

Council



Title:	Agenda
Date:	Tuesday 17 December 2019
Time:	6.30 pm
Venue:	Conference Chamber West Suffolk House Western Way Bury St Edmunds IP33 3YU
Membership:	All Councillors You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.  Ian Gallin Chief Executive 9 December 2019
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	One third of the Council (at least 22 Members)
Committee administrator:	Claire Skoyles Democratic Services Officer Tel: 01284 757176 Email: claire.skoyles@westsuffolk.gov.uk

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 and following address: West Suffolk Council College Heath Road Mildenhall Bury St Edmunds Suffolk IP28 7EY at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	West Suffolk Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public participation:	<p>Members of the public who live or work in the District may put questions about the work of the Council or make statements on items on the agenda to members of the Cabinet or any Committee. 30 minutes will be set aside for this. 30 minutes will also be set aside for questions at extraordinary meetings of the Council, but must be limited to the business to be transacted at that meeting.</p> <p>A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start. This can be done online by sending the request to democratic.services@westsuffolk.gov.uk or telephoning 01284 757176 or in person by telling the Committee Administrator present at the meeting.</p> <p>Written questions, detailing the full question to be asked, may be submitted by members of the public to the Monitoring Officer no later than 10.00 am on the previous working day to the meeting of the Council. Email: democratic.services@westsuffolk.gov.uk Phone: 01284 757162</p>	
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:	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>	
Personal Information	Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.	

Agenda

Procedural Matters

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| 1. Minutes
To confirm the minutes of the meeting held on 19 September 2019 (copy attached). | 1 - 20 |
| 2. Chair's Announcements
To receive announcements (if any) from the Chair.

A list of civic events/engagements attended by the Chair and Vice-Chair since the last ordinary meeting of Council held on 19 September 2019 are attached . | 21 - 26 |
| 3. Apologies for Absence
To receive announcements (if any) from the officer advising the Chair (including apologies for absence). | |
| 4. Declarations of Interests
Members are reminded of their responsibility to declare any pecuniary or local non pecuniary interest which they have in any item of business on the agenda no later than when that item is reached and, when appropriate, to leave the meeting prior to discussion and voting on the item. | |

Part 1 – Public

5. Leader's Statement

Paper No: **COU/WS/19/013 TO FOLLOW**

(Council Procedure Rules 8.1 – 8.3) The Leader will submit a report (the Leader's Statement) summarising important developments and activities since the preceding meeting of the Council.

Members may ask the Leader questions on the content of both his introductory remarks and the written statement itself.

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

6. Public Participation

Council Procedure Rules Section 6) Members of the public who live or work in the District may put questions about the work of the Council or make statements on items on the agenda to members of the Cabinet or any Committee. A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start.

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

Each person may ask **one** question or make **one** statement only. A total of **five minutes will be allowed for the question to be put and answered or the statement made.** If a question is raised, one supplementary question will be allowed provided that it **arises directly from the reply and the overall time limit of five minutes is not exceeded.**

If a statement is made, then the Chair may allow the Leader of the Council, or other Member to whom they refer the matter, a right of reply.

Written questions may be submitted by members of the public to the Monitoring Officer **no later than 10.00 am on Monday 16 December 2019.** The written notification should **detail the full question** to be asked at the meeting of the Council.

7. Referrals Report of Recommendations from Cabinet

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Report No: **COU/WS/19/014**

(A) Referrals from Cabinet: 8 October 2019

1. West Suffolk Asset Management Strategy and Plan

Portfolio Holders: Cllrs Susan Glossop and Peter Stevens

(B) Referrals from Cabinet: 26 November 2019

1. Draft West Suffolk Strategic Framework 2020-2024

Portfolio Holder: Cllr John Griffiths

The above item was deferred by Cabinet for further consideration in early 2020 and is therefore not included as a referral on this Council agenda.

2. Investing in Housing and Development Sites and Approval of the Barley Homes Business Plan 2019

Portfolio Holder: Cllr Sara Mildmay-White

3. Local Council Tax Reduction Scheme (LCTRS) for 2020-2021

Portfolio Holder: Cllr Sarah Broughton

4. Council Tax Technical Changes – Including Empty Property Reliefs and Premiums Charges

Portfolio Holder: Cllr Sarah Broughton

5. Council Tax Base for Tax Setting Purposes 2020/2021

Portfolio Holder: Cllr Sarah Broughton

6. West Suffolk Medium Term Financial Strategy 2020-2024

Portfolio Holder: Cllr Sarah Broughton

7. Exempt: Investing in our Commercial Asset Portfolio (para 3)

Portfolio Holder: Cllr Susan Glossop

The above item was not considered by Cabinet due to the initial proposal contained within Exempt Cabinet Report No: CAB/WS/19/048 being no longer available for consideration and is therefore not included as a referral on this Council agenda.

8. Review of the Political Balance and Appointment to Politically Balanced Bodies

Report No: **COU/WS/19/015 TO FOLLOW**

9. Any Other Urgent Business

To consider any business, which by reason of special circumstances, should in the opinion of the Chair be considered at the meeting as a matter of urgency.

10. Exclusion of Press and Public

To consider whether the press and public should be excluded during the consideration of the following item because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against the item and, in all circumstances of the case, the public

interest in maintaining the exemption outweighs the public interest in disclosing the information.

Part 2 – Exempt

Exempt Appendix: Referrals Report of Recommendations from Cabinet (para 3)

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(B) Referrals from Cabinet: 26 November 2019

2. **Exempt Appendix A to Report No: COU/WS/19/014:**
Investing in Housing and Development Sites and Approval of the Barley Homes Business Plan 2019

Portfolio Holder: Cllr Sara Mildmay-White

Council



Minutes of a meeting of the **Council** held on
Thursday 19 September 2019 at **6.30 pm** in the **Conference Chamber,**
West Suffolk House, Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

Chair Brian Harvey
Vice Chair Margaret Marks

Richard Alecock	Susan Glossop	Joanna Rayner
Michael Anderson	John Griffiths	Karen Richardson
Trevor Beckwith	Pat Hanlon	David Roach
Mick Bradshaw	Diane Hind	Richard Rout
Sarah Broughton	Rachel Hood	Marion Rushbrook
Carol Bull	Ian Houlder	Ian Shipp
John Burns	Lisa Ingwall King	David Smith
Mike Chester	Aaron Luccarini	John Smith
Patrick Chung	Victor Lukaniuk	Clive Springett
Max Clarke	Joe Mason	Peter Stevens
Simon Cole	Elaine McManus	Jim Thorndyke
Dawn Dicker	Jim Meikle	Don Waldron
Roger Dicker	Sara Mildmay-White	Cliff Waterman
Robert Everitt	Robin Millar	Ann Williamson
Stephen Frost	Andy Neal	Phil Wittam
David Gathercole	David Nettleton	
	Robert Nobbs	

23. **Minutes**

The minutes of the meeting held on 16 July 2019 were confirmed as a correct record and signed by the Chair.

24. **Chair's Announcements**

The Chair reported on the civic engagements and charity activities which he and the Vice-Chair had attended since the last ordinary meeting of Council on 16 July 2019.

Special thanks were conveyed to Councillor Richard Alecock who had attended the West Suffolk Skills Share Fair on behalf of the Chair on 16 August 2019.

25. Apologies for Absence

Apologies for absence were received from Councillors Tony Brown, Simon Brown, Terry Clements, Jason Crooks, Andy Drummond, Mary Evans, Beccy Hopfensperger, Paul Hopfensperger, James Lay, David Palmer, Andrew Smith, Peter Thompson and Frank Warby.

Councillor John Augustine was also unfortunately unable to attend the meeting.

26. Declarations of Interests

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

27. Leader's Statement (Paper No: COU/WS/19/005)

Councillor John Griffiths, Leader of the Council, presented his Leader's Statement as outlined in Paper No: COU/WS/19/005.

The Leader drew attention to a number of items summarised in his Statement, including commending the work of the West Suffolk Rural and Environment and Climate Change Taskforces, both of which had made good progress since their inceptions in May 2019. He also made reference to the proposed approval of the Western Way Development (WWD) business case and the adoption of the Forest Heath Local Plan, both of which were to be considered later on the agenda at this Council meeting.

If approved and subject to planning consent, the WWD was considered to be a nationally ground-breaking step forward in how public and private organisations could successfully work together. At the core of the project was the proposed benefits to the community by providing greater access to services and improved leisure facilities, whilst aiming to achieve better outcomes for health, education and employment.

If the Forest Health Local Plan was adopted, this would provide greater certainty over proposed development across West Suffolk (as the former St Edmundsbury's Local Plan had been adopted some time ago), meaning growth would be managed in an appropriate way, thus assisting with providing guidance for developers as part of the planning process. Adoption would also support the development of the new Local Plan for the whole of the West Suffolk district, the early stages of which had already commenced.

Since the publication of his Statement, Councillor Griffiths was pleased to report that many of West Suffolk's towns, country parks and open spaces had won Anglia in Bloom awards. These accolades positively complemented the Green Flag awards received in the summer 2019 and was testament to all those involved with their upkeep.

