


Council



Title	Agenda
Date	Tuesday 27 September 2022
Time	7.00 pm
Venue	Conference Chamber West Suffolk House Western Way Bury St Edmunds
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 19 September 2022
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 (22 members)
Committee administrator	Claire Skoyles Democratic Services Officer Telephone 01284 757176 / 07776 254986 Email claire.skoyles@westsuffolk.gov.uk

Venue	Conference Chamber, West Suffolk House, Bury St Edmunds
Contact information	Telephone: 01284 757176 / 07776 254986 Email: democratic.services@westsuffolk.gov.uk Website: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting	The agenda and reports will be available to view at least five clear days before the meeting on our website.
Attendance at meetings	<p>This meeting is being held in person in order to comply with the Local Government Act 1972. We may be required to restrict the number of members of the public able to attend in accordance with the room capacity. If you consider it is necessary for you to attend, please inform Democratic Services in advance of the meeting.</p> <p>As a local authority, we have a corporate and social responsibility for the safety of our staff, our councillors and visiting members of the public. We therefore request that you exercise personal responsibility and do not attend the meeting if you feel at all unwell.</p> <p>West Suffolk Council continues to promote good hygiene practices with hand sanitiser and wipes being available in the meeting room. Attendees are also able to wear face coverings, should they wish to.</p>
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. A total of 30 minutes will be set aside for this with each person limited to asking one question or making one statement within a maximum time allocation of five minutes. 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>The Constitution allows that a person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. We urge anyone who wishes to register to speak to notify Democratic Services by 9am on the day of the meeting so that advice can be given on the arrangements in place.</p>
Accessibility	If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a disability or a protected characteristic, please contact Democratic Services at the earliest opportunity using the

	contact details provided above in order that we may assist you.
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	<p>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.</p>

Agenda

Procedural matters

	Pages
1. Minutes	1 - 14
To confirm the minutes of the meetings held on 14 June 2022 and 26 July 2022 (extraordinary meeting) (copies attached).	
2. Chair's announcements	15 - 16
To receive announcements (if any) from the Chair.	
A list of civic events/engagements attended by the Chair and Vice-Chair since the extraordinary meeting of Council held on 26 July 2022 are attached .	
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	17 - 22
Paper number: COU/WS/22/016	
Council Procedure Rules 8.1 to 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.

(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.

The Constitution allows that a person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. **We urge anyone who wishes to register to speak to notify Democratic Services by 9am on the day of the meeting so that advice can be given on the arrangements in place.**

As an alternative to addressing the meeting in person, **written questions** may be submitted by members of the public to the Monitoring Officer **no later than 10am on Monday 26 September 2022.** The written notification should **detail the full question** to be asked at the meeting of the Council.

7. Referrals report of recommendations from Cabinet and the Portfolio Holder for Resources and Property

23 - 30

Report number: **COU/WS/22/017**

A. Referrals from Cabinet: 21 June 2022

1. Procurement Policy and Contract Procedure Rules

(Note: The new West Suffolk Council Procurement Policy ([Appendix A](#) to Report number CAB/WS/22/028) was approved by Cabinet on 21 June 2022. The approval of the West Suffolk Council Contract Procedure Rules has been recommended to Council, as it requires changes to be made to the Council's Constitution)

Portfolio holder: Councillor Sarah Broughton

B. Referrals from Cabinet: 19 July 2022

An extraordinary meeting of Council was held on 26 July 2022 which considered a referral from Cabinet on 19 July 2022. There are no other referrals emanating from that meeting.

C. Referrals from the Portfolio Holder for Resources and Property: 23 September 2022

These referrals have been compiled before the decisions have been taken by the Portfolio Holder for Resources and Property and are based on the recommendations contained within each of the reports listed below. Any amendments made by the Portfolio Holder to the recommendations within these reports will be notified to members in advance of the meeting accordingly.

1. Annual Treasury Management and Financial Resilience Report (2021 to 2022)

Portfolio holder: Councillor Sarah Broughton

2. Treasury Management Report (June 2022)

Portfolio holder: Councillor Sarah Broughton

3. Exempt item: Investing in our commercial portfolio

(This item is exempt and will be considered in private session. Please therefore see agenda item 13 below.)

Portfolio holder: Councillor Sarah Broughton

8. Community Governance Review 31 - 82

Report number: **COU/WS/22/018**

9. Appointment of Independent Persons 83 - 88

Report number: **COU/WS/22/019**

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

The Council is asked to nominate one member and one substitute member to serve on Suffolk County Council's Health Scrutiny Committee.

The Overview and Scrutiny Committee, on 16 June 2022, considered nominations for a representative and a substitute member for 2022 to 2023.

Recommendation:

It is **recommended** that Councillor Margaret Marks be nominated as West Suffolk Council's representative and Councillor Mike Chester as the nominated substitute member on the Suffolk County Council Health Scrutiny Committee for 2022 to 2023.

11. 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.

12. 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 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.

Part 2 – exempt

13. Exempt item: Referral of recommendations from the Portfolio Holder for Resources and Property: Investing in our commercial portfolio (paragraph 3)

89 - 112

C. Referral from the Portfolio Holder for Resources and Property: 23 September 2022

3. Exempt Appendix A to Report number: **COU/WS/22/017**
(Portfolio holder decision Exempt Report number:
CAB/WS/22/045)
Investing in our commercial portfolio (paragraph 3)

Portfolio holder: Councillor Sarah Broughton

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Council



Minutes of a meeting of the **Council** held on **Tuesday 14 June 2022** at **7.00 pm** in the **Conference Chamber, West Suffolk House**, Western Way, Bury St Edmunds IP33 3YU

Present **Councillors**

Chair Mike Chester

Vice Chair John Augustine

Richard Alecock	Brian Harvey	David Palmer
Michael Anderson	Diane Hind	Sarah Pugh
Mick Bradshaw	Ian Houlder	Joanna Rayner
Tony Brown	Paul Hopfensperger	Karen Richardson
Carol Bull	James Lay	David Roach
Patrick Chung	Aaron Luccarini	Marion Rushbrook
Nick Clarke	Birgitte Mager	Ian Shipp
Dawn Dicker	Margaret Marks	Andrew Smith
Roger Dicker	Joe Mason	Karen Soons
Robert Everitt	Elaine McManus	Clive Springett
Stephen Frost	Sara Mildmay-White	Sarah Stamp
Susan Glossop	Andy Neal	Lance Stanbury
John Griffiths	Robert Nobbs	Peter Stevens
Pat Hanlon	Colin Noble	Don Waldron

219. Remembrance

Before commencing business, the Chair reminded those present that it was exactly 40 years since the Falklands War came to an end when Argentine forces surrendered to the British. All attendees were asked to stand and observe a minute's silence to remember the service and sacrifice of the British Armed Forces, their families, and the civilian communities who contributed.

In addition, the Chair asked that attendees remember former Forest Heath District Councillor Chris Barker, who had sadly died recently. The Chair made a statement of condolence, reflecting on Councillor Barker's contribution during his time on Forest Heath District Council.

220. Minutes

The minutes of the meetings held on 22 March 2022, 17 May 2022 (Annual Meeting) and 17 May 2022 (extraordinary meeting) were confirmed as a correct record and signed by the Chair.

221. **Chair's announcements**

The Chair reported on the civic engagements and charity activities which he and the Vice-Chair had attended since their election at the Annual Meeting on 17 May 2022.

222. **Apologies for absence**

Apologies for absence were received from Councillors Trevor Beckwith, Sarah Broughton, Simon Brown, John Burns, Simon Cole, Andy Drummond, Rachel Hood, Beccy Hopfensperger, Victor Lukaniuk, David Nettleton, Richard Rout, David Smith, Jim Thorndyke, Julia Wakelam, Cliff Waterman, Nick Wiseman and Phil Wittam.

Councillors Max Clarke, Jason Crooks and Peter Thompson were also unable to attend the meeting.

223. **Declarations of interests**

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

224. **Leader's statement (Paper number: COU/WS/22/011)**

Councillor Griffiths, Leader of the Council, presented his Leader's Statement as outlined in paper number: COU/WS/22/011.

Members confirmed that they had received copies of the statement, which had been circulated following the distribution of the agenda for the meeting.

In his introductory remarks, Councillor Griffiths:

- a. **Personal remarks:** expressed his condolences to the family and friends of former Forest Heath District Councillor Chris Barker.
- b. **Platinum Jubilee events and celebrations:** congratulated Her Majesty The Queen on her Platinum Jubilee and paid tribute to those supporting celebratory public events being held in and by local communities. He also acknowledged the people and organisations of West Suffolk that had been formally recognised in HM The Queen's Jubilee Birthday Honours List.
- c. **UK Shared Prosperity Fund:** outlined details of the Council's opportunity to obtain a sizeable amount of new Government funding for investment through the UK Shared Prosperity Fund. The deadline for submitting the Council's investment plan to Government was 1 August 2022, therefore, to ensure all members had the opportunity to consider the proposed investment plan allocations following Cabinet's planned consideration on 19 July 2022, Councillor Griffiths announced that with the agreement of the Chair, an extraordinary meeting of Council would be formally called to consider this matter on 26 July 2022.

