and tracked on the revised Mayoralty Protocol, attached as Appendix A to Report No: MAC/SE/16/003.
 - (a) That the Council continues to support the twinning relationships financially (from the appropriate budgets available to the Mayoralty) until 1 April 2018.
 - (b) To support the 50th Anniversary of the twinning with Compiègne in 2017 within current Mayoralty budget (civic functions) as well as accommodating 2016 delegates visiting Bury St Edmunds.
 - (c) To continue with current arrangements with Kevelaer until the end of 2017 within current Mayoralty budget.
 - (d) That from 1 April 2018, the Mayor does not automatically and annually accept and fund invitations to visit twin towns abroad nor hosts delegates from the civic budget.
 - (e) That the Twinning Associations start to contribute to the twinning costs between 2016 -18.
 - (f) That the Head of HR, Legal and Democratic Services be given delegated authority to make the required changes to the Mayoralty Protocol, Sections 2.2 -2.7.
 - (g) That a letter be written to the Friends of Compiègne and the Kevelaer group explaining future arrangements and continuing commitment to supporting twin towns whilst reducing the annual expense to the Council.

176. Councillor Terry Buckle: Dispensation

Council considered a narrative item, which sought approval for a dispensation to be granted for the non-attendance of Councillor Terry Buckle at meetings for a period in excess of six consecutive months.

Owing to illness, Councillor Buckle had been unable to attend Council meetings since 23 February 2016. Section 85(1) of the Local Government Act 1972 provided that failure to attend for six consecutive months would lead to the Councillor ceasing to be a member of the authority unless, before the end of that six-month period, the authority approved the reason for non-attendance.

On the motion of Councillor John Griffiths, seconded by Councillor Ian Houlder and duly carried it was

RESOLVED:

That the non-attendance of Councillor Terry Buckle at meetings for a period in excess of six consecutive months be approved, by reason of ill health, in accordance with Section 85(1) of the Local Government Act 1972, and that the situation be reviewed at the next ordinary meeting of Council on 27 September 2016.

177. Questions to Committee Chairmen

Council considered a narrative item, which sought questions of Committee Chairman in business transacted since the last ordinary meeting of Council on 23 February 2016, as outlined below:

Committee	Chairman	Dates of meetings
Overview and Scrutiny Committee	Cllr Diane Hind	9 March 2016 20 April 2016 8 June 2016
Performance and Audit Scrutiny Committee	Cllr Sarah Broughton	25 May 2016
Development Control Committee	Cllr Jim Thorndyke	3 March 2016 7 April 2016 4 May 2016 2 June 2016
Licensing and Regulatory Committee	Cllr Frank Warby	17 May 2016

No questions were asked on this occasion.

178. Urgent Questions on Notice

No urgent questions on notice had been received.

179. **Report on Special Urgency**

Council received and noted a narrative item, as required by the Council's Constitution, in which the Leader of the Council reported that at the time the Council agenda was published, no executive decisions had been taken under the special urgency provisions of the Constitution.

The meeting concluded at 11.18 pm.

Signed by:

Mayor

Council



St Edmundsbury
BOROUGH COUNCIL

Title:	Leader's Statement	
Paper No:	COU/SE/16/014	
Paper to and date:	Council	27 September 2016
Documents attached:	None	

1. When every day seems to bring another change and another challenge to local government it is particularly pleasing to have the opportunity to recognise something that is a constant. Later on this agenda we will be able to do exactly that by recognising the contribution over many years that our local Sea Cadets have made to civic life and that the Royal Navy has made to the security of this borough – an unchanging commitment which is something truly to celebrate in today's world.
2. Meanwhile, we continue to deal with change and challenge in our usual way, by being proactive and positively embracing the opportunities they bring. Our Medium Term Financial Strategy, which we will be discussing later, isn't a document set in stone, it is reviewed and amended as needed so we can continue to ensure we are a council, alongside our partner Forest Heath, which is in good financial shape and does more than simply 'keep the lights on'. Central Government is changing the role it has with us and, in turn, we are changing the role we have with our towns, parishes, families and communities. Personally I think that is something we should all take a certain amount of pride in – we look forward, not backward, at what we can, not what we can't, do. The communities who have taken over the ownership and running of their community centres, for example, or who actively take part in the 'Love Where They Live' campaigns are to be commended because they have also embraced new ways of working, with our support, and are making great successes of their projects. It can sometimes be tough as a councillor to say 'sorry, we can't do that for you any more'. Equally it's hugely rewarding when you add 'but we can support you to help yourselves' and then see how engaged and active our families and communities can be with a locality budget award, or Community Chest grant.

3. I would like to take this opportunity to thank all those who gave their thought and took the time to contribute to the consultation on the Government's proposed devolution deal for Norfolk and Suffolk. While it can be viewed as an immensely complicated topic, in reality I see it as really pretty simple – do we want people in Westminster making strategic, financial and other decisions about our roads, homes, necessary infrastructure etc, or should we be taking and influencing those decisions at a more local level? The consultation responses are now with the Secretary of State and we await his decision on whether there is sufficient support to go ahead. If he agrees, then all of the councils which have signed up to this devolution process will vote later in the autumn on whether to accept the Government's devolution deal.

4. The drive behind devolution is the economy – using the new powers and funding that comes with them to create more jobs, homes and prosperity for our residents and businesses. This is something with which St Edmundsbury is very familiar and I'm sure many of you will remember the strong consensus there was across the council when we took the decisions which resulted in multi-million, and hugely successful, developments in Bury St Edmunds and Haverhill town centres. We have a strong track record of working with our local businesses which is one of the reasons why our annual business festival is so successful. It is now the West Suffolk Business Festival and this year it runs from 4-14 October. I encourage councillors to look at the many and varied events, and to help publicise to businesses in your wards the wide range of support and information that will be available.

Councillor John Griffiths
Leader of the Council

Council



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Referral of Recommendations from Cabinet	
Report No:	COU/SE/16/015	
Report to and date:	Council	27 September 2016
Documents attached:	Appendix A: Report No: CAB/SE/16/045 20 September 2016	

(A) Referral from Cabinet: 6 September 2016

1. Annual Treasury Management Report: 2015/2016

Portfolio Holder: *Cllr Ian Houlder*

Report No:
[CAB/SE/16/039](#)

**Treasury Management
Sub-Committee Report
No:** [TMS/SE/16/003](#)

RECOMMENDED:

That the Annual Treasury Management Report for 2015-2016, attached as Appendix 1 to Report No: TMS/SE/16/003, be approved.

- 1.1 The Council's Annual Treasury Management Report for 2015-2016 was attached at Appendix 1 to Report No: TMS/SE/16/003. The report included tables which summarised the interest earned during 2015-2016 on the various treasury investments held by the Council; investment activity during the year and the investments held as at 31 March 2016.
- 1.2 The budgeted income from investments in 2015-2016 was £255,850 (average rate of return of 1.5%). Interest actually earned during the year totalled £402,622 (average rate of return of 0.769%); and over achievement of interest of £146,000, but an under achievement of 0.731% on average rate of return. This was primarily due to higher cash balances being held during the year than originally budgeted for.