The Leader responded to a range of questions relating to:

- (a) the lobbying of West Suffolk's MPs to address and help reduce homelessness. West Suffolk's team were commended for their sterling

work in reducing homelessness and government would continue to be lobbied to seek additional funding to support their efforts; and

- (b) figures quoted in paragraph 8 and 9 the Statement relating to the performance of Toggam Farm Solar Farm were gross figures; however emphasis was placed on recognising that the Council had one of the largest field based solar farms in the country which was not only contributing to a carbon emission reduction for the district but was generating a significant income for the Council.

28. **Public Participation**

The following members of the public spoke under this agenda item:

1. **Richard Hallewell** of a **residence located within the district**, asked a question in connection with whether the Council should agree to the establishment of a Citizens' Assembly so that the creation and implementation of climate related policy should be separated from all political and commercial agendas.

In response, Councillor John Griffiths, Leader of the Council welcomed those seated in the public gallery to the meeting, adding that the Council shared their concerns regarding climate change and the adverse impacts on the environment and biodiversity.

He stated that in order for the Council to make an informed decision on whether to agree to supporting a Citizens' Assembly, he would refer the matter to the Environment and Climate Change Taskforce to consider as part of its remit.

In a supplementary statement, Mr Hallewell stated he would be pleased to work with the Taskforce to provide further information on this matter.

2. **Julia Wakelam** of **Bury St Edmunds**, made a statement in connection with the climate crisis she considered the world was currently facing. Ms Wakelam welcomed the Cabinet's recommendation for the Council to declare a climate emergency and supported the establishment of the Environment and Climate Change Taskforce and its proposal to work with stakeholders. However, Ms Wakelam expressed concern that whilst such commitment had been demonstrated by the Council, it needed to ensure measurable actions emanated from that commitment. She considered that the Council should aim for the district to be carbon neutral by 2030 and provided examples of how this could be achieved. Ms Wakelam referred to the motion put by Councillor Diane Hind to the former St Edmundsbury Borough Council in December 2017 which looked to improving air quality by requesting that anti-idling zones be introduced outside schools etc. She felt that action taken to tackle this specific issue could have been taken more quickly.

In response, Councillor John Griffiths, Leader of the Council, drew attention to the range of actions that had already been taken to address adverse environmental impacts, including actions taken to improve air quality, and the measurable outcomes that had been achieved by taking such action. He acknowledged that more could be done and expected the Environment and

Climate Change Taskforce to look in depth at the various issues that were contributing to climate change and the impact on the environment, and West Suffolk's role to help mitigate the effects.

3. **Robert Possnett** of a **residence located within the district**, asked a question in respect of whether the Council supported the Global Strike that was expected to be held on Friday 20 September 2019.

In response, Councillor John Griffiths, Leader of the Council stated that he was not in a position to have a fully informed view on the matter; however, he supported the initiative to mitigate the effects of climate change that were within the powers of the Council to make a difference.

In response to a supplementary question, Councillor Griffiths stated he was always willing to learn more and looked forward to working with partners on a range of environmental issues.

4. **Mandy Leathers** of a **residence located within the district**, made a statement in connection with the Exponential Climate Change Road Map, which listed 36 potential solutions to halve carbon emissions by 2030. Ms Leathers also made suggestions on how the Council could contribute to making environmental improvements such as introducing more cycle ways and making individuals aware of their own responsibilities for tackling climate change on a day-to-day basis.

In response, Councillor John Griffiths, Leader of the Council stated that all Members would be provided with access to the Exponential Road Map and the Environmental and Climate Change Taskforce would look at the issues raised within it and other areas as part of its work. Work was starting on the early stages of development of the new West Suffolk Local Plan and the provision of additional cycle ways in certain areas would potentially form part of that process.

In a supplementary statement, Ms Leathers acknowledged the work of the Council and hoped all could work together to achieve, what she considered to be, a brighter future for everyone.

29. **Referrals Report of Recommendations from Cabinet (Report No: COU/WS/19/006)**

Council considered the Referrals Report of Recommendations from Cabinet, as contained within Report No: COU/WS/19/006.

(A) Referrals from Cabinet: 23 July 2019

1. Proposal to Establish a West Suffolk Environment and Climate Change Taskforce – Proposed Declaration of a Climate Emergency

At the Annual Meeting of Council held on 22 May 2019, Councillor John Griffiths, Leader of the Council announced that he would be proposing to set up two taskforces, one of which would be requested to look at ways in which the Council could improve on its current and previous actions taken to mitigate the effects of adverse environmental factors and climate change.

On 23 July 2019, the Cabinet agreed to establish an Environment and Climate Change Taskforce. Report No: CAB/WS/19/016 contained proposals for the terms of reference for the Environment and Climate Change Taskforce that had been announced at the Annual Meeting. In summary, the Taskforce aimed to ensure that the Council used the opportunity to review and assess its existing activities and future opportunities in response to increased societal awareness of environmental issues. The Taskforce would explore how the Council could enhance its environmental stewardship, recognising the need for balance with other urgent social and economic priorities.

It was anticipated that initial findings and feedback would be presented to Cabinet in autumn 2019, with final recommendations coming forward in 2020.

In addition to the recommendations contained in the report and in recognition of a Climate Emergency being called for the whole of Suffolk, the Cabinet agreed to recommend to West Suffolk Council that it declared a Climate Emergency. Acknowledgement was given at the Cabinet meeting to how West Suffolk would specifically play its part, including what exactly calling a Climate Emergency in West Suffolk would actually mean, and more importantly, the action needed to be taken to make a significant difference.

Councillor John Griffiths drew relevant issues to the attention of Council, including the current work and performance of the Council in this area and how it was within the remit of the Taskforce to make recommendations to Cabinet in respect of how the Council should report, set targets and measure progress on mitigating the effects of climate change and the impact on the environment and biodiversity.

Emphasis was placed on ensuring actions were implemented that emanated from the Council's aspirations. Examples were given where the Council could make a difference.

On the motion of Councillor Griffiths, seconded by Councillor Margaret Marks, it was put to the vote and with the vote being 49 for the motion, none against and one abstention, it was

RESOLVED:

That a Climate Emergency be declared.

(B) Referrals from Cabinet: 10 September 2019

1. Annual Treasury Management Report: 2018/2019 (FHDC)

Councillor Sarah Broughton, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council, including that the report provided the Annual Treasury Management Report for the former Forest Heath District Council for the complete 2018/2019 financial year. Recognition was given to the Financial Resilience Sub-Committee and the Performance and Audit Scrutiny Committee for their work in bringing the recommendation forward for approval.

On the motion of Councillor Broughton, seconded by Councillor John Griffiths, it was put to the vote and with the vote being unanimous, it was

RESOLVED:

That the Annual Treasury Management Report for 2018-2019 for the former Forest Heath District Council, being Report No: FRS/WS/19/001, be approved.

2. Annual Treasury Management Report: 2018/2019 (SEBC)

Councillor Sarah Broughton, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council, including that the report provided the Annual Treasury Management Report for the former St Edmundsbury Borough Council for the complete 2018/2019 financial year. Recognition was given to the Financial Resilience Sub-Committee and the Performance and Audit Scrutiny Committee for their work in bringing the recommendation forward for approval.

On the motion of Councillor Broughton, seconded by Councillor John Burns, it was put to the vote and with the vote being unanimous, it was

RESOLVED:

That the Annual Treasury Management Report for 2018-2019 for the former St Edmundsbury Borough Council, being Report No: FRS/WS/19/002, be approved.

3. Treasury Management Report: June 2019

Councillor Sarah Broughton, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council.

In response to a question, Council was informed that whilst there was a budgetary surplus of £61,190 of interest actually earned during the first quarter of the financial year, this would even out as the year progressed and therefore the surplus would not be lost.

On the motion of Councillor Broughton, seconded by Councillor Joanna Rayner, it was put to the vote and with the vote being unanimous, it was

RESOLVED:

That the Treasury Management Report for 2018-2019, being Report No: FRS/WS/19/003, be approved.

Council noted that the remaining referrals from Cabinet, as listed below, were contained elsewhere on the agenda as separate items.

4. Single Issue Review (SIR) of Core Strategy Policy CS7: Planning Inspector's Report and Adoption

5. Site Allocations Local Plan (SALP): Planning Inspector's Report and Adoption
6. Western Way Development: Final Business Case
7. Exempt: Investing in our Commercial Asset Portfolio

30. **Single Issue Review (SIR) of Core Strategy Policy CS7: Planning Inspector's Report and Adoption (Report No: COU/WS/19/007)**

(Councillor Sarah Broughton declared a non pecuniary interest in this item as she was a personal acquaintance of the owner of land at Hatchfield Farm, Newmarket and remained in the meeting for the consideration of the item.)

Council considered this report, which sought approval for the adoption of the Single Issue Review (SIR) of Policy CS7, including both the main and additional modifications.

The preparation of the Forest Heath Core Strategy Single Issue Review (SIR) of Policy CS7 had now reached the end of the plan making process. The Inspector's Report had been received and, subject to incorporating the associated Main Modifications identified by the Inspector, they had concluded that the Local Plan was sound.