The Leader responded to a range of questions relating to:

- a. **Support for small businesses:** that the Council was supporting the growth of small businesses not only in Haverhill but throughout West Suffolk. Examples included working in partnership with MENTA in Brandon and Haverhill, together with its recent investment in incubation units at Suffolk Business Park, Bury St Edmunds. Should any specific opportunities arise where the Council might be able to provide support to small businesses, the Economic Growth team would welcome suggestions.
- b. **Social rented properties:** that the four new properties available for social rent in Brandon, as referred to in paragraph 26. of the Leader's Statement had not been built by Barley Homes. Any social rented property required a significant grant from Government and Barley Homes did not qualify for that. Where possible, the housing associations that worked in partnership with the Council were actively encouraged to apply for Government grants to try and fund more social rented properties within the district. The topic of 'Right to Buy' and the implications associated with that was acknowledged as being significant and the Council, with partners, was lobbying Government on a variety of measures to try and help people in need, which included those faced with housing challenges and the impact of the rising cost of living.
- c. **Grass cutting schedule:** in respect of whether the current grass cutting schedule was providing an effective delivery of service, Councillor Griffiths gave recognition to the Operations team that provided the grass and grounds maintenance service. Working with partners such as town and parish councils, housing associations and Suffolk County Council, West Suffolk Council made every effort to meet the challenges of delivering this service in a timely manner, much of which was weather dependent, and some areas being purposely left uncut to encourage greater biodiversity. Ward members and town / parish councils should be receiving grass cutting updates to keep them abreast of the Council's current schedule.
- d. **Recycling and Waste Strategy (RAWS):** recognising the excellent work of the Waste and Street Scene team during the pandemic, as highlighted in paragraph 7. of the Leader's Statement, Councillor Griffiths agreed that the expected forthcoming introduction of RAWS and the implications associated with this was complex and would be looked at in detail by the Council. Support would be provided to the service where appropriate.
- e. **Members and officers:** that councillors led the strategic direction of the Council, setting the policy framework and budget, and made decisions on a variety of matters in order to get things done. That under the excellent leadership of the organisation's Chief Executive and his Leadership Team, officers provided support to councillors in carrying out the work set out in the strategies, policies and specific budgets in place.

225. Public participation

No members of the public in attendance had registered to speak.

226. Referrals report of recommendations from Cabinet

Council noted that the last meeting of Cabinet arranged for 24 May 2022 was cancelled, therefore on this occasion there were no referrals emanating from Cabinet to Council.

227. Review of political balance and appointment to committees 2022 to 2023 (Report number: COU/WS/22/012)

Council considered this report, which sought approval for the political balance and the allocation of seats to committees for 2022 to 2023.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council, including that he had requested that a full review of the political balance and the proposed allocation of seats and substitute seats on committees. This was due to a relatively significant change in political composition of the Council since the last review was undertaken and presented to the Annual Meeting of Council on 17 May 2022.

The changes to the composition of Council were summarised in the table at paragraph 1.1 of the report, with the allocations of seats and substitute seats that had been proposed in accordance with the political balance rules (section 15 of the Local Government and Housing Act 1989) set out in section 2.

Subject to the approval of the revised political balance, and the allocation of seats and substitute seats on the relevant committees, the Group Leaders were asked to notify the Monitoring Officer with their nominations for which members from their groups would be appointed to which seats within 14 days of the day of the meeting. Thereafter, the Monitoring Officer would confirm the appointments.

One of the non-grouped independent members, Councillor Paul Hopfensperger, stated that he would not be taking one of the places offered on either the Officer Appeals Committee or Officer Appointments Committee. In accordance with the political balance rules, non-grouped members were not automatically entitled to seats on committees, however, the aforementioned had been proposed to promote member inclusivity across the Council. If approved, the opportunity for the two non-grouped members to sit on either of these committees would remain and membership would be addressed should the occasion arise for either committee to meet.

On the motion of Councillor Griffiths, duly seconded by Councillor Carol Bull, it was put to the vote and with the vote being 43 for the motion, none against and one abstention, it was

Resolved: That

1. The revised political balance and allocation of seats and substitutes on committees as per Appendix A to Report number: COU/WS/22/012, be approved.
2. A return to the membership of the Performance and Audit Scrutiny Committee to a total of 12 members in accordance with the terms of reference at Part 3b, section 2 of the Council's Constitution, be approved.
3. The appointment of the non-grouped independent members to 1 seat on the Officer Appeals Committee and 1 seat on the Officer Appointments Committee, be approved.
4. Delegation be given for Group Leaders to nominate members from their Groups to seats and as substitutes on committees.

228. **West Suffolk Annual Scrutiny Report 2021 to 2022 (Report number: COU/WS/22/013)**

Council received and noted the West Suffolk Annual Scrutiny Report for 2021 to 2022.

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

Councillor Ian Shipp, Chair of the Overview and Scrutiny Committee drew relevant issues to the attention of Council. He placed his thanks on record to the Committee, its partners and to Cabinet, and acknowledged the work of officers that had supported him and the Committee.

Councillor Ian Houlder, Chair of the Performance and Audit Scrutiny Committee, drew attention to the specific work of that Committee and its two sub-committees. He placed his thanks on record to the Committee and to the teams in Finance and Internal Audit for their continuing support.

No questions were asked.

229. **Any other urgent business**

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

The meeting concluded at 7.39 pm

Signed by:

Chair

Extraordinary Council

Minutes of an extraordinary meeting of **Council** held on **Tuesday 26 July 2022** at **7.00 pm** in the **Conference Chamber, West Suffolk House**, Western Way, Bury St Edmunds IP33 3YU

Present

Councillors

Chair Mike Chester

Vice Chair John Augustine

Richard Alecock
Michael Anderson
Sarah Broughton
Carol Bull
Patrick Chung
Max Clarke
Nick Clarke
Jason Crooks
Andy Drummond
Stephen Frost
Susan Glossop
John Griffiths
Pat Hanlon
Diane Hind
Rachel Hood

Ian Houlder
Paul Hopfensperger
Victor Lukaniuk
Birgitte Mager
Margaret Marks
Joe Mason
Andy Neal
Robert Nobbs
Colin Noble
David Palmer
Sarah Pugh
Joanna Rayner
David Roach
Richard Rout
Ian Shipp

David Smith
Karen Soons
Sarah Stamp
Lance Stanbury
Peter Stevens
Peter Thompson
Jim Thorndyke
Julia Wakelam
Don Waldron
Nick Wiseman
Phil Wittam

230. **Suspension of Council Procedure Rules**

The Chair welcomed members to this extraordinary meeting of Council.

He explained that the meeting had primarily been called to consider the matter listed under agenda item 6. 'Referral from Cabinet: UK Shared Prosperity Fund - investment plan allocations'. This was so the deadline to submit the proposed investment plan to Government could satisfactorily be met.

Paragraph 3.2 of the Council Procedure Rules referred to specific rules regarding business transacted at extraordinary meetings. Under paragraph 10.1 (o) of the Procedure Rules, Council's approval was sought for suspending Council Procedure Rule 3.2 so that the other items listed on the agenda at 1, 4, 5 and 7 may be considered at the meeting. These items were usually reserved for ordinary meetings; however, as Council was not scheduled to meet again until 27 September 2022, the Chair felt it was appropriate to include these items on this agenda and that they be considered in accordance with the rules that usually applied.

On the motion of Councillor John Griffiths, duly seconded by Councillor Joanna Rayner, it was put to the vote and with the vote being 42 for the motion, none against and one abstention, it was

Resolved:

That, Council Procedure Rule 3.2 regarding business limited to an extraordinary meeting, be suspended.

231. 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 held on 14 June 2022.

Attention was particularly drawn to the 'Abbey 1000 Mid-Summer Party' event which was held on 23 June 2022 in the Abbey Gardens, Bury St Edmunds. This event was extremely well attended, exceeding expectations, and the Chair placed his thanks on record to officers of West Suffolk Council that had contributed to the smooth running of the event.

232. Apologies for absence

Apologies for absence were received from Councillors Trevor Beckwith, Mick Bradshaw, Simon Brown, Tony Brown, John Burns, Simon Cole, Dawn Dicker, Roger Dicker, Robert Everitt, Brian Harvey, Beccy Hopfensperger, James Lay, Aaron Luccarini, Elaine McManus, Sara Mildmay-White, David Nettleton, Karen Richardson, Marion Rushbrook, Andrew Smith, Clive Springett and Cliff Waterman.

233. Declarations of interests

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

234. Leader's statement (Paper number: COU/WS/22/014)

Councillor John Griffiths, Leader of the Council, presented his Leader's Statement as outlined in paper number: COU/WS/22/014.

Members confirmed that they had received copies of the statement, which had been circulated following the distribution of the agenda for the meeting.

In his introductory remarks, Councillor Griffiths:

- a. **Personal remarks:** thanked all members for attending the extraordinary meeting so that principally, debate could be held on agenda item 6, which if approved, would help unlock £1.9 million of new Government funding for the Council.
- b. **Heatwave:** paid tribute to staff working in difficult conditions and to local communities that had supported fellow residents and Council staff during the challenging temperatures.

- c. **Green Flags:** was delighted to report that all six of West Suffolk parks had been awarded with national Green Flag status.
- d. **Defence Employer Recognition Scheme Silver Award:** was also pleased to announce that the Council had had its 2017 Defence Employer Recognition Scheme Silver Award revalidated. This scheme encouraged employers nationally to support defence and inspire others to do the same.
- e. **Cabinet:** reported on the discussions held at the Cabinet meeting held on 19 July 2022, which included approval being given to the West Suffolk Annual Report 2021 to 2022; progress made on the Environment and Climate Change Action Plans; and the recommendations put forward by the Overview and Scrutiny Committee following its review of the West Suffolk Council markets.
- f. **Barley Homes:** reported that Barley Homes (Group) Limited had earlier that day held its Annual Meeting. Despite challenges faced by other developers such as COVID-19, the company had achieved great success in the past year.

The Leader responded to a range of questions relating to:

- a. **Environmental update:** alternative products to using glyphosate herbicides for the control of unwanted vegetation had been explored. Recognition was given to achieving a balance between using a product that was cost effective, performed results and was kinder to the environment. Using less glyphosate was also an option and it was acknowledged that education was key to promoting the environmental benefits where areas may be left untreated or weeded less frequently than in previous years.

In respect of improving air quality in certain areas, various solutions were being explored in partnership with others, particularly around educating drivers to avoid idling, especially adjacent to schools and nurseries.

- b. **Support for those in need during the cost of living crisis:** the Council recognised the burden placed on communities and businesses during these challenging times. For those in particular need, the Council was promoting various support packages and grant schemes that were currently available. These included grant schemes, which not only improved peoples' lives but also promoted green initiatives such as helping people to better insulate their homes, for example. Whilst politics sometimes differed, and particular reference was given by Councillor Max Clarke to asking councillors to encourage greater resident take up of membership to trade unions, the sentiment regarding the desire to help and support people in West Suffolk was shared.

