

(Informal Joint) Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title:	Agenda
Date:	Tuesday 19 July 2016
Time:	6.00 pm
	<p>6.00pm Open Forum At each Cabinet meeting, up to 15 minutes shall be allocated for questions from and discussion with, non-Cabinet members. Members wishing to speak during this session should if possible, give notice in advance. Who speaks and for how long will be at the complete discretion of the person presiding.</p>
	<p>6.00 pm <i>(or at the conclusion of the Open Forum, whichever is the later)</i> Public Participation Members of the public who live or work in the Borough are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.</p> <p>A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.</p> <p>There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.</p>
	<p>6.15 pm The formal meeting of the Cabinet will commence at 6.15 pm or immediately following the conclusion of the informal discussions, whichever is the later, in the Conference Chamber West.</p>
Venue:	<p>Conference Chamber West (F1R09) West Suffolk House Western Way Bury St Edmunds IP33 3YU</p>

Membership:	<p style="text-align: center;">Leader John Griffiths</p> <p style="text-align: center;">Deputy Leader Sara Mildmay-White</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Councillor</td> <td style="width: 50%;">Portfolio</td> </tr> <tr> <td>Robert Everitt</td> <td>Families and Communities</td> </tr> <tr> <td>Sara Mildmay-White</td> <td>Housing</td> </tr> <tr> <td>John Griffiths</td> <td>Leader</td> </tr> <tr> <td>Ian Houlder</td> <td>Resources and Performance</td> </tr> <tr> <td>Alaric Pugh</td> <td>Planning and Growth</td> </tr> <tr> <td>Jo Rayner</td> <td>Leisure and Culture</td> </tr> <tr> <td>Peter Stevens</td> <td>Operations</td> </tr> </table>	Councillor	Portfolio	Robert Everitt	Families and Communities	Sara Mildmay-White	Housing	John Griffiths	Leader	Ian Houlder	Resources and Performance	Alaric Pugh	Planning and Growth	Jo Rayner	Leisure and Culture	Peter Stevens	Operations
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Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.																
Quorum:	Three Members																
Committee administrator:	<p>Sharon Turner Democratic Services Officer (Cabinet) Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk</p>																

Public Information

Venue:	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 West Suffolk Councils actively welcome members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public participation:	Members of the public who live or work in the Borough/District are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply. A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chairman's discretion.	
Disabled access:	West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However in the event of an emergency use of the lift is restricted for health and safety reasons. Visitor parking is at the car park at the front of the building and there are a number of accessible spaces.	
Induction loop:	An Induction loop is available for meetings held in the Conference Chamber.	
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.	

Agenda

Procedural Matters

All Members of Forest Heath District Council's Cabinet will be in attendance to enable informal discussions on the report listed in Items 4. to 5. below to take place between the two authorities:

Councillor

David Bowman
Andy Drummond
Stephen Edwards
Robin Millar
Lance Stanbury
James Waters

Portfolio

Operations
Leisure and Culture
Resources and Performance
Deputy Leader/Families and Communities
Planning and Growth
Leader

QUORUM: *Three Members*

On the conclusion of the informal joint discussions, the Cabinet will hold its formal meeting in the Conference Chamber West as follows:

Part 1 - Public

1. Apologies for Absence

2. Open Forum

(This item will be undertaken at the beginning of the informal discussions, to allow Members to consider the issues raised by the non-Cabinet members)

3. Public Participation

(This item will be undertaken at the beginning of the informal discussions, to allow Members to consider the issues raised by the members of the public)

(Following the informal discussions held with Forest Heath District Council's (FHDC) Cabinet on Items 4. to 5. below, Members are asked to refrain from partaking in any further discussion. Separate formal meetings of both FHDC and St Edmundsbury Borough Councils' Cabinets will then commence with Members being requested to formally resolve Items 4. to 5. below.)

NON-KEY DECISIONS

4. West Suffolk: Promoting Physical Activity **1 - 22**

Report No: **CAB/SE/16/033**

Portfolio Holder: Joanna Rayner Lead Officer: Jill Korwin

(For reference purposes, Forest Heath District Council's Report Number is CAB/FH/16/029)

5. Review of the Terms of Reference of the Joint Member Development Group **23 - 30**

Report No: **CAB/SE/16/034**

Portfolio Holder: Ian Houlder Lead Officer: Karen Points

(For reference purposes, Forest Heath District Council's Report Number is CAB/FH/16/030)

Part 2 – Exempt

NONE

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(Informal Joint) Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	West Suffolk: Promoting Physical Activity	
Report No:	CAB/SE/16/033	
Report to and date:	(Informal Joint) Cabinet	19 July 2016
Portfolio holder:	Councillor Joanna Rayner Portfolio Holder for Leisure and Culture Tel: 07872 456836 Email: joanna.rayner@stedsbc.gov.uk	
Lead officer:	Jill Korwin Director Tel: 01284 757252 Email: jill.korwin@westsuffolk.gov.uk	
Purpose of report:	The <i>West Suffolk: promoting physical activity</i> document sets out a framework to enable and encourage people to lead active lives and increase activity levels across West Suffolk. This will lead to the development of area plans which will help identify gaps and prioritise actions in line with our, and our partners, priorities to increase opportunities for people to take part in physical activity.	
Recommendation:	It is <u>RECOMMENDED</u> that the West Suffolk: promoting physical activity framework be approved.	
<i>The decisions made as a result of this report will usually be published within 48 hours and cannot be actioned until five clear working days of the publication of the decision have elapsed. This item is included on the Decisions Plan.</i>		
Consultation:	<ul style="list-style-type: none"> This framework has been developed in consultation with Councillors, Suffolk County Council, Sport England and Abbeycroft Leisure. 	
Alternative option(s):	<ul style="list-style-type: none"> Through this document West Suffolk councils are setting out their commitment to encouraging and enabling people to lead active lives. The benefits of this will create improved health and wellbeing outcomes for our communities. We are also setting out our intention to create an Open Space, Sport and Recreation Supplementary Planning Document for West Suffolk. 	