The following documents were also attached to this report:

- Appendix A set out the Inspector's Report which found the Local Plan sound and considered it an appropriate basis for the planning for the area of West Suffolk District Council, formally known as Forest Heath. The main modifications were attached to the Inspector's Report.
- Appendix B set out the suggested additional modifications by Officers made to the SIR document to-date.
- Appendix C set out the final version of the SIR of Core Policy Strategy CS7, which included all of the main modifications required by the Planning Inspector and the additional modifications suggested by Officers.
- As a result of the modifications, the Habitats Regulations Assessment (HRA) (Appendix D) and the Sustainability Appraisal (SA) (Appendix E) documents had also been updated.

This Local Plan Single Issue Review set out the overall housing requirement for the area (formally Forest Heath) which was 6,800 homes (340 dwellings per annum) and its broad distribution across the settlements. The Inspector had dealt with concerns arising from the horseracing industry, noise and environmental constraints and had found the document sound and an appropriate basis for planning in the area formally known as Forest Heath. The Inspector's report was very supportive of the work the Council had done and praised the Authority, including on the extensive consultation that was carried out. This was a huge achievement for the Council.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council, including that adoption of this Local Plan, which would sit beside the former St Edmundsbury Borough Council's adopted Local Plan, would provide certainty in respect of meeting the Council's legal requirements and providing the community, developers and Members certainty of where development could take place. This would help protect the whole of the district and minimise the risk of speculative development. In turn this would support the formulation of a new West Suffolk Local Plan, which was now in the early stages of development.

A detailed discussion was held and the following issues were raised:

- (a) That very few new homes were planned for Brandon over the next 12 years, which meant the town would see very little benefit from s106 monies during that period. It was however, acknowledged that Brandon had its own challenges to overcome, principally due to the significant environmental constraints which presently prevented substantial housing growth in this location. Recognition and commitment was given to exploring the opportunities available to support Brandon.
- (b) The potential effects on the horseracing industry in Newmarket as a result of the adoption of the Forest Heath Local Plan, and how reassurances were sought for the new West Suffolk Council to work with and listen to the concerns of the industry as part of the process for developing the new West Suffolk Local Plan. In response, Councillor Griffiths stated that the concerns of the horseracing industry were understood and acknowledged its important contribution to the environment and local economy. West Suffolk Council would work with it and others to protect the industry whilst delivering homes for the community at a carefully considered rate of growth which was congruous to the size of the town.
- (c) Whether speculative development should necessarily be discouraged as planning applications were considered on their own merits and therefore, if a development was considered inappropriate in a specific location, it would be refused consent. The majority of Members however, recognised that speculative development led to unplanned growth in potentially inappropriate locations. A Local Plan provided a framework to address housing need and infrastructure for provision in the right locations. Demonstration of a five-year land supply was also critical to satisfactorily defend planning appeals.

On the motion of Councillor Griffiths, seconded by Councillor Robin Millar it was put to the vote and with the vote being 43 for the motion, four against and three abstentions, it was

RESOLVED:

That:

- (1) the content of the Inspector's report to the Single Issue Review of Core Strategy Policy CS7 containing Main Modifications (Appendix A to Report No: COU/WS/19/007), be noted;
- (2) the schedule of Additional Modifications (Appendix B to Report No: COU/WS/19/007) to the Single Issue Review of Core Strategy Policy CS7 to make minor updates and corrections, be noted;
- (3) the Single Issue Review (SIR) of Policy CS7 including both main and additional modifications (Appendix C to Report No: COU/WS/19/007), be adopted; and
- (4) the Service Manager (Strategic Planning) be authorised, in consultation with the Leader of the Council, to make minor typographical amendments or updates in preparing the final version of the Plan.

31. **Site Allocations Local Plan (SALP): Planning Inspector's Report and Adoption (Report No: COU/WS/19/008)**

(Councillor Sarah Broughton declared a non pecuniary interest in this item as she was a personal acquaintance of the owner of land at Hatchfield Farm, Newmarket and remained in the meeting for the consideration of the item.)

Council considered this report which sought approval for the adoption of the Site Allocations Local Plan, including both the main and additional modifications.

The preparation of the Forest Heath Site Allocations Local Plan (SALP) had now reached the end of the plan making process. The Inspector's Report had now been received and, subject to incorporating the associated Main Modifications identified by the Inspector, they had concluded that the Local Plan was sound.

The following documents were also attached to this report:

- Appendix A set out the Inspector's Report which found the Local Plan sound and considered it an appropriate basis for the planning for the area formally known as Forest Heath.
- Appendix B set out the additional modifications suggested by Officers to the SALP document.
- Appendix C set out the final version of the SALP, along with a Policies Map Book showing the allocations (Appendix D). These documents included all of the main modifications required by the Planning Inspector and the additional modifications suggested by Officers.
- As a result of the modifications, the Habitat Regulations Assessment (HRA) and the Sustainability Appraisal (SA) documents had also been updated.

The Forest Heath Site Allocations Local Plan contained the site specific housing, employment and other allocations to meet the requirements of the Core Strategy. This Plan would complete the suite of Local Plan documents for the former Forest Heath area and for West Suffolk. The Inspector had dealt with concerns arising from the horseracing industry, noise and environmental constraints and had concluded finding the document sound and an appropriate basis for planning in the area formally known as Forest Heath. The Inspector's report was very supportive of the work that the Council had done and praised the Authority, including on the extensive consultation that was carried out. This was a huge achievement for the Council in order for development to be delivered in a planned way.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council, including reiterating the issues raised during consideration of Report No: COU/WS/19/007.

The majority of Members recognised the need for adopting the Site Allocations Local Plan and Map Book, which together with the Single Issue Review of Core Strategy Policy CS7 (Report No: COU/WS/19/007), had been found sound by the Planning Inspector. Members of the former Forest Heath area and the team of officers involved with the process were commended for their significant amount of work in reaching this point. Emphasis was then placed by some on urging Members to trust the Examination process. This had involved consideration of extensive evidence presented to the Inspector which had culminated in his decision in finding the Plan sound.

Members also considered that by adopting the Local Plan, it could successfully work with Suffolk Highways, developers and other partners to enable appropriate infrastructure to be delivered ahead of any planned housing, in a considered and timely manner.

Challenges that may lie ahead regarding potential growth in specific locations could be addressed and positive solutions achieved by working collectively with other agencies, partners and the private sector.

On the motion of Councillor Griffiths, seconded by Councillor Robin Millar, it was put to the vote and with the vote being 43 for the motion, three against and four abstentions, it was

RESOLVED:

That:

- (1) the content of the Inspector's report to the Site Allocations Local Plan containing Main Modifications (Appendix A to Report No: COU/WS/19/008), be noted;
- (2) the schedule of Additional Modifications (Appendix B to Report No: COU/WS/19/008) to the Site Allocations Local Plan to make minor updates and corrections, be noted;

- (3) the following documents attached to Report No: COU/WS/19/008, be adopted:
- The Site Allocations Local Plan including both main and additional modifications (Appendix C)
 - Policies Map (Appendix D); and
- (4) the Service Manager (Strategic Planning) be authorised, in consultation with the Leader of the Council, to make minor typographical amendments or updates in preparing the final version of the Plan.

32. **Western Way Development: Final Business Case (Report No: COU/WS/19/009)**

Council considered this report which sought approval for the Final Business Cases for the Western Way Development (WWD), Bury St Edmunds and, as part of the wider scheme, the replacement of the Bury St Edmunds Leisure Centre, allowing the project to be delivered on the basis set out in those Business Cases and the Council's Constitution.

Councillor Joanna Rayner, Portfolio Holder for Leisure, Culture and Community Hubs, drew relevant issues to the attention of Council and particularly wished to thank officers for all the significant work undertaken on the delivery of this project to-date. Councillor Rayner also re-iterated that the Final Business Cases had been written on the basis that, having considered alternative options, Councillors and partners had already agreed, in principle, to redevelop the Western Way site in the manner proposed.

Members noted that although public consultation had already taken place on both the 2016 Masterplan and the future of the leisure centre, a further community consultation on the WWD had been carried out over the Summer and would close at midnight on 10 September 2019. The main purpose of this process was an informal pre-application consultation for any future planning applications, given people the chance to influence the design and transportation aspects of the scheme.

A summary report of the pre-application consultation had been circulated to Members as a late paper (Appendix 4) to Report No: COU/WS/19/009. In addition to over 32 forms completed at a drop-in exhibition on 6 September 2019, 267 people had completed the detailed online questionnaire upon close of the consultation on 10 September 2019. The most prevalent topics were traffic, transport, parking and health and leisure facilities. This feedback would assist in refining the proposals in the next stage of the project, if the Business Case was approved. There were, however, no issues arising in the consultation that would prevent consideration of the Final Business Case, not least as many of the issues raised in the consultation would be thoroughly tested through the formal planning process. A full report on the consultation, with responses to all comments made, would then be included in any later planning application.

The 2018 Outline Business Case had been approved on the basis of Council receiving an external gateway review before making final decisions on the project. This was primarily to be focused on the financial and delivery vehicle

aspects of the project, as these were the new dimensions compared to other hub projects.