- c. **Referral from Cabinet: UK Shared Prosperity Fund (UKSPF): investment plan allocations:** Reference was given to paragraph 6.4 of Report number: COU/WS/22/015 (Referral from Cabinet: UK Shared Prosperity Fund: investment plan allocations), which referred to '....working in partnership with others to support initiatives that focussed on prevention and early intervention, particularly on issues such as health, crime and social isolation. It was considered that innovative new models should be developed to support residents and businesses to access public services, for example through the Mildenhall Hub and Western Way Development (WWD)'. In recognising the aforementioned, it was suggested to potentially use the former Debenhams building in the Arc, Bury St Edmunds as a public service hub as an alternative to progressing with the WWD project. This was not however, within the Council's gift as it did not own the building.

Reference was also given to paragraph 2.1(6) of the same report, regarding the '....encouragement of projects that supported net zero objectives as a cross cutting theme...', and whether, given the traditionally longer term payback associated with installing many alternative greener energy sources within homes, subsidies could be allocated by the Council from its share of the UKSPF to pensioners to help fund such projects. As was the case in response to part of the aforementioned question, the detail regarding specific interventions outlined in the proposed UKSPF investment plan would come forward during autumn 2022. It was envisaged that a range of initiatives would be explored, including those which supported environmental actions; however, it was acknowledged that not all pensioners were in need of financial support to install greener initiatives within their homes.

- d. **Taxi fares:** In the context of the recent decision taken by the Licensing and Regulatory Committee regarding the proposed increases in West Suffolk hackney carriage fares, Councillor Don Waldron asked whether the process for introducing the new fares could be accelerated. Like many others feeling the impact of the relatively significant rise in the cost of living, he felt the hackney carriage drivers should have the new fares implemented at the earliest opportunity to help mitigate some of their current financial challenges.

The Service Manager (Legal and Governance) / Monitoring Officer was invited by the Chair to provide a response regarding the statutory process that needed to be followed before any changes could be made to the fares; however, it was agreed that a more detailed written response would be provided following the meeting by Councillor Griffiths and Councillor Andy Drummond, Portfolio Holder for Regulatory and Environment. This response would be circulated to Councillor Waldron and all members.

- e. **West Suffolk Local Plan:** that some progress was being made in respect of working with Matt Hancock MP, the Department for the Environment, Food and Rural Affairs (DEFRA) and Natural England to try and reach an amenable solution to overcome the environmental challenges placed on Brandon which were adversely affecting its ability to bring forward development sites.

- f. **Integrated care system:** that once the regime was further embedded, a briefing on the relatively complex new integrated care system would be welcomed to assist members with effectively communicating pertinent issues to residents in their wards.

235. Public participation

No members of the public in attendance had registered to speak.

236. Referral from Cabinet: UK Shared Prosperity Fund: investment plan allocations (Report number: COU/WS/22/015 and addendum)

Council considered this report which sought approval for the West Suffolk UK Shared Prosperity Fund investment plan allocations.

Members confirmed that they had received copies of the report, which had been circulated following the distribution of the agenda for the meeting. In addition, an addendum was tabled which provided corrections to figures contained in tables at paragraphs 2.6 and 2.7. These corrections however, did not impact on the recommendations contained in the report, which had been referred by Cabinet for a final decision.

The £2.6 billion UK Shared Prosperity Fund (UKSPF) was part of measures for implementing the Government's Levelling Up White Paper and was the successor to EU Structural Funds covering the period 2022 to 2025.

The vision for the fund was that 'it will lead to visible, tangible improvements to the places where people work and live, alongside investment in human capital, giving communities up and down the UK more reasons to be proud of their area.'

The report set out the requirements of the UK Shared Prosperity Fund and how West Suffolk Council's respective funding allocation must be spent on specific 'interventions' listed by the Department for Levelling Up, Housing and Communities (DLUHC) under three main investment priorities, as listed in paragraph 1.5 of the report. In order to access the total funding allocation of £1,943,467 (spread over three years as set out in paragraph 1.9), the investment plan was required to be submitted to the DLUHC by 1 August 2022.

Councillor John Griffiths, Leader of the Council, drew relevant issues to the attention of Council, including that the Council's approach would see this funding supporting a range of initiatives to help:

- the local economy, in particularly in the district's high streets and rural areas
- residents gain new skills and better job prospects
- community projects and groups that would make a real difference to the prosperity and wellbeing of people in their area, including tackling the cost of living crisis

Reaching this point involved a large amount of work in order to meet the Government's criteria, especially in terms of engagement with stakeholders.

Councillor Griffiths thanked those that had replied and engaged in this process, which had been invaluable in shaping the report presented. Engagement would continue as work progressed into more detailed delivery. He also placed his thanks on record to officers for the enormous amount of work that had been undertaken on the process to date.

It was noted that once the funding had been split across three years and the range of priorities, the amounts were in some cases quite modest, and it would therefore be impossible to fund every initiative that was put forward during the engagement stage.

Councillor Sarah Broughton, Portfolio Holder for Resources and Property, seconded the motion and demonstrated her support for the proposed investment plan allocations. Any new funding from Government was welcomed and this would go some way to support the Council's own strategic priorities; however, it was also recognised that this funding would form only part of much larger existing Council investments and would sit alongside funding streams already in place.

Members were reminded that the investment plan did not detail specific projects as the Government required the Council to allocate its share of the UKSPF to interventions. Discussion was however, held on a range of topics where some members felt the funding was needed to be allocated, including:

- Areas of deprivation, such as Brandon
- To support local businesses to create 'green' jobs
- To support communities in rural areas

It was reiterated that the £1.9 million was only one source of funding, with very strict requirements and did not represent the full range of investments being made by the Council. It was also hoped it would help to unlock further match funding streams (examples of which were given).

Council generally expressed its support for the proposed investment plan allocations and positively looked forward to the detail in due course. To ensure the process could continue in a timely manner, Council also agreed to endorse Cabinet's decisions for enabling certain matters to be resolved under delegated authority.

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

Resolved:

That:

1. The West Suffolk UK Shared Prosperity Fund investment allocations (at Appendix B to Report number: COU/WS/22/015), for submission to the Department for Levelling Up, Housing and Communities (DLUHC), be approved (these were approved by Cabinet on 19 July 2022).

2. Cabinet's decision be endorsed, that officers complete the full DLUHC investment plan template in line with the details contained in this report, COU/WS/22/015.
3. Cabinet's decision be endorsed, to delegate authority to the Chief Executive to make minor adjustments to the investment plan allocations before submission to Government, in consultation with the Leader of the Council.
4. Cabinet's decision be endorsed, to delegate authority to the Portfolio Holder for Resources and Property to implement the approved investment plan once funding has been received from DLUHC, including implementing minor variations in the funding amounts for each intervention, in order to respond to changing circumstances over the lifetime of the Fund.

(Councillor Paul Hopfensperger left the meeting during the consideration of this item and did not return. He therefore did not partake in the vote.)

237. Any other urgent business

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

The meeting concluded at 8.02 pm

Signed by:

Chair

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Civic communication for council

26 July to 27 September 2022

Chair attended 13 engagements

Vice Chair attended 1 engagement

Event	Venue	Date	Time	Attending
West Suffolk extraordinary Council meeting	West Suffolk House	Tuesday 26 July 2022	7pm	Chair and Vice Chair of Council
National Young Traders Competition	Bury St Edmunds Market, Cornhill	Wednesday 27 July 2022	10.30am	Chair of Council
Royal British Legion V J Service	Rose Garden, Abbey Gardens	Saturday 13 August 2022	10.45am	Chair of Council
Mayor of Ipswich - An evening on the Sail Barge Victor	From Common Quay, outside the Old Custom House on the Waterfront, Ipswich	Friday 19 August 2022	6.30pm	Chair of Council
Visit to Bury St Edmunds Sea Cadets	The Klondyke, Bury St Edmunds	Thursday 1 September 2022	7pm	Chair of Council
Norfolk County Council Summer Reception	Gressenhall Farm and Workhouse, Museum of Norfolk Life, Beetley, Dereham, NR20 4DR	Friday 2 September 2022	6pm	Chair of Council
RAF Honington Band Concert	The Jubilee Centre, Recreation Way, Mildenhall IP28 7HG	Saturday 3 September 2022	7pm	Chair of Council
County Proclamation	Ipswich Town Hall	Saturday 11 September 2022	1pm	Chair of Council
Local Proclamation	Angel Hill Bury St Edmunds	Saturday 11 September 2022	3.30pm	Chair of Council

County Commemoration Service	St Edmundsbury Cathedral	Saturday 17 September 2022	11.30am	Chair of Council
Haverhill Service of Commemoration and Thanksgiving for her Late Majesty Queen Elizabeth II	St Mary's Church, Haverhill	Saturday 17 September 2022	3pm	Chair of Council
Opening of the Lidgate Castle and Dam walk	Meet at The Star at Lidgate, The Street, Lidgate CB8 9PP	Saturday 24 September 2022	10.30am	Chair of Council
British Ugandan Asians at 50 Exhibition	Wickhambrook Memorial Hall, Cemetery Road, Wickhamrook, CB8 8XP	Saturday 24 September 2022	12pm	Chair of Council
West Suffolk Council	Council Chamber, West Suffolk House	Tuesday 27 September 2022	7pm	Chair of Council

Leader’s statement

Report number:	COU/WS/22/016	
Report to and date:	Council	27 September 2022
Documents attached:	None	

Leader’s Statement – September 2022

1. It is with a heavy heart that I write this statement following the sad announcement of the death of Her Majesty The Queen. Her presence has been a constant in our lives and her dedication to public service, duty and our communities is an inspiration to us all. Her Majesty was a friend to West Suffolk and a regular visitor, especially in Newmarket, where she watched her beloved horses race. Indeed no one can be failed to be moved by the flowers left by residents at her statue by the entrance to the racecourse.
2. As, like many, I have watched the coverage of her life and have reflected on her dedication to bringing people together to improve the life of others. A motto I think we all try to live by for our communities and something we continue to strive to do as a council. Indeed, I hope to highlight briefly in this statement some of the work which reflects this ethos.
3. I want to thank all councillors and our staff who have been involved in supporting our communities to mourn, reflect and show their respects. Delivering the national protocols on this sad but momentous occasion has required much planning and close working with a range of partners, especially parish and town councils. From organising the reading of the Proclamation of Accession, to providing books of condolence to places to lay flowers this has been a solemn duty performed to the best of all abilities.
4. It seems wrong today to write a glowing statement on our many achievements so I will keep this brief and hope to update you more at our meeting. Indeed, you will have read in our regular newsletter a long list of positive achievements, initiatives, and issues we are dealing with, so I do not intend to go over those here.
5. However, I hope you will forgive me though, if I do update you on just a few issues and news that we have.

