

West Suffolk Joint Growth Steering Group

Forest Heath & St Edmundsbury councils

West Suffolk
working together

Title:	Agenda														
Date:	Tuesday 6 June 2017														
Time:	10.00 am														
Venue:	Council Chamber District Offices College Heath Road Mildenhall														
Full Members*:	<p style="text-align: center;">Chairman To be elected Vice Chairman To be elected</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 35%; text-align: center;"><u>Forest Heath District Council</u></th> <th style="width: 35%; text-align: center;"><u>St Edmundsbury Borough Council</u></th> </tr> </thead> <tbody> <tr> <td><u>Conservative Group Members (9)</u></td> <td>Chris Barker David Bowman Rona Burt Lance Stanbury</td> <td>Alaric Pugh David Roach Peter Thompson Jim Thorndyke Vacancy</td> </tr> <tr> <td><u>UKIP Group Members (2)</u></td> <td>Reg Silvester</td> <td>John Burns</td> </tr> <tr> <td><u>West Suffolk Independent Group Member (1)</u></td> <td>David Palmer</td> <td></td> </tr> </tbody> </table>				<u>Forest Heath District Council</u>	<u>St Edmundsbury Borough Council</u>	<u>Conservative Group Members (9)</u>	Chris Barker David Bowman Rona Burt Lance Stanbury	Alaric Pugh David Roach Peter Thompson Jim Thorndyke Vacancy	<u>UKIP Group Members (2)</u>	Reg Silvester	John Burns	<u>West Suffolk Independent Group Member (1)</u>	David Palmer	
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	<p>*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.</p> <p>The membership of this Steering Group will be confirmed, based on the nominations put forward by the</p>														

	<i>Group Leaders, following the FHDC Cabinet meeting on 16 May 2017 and the SEBC Cabinet meeting on 31 May 2017.</i>
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.
Quorum:	Three Members from each Council
Committee administrator:	Sharon Turner Democratic Services Officer (Cabinet) Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk

Public Information

Venue:	District Offices College Heath Road Mildenhall Bury St Edmunds Suffolk IP28 7EY	Tel: 01638 719000 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk		
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the following addresses: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">District Offices College Heath Road Mildenhall Bury St Edmunds Suffolk IP28 7EY</td> <td style="width: 50%;">West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU</td> </tr> </table>		District Offices College Heath Road Mildenhall Bury St Edmunds Suffolk IP28 7EY	West Suffolk House Western Way Bury St Edmunds Suffolk IP33 3YU
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Attendance at meetings:	Both Forest Heath and St Edmundsbury Councils actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.			
Public speaking:	There is no provision for members of the public to ask questions or make statements during the West Suffolk Joint Growth Steering Group meetings.			
Disabled access:	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.			
Induction loop:	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.			
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.			

Agenda

Procedural Matters

1. 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.

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West Suffolk Joint Growth Steering Group



Minutes of a meeting of the **West Suffolk Joint Growth Steering Group** held on **Tuesday 28 March 2017** at **10.00 am** at the **Conference Chamber (West), West Suffolk House, Western Way, Bury St Edmunds, IP33 3YU**

Present: **Councillors**

Chairman David Bowman
Vice Chairman Alaric Pugh

Forest Heath District Council

Chris Barker
Ruth Bowman, J.P.
David Palmer
Reg Silvester

St Edmundsbury Borough Council

John Burns
Angela Rushen
David Roach
Peter Thompson
Jim Thorndyke

By Invitation:

John Bloodworth
Brian Harvey

Sara Mildmay-White
Susan Glossop
Andrew Smith
Julia Wakelam

48. **Apologies for Absence**

Apologies for absence were received from Councillor Rona Burt (FHDC).

49. **Substitutes**

There were no substitutes present at the meeting.

50. **Minutes**

The minutes from the meeting held on 21 February 2017 were received and confirmed as a correct record and signed by the Chairman.

51. **Housing White Paper: 'Fixing our Broken Housing Market' (Presentation)**

(All Members of Forest Heath District Council and St Edmundsbury Borough Council had been invited to attend for the consideration of this item)

Following on from the meeting of the West Suffolk Joint Growth Steering Group held on 21 February 2017, the Service Manager (Planning Strategy) provided a further presentation centred around the main issues within the

White Paper. The initial Officer thoughts as to the effect for West Suffolk, were summarised below:

- **Chapter 1: Planning for the right homes in the right places**
(Better, more realistic plan making which faced up to housing need and made sure that more of the homes that people wanted to live in were planned for in the places that they wanted to live)
 - Getting Plans in Place
The considerable time and resources required to get a Plan in place, including evidence and policy uncertainty, was noted. A standardised approach to calculating housing need could streamline the plan-making process, reducing inefficiencies and providing certainty. It would be important for councils to be able to retain freedom in how to plan and meet the objectively assessed housing need. Co-operation across a wider area could identify sufficient land for housing. Measures to support wider strategic planning were encouraging. Statements of Common Ground were supported.
 - Making enough land available in the right places
The release of public sector land was a significant opportunity demonstrated by the One Public Estate Programme. The New Land Release Fund would help with this policy ambition. This should be pursued in a long term strategic plan to ensure delivery. The requirement of 10% of sites being at 0.5ha would be difficult to implement in practice and this target should be voluntary.
 - Strengthening Neighbourhood Planning and Design
Commitment to review current energy performance standards was supported. The commitment for further funding to neighbourhood planning groups should be taken further with a full review of the financial support provided to councils to meet their statutory duties in relation to neighbourhood planning. The West Suffolk Councils already sought to secure higher density housing, but it was important for councils to be able to retain local discretion to decide the right levels of density for new housing across the local area. However, caution was needed to ensure that high density did not result in a rush to build small properties.
- **Chapter 2: Building Homes Faster**
(Giving local authorities the tools which they needed to make sure plans which had been carefully developed in consultation with the community were implemented and putting in place the necessary infrastructure to support new homes)
 - Infrastructure and Skills for Housing
The West Suffolk Councils would contribute to the review on Section 106 and the Community Infrastructure Levy, which needed to be robust, clear, transparent and simple. The Housing Infrastructure Fund would provide crucial opportunities for councils to deliver infrastructure-led housing.

- Local Authority and Developer Accountability for Building Homes
Supported councils to make greater use of Compulsory Purchase Powers to unlock stalled sites, although this may not speed up build-out rates. Similarly, whilst measures requiring starts within two years of being granted permission, would be a step in the right direction, it did not ensure that homes were completed at a reasonable rate. House building was generally complex and risky, involving a wide range of partners. Councils were committed to building homes where they were needed, but did not have all the planning powers to ensure it. This must be recognised by the proposal to apply delivery test and requiring action from councils when housing delivery had not met forecast need and the measures put in place to reduce the risk of reverting to presumption, in favour of sustainable development.
- **Chapter 3: Diversifying the Market**
(Opening up the market to smaller and medium sized builders, boosting productivity and innovation by encouraging modern methods of construction and attracting investors into development of homes for rent, as well as for sale)
 - Council and Housing Association House Building
Need to await the publication of additional details, in particular, implications of extending right-to-buy on alternative delivery vehicles.
 - Diversification of Private House Builders
The strategy for supporting the diversification of the private market would take time to deliver and was unlikely on its own to build all the housing the communities needed. In the short-term, it was critical to enable councils to build more affordable homes where the market had undelivered. There was a good opportunity to stimulate additional supply through institutional investment in Build-to-Rent products, which councils were keen to enable as part of the wider housing mix. Three-year tenancies on Build-to-Rent properties were welcomed, but would likely form a very small proportion of the overall housing stock. The West Suffolk Councils were also interested to understand more about a new affordable private rented product.
 - Future Role of the Homes and Communities Agency
A reformed role for the Homes and Communities Agency, working with local partners, could play an important role in supporting local areas to enable house building locally. The West Suffolk Councils would work with Homes England to support councils and their local partners to build more homes.
- **Chapter 4: Helping People Now**
(Doing all we can to support households now by tackling some of the impacts of the housing shortage on ordinary households, given that it would take time to feel the impact of the long-term solution of building more homes)

- Starter Homes
Supported local flexibility in delivering starter homes alongside the mix of other affordable housing products that meet the locally assessed need, including affordable homes for rent.
- Helping people afford a home
It was still not clear how the extension of the Right-to-Buy would be funded in the longer term. Councils were still facing uncertainty over the prospect of a forced sale of their assets to fund the extended Right-to-Buy, not relevant to West Suffolk as both Councils were non-stockholding. There were potential negative implications on rural exception sites.
- Government Funding for Affordable Housing
The West Suffolk Councils would continue to ensure that funding for affordable housing was delivered effectively by Housing Associations, with councils as a key partner. Councils and Housing Associations would be able to deliver more homes if given flexibilities, eg, to combine grants with Right-to-Buy receipts and to deliver more social rented properties and more affordable lower-income households. There were helpful measures, but did not tackle the underlying challenges arising from a legal and regulatory system that was out-of-date and required reform to make the pace of the reality of the current private rented housing market.
- Making the Best Use of Existing Homes
It was important to make use of existing homes, although this would not solve problems with supply. The West Suffolk Councils were pleased that the Government recognised the contribution that local government had made to bringing down the number of empty homes.
- Housing for Older People
- Preventing Homelessness
There was an acute need to integrate housing with health and social care further and in ways that improved well-being and reduced demand on care services. This meant building more attractive and suitable homes for older people and adapting existing housing to better support ageing in ways that reduced pressures on health and social care services. To deliver, councils needed tools in their viability negotiations with developers to ensure they delivered more accessible homes.

Officers concluded the presentation by stating that, as outlined above, consideration had started on the impact of the White Paper and other relevant publications and how this would impact on the strategic and operational work in West Suffolk. A programme/Action Plan would also be prepared which listed the proposals and actions within the White Paper and when they were planned for implementation.

The West Suffolk Councils would also be working with its partners to prepare a Suffolk wide/East of England response, along with a separate West Suffolk response, for submission by the deadline of 2 May 2017.

Members then discussed the content of the White Paper, including the proposed initial West Suffolk Officer responses summarised above and made the following further comments:

- The White Paper had missed the opportunity to outline the benefits of master planning and so would support amendments to the National Planning Policy Framework (NPPF) to require Masterplans in the plan making/delivery process.
- Supported the enhanced and simplified Compulsory Purchase power process.
- Supported the increase in the Neighbourhood Plan Grant for Parish/Town Councils.
- Questioned whether the 'Duty-to-Cooperate' worked in practice.
- Supported the standardised Objectively Assessed Housing Need and the fixing five year land supply for one year and extending that for long term sites.
- To await further advice on the Community Infrastructure Levy reform to take forward the Government's new approach in late 2017.
- Concerned with the proposals to increase the density of developments, which may result in more planning appeals.
- Concerned with the proposals to extend Right-to-Buy to private companies and impact which this may have on Barley Homes.
- Concerned that the 'starter home' affordable housing product would not be workable within West Suffolk, as Central Government was 'out-of-touch' with the average household income.
- Concerned about the widening the definition of affordable homes.
- Sustainable development should be the driving factor when delivering homes.
- Considered that the White Paper was not sufficient with regards to the consideration of design and space, so would like to see the development of a West Suffolk Supplementary Planning Document (SPD) for residential design to include lifetime homes and space requirement standards.