- 2.3 The Council in February 2005 established the Interest Equalisation Earmarked Reserve to help smooth out the fluctuations in returns. The excess over budget achieved in 2015-2016 had been transferred to this reserve resulting in a balance of £353,331 as at 31 March 2016.

2. West Suffolk Joint Pay Policy Statement: 2016/2017

Portfolio Holder: Cllr Ian Houlder

Report No:
[CAB/SE/16/041](#)
[Appendix 1](#)

RECOMMENDED:

That the West Suffolk Joint Pay Policy Statement for 2016/2017, as contained in Appendix 1 to Report No: CAB/SE/16/041, be approved.

- 2.1 Section 38/11 of the Localism Act 2011 requires local authorities to produce a Pay Policy Statement annually. A joint Pay Policy Statement for 2016/2017, attached as Appendix 1 to Report CAB/SE/16/041, has been produced for St Edmundsbury Borough and Forest Heath District Councils, which reflects the shared workforce, and the single Pay and Reward Strategy in place for the two West Suffolk councils. The Statement also incorporates the outcomes of the 2013 collective agreement which established a modern reward framework for the integrated workforce.

3. Land at Cavendish Road, Clare: Development Brief

Portfolio Holder: Cllr Alaric Pugh

Report No:
[CAB/SE/16/043](#)

**Sustainable
Development Working
Party Report No:**
[SDW/SE/16/007](#)
and [Appendix A](#)

RECOMMENDED:

That the Development Brief for Land at Cavendish Road, Clare, as contained in Appendix A to Report No: SDW/SE/16/007, be adopted as non-statutory planning guidance.

- 3.1 The site, referred to as Land at Cavendish Road, Clare, is one of two allocated sites within the Rural Vision 2031 document and is referred to in Policy RV11b. The site is 2.2 hectares in size, surrounded by hedges on all four sides and is located to the east of Clare on the A1092 and next to the Stour Valley Community School.

- 3.2 Policy RV11b sets out that the site is allocated for approximately 64 dwellings and states that planning applications for the site should only be determined once the Development Brief has been adopted by the local Planning authority.
- 3.3 The draft Development Brief has been prepared by consultants acting on behalf of Land Charter Homes. Public consultation was carried out between 9 May and 5 June 2016. Officers are satisfied that the draft Development Brief has been prepared in accordance with the Vision 2031 Development Plan, Core Strategy and the Council's Protocol for Preparing Development Briefs. A request has been made for the Council to adopt the Development Brief as informal planning guidance.
- 3.4 The main cause for concern in allocating this site centred on pedestrian and cycle access from the site to the town centre. This issue was debated extensively during the Examination in Public of Rural Vision 2031. The Inspector in his report accepted that Policy RV11b made it clear that development of the site must include enhancements to pedestrian and cycle access to the town centre (the Inspector's conclusions on this issue are quoted verbatim in paragraph 1.2 of Report No: SDW/SE/16/007). The principal reason for the Development Brief therefore was to seek these enhancements.
- 3.5 From the beginning the developer has worked extensively with various parties, including the highway authority, the Town Council and the Clare Society, to understand what options existed to improve cycle and pedestrian access and for the delivery of these. Options put forward are detailed in Report No: SDW/SE/16/007.
- 3.6 The draft Development Brief sets out a strategy for Sustainable Urban Drainage and a Landscape Strategy and provides guidance on other matters relating to ecology and parking options.
- 3.7 The Sustainable Development Working Party had welcomed the proposals contained in the draft Development Brief and commended the early initiative taken by the developers to satisfy the requirement that there needed to be enhancements to pedestrian and cyclist access to and from the site. The expeditious response and assistance given by Highways Officers towards meeting this need and providing a solution was similarly felt to be exemplary. These comments were subsequently endorsed by the Cabinet. Members of the Working Party had made detailed observations in relation to the draft Development Brief as follows:
- (i) the document did not acknowledge the proximity of the site to the Stour Valley or the Clare Castle Country Park which were both highly attractive locations to live near; and
 - (ii) it was suggested that as Black Poplar trees were native to the locality there could be an opportunity to include this species in a future landscaping scheme.

(B) Referral from Cabinet: 20 September 2016

(This referral has been compiled before the meeting of Cabinet on 20 September 2016 and is based on the recommendations contained within the report.)

1. Consideration of: Approach to Delivering a Sustainable Medium Term Financial Strategy 2016-2020; Four-Year Settlement Offer from Central Government; and Economic Development and Growth Funding Requests

Portfolio Holder: Cllr Ian Houlder

Report No:
[CAB/SE/16/045](#)

**(Overview and
Scrutiny Committee
Report No:**
[OAS/SE/16/022](#))

RECOMMENDED: That

- (1) The approach to delivering a sustainable medium term financial strategy 2016 -2020 as set out in Report No: OAS/SE/16/022, be supported.**
- (2) Government's offer of a four-year Finance Settlement be accepted, and the Head of Resources and Performance (Chief Financial Officer) be authorised to advise Government of Council's decision.**
- (3) That the Council's existing Medium Term Financial Strategy (MTFS) document and the approach paper (Report No: OAS/SE/16/022) be recognised as the Council's Efficiency Plan, for the purposes of accepting any four-year Finance Settlement under ~~(1)~~ (2) above.**
- (4) Approval be given to an allocation of £250,500 from its Strategic Priorities and MTFS Reserves, as SEBC's share towards funding the in-year (and in some cases future years) Economic Development and Growth funding requests outlined in Appendix 2 to Report No: CAB/SE/16/045.**

- 1.1 On 20 September 2016, the Cabinet will consider Report No: CAB/SE/16/045 during joint informal discussions with Forest Heath District Council's Cabinet. For ease of reference, the report is attached as Appendix A to this report. Attached as Appendix 1 to Report No: CAB/SE/16/045 is Report No: OAS/SE/16/022, which was considered by the Overview and Scrutiny Committee on 14 September 2016. Having identified a minor typographical error to Recommendation (3) above as indicated, the Committee has recommended approval to Cabinet of the first three recommendations detailed above. The fourth recommendation above is contained in Report No: CAB/SE/16/045 only.

- 1.2 In accordance with Access to Information regulations, the summons and papers for this Council meeting have been despatched prior to Cabinet's consideration of Report No: CAB/SE/16/045 due to take place on 20 September 2016. Any amendments or additions made by Cabinet to the above recommendations will be notified prior to the meeting of Council.