Rural England Prosperity Fund

6. We have welcomed the news of additional funding from Government which was announced on 3 September. This is a national £110 million pot of capital

funding for rural councils to support rural businesses and countryside communities – known as the Rural England Prosperity Fund or the 'Rural Fund'.

7. Subject to submitting a successful application to DEFRA by 30 November 2022, West Suffolk Council will receive a share of the funding of over £753,701, to cover the period 2023-2025.
8. The funding is a top up to the UK Shared Prosperity Fund (UKSPF) and is a successor to EU funding in a similar way to UKSPF. The aims of the fund are to:
 - “support new and existing rural businesses to develop new products and facilities that will be of wider benefit to the local economy. This includes farm businesses looking to diversify; and to
 - support new and improved community infrastructure, providing essential community services and assets for local people and businesses to benefit the local economy.”
9. West Suffolk Council’s application will need to set out how it is proposed to allocate the funding locally, in line with 11 ‘interventions’, and drawing on the issues identified in the UK Shared Prosperity Fund engagement work. The funding must be used in areas the Government has designated as ‘rural’, which in the case of West Suffolk, means all areas outside Bury St Edmunds.
10. Once officers have digested the detail of the Fund process and criteria, a timetable for agreement of the council’s submission to DEFRA will be developed.

Mildenhall Hub

11. By the time we have met it will be the first birthday of Mildenhall Hub officially opening. As I have already commented bringing people together for a common good was at the heart of Her Majesty’s ethos, and the same can be said for Mildenhall Hub.
12. This nationally award-winning project has now been held up by Government as an exemplar case study in the launch of its new national Property Strategy. This new Government strategy is designed to reduce taxpayer spend on buildings and drive efficiencies using the One Public Estate initiative as a basis of good practice. The Hub is being held up as a good example of this One Public Estate work, driving better outcomes for our communities, easier access to services and savings bringing greater value for money for our residents.
13. This has all been achieved by bringing organisations together to achieve a common aim. Indeed, the hub has brought together a new school, new gym, fitness studios and 3G pitch, swimming pools and sports hall, a new town library, health centre, children’s centre, Citizens Advice West Suffolk, and Job Centre. The Hub in Sheldrick Way also includes office space used by the NHS, Police, Suffolk County Council and West Suffolk Council.

Community Chest – Cost of Living

14. Community groups, charities, voluntary organisations, faith groups and social enterprises only have weeks left to apply to West Suffolk Council’s Community Chest fund.
15. This vital fund, which invests in initiatives that support residents’ health and wellbeing, has been increased by West Suffolk Council this year to help with the cost-of-living crisis. More than £500,000 is available, up by 10 per cent on previous years.
16. The deadline for applications to the Community Chest fund is 6pm on 30 September and I would urge councillors to make sure their residents and local groups are aware of this opportunity.
17. West Suffolk Council, through Community Chest, has already invested more than £3.2 million over the past seven years in supporting community led initiatives to help our residents.
18. That includes funding for work to support and empower families dealing with trauma, the building of various support networks to offer greater community resilience, and to work to help break patterns of abusive behaviour. Initiatives to tackle loneliness, social isolation and help people feel more connected and involved with their local community, have also received Community Chest funding. Money has been invested in helping with people’s physical and mental health, as well as providing advice and advocacy services and targeted community activities.
19. During the pandemic, the council worked with and supported many of these groups in their efforts to get shopping and medicine for vulnerable people who were shielding at home, as well as providing a friendly voice at the end of a phone to those who were alone.
20. Now the council is looking to support the work of many of these voluntary organisations once more, to help people through the cost-of-living crisis.
21. The minimum amount that can be applied for has also been raised from £1000 in previous years, to £2500. Councillor locality budgets can support smaller applications throughout the year. The final change to the fund sees applications only being available for funding for 2023/2024.
22. Successful grant applications will be awarded in February 2023 and paid in April 2023.
23. To apply for Community Chest funding, view the guidance and then complete the online application at <https://www.westsuffolk.gov.uk/community/community-grants.cfm>

Local Plan

24. I want to thank everyone for their continued role in helping to deliver and comment on West Suffolk's Local Plan. The latest round of consultation is now finished and officers as well as members will be looking at the comments received. I am pleased to hear the engagement has gone well and elicited a range of in-depth and detailed contributions which is what this element of the process is aimed at achieving.

Anglia in Bloom

25. I am delighted to say that West Suffolk has once again done well in the Anglia In Bloom competition reflecting immense hard work from local organisations and volunteers.
26. Again, this is a great example of communities, organisations, local councils and individuals coming together, working hard through the year, to achieve a shared aim. These beautiful floral displays not only encourage and foster pride in the places that take part but help encourage visitors and economic growth.
27. I am particularly pleased to hear Brandon has done so well, achieving several top awards. This included Gold awarded to Brandon in Bloom for their 'Queen's Jubilee Display' at The Wedge on Thetford Road. This display was also awarded best in category with Brandon taking home the trophy.
28. The Friendly Bench, located on Bury Road, took the top spot in the 'Best Garden for Special Needs' which was given for addressing loneliness.
29. I was also pleased to hear that Brandon was recognised as a 'Gold Town' as best in category for a medium town. I believe Councillor Victor Lukaniuk summed it up, and I paraphrase slightly, "we beat the big guns". I hope Councillor Lukaniuk you will pass on our congratulations to all involved and thank you for sharing your appreciation for the work the Council teams had done. This will be passed onto them, and I know they work hard too across the district with similar groups.
30. In addition, congratulations to Bury in Bloom as well as the volunteers and individuals that have put on such a great display in the town. Bury St Edmunds picked up the Gold Award at Anglia in Bloom in the Large Town category which is also hotly contested across the Anglia region.
31. It also scooped:
 - Gold Award and Trophy Wildlife and Conservation Category – Bury Water Meadows Group
 - Award winner and Trophy Best Community Project 'Bury in Plume Peacock in the Park' – Crafty Foxes
 - Gold Award and Trophy in Cemeteries and Crematoria Category – West Suffolk Crematorium
 - Silver Gilt Award Parks Category – Abbey Gardens
 - Silver Award Care Homes Category – Glastonbury Court Care UK
 - Silver Award Parks Category Nowton Park

32. I think we can all agree these awards are great achievements for our communities. I know there are other 'In Bloom' groups across West Suffolk and want to say a massive thank you to them too. The dedication of bringing communities together to engender pride and community spirit in an area is something we should all applaud.
33. I look forward to seeing you all again at our next meeting when hopefully we can continue in the legacy that Her Majesty The Queen has set for us all as public servants. In addition, we look to the future and while sending our new monarch, His Majesty King Charles III our deepest condolences, we also send our support and very best wishes for his reign. Like his beloved mother we also look forward to warmly welcoming him as a continuing and regular visitor to West Suffolk.

With best wishes,

Councillor John Griffiths
Leader of West Suffolk Council

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Referrals report of recommendations from Cabinet and the Portfolio Holder for Resources and Property

Report number:	COU/WS/22/017	
Report to and date:	Council	27 September 2022
Documents attached:	EXEMPT Appendix A: EXEMPT portfolio holder decision Report number: CAB/WS/22/045	

A. Referrals from Cabinet: 21 June 2022

1. Procurement Policy and Contract Procedure Rules

<p>Portfolio holder: Councillor Sarah Broughton</p> <p>Cabinet Report number: CAB/WS/22/028</p> <p>Appendix B: West Suffolk Contract Procedure Rules.pdf</p>

(Note: The new West Suffolk Council Procurement Policy ([Appendix A](#) to Report number CAB/WS/22/028) was approved by Cabinet on 21 June 2022. The approval of the West Suffolk Council Contract Procedure Rules has been recommended to Council, as it requires changes to be made to the Council’s Constitution)

<p>Recommended:</p> <p>That the constitutional changes, as set out in the revised West Suffolk Council Contract Procedure Rules at Appendix B to Report number CAB/WS/22/028, be approved.</p>
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- 1.1 The current Procurement Policy has not been changed since the establishment of West Suffolk Council on 1 April 2019. Since that time there have been changes in the wider economic environment and strategic priorities of the Council that will now be reflected appropriately in both the Procurement Policy and the Contract Procedure Rules.

1.2 As an 'anchor institution' and significant purchaser, commissioner and buyer, West Suffolk Council recognises that its procurement processes and spending decisions will have an impact on a range of stakeholders, including local businesses, communities, council tax payers and community groups. As such, the Council wants to achieve value for money, environmental sustainability, delivery of social value and security against modern slavery within its supply chains. Procurement is a key tool in ensuring that West Suffolk Council achieves its strategic priorities and adheres to wider regulation on transactions and transparency.

1.3 The key aims for these revised documents are to:

- Deliver value for money for West Suffolk Council
 - Drive efficiency and transparency of process to show the achievement of value.
- Ensure Sustainable Procurement
 - Provide a clear framework and set of requirements for major projects and critical service provision to demonstrate progress towards Carbon Net Zero.
 - Build understanding and consideration of sustainable procurement into all contract decisions.
- Adhere to Modern Slavery Statement
 - Ensure that there is no slavery or human trafficking in any elements of the West Suffolk Council supply chain.
- Deliver Social Value
 - Demonstrate delivery of support for local communities in well-being, education and mental health.

1.4 The proposed revised thresholds for internal process and supplier engagement have been increased upwards to recognise inflation, increase access for local business and reduce onerous process at lower procurement levels. Understanding of the environmental impact that contract decisions can have needs to be a key priority through the procurement process. In order to address this specific requirement for consideration of, commitment from suppliers and target setting for reduction of environmental impact have been introduced into the Contract Procedure Rules and revised thresholds.