The Officer agreed for these comments to be fed into the Suffolk wide response. This draft response would be made available to Members from 21 April 2017 and would be signed-off by the Portfolio Holders for Planning and Growth and for Housing, prior to submission. Any specific comments which related to West Suffolk would be submitted as a separate response.

With there being no decision required, the Steering Group **noted** the presentation and proposed course of action.

52. **Britain's Industrial Strategy Green Paper (Presentation)**

(All Members of Forest Heath District Council and St Edmundsbury Borough Council had been invited to attend for the consideration of this item)

The Service Manager (Economic Development and Growth) provided a presentation which explained that on 23 January 2017, the Government had published 'Britain's Industrial Strategy'. This Green Paper set out the Government's plans and strategy for supporting Britain's industrial sectors, improving productivity, driving growth across the country and making British business more competitive.

The Strategy was made up of 10 pillars which drew together, in one place, a range of new and existing policy and related funding:

1. Investing in science, research and innovation.
2. Upgrading infrastructure (including digital, energy, transport, water and flood defences).
3. Improving procurement.
4. Delivering affordable energy and clean growth.
5. Driving growth across the whole country.
6. Developing skills.
7. Supporting businesses to start and grow.
8. Encouraging trade and inward investment.
9. Cultivating world-leading sectors.
10. Creating the right local institutions.

The Government had launched a public consultation on this Strategy to which the West Suffolk Councils were considering the submission of a response. The Government was asking for comments on the approach and ideas set out, in order to make the Strategy effective in delivering an economy that worked for everyone.

Responses were to be submitted by no later than 17 April 2017 and a Suffolk wide response was being prepared as an evidence based submission that demonstrated Suffolk's economic assets and ambition and to also set the framework for areas of future work with the Government and any related deals. As with the Housing White Paper, it was also the intention to submit a separate specific West Suffolk response which would centre on its uniqueness, the relationship and influence of Cambridge and its key sectors and specialisms (eg Newmarket).

Both the draft Suffolk and the West Suffolk response would be made available to Members for comment and would be signed-off by the Portfolio Holders for Planning and Growth, prior to submission by the deadline of 17 April 2017.

Members then discussed the content of the presentation and asked questions of the Officer, in which responses were duly provided.

With there being no decision required, the Steering Group **noted** the presentation and proposed course of action.

53. **Monitoring Delivery of the West Suffolk Six Point Plan for Jobs and Growth (Presentation)**

The Service Manager (Economic Development and Growth) and the Principal Growth Officer provided a presentation to the Steering Group on the review which had been undertaken on the Six Point Plan for Jobs and Growth.

The Plan had been developed in 2015 as increasing the opportunities for economic growth was a top priority in West Suffolk. This was a living document which was subject to regular modifications and contained a two year plan of action for jobs and growth under six key themes. There was now the opportunity to re-imagine the Plan on the light of new thinking and revised internal structures, along with external factors which could also affect the Councils priorities moving forward.

As part of this review, the following achievements were identified:

1. Meeting and Understanding West Suffolk Businesses

Achievements included:

- Targeted approach to meeting businesses
- Chamber of Commerce Service Level Agreement (SLA) (including six Forum events per annum)
- West Suffolk Business Forum (held twice yearly)
- West Suffolk Business Festival/Awards
- Working with the new Anglia LEP and Local Authority partners (Customer Relationship Management system and company database)
- Joint support with DiT (UKTI) to overseas owned companies
- Two events with the Hong Kong Trade Development Council
- Targeted growing and declining companies
- Working with both Growth Hubs (Greater Cambridge/Greater Peterborough LEP and the New Anglia LEP)
- Shopfront grant (11 businesses in Forest Heath and 11 businesses in St Edmundsbury had benefitted from the grant)
- Start-up grants (20 grants in Forest Heath; 27 grants in St Edmundsbury since 2014)
- Brecks and Wool Town Leader work to promote rural businesses

2. Promoting the West Suffolk Economic Region

Achievements included:

- West Suffolk Business Fact Pack
- West Suffolk Business Festival
- Business Awards (including the Newmarket and the Haverhill Chambers of Commerce)
- Inward investment (working with the Hong Kong Trade Development Council on Mandarin Fact Packs; countywide Inward Investment Group; MIPIM 2016 (London))
- Enterprise Zones at Haverhill Research Park and Suffolk Business Park

3. Supporting our Market Towns

Achievements included:

- Haverhill Town Centre Masterplan (Supplementary Planning Document adopted by SEBC Council in September 2015)
- Implementation of projects within the Haverhill Town Centre Masterplan now underway
- Currently preparing the Bury St Edmunds Town Centre Masterplan (due for completed by end of 2017)
- Support to OurBuryStEdmunds and Newmarket BIDs
- Newmarket Vision
- Mildenhall Hub
- Regular events on the five West Suffolk Markets
- Building links with local schools and colleges
- New farmers market in Bury St Edmunds and community market in Newmarket
- Working with Parish/Town Councils and retailers to investigate bringing new markets and special events to West Suffolk market towns
- Bury St Edmunds Christmas Fayre (improved and reviewed)
- Haverhill Christmas Market

- Encouragement of start-up businesses by offering incentives, stalls and offers on all our markets.

4. Ensuring the Right Conditions for Growth

Achievements included:

- Suffolk Business Park
- Eastern Relief Road commenced and first 'deal done' on the Enterprise Zone
- Collective Local Authority working to create the Cambridge/Norwich Technology Corridor
- Extension of MENTA's small business workspace
- Early stage feasibility work for an extension to the Mildenhall Industrial Estate
- Haverhill Lorry park investigation
- Enterprise Zones at Haverhill Research Park and Suffolk Business Park (which included Business Rates discount and simplified planning processes)
- USAFE Mildenhall and economic impacts Study
- Haverhill Research Park and Epicentre
- Campaigning for highway improvements and funding from the Road Investment Strategy (RIS2)
- A1307 campaign and development of business case for improvements
- Ipswich to Cambridge twice hourly rail services
- Saxham Business Park Summit

5. Developing Skills and Increasing Employment Opportunities for All

Achievements included:

- Working with partner organisations to promote opportunities (including Suffolk County Council, Signpost2Skills, New Anglia LEP, West Suffolk College)
- West Suffolk Skills Survey
- Opportunities for young people through markets
- Young enterprise
- Promoting apprenticeships (including leading by example)
- Understanding the role of West Suffolk going forward

6. Capitalising Upon Our Key Sectors

Achievements included:

- Bury St Edmunds Destination Management Organisation (DMO)
- Discover Newmarket
- Enterprise Zones aimed at delivering growth in line with the LEP sector priorities (technology/advanced manufacturing)
- Cambridge/Norwich Technology Corridor
- TechEast support
- Screen Suffolk
- Newmarket Hill Gallops

Members then discussed the content of the presentation and asked questions of the Officers, in which responses were duly provided.

With there being no decision required, the Steering Group **noted** the review of the Six Point Plan for Jobs and Growth.

(Councillor Angela Rushen left the meeting at 11.45 am, during the discussion of this item)

54. Suffolk Skills and Employment Programme (Presentation)

The Growth Officer provided an update to the Steering Group which followed on from the presentation made by Judith Mobbs, Assistant Director Inclusion and Skills, Suffolk County Council at the meeting of the Steering Group on 21 February 2017.

The presentation set out the issues which specifically related to West Suffolk with regards to skills and employment. It was important to understand the specific needs of West Suffolk as there were differences in the demographics to Ipswich and East Suffolk. To assist with this a West Suffolk Skills Survey was being undertaken with businesses and young people to understand their needs and aspirations until 31 March 2017.

The presentation also set out the future actions for West Suffolk which would explore the specific needs of young people and businesses, along with the further understanding of other 'off the radar' demographic (eg mothers returning to work; work at home/sole traders; re-training opportunities).

Members then discussed the content of the presentation and asked questions of the Officer, in which responses were duly provided.

With there being no decision required, the Steering Group **noted** the presentation, along with the future actions.

55. Local Economic Partnerships: Strategic Economic Plan Reviews (Presentation)

The Service Manager (Economic Development and Growth) provided an update on the progress with the review of the New Anglia LEP and the Greater Cambridge/Greater Peterborough Strategic Economic Plans (SEPs).

In 2013, the Government had asked LEPs to negotiate a 'Growth Deal' to drive forward economic growth in their areas, having set aside £2 billion a year, for six years from 2015/2016 to 2020/2021, in a Local Growth Fund. To guide these negotiations, the Government asked each LEP to express its offer through a Strategic Economic Plan (SEP). Since 2014, the New Anglia LEP had been awarded £290m in Growth Deal Funding and the Greater Cambridge/Greater Peterborough LEP had been awarded £148m.

In terms of reviewing their SEPs, the following had been undertaken by each LEP:

- New Anglia LEP
 - Started work on its 'Economic Strategy for the East'. This was not a replacement of the SEP but:
 - It aimed to build on the SEP
 - Would take into account recent changes
 - Would address some of the elements of the SEP that were behind target
 - A tender had been issued for some of the data and intelligence work.

- A business consultation meeting had been held on 21 March 2017 and further consultation was planned.
 - The review would be completed in Autumn 2017.
 - Action Plans would follow the SEP.
- Greater Cambridge/Greater Peterborough LEP
 - Had commissioned LDA Associates and Cambridge University.
 - One-to-one meetings had been arranged with the District Councils during February/March 2017.
 - Draft issues would be presented to the Greater Cambridge/Greater Peterborough LEP Board in March 2017.
 - The final SEP would be presented in July 2017.
 - This work would then be used to establish sector/place based strategies in November 2017.

Members then discussed the content of the presentation and asked questions of the Officer, in which responses were duly provided.

With there being no decision required, the Steering Group **noted** the progress with the SEP reviews.

56. **Work Programme 2017/2018 (Report No: JGG/JT/17/001)**

The Steering Group received this report which set out their current Work Programme for 2017/2018 (as set out in Appendix 1). The Steering Group were able to make suggestions on items for consideration and if accepted, would be timetabled to report to a future meeting.

During the discussion of the Work Programme, the following item was suggested for future consideration:

- *Developer relationships: Viability of sites and 'The Open Book Appraisal'*

Members **noted** the current status of the Work Programme for 2017/2018, along with the inclusion of the above item.

During the discussion of this item, the Chairman also asked as to how the Group would wish to report onto Cabinet. Formal recommendations for a decision to be made would be reported from the Group to Cabinet in the normal manner, via a referrals report. However, the Group whether they would also wish to provide a brief summary to Cabinet of the outcomes from the Group (which had not resulted in formal recommendations).