	<ul style="list-style-type: none"> The alternative is to do nothing, and to continue to make decisions on a case by case basis, with no overarching framework which could result in poorer health and wellbeing outcomes for local people. 		
Implications:			
Are there any financial implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
		<ul style="list-style-type: none"> There are no financial implications as a result of this document. 	
Are there any staffing implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any ICT implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any equality implications? If yes, please give details		Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>	
		<ul style="list-style-type: none"> The framework aims to make physical activity inclusive and accessible to all groups. More detailed equality implications will need to be evaluated as part of future work around localities and the development of the Supplementary Planning Document (SPD) for Open Space, Sport and Recreation in West Suffolk. 	
Risk/opportunity assessment:		None	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
West Suffolk councils would not have an overarching framework against which to make decisions about provision for physical activity in each locality. This could lead to piecemeal or unequal levels of opportunities for local people.	Medium	<ul style="list-style-type: none"> Use this framework to develop plans to address gaps and opportunities in localities. Development of an Open Space, Sport and Recreation Supplementary Planning Document which will be in line with our priorities relating to increasing physical activity. 	Low
Ward(s) affected:		All wards	

<p>Background papers: <i>(all background papers are to be published on the website and a link included)</i></p>	<p><u>Executive Summary - West Suffolk Sports Facilities Assessment</u> (as presented to the West Suffolk Joint Growth Steering Group on 8 February 2016)</p>
<p>Documents attached:</p>	<p>Appendix A: West Suffolk: Promoting Physical Activity – Framework Guidelines (Appendices to the Framework Guidelines:</p> <ul style="list-style-type: none"> - Appendix A – Health data for Forest Heath District Council and St Edmundsbury Borough Council. - Appendix B – Participation in Sport Across Suffolk. - Appendix C – West Suffolk’s Physical Activity ‘Offer’ - Appendix D – Checklist of how proposals might meet our desired outcomes.)

1. Key issues and reasons for recommendation(s)

1.1 West Suffolk: promoting physical activity

- 1.1.1 In October 2014 the West Suffolk Councils commissioned a joint Indoor Sports Facility and Play Pitch Strategy which was undertaken by independent consultants, 4Global. The study is a factual third-party assessment of current provision and perceived need for the major centres of population in West Suffolk.
- 1.1.2 The *West Suffolk: promoting physical activity* framework builds on the work undertaken by 4Global, to help us shape West Suffolk into a place that will achieve our aim to increase physical activity therefore improving the health and wellbeing of our residents.
- 1.1.3 Through this framework, the West Suffolk Councils set out the commitment to enable and encourage people to lead active lives thereby increasing activity levels across West Suffolk. This will lead to improved health and wellbeing for our communities resulting in less reliance on health care services. The framework also sets out the outcomes we want to see and how, with partners, we can use our role to increase participation in physical activity across West Suffolk.
- 1.1.4 Through this framework we will identify gaps and opportunities at a local level to ensure that, with our partners, we provide opportunities to take part in physical activity for all levels of ability, including formal and informal activities. This work will be supported by information contained in the 4Global assessment, together with other data and local knowledge from local councillors and West Suffolk's Families and Communities team.
- 1.1.5 In this framework we also set out our intention to develop an Open Space, Sport and Recreation Supplementary Planning Document (SPD) for West Suffolk as a whole. This will help inform how we shape the local area to support our aim to enable and encourage people to lead more active lives.



West Suffolk: Promoting Physical Activity

Guidelines for producing a framework for each locality that will enable
and encourage people to lead active lives

7 July 2016

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Appendices:

Appendix A – Health data for Forest Heath District Council and St Edmundsbury Borough Council.

Appendix B – Participation in sport across Suffolk

Appendix C – West Suffolk’s physical activity ‘offer’

Appendix D – Checklist of how proposals might meet our desired outcomes

1. Introduction

Undertaking some form of physical activity is widely acknowledged as an important element of increasing a person's health and wellbeing. This framework builds on work undertaken by independent consultants, 4Global to help us shape West Suffolk into a place that will enable local people to take part in physical activity that will improve their health and wellbeing. The aim is to provide opportunities for all levels of ability, including formal and informal activity. Types of activity are very wide ranging. Formal activity could include being part of a sports club or going to the gym for example. Informal activity might include children playing in the park or walking to work as part of a daily routine.

Nationally, the focus is on reducing levels of inactivity across the population, the benefits of which are wide-ranging. Crucially, populations who lead active lives have been shown to have improved health and mental wellbeing and to be less reliant on health care services. We also want to see people enjoying a healthier old age; in turn saving public money. These benefits will take time to realise but it's a place we need to work towards.

2. Aim of the framework

The aim of this framework is to set out what Forest Heath District Council and St Edmundsbury Borough Council, working together as West Suffolk will do, with other partners, to enable and encourage people to lead active lives.

3. National context

Through this framework we are responding to the emerging national agenda which focuses on increasing levels of activity across the population. The information below sets out that context:

Sporting Future: A New Strategy for an Active Nation

In December 2015, central Government published a strategy to tackle the flat lining levels of sport participation and high levels of inactivity. The strategy presents a new focus on **five key outcomes**: physical wellbeing, mental wellbeing, individual development, social and community development and economic development.

The important role of local councils was discussed in the strategy. It is recognised that our understanding of communities enables us to target opportunities to encourage mass participation. Councils also play an important role in bringing together schools, voluntary sports clubs, national governing bodies of sport, health and the private sector in local areas. We need to ensure that there is a place based approach to provision, irrespective of the provider. We also need the industry as a whole to maximise provision and work together rather than providers competing against each other. It is acknowledged that getting national organisations to working together to support what happens locally can be a challenge, but this work is vital to local success and can add value especially through partnership working.

Sport England: Towards an active nation 2016-2021

In May 2016, Sport England published a strategy to set out how it, with partners, would respond to the change the Government's strategy will bring. Through the strategy, Sport England stated that it would focus on five main outcomes: physical wellbeing; mental

wellbeing; individual development; social and community development; and economic development.