1.5 Delivery of Carbon Net Zero by 2030 will be dependent on driving down CO2 production in the areas that currently produce the highest volumes. These procurements (including commissioning) include:

- Construction projects
- Fleet
- Facilities
- Utilities

These areas will therefore have a greater requirement (at a lower threshold) to ensure CO2 reduction targets and tracking mechanisms are included in contract procurements and negotiations.

1.6 The revised contract value thresholds and associated award procedures and sustainable procurement requirements (split between the service areas named in within this report) are laid out in the table below:

Value of Contract	Award Procedure	Sustainable Procurement Requirements (non critical service areas)	Sustainable Procurement Requirements (critical service areas)
£0 - £20,000	Procure as required	Reference Sustainable Procurement Ask and consideration	Reference Sustainable Procurement Ask and consideration
£20,001 - £100,000	Formal quotation procedure	Reference Sustainable Procurement Ask and consideration	Reference Sustainable Procurement Ask and consideration
£100,001 – International Advertisement Threshold (~£190k Revenue, £4.3m Capital)	National tender procedure	Reference Sustainable Procurement Ask and consideration. Include Sustainable Procurement question within tender (min 10% weighting).	Include Sustainable Procurement question within tender (min 10% weighting). Provide evidence of: - <i>use of an environmental policy statement</i> - <i>Specific targets for, and evidence, of working towards net zero carbon emissions.</i>
Above IA Threshold	National tender procedure	Include Sustainable Procurement question within tender (min 10% weighting). Provide evidence of: - <i>use of an environmental policy statement</i> - <i>Specific targets for, and evidence, of working towards net zero carbon emissions.</i>	Include Sustainable Procurement question within tender (min 10% weighting). Provide evidence of: - <i>use of an environmental policy statement</i> - <i>Specific targets for, and evidence, of working towards net zero carbon emissions.</i>

1.7 These thresholds have increased from £0 to £10,000 for the first level and from £10,000 to £50,000 for the second. This has been done to reflect the accumulated inflation in value since the previous thresholds were set in 2014, but also to let local small and medium sized enterprises into the more straightforward procurement processes. This brings an additional 161 suppliers into the lowest threshold bracket. Supplier spend in this bracket increases from £2.9 million to £5.2 million (of a total of £49.1 million yearly supplier spend).

B. Referrals from Cabinet: 19 July 2022

An extraordinary meeting of Council was held on 26 July 2022 which considered a referral from Cabinet on 19 July 2022. There are no other referrals emanating from that meeting.

C. Referrals from Portfolio Holder for Resources and Property: 23 September 2022

Following the sad death of Her Majesty Queen Elizabeth II and observing the period of national mourning, the Cabinet meeting arranged for 20 September 2022, was cancelled as a mark of respect.

As three of the items were due to be referred by Cabinet to Council for a final decision, the Portfolio Holder for Resources and Property has been asked to make these decisions on behalf of Cabinet. These were to recommend to Council, approval of the recommendations set out in the relevant reports.

These referrals have however, been compiled before the decisions have been taken by the portfolio holder and are based on the recommendations contained within each of the reports listed below. Any amendments made by the portfolio holder to the recommendations within these reports will be notified to members in advance of the meeting accordingly.

1. Annual Treasury Management and Financial Resilience Report (2021 to 2022)

Portfolio holder: Councillor Sarah Broughton

Portfolio holder decision Report number: [CAB/WS/22/043](#)

Financial Resilience Sub-Committee Report number: [FRS/WS/22/003](#)

Recommended:

That the Annual Treasury Management and Financial Resilience Report (2021 to 2022), as contained in Report number: FRS/WS/22/003, be approved.

- 1.1 Following its consideration by the Financial Resilience Sub-Committee on 11 July 2022, the Service Manager (Resources and Performance) verbally reported the Sub-Committee's discussions on the report to the Performance and Audit Scrutiny Committee on 28 July 2022.
- 1.2 The West Suffolk Council's Annual Treasury Management and Financial Resilience Report for 2021 to 2022 included tables summarising the interest earned and the average rate of return achieved during 2021 to 2022; investment activity during the year; investments held as at 31 March 2022; borrowing and temporary loans and capital borrowing budget 2021 to 2022.
- 1.3 The budget for investment income in 2021 to 2022 was £45,000 which was based on a 0.25 percent target average rate of return on investments. Interest actually earned during the financial year totalled £94,451.98 (average rate of return of 0.395 percent), against a budget for the year of £45,000; a budgetary surplus of £49,451.98.

- 1.4 The report included assumptions on borrowing for the capital projects included within it and was based around the following main projects:
- Western Way development
 - Mildenhall Hub
 - West Suffolk Operational Hub
 - Toggam Solar Farm
 - Investing in our Growth Fund.
- 1.5 The report also included a summary of the capital borrowing budget for 2021 to 2022; borrowing and income – proportionality; borrowing and asset yields.
- 1.6 During the financial year 2021 to 2022 the Council’s underlying need to borrow in investing in its communities increased by just over £6 million. With £10 million of external borrowing taken out in the year, the level of internal borrowing has reduced by £3.9 million. This would help to reduce the level of interest rate risk the Council was currently exposed to.
- 1.7 The Sub-Committee had scrutinised the Annual Treasury Management and Financial Resilience Report 2021 to 2022 in detail and asked questions of officers to which responses were provided. Discussions were held on the £10 million external loan and how would the Council rebuild its cash balances over the longer term.
- 1.8 The Performance and Audit Scrutiny Committee had considered the report and asked questions to which responses were provided. In particular, discussions were held on who decided on which bank(s) the Council placed its money for investment; the asset value of the solar farm; and at what point would the Council look at selling the solar farm if income decreased significantly.
- 1.9 The Performance and Audit Scrutiny Committee did not raise any issues at this time to be brought to the attention of Cabinet and put forward a recommendation to the Portfolio Holder for Resources and Property to consider on behalf of Cabinet, as set out above.

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2. Treasury Management Report (June 2022)

Portfolio holder: Councillor Sarah Broughton

Portfolio holder decision Report number: [CAB/WS/22/044](#)

Financial Resilience Sub-Committee Report number: [FRS/WS/22/004](#)

Recommended:

That the Treasury Management Report (June 2022), as contained in Report number: FRS/WS/22/004, be approved.

2.1 Investment Activity 1 April 2021 to 30 June 2022

Following its consideration by the Financial Resilience Sub-Committee on 11 July 2022, the Service Manager (Resources and Performance) verbally reported the Sub-Committee's discussions on the report to the Performance and Audit Scrutiny Committee on 28 July 2022.

- 2.2 At the end of June 2022, interest earned during the first quarter of the financial year amounted to £90,077.11 against a profiled budget for the period of £11,250, a budget surplus of £78,827.11.
- 2.3 External borrowing as at 30 June 2022 was £13,875,000, a reduction of £125,000 from 1 April 2022, which relates to the repayment plan for the recent Public Works Loan Board (PWLB) £10 million 40-year loan, with the Council's level of internal borrowing increasing slightly to £41,536,828 as at 30 June 2022. Overall borrowing, both external and internal was expected to increase over the full financial year.
- 2.4 The 2022 to 2023 Annual Treasury Management and Investment Strategy sets out the Council's projections for the current financial year. The budget for investment income for 2022 to 2023 was £45,000, which was based on a 0.25 percent target interest rate of return on investments.
- 2.5 The report also included a summary of the borrowing activity during the period; borrowing strategy and sources of borrowing; borrowing and capital costs – affordability; borrowing and income – proportionality; borrowing and asset yields; PWLB rule changes and market information.
- 2.6 Members were informed that future reports would include a section on "liability benchmark". At the end of 2021, a Chartered Institute of Public Finance and Accountancy (CIPFA) consultation was issued with a proposal to include a new indicator for the "liability benchmark" in the Treasury Management Code. The liability benchmark was effectively the net borrowing requirement of a local authority, plus a liquidity allowance over the long-term life of any external loans. This showed the funding position of a local authority after taking into account reserves and the working capital cash position. It then measured current and

committed external borrowing against that need and reflected the current capital programme.

- 2.7 The Sub-Committee had scrutinised the investment activity for 1 April 2021 to 30 June 2022, and asked questions to which responses were provided
- 2.8 The Performance and Audit Scrutiny Committee on 28 July 2022 had scrutinised the report. In particular, discussions were held on forecast rates; interest rates, external borrowing and the Western Way Development.
- 2.9 The Performance and Audit Scrutiny Committee put forward a recommendation to the Portfolio Holder for Resources and Property to consider on behalf of Cabinet, as set out above.

3. Exempt item: Investing in our commercial portfolio

Portfolio holder: Councillor Sarah Broughton

EXEMPT portfolio holder decision Report number: CAB/WS/22/045

Recommended, that

As detailed in Exempt Report number: CAB/WS/22/045

- 3.1 The full exempt report that has been considered by the Portfolio Holder for Resources and Property on behalf of Cabinet is attached as Exempt Appendix A to this report and will be considered in private session under agenda item 13.

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Community Governance Review

Report number:	COU/WS/22/018	
Report to and date:	Council	27 September 2022
Cabinet member:	Councillor Carol Bull Portfolio Holder for Governance Telephone: 01953 681513 Email: carol.bull@westsuffolk.gov.uk	
Lead officer:s	Jen Eves Director for HR, Governance and Regulatory Telephone: 01284 757015 Email: Jennifer.Eves@westsuffolk.gov.uk Ben Smith Business Partner for Governance Telephone: 07961 809122 Email: ben.smith@westsuffolk.gov.uk	

Decisions Plan: **Not applicable as this is not an executive matter**

Wards impacted: **All wards**

Recommendation: **It is recommended that:**

- 1. the recommendations, as set out in Appendices A to J to Report number: COU/WS/22/018, be adopted by the Council as the Final Recommendations for the purposes of the interim Community Governance Review.**
- 2. The Director for HR, Governance and Regulatory be authorised to write to the Local Government Boundary Commission for**

England (LGBCE) to request approval to make changes to the protected arrangements for Bury St Edmunds Town Council and Haverhill Town Council.