Members **agreed** that a brief summary of the outcomes from the Group to also be reported to the next available Cabinet meeting, following each meeting of the Steering Group.

57. **Dates of Future Meetings**

The dates of future meetings of the Steering Group were **noted** as follows (all to be held on Tuesdays at 10.00 am):

Tuesday 6 June 2017 District Offices, Mildenhall

Tuesday 31 October 2017 West Suffolk House,
Bury St Edmunds

Tuesday 20 February 2018 District Offices, Mildenhall

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

(At the conclusion of the meeting, the Chairman also wished to express his thanks to those who had made presentations to the Steering Group during the meeting)

The Meeting concluded at 12.20 pm

Signed by:

Chairman

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Forest Heath & St Edmundsbury councils



West Suffolk

working together

Road & Rail Infrastructure

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Update to West Suffolk Joint Growth Steering Group
6th June 2017

Agenda Item 6



Purpose of the presentation

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

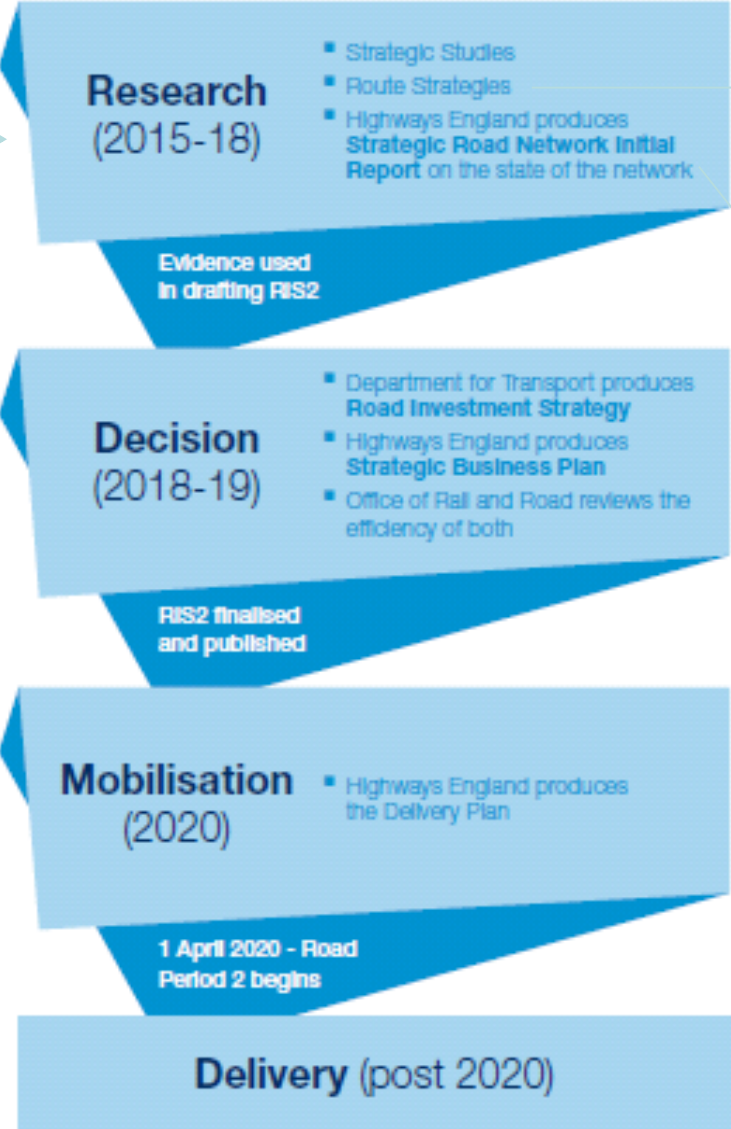
Strategic Road Network

- Highways England – manages A14, A11, A12 south of A14 and A12 (A47) north of Lake Lothing
- Wholly funded by Department for Transport (DfT)
- Five year Road Investment Strategy (RIS) set by DfT
- Current RIS period 2015 – 2020 (no Suffolk projects)
- Next period 2020 – 2025
- Process for RIS2 has begun

Road Investment Strategy Timescales

we are here

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Felixstowe To Midlands (A14) East of England Route Strategy (A11)

Expected to be published later this year and the subject of public consultation

No A14 Delays



The A14 – vital for the local and national economy.

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OVERVIEW

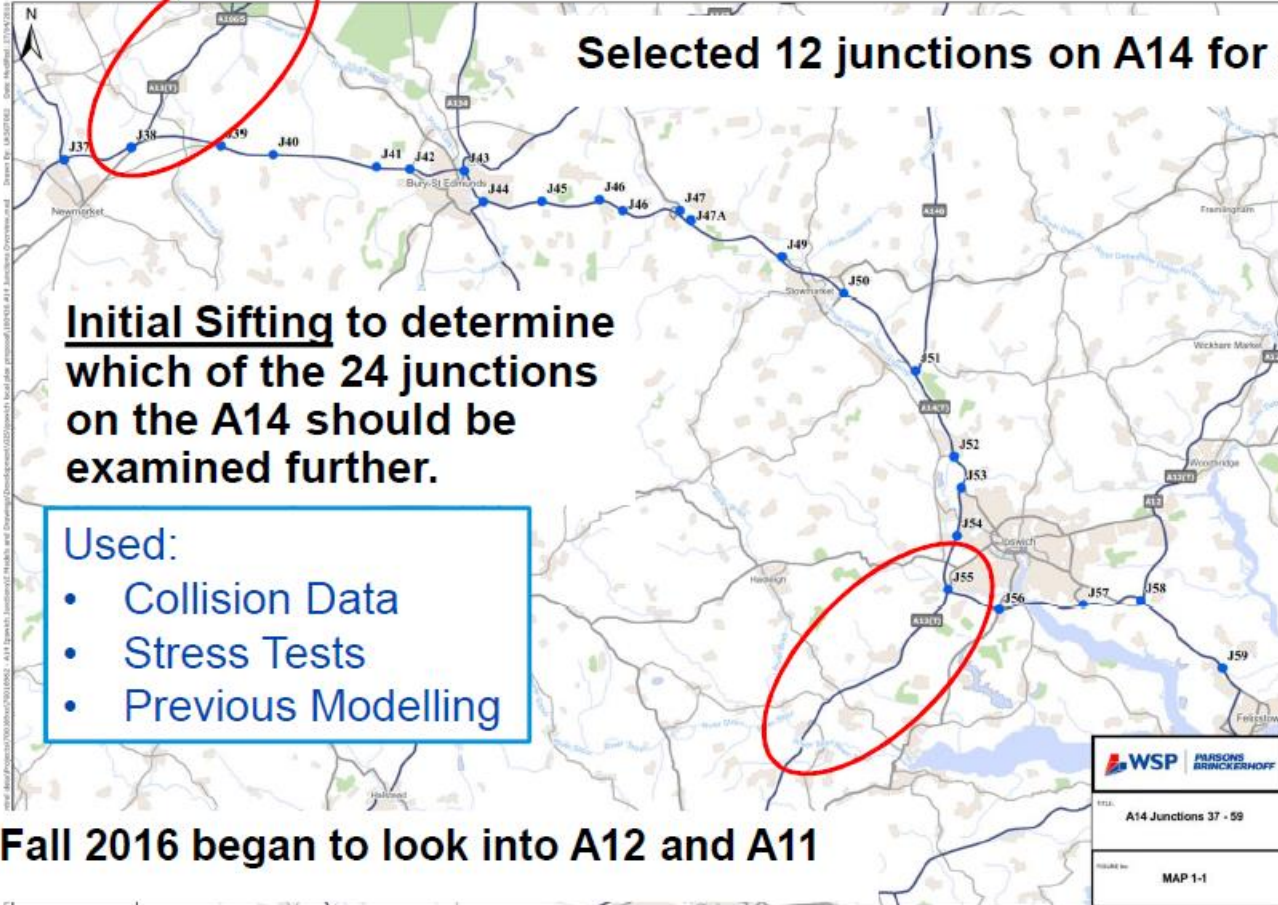
Selected 12 junctions on A14 for Stage A.

Initial Sifting to determine which of the 24 junctions on the A14 should be examined further.

Used:

- Collision Data
- Stress Tests
- Previous Modelling

In Fall 2016 began to look into A12 and A11



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JUNCTION 37 – KEY ISSUES

- Key priority for Forest Heath District Council
- Improvements needed to support growth in East Cambridgeshire & Newmarket
- Lack of capacity – leads to extensive queuing
- Conditions likely to worsen following opening of Ely Bypass in 2017

**Aim 1:
Economy**

**Aim 2:
Network
Capability**



JUNCTION 37 – RECOMMENDED OPTION

Initial analyses indicate that the scheme could offer large benefits with an indicative BCR of 6+ (very high value for money) established through initial economic modelling.

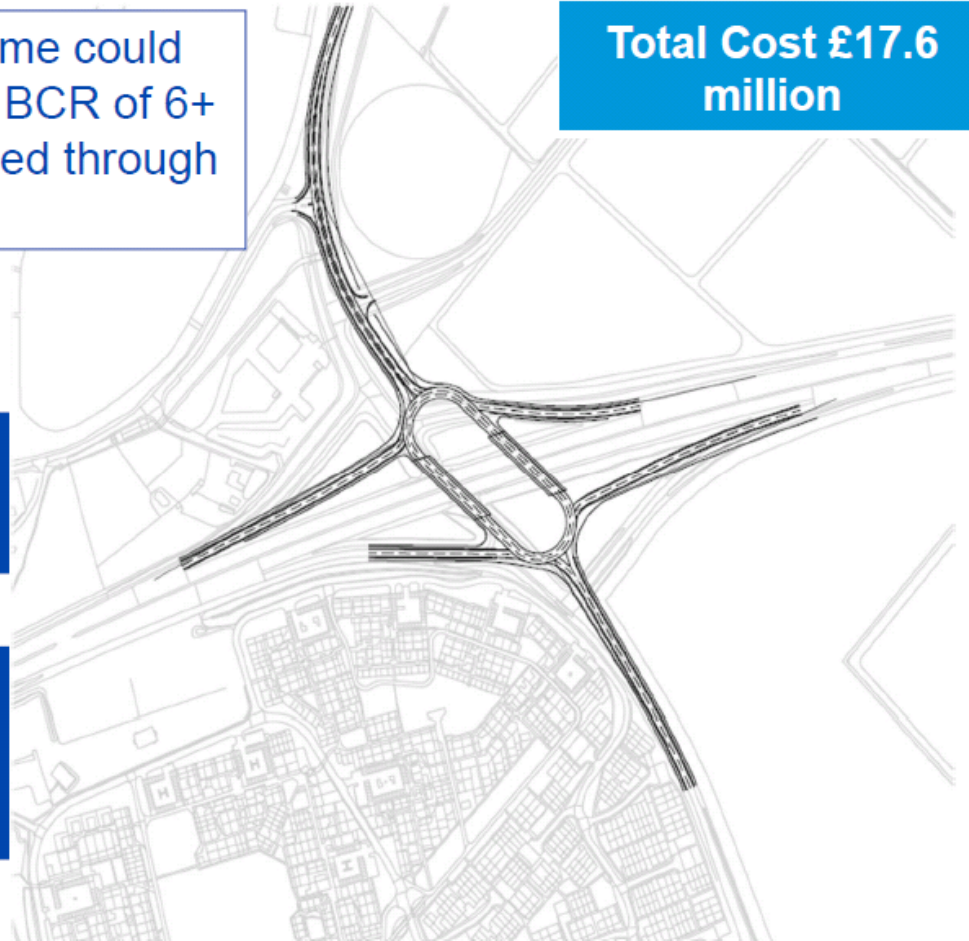
Total Cost £17.6 million

Page 20

- Reduction in accident rates due to new compliant grade separated junctions.
- Better flow of traffic and additional capacity as the new design complies with the DMRB standards.