In its strategy, Sport England has also stated that 25 per cent (£265 million) of its total investment over the next four years will directly benefit inactive people, including a proportion of funding for local delivery, children and young people and facilities. Furthermore dedicated funding is being directed towards getting children and young people active from the age of five. There is a shift in emphasis towards funding for people who are the least active and a sport and physical activity sector that operates in a more efficient and sustainable way. Future funding decisions will be linked to health work with councils that will encourage more generic facilities for a wide range of uses. New investment in initiatives will be more closely linked with delivering the five outcomes in the Government strategy (detailed above) thereby investing for a purpose not sport for sports sake.

Turning the tide of inactivity is a study that looks at how the issue of inactivity can be addressed through specific actions. It also talks about the positive effects of increasing activity.¹

National Planning Policy Framework (NPPF) 2012

The Framework sets out government policies for achieving sustainable development, including how planning policy can contribute to promoting healthy communities. It requires planning policies to plan positively for, amongst other things, the provision and use of shared space and community facilities such as sports venues, and it notes that “access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities.” It requires planning policies to be based on “robust and up-to-date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision”. The NPPF translates into the Vision 2031 documents and planned Forest Heath District Council local plan documents.

Public Health Outcomes Framework 2016-2019

The indicators in this framework help Public Health England to understand trends in public health. Their vision is *‘To improve and protect the nation’s health and wellbeing and improve the health of the poorest fastest’*. Following consultation in 2015, the framework was refreshed in May 2016. The overarching outcomes are:

- improving the wider determinants of health;
- health improvement;
- health protection; and
- healthcare public health and preventing premature mortality.

Planned growth across West Suffolk

Over the period between 2001 and 2015, 3,880 dwellings were built in Forest Heath, and 4,936 in St Edmundsbury. Both councils are planning for higher levels of growth over the next fifteen years. Planning policies have been put in place for West Suffolk that require the provision of appropriate open space, recreation, play and leisure facilities to support the planned levels and distribution of growth. The strategic and larger, mixed-use sites in the towns include the provision of such facilities within the development (required to be included in masterplans and secured through Section 106 agreements), and other developments will need to either make on-site provision, or contribute towards off-site

¹ Turning the tide of inactivity, ukactive, January 2014

provision through planning conditions, developer contributions (through “s106 agreements”), or, potentially through Community Infrastructure Levy (CIL) payments. Both councils have Supplementary Planning documents (SPDs) in place that provide the evidence for requiring the provision of open space, sports, play and recreation facilities associated with new developments. The Forest Heath SPD pre-dates the NPPF and needs to be reviewed, and both SPDs need updating. This approach and the evidence used to produce it will be key to producing a West Suffolk Open Space, Recreation, Play and Leisure SPD.

4. The benefits of physical activity

As set out by Sport England, regular activity can:

- prevent ill health and reduce the number of people dying prematurely;
- enhance mental health, quality of life and self-reported wellbeing;
- delay the need for care in older adults (age 65+); and
- reduce health inequalities and improve wider factors influencing health and wellbeing².

In 2014, the Department for Culture, Media and Sport published evidence³ which showed that:

- sport participation is associated with higher wellbeing. This increase is valued at £1,127 per person per year, or £94 per person per month; and
- sports participants are 14.1% more likely to report good health than non-participants.

Physical activity delivers wider benefits too:

Economic - In 2010, sport and sport-related activity contributed £20.3 billion to the English economy – 1.9% of the England total⁴.

The contribution to employment is even greater – sport and sport-related activity is estimated to support over 400,000 full-time equivalent jobs, 2.3% of all jobs in England⁵.

Social and cultural - Published studies show the positive effects of sport on education, including improved attainment, lower absenteeism, lower numbers of students dropping-out, and increased progression to higher education. For instance, young people’s participation in sport improves their numeracy scores by 8% on average above non-participants.⁶

Other studies have found that sport programmes aimed at young people at risk of criminal behaviour can enhance self-esteem and reduce reoffending.⁷

² Source: Start Active, Stay Active. Department of Health, Physical Activity, Health Improvement and Protection – July 2011

³ Source: DCMS (1) Quantifying and Valuing the Wellbeing Impacts of Culture and Sport; and (2) Quantifying the Social Impacts of Sport and Culture

⁴ Source: Sport England ‘Economic value of sport in England’ June 2013

⁵ Source: Sport England ‘Economic value of sport in England’ June 2013

⁶ Source: CASE programme led by DCMS February 2013

⁷ Professor Fred Coalter, Department of Sports Studies, University of Stirling. January 2012.

Health and participation data for West Suffolk

Appendix A presents health data for Forest Heath and St Edmundsbury which is split down to ward level. It shows any areas for concern across a number of indicators including the percentage of children who are obese at reception age and general health.

Appendix B presents participation rates in sport across Suffolk, data for which is taken from the Active People Survey. The number of people playing sport is monitored continuously through the Active People Survey. It is carried out on behalf of Sport England which provides a picture of sport participation levels across England, at a national and local level. It also looks at who plays sport and how they participate.

5. Local context

The West Suffolk Strategic Plan 2014-2016 sets out **resilient families and communities that are healthy and active** as one of its top three priorities alongside economic growth and homes for our communities. The councils want to see:

- a thriving voluntary sector and active communities who take the initiative to help the most vulnerable;
- people playing a greater role in determining the future of their communities;
- improved wellbeing, physical and mental health; and
- accessible countryside and green spaces.

The Families and Communities team and local councillors have a critical role in understanding localities. This will be essential to understanding the gaps and opportunities that exist in terms of increasing physical activity and understanding the potential of facilities that are available.

Most Active County

In 2012 partners across Suffolk (including West Suffolk Councils) came together and created the Most Active County initiative with the objectives of:

- developing community-led participation in sport and physical activity;
- improving the use of physical assets and the environment for sport and physical activity;
- addressing sport and health inequality;
- delivering national governing body plans for an active lifestyle;
- increasing activity amongst children and young people; and
- developing Suffolk as a host for mass participation sports events.

