

# West Suffolk Joint Growth Steering Group

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

| <b>Title:</b>  | <b>Agenda</b>  |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
|--|--|--|--|-------------------------------------|--|---|--|---|--|-----------------------------------|---------------|------------|--|--------------|--|
| <b>Date:</b>   | <b>Tuesday 6 June 2017</b>   |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <b>Time:</b>   | <b>10.00 am</b>  |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <b>Venue:</b>  | <b>Council Chamber<br/>District Offices</b><br>College Heath Road<br>Mildenhall  |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <b>Full Members*:</b>                                    | <p style="text-align: center;"><b>Chairman</b> To be elected<br/><b>Vice Chairman</b> To be elected</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 30%; text-align: center;"><u>Forest Heath<br/>District Council</u></th> <th style="width: 30%; text-align: center;"><u>St Edmundsbury<br/>Borough Council</u></th> </tr> </thead> <tbody> <tr> <td><u>Conservative Group<br/>Members (9)</u></td> <td>Chris Barker<br/>David Bowman<br/>Rona Burt<br/>Lance Stanbury</td> <td>Alaric Pugh<br/>David Roach<br/>Peter Thompson<br/>Jim Thorndyke<br/>Vacancy</td> </tr> <tr> <td><u>UKIP Group<br/>Members (2)</u></td> <td>Reg Silvester</td> <td>John Burns</td> </tr> <tr> <td><u>West Suffolk<br/>Independent Group<br/>Member (1)</u></td> <td>David Palmer</td> <td></td> </tr> </tbody> </table> |  |  |                                     | <u>Forest Heath<br/>District Council</u> | <u>St Edmundsbury<br/>Borough Council</u> | <u>Conservative Group<br/>Members (9)</u>                | Chris Barker<br>David Bowman<br>Rona Burt<br>Lance Stanbury | Alaric Pugh<br>David Roach<br>Peter Thompson<br>Jim Thorndyke<br>Vacancy | <u>UKIP Group<br/>Members (2)</u> | Reg Silvester | John Burns | <u>West Suffolk<br/>Independent Group<br/>Member (1)</u> | David Palmer |  |
|  | <u>Forest Heath<br/>District Council</u>   | <u>St Edmundsbury<br/>Borough Council</u>                                |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <u>Conservative Group<br/>Members (9)</u>                | Chris Barker<br>David Bowman<br>Rona Burt<br>Lance Stanbury  | Alaric Pugh<br>David Roach<br>Peter Thompson<br>Jim Thorndyke<br>Vacancy |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <u>UKIP Group<br/>Members (2)</u>                        | Reg Silvester  | John Burns   |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <u>West Suffolk<br/>Independent Group<br/>Member (1)</u> | David Palmer   |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <b>Substitutes*:</b>                                     | <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 40%;"><u>Conservative<br/>Members (2)</u></td> <td style="width: 30%;">Colin Noble</td> <td style="width: 30%;">Sara Mildmay-<br/>White</td> </tr> <tr> <td><u>West Suffolk<br/>Independent Group<br/>Member (1)</u></td> <td>Simon Cole</td> <td></td> </tr> <tr> <td><u>UKIP Group Member<br/>(1)</u></td> <td></td> <td>Tony Brown</td> </tr> </tbody> </table>  |  |  | <u>Conservative<br/>Members (2)</u> | Colin Noble                              | Sara Mildmay-<br>White                    | <u>West Suffolk<br/>Independent Group<br/>Member (1)</u> | Simon Cole  |  | <u>UKIP Group Member<br/>(1)</u>  |               | Tony Brown |  |              |  |
| <u>Conservative<br/>Members (2)</u>                      | Colin Noble  | Sara Mildmay-<br>White   |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <u>West Suffolk<br/>Independent Group<br/>Member (1)</u> | Simon Cole   |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
| <u>UKIP Group Member<br/>(1)</u>                         |  | Tony Brown   |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |
|  | <p><b>*Note: The composition of this Steering Group has been reviewed based on the political balance of the Councils, as confirmed at the Forest Heath District Council (FHDC) Annual Council meeting on 10 May 2017 and at the St Edmundsbury Borough Council (SEBC) Annual Council meeting on 18 May 2017.</b></p> <p><b>The membership of this Steering Group will be confirmed, based on the nominations put forward by the</b></p>  |  |  |                                     |  |   |  |   |  |                                   |               |            |  |              |  |

|  |   |
|--|---|
|  | <b><i>Group Leaders, following the FHDC Cabinet meeting on 16 May 2017 and the SEBC Cabinet meeting on 31 May 2017.</i></b>   |
| <b>Interests – Declaration and Restriction on Participation:</b> | 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. |
| <b>Quorum:</b>   | Three Members from each Council   |
| <b>Committee administrator:</b>                                  | <b>Sharon Turner</b><br>Democratic Services Officer (Cabinet)<br><b>Tel:</b> 01638 719237<br><b>Email:</b> <a href="mailto:sharon.turner@westsuffolk.gov.uk">sharon.turner@westsuffolk.gov.uk</a>   |