**Aim 3:
Safety**

**Aim 2:
Network
Capability**



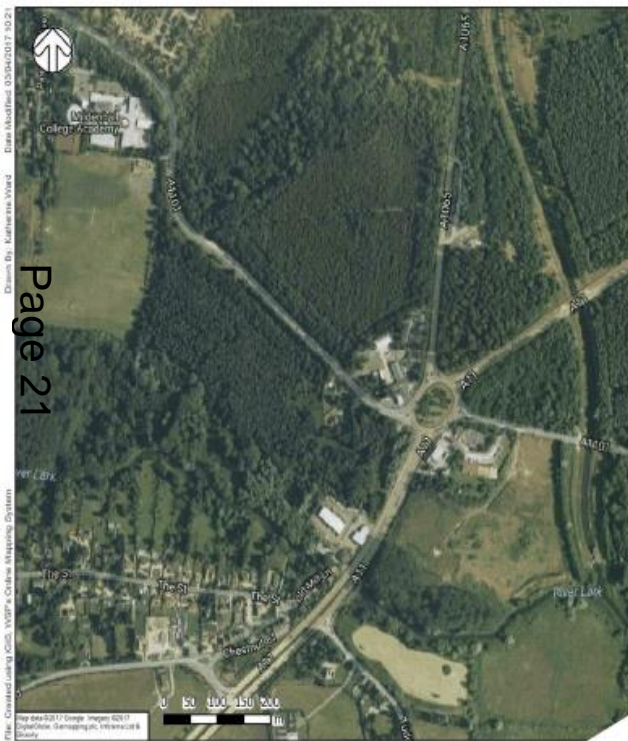
A11 MILDENHALL JUNCTION – KEY ISSUES

- There is evidence of increasing congestion at the A11 Fiveways Junction and risk of accidents/incidents at the existing at grade crossings with openings in the central reserve.
- The A11 has been identified as a growth corridor and improvements are required to support growth in Forest Heath and in particular growth linked to the potential development of Mildenhall Airbase.
- Very strong local support (and demand) for implementation of a long-term solution

**Aim 3:
Safety**

**Aim 1:
Economy**

**Aim 2:
Network
Capability**



A14 BURY ST EDMUNDS

- **St Edmundsbury as a location of growth - 10,000+ houses in 20 years - majority concentrated in Bury St Edmunds and Haverhill**
- **Future development could be limited by increasing congestion at A14 Junctions**
- **A14 Junctions (namely J43 and J44) are at capacity at peak times**
- **Importance of limiting queuing so it does not impede the main carriageway flow**
- **Some developments would not be brought forward until capacity at these key locations was addressed**

**Aim 2:
Network
Capability**

**Aim 1:
Economy**

Safety

JUNCTION 43 – KEY ISSUES

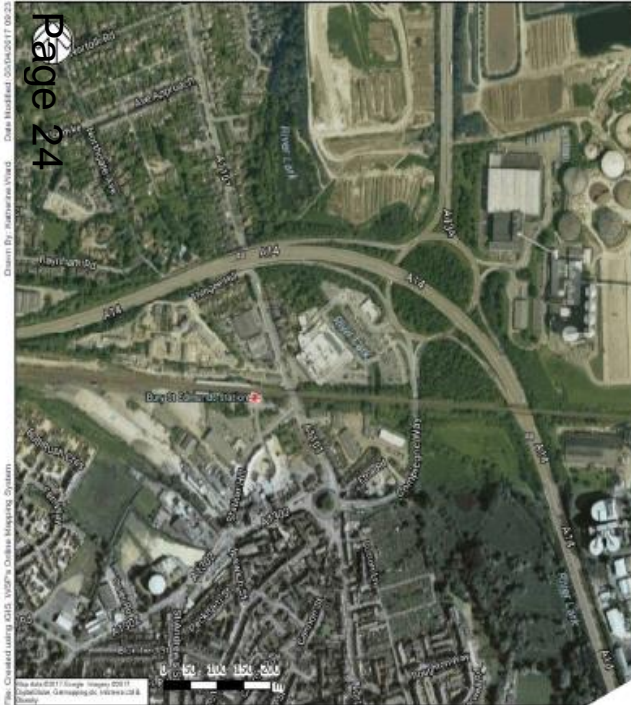
Aim 2:
Network
Capability

→ Significant issues with slip roads

- Westbound off-slip (AM)
- Eastbound off-slip (PM)

→ The two areas in the local proximity of Junction 43 are experiencing increased traffic pressure during the peak periods:

- *Tollgate Lane junction and;*
- *Compiegne Way / Tayfen Rd / Out Northgate cluster,*

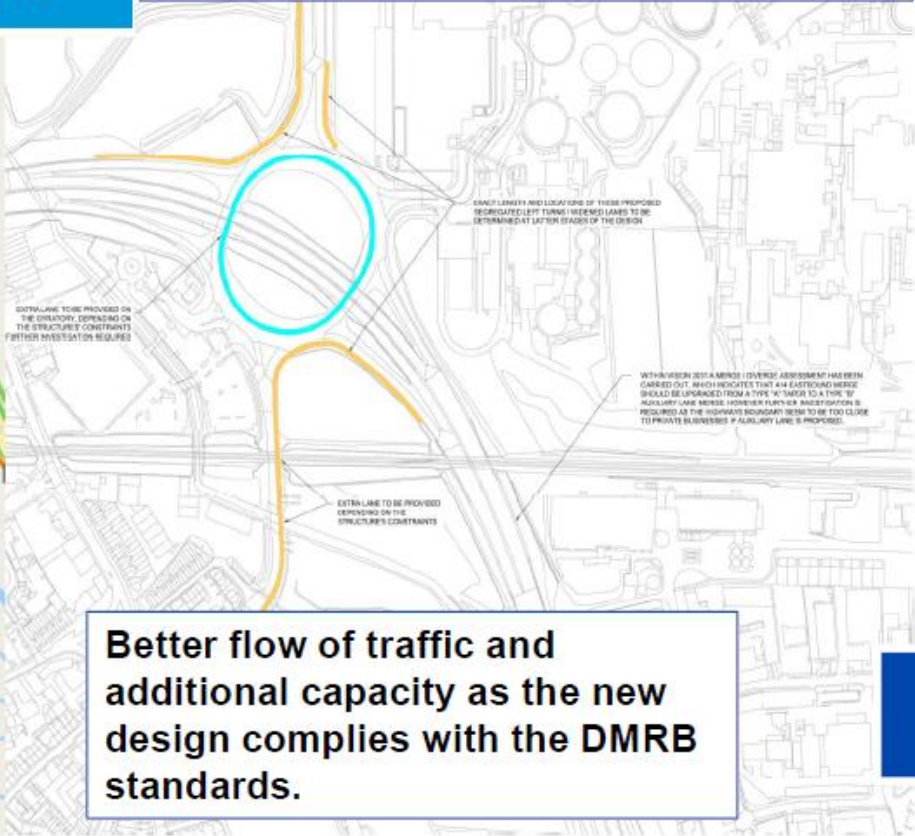
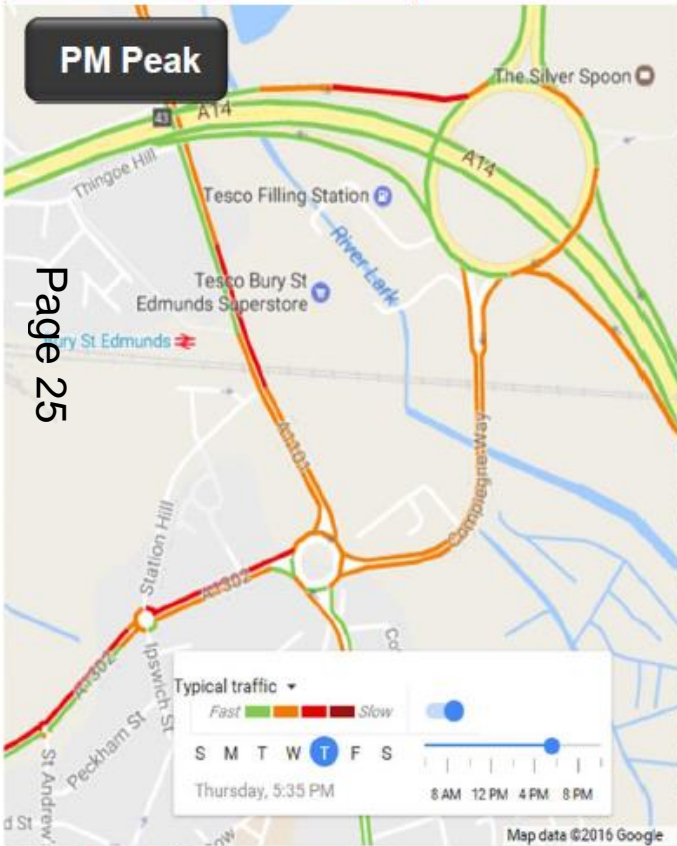


JUNCTION 43 – RECOMMENDED OPTION

Option B Do Maximum	Total Cost: £4.3million
Local Network Improvements	£0.5 million

Reduction in accident rates due to improving the size of the junctions and introducing three lanes roundabout with segregated left turns.

Aim 2: Network Capability



Better flow of traffic and additional capacity as the new design complies with the DMRB standards.