As the Final Business Case demonstrated, having absolute certainty on the partner requirement would shape how the first phase of the project was tendered and then actually delivered. The proposed design was flexible enough to adapt to however this requirement ended up. Therefore, there was no reason to hold up a planning application. However, the core focus of the gateway review was only ready at this point to be approved in principle and then clarified before the contractual spending decisions were taken. Therefore, it was being proposed that this review was a condition of moving into the procurement phase of the project, rather than the planning phases and that the funding for carrying it out was rolled into the next phase of the project. It was the intention for this review to be presented to Cabinet on 14 January 2020 for sign-off.

A detailed discussion was held and Members expressed their support for this ambitious project, the principle of which had also received support from the New Anglia Local Enterprise Partnership; West Suffolk's local MPs; Central Government agencies and the public and private sector. The overwhelming benefits for residents had been recognised by all and Members looked forward to the project coming to fruition.

Some concern was expressed in respect of increased traffic movements and whether these should be accepted or whether more ambitious, alternative travel arrangements should have been considered. Whilst the Travel Plan would address the reduction in vehicle dependency and ways in which alternatives could be encouraged, suggestions such as constructing an access footbridge or railway halt were not currently viable options within the remit of this specific scheme but could be fed into future strategic transport reviews.

Councillor Rayner also responded to other questions raised in connection with: the proposed future investment in Brandon Leisure Centre; that very few comments had been made in the consultation in support of a park and ride scheme; and that provision of a car park to serve the new adjacent sixth form college was not part of this scheme and was granted under its own planning consent.

On the motion of Councillor Rayner, seconded by Councillor John Griffiths, it was put to the vote and with the vote being unanimous, it was

RESOLVED:

That:

As detailed in Report No: COU/WS/19/009 and its attachments, that:

- (1) the Final Business Cases for the Western Way Development (WWD), Bury St Edmunds and, as part of that wider scheme, the replacement of the Bury St Edmunds Leisure Centre be approved, allowing the project to be delivered on the basis set out in those Business Cases and the Council's Constitution;

- (2) subject to the updates in this Final Business Case, the Strategic Case for the WWD contained in the 2018 Outline Business Case be reconfirmed;
- (3) taking into account the outcome of the pre-application consultation, planning consent be sought by the Council and its partners for the WWD as described in the Final Business Case;
- (4) provision of £300,000 be made from the Strategic Priorities and MTFS Reserve to fund the planning consent stage (i.e. (3) above);
- (5) before any work commences on the tender pack(s) for any individual component of the scheme:
 - (a) as set out in Paragraph 5.9.6 (a) of Part E of this Final Business case, the project must undergo a gateway review with an independent external expert to the satisfaction of the Council's Monitoring and Section 151 Officers and the Cabinet;
 - (b) any public sector partners wishing to take part in phase 1 of the project will be required to enter into formal agreements to confirm the basis on which they will occupy the WWD and, in relation to their part(s) of the tender pack(s), to indemnify the Council for their share of its abortive costs if they subsequently withdraw or substantially reduce their requirements. With the Council, therefore, only holding the investment risk of its own elements of the project (e.g. the commercial offices) which will be underwritten by revenue balances or reserves; and
 - (c) taking into account (a) and (b) above, the Cabinet will have adjusted the final phase 1 scheme so that it continues to meet the objectives set out in this Final Business Case, including the budgetary limits set out in (7) and (8) below;
- (6) if the Council is to be involved directly in their delivery, a separate final business case will be required for the projects to provide student accommodation for West Suffolk College and/or a pre-school as part of the WWD;
- (7) excluding the costs and income relating to the leisure centre, pre-school building and student accommodation, the Council's capital expenditure, through its capital programme, on the WWD be capped at a maximum of £112 million, funded at this stage by borrowing, subject to the Council's Section 151 Officer being satisfied at all times that, under the adopted principles set out in the Outline and Final Business Cases, the WWD is capable of achieving at least a break-even position on this expenditure over the whole life of the project allowing for the management of cash flow risk;
- (8) the Council's capital expenditure, through its capital programme, for the replacement of the Bury St Edmunds Leisure Centre be set at £27.9m, funded at this stage by borrowing, allowing this element of

the project to be delivered on the basis set out in the Outline and Final Business Cases and in accordance with the Council's Constitution;

- (9) the Council's Section 151 Officer make the necessary changes to the Council's prudential indicators to reflect the direct cost to the Council of funding the project budgets set out in (7) and (8) above;
- (10) provision be made from 2023/24 onwards for the revenue implications of the replacement of the leisure centre as set out in section 5.3.3 of Part E (Financial Case), with this funding being identified in the Council's Medium Term Financial Strategy as part of the 2020/21 budget process;
- (11) subject to consultation with the relevant Portfolio Holders and, if appropriate, the Council's Monitoring Officer, the Council's Section 151 Officer determine the most beneficial and economic funding method for the project, including entering into agreements with third-party investors if required; and
- (12) funding bids be made to regional and national funding bodies to offset the project funding and cash flow risks and support delivery of the actual scheme.

33. **Electoral Review of Suffolk County Council (Report No: COU/WS/19/010)**

Council considered this report which sought approval for the proposed approach to consultation for the Electoral Review of Suffolk County Council.

The Local Government Boundary Commission for England (LGBCE) was carrying out an electoral review of Suffolk County Council, which would run from 2019 to 2020, in time for implementation at the next County elections in 2021. Other than supplying data in its electoral registration function to allow the Commission to prepare forecasts, West Suffolk Council had no direct role in the review and was simply a third party consultee.

Members noted how the review and consultation would be conducted, together with the proposed approach for responding to the consultation.

Councillor Carol Bull, Portfolio Holder for Governance, drew relevant issues to the attention of Council, including that as with the recent parliamentary boundary review (and the approach taken by the former St Edmundsbury Borough and Forest Heath District Councils to that review), it was proposed that West Suffolk Council would not submit any formal 'corporate' response to the LGBCE consultation, other than the Electoral Registration Officer highlighting any technical errors in the proposals under their statutory role.

Instead, it was proposed that individual councillors, local political parties/groups and any other interested parties such as Parish / Town Councils be encouraged to respond to the Commission direct during each round of consultation. The Commission was always clear that a well-argued representation containing detailed factual information, and local insight, carried the most weight with them, *irrespective of who provided it*. In that

context, a well prepared response from an individual elector would carry as much weight as one from this council. Furthermore, unless there was complete unanimity, any formal response from this council would have to highlight any varying councillor viewpoints, in any event. So the effect with the Commission would be largely the same as those councillors responding directly.

This approach was also consistent with the approach taken by Suffolk County Council to participating in the 2018 electoral review for the new West Suffolk Council.

Members noted the proposed timeline for the review and how they would be notified of the various stages of the consultation, including being provided with guidance on how to take part, should they wish to do so.

Some concern was expressed that West Suffolk Council was missing an opportunity to show its support for a desired amount of Suffolk County Councillors, particularly within Bury St Edmunds' town divisions where there may be some changes to the boundaries should the initial proposals be implemented. Some concern was also expressed regarding the LGBCE's processes and accuracy of data used when referring to the Electoral Review recently carried out for the creation of West Suffolk Council.

The majority of Members were however, satisfied with the proposed approach as summarised above.

On the motion of Councillor Bull, seconded by Councillor John Griffiths, it was put to the vote and with the vote being 46 for the motion, two against and two abstentions, it was

RESOLVED:

That the proposal set out in Report No: COU/WS/19/010, with regards to the approach to consultation for the Electoral Review of Suffolk County Council, be approved.

34. Review of Political Balance and Appointment to Politically Balanced Bodies

Council considered a narrative item, which sought approval for appropriate arrangements following the resignation of Councillor Frank Warby from the Spectrum Group.

Group leaders had indicated they were supportive of the proposal to allocate Councillor Warby a seat on the Licensing and Regulatory Committee, currently allocated to the Spectrum Group. The Monitoring Officer had reviewed the political balance and was satisfied that this proposal was compliant with the requirements of the Local Government and Housing Act 1989.

As such, Council was requested to consider whether Councillor Frank Warby should be allocated a seat on the Licensing and Regulatory Committee and reduce the allocation of the Spectrum Group on the Licensing and Regulatory

Committee from three seats to two seats. The allocation of seats to Substitute Members on the Committee currently remained unchanged.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council.

On the motion of Councillor Griffiths, seconded by Councillor David Nettleton, it was put to the vote and with the vote being 48 for the motion, none against and two abstentions, it was

RESOLVED:

That Councillor Frank Warby be allocated a seat on the Licensing and Regulatory Committee and the allocation of seats to the Spectrum Group on the Licensing and Regulatory Committee be reduced from three seats to two seats.

35. The Gershom Parkington Memorial Trust

(Councillor Diane Hind declared a non pecuniary interest in this item as she was the Council's nominated representative in an observer capacity on the Gershom Parkington Memorial Trust, and was also treasurer of the Friends of Moyse's Hall museum. She remained in the meeting for the consideration of the item.)

Council considered a narrative item, which sought approval for the termination of the Gershom Parkington Memorial Trust.

The Gershom Parkington Memorial Trust was set up by St Edmundsbury Borough Council in 1983 to support the Council's clock collection, the bulk of which was the Gershom Parkington clock collection. It was a separate charity to the main Gershom Parkington bequest, also managed by the Council. The Borough Council made an initial donation of £500. This sum was supplemented with other small donations in the following years.