Health and Wellbeing Board

The Suffolk Health and Wellbeing Board was established in accordance with the Health and Social Care Act 2012. The Board has a duty to "encourage integrated working" between health, care, police and other public services in order to improve wellbeing outcomes for Suffolk. The aim of the Suffolk Health and Wellbeing Board is to improve health and decrease inequalities. The Board wants to ensure that those in Suffolk live long, fulfilling and healthy lives and to see a narrowing of the health inequalities between our affluent and poorer areas. The aims are:

- every child in Suffolk has the best start in life;
- improving independent life for people with physical and learning disabilities;

- older people in Suffolk have a good quality of life; and
- people in Suffolk have the opportunity to improve their mental health and wellbeing.

6. Outcomes

Our approach will ensure that we work with partners and our communities to achieve the following **outcomes**:

Social and community

- create an environment that provides the opportunity for physical activity for all;
- encourage personal responsibility for wellbeing through education and the development of life skills and healthy habits;
- improve the quality of life and the health and wellbeing of all our communities;
- ensure that physical activity is inclusive by understanding and addressing barriers to participation;
- maximise use of local assets including sharing assets where appropriate; and
- make connections between different communities through shared activities.

Economic

- ensure we are financially efficient and responsible in a changing financial environment, in line with the councils' Medium-Term Financial Strategy;
- understand how our impact on health and wellbeing will financially benefit the whole public sector;
- target our financial support and subsidies to improve outcomes that support our strategic priorities; and
- create wider value for money.

Personal experience

- provide opportunities for physical activity that are accessible, inclusive, welcoming, nurturing and convenient;
- acknowledge that there are a range of motivations to participating in physical activity and that some people want to be competitive, whilst others don't; and
- support the provision of facilities (including shared facilities) and opportunities in locations that encourage participation and keep active people active.

Health and wellbeing

- promote initiatives that will support the Suffolk Health and Wellbeing Strategy;
- focus on activity to address preventable health issues by creating local opportunities that address local health needs, using the health data at Appendix A to this framework;
- ensure that active people remain active and that more people become active; and
- encourage natural exercise as a part of daily lives and acknowledge that this may not include traditional sport.

7. How we will achieve the outcomes

We aim to achieve these outcomes by:

- considering the information from the 4Global assessment to develop a holistic approach to local areas in order to identify current provision and gaps;
- setting out our commitment to whole place planning, so that we can make the most of all available assets and use space as flexibly as possible;
- prioritising future requests for support, in line with this framework;
- working with partners to delivery physical activity in West Suffolk; and
- acknowledging the benefits of informal activity, for example, children’s play in developing active lifestyle habits.

8. The principles of our approach

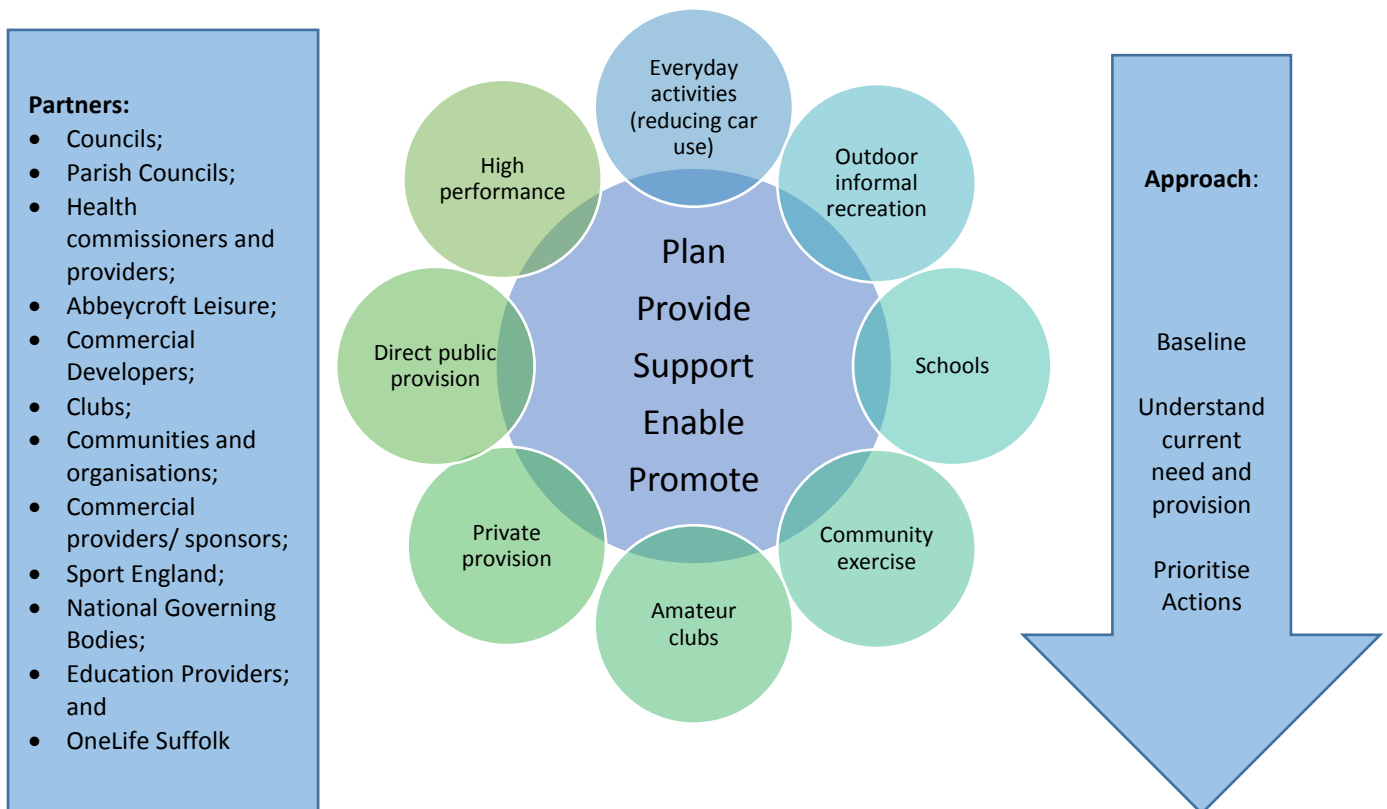
We have worked with a number of our partners to develop this approach, including Abbeycroft Leisure, Sport England and Suffolk County Council. Councillors from across West Suffolk have also contributed towards this document.