Aim 1: Economy

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JUNCTION 44 – KEY ISSUES

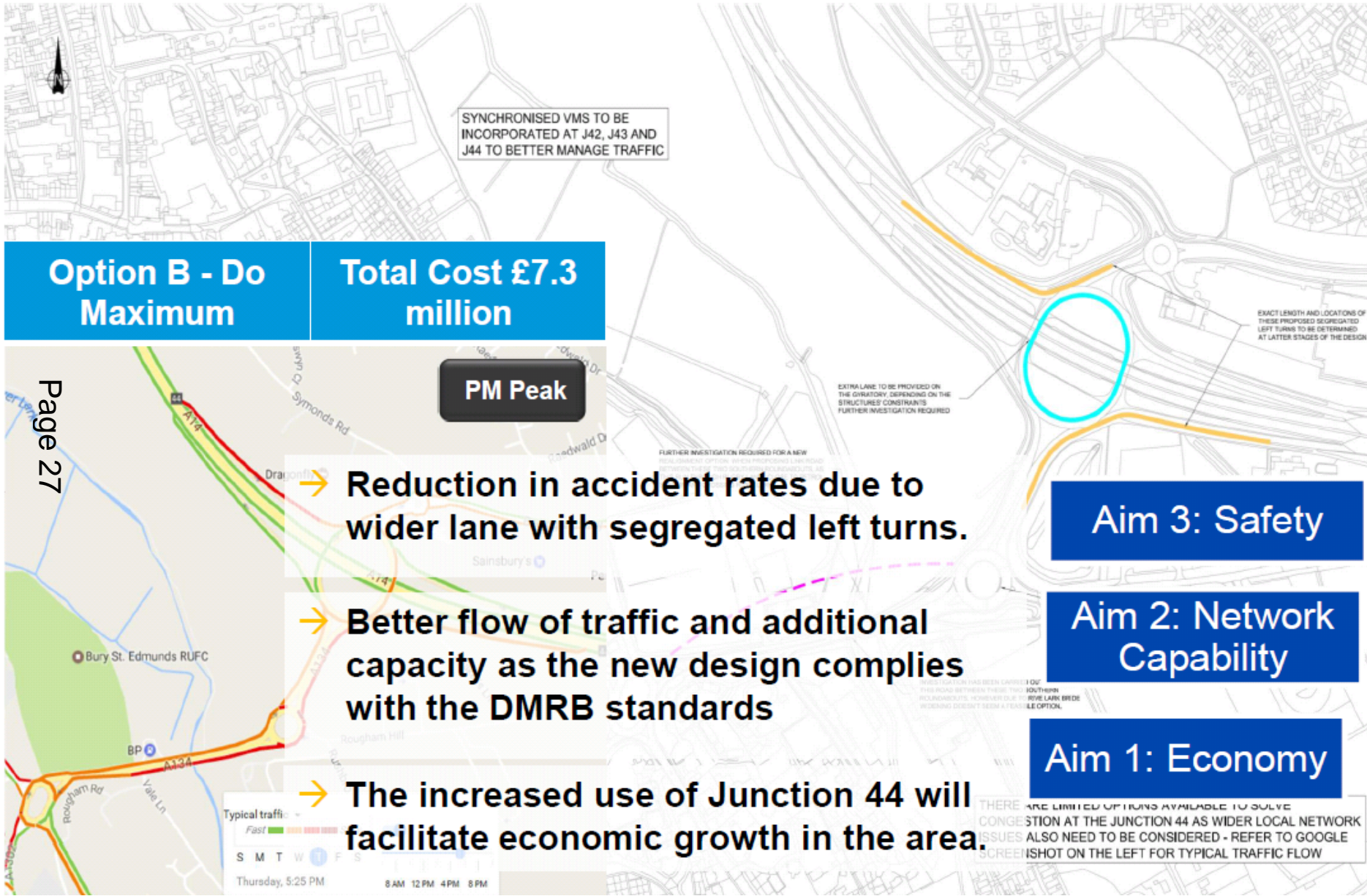
- Poor layout, short slip roads and lack of capacity leads to significant congestion and queueing, which extends back onto the A14 main carriageway.
- Rougham Road corridor, in the local proximity of Junction 44, is experiencing increased traffic pressure during the peak periods
- Improvements are required to support growth in Bury St Edmunds

Aim 2:
Network
Capability

Aim 1:
Economy

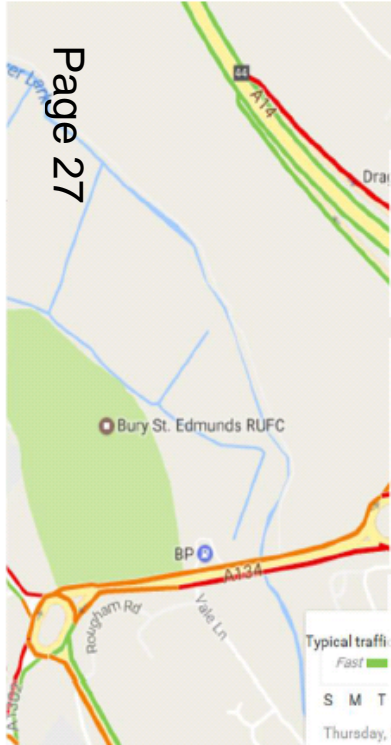


JUNCTION 44 - DO MAXIMUM OPTION



Option B - Do Maximum **Total Cost £7.3 million**

PM Peak



- ➔ Reduction in accident rates due to wider lane with segregated left turns.
- ➔ Better flow of traffic and additional capacity as the new design complies with the DMRB standards
- ➔ The increased use of Junction 44 will facilitate economic growth in the area.

Aim 3: Safety

Aim 2: Network Capability

Aim 1: Economy

THERE ARE LIMITED OPTIONS AVAILABLE TO SOLVE CONGESTION AT THE JUNCTION 44 AS WIDER LOCAL NETWORK ISSUES ALSO NEED TO BE CONSIDERED - REFER TO GOOGLE SCREENSHOT ON THE LEFT FOR TYPICAL TRAFFIC FLOW

IPSWICH JUNCTIONS

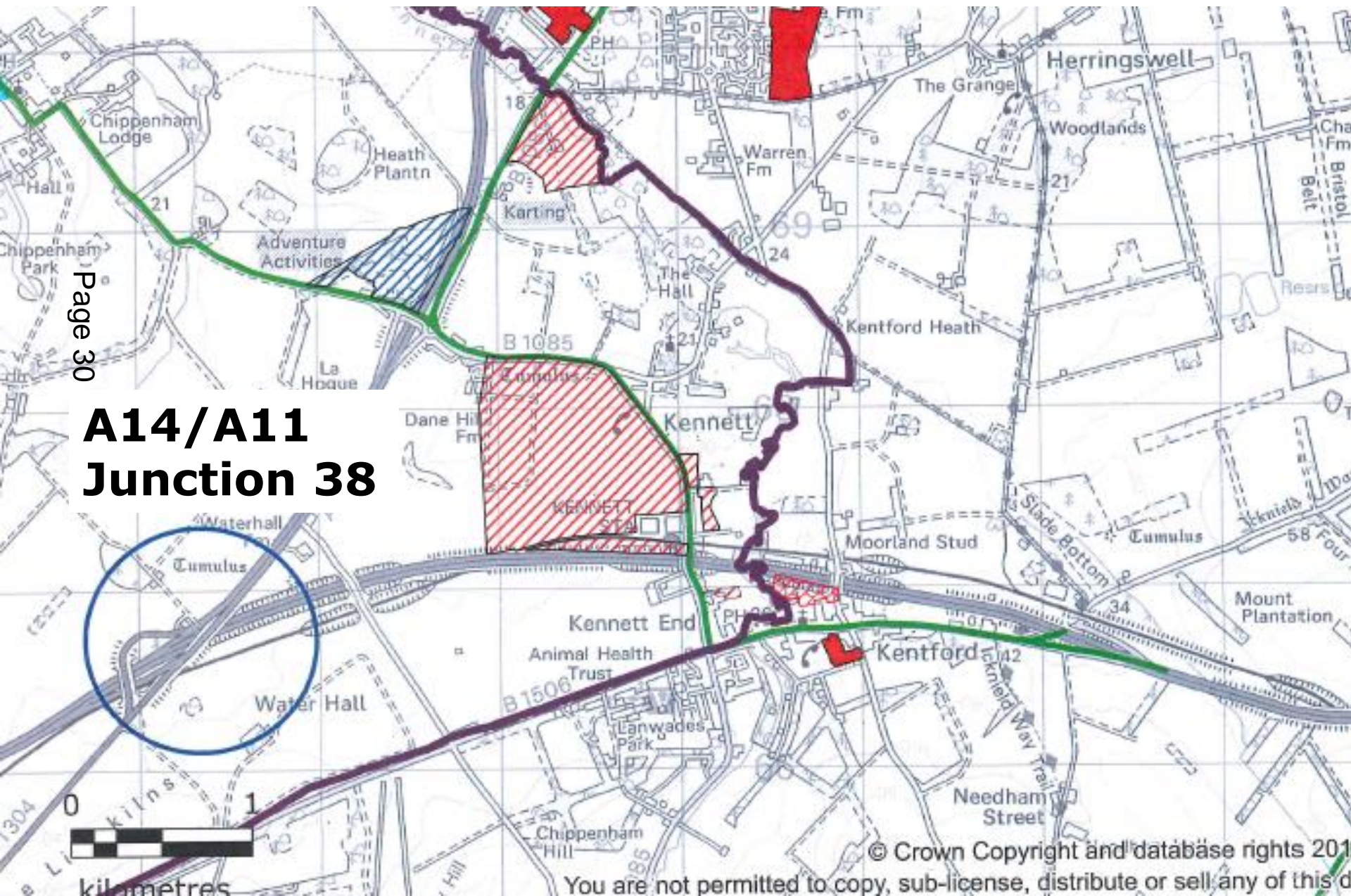


TO SUMMARISE:

- Initial but very detailed study of Suffolk junctions against the RIS 2 Aims
- Package of schemes has been provided to Highways England
- Demonstrates the clear pressures & clearly identified the need
- Recommended schemes offer Excellent value for money.
- Benefit freight industry; business travellers; commuters; leisure traveller; local drivers and communities
- Enables wider economic growth.