- 3. Subject to approval from the LGBCE where appropriate, the Director for HR, Governance and Regulatory be authorised to prepare the Reorganisation Order to take effect on 1 April 2023.**
- 4. The Director for HR, Governance and Regulatory be authorised to write to the LGBCE to request necessary consequential changes to the district ward boundaries for Moreton Hall ward, Rougham ward, Red Lodge ward and Manor ward and the County Council division boundaries for Newmarket and Red Lodge division and Mildenhall division.**

1. Context to this report

- 1.1 The purpose of this report is to ask Council to approve the final recommendations from the Community Governance Review and to authorise officers to take the necessary next steps to implement the changes to electoral arrangements.
- 1.2 Community Governance Reviews (CGRs) provide councils with an opportunity to make changes to community governance arrangements to ensure that parish and town councils provide for cohesive communities, improved community engagement, better local democracy and result in improved effective and convenient delivery of local services.
- 1.3 In 2019, West Suffolk Council was created and the new electoral scheme of district wards was designed to last up to 20-years. This scheme resulted in a necessary consequential impact on the warding arrangements for the town councils in Bury St Edmunds, Haverhill and Newmarket where additional parish wards were created because the new district ward boundary was not wholly coterminous with the existing Suffolk County Council division boundary.
- 1.4 The Local Government Boundary Commission for England (LGBCE) recently completed a review of the Suffolk County Council division boundaries which, where possible, aligned the county divisions with the West Suffolk district wards.
- 1.5 In December 2021 West Suffolk Council agreed to undertake an interim CGR to focus on the consequential impact on parish warding arrangements in Bury St Edmunds, Haverhill and Newmarket from the new division boundaries for Suffolk County Council.
- 1.6 West Suffolk Council also agreed to look at the parish governance arrangements for the growth site to the east of Bury St Edmunds, which is commonly known as Lark Grange and is within the Rushbrooke with Rougham Parish area and determine if they should be amended now that a significant number of properties are occupied on that site. Agreement was also received to resolve any small anomalies to community governance arrangements for other parish and town councils.
- 1.7 Between January and February 2022 consultation was undertaken with stakeholders to invite initial submissions on future arrangements for parish and town councils, in accordance with the terms of reference for the review.

- 1.8 In March 2022 West Suffolk Council approved a set of draft recommendations for consultation and the consultation was held between April and the end of June.
- 1.9 In July 2022, the CGR Task and Finish Group met to consider the consultation feedback. At this meeting they agreed to use their delegated authority to amend and re-consult on revised recommendations for 'Issue 1: Bury St Edmunds (Out Westgate) Town Ward and Bury St Edmunds (Westgate) Town Ward' and 'Issue 7: Properties on Wickham Street between Wickhambrook and Denston'.
- 1.10 The CGR Task and Finish Group met again in September 2022 to consider the consultation feedback and to agree a set of final recommendations for Council to consider. Those final recommendations are detailed below and in the appendices to this report.

2. Proposals within this report

- 2.1 It should be noted that the legislation requires that the Council must make a final recommendation in respect of each of the issues consulted on, even if the recommendation is to retain the status quo.
- 2.2 The Council recognised when making its draft recommendations in March 2022, that there was not a consensus among stakeholders in relation to some of the issues. Any recommendation made in these cases was likely to divide opinion and this was seen in the consultation responses.
- 2.3 The recommendations were intended to give those taking part in the consultation a sense of what the Council was minded to do, based on the review to date (and the evidence, or lack of evidence, it had received). In some cases, the final recommendations are therefore different to the draft recommendation agreed in March 2022 and this is because of the feedback received during the consultation.
- 2.4 The Council must consider local opinion received through the consultation. The aim of the consultation was not to conduct a formal referendum, but simply to give people the chance to comment on the recommendations and help shape the Council's final decision. Ultimately, where opinion is divided, the Council will need to make a balanced judgement, with each case taken on its own individual merits.
- 2.5 Having said that, if the Council has no strong evidence that a change is justified (either in terms of the CGR guidance and/or the level of local support) it would normally presume to maintain the status quo.

2.6 The response in relation to each of the issues in the first phase of the CGR is set out in the appendices to this report along with the proposed final recommendations. The final recommendations are listed in the table below and the appendices to this report include further information and details of the consultation response for each issue.

Issue	Final recommendation
Issue 1 – Bury St Edmunds Town Wards	<p>As per the draft recommendation consulted on, it is recommended that the Town Council warding arrangements for Bury St Edmunds Town Council be amended so that there is a single Town Council Ward for Bury St Edmunds Westgate.</p> <p>As per the revised draft recommendation agreed by the task and finish group, and which was consulted on, it is recommended that the overall number of town councillors for Bury St Edmunds be decreased from 17 to 16.</p>
Issue 2 – Haverhill Town Wards	<p>As per the draft recommendation consulted on, it is recommended that the Town Council warding arrangements for Haverhill Town Council be amended so that there is a single Town Council Ward for Haverhill Central.</p>
Issue 3 – Newmarket Town Wards	<p>As per the draft recommendation consulted on, it is recommended that there is no change to the warding arrangements for Newmarket Town Council in relation to Newmarket (Freshfields) Town Ward, Newmarket (Severals) Town Ward and Newmarket (All Saints) Town Ward.</p>
Issue 4 – Lark Grange	<p>As per the draft recommendation consulted on, it is recommended that:</p> <ol style="list-style-type: none"> (1) The external boundaries between Bury St Edmunds and Rushbrooke with Rougham Parishes be amended to include the Lark Grange development within the Bury St Edmunds parish area. (2) The area transferred to Bury St Edmunds parish be included as part of the Bury St Edmunds (Moreton Hall) Town Ward. (3) The parish warding arrangement for Rushbrooke with Rougham be removed and the number of councillors reduced to 7. (4) The Local Government Boundary Commission for England be asked to amend the Moreton Hall and Rougham district ward boundaries so that they are coterminous with the Bury St Edmunds parish boundary.
Issue 5 – Dunstall Green Road	<p>As per the draft recommendation consulted on, it is recommended that the boundary between Ousden Parish Council and Dalham Parish Council be amended to incorporate</p>

Issue	Final recommendation
	the properties on Dunstall Green Road within the Ousden Parish area.
Issue 6 – Bardwell Road	Due to a lack of consensus and insufficient evidence to justify a change it is recommended that there is no change to the boundary between Stanton Parish, Bardwell Parish and Barningham Parish.
Issue 7 – Wickham Street	As per the revised draft recommendation agreed by the task and finish group, and which was consulted on, it is recommended that the boundary between Denston Parish Council and Wickhambrook Parish Council be amended so that all properties on Wickham Street are included within the Wickhambrook Parish area.
Issue 8 – Withersfield	<p>Due to a lack of consensus and insufficient evidence to justify a change it is recommended that the Withersfield Parish is not split into two wards for the 'arboretum' and the 'village.'</p> <p>It is, however, recommended that the overall number of parish councillors for Withersfield be increased from seven to eight.</p>
Issue 9 – Red Lodge	<p>As per the draft recommendation consulted on, it is recommended that:</p> <p>(1) The boundary between Red Lodge Parish Council and Worlington Parish Council be amended to include the properties on Chase Avenue (and properties on streets accessed from Chase Avenue) in the Red Lodge parish area.</p> <p>(2) The Local Government Boundary Commission for England be asked to amend the Red Lodge and Manor ward district ward boundaries and the Newmarket and Red Lodge and Mildenhall division boundaries so that they are coterminous with the Red Lodge parish boundary.</p>
Issue 10 – naming of Newmarket Town Wards	Due to a lack of consensus and insufficient evidence to justify a change it is recommended that there is no change to the names of the Newmarket Town Council wards.

3. Alternative options that have been considered

3.1 The CGR Task and Finish Group noted that there was not a consensus among stakeholders in relation to some of the issues and consulted on revised recommendations where appropriate. As the final recommendations show the CGR Task and Finish Group also amended some draft recommendations to there being no change to the existing arrangements where there was no consensus or insufficient evidence to justify a change.

3.2 Haverhill Town Council and Newmarket Town Council both engaged with the review to request wider changes than those being considered as part of the terms and reference for the review. Those issues could be subject to a future review of the town council arrangements, subject to a request/petition from the Town Council/ the electorate.

3.3 The CGR Task and Finish Group were aware of all options available under the legislation on each issue before making recommendations. Council could make an alternative recommendation if it could evidence why an alternative change should be made.

4. Consultation and engagement undertaken

4.1 The Council undertook proportionate consultation with stakeholders and those with an interest, including but not limited to:

- Local government electors/residents of the district
- Parish and town councils
- Parish meetings
- District councillors
- County councillors
- Members of Parliament
- Residents Associations
- Local businesses
- Local public and voluntary organisations
- Suffolk Association of Local Councils

4.2 The public engagement plan was delivered as agreed by the CGR Task and Finish Group and included the following consultation activity:

- Emails/letters to directly affected parish and town councils/meetings to advise them of the draft recommendations and to seek their feedback.
- Emails/ letters to affected stakeholders such as residents' associations and district and county councillors.
- Engagement with the County Council and Members of Parliament to seek their view on any of the issues and draft recommendations.
- Letters, with pre-paid response forms, to any existing household or businesses whose properties were directly affected by proposed boundary changes.
- Online survey for stakeholders and others interested in the review to use.
- Press release at the start of the consultation.
- Publicising the review on social media.
- Publishing draft recommendations on the CGR pages of the Council's website in, together with other supporting information on the review including FAQs and details of how to take part.

- Offering a telephone service and face to face appointments for those that cannot access the documents or survey online.
- Allowing for responses to the review by means other than the questionnaire or online survey – by post, telephone, email etc.

4.3 Suffolk County Council responded to advise that they would not be responding to the consultation and their councillors could respond to the consultation should they wish to do so.