Together we have agreed to approach this using the following principles:

- taking a community based asset approach using market research and local intelligence;
- using health data at a local level to inform options and priorities;
- recognising and promoting both formal and informal activities;
- building on wider research and our and others’ experience of what works;
- taking a whole life cycle approach and focusing on the importance of physical activity in the early years of a person’s life;
- taking a whole system approach, working in partnership with statutory, voluntary and community groups;
- understanding sports and other physical activity provision holistically (including providers) and maximising what is already there;
- understanding and addressing individual barriers to access (finance, physical accessibility);
- understanding and addressing rural challenges (transport, timing of activities);
- developing a hierarchy of offer – a stepped-up approach;
- developing the breadth of offer in order to engage the maximum number of people in regular physical activity;
- making the most of digital technologies to encourage physical activity;
- developing meaningful measures to show progress against the framework; and
- exploring different financial and delivery models

9. How we will increase participation in physical activity across West Suffolk

The following diagram outlines how we will work with a whole range of partners to deliver physical activity in West Suffolk. We need local people to be able to access physical activity in a number of different ways.



The councils' role in facilitating participation in physical activity is to:

Plan: Plan for the future to ensure that we provide opportunities for people to participate in sport and physical activity at any level and maximise the impact of developer contributions.

Provide: Provide accessible parks and green spaces in the local area (as set out in priority 2 of the Strategic Plan), creating opportunities for natural exercise.

Support: For schemes and facilities that align with our priorities, explore funding opportunities for groups and organisations.

Enable: Working with partners, enable local communities and individuals to participate in sport and physical activity in a way that works for them.

Promote: Promoting opportunities at a local level through our communities and with providers.

10. Supporting initiatives that promote physical activity

Based on what the councils' role is in facilitating participation in physical activity, we have developed a set of documents that will help us to determine how and in what ways we can support initiatives that promote physical activity.

Attached as **Appendix C** is *West Suffolk's physical activity 'offer'* which sets out the ways in which we can provide support for initiatives that promote physical activity. Attached as **Appendix D** is a checklist that we will use to help assess whether an initiative would meet our desired outcomes in terms of positive, negative or neutral benefit (see section 6 of this framework).

These documents are intended to be used as tools to help start discussions with our partners.

11. Next steps

In each place, we will use the information from the 4Global assessment plus other data to look holistically at the locality, to identify gaps and opportunities and prioritise actions in line with our priorities. This work will initially be focussed around the following major centres of population:

- Brandon
- Bury St Edmunds
- Clare
- Haverhill
- Mildenhall
- Newmarket

And will include the surrounding rural areas.

Furthermore, using the 4Global assessment we will develop an Open Space, Sport and Recreation Supplementary Planning Document for West Suffolk as a whole. This will help inform how we shape the local area to support our aim to enable and encourage people to lead more active lives.

Appendix A

Forest Heath – Summary slide – area specific data

Wards	Area	Obese Children (Reception Year) (%)	Children with excess weight (Reception Year) (%)	Obese Children (Year 6) (%)	Children with excess weight (Year 6) (%)	Obese adults (%)	Deaths from coronary heart disease, all ages.SMR*	Deaths from coronary heart disease, under 75 years. SMR	% Unemployment	Long Term Unemployment - rate per 1000 of the working age population	General Health - bad or very bad %	Limiting long term illness or disability %
Brandon East	Brandon	9.2	22	24.8	42.4	26.5	114.5	100.9	3	5.1	6.6	20.1
Brandon West	Brandon		13.2	28.3	40.4	26.5	140.8	90.6	3	5.1	7.3	21.1
Great Heath	Mildenhall		17.9	17.9	33.3	24.3	90.8	119.6	2.7	5.3	4.5	16
Market	Mildenhall	6.7	20	20.8	33.3	24.3	94.3	148.5	2.7	5.3	5.2	17.7
All Saints	Newmarket		18.1	16.9	28.8	24.5	60.8	15.2	3.4	6.3	2.9	11.8
Severals	Newmarket	5.5	13.9	20.5	31.8	24.3	80.1	95.2	2.9	5.3	4.1	14.5
South	Newmarket					24.2	108.6	44.6	1.6	3	3.6	15.8
St Mary's	Newmarket	10.2	22.8	27	40.9	24.5	104	70.5	3.4	6.3	5.4	17.6
Swells and The Rows	Rural	6	12.8	16.2	29.1	20.1	110.2	106.6	1.3	3	2.3	8.8
Exning	Rural		13.1			24.3	151	118.9	2.9	5.3	4	15.9
Iceni	Rural		17.3			24.2	109.1	109.7	1.6	3	4.2	16
Lakenheath	Rural	8.6	15.2	21	35.2	19.2	94	127	1.4	3.2	4.6	18
Manor	Rural					20.5	84.8	46.7	1.3	2.9	2.9	14.4
Red Lodge	Rural	8.1	19.7		19.4	24.2	76.8	52.6	1.6	3	2.4	8.1
Forest Heath		6.6	17.3	19.1	32.6	23.4	101.9	94.4	2.4	4.5	4.3	15.1
Suffolk		8.3	21.4	16.8	30.5	24.3	95	82.2	3	7.8	4.8	17.9

Similar to Suffolk
Better than Suffolk
Worse than Suffolk

*The Standardised Incidence Ratio (SMR) is quoted as a ratio. If this is equal to 100, then this means the number of observed deaths equals that of expected cases. If higher than 100, then there is a higher number of deaths than is expected.