<u>AIMS</u>	
1.	Economy ✓
2.	Network ✓
	Capability ✓
3.	Safety ✓
4.	Integration ✓
5.	Environment ○

A14/A11 Junction 38



A1307 Campaign





Rail

- Network Rail
 - Responsible for Infrastructure
 - 5 year funding periods 2014 – 2019,
2019 - 2024
- Services
 - Franchised by DfT
 - East Anglia Franchise 9 years from
– October 2016

Key Rail Service Improvements

Page 34

- Ipswich – Peterborough hourly service
- Ipswich – Cambridge half hourly
 - Opportunities for Bury St Edmunds and Newmarket
- GEML- speed and quality of trains
- Norwich to Cambridge half hourly (Brandon, Lakenheath)
- Freight growth from Felixstowe
- East – West rail (Oxford to Ipswich/Norwich)

DRAFT West Suffolk Rail Issues

ASPIRATION

- Increase rail passenger services
 - Ips – Pete hourly
 - Ips – Cams half hourly
- Increase rail freight
 - 45 freight train paths per day

INFRASTRUCTURE PRIORITIES

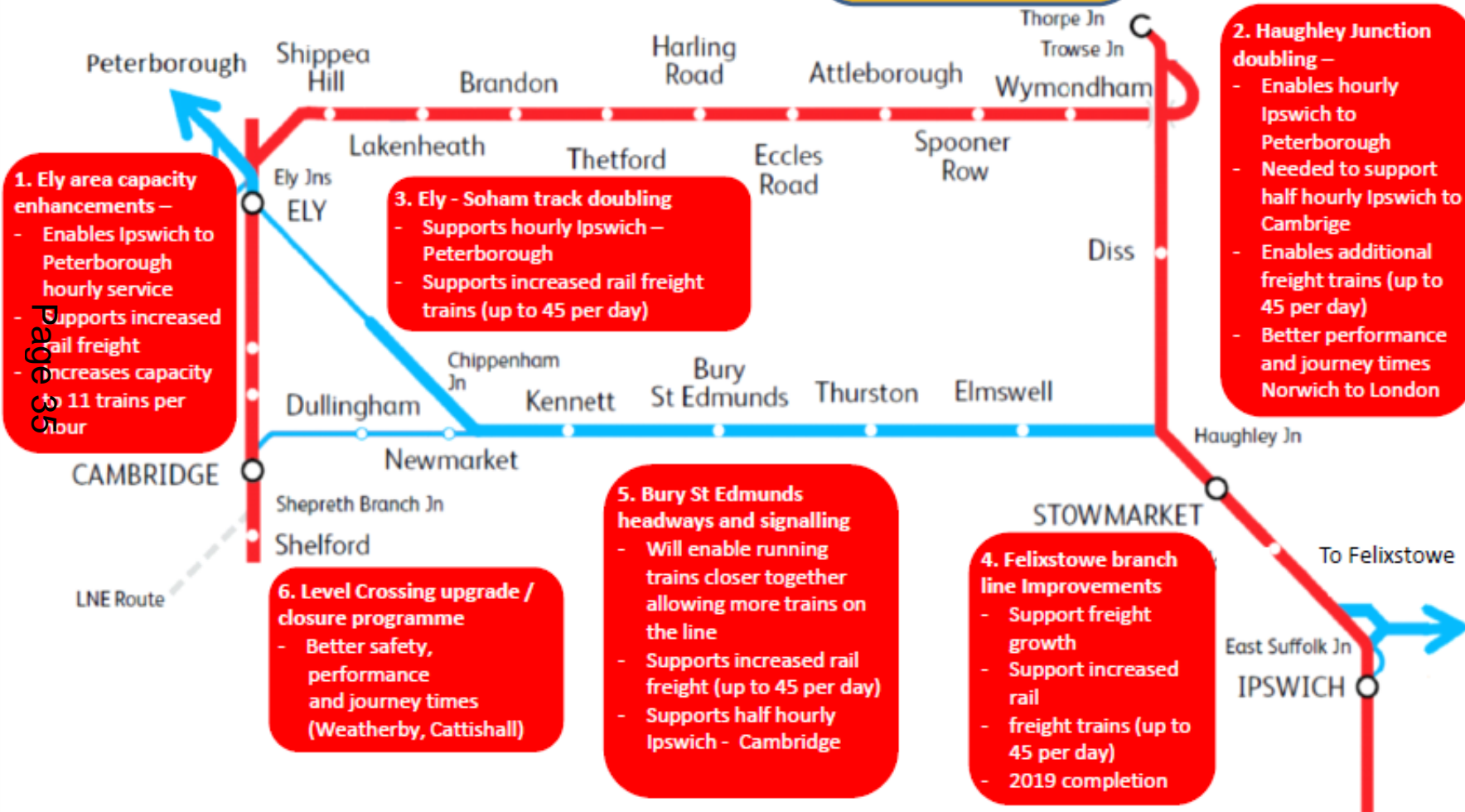
see below in priority order

ABELLIO GREATER ANGLIA FRANCHISE

- Contracted to provide hourly Ips – Pete
- 3-4 car new trains, wifi and a/c in 2020

EAST WEST RAIL CONSORTIUM

- Eastern Section (next page)



1. Ely area capacity enhancements –

- Enables Ipswich to Peterborough hourly service
- Supports increased rail freight
- Increases capacity to 11 trains per hour

3. Ely - Soham track doubling

- Supports hourly Ipswich – Peterborough
- Supports increased rail freight trains (up to 45 per day)

2. Haughley Junction doubling –

- Enables hourly Ipswich to Peterborough
- Needed to support half hourly Ipswich to Cambridge
- Enables additional freight trains (up to 45 per day)
- Better performance and journey times Norwich to London

5. Bury St Edmunds headways and signalling

- Will enable running trains closer together allowing more trains on the line
- Supports increased rail freight (up to 45 per day)
- Supports half hourly Ipswich - Cambridge

6. Level Crossing upgrade / closure programme

- Better safety, performance and journey times (Weatherby, Cattishall)

4. Felixstowe branch line Improvements

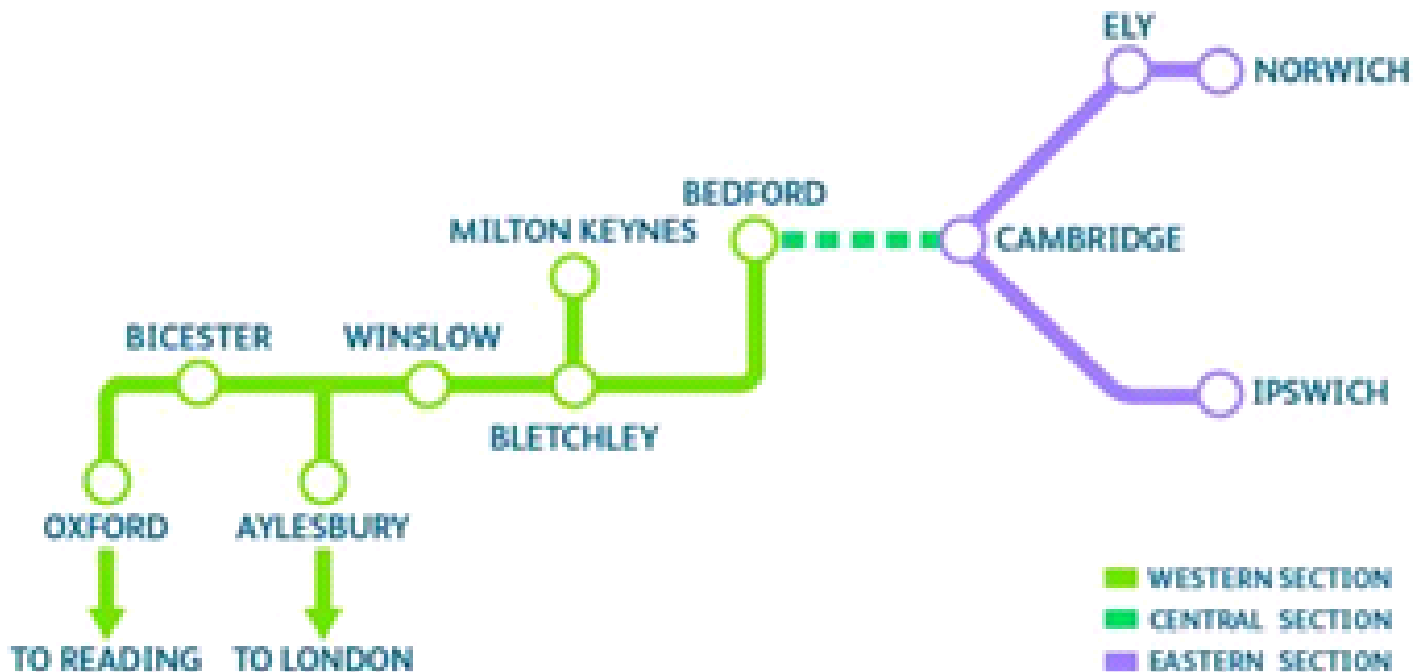
- Support freight growth
- Support increased rail freight trains (up to 45 per day)
- 2019 completion

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East West Rail Route

The proposed East West Rail route can be broken down into three sections; Western, Central and Eastern.

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West Suffolk Joint Growth Group



Title of Report:	West Suffolk Community Energy Plan - Update	
Report No:	JGG/JT/17/002	
Report to and date:	West Suffolk Joint Growth Steering Group	6 June 2017
Portfolio holders:	Councillor Alaric Pugh SEBC Portfolio Holder for Planning and Growth Tel: 07930 460899 Email: Alaric.pugh@stedsbc.gov.uk	Councillor Lance Stanbury FHDC Portfolio Holder for Planning and Growth Tel: 07970 947704 Email: lance.stanbury@forest-heath.gov.uk
Lead officer:	Peter Gudde Service Manager (Environmental Health) Tel: 01284 757042 Email: peter.gudde@westsuffolk.gov.uk	
Purpose of report:	To update West Suffolk Joint Growth Group on progress towards delivering the West Suffolk Community Energy Plan, as approved by the West Suffolk Councils in December 2014 (and as amended in Spring 2016).	
Recommendation:	That the Steering Group are requested to note the contents of the report.	
Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<i>Is this a Key Decision and, if so, under which definition?</i> Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
Consultation:	See background reports	
Alternative option(s):	See background reports	
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"> A separate report for consideration by the Cabinets of Forest Heath District Council and St Edmundsbury Borough Council sets out proposals to extend existing approved capital provision to support energy-related investment 	

	opportunities where they are in line with the agreed financial returns and strategic objectives.		
<i>Are there any staffing implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
<i>Are there any ICT implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
<i>Are there any legal and/or policy implications? If yes, please give details</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
<i>Are there any equality implications? 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)
Financial - The projects do not achieve the predicted financial returns	High	Conservative assumptions made. Industry advice has been sought in developing the financial models. Project investment will be tightly controlled to achieve highest support Tariffs, or cease project investment should Government cut the tariffs to make the financial model unsustainable	Medium
Legal – Unable to gain permissions and licences to operate	High	Seek legal advice before progressing options	Medium
Economic – lack of market demand	Medium	Carry out soft market testing. Refine the offer and go to test market again before launching	Low
Technological – Complexity of the technologies	Medium	Initial focus is on a mature, low technological risk.	Low
Community – Public concern. Lack of effective engagement and communication to explain and gain support	High	Develop an engagement and communications plan	Medium
Ward(s) affected:	All Wards		
Background papers: <i>(all background papers are to be published on the website and a link included)</i>	CAB/SE/14/009 dated 2 December 2014 COU/FH/14/011 dated 10 December 2014 CAB/SE/16/016 dated 29 March 2016 CAB/FH/16/014 dated 5 April 2016		

Documents attached:

(Please list any appendices.)

Appendix 1 - Community Energy Plan
Operational Delivery

Appendix 2 - Summary of financial
performance of our roof-mounted
solar portfolio

1. Key issues and reasons for recommendation(s)

1.1 Background

1.1.1 West Suffolk councils are committed to a sustainable energy policy to help manage growth, support existing communities and attract more investment. In December 2014, the councils approved investment in a West Suffolk Community Energy Plan (reports CAB/SE/14/009 dated 2 December 2014 and COU/FH/14/011 dated 10 December 2014 refer). The shared aim is that all in West Suffolk are able to make sustainable energy choices, reduce the impact of energy cost volatility and move from fossil fuels.