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(Informal Joint) Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Consideration of: Approach to Delivering a Sustainable Medium Term Financial Strategy 2016 – 2020; Four-Year Settlement Offer from Central Government; and Economic Development and Growth Funding Requests	
Report No:	CAB/SE/16/045	
Report to and dates:	(Informal Joint) Cabinet	20 September 2016
	Council	27 September 2016
Portfolio holder:	Ian Houlder Portfolio Holder for Resources and Performance Tel: 01284 810074 Email: ian.houlder@stedsbc.gov.uk	
Lead Officer:	Rachael Mann Head of Resources and Performance Tel: 01638 719245 Email: rachael.mann@westsuffolk.gov.uk	
Purpose of report:	<p>To consider the recommendations of the Overview and Scrutiny Committee which relate to seeking support for the Council's approach to delivering a sustainable medium term financial strategy 2016 -2020; and regarding the Council's direction on whether it wishes to accept Government's offer of a four-year finance settlement.</p> <p>The Cabinet is also asked to consider funding requests proposed by the Economic Development and Growth service.</p>	

Recommendations:	<p>It is RECOMMENDED that, subject to the approval of full Council:</p> <p>(A) and subject to any amendments/additions proposed by the Overview and Scrutiny (O&S) Committee, the following recommendations due to be considered by the O&S Committee on 14 September 2016, as set out in Report No: OAS/SE/16/022, be approved:</p> <p>(1) The approach to delivering a sustainable medium term financial strategy 2016 -2020 as set out in Report No: OAS/SE/16/022, be supported.</p> <p>(2) Government’s offer of a four-year Finance Settlement be accepted, and the Head of Resources and Performance (Chief Financial Officer) be authorised to advise Government of Council’s decision.</p> <p>(3) That the Council’s existing Medium Term Financial Strategy (MTFS) document and the approach paper (Report No: OAS/SE/16/022) be recognised as the Council’s Efficiency Plan, for the purposes of accepting any four-year Finance Settlement under (1) above.</p> <p>(B) Approval be given to an allocation of £250,500 from its Strategic Priorities and MTFS Reserves, as SEBC’s share towards funding the in-year (and in some cases future years) Economic Development and Growth funding requests outlined in Appendix 2 to Report No: CAB/SE/16/045.</p>
Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<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> <p>As they are decisions of full Council, not Cabinet.</p>
Consultation:	See Report No: OAS/SE/16/022
Alternative option(s):	See Report No: OAS/SE/16/022

Implications:			
Are there any financial implications? If yes, please give details		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> See Report No: OAS/SE/16/022	
Are there any staffing implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> See Report No: OAS/SE/16/022	
Are there any ICT implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> See Report No: OAS/SE/16/022	
Are there any legal and/or policy implications? If yes, please give details		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> See Report No: OAS/SE/16/022	
Are there any equality implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> See Report No: OAS/SE/16/022	
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)
See Report No: OAS/SE/16/022			
Wards affected:		See Report No: OAS/SE/16/022	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		See Overview and Scrutiny Committee Report No: OAS/SE/16/022 14 September 2016 (as attached to this report)	
Documents attached:		Appendix 1: Report No: OAS/SE/16/022 and its appendices: Appendix A – DCLG Multi-year settlement and Efficiency plan letter Appendix A: Annex 1 – Conditions of multi-year settlement Appendix B – Visual document for MTFS themes and approach Appendix C – MTFS Work packages Appendix 2 - Economic Development and Growth area funding requests	

1. Key issues and reasons for recommendations

1.1 **Approach to Delivering a Sustainable Medium Term Financial Strategy 2016 - 2020 and Consideration of the Four Year Settlement Offer from Central Government (Report No: OAS/SE/16/022)**

- 1.1.1 On 14 September 2016, the Overview and Scrutiny Committee will consider Report No: OAS/SE/16/022, '*Approach to Delivering a Sustainable Medium Term Financial Strategy 2016 - 2020 and Consideration of the Four Year Settlement Offer from Central Government*'. It is being asked to recommend to Cabinet and Council, approval of three recommendations as set out under Recommendation (A) on page 1 of this report.
- 1.1.2 In accordance with Access to Information regulations, the agenda and papers for the Cabinet meeting on 20 September 2016 have been despatched and published prior to the Overview and Scrutiny Committee meeting on 14 September 2016. Confirmation will therefore be provided at the Cabinet meeting whether the Overview and Scrutiny Committee's recommendations have been recommended as printed in Report No: OAS/SE/16/022. If however, there are any amendments or additions to the recommendations re-produced under Recommendation (A) of this report, these will either be provided to the Cabinet as a late paper or reported verbally during the joint informal discussion of this item with Forest Heath District Council's Cabinet on 20 September 2016.
- 1.1.3 To ensure the Cabinet is fully conversant with its contents, attached as Appendix 1 to this report, is the full report and appendices due to be considered by the Overview and Scrutiny Committee.

1.2 **Economic Development and Growth funding requests**

- 1.2.1 A review of the 2016/17 base budget, against the 2015/16 outturn has already commenced. So too has the review of the Council's key MTFS budget assumptions. Work to date has identified areas within the Economic Development and Growth (ED&G) service that require in-year (and in some cases future years too) funding requests to be considered in order to ensure that the team can meet project timescales. Appendix 2 attached, sets out the funding requirements to progress the ED&G projects currently being worked on by Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC). The Cabinet is asked to consider recommending approval to Council for its share **only** of the total allocation that is required to fund these projects. Subject to approval, £391,500 would be allocated by FHDC and £250,500 allocated by SEBC, with each sum being met from the respective authority's Strategic Priorities and MTFS Reserves.

Overview and Scrutiny Committee



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Approach to delivering a sustainable medium term financial strategy 2016 - 2020 and consideration of the four year settlement offer from central government	
Report No:	OAS/SE/16/022	
Report to and date:	Overview and Scrutiny Committee	14 September 2016
Portfolio holder:	Cllr Ian Houlder Portfolio Holder Resources and Performance Tel: 07597 961069 Email: Ian.Houlder@stedsbc.gov.uk	
Lead officer:	Rachael Mann Head of Resources and Performance Tel: 01638 719245 Email: Rachael.mann@westsuffolk.gov.uk	
Purpose of report:	To gain support for the Council's approach to delivering a sustainable medium term financial strategy 2017 -2020. To also gain Council's direction on whether it wishes to accept Government's offer of a four-year finance settlement.	

Recommendation:	<p>That the Overview and Scrutiny Committee <u>RECOMMEND</u> to Cabinet the following recommendations, subject to Full Council approval:</p> <p>(1) Support the approach to delivering a sustainable medium term financial strategy 2016 -2020 as set out in this paper</p> <p>(2) Accept Government’s offer of a four-year Finance Settlement, and authorise the Head of Resources and Performance (Chief Financial Officer) to advise Government of Council’s decision.</p> <p>(3) That the Council’s existing Medium Term Financial Strategy (MTFS) document and this approach paper be recognised as the Council’s Efficiency Plan, for the purposes of accepting any four-year Finance Settlement under (1) above.</p>
Consultation:	<ul style="list-style-type: none"> • Through the Scrutiny Committee, onto Cabinet and Full Council. • Member briefings to be made available
Alternative option(s):	<ul style="list-style-type: none"> • To not accept the 4 year settlement and proposed approach. This would mean that the Council would not benefit from certainty over future funding levels.
Implications:	
<i>Are there any financial implications? If yes, please give details</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> • See main body of this report
<i>Are there any staffing implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> • None as a result of this report
<i>Are there any ICT implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> • None as a result of this report
<i>Are there any legal and/or policy implications? If yes, please give details</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> • See main body of this report
<i>Are there any equality implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <ul style="list-style-type: none"> • None as a result of this report