Councillor Joanna Rayner, Portfolio Holder for Leisure, Culture and Community Hubs, drew relevant issues to the attention of Council, including providing background, purpose and remit of the Memorial Trust.

Members noted that the charity had been dormant for over 20 years, with accrued funds of around £11,500 by 2015. At that time, it was re-activated to consider two specific funding requests, each of £5,000, as summarised in the narrative item. Both requests were approved, leaving a balance of funds of just under £2,000 by summer 2019.

Given the small amount of funding remaining, and there being no plans for more fund-raising, the trustees met earlier in the summer to discuss their future options. It was agreed that the charity had served its purpose, and could close. In keeping with Charity Commission guidance, it was also agreed to pass the remaining funds to another local charity, the Friends of Moyse's Hall (on the basis that the clock collection was now on display at the museum). The Friends would be asked to ring-fence the money to supporting the clock collection and ensure that the funds were spent as soon as possible.

In making their decision, the trustees also wanted to highlight the continuing legacy of Frederic Gershom Parkington and had asked that the transfer of funds be publicised.

Council supported the proposed approach.

On the motion of Councillor Rayner, seconded by Councillor David Nettleton, it was put to the vote and with the vote being unanimous, it was

RESOLVED:

That the resolution of the Gershom Parkington Memorial Trust at its meeting on 31 July 2019 be endorsed and, in accordance with that resolution, the Charity be terminated and its remaining funds be redistributed by the Council to the Friends of Moyse's Hall on condition they are spent in a timely manner, consistent with the charitable objects of the Memorial Trust.

36. Motion on Notice (Paper No: COU/WS/19/011)

Councillor Lisa Ingwall King had given notice of a motion for consideration by Council. This was attached to the agenda as Paper No: COU/WS/19/011.

Councillor Ingwall King was duly invited to put her motion adding that it was commendable that Council had resolved to declare a Climate Emergency and that Cabinet had established an Environment and Climate Change Taskforce to look at the impacts of adverse environmental factors and climate change in detail.

Councillor Ingwall King wished to highlight the challenges further, encouraging Council to commit to the additional declaration of an Environment Emergency as set out in her motion. She referred to scientific data and evidence that had indicated how the picture was apparently bleak on a global level and how specifically, the potential adverse impacts consumption was having on the environment in the United Kingdom was becoming increasingly concerning.

Emphasis was placed on how Members could directly make a difference, particularly in respect of ensuring environmental issues were a significant feature in shaping the emerging three revised key policy documents, namely the West Suffolk Strategic Framework, Medium Term Financial Strategy and West Suffolk Local Plan.

Councillor David Nettleton was duly invited to second the motion. He acknowledged that in accordance with the Constitution, consideration of the motion may involve some expenditure and would therefore be required to be referred to the appropriate forum for debate.

The Chair agreed and stated his intention to refer this matter to the appropriate forum, without debate, as if carried, the motion was likely to have budgetary implications. The appropriate forum was Cabinet, specifically, the Cabinet's Environment and Climate Change Taskforce. It was expected that final, meaningful, purposeful recommendations emanating from

the Taskforce would be presented to Cabinet for approval and subsequent action in 2020.

The Chair referred the motion to Cabinet for further consideration, without debate, and moved to the next agenda item.

37. Any Other Urgent Business

There were no matters of urgent business considered on this occasion.

(Councillor Max Clarke left the meeting at the conclusion of this item.)

38. Exclusion of Press and Public

As the next item on the agenda was exempt, on the motion of Councillor John Griffiths, seconded by Councillor Sara Mildmay-White, and duly carried, it was

RESOLVED:

That the press and public be excluded during the consideration of the following item because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against the item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

39. Exempt: Referrals Report of Recommendations from Cabinet (para 3) (Exempt Report No: COU/WS/19/012)

(Councillor Aaron Luccarini declared a pecuniary interest in this item as his wife was employed by the principal tenant that occupied the property under consideration. He moved to the public gallery and therefore did not vote on this item.)

Council considered this exempt report, the contents of which had been recommended by Cabinet for approval. Members were advised of the opportunity to acquire a commercial property investment. It was considered that this purchase offered the opportunity to protect jobs with a major employer, provide an addition to the Council's commercial asset portfolio to generate revenue income and provided strategic opportunities. The overall investment would also be in line with the Council's principles of its Investing in Growth Strategy.

Councillor Susan Glossop, Portfolio Holder for Growth, drew relevant issues to the attention of Council and duly responded to questions raised.

The majority of Members recognised the benefits of making the proposed acquisition and supported the recommendations.

On the motion of Councillor Glossop, seconded by Councillor John Burns, it was put to the vote and with the vote being 44 for the motion, four against and no abstentions, it was

RESOLVED:

That the recommendations contained in Exempt Report No: COU/WS/19/012, be approved.

(This decision and associated papers will be available in the public domain in due course)

The meeting concluded at 9.07 pm

Signed by:

Chair

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Chair's Civic Engagements (37)

19 September 2019 – 17 December 2019

-
- | | | |
|-------|---|----------------------|
| ▲ | <u>West Suffolk Council</u>
West Suffolk House | 19 Sep 18:30 – 20:30 |
| <hr/> | | |
| ▲ | <u>Ex-crew from HMS Opossum visit to BSE</u>
War Memorial, Angel Hill | 21 Sep 11:00 – 13:00 |
| <hr/> | | |
| ▲ | <u>Newmarket Vision Conference</u>
Memorial Hall, High Street Newmarket CB8 8JP | 24 Sep 10:00 – 12:00 |
| <hr/> | | |
| ▲ | <u>Mildenhall place engagement with Cllr Susan Glossop</u>
WSH F1R04 | 25 Sep 11:30 – 13:00 |
| <hr/> | | |
| ▲ | <u>BSE Sea Cadets Royal Naval Parade</u>
The Klondyke, BSE | 26 Sep 19:00 – 21:30 |
| <hr/> | | |
| ▲ | <u>38th Annual Joan Mann Special Sports Day</u>
Middleton Hall, RAF Mildenhall | 27 Sep 09:00 – 14:30 |
| <hr/> | | |
| ▲ | <u>Opening of The Guinness Arms</u>
The Street, Icklingham, Bury St Edmunds, IP28 6PS | 27 Sep 14:30 – 18:30 |
| <hr/> | | |
| ▲ | <u>125 years of NSPCC Suffolk Branch</u>
The Cedar Room at Elveden Hall, Elveden, Suffolk | 1 Oct 18:30 – 19:30 |
| <hr/> | | |
| ▲ | <u>Royal Anglian Regiment Freedom of Haverhill</u>
Haverhill Arts Centre (Town Hall Car Park CB9 8DN) | 6 Oct 13:00 – 16:00 |
| <hr/> | | |
| ▲ | <u>Rural Coffee Caravan - Queens Award for Voluntary Services</u>
Felsham Hall Barn, IP30 0QN | 7 Oct 15:15 – 17:15 |
| <hr/> | | |
| ▲ | <u>Launch event for the LifeLink</u>
Brandon Town Market | 10 Oct 12:30 – 14:30 |
| <hr/> | | |
| ▲ | <u>Bury St Edmunds and Beyond Tourism Fair</u>
The Athenaeum Bury St Edmunds | 10 Oct 18:00 – 19:00 |
| <hr/> | | |
| ▲ | <u>Launch event for the LifeLink</u>
Mildenhall Town Market | 11 Oct 12:30 – 14:30 |
| <hr/> | | |
| ▲ | <u>County Lines Briefing</u>
Conference Room, West Suffolk House | 15 Oct 18:30 – 20:30 |

▲	<u>Citizens Advice West Suffolk AGM</u> Memorial Hall, High Street, Newmarket CB8 8JP	16 Oct 09:30 – 11:30
▲	<u>Suffolk BME Business Awards 2019</u> University of Suffolk, Waterfront Building, Ipswich, IP4 1QJ	23 Oct 18:30 – 22:00
▲	<u>RAF Honington Band Concert</u> The Jubilee Centre, Recreation Way, Mildenhall	2 Nov 19:00 – 21:30
▲	<u>Blue Stockings performance by Conservatoire East</u> Conservatoire East, West Suffolk College	6 Nov 18:00 – 21:30
▲	<u>Remembrance Service at the South African War Memorial</u> Cornhill, Bury St Edmunds	7 Nov 14:00 – 14:30
▲	<u>Suffolk Branch of Royal British Legion - Festival of Remembrance</u> The Apex	8 Nov 19:00 – 21:30
▲	<u>Remembrance Services</u> Abbey Gardens, Bury St Edmunds	9 Nov 13:00 – 16:00
▲	<u>Remembrance Parade</u> War Memorial / St Mary's Church, Bury St Edmunds	10 Nov 09:00 – 13:30
▲	<u>BSE Town Council Armistice Day Remembrance Service</u> War Memorial, Angel Hill, Bury St Edmunds	11 Nov 10:45 – 11:30
▲	<u>Opening of Racing Welfare's new dementia friendly retirement housing in Newmarket</u> Summerhill House, Howard de Walden Way, Newmarket, CB8 0LX	12 Nov 10:30 – 12:00
▲	<u>Official Launch of celebrations to mark the 1000th year anniversary of the founding of the Abbey of St Edmund</u> St Edmundsbury Cathedral, Angel Hill, Bury St Edmunds, IP33 1LS	12 Nov 12:00 – 13:00
▲	<u>St Edmunds Day Service</u> St Edmunds Church, Westgate Street, Bury St Edmunds	17 Nov 10:30 – 12:00
▲	<u>RAF Honington Graduation Parade</u> RAF Honington	21 Nov 09:00 – 14:00