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# Public Information

|  |  |  |  |   |
|--|--|--|--|---|
| <b>Venue:</b>  | <b>District Offices<br/>College Heath Road</b><br>Mildenhall<br>Bury St Edmunds<br>Suffolk IP28 7EY  | Tel: 01638 719000<br>Email:<br><a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a><br>Web: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a> |  |   |
| <b>Access to agenda and reports before the meeting:</b>  | Copies of the agenda and reports are open for public inspection at the following addresses:<br><br><table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">District Offices<br/>College Heath Road<br/>Mildenhall<br/>Bury St Edmunds<br/>Suffolk<br/>IP28 7EY</td> <td style="width: 50%;">West Suffolk House<br/>Western Way<br/>Bury St Edmunds<br/>Suffolk<br/>IP33 3YU</td> </tr> </table> |  | District Offices<br>College Heath Road<br>Mildenhall<br>Bury St Edmunds<br>Suffolk<br>IP28 7EY | West Suffolk House<br>Western Way<br>Bury St Edmunds<br>Suffolk<br>IP33 3YU |
| District Offices<br>College Heath Road<br>Mildenhall<br>Bury St Edmunds<br>Suffolk<br>IP28 7EY | West Suffolk House<br>Western Way<br>Bury St Edmunds<br>Suffolk<br>IP33 3YU  |  |  |   |
| <b>Attendance at meetings:</b>   | Both Forest Heath and St Edmundsbury Councils actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.  |  |  |   |
| <b>Public speaking:</b>  | There is no provision for members of the public to ask questions or make statements during the West Suffolk Joint Growth Steering Group meetings.  |  |  |   |
| <b>Disabled access:</b>  | The public gallery is on the first floor and is accessible via stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.  |  |  |   |
| <b>Induction loop:</b>   | An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.   |  |  |   |
| <b>Recording of meetings:</b>  | 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).<br><br>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.  |  |  |   |

# Agenda

## Procedural Matters

### 1. Election of Chairman 2017/2018

*Within the Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC) Constitutions, the Terms of Reference for the West Suffolk Joint Growth Steering Group state that the Chairmanship and Vice-Chairmanship will rotate annually between the two Councils.*

*The Chairman for 2016/2017 was Councillor David Bowman (FHDC). Therefore, the Chairman for 2017/2018 should be drawn from SEBC.*

### 2. Election of Vice Chairman 2017/2018

*The Vice Chairman for 2016/2017 was Councillor Alaric Pugh (SEBC). Therefore, the Vice Chairman for 2017/2018 should be drawn from FHDC.*

### 3. Apologies for Absence

### 4. Substitutes

### 5. Minutes

1 - 12

To confirm the minutes of the meeting held on 28 March 2017 (copy attached).

## Part 1 - Public

### 6. Road and Rail Infrastructure

13 - 36

*Peter Grimm, Strategic Traffic Manager, Suffolk County Council to be in attendance for this item to provide an update on:-*

- *A11/A14 projects included in Suffolk County Council's Road Investment Strategy 2 (RIS2) Funding Bid*
- *Activity underway for projects linked to the strategic road network, but not in the scope for RIS2 (A14/A11 junction 38, A1307)*
- *Review of rail priorities from a West Suffolk perspective*

*(20 minutes presentation (attached), followed by 10 minutes for questions)*

**7. Transport Infrastructure for West Suffolk**

*(To receive a general update on the requirements for West Suffolk)*

**8. Assistant Director (Growth)**

*(To receive a presentation from Julie Baird, the new Assistant Director (Growth) on this role)*

**9. Destination Management Organisation (DMO)**

*(To receive an update)*

**10. West Suffolk Community Energy Plan - Update**

**37 - 48**

Report No: **JGG/JT/17/002**

**11. Work Programme 2017/2018 and Revised Terms of Reference**

**49 - 54**

Report No: **JGG/JT/17/003**

*(At the Forest Heath District Council Cabinet meeting on Tuesday 16 May 2017 and at the St Edmundsbury Borough Council Cabinet meeting on Wednesday 31 May 2017, consideration will be given to revised Terms of Reference for the West Suffolk Joint Growth Steering Group. A copy of these proposed revised Terms of Reference are also attached for information).*

**12. Dates of Future Meetings**

*Following on from Agenda Item 12. above, the dates of future meetings have been previously set as follows:*

*Tuesday 31 October 2017      10.00 am      West Suffolk House,  
Bury St Edmunds*

*Tuesday 20 February 2018      10.00 am      District Offices,  
Mildenhall*

*If the revised Terms of Reference are approved by both Cabinets on 16 May 2017 and 31 May 2017 respectively, then the frequency of these meetings will be every other month (but will be reviewed in the light of workload) and will be held on Mondays at 4.30 pm. Therefore a review of the dates of future meetings will need to be undertaken accordingly.*