Risk/opportunity assessment:			
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
	Low/Medium/ High*		Low/Medium/ High*
Lack of medium term funding to support delivery of the West Suffolk Strategic Plan	Medium	Approval of the approach contained in this report, to delivering a sustainable medium term financial strategy 2016 - 2020 to ensure resources are available to deliver projects and therefore strategic priorities. Ensure medium term business planning process in place to fully assess value for money of detailed proposals	Low
Uncertainty annual central government funding over the medium term	Medium	Acceptance of governments four year settlement offer. Monitor potential risks (i.e. introduction of 100% business rates) to level of funding	Low
Ward(s) affected:		All Wards	
Background papers: (all background papers are to be published on the website and a link included)		https://democracy.westsuffolk.gov.uk/documents/s9399/Referrals%20of%20Recommendations%20from%20Cabinet.pdf https://democracy.westsuffolk.gov.uk/documents/s9479/COU.SE.15.028%20Schedule%20of%20Referrals%20from%20Cabinet.pdf	
Documents attached:		<ul style="list-style-type: none"> • Appendix A – DCLG Multi-year settlement and Efficiency plan letter • Appendix B – Visual document for MTFS themes and approach • Appendix C – MTFS Work packages 	

1. **Background**

- 1.1 The current West Suffolk Medium Term Financial Strategy (MTFS) was approved by full council for SEBC on 22 September 2015. The six MTFS themes (see paragraph 1.4 below) continue to be at the forefront of both councils' financial strategies for delivering a sustainable medium term budget. As the financial landscape of local government changes so to does our approach to and application of each of the six themes.
- 1.2 The approach(es) taken to date to deliver our year-on-year savings programmes have, in the main, been very successful, delivering balanced budgets that have held up to member scrutiny and challenge and been able to absorb changes as a result of external circumstances.
- 1.3 For the 2014/15 budget process we took an extra step to align our resources to both the new West Suffolk strategic plan 2014-16 and the financial requirements of delivering essential services – one of our MTFS themes. We then took the opportunity to consider the other five MTFS themes across the remaining elements of our budget (those services that were non-priority and non-essential) to consider reducing their costs or investing to earn in order to minimise any reduction in service delivery. At that time the main driver for savings was still through the continuation of the shared service agenda and transformation of service delivery and digitising customer access.
- 1.4 Our six MTFS themes, as approved in the MTFS 2016-2020, are:
1. aligning resources to both councils' new strategic plan and essential services;
 2. continuation of the shared service agenda and transformation of service delivery;
 3. behaving more commercially;
 4. considering new funding models (e.g. acting as an investor);
 5. encouraging the use of digital forms for customer access; and
 6. taking advantage of new forms of local government finance (e.g. business rate retention).

A shift in emphasis – income generation

- 1.5 This approach (alignment and then overlaying the remaining MTFS themes) continued into the 2015/16 and 2016/17 (current year) budget process but with a noticeable shift from cost reduction initiatives through shared services and transforming / digitising services to a move towards income generation. This included our services behaving more commercially and considering new funding models, such as the joint venture for facilities management and establishing our housing company, Barley Homes (Group) Ltd.
- 1.6 As we start to look towards our financial challenges for 2017/18 onwards it is likely that this shift towards behaving more commercially and considering new funding models will continue. We have a number of projects in the pipeline that involve income generation to increase self-sufficiency and self-sufficiency, in order to stay ahead of the curve and to ensure we have a core

funding stream to support our future service delivery. However, we must also ensure focus is given to how we take advantage of new forms of local government finance, through business rates growth, for example.

1.7 It is worth noting that St Edmundsbury has an excellent track record of delivering cost reduction plans. However, generating new income streams or growing existing income streams, looking at new funding models for investment, or taking advantage of new forms of local government finance are a different ball game altogether. For these areas the efforts required (including funding) versus financial rewards are sometimes unknown or difficult to predict accurately and so it requires a different approach to budgeting in terms of assumptions, risk, presentation and appetite for officers and members.

1.8 **Budget gaps – reminder**

1.9 Listed below are the current medium term budget gaps and an analysis of the main factors creating those budget gaps.

1.10 **Table 1**

	2017/18	2018/19	2019/20
<u>St Edmundsbury BC</u>			
2017/18	£1.0m	£1.0m	£1.0m
2018/19		£0.5m	£0.5m
2019/20			£0.2m
SEBC Total	£1.0m	£1.5m	£1.7m

2. **Approach to delivering a sustainable medium term financial strategy 2017 -2020**

2.1 One of the other noticeable differences in approach needed for this year’s budget process is the need to look more at the medium term budget position. We also need to balance those projects that will deliver new income streams to mitigate the reduction in revenue support grant; alongside those needed to address our underlying requirement to continually live within our means.

2.2 One of the reasons St Edmundsbury experiences year on year budget gaps is as a result of net inflationary pressures (income inflation assumptions are less than cost inflation assumptions). We need to get to the root cause and try and mitigate this in the first place instead of simply creating year-on-year savings or new income to try and cover it, which is the current approach.

2.3 We have a handful of strategic projects (such as the West Suffolk Operational Hub and Mildenhall Hub) that seek investment to deliver on operational responsibilities across West Suffolk. These projects also look to address future growth and meet operational demand for the area at the same time as taking the opportunity, sometimes being the first, to really transform public sector service delivery through greater integration with the wider public sector and our key partners.

- 2.4 Alongside these types of projects, we also have a number of strategic projects across West Suffolk (such as the Western Way development in Bury St Edmunds, housing company and solar project) under the behaving more commercially / new funding model agendas (new income streams). These projects also require significant investment in order to be unlocked / delivered and so the need to look at the medium term position is key to understanding the impact of these projects, not just the year of outlay.
- 2.5 All of these projects require significant officer and member focus. They involve project teams, supported by various cross-council disciplines, to carry out the feasibility stage, develop detailed business case(s), seek approval, manage delivery and then embed the final delivered product seamlessly into the council's day-to-day service delivery.
- 2.6 These projects often have long lead-in times too, but generate significant financial and non-financial benefits for the council, its residents and business communities. As these projects often span more than two financial years we need to look in more detail now with regards to our medium to longer term planning and not just the new financial year ahead. We shouldn't and cannot take our eyes off our statutory requirement to set a balanced budget each year. However, we can start to explore the use of our reserves to act as a temporary tool to manage the timings of these projects and their financial returns across the medium term as long as we balance and replenish the reserves we require in the medium term.
- 2.7 This approach won't remove the need for an annual savings programme, not least because the projects that are live or in the pipeline in themselves do not deliver sufficient savings to meet our medium term position. Also because we shouldn't lose sight of the fact that, even without reductions in government funding, we need to continue to live within our means. It feels that it is the right time now to get into the root causes of our annual net inflationary cost issues. This means we will need to add to our list of current projects/workload to address this issue and to achieve a balanced medium term budget.
- 2.8 With so many project opportunities, both those in the pipeline and those that are likely to join as a result of this MTFS work, it seems we need to establish some core financial outcomes for each project to be assessed against in order to prioritise. It is important that we find a way through management and delivery of all the projects required to achieve our core financial outcomes (and a balanced medium term budget) as well as our strategic outcomes (to run alongside this work to inform the West Suffolk Strategic Plan 2017-2020).
- 2.9 These are the proposed financial outcomes required.
- Seeks to address (or protect us with) our operational/statutory responsibilities and/or one or more MTFS issues:
 - unfunded leisure/property assets – capital;
 - growth in service demand – council tax doesn't cover incremental cost.
 - Contributes financially towards our move to being self-sufficient and the removal of revenue support grant.
 - Addresses our underlying inflation cost pressures.