4.4 In total 106 submissions were received during the consultation. Below is a breakdown of stakeholders that engaged with the consultation:

- Parish/Town council/meeting = 9
- District/County Councillors = 1
- Parish/Town Councillors = 3
- Residents Association = 1
- Community Group or local business = 3
- Local resident = 89

5. Risks associated with the proposals

5.1 The parish electoral arrangements for Bury St Edmunds, Haverhill and Newmarket are protected for five years following the 2019 LGBCE review for West Suffolk Council and will require the consent of the LGBCE before any Order implementing changes to Bury St Edmunds and Haverhill town councils can be made.

5.2 The recommendations for issues 4 and 9 require a consequential amendment to the district ward/county divisions to ensure ongoing coterminosity of governance arrangements at parish, district and county level. This is a matter for the LGBCE to determine and would ensure effective and convenient local governance.

5.3 Subject to Council approval, the Director for HR, Governance and Regulatory will engage with the LGBCE to request approval to change the protected arrangements for Bury St Edmunds and Haverhill town councils and to request their support with any consequential changes to district warding and county division boundaries.

6. Implications arising from the proposals

6.1 The changes set out in this report, and which will be detailed in the reorganisation order, will take effect on 1 April 2023. The first elections under any new community governance arrangements will take place on 4 May 2023.

7. Appendices referenced in this report

- 7.1 Appendix A - Issue 1 - Bury St Edmunds (Out Westgate) town ward and Bury St Edmunds (Westgate) town ward
- 7.2 Appendix B - Issue 2 - Haverhill (Mount Road) town ward and Haverhill (Central) town ward
- 7.3 Appendix C - Issue 3 - Newmarket (Freshfields) town ward, Newmarket (Severals) town ward and Newmarket (All Saints) town ward
- 7.4 Appendix D, D1, D2 and D3 - Issue 4 - Lark Grange housing development
- 7.5 Appendix E - Issue 5 - Properties on Dunstall Green Road between Ousden and Dalham
- 7.6 Appendix F - Issue 6 - Properties on Bardwell Road between Stanton and Barningham
- 7.7 Appendix G - Issue 7 - Properties on Wickham Street between Wickhambrook and Denston
- 7.8 Appendix H - Issue 8 - Withersfield Parish Council
- 7.9 Appendix I - Issue 9 - Properties on Chase Avenue between Worlington and Red Lodge
- 7.10 Appendix J - Issue 10 - Newmarket (Scaltback) town ward and Newmarket (Studland) town ward

8. Background documents associated with this report

- 8.1 Guidance on Community Governance Reviews: [Guidance on community governance reviews \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/guidance-on-community-governance-reviews)
- 8.2 Council meeting: [Agenda for Council on Tuesday 14 December 2021, 6.30 pm \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk/agenda-for-council-on-tuesday-14-december-2021-6-30-pm)
- 8.3 Council meeting: [Agenda for Council on Tuesday 22 March 2022, 6.30 pm \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk/agenda-for-council-on-tuesday-22-march-2022-6-30-pm)

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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
1	Bury St Edmunds (Out Westgate) Town Ward and Bury St Edmunds (Westgate) Town Ward	Bury St Edmunds	To combine the two town wards into a single ward called Bury St Edmunds (Westgate) Town Ward.

Final recommendation

It is recommended that the Town Council warding arrangements for Bury St Edmunds Town Council be amended so that there is a single Town Council Ward for Bury St Edmunds Westgate.

It is recommended that the overall number of town councillors for Bury St Edmunds be decreased from 17 to 16.

The new town ward boundary would follow the existing district ward boundary for the Westgate district ward. The recommended new boundary is shown on the map overleaf.

The reasons for the recommendation include:

1. local preference (the proposal was supported by the Town Council); and
2. it potentially provides more appropriate parish boundaries to reflect the identities and interests of local residents and offers them more effective and convenient local government as the town ward would be coterminous with the district ward and county division.

Allocation of councillors

The latest estimate of electorate change relating to Bury St Edmunds will be used to allocate town councillors to the Town Council Wards. The electorate forecast is only a guide figure and is produced using the councils 5-year housing land supply document.

Town Ward	Number of town councillors	Projected electors per town councillor in 2026
Bury St Edmunds (Abbeygate)	2	1968
Bury St Edmunds (Eastgate)	1	1773
Bury St Edmunds (Minden)	2	2185
Bury St Edmunds (Moreton Hall)	3	1835
Bury St Edmunds (Southgate)	2	1661
Bury St Edmunds (St Olaves)	2	2261
Bury St Edmunds (Tollgate)	2	2249
Bury St Edmunds (Westgate)	2	1953

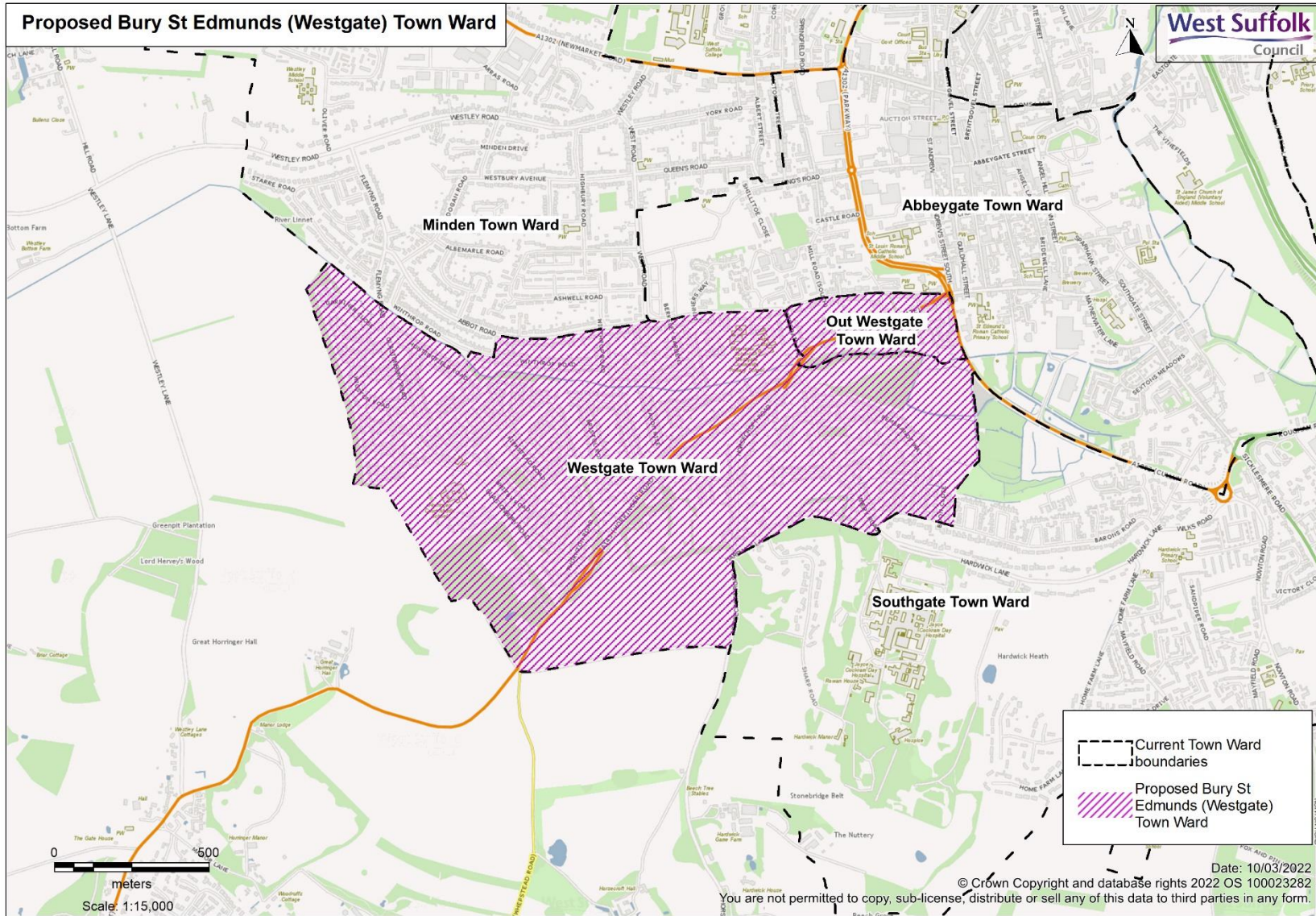
Responses During Phase 2 Consultation

A. Town Council

The Town Council responded to support the recommendation.

Note of any changes to the draft recommendation approved by Council in March 2022.

Further consultation was held on a revised recommendation which would allocate two councillors to the proposed Bury St Edmunds (Westgate) Town Ward and reduce the overall number of councillors from 17 to 16. The Town Council responded to support this revised recommendation.



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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
2	Haverhill (Mount Road) Town Ward and Haverhill (Central) Town Ward	•Haverhill	To combine the two town wards into a single ward called Haverhill (Central) Town Ward.

Final recommendation

It is recommended that the Town Council warding arrangements for Haverhill Town Council be amended so that there is a single Town Council Ward for Haverhill Central.

The new town ward boundary would follow the existing district ward boundary for Haverhill Central district ward. The recommended new boundary is shown on the map overleaf.

The reasons for the recommendation include:

1. local preference (the proposal was supported by the Town Council); and
2. it potentially provides more appropriate parish boundaries to reflect the identities and interests of local residents and offers them more effective and convenient local government as the town ward would be coterminous with the district ward and county division boundaries.

Allocation of councillors

The latest estimate of electorate change relating to Haverhill will be used to allocate town councillors to the Town Council Wards. The electorate forecast is only a guide figure and is produced using the councils 5-year housing land supply document.

Town Ward	Number of town councillors	Projected electors per Councillor in 2026
Haverhill (Central)	2	1192
Haverhill (East)	3	1095
Haverhill (North)	3	1284
Haverhill (South-East)	2	965
Haverhill (South)	3	1481
Haverhill (West)	3	1453

Responses During Phase 2 Consultation

A. Town Councillor

Councillor John Burns submitted the following comments:

“Whilst the merging of the two wards may be OK, it does not address whatsoever the disparities across the entire Town Council Parish area due to the incompetence of the LGBCE at the warding review for West Suffolk Council in 2018/19. We now have per Councillor representations ranging from around 900 per electorate to over 1300 per electorate. How

can that be fair? In fact why is it that BSE has double these figures - why is it we are not roughly equal?