Data sources: Localhealth.org, What About YOUth (WAY) survey, fingertips.phe Public Health Improvement, Suffolk Observatory

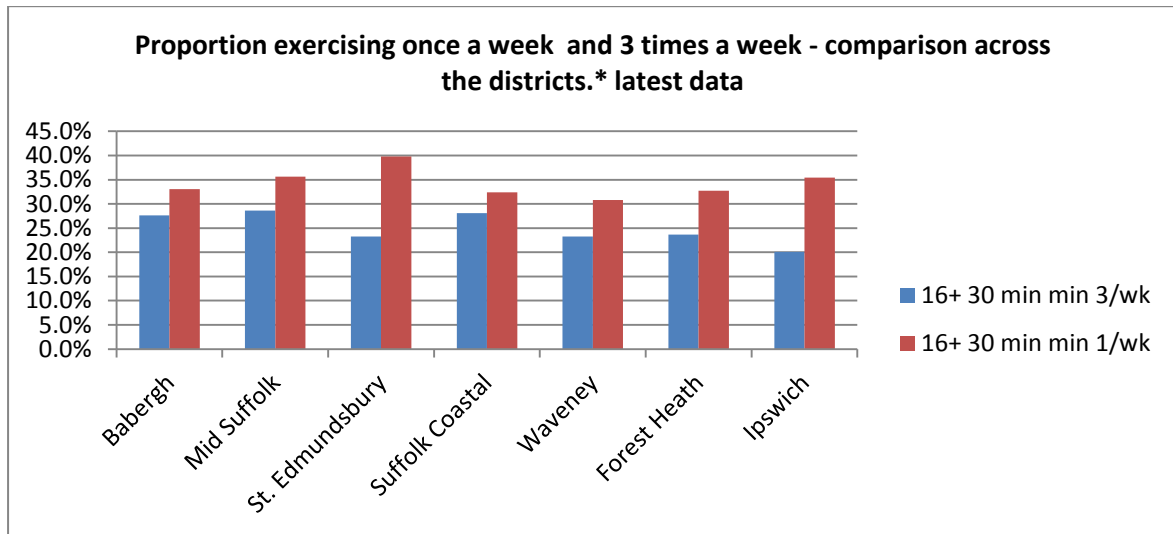
St Edmundsbury – Summary slide – area specific data

Wards	Area	Obese Children (Reception Year) (%)	Children with excess weight (Reception Year) (%)	Obese Children (Year 6) (%)	Children with excess weight (Year 6) (%)	Obese adults (%)	Deaths from coronary heart disease, all ages.SMR	Deaths from coronary heart disease, under 75 years. SMR	% Unemployment	Long Term Unemployment-rate per 1000 of the working age population	General Health - bad or very bad %	Limiting long term illness or disability %
Abbeygate	Bury	7.4	24.7	9.7	23.6	20.9	110.7	60.1	2.7	5.7	4.8	18.9
Eastgate	Bury					22	71.2	42	2.3	4.2	6.7	24.9
Minden	Bury	12.9	24.3	20.5	35	24.9	78.4	95.4	2.3	5.2	4.8	19.1
Moreton Hall	Bury	5.4	15.2	9.8	23.3	21.6	98.7	95.7	1	1.3	1.7	7.8
Northgate	Bury	7.2	21.6	18.2	29.5	28.4	83	107.5	3.6	7.2	5.6	21.2
Risbygate	Bury	4.7	19.7	13.4	33	19	110	145.2	2.8	6	4	15.9
Southgate	Bury	11.3	28.6	15.4	29.9	22	72.2	53.2	2.3	4.2	3.7	16.3
St Olaves	Bury	6.1	26.5	20.8	34.2	28.4	100.8	111.9	3.6	7.2	5.4	17.9
Westgate	Bury	6.8	16.1	16.2	28.8	23.9	62.5	25.1	2.3	4.9	4	19.7
Haverhill East	Haverhill	9.1	21.5	18.9	35.1	28.4	89.9	75.6	4.2	9.1	4.9	15.1
Haverhill North	Haverhill	6.2	17.9	17.4	32.4	29.6	100.3	60.2	3.5	6.5	5.5	17.2
Haverhill South	Haverhill	13.5	22.6	14.1	33.2	28.6	89.5	42.1	3.8	8.5	5.4	16.2
Haverhill West	Haverhill	6.8	21.6	17.2	32.8	29	95.6	60	3.2	7.6	3.4	12.4
Backwell	Rural		12.3	18.9	26.7	23.7	72.1	33	1.6	3.2	3.6	14.2
Barringham	Rural		11.1	17.7	35.4	23.9	58	97.4	2	3.4	4.3	18.4
Barrow	Rural	8.1	23		20.3	22.6	59.4	16.4	1.2	2.5	3.7	15.5
Cavendish	Rural					21.8	51.7	33.7	1.8	4.2	3.8	17.4
Chedburgh	Rural				13	22.6	96.8	84.9	1.2	2.5	4.4	16.4
Clare	Rural		19	14.5	27.3	21.8	104.2	102.8	1.8	4.2	4.3	21.4
Fornham	Rural					22.3	71	34.2	1.6	2.8	4.6	22.9
Great Barton	Rural				25	22.3	56.5	62.2	1.6	2.8	3.8	16.8
Horringer and Whelnetham	Rural		11.1	18	27.9	22.6	89.9	87.6	1.2	2.5	3.8	16.3
Hundon	Rural		15.2		21.6	24.9	93.1	30.8	1.3	1.9	5.4	17.5
Ixworth	Rural		21.7		18.9	23.6	79.3	40.8	1.3	2.9	4.1	18.1
Kedington	Rural		18.5	24.5	41.5	24.9	98.9	38.4	1.3	1.9	4.7	18.6
Pakenham	Rural	7.5	19.6	20.8	28.6	23.6	102.6	131.1	1.3	2.9	2.4	9.9
Risby	Rural		27.3		25	22.6	80.6	79.2	1.2	2.5	3.3	16.5
Rougham	Rural		15.5	13.8	29.3	22.3	108.5	99.4	1.6	2.8	3.8	16.5
Stanton	Rural		30.9	18.8	33.3	23.9	73.5	86.9	2	3.4	4.9	20
Wickhambrook	Rural					21.8	66.6	66.2	1.8	4.2	4.1	16.7
Withersfield	Rural					24.9	86.4	37.9	1.3	1.9	3.8	14.8
St Edmundsbury		7.3	20.1	15.3	29.4	24.4	84.8	69.1	2.4	4.9	4.3	16.4
Suffolk		8.3	21.4	16.8	30.5	24.3	95	82.2	3	7.8	4.8	17.9

Similar to Suffolk
 Better than Suffolk
 Worse than Suffolk

Participation data

The following table presents participation rates in sport across Suffolk⁸:



⁸ Active People Survey 10: April 2015 to March 2016

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West Suffolk's physical activity 'offer'

Appendix C

West Suffolk councils are committed to providing appropriate support to a wide range of initiatives that promote physical activity. The chart below describes the type of engagement that is most suitable for different kinds of initiative. The list is not exhaustive but aims to provide a starting point for discussions.