▲	<u>Christmas Fayre Interview with Radio West Suffolk</u> Apex Foyer		17:00 – 17:30
▲	<u>Christmas Fayre</u> Stage on Angel Hill		17:30 – 18:30
▲	<u>34th Annual Thanksgiving Eve Service</u> Ely Cathedral, Ely, Cambridgeshire CB7 4DL	27 Nov	19:30 – 21:30
▲	<u>Officially opening of Riverwalk School New Extension</u> Riverwalk School, Bury St Edmunds, Suffolk IP33 2PD	29 Nov	09:00 – 10:30
▲	<u>West Suffolk Civic Carol Service</u> St Edmundsbury Cathedral	2 Dec	19:00 – 21:00
▲	<u>Official opening of West Suffolk College's STEM Innovation Campus</u> STEM Innovation Campus, 73 Western Way, Bury St Edmunds, IP33 3TB	6 Dec	14:00 – 17:00
	<u>The Yuletide Friendly Invasion</u> Galaxy Club Ballroom, RAF Mildenhall		19:00 – 21:00
▲	<u>St Nicholas Hospice Care- Light Up A Life Service</u> St Mary's Church, Bury ST Edmunds	8 Dec	16:00 – 17:30
▲	<u>Joint Emergency Services Carol Service</u> St Edmundsbury Cathedral	9 Dec	19:00 – 21:00
▲	<u>Haverhill Town Council Carol Service</u> St Mary's Church, Haverhill, Suffolk. CB9 8BD	11 Dec	19:00 – 21:00
▲	<u>West Suffolk Council</u>	17 Dec	18:30 – 20:30

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Vice Chair's Civic Engagements (11)

19 September 2019 – 17 December 2019

▲ <u>West Suffolk Council</u>	19 Sep 18:30 – 20:30
West Suffolk House	
▲ <u>Ex-crew from HMS Opossum visit to BSE</u>	21 Sep 11:00 – 13:00
War Memorial, Angel Hill	
▲ <u>West Suffolk College Graduation Ceremony</u>	12 Oct 11:00 – 14:00
St Edmundsbury Cathedral	
▲ <u>Suffolk Harvest Festival</u>	13 Oct 14:00 – 17:00
St Edmundsbury Cathedral	
▲ <u>2019 Greene King West Suffolk Sports Awards</u>	15 Oct 18:30 – 21:30
St Edmundsbury Cathedral	
▲ <u>St John Annual Awards Ceremony</u>	18 Oct 19:30 – 22:00
St Peter's by the Waterfront, College Street, Ipswich IP4 1BF	
▲ <u>Remembrance Services</u>	9 Nov 13:00 – 16:00
Abbey Gardens, Bury St Edmunds	
▲ <u>Remembrance Parade</u>	10 Nov 09:00 – 13:30
War Memorial / St Mary's Church, Bury St Edmunds	
<u>Official Launch of celebrations to mark the 1000th year anniversary of the founding of the Abbey of St Edmund</u>	12 Nov 12:00 – 13:00
St Edmundsbury Cathedral, Angel Hill, Bury St Edmunds, IP33 1LS	
▲ <u>West Suffolk Civic Carol Service</u>	2 Dec 19:00 – 21:00
St Edmundsbury Cathedral	
▲ <u>Mid Suffolk DC Chairman's Civic Service</u>	8 Dec 15:30 – 17:30
St Peter and St Paul's Church, Fressingfield, IP21 5PB	
▲ <u>West Suffolk Council</u>	17 Dec 18:30 – 20:30

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Referrals Report of Recommendations from Cabinet

Report No:	COU/WS/19/014	
Report to and date:	Council	17 December 2019
Documents attached:	Exempt Appendix A to Report No: CAB/WS/19/041: Barley Homes Business Plan	

(A) Referrals from Cabinet: 8 October 2019

1. West Suffolk Asset Management Strategy and Plan

Portfolio Holder: *Cllrs Susan Glossop and Peter Stevens*

Report No:
[CAB/WS/19/037](#)
[Appendix A](#)
[Appendix B1](#)
[Exempt Appendix B2](#)
[Appendix B3](#)
[Exempt Appendix B4](#)

RECOMMENDED:

That:

- (1) The West Suffolk Asset Management Strategy attached at Appendix A to Report No: CAB/WS/19/037, be approved; and**
- (2) the delegations for property acquisitions as outlined in the Asset Management Plan attached at Appendix B, be approved and funded through the Investing in Growth Fund to be brought in line with those for non-property transactions from the same fund, as set out in Section 2.4 of Report No: CAB/WS/19/037.**

- 1.1 Approval is sought for the adoption of a new West Suffolk Asset Management Strategy and Plan (AMSaP), together with proposed delegations associated with property and asset transactions.
- 1.2 The overall strategic approach to investing in, managing and disposing of land and property assets, which was attached as Appendix A to the Cabinet report

(see link above), is proposed to satisfactorily integrate with the Council's wider policy framework, which comprises key policies such as the West Suffolk Strategic Framework and Medium Term Financial Strategy (MTFS).

- 1.3 The accompanying Asset Management Plan, attached as Appendix B, has been produced to satisfactorily address how the strategic approach will be applied through the Plan's division into nine categories. Each asset category is described in the Plan; how the asset types will deliver the Council's strategic priorities; and the strategic approach for each asset category (Appendix B1 – see link above). Details of Acquisitions (Exempt Appendix B2 - available for Members' viewing via the link above to intranet), Estate Management (Appendix B3 – see link) and Disposals (Exempt Appendix B4 - available for Members' viewing via the link above to intranet) are also contained in the Plan and these set out the actions for each asset category under each these aforementioned headings.
- 1.4 Appropriate delegations have also been proposed to be put in place for property and asset transactions made from the Investing in Growth Fund, which will align with those previously approved for other investments made utilising the Investing in Growth Fund.
- 1.5 The Cabinet recognised the benefits of the adopting the AMSaP, which supports the Council's behaving more commercially approach contained in the MTFS and consider it would also provide the framework to enable the Council to maximise the value of its existing assets. Members fully supported the AMSaP and have now recommended it to Council for final approval.

(B) Referrals from Cabinet: 26 November 2019

1. Draft West Suffolk Strategic Framework 2020-2024

Portfolio Holder: Cllr John Griffiths

Report No:
[CAB/WS/19/040](#) and
[Appendix A](#)

DEFERRED:

The Cabinet agreed to defer the consideration of the draft West Suffolk Strategic Framework 2020-2024 to 14 January 2020, to allow for further consideration of amendments proposed during the Overview and Scrutiny Committee meeting held on 14 November 2019.

- 1.1 At their meeting on 14 November 2019, the Overview and Scrutiny Committee had made a number of suggested amendments to the draft West Suffolk Strategic Framework and these were set out within paragraph 3.1 of Report No: CAB/WS/19/040.
- 1.2 However, the Overview and Scrutiny Committee had not had the opportunity to fully consider all the amendments proposed by Members. The Cabinet was of the opinion that these required further consideration before a decision is made

on whether to refer the Strategic Framework to Council for adoption. The Strategic Framework will no be considered by Cabinet on 14 January 2020.

2. Investing in Housing and Development Sites and Approval of the Barley Homes Business Plan 2019

Portfolio Holder: *Cllr Sara Mildmay-White*

Report No:
CAB/WS/19/041 and
Exempt Appendix A
which is attached to
this referrals report

RECOMMENDED:

That:

- (1) Taking into account the financial and risk implications set out in Report No: CAB/WS/19/041 and Exempt Appendix A, the Barley Homes Business Plan 2019 be agreed.**
- (2) In order to bring the Barley Homes Business Plan 2019 into effect:**
 - (a) A revenue budget of £350,000 be established to fund the Council's share of costs to progress planning applications for the Mildenhall site and also the development of future pipeline sites;**
 - (b) a capital budget of £5m be established, funded from the Investing in our Growth Agenda fund, to support the issuing of equity and loan financing (to increase the existing £7.5m facility) to facilitate the development of the two additional sites identified in the Business Plan; and**
 - (c) it is noted that in order to facilitate the developments within the Business Plan, the Council will be required to acquire sites from partners and subsequently dispose of these to Barley Homes.**

- 2.1 The Cabinet had considered this report which set out the current development proposals being put forward for Barley Homes; the longer-term approach to developing a pipeline of developments for Barley Homes and sought Council's endorsement to the funding necessary to deliver these proposals.
- 2.2 Barley Homes (Group) Limited, referred to in the Business Plan as Barley Homes, was established in February 2016 as a company limited by shares. Following the Interim Business Plan agreed by councils in 2018, and the creation of West Suffolk Council on 1 April 2019, it is now 100% owned by West Suffolk Council (referred to in this business plan as "the Council"). The primary function of Barley Homes is to generate capital and revenue income through the

sale of council owned land and the development of new housing for sale in the West Suffolk area.