2.10 In order to bring all this MTFS work together, a work package approach is proposed. These work packages are set out in **Appendix C** to this report. The MTFS themes would continue to be a key feature in our thinking as we look at each work package. **Appendix B** shows visually the links.

3. Four-year settlement offer

3.1 The above approach is very timely as it will help shape the council’s response to central government’s offer to all local authorities of a four-year finance settlement 2016-2020, which was announced in the autumn budget statement in 2015. A response along with an efficiency plan (if the response is to accept the settlement) is required to be submitted to Government by 14 October 2016.

3.2 On 9 February 2016 the Government provided summaries and breakdown figures for each year of the four-year settlement to each council. It was confirmed that the relevant grants included in the multi-year settlement offer, where appropriate, were:

- Revenue Support Grant;
- Transitional Grant; and
- Rural Services Delivery Grant allocations.

3.3 The breakdown figures for each year of the four-year settlement to St Edmundsbury is set out in table 2 below:

Table 2

4 year settlement total	
	SEBC
	£K
2016/17	1,341
2017/18	692
2018/19	237
2019/20	-157
2015/16 (for info)	1,623

3.4 The Government commitment is to provide minimum allocations for each year of the Spending Review period, should councils choose to accept the offer and if they have published an efficiency plan. All available details and terms of the four-year offer are included at **Appendix A**.

3.5 Importantly, the multi-year settlement projections referred to in the Annex to the **Appendix A** are already reflected in the council’s MTFS. It is clear that Government are taking a very light touch approach, in both their offer and what authorities need to do to sign up for it.

4. Four-Year Settlement Offer Process

4.1 With regard to the four-year settlement offer, council could take either of the options below.

4.2 **Accept Government's offer**

It is understood that Government intend to honour the grant figures previously announced, and so this option is expected to be neutral in terms of its impact on existing financial projections and financial strategy. This option would give more certainty for financial planning purposes, therefore for these reasons, it is the recommended option.

4.3 **Reject Government's offer**

This would give no certainty over funding levels. The expectation should be that if this option is chosen, there would be greater risk that future funding would be less than currently offered, rather than there being more chance of settlement funding increasing. The council's MTFs would need amending to reflect this. As set out in **Appendix A**, the Secretary of State (SoS) highlights that the 'offer is entirely optional. It is open to any council to continue to work on a year-by-year basis, but the SoS cannot guarantee future levels of funding to those who prefer not to have a four year settlement'. It seems therefore, that there is no obvious benefit in pursuing this option.



Department for
Communities and
Local Government

The Rt Hon Greg Clark MP
*Secretary of State for Communities and Local
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10 March 2016

Dear Colleagues

MULTI-YEAR SETTLEMENTS AND EFFICIENCY PLANS

On 17 December I announced a historic opportunity for councils to achieve greater certainty and confidence from a 4-year budget. I see this as a key step to supporting you to strengthen your financial management, at the same time as working collaboratively with your local partners and reforming the way services are provided.

The settlement consultation process showed great support for this approach and identified a number of queries about what the offer includes and the requirements for applying to accept this offer. I have therefore set out some further details in the attached annex. But I want to reiterate that I want this offer, and the production of an efficiency plan, to be as simple and straightforward as possible, and reassure you that this is not about creating additional bureaucracy.

If you wish to apply to accept the offer you simply need to send an email or letter to MultiYearSettlements@communities.gsi.gov.uk by **5pm on Friday 14th October** and include a link to your published efficiency plan.

I do not intend to provide further guidance on what efficiency plans should contain – they should be locally owned and locally driven. But it is important that they show how this greater certainty can bring about opportunities for further savings. They should cover the full 4-year period and be open and transparent about the benefits this will bring to both your council and your community. You should collaborate with your local neighbours and public sector partners and link into devolution deals where appropriate.

Of course this offer is entirely optional. It is open to any council to continue to work on a year-by-year basis, but I cannot guarantee future levels of funding to those who prefer not to have a four year settlement.

I have been delighted by the response of councils all over the country to the offer of four year budgets and I look forward to hearing from you if you would like to avail yourself of it.

For any further queries, please contact officials at the above address.

Yours sincerely

A handwritten signature in black ink, appearing to be 'G Clark', written in a cursive style.

THE RT HON GREG CLARK MP

**APPENDIX A (ANNEX 1)
TO REPORT NO: OAS/SE/16/022**

Conditions of the multi-year settlement

The Government will offer any council that wishes to take it up a four-year funding settlement to 2019-20. This includes:

- Common Council of the City of London
- London borough councils
- district councils
- county councils
- Council of the Isles of Scilly
- Greater London Authority
- metropolitan county fire and rescue authorities
- combined fire and rescue authorities.

The Government is making a clear commitment to provide minimum allocations for each year of the Spending Review period, should councils choose to accept the offer and if they have published an efficiency plan.

What the offer includes

On 9 February we provided summaries and breakdown figures for each year to your s151 Officer. From those figures the relevant lines that are included in the multi-year settlement offer, where appropriate, are:

- Revenue Support Grant;
- Transitional Grant; and
- Rural Services Delivery Grant allocations.

In addition, tariffs and top-ups in 2017-18, 2018-19 and 2019-20 will not be altered for reasons related to the relative needs of local authorities, and in the final year may be subject to the implementation of 100% business rates retention.

The Government is committed to local government retaining 100% of its business rate revenues by the end of this Parliament. This will give them control over an additional £13 billion of tax that they collect.

To ensure that the reforms are fiscally neutral local government will need to take on extra responsibilities and functions. DCLG and the Local Government Association will soon be publishing a series of discussion papers which will inform this and other areas of the reform debate.

The new burdens doctrine operates outside the settlement, so accepting this offer will not impact on any new burden payments agreed over the course of the four years.

The Government will also need to take account of future events such as the transfer of functions to local government, transfers of responsibility for functions between local authorities, mergers between authorities and any other unforeseen events. However, barring exceptional circumstances and subject to the normal statutory consultation process for the local government finance settlement, the Government expects these to be the amounts presented to Parliament each year.

Process for applying for the offer

Interest in accepting this offer will only be considered if a link to a published efficiency plan is received by 5pm Friday 14th October. We will provide confirmation of the offer shortly after the deadline.