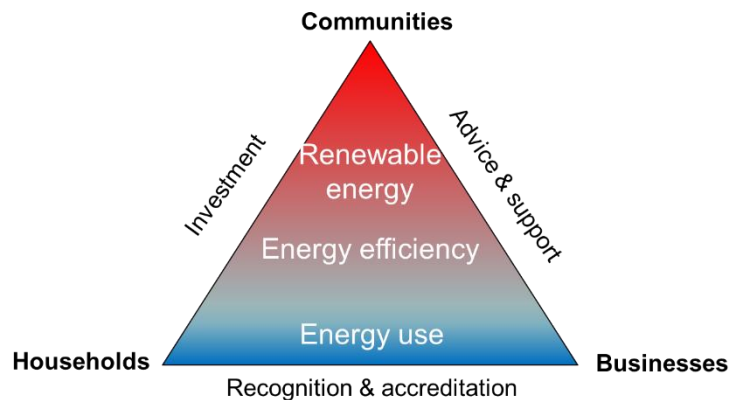
1.1.2 Under the Community Energy Plan, the councils have been working to combine current energy efficiency initiatives with a renewable energy investment programme to be able to fulfil the following outcomes:

- A long term, sustainable source of revenue for the Councils
- Households, businesses and communities in West Suffolk which are less reliant on fossil-based energy
- Locally-owned renewable energy generation to the benefit of the local taxpayer.

1.1.3 The councils take both strategic and operational delivery perspectives to community energy since we recognise the importance of energy both to the wellbeing of our residents and to the long term economic future of West Suffolk.

1.1.4 The councils prepared a plan to provide a coherent, comprehensive model to help current and future householders, communities and businesses in West Suffolk. Our approach to Community Energy comprises (also shown graphically below):

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



2. Progress on strategic delivery

2.1 For strategic growth in West Suffolk to be successful, new development needs to be assured of sustainable energy supplies. Therefore, we are ensuring that

UK Power Networks (UKPN) are part of key stakeholder discussions during strategic planning proposals and more generally as part planning strategic growth for the long term. This work supports the merging Suffolk Strategic Planning and Infrastructure Framework as we bring forward strategic growth in locations where the power grid needs upgrading to be able to cope with energy demand created by new homes and businesses.

- 2.3 We are also in discussion with those with an interest in energy supply, distribution and use in our area to explore opportunities where strategic growth could help to address some of the existing constraints on the grid. These include exploration of the technical and commercial viability of new technologies such as battery storage. We have also initiated discussions with UKPN and others to develop the electric charging network as part of a long term plan to support the electrification of transport.
- 2.4 We are taking into consideration emerging Central Government policy, in particular the Housing White Paper, "Fixing the broken housing market" and the consultation Green Paper, "Building our Industrial Strategy". The outcome of both are likely to have profound effects, from an energy perspective, on the homes that we live in and economic growth in our region over the coming years.
- 2.5 We are working to develop ambitious new facilities as part of our approach to asset management, linked to the Government's One Public Estate Programme, to rationalise and improve the public estate in West Suffolk for the benefit of local people. Specifically, two proposed schemes, the Mildenhall Hub and Western Way masterplan, are being designed to take advantage of the latest energy efficiency and renewable energy technologies to reduce the operational cost of the new facilities and where viable develop investment return. During 2016-17, studies have been undertaken for each site from which business cases for investment will be prepared in 2017-18 for approval by the respective councils.
- 2.6 We have built relationships with both the energy regulator Ofgem and the Government department responsible for energy policy, BEIS, so that we are better placed to provide them with local, practical knowledge and experience about the challenges that local authorities, communities and businesses face with respect to energy pricing and local supply.

3. Progress on operational delivery

- 3.1 We continue to work to enable households, communities and businesses to help themselves to improve energy efficiency and develop renewable energy generation to their benefit. Progress is set out in Appendix 1.
- 3.2 Through our energy efficiency work, we estimate that participating households, businesses and communities are likely to save in excess of £199,000 annually off their energy bills. The domestic energy projects alone are estimated to have brought in over £941,000 of inward investment to West Suffolk, much of the work continuing to be delivered by locally-based, vetted installers.
- 3.3 Our energy generation initiatives during the year have included investment in solar photovoltaics (PV) and biomass heating which generated around

£203,000 of income and offset 432 tonnes of the greenhouse gas, Carbon Dioxide (CO₂), equivalent to the annual power consumed by 285 homes. A breakdown is shown in Table 1. Financial performance of the solar portfolio is summarised in Appendix 2.

	Typical generation each year		Equivalent household electricity use ¹		Avoided CO ₂ arising from Solar generation each year ²	
FHDC	481,100	kWh	130	homes	197	tonnes
SEBC	572,050	kWh	155	homes	235	tonnes
West Suffolk	1,053,150	kWh	285	homes	432	tonnes

Table 1: Outcomes of our investment in roof-mounted solar

3.4 In July 2016, Forest Heath District Council purchased Toggam Solar Farm which, at 12.4MW (megawatts), is believed to be the largest local authority-owned solar farm in England. Over the last year, the solar farm has generated around 11 million kWh, enough electricity to power 3,000 homes and offset CO₂ emissions from 2,000 cars.

3.5 Since the approval of the original Community Energy Plan investment programme in 2014 (updated in 2016), the opportunities for investing in energy-related initiatives available to the councils have expanded further. A range of “horizon” projects have, therefore, been taken forward. These include:

- Investigating opportunities for developing the electric vehicle charging infrastructure in West Suffolk and use of electric vehicles
- Combining solar and battery storage to increase use of the power
- Investigating renewable heat and power generation with such technologies like Combined Heat and Power, biomass and Anaerobic Digestion.

Investment in these new opportunities will either be subject to approval of specific business cases or be part of the councils’ existing capital programme.

¹ Estimate based on latest Ofgem published figures <https://www.ofgem.gov.uk/gas/retail-market/monitoring-data-and-statistics/typical-domestic-consumption-values>

² Based on published conversion factors for grid electricity consumption <https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2016>

Appendix 1: Community Energy Plan - Operational delivery

Households

	Progress in 2016-17	Plans for 2017-18
<p>Energy use and energy efficiency</p>	<p>With our partners, we deliver Suffolk Energy Action, a service that provides funding (through utility and third party financing) and advice for energy efficiency home improvements.</p> <p>Ninety-eight households in West Suffolk received energy efficiency measures through this scheme during 2016-17; these included loft and cavity wall insulation.</p> <p>We continued to offer, under our Housing Assistance Policy, grants to reduce the excess cold hazard in residents homes. These grants are in addition to actions we take to ensure that private rented homes do not have an excess cold hazard, and where enforcement is available if necessary’.</p> <p>We worked with our partners to target homes which are difficult to insulate because of their construction. The principal funded measure was external solid wall insulation. Over the project period, 156 households in West Suffolk received solid wall insulation, attracting over £700,000 of inward investment to support participating households. Households are projected to save around £40,000 annually through the improved energy efficiency of their homes. The properties will also feel warmer in cold weather.</p> <p>We also targeted homes which lacked central heating, particularly in off-gas grid communities. 39 households in West Suffolk received heating systems, attracting £241,000 of inward investment to support participating households. Households are projected to save around £37,000 annually through having more energy efficient heating.</p> <p>Our Warm Homes Health People service aims to help reduce the risk of cold-related illness or early death in vulnerable residents living in cold homes. During 2016-17, eighty-nine households in West Suffolk received in-the-home energy survey and advice while 59 households received energy efficiency improvement measures; these included boiler or storage radiator replacements.</p>	<p>We will continue to promote energy efficiency to householders through Suffolk Energy Action and support vulnerable households through the Warm Homes Healthy People service.</p> <p>We will work with our partners, including other local authorities in the Suffolk Climate Change Partnership, to identify further funding opportunities for domestic energy efficiency including active participation to bring inward investment for home insulation via the Energy Company Obligation.</p> <p>We are reviewing the current policy and grant offer to ensure the funding is most effectively used to meet our purpose and will seek to pool resource where appropriate, with other types of grant on offer to our residents, to increase uptake and protect residents from cold homes.</p>

<p>Renewable energy</p>	<p>The West Suffolk councils continued to support households through signposting and advice working within the Suffolk Climate Change Partnership.</p>	<p>We will continue to help households with advice and support to install renewable technologies where appropriate.</p>
<p>Recognition & Accreditation</p>	<p>We support the Suffolk Green Buildings Network to promote environmentally sustainable construction and building management. Sixty-seven case studies have been published of which 7 are based in West Suffolk.</p>	<p>We will continue to support the Suffolk Green Buildings Network and will look to identify and showcase innovation in West Suffolk</p>
<p>BUSINESSES</p>		
<p>Energy use and energy efficiency</p>	<p>Our partner, Groundwork East of England provide free resource efficiency audits businesses and social enterprises. During the year, 42 businesses have been supported in West Suffolk with potential annual energy bill savings of around £190,000 with around 1,000 tonnes of CO₂ savings identified. Based on previous projects, it is anticipated that approximately one quarter of these savings will be realised which represents around £49,000 of bill savings annually.</p> <p>Our West Suffolk Greener Business Grant helps small businesses cut energy and carbon and save money by providing support funding to invest in simple energy and resource efficiency measures. Fourteen Greener Business Grants were approved in 2016-17 to the grant value of £11,300. These measures are projected to save annually around £7,350 off business energy bill savings with predicted CO₂ savings of 30 tonnes.</p>	<p>In addition to continuing the services offered last year, we are piloting a business energy financing service using a specific arrangement called an Energy Performance Contract, where the Council funds and installs energy saving measures in a host business with the investment paid back through the energy bill savings. This will be launched during 2017-18 dependent on the success of the pilot.</p>
<p>Renewable energy</p>	<p>We provide our "Solar for Business" service which installs solar panels on businesses who receive the generated energy at a discount compared to grid electricity. We now own and operate 18 solar installations hosted either on Council tenanted property or third party organisations. A further 7 installations are planned for imminent completion. Value is shown in Appendix 2.</p> <p>We have piloted a renewable heat service modelled on Solar for Business. The first biomass heating installation was completed in March 2017 at the National Home of Horse Racing Museum in Newmarket. The scheme cost £108,000 delivering cost savings of around £1,300 annually to the museum while giving Forest Heath District Council an investment return of around 9% with a payback of around 9 years over a 20 year project life.</p>	<p>We will continue to promote our Solar for Business offer as well as extend the Renewable Heat for Business service.</p>

Recognition & Accreditation	<p>We promote the Suffolk Carbon Charter which recognises carbon reduction measures in businesses and not-for-profit organisations. The West Suffolk councils promote and support the Charter and gained pathfinder partner status in 2015 in recognition for the unrivalled support that we provide.</p> <p>Thirty-five organisations hold charter status with 3 businesses successfully gaining accreditation in 2016-17.</p>	<p>We will continue to promote the Suffolk Carbon Charter during 2016-17.</p>
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COMMUNITIES