- 2.3 When the business plan and governance arrangements for Barley Homes were reviewed in September 2018, it was agreed that a further business plan would be considered in 2019. This would provide the opportunity to re-evaluate the role of Barley Homes in terms of delivering housing for future sites.
- 2.4 With the current sites now well progressed, it is an opportune time to review the future role of the Council and Barley Homes in the delivery of housing in West Suffolk and grasp the opportunities available at this stage.
- 2.5 The intention is that Barley Homes should seek to develop land owned by the Council, by our One Public Sector Estate partners or on the open market, and then add value through developing the land to provide housing for sale on the open market and affordable home sales through a registered provider (RP).
- 2.6 As a principle, it is expected that the sites Barley Homes develop should seek to be compliant with the Council's planning policies in ensuring affordable housing is delivered and commitments to the wider public sector (such as education contributions) are met. It is a core duty of the Directors to act in good faith to promote the success of the company for the benefit of its shareholders; as such, Barley Homes is able to consider the balance the Council, as its shareholders, faces; the need to deliver a financial return, the need to be policy compliant, and the need to deliver houses in the area. This means that Barley Homes has the potential to deliver sites in a different way than might be delivered by a private sector owned housebuilder.
- 2.7 Barley Homes will require funding to acquire the land from the Council; to undertake its development activities; and, in the longer term, to support its property investment and development business. Such funding provides a means for the Council to obtain income from Barley Homes, through interest (loan facility) and dividends (equity).
- 2.8 In order to support the development of the Business Plan, Officers have undertaken a wide range of work to evaluate potential development sites, consider the financial implications arising from the sites and consider the governance arrangements in place. This work has been set in the context of the Council's emerging strategic framework and Medium Term Financial Strategy (MTFS).
- 2.9 Whilst the proposed Business Plan focuses on bringing forward two new sites (in addition to the two sites currently under development), work has been undertaken to assess other future development opportunities for Barley Homes, referred to as the pipeline.
- 2.10 The details of the sites are included in the business plan (Exempt Appendix A) and are forecast to deliver an additional (over and above the existing two Haverhill sites) 118 homes, 30% of which will be affordable, and all built to the government's minimum size standard. These are delivered across two sites, one in Mildenhall and the other near Bury St Edmunds.

- 2.11 In recommending these sites, it was noted that this would contribute to the geographical reach of Barley Homes, adding to the committed two sites in Haverhill. Combined, these will generate a steady build out rate, delivering 181 homes over a five year period, starting in Autumn 2019.
- 2.12 For ease of reference, the proposed Business Plan is attached as Exempt Appendix A to this report.

3. Local Council Tax Reduction Scheme (LCTRS) for 2020-2021

Portfolio Holder: Cllr Sarah Broughton

Report No:
CAB/WS/19/043 and
Appendix A (available
electronically only via
link within the
Council agenda
papers)

RECOMMENDED:

That the West Suffolk Local Council Tax Reduction Scheme for 2020-2021, as attached at Appendix A to Report No: CAB/WS/19/043, be approved, taking into account the proposed changes outlined within the report and the consultation undertaken.

- 3.1 Each year the Council is required to consider whether to review its Local Council Tax Reduction Scheme (LCTRS). This report advised on the conclusion of the 2019 annual review of and the resultant proposed changes, which have been consulted on, to the LCTRS scheme to take effect from 1 April 2020.
- 3.2 Councils are required to consider whether to review their LCTRS schemes annually. Where it is determined that the existing scheme should be retained without any changes, this must be decided by 11 March of the preceding year.
- 3.3 Where Councils seek to amend their schemes it will be necessary to consult preceptors and stakeholders prior to a wider consultation to inform a final scheme design by 28 February of the preceding year
- 3.4 The current West Suffolk LCTRS scheme provides a maximum benefit of 91.5% for working age claimants and our scheme also protects War Pensioners. The aim in designing the scheme was to achieve a balance in charging an amount of Council Tax to encourage customers back into work whilst setting the amount charged at an affordable and recoverable level.
- 3.5 By setting the amount payable at 8.5% of the charge, in most cases, where a customer is not paying, we can affect recovery through attachment to benefit within a year and so the charge with costs is recoverable. If the amount payable was set higher, then it is possible the debt would not be recoverable and possibly create a culture of non-payment of Council Tax.

- 3.6 The current scheme was approved by the West Suffolk Shadow Council in July 2018.
- 3.7 Council Tax Support claims that are dependent upon Universal Credit (UC) have become increasingly apparent since the previous area of St Edmundsbury entered the UC full-service in October 2017, followed by the previous area of Forest Heath in September 2018. The significant majority of new Council Tax Support claims now go through UC and are received by the ARP through the Universal Credit Data Sharing hub (UCDS).
- 3.8 UC is designed to be paid monthly, calculated on the customer's circumstances, including Real Time Information (RTI) earnings data from HMRC every month. Given a customer's circumstances, especially earnings, fluctuate, this leads to monthly revised UC awards sent to the Council by the DWP.
- 3.9 The existing Council Tax Support scheme rules require the Council to revise awards when a customer's Universal Credit changes, leading to reassessment of Council Tax Support. In turn this means customers receive a revised Council Tax bill for balance due for the year and have to amend their payment arrangements, typically direct debit instructions. Increasingly, this can be a monthly occurrence for customers, where their wages and therefore Universal Credit go up and down.
- 3.10 There has been an increase in customer contact regarding these notifications because customers are unsure as to what they have to pay due to the requirement to re-profile their Council Tax payments on receipt of UCDS files on a monthly basis. The uncertainty caused for the customer also has an impact on Council Tax collection, as well as increased administration costs and postage associated with producing additional notification letters.
- 3.11 To ease the burden on the customer, it is recommended that a tolerance rule of +/- £15 is introduced into the West Suffolk Council scheme. This would have the effect of freezing a customer's assessment when a revised UCDS notification would otherwise trigger a reassessment. Changes in a customer's financial position of more than +/-£15 would be processed as usual, whereas changes within the tolerance level would not be updated, no correspondence issued to the customer, and without amendment to Council Tax repayments.
- 3.12 It is also recommended that the changes to the Council Tax Support Scheme include discretion to reassess entitlement where a reduction in earnings occurs and it is clear that this level of earnings has and will be likely to continue at a lower level.

4. Council Tax Technical Changes – Including Empty Property Reliefs and Premiums Changes

Portfolio Holder: Cllr Sarah Broughton

Report No:
[CAB/WS/19/044](#)

RECOMMENDED:

That:

- (1) The continuation of the West Suffolk Council Tax Technical Changes set out in Section 2 of Report No: CAB/WS/19/044, be approved;**
- (2) a Council Tax premium of 200% for properties that have been long term empty and unfurnished for five years and over from 1 April 2020, be approved;**
- (3) a Council Tax premium of 300% for properties that have been long term empty and unfurnished 10 years and over from 1 April 2021, be approved; and**
- (4) properties that fall into the classes set out in Section 3 of Report No: CAB/WS/19/044, will not attract the Long Term Empty Premium for the period(s) detailed.**

- 4.1 New legislation came into effect from 1 April 2019 that provides local authorities with the ability to implement a scheme that enables a 200% Council Tax charge on properties that have been empty for longer than 2 years. The charge rises to 400% Council Tax on properties that have been empty longer than 10 years from 1 April 2021.
- 4.2 On 17 July 2018 West Suffolk Shadow Council made the decision to charge the 200% for properties that have been empty for more than 2 years from 1 April 2019 (EXC/SA/18/004). At that stage the details regarding the additional premium at years 5 and 10 were unknown.
- 4.3 As at the beginning of November 2019, there are currently around 180 properties in West Suffolk that have been empty over 2 years and to which the current 200% Council Tax charge applies.
- 4.4 Using the same data, 92 properties within West Suffolk would be subject to the proposed 300% Council Tax charge (200% Premium for being empty for more than 5 years) from April 2020 if they remained empty. Of those 92, 34 properties would be subject to 400% Council Tax charge (300% Premium for being empty for more than 10 years) from April 2021 if they remained empty.
- 4.5 The following table sets out the current schemes (excluding long term empty property premiums as detailed further in the report) for West Suffolk Council, for continuation from April 2020.

	West Suffolk scheme
Empty, substantially unfurnished	100% discount for 1 week
Empty, unfurnished and undergoing major repairs to render habitable	10% discount for 12 months
Second homes	0% discount

- 4.6 The extension of the long term empty property premium scheme is intended to incentivise landlords to bring long term empty properties back into use. It is focussed on those properties that have been, and continue to be, empty for more than 5 years in the first instance and increases again for those properties that have been empty for more than 10 years.
- 4.7 Bringing empty properties back into use forms a key part of the West Suffolk Housing Strategy 2018-2023. This is priority 2.2 of the Strategy and is supported by the specific action to 'Provide support, encouragement and funding to help owners of empty homes bring them back into use. Use enforcement powers as an option if negotiations fail.'
- 4.8 The Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 allows councils to charge 'premiums' on top of existing Council Tax as set out below. The table shows both the existing premium that is already charged (in the first row) and the additional premiums that have been introduced in legislation:

Properties affected	Premium rate	Overall charge (original Council Tax charge plus premium)	Date from
Properties empty for two years but less than five years (as at April 2019)*	100%	200%	April 2019
Properties empty for five years but less than ten years (at April 2020)	200%	300%	April 2020
Properties empty for ten years or more (at April 2021)	300%	400%	April 2021

(*i.e. same as existing scheme, but ending at 5 years)

- 4.9 It is recommended that the following classes of properties do not attract the long term empty property premium:
- A property which is purchased through land registry at market value and where the new owners are unable to reside in the property due to its condition, where evidence of this situation by the new owners is produced – the premium will be waived for a maximum of 12 months from the date of

purchase before reverting back to the appropriate level of premium prior to the waiver period.