Plan

Most suitable for:

- shaping new developments to ensure they promote physical activity (walkable communities etc)
- ensuring new developments contribute to the overall balance of sports and physical activity facilities across the area, in line with evidence of need and local planning policies

Provide

Most suitable for:

- amenities or activities that are not commercially viable (e.g. parks and open spaces) and/or require a subsidy (i.e. addresses market failure)
- amenities or activities that offer access to the broadest possible range of people

Support

Most suitable for:

- providing a catalyst for new initiatives which meet our strategic objectives but which require, for example:
 - *pump priming* (through loan funding) before becoming self-sustaining; or
 - *subsidy to overcome barriers to access* (through grant funding e.g. locality budgets)
- activities which will create a saving to the public purse elsewhere in the system (e.g. NHS)

Enable

Most suitable for:

- all types of activity (commercial or voluntary) that promote physical activity
- In particular:**
- local groups looking to develop facilities or activities in their local area
 - local businesses who provide opportunities for physical activity but are looking to develop / expand

Promote

Most suitable for:

- activities that would benefit from being promoted to a wider audience
- broad-based and accessible physical activities

Least suitable for:

- the provision in new developments of facilities where there is little evidence of need or necessity to fulfil local planning policies

Least suitable for:

- facilities or activities that are commercially viable without subsidy
- facilities or activities that are not accessible to the broadest range of people

Least suitable for:

- facilities or activities that are commercially viable without subsidy
- facilities or activities that are not accessible to the broadest range of people

Least suitable for:

West Suffolk councils are keen to have a discussion with any partner involved in promoting physical activity in West Suffolk.

Least suitable for:

- activities that conflict with the councils' advertising or sponsorship policies

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**Check list of how proposals might meet our desired outcomes
(Positive/Neutral/No obvious benefit)**

Outcomes	West Suffolk Evaluation
<p><i>Social and community</i></p> <ul style="list-style-type: none"> • create an environment that provides the opportunity for physical activity for all; • encourage personal responsibility for wellbeing through education and the development of life skills and healthy habits; • improve the quality of life and the health and wellbeing of all our communities; • ensure that physical activity is inclusive by understanding and addressing barriers to participation; • maximise use of local assets including sharing assets where appropriate; and • make connections between different communities through shared activities. 	
<p><i>Economic</i></p> <ul style="list-style-type: none"> • ensure we are financially efficient and responsible in a changing financial environment, in line with the councils' Medium-Term Financial Strategy; • understand how our impact on health and wellbeing will financially benefit the whole public sector; • target our financial support and subsidies to improve outcomes that support our strategic priorities; and • create wider value for money. 	
<p><i>Personal experience</i></p> <ul style="list-style-type: none"> • provide opportunities for physical activity that are accessible, inclusive, welcoming, nurturing and convenient; • acknowledge that there are a range of motivations to participating in physical activity and that some people want to be competitive, whilst others don't; and • support the provision of facilities (including shared facilities) and opportunities in locations that encourage participation and keep active people active. 	
<p><i>Health and wellbeing</i></p> <ul style="list-style-type: none"> • promote initiatives that will support the Suffolk Health and Wellbeing Strategy; • focus on activity to address preventable health issues by creating local opportunities that address local health needs, using the health data at Appendix A of the 'West Suffolk: promoting physical activity' framework; • ensure that active people remain active and that more people become active; and • encourage natural exercise as a part of daily lives and acknowledge that this may not include traditional sport. 	

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(Informal Joint) Cabinet



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Review of the Terms of Reference of the Joint Member Development Group	
Report No:	CAB/SE/16/034	
Report to and date:	(Informal Joint) Cabinet	19 July 2016
Portfolio holder:	Councillor Ian Houlder Portfolio Holder for Resources and Performance Tel: 01284 810074 Email: ian.houlder@stedsbc.gov.uk	
Lead officer:	Karen Points Head of HR. Legal and Democratic Services Tel: 01284 757015 Email: karen.points@westsuffolk.gov.uk	
Purpose of report:	The Cabinet is asked to consider tasking the Joint Member Development Group to review their Terms of Reference (and make any necessary amendments) to reflect the evolving role of Members, as Leaders, in the current and future challenging and changing times.	
Recommendation:	It is <u>RECOMMENDED</u> that Cabinet requests the Joint Member Development Group to review their Terms of Reference and programme to reflect the evolving role of members as Leaders in challenging and changing times, based on the structure outlined below.	
Key Decision: (Check the appropriate box and delete all those that <u>do not</u> apply.)	Is this a Key Decision and, if so, under which definition? Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
<i>The decisions made as a result of this report will usually be published within 48 hours and cannot be actioned until five clear working days of the publication of the decision have elapsed. This item is included on the Decisions Plan.</i>		
Consultation:	<ul style="list-style-type: none"> • Not applicable 	
Alternative option(s):	<ul style="list-style-type: none"> • Not applicable 	

Implications:			
Are there any financial implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any staffing implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any ICT implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any equality implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
The Group becomes complacent and does not provide an effective support mechanism for Members	Medium	Regular review of the role of the Group and its Terms of Reference to ensure that it remains 'fit-for-purpose'	Low
Ward(s) affected:		All Wards	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		None	
Documents attached:		<i>(Please list any appendices.)</i> Appendix A - Current Terms of Reference of the Joint Member Development Group Appendix B - Current Member Development Programme 2016	

1. Key issues and reasons for recommendation(s)

1.1 Background

1.1.1 The LGA has commenced work on the changing role of the '21st Century Elected Member', having recognised that we are living through very fluid and challenging in Local Government. Whilst the outcome of this piece of work will be of interest to us, our Members are already working with change on a significant scale. Impending and current Council challenges are likely to include understanding the impact of the East of England devolution package, including the most appropriate delivery model for local governance across West Suffolk, working across the wider Suffolk system with budgets and partner organisations to deliver services in a joined up and coherent strategy, whilst working as effective community politicians with local communities.