Efficiency Plans

Efficiency plans do not need to be a separate document. They can be combined with Medium Term Financial Strategies or the strategy set out in the guidance (<https://www.gov.uk/government/publications/guidance-on-flexible-use-of-capital-receipts>) on how you intend to make the most of the capital receipt flexibilities if appropriate.

The Home Office will provide guidance on the criteria and sign off process for efficiency plans for single purpose Fire and Rescue authorities. All Fire and Rescue authorities, including those which are county councils, should set out clearly in their efficiency plans how they will collaborate with the police and other partners to improve their efficiency.

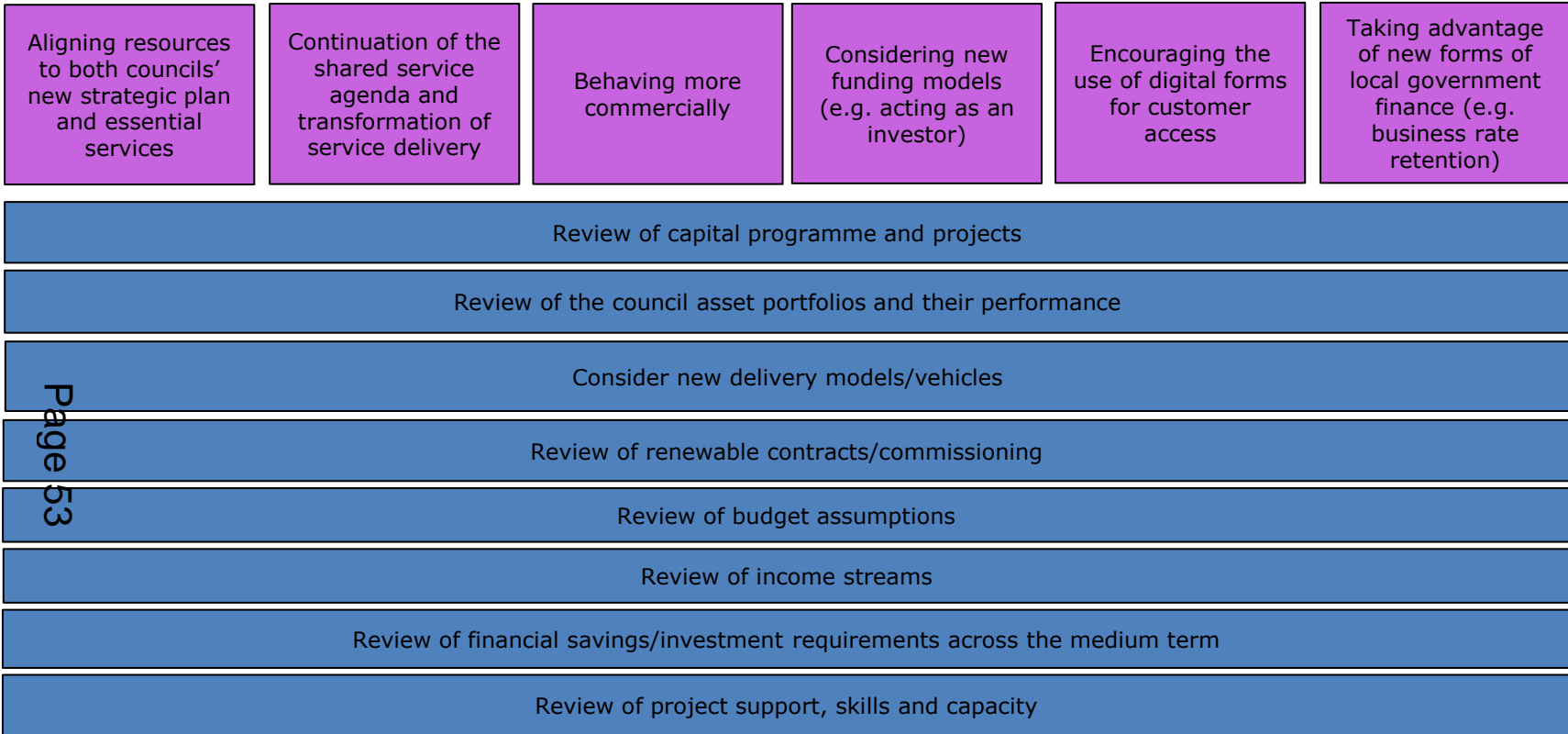
Process for those who do not take up the offer

Those councils that chose not to accept the offer, or do not qualify, will be subject to the existing yearly process for determining the local government finance settlement.

Allocations could be subject to additional reductions dependant on the fiscal climate and the need to make further savings to reduce the deficit.

At present we do not expect any further multi-year settlements to be offered over the course of this parliament

Medium Term Financial Strategy



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Approach proposed – work packages

Review of capital programme and projects to ensure they:

- meet one or more of the financial outcomes required;
- have a clear financial/commercial strategy with costs/benefits and whole life cost considerations. Plus any council tax, NHB or Business Rates income; and
- have an understanding of the resources and timescales around delivery.

Review of the Council's asset portfolios and their performance with an aim to:

- maximise asset utilisation/performance of existing asset base, including rent and lease reviews, valuations;
- introduce a strategic property acquisition focus looking to create new asset portfolio or increase those performing well; and
- establish disposal and acquisition policy along side updated Asset Management Plan.

Consider new delivery models/vehicles to:

- meet one or more of the financial outcomes required; and
- enable commercial working/decision making and/or opportunities.

Review of renewable contracts/commissioning to:

- understand our renewable contracts, spending habits, contract inflation exposure;
- establish future commissioning needs (delivery model/vehicle) and service levels, contract opportunities and negotiations needs; and
- consider future monitoring and reporting requirements.

Review of budget assumptions including:

- establishing a list of key corporate and service budget assumptions and the basis of those assumptions, in particular income assumptions; and
- challenging the basis of assumptions and inflation, including demand management and target operating model principles:
 - review of inflationary assumptions and drill down into root cause and consider mitigation strategy;
 - establish a corporate approach to budget assumptions including risk assessment, use of reserves (i.e. equalisation reserves) sensitivity analysis.

Review of income streams including:

- analysis of key income groups, their performance and growth/inflation expectations;
- understanding the market, margins, effort and demands of income groups;
- considering growth in existing and new income streams; and
- considering future monitoring and reporting requirements.

Review of financial savings/investment requirements across the medium term including:

- understanding the cumulative impact and asks of the above;
- use of reserves and their potential replenishment across the medium term; and
- effective and efficient Treasury Management activities to support investment requirements.

Review of project support, skills and capacity to support overall prioritisation and delivery plans.

Funding for Economic Development and Growth Projects

1. Funding approvals to be requested

1.1. There are four projects which require funding in 2016/17 (and in some cases, future years) in order that they can meet project timescales. Funding required for FHDC projects are included for SEBC's information only and vice-versa.

1.2. Further detail for each of these projects is below (in alphabetical order):

2.3 Bury St Edmunds Destination Management Organisation (SEBC)

2.3.1 A report produced by AECOM in 2015 highlighted the potential for a Destination Management Organisation (DMO) for Bury St Edmunds and the surrounding area.