Energy use and energy efficiency	<p>As part of our county-wide partnering, the Suffolk Community Energy Advice Service, we are able to provide our communities advice on energy saving measures and renewable energy. During the year, fifteen West Suffolk communities received advice and help to obtain grant and other funding for projects such as heating, lighting upgrades and renewable energy schemes.</p> <p>We have continued to promote the Greener Business Grant to eligible community organisations. During the year, seven community-based organisations were awarded grants for energy efficiency measures.</p>	<p>We will establish a programme of targeted promotion of the Suffolk Community Energy Advice Service to local communities.</p> <p>We will continue to promote the Greener Business Grant to community organisations.</p>
Renewable energy	<p>See above.</p>	
Recognition & Accreditation	<p>See Communities.</p>	

WEST SUFFOLK COUNCILS OWN BUILDINGS AND OPERATIONS

Energy use and energy efficiency	<p>Significant projects completed in 2016-17 included:</p> <ul style="list-style-type: none"> • Replacement roof glazing in the Haverhill Leisure Centre sports hall and new insulated roof covering to the sports hall at Newmarket Leisure Centre • New insulated roof coverings in commercial property at Gregory Road in Mildenhall, Craven Way in Newmarket, Hollands Road Haverhill and Bunting Road in Bury St Edmunds • LED lighting upgrades at West Suffolk House, the Harvey Adam Centre in Brandon, Rous Road Car Park in Newmarket, the Parkway Basement car park in Bury St Edmunds, the Ram Meadow and Abbey Gardens toilets. <p>We have undertaken energy audits where monitoring data has suggested that</p>	<p>We plan to install LED lighting upgrades at our leisure centres across West Suffolk based on funding business cases.</p> <p>We plan to improve the monitoring of energy performance of key buildings to allow us to identify and make further performance improvements to our buildings.</p> <p>We will continue to build high energy performance standards into the</p>
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	<p>performance can be improved and taken action to reduce unnecessary consumption. An example where this has been successful is Mildenhall Offices where changes to air conditioning controls should realise energy cost savings.</p> <p>During the year, we completed the construction of new commercial units at Sam Alper Court, Newmarket. The units are designed to a high energy standard with solar panels integrated into the roof to provide tenants with green energy.</p>	<p>design of new property. In particular, we will prepare business cases for on-site heat and power generation at our strategic developments at Western Way, Bury St Edmunds and the Mildenhall Hub, Mildenhall.</p>
Renewable energy	<p>Since 2012, we have invested around £1.15 million on six installations on Council-owned buildings. Value is shown in Appendix 2.</p> <p>In July 2016, Forest Heath District Council purchased Toggam Solar Farm, which at 12.4MW (megawatts) is believed to be the largest local authority-owned solar farm in England. Over the last year, the solar farm has generated around 11 million kWh, enough electricity to power 3,000 homes and offset CO2 emissions from 2,000 cars.</p>	<p>We will continue to explore the installation of renewable energy on existing and new property where justifiable based on our strategic objectives and investment principles.</p>
Recognition & Accreditation	<p>See Suffolk Carbon Charter Pathfinder organisation.</p>	<p>We will continue to participate both as a pathfinder organisation for the Suffolk Carbon Charter and will actively promote the Suffolk Green Buildings Network to showcase innovation.</p>

Appendix 2: Summary of financial performance of our roof-mounted solar portfolio

Install date/project	LA	Installation capacity (kWp)	Total investment	Internal Rate of Return (indicative)	Project life based on Feed In Tariff term (years)	Projected payback (years)	2016/17 actual revenue	Projected annual saving for the host(s)
2012 installs	FHDC	182	£435,562	11.88%	25	8	-£53,367	-£15,000
2012 installs	SEBC	222	£465,088	11.70%	25	8	-£60,346	-£16,000
2012 installs	Total	404	£900,650	11.79%	25	8		
Solar for Business - 2015	FHDC	154	£193,253	11.75%	20	9	-£16,795	-£4,205
Solar for Business - 2015	SEBC	438	£477,081	9.97%	20	10	-£55,655	-£13,415
Solar for Business - 2016	FHDC	30	£27,000	10.17%	20	9	£0 ³	-£505
Solar for Business - 2016	SEBC	13	£14,350	9.72%	20	10	-£332	-£315
Solar for Business	Total	635	£711,684	10.85%	20	9	-£72,782	-£18,440
Newmarket/Brandon Leisure Centres - 2015	FHDC	200	£255,052	11.86%	20	9	-£17,374	-£15,900
Solar Total	FHDC	566	£856,867				-£87,536	-£34,305
Solar Total	SEBC	673	£942,169				-£116,333	-£29,415
Total portfolio		1,239	£1,840,386	11%		9	-£203,869	-£64,520

³ These are new commercial units, Sam Alper Court which were completed during 2016 with some awaiting tenants. They will start to generate income in 2017.

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West Suffolk Joint Growth Steering Group



Title of Report:	Work Programme 2017/2018	
Report No:	JGG/JT/17/003	
Report to and date:	West Suffolk Joint Growth Steering Group	6 June 2017
(Outgoing) Chairman/ Vice Chairman of the Steering Group:	David Bowman Chairman Tel: 07711 593737 Email: david.bowman@forest-heath.gov.uk	Alaric Pugh Vice Chairman Tel: 07930 460899 Email: alaric.pugh@stedsbcc.gov.uk
Lead officer:	Andrea Mayley Service Manager (Economic Development and Growth) Tel: 01284 757343 Email: andrea.mayley@westsuffolk.gov.uk	
Purpose of report:	To update the Steering Group on the current status of its Work Programme for 2017/2018 as set out in Appendix 1.	
Recommendation:	It is <u>RECOMMENDED</u> that, Members note the current status of the work programme for 2017/2018, as set out in Appendix 1 to Report No: JGG/JT/17/003.	
Documents attached:	Appendix 1 – Work Programme 2017/2018	

1. Key issues and reasons for recommendation(s)

1.1 Work Programme 2017/2018

- 1.1.1 The West Suffolk Joint Growth Steering Group has a work programme for 2017/2018, whereby suggestions for consideration can be raised, and if accepted, timetabled to report to a future meeting.
- 1.1.2 The current position of the Work Programme for 2017/2018 is attached at Appendix 1 for information.

**West Suffolk Joint Growth Steering Group
Work Programme 2017/2018**

Date of Meeting/ Topic	Lead Officer(s)/Member(s)	Details
Tue 31 October 2017 (Venue: (SEBC))		
Cambridge to Norwich Technology Corridor	Principal Planning Officer (Major Projects) Principal Growth Officer	To receive an update on the project
Screen Suffolk	Service Manager (Economic Development and Growth) Senior Growth Officer	To receive an update
TechEast	Service Manager (Economic Development and Growth) Principal Growth Officer	To receive an update on progress, following presentation to Steering Group on 29 November 2016 <i>(Invitation to be sent to TechEast)</i>
West Suffolk Local Plan <i>(may be delayed until February 2018, dependent upon FHDC Local Plan adoption)</i>	Service Manager (Planning Strategy)	To receive initial proposals for the production of a West Suffolk Local Plan
Haverhill Masterplan	Service Manager (Economic Development and Growth) Principal Growth Officer	To receive an update on the delivery of the Masterplan

Date of Meeting/ Topic	Lead Officer(s)/Member(s)	Details
Tue 20 February 2018 (Venue: (FHDC))		
West Suffolk Local Plan <i>(may be delayed from October 2017, dependent upon FHDC Local Plan adoption)</i>	Service Manager (Planning Strategy)	To receive initial proposals for the production of a West Suffolk Local Plan
RAF Mildenhall/ RAF Lakenheath	Service Manager (Planning Strategy)	To receive an update on progress

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West Suffolk Joint Growth Steering Group: Proposed Amended Terms of Reference

Terms of Reference

1. To consider and advise the Cabinets of Forest Heath District Council (FHDC) and St Edmundsbury Borough Council (SEBC) on:
 - (a) creating the conditions to encourage and support sustainable growth across the whole of the West Suffolk area;
 - (b) (i) common planning policy affecting both districts;
(ii) planning policy specifically associated with the individual districts
 - (c) (i) common strategic housing policy affecting both districts
(ii) strategic housing policy specifically associated with the individual districts;
 - (de) the strategic investment in infrastructure, transportation and highway matters that are of more than local significance ;and
 - (ede) monitoring the delivery of the West Suffolk Six Point Plan for Jobs and Growth;
 - (fe)- the formulation of a West Suffolk Local Plan for Forest Heath District and St Edmundsbury Borough; and
 - (gf) environmental management issues
2. Recommendations to Cabinet (and Council, where appropriate) for a decision to be made, will be reported in the normal manner. Reports for information, providing an update on the work of the Steering Group, will be included on each Council's next available Cabinet agenda following a meeting of the Steering Group. Reports for information, the purpose of which will be to provide a brief summary to Cabinet of the outcomes from the Group, will be included on the next available Cabinet agenda, following each meeting of the Steering Group;
3. Agendas will include the Work Programme of the Steering Group as a 'Standing Item', The content of the Work Programme to be agreed by the Chairman and

Vice Chairman and the Portfolio Holders for Planning and Growth and Housing, prior to inclusion within the agenda papers.

42. The Steering Group comprises 12 Members, six from each Council. The Chairmanship and Vice-Chairmanship will rotate annually between the two Councils.
53. Membership of the Steering Group to be politically balanced, and each Council must ensure that its Development Control Committee, Overview and Scrutiny Committee, ~~and planning policy bodies (the Local Plan Working Group in the case of FHDC and the Sustainable Development Working Party in the case of SEBC)~~, FHDC's Local Plan Working Group (whilst it remains in operation), are represented, alongside Members of the two Cabinets.
64. ~~Two Substitute Members be appointed to each 'side' of the Group in accordance with the political balance of each authority. Two Substitute Members to be appointed by each local authority, having regard to the political balance of each authority.~~
75. The quorum of the Steering Group be specifically defined as three Councillors from each Council (six in total).
86. The Group is given the flexibility to directly co-opt up to two voting or non-voting external representatives to its membership, in such a manner as it sees fit.
97. Meetings will be governed by normal Access to Information rules (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012) in both Councils.
108. Frequency of meetings ~~will would initially be quarterly every other month~~, but this will be reviewed in the light of workload.
11. Meetings will be held on Mondays at 4.30 pm unless otherwise agreed by the Chairman and Vice-Chairman. Venues for meetings to alternate between FHDC's District Offices and SEBC's offices at West Suffolk House, unless an alternative venue is agreed by the Chairman and Vice-Chairman.

Version approved by SEBC's Cabinet: ~~11 February 2014 (minute 95 refers)~~ TBC

Version approved by FHDC's Cabinet: ~~18 February 2014 (minute 897 refers)~~ TBC