1.1.2 The Joint Member Development Group (JMDG) has provided a programme developed in part from a training needs analysis completed annually that aims to equip and develop members for their roles. This offer has been recognised as being successful and effective at the time of the joint award of the Charter for Elected Member Development in September 2014. The Assessors found the following particular strengths:

- ◆ Top political managerial/leadership in driving and supporting the Member Development Agenda.
- ◆ Joint Learning and Development Policy in place across both local authorities with a strong emphasis and reference to Member Development.
- ◆ Comprehensive Joint Member Development Programme in place across both authorities that is linked to corporate priorities and supports Members in achieving their future corporate ambitions.
- ◆ Joint Member Development Group had high calibre officer support available from both Human Resources and Democratic Services to support Members and Member Development.

1.1.3 However, given that this was two years ago we must not be complacent in the offer; and we aspire to continuous improvement in the work we do.

1.1.4 Feedback and evaluation of the current programme has been very positive (average 4.6/5 for the 2015/16 programme) albeit that attendance at sessions is very low at times (average 17% of Members in attendance) and it appears that often it is the same Members who attend. This has led the Group to consider how best to continue with effective member development that meets the needs of the widest group of members and increases participation and value.

1.2 Review of Terms of Reference

1.2.1 The Learning and Development Team have given some thought on the evolving needs of the members following the 2014-15 programme, whilst considering the views and attendance of members, along with discussions that have taken place with Members, both at the JMDG meetings and informally.

This has prompted the question – what else can be done in Learning and development terms to help Members with the challenges they face over the next three years.

1.2.2 The JMDG has been involved in new ways of supporting Members over the last two years. The 'Front-line Member Events' enabled Members to meet their colleagues at the partner Council, build their networks and working relationships, share intelligence and work together on joint issues. The work done on the shared priorities now in the Corporate Plan further developed the partnership. Core skills training sessions are always welcomed by those who attend – for example 'Understanding Local Government Finance' or working on the Scrutiny, DC or Licensing Committees.

1.2.3 It is clear now that there are four strands to the learning and development requirements of members. Members need to be skilled as:

- Community Leaders in their wards,
- Effective members and partners with outside bodies and partner organisations
- Robust decision makers and effective committee members to ensure good governance, scrutiny and decision making within legal and constitutional frameworks
- Confident and competent members, able to use a range of core skills in order to work smartly within time and priority pressures and be accessible active and effective in the role.

1.2.4 The Joint Member Development Group is tasked and given a budget (c£8000 joint per annum) to provide the necessary programme. The Terms of Reference have not been reviewed since December 2013 and Cabinets are therefore asked to consider tasking the JMDG to review their Terms of Reference (and make any necessary amends), and the strands detailed above with a view to supporting the development of a new offer directly linked to the structure and associated skills as listed above.

Joint Member Learning and Development Group

Introduction

The Joint Member Learning and Development Group (JMLDG) is an informal working group of councillors that complies with the standards expected in the Charter for Elected Members Development.

Membership and attendance

The Joint Member Learning and Development Group will make recommendations to Cabinet with regard to the effective learning, support and development of councillors. Meetings will be held bi-monthly, agreed in advance. Meetings may be scheduled more frequently should it be required to support project work and development initiatives. The Group will make recommendations to Cabinet at each Council.

The group will consist of a minimum of 6 and maximum of 8 members across the political parties to consist of the respective Portfolio Holders and three members from each authority. An officer from the Learning and Development team will be part of the group and will take note of actions agreed. A Councillor will be elected to chair the group.

Terms of Reference

- to act as champions of learning and development and inform peers of opportunities and ways to access learning and development for Members.
- to assist and contribute in the development and evaluation of Member learning and development opportunities and initiatives to ensure that needs at a local level are addressed while recognising the need to consider and include national standards and initiatives where appropriate
- to identify priorities for learning and development support for members which supports authority and individual needs, while fulfilling the standards of the Charter for Elected Member Development
- to consider the evaluation of the quality and effectiveness of interventions and development programmes and to monitor attendance at events and development opportunities.
- To operate in a transparent manner and promote best practice in the provision of development opportunities for Members.

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Appendix B

Member Development Programme 2016		
WSH: 5.30 - 7.30pm	FHDC: 6 - 8pm	
Date	Location	Topic
26th May	West Suffolk House CRE	Licensing and Regulatory
22nd June	Forest Heath CC	Effective Member/ Officer Relations - Mark Mower EELGA
18th July	West Suffolk House CRE	Development management - the West Suffolk Way
20th July	West Suffolk House CRE 2.30-3.30pm	Prevent (prior to Overview and Scrutiny)
28th July	Forest Heath CC	Development management - the West Suffolk Way
8th September	West Suffolk House CRE	Development management - external Lewis Hebert
28th September	Forest Heath TR 4-5pm	Prevent (prior to Full Council)
17th October	Forest Heath CC	Planning Committee Practice & Probity Lewis Herbert
17th October	Forest Heath CC	Development management - external Lewis Herbert
15th November	Forest Heath CC	Housing - Planning and Growth
10th January	West Suffolk House CRE	local government Finance update 2017-2018 - TBC
16th February	Forest Heath CC	local government Finance update 2017-2019 - TBC
22nd March	West Suffolk House	Families and communities
18th April	Forest Heath CC	Sustainability environmental issues and conflicts - TBC
30th May		
To be agreed		
Safeguarding		

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