- Where a property is actively being marketed for sale at market value the premium will be waived for a maximum of 24 months.
- Where a property has been inherited and the new owners are unable to reside in the property due to its condition, where evidence of this situation by the new owners is produced – the premium will be waived for a maximum of 12 months from the date of ownership before reverting back to the appropriate level of premium prior to the waiver period.

4.10 It should be stressed that existing exemptions will remain in place that relate to properties that are empty because of specific circumstances such as the owner being in care, prison or being the executor of an estate where probate has been granted (time limited).

5. Council Tax Base for Tax Setting Purposes 2020/2021

Portfolio Holder: Cllr Sarah Broughton

Report No:
CAB/WS/19/045 and
Appendix 1 and
Appendix 2

RECOMMENDED:

That:

- (1) The tax base for 2020/2021, for the whole of West Suffolk is 56,138.14 equivalent Band D dwellings and for each of the predecessor areas is: Forest Heath 18,879.62 and St Edmundsbury 37,258.52, as detailed in paragraph 4.3 of Report No: CAB/WS/19/045; and**
- (2) the tax base for 2020/2021 for the different parts of its area, as defined by parish or special expense area boundaries, are as shown in Appendix 2 to Report No: CAB/WS/19/045.**

5.1 The calculation of the tax base for tax setting purposes consists of three stages:

- (1) Calculation of the tax base for New Homes Bonus purposes as at 7 October 2019 (MHCLG return – CTB);
- (2) analysis of Band D equivalents over each of the parish areas; and
- (3) adjustment of the band D equivalents to reflect changes in the tax base as a result of any technical changes, projected changes in the property base and predicted collection rates.

5.2 The tax base return 'CTB' is used by central government for data collection and the calculation of New Homes Bonus (as set out in Appendix 1). This return shows the analysis of properties across the eight bands for the following classifications of liability:

- (a) properties attracting 100% liability;
- (b) properties with an entitlement to a 25% discount;
- (c) properties with an entitlement to a 50% discount;
- (d) properties with an entitlement to a 100% discount;
- (e) exemptions;
- (f) local council tax reduction scheme discounts; and
- (g) disabled relief adjustments.

5.3 The figures used to make the above calculations are derived from the Valuation List as deposited on 9 September 2019, and as amended to reflect any errors or omissions so far detected in reviewing that list.

5.4 The Band D properties figures as at 7 October 2019 of 56,987.7, as quoted in line 33 of the CTB form, has been updated as at 31 October 2019 to allow for:

- (a) Any changes to the Local Council Tax Reduction Support Scheme (outlined in Report No: CAB/WS/19/043);
- (b) Any technical changes to discounts and exemptions such as empty properties, second homes etc (outlined in Report No: CAB/WS/19/044); and
- (c) Potential growth in the property base during 2020/2021 taken from an average of the housing delivery numbers for those sites within the local plan and those that have planning permission, adjusted for an assumed level of discounts/exemptions.

5.5 After updating the Band D properties figures as detailed above, an allowance is then made for losses on collection, which assumes that the overall collection rate for 2020/2021 will be 98%. In addition to this collection rate, a further adjustment has been made to allow for the collectability of the council tax arising from the Local Council Tax Reduction Support scheme, which has been assessed at 85%.

5.6 The resulting tax base figures for council tax collection purposes, expressed in terms of the number of Band D Equivalent properties, have been calculated as shown in the following table:

	2019/2020	2020/2021	Increase
Forest Heath	18,313.11	18,879.62	566.51
St Edmundsbury	36,743.00	37,258.52	515.52
West Suffolk	55,056.11	56,138.14	1,082.03

5.7 The table below shows the actual number of dwellings in each tax band based on the current valuations which are discounted to 1 April 1991 and the percentage in each band. There has been no national revaluation since that date.

Band	Tax Band values as at 01/04/1991 (£)	Actual Number of dwellings (Note 1)	Actual Number of dwellings as a percentage	Number of Chargeable dwellings (Note 2)	Relevant Proportion	Relevant Amount (Note 3)
@ (Note 4)				12.4	5/9	6.9
A	Up to 40,000	12,164	15.3%	7,417.0	6/9	4,944.6
B	40,001 to 52,000	27,981	35.1%	21,520.1	7/9	16,737.8
C	52,001 to 68,000	16,068	20.2%	13,040.6	8/9	11,591.7
D	68,001 to 88,000	11,720	14.7%	9,418.7	9/9	9,418.7
E	88,001 to 120,000	6,770	8.5%	5,667.1	11/9	6,926.5
F	120,001 to 160,000	2,816	3.5%	2,518.8	13/9	3,638.3
G	160,001 to 320,000	2,005	2.5%	1,867.9	15/9	3,113.2
H	Over 320,000	187	0.2%	154.2	18/9	308.3
Total		79,711	100.0%	61,616.8		56,686.0
Contributions in lieu of exempt MOD properties (line 32 of CTB return)						301.7
Tax base after allowance for council tax support (line 33 of CTB return)						56,987.7
Actual tax base after applying technical changes, an allowance for potential growth and collection rate						56,138.14

(Note 1: This is the total number of dwellings on the Valuation List before making any adjustments (line 1 of the CTB returns at Appendix 1).

Note 2: This is the number of chargeable dwellings after adjusting for discounts, exemptions and local council tax support but before applying the relevant proportion (ratio to band D) (line 29 of the CTB returns at Appendix 1).

Note 3: This is the total number of band D equivalent dwellings after applying the relevant proportions (line 31 of the CTB returns at Appendix 1).

Note 4: Disabled reduction results in charging the property at one band lower (1/9th) than its actual band. The "@" figure relates to band A properties which are eligible for a disabled reduction (1/9th below a band A charge)).

- 5.8 In line with the delegated authority to administer the Council's financial affairs as outlined in the Constitution, the arrangements for the scheduling of the precept payments for 2020/2021, will be determined by the Assistant Director (Resources and Performance) (Chief Financial Officer).
- 5.9 The payments schedule for all parish and town councils in West Suffolk will be full payment of the precepts by 30 April 2020.

6. West Suffolk Medium Term Financial Strategy 2020-2024

(Note: This report makes reference to the West Suffolk Strategic Framework 2020-2024 (Report No: CAB/WS/19/040), which had been deferred earlier in the Cabinet meeting, but this did not impinge on the approval of the West Suffolk Medium Term Financial Strategy 2020-2024 document, as set out below)

Portfolio Holder: Cllr Sarah Broughton

Report No:
CAB/WS/19/046 and
Appendix A

RECOMMENDED:

That the West Suffolk Medium Term Financial Strategy 2020-2024, contained at Appendix A to Report No: CAB/WS/19/046, as its strategic financial framework from 1 April 2020, be adopted.

- 6.1 The West Suffolk Medium Term Financial Strategy 2020-24, assesses and evaluates the financial resources we expect to have and our expenditure in order to deliver our strategic priorities, as set out in the draft West Suffolk Strategic Framework 2020-2024. Our strategy is based on six key themes, representing our response to the ongoing financial challenges and opportunities surrounding local government.
- 6.2 In summary, these six themes are:
 - Aligning resources to the West Suffolk strategic framework and essential services;
 - Sharing services and transformation of service delivery;
 - Behaving more commercially;
 - Considering new funding models (e.g. acting as an investor);
 - Encouraging the use of digital forms for customer access; and
 - Taking advantage of new forms of local government finance (e.g. business rate retention).
- 6.3 It is worth noting that as part of good financial planning (councils are also required to prepare for, as a minimum, a three year financial planning period), the West Suffolk Council in February 2020 will be asked to set a balanced budget for 2020-21 (its statutory obligation), alongside a medium term financial plan for the period 2021-2024.
- 6.4 Certain sections of the strategy document will need updating or in some case completing as part of the 2020/21 budget process – for example the revenue and capital sections. A final and complete version of the document (alongside the West Suffolk Capital Strategy) will be presented to Cabinet and Council in February 2020 alongside the main budget and council tax setting report. It may be at this point that Cabinet request that the document be updated to reflect any relevant outcomes/recommendations from the work of the current taskforces.

7. Investing in our Commercial Asset Portfolio (para 3) (Exempt)

Portfolio Holder: Cllr Susan Glossop

Exempt Report No:
CAB/WS/19/048

- 7.1 In private session, the Cabinet were informed of the reasons as to why this item had been **withdrawn** from the agenda.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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