2.3.2 A DMO is a coalition of local businesses and organisations that represent a particular destination which drives and coordinates tourism activities providing long-term strategic direction, bringing together resources and expertise within the destination.

2.3.3 Key stakeholders in Bury St Edmunds, including St Edmundsbury Borough Council, have explored this recommendation and are formulating the strategic direction of the potential DMO.

2.3.4 The current tourism provision for Bury St Edmunds is managed by a number of organisations. St Edmundsbury Borough Council, Ourburystedmunds Business Improvement District, Bury St Edmunds Tourism Group and Visit Suffolk, each undertaking activities to promote Bury St Edmunds as a destination.

2.3.5 There is a variety of different literature and branding facing potential visitors and a number of websites promoting the town with differing information and styles.

2.3.6 Considering the points above there is a need to consolidate the current tourism management and marketing efforts currently being undertaken for Bury St Edmunds with the DMO model.

2.3.7 Following a funding agreement from St Edmundsbury Borough Council a DMO would be set up as a business entity together with the funding partners. Strategic work currently being undertaken could then start to be actioned. With a brand manager in place, the marketing and destination management would commence under the supervision of a DMO board (the council would have a seat).

- 2.3.8 The project will result in a step-change in local tourism delivery. Stakeholders and partners will be engaged in a strategic vision for the visitor economy. Evidence-based strategic interventions will be delivered to ensure the provision of the right infrastructure to ultimately increase the number of overnight stays/tourism spend.
- 2.3.9 Any funding would be subject to a Service Level Agreement (SLA). The SLA will include: the strategic vision for the DMO; key deliverables; monitoring arrangements; a clear understanding of the existing baseline provision to be able to measure success going forward; governance arrangements; and a funding sustainability plan.
- 2.3.10 **Funding request from SEBC:**
- a) £50,000 per annum from 2016-7, for three years
 - b) Maximum total of £150,000 to be funded from the SEBC Strategic Priorities and MTFs reserve**
 - c) 50% match funding to come from private sector partners

2.4 Local Plan - Forest Heath (FHDC)

- 2.4.1 This funding is required to provide evidence base for the FHDC Local Plan, to ensure that it is sound, ready for adoption and legally compliant at examination. The request is to top up the approximate £100k per annum provision already in place. However this is seen as a one off increase during the period 2016/17 to 2017/18. The annual budget provision is deemed appropriate going forward.
- 2.4.2 **Funding request from FHDC:**
- a) Total of £233,000
 - b) Consisting of £109,000 in 2016-17 and £124,000 in 2017-18 to be funded from the FHDC Strategic Priorities and MTFs reserve**

2.5 Masterplans (Phase 1 - Production of masterplan documents only) (FHDC/SEBC)

- 2.5.1 The Haverhill Town Centre Masterplan was adopted by SEBC full Council in September 2015. The masterplanning process is currently underway for Bury St Edmunds Town Centre, with a view that the final masterplan is adopted by the end of 2017.
- 2.5.2 Consultants are required to help produce masterplans that can be adopted by SEBC/FHDC full Councils as a Supplementary Planning Document. In addition to this, funding is required to pay for the associated consultation and engagement costs.
- 2.5.3 In 2016-17, funding will need to be drawn down for the Bury St Edmunds Town Centre Masterplan (BSETCMP). More details on the BSETCMP are overleaf:

2.5.4 **Bury St Edmunds Town Centre Masterplan:**

The Bury St Edmunds Vision 2031 document was adopted in September 2014. Policy B27 of this document stipulated that a detailed town centre masterplan "will be prepared for Bury St Edmunds town centre to provide the context for the future development of the area and provide the framework for individual development proposals to come forward".

2.5.5 Funding is required to appoint a consultant to help deliver the masterplan and for associated consultation and stakeholder engagement costs (costs based upon the experience of delivering the Haverhill Town Centre Masterplan).

2.5.6 Once a consultant is appointed, the project timetable will be agreed with the appointed consultants with a view to the masterplan being completed by the end of 2017.

2.5.7 **Funding request from FHDC/SEBC:**

- a) Total of £234,000
- b) Consisting of £210,000 to appoint consultants (Bury St Edmunds - £80,000; Mildenhall - £65,000; and Newmarket - £65,000). **£80,000 to be funded from the SEBC Strategic Priorities and MTFS reserves and £130,000 from the FHDC Strategic Priorities and MTFS reserves**
- c) Consisting of £24,000 for consultation and stakeholder engagement costs (Bury St Edmunds - £8,000; Mildenhall - £8,000; and Newmarket - £8,000). **£8,000 to be funded from the SEBC Strategic Priorities and MTFS reserve and £16,000 from the FHDC Strategic Priorities and MTFS reserve**

2.6 **West Suffolk Partnership match funding opportunities (FHDC/SEBC)**

2.6.1 This funding is requested for 2016-17 (and in future years, which is included in the MTFS) to give flexibility to the councils to work with partners on relevant opportunities/initiatives that may arise. The fund would need to be spent on initiatives that meet the corporate objectives; lever in match-funding from other partners; and create outcomes that would not otherwise be achieved

2.6.2 **Funding request from FHDC/SEBC:**

- a) Total of £25,000 for 2016-17. **£12,500 to be funded from the SEBC Strategic Priorities and MTFS reserve and £12,500 from the FHDC Strategic Priorities and MTFS reserve.**

Total funding request from SEBC from its Strategic Priorities and MTFS reserve:
£250,500

Total funding request from FHDC from its Strategic Priorities and MTFS reserve:
£391,500

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Council



St Edmundsbury
BOROUGH COUNCIL

Title:	Magna Carta Trust	
Paper No:	COU/SE/16/016	
Paper to and date:	Council	27 September 2016
Documents attached:	None	

1. The Magna Carta Trust is a national charity, formed in the 1950s, which promotes and coordinates activities to raise the profile of the Magna Carta nationally and internationally. The Trust recently took the lead role in organising national events to mark the 800th anniversary and also has very strong links to the USA. As well as national bodies, trustees of the charity include council representatives of towns with a direct connection to Magna Carta, which include Bury St Edmunds.
2. The councils involved in the Trust each have two representatives, one being an annual ex-officio position for their Mayor/Chairman and the other being a longer-term appointment to provide continuity (which need not be a councillor). For many years, the 'other' representative for Bury St Edmunds has been Mrs Margaret Charlesworth (a former Mayor/councillor).
3. When the Trust was established, this nominating role for Bury St Edmunds was performed by the former Bury St Edmunds Borough Council and, in 1974, this role passed to St Edmundsbury (there being no town council at that time). However, technically, the trustee role relates specifically to *the town*, and its direct historic Magna Carta associations.
4. Membership of the Trust is always evolving and, therefore, there has been local consideration of whether this should be reviewed in relation to Bury St Edmunds. Specifically, now that it exists, whether the Town Council would be better placed to take on any local authority role, thereby:

- (i) re-establishing the direct link between the Trust and a council representing only Bury St Edmunds; and
 - (ii) raising the national profile of the Town Council, with it becoming part of a strong network of similar 'heritage' towns or cities (e.g. St Albans, Runnymede, etc).
5. At its June 2016 meeting, the Town Council considered this matter and resolved to ask the Borough Council to relinquish its role and seek permission to transfer it to the Town Council (which is in the gift of the Trust itself). There is a subscription to the Trust which is approximately £800 a year but, otherwise, the only direct resource contribution needed from the Town Council would be time and the travelling expenses for the couple of Trust meetings held each year in London. The Borough Council would meet the cost of the subscription for 2016/17. The precise timing of any resignation and transfer of roles before the start of the next municipal year would be a matter to be determined in conversation with the Trust and Town Council.
6. It should be noted that, were this request to be approved, the Borough Council would still be involved in the organisation of local Magna Carta events such as pageants, talks and other commemorations. For instance, although they were arranged with support from the Trust, Bury St Edmunds' own 800th celebrations in 2014 were organised by a local committee, with support from multiple partners including the Town Council. The Borough Council would therefore continue to be involved in such local projects irrespective of its role in the Trust. In view of this fact, and the request received from the Town Council, it is **RECOMMENDED** that the Borough Council:
- (1) resigns, by no later than 1 April 2017, its own membership of the Magna Carta Trust and thereafter no longer performs the nominating role for trustees from the St Edmundsbury area; and
 - (2) proposes to the Trust that this role passes to Bury St Edmunds Town Council, as requested by the Town Council itself.

Council



St Edmundsbury
BOROUGH COUNCIL

Title:	Use of Chief Executive Urgency Powers	
Paper No:	COU/SE/16/017	
Paper to and date:	Council	27 September 2016
Documents attached:	None	

Subject

Freedom of the Borough Protocol

Summary and Reasons for Recommendation:

1. In relation to the provision of using the Chief Executive's Urgency Powers Part C(a) of the Scheme of Delegation to Officers in Part 3, Functions and Responsibilities, of the Constitution, states that:
2. *'Where, in his/her opinion, by reason of limitation of time or urgency, a decision is required on any matter, after such consultation as he/she considers necessary (or as is required by the Council's Budget and Policy Framework Procedure Rules in Part 4 of this Constitution), he/she shall have power to make a decision provided that any such decision shall be reported to the next meeting of the Cabinet, appropriate Committee or Council....'*
3. Under Agenda Item 8 above, Council will be asked to consider a nomination for the conferment of the Honorary Freedom of the Borough. Under the adopted Freedom of the Borough protocol, as contained in the Constitution, the nomination is required to have been previously considered by the Group Leaders and the Mayor against the prescribed criteria, following which unanimous agreement is required for the nomination to be recommended to Council for the honour to be bestowed.
4. Since adoption of the protocol in February 2016, it is the case in the present nomination that the protocol is particularly restrictive in that unanimous agreement from **all** Group Leaders and the Mayor is required before a recommendation can be made to Council for the honour to be

bestowed. Should sufficient support for the nomination have previously been demonstrated through the number of signatories sought for the nomination and the criteria adequately met, it is felt that the decision to recommend the nomination should not be prevented if *unanimous* agreement between the Group Leaders and the Mayor has not been obtained.

5. Due to limitations on time due to the timetabling of council meetings, and given the necessary arrangements for convening a special meeting of Council for the conferment of the Honorary Freedom of the Borough need sufficient notice to be put in place, the Chief Executive has exercised his urgency powers to amend the Freedom of the Borough Protocol in advance of this meeting, so that the protocol is amended to read:

*The Group Leaders and the Mayor will meet **(or discuss by email)** to consider the nomination against the criteria. ~~Following unanimous agreement~~ **Having reached a majority agreement**, they will make a recommendation to Council that the honour is bestowed. Alternatively ~~they may the majority may~~ decide that the nomination is not suitable as it does not meet the criteria.*

In the event that the Group Leaders and Mayor are evenly divided in opinion on the proposed nomination, the Leader of the Council shall have the deciding vote on whether to make a recommendation to Council (or not).

(Insertions/deletions in bold and/or strikethrough as appropriate)

6. Before the Chief Executive decided to exercise this power to make the amendment to the protocol, consultation on the amendment took place with the Chairmen of the Overview and Scrutiny Committee and the Democratic Renewal Working Party (DRWP). The DRWP is the non-decision making body of Council that considers and recommends changes regarding constitutional matters; however there was insufficient time to convene a formal meeting before the scheduled Council meeting hence consultation with the Chairmen only. For reasons of transparency, agreement was also sought to the revision with the Group Leaders and the Mayor, all of which agreed to the proposed amendment.
7. This amendment has therefore removed a potentially restrictive requirement of the Freedom of the Borough protocol, which has been amended to remove unnecessary restriction and ambiguity prior the meeting of Council, so that consideration of the nomination for the Honorary Freedom of the Borough may be held on Agenda Item 8 above.

Recommendation:

Council is requested to **NOTE** the use of the Chief Executive's Urgency Powers in accordance with the Council's Constitution, as detailed above.

Council



St Edmundsbury
BOROUGH COUNCIL

Title:	Report on Special Urgency	
Paper No:	COU/SE/16/018	
Paper to and date:	Council	27 September 2016
Documents attached:	None	

- Part 4, Access to Information Procedural Rules, of the Constitution (paragraph 18.3)** requires the Leader of the Council to submit quarterly reports to the Council on the Executive decisions taken (if any) in the circumstances set out in Rule 17, Special urgency in the preceding three months.
- Accordingly, the Leader of the Council reports that the following executive decision was taken under the Special Urgency provisions of the Constitution, with the agreement of the Chairman of the Overview and Scrutiny Committee:

Subject

Norfolk and Suffolk Devolution Agreement

Reason why decision could not reasonably be deferred

- Although the matter of Devolution had previously been published on the Decisions Plan and was due to be considered by Cabinet on 14 June 2016, due to the challenging nature of the Government led timetable and the evolving process, it was not possible for the process to be completed in time for Cabinet to make any decisions on 14 June 2016.
- A decision was required to endorse and support the publication of the draft scheme for a Norfolk and Suffolk Mayoral Combined Authority by no later than 4 July 2016. This would then enable public consultation. That decision had been considered as technically being an 'Executive' decision and as such, in order to ensure that the Council had taken the proper level of decision the Cabinet met immediately following the Council meeting on 28 June 2016, to decide upon this.

5. As provided for under Part 4 of the Constitution under the Overview and Scrutiny Rules paragraph 14.4, and also paragraph 17.1 of the Access to Information Procedure Rules, the Chairman of the Overview and Scrutiny Committee had agreed that:
 - the decision proposed was reasonable in all the circumstances; and
 - given the restricted timescale set by Central Government in which the decision was required to be made, it should be treated as a matter of urgency and therefore could not reasonably be deferred or be subject to call-in.
6. Council is requested to **NOTE** the taking of the above executive decision under the Special Urgency provisions of the Constitution.