Miscalculation, and missing data, from the electoral forecasting model is inexcusable such as forecasting development of the major developments in town which, by a simple asking of the developers, WSC would know what the real forecast figures are.

We also have the absurd division of Haverhill West by the Suffolk County Council division meaning a separation of the parish across SCC divisions which was never the plan submitted by Haverhill TC. WSC MUST petition to have this rectified now before it is too late.

This to me seems a major cop-out of what should be an important decision for the representation of the people and localism."

B. Representative of a local business or Community group

Representatives from Haverhill Rugby Club and St Mary's Church in Haverhill responded to the consultation with their support for the recommendation.

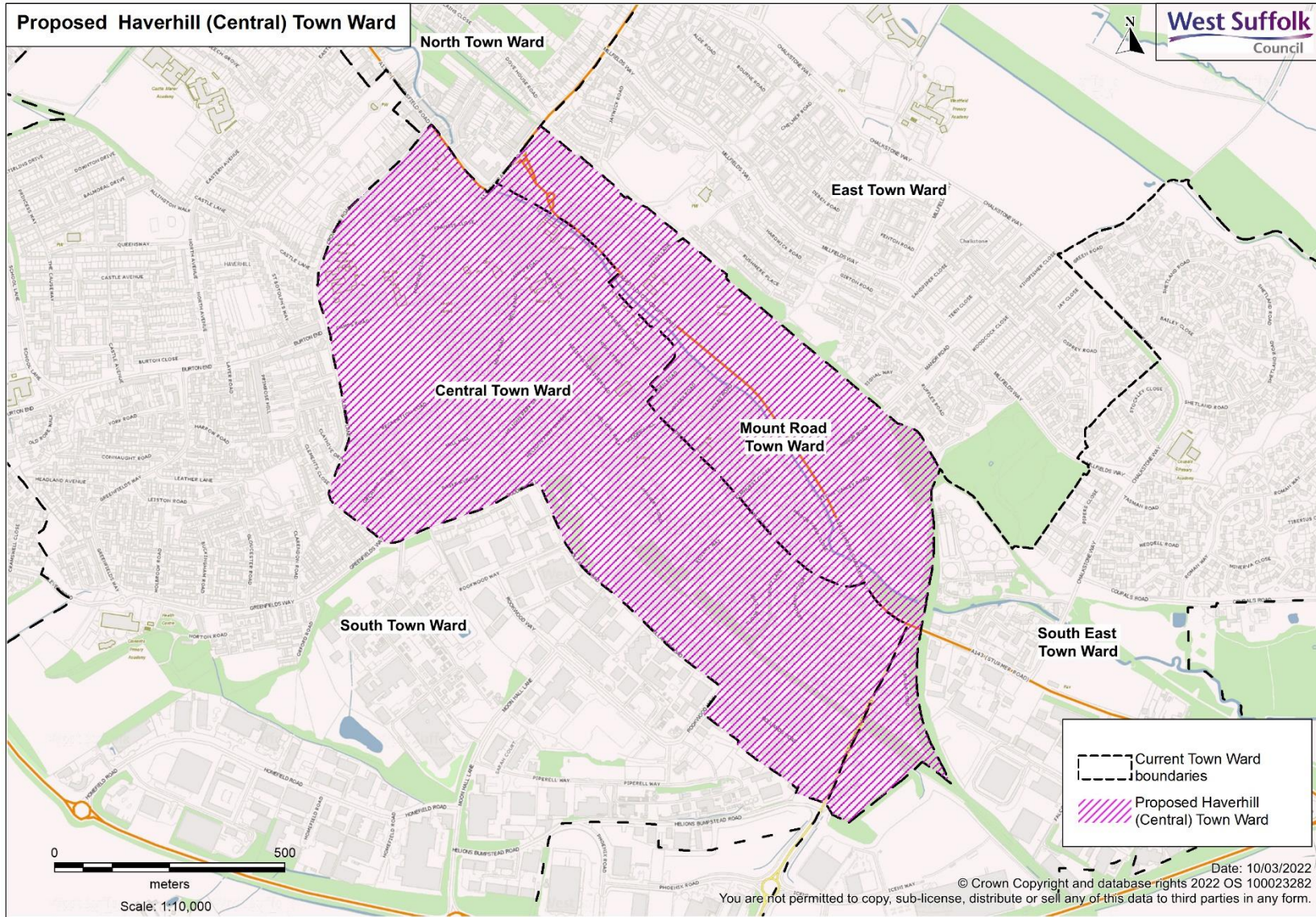
C. Local resident

Two local residents responded to support the recommendation.

Note of any changes to the draft recommendation approved by Council in March 2022.

No change to the draft recommendation.

With regard to the comments raised by Cllr John Burns these were also raised at the Task and Finish Group meeting on 7 March 2022 and could be subject to a future review of the warding arrangements of Haverhill Town Council, subject to request/petition from Haverhill Town Council/ the electorate.



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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
3	Newmarket (Freshfields) Town Ward, Newmarket (Severals) Town Ward and Newmarket (All Saints) Town Ward	•Newmarket	The governance arrangements for the three town wards to remain as is.

Final recommendation

It is recommended that there is no change to the warding arrangements for Newmarket Town Council in relation to Newmarket (Freshfields) Town Ward, Newmarket (Severals) Town Ward and Newmarket (All Saints) Town Ward.

The terms of reference for the Community Governance Review had included a review of the warding arrangements for Newmarket Town Council to consider whether they could be improved by being coterminous with the district ward and county division boundaries. However, Newmarket Town Council resolved that the arrangements for the above wards should remain the same and potentially be subject to a full review of town wards over the coming years.

The reasons for the recommendation include:

1. local preference (the proposal was supported by the Town Council)

Responses During Phase 2 Consultation

A. Local resident

One local resident responded to support the recommendation on identity terms.

Note of any changes to the draft recommendation approved by Council in March 2022.

No change to the draft recommendation.

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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
4	Lark Grange housing development This issue should be read in conjunction with issue 1 which also relates to Bury St Edmunds Town Council.	<ul style="list-style-type: none"> •Bury St Edmunds •Rushbrooke with Rougham 	The boundary of Bury St Edmunds Parish be extended to include the Lark Grange development.

Final recommendation

As resolved by St Edmundsbury Borough Council in 2016 the 2021-2022 Community Governance Review is considering the parish governance arrangements for the growth site to the east of Bury St Edmunds, which is commonly known as Lark Grange and is within the Rushbrooke with Rougham Parish area. The final recommendations are as follows:

- (1) The external boundaries between Bury St Edmunds and Rushbrooke with Rougham Parishes be amended as shown on the map overleaf.**
- (2) The area transferred to Bury St Edmunds parish be included as part of the Bury St Edmunds (Moreton Hall) Town Ward.**
- (3) The parish warding arrangement for Rushbrooke with Rougham be removed and the number of councillors reduced to 7.**
- (4) The Local Government Boundary Commission for England be asked to amend the Moreton Hall district ward boundary so that it is coterminous with the Bury St Edmunds parish boundary.**

The reasons for the recommendation include:

1. local preference;
2. it potentially provides parish boundaries to reflect the identities and interests of local residents (current and future) and offers them more effective and convenient local government
3. it reflects, in community identity terms, the barrier created by the Rougham airfield.

Allocation of councillors

The latest estimate of electorate change relating to Lark Grange will be used to allocate town councillors to the Bury St Edmunds (Moreton Hall) Town Ward. The electorate forecast is only a guide figure and is produced using the councils 5-year housing land supply document.

Town Ward	Number of town councillors	Projected electors per Councillor in 2026
Bury St Edmunds (Moreton Hall)	3	2064

Responses During Phase 2 Consultation

A. Parish/Town Council

Bury St Edmunds Town Council responded to support the recommendation to extend the boundary of Bury St Edmunds Parish to include the Lark Grange development.

Rushbrooke with Rougham Parish Council opposed the recommendations as they wish to retain both the Parish's current identity and its current boundaries. Their response is included in full at appendix D1 and D2.

B. District Councillor

Cllr Birgitte Mager responded to make the following comments on the recommendation:

"As the aim of the changes is to secure the long-term alignment of the characteristics of the area, point 3 and 4 does not make sense. I believe the area should all be Moreton Hall up until Sow Lane as is currently the district boundary. I.e. the Parish Council boundary should be expanded up until Sow lane.

This area is down for further development, incubator units built by the Council itself, and potentially the Airfield. We need to take a long term view that is being developed by this expanding and thriving community all using the Moreton Hall facilities (supermarkets, coffee shop, butcher and community hall."

C. Residents Association

Moreton Hall Residents Association responded to support the inclusion of Lark Grange in the Bury St Edmunds parish area but to request that the boundary be extended to Sow Lane, which is the current Moreton Hall District Ward boundary. Their response is included in full at appendix D3.

D. Local resident

48 local residents responded to the consultation. Of those residents 43 responded to support the recommendation and five responded that did not agree with the recommendation.

The following comments were made by those local residents that supported the recommendation:

"I feel part of the Moreton Hall community."

"Makes more sense that we are included in the proposed zoning as it fits with the rest of Moreton Hall"

"There is no affiliation with Rougham parish, Lark Grange is attached to moreton hall and Bury st Edmunds. It makes no sense either commercial or geographical to stay under Rougham Parish"

"Due to the location of the development all local amenities i use are in bury st edmunds. My children will go to the schools in walking distance, which are all in morton hall and the title of the house puts us in bury st edmunds. Once finished we will also represent part of an

uninterrupted residential area with a large space between us and rougham. It makes far more sense for us to be part of bury st edmunds and morton hall. "

"Taylor Wimpey were as shocked as us when we moved in and found this came under Rougham and not Moreton Hall. In my experience residents do not associate themselves with Rougham, which as a place is nowhere near Lark Grange and people associate with Moreton Hall, who's facilities, schools, amenities we love and enjoy. Lark Grange is seamless with Moreton Hall aesthetically and geographically. Time to sort this out by amending the boundary."

"We feel like we are part of Moreton Hall estate - it is housing development which has been extended from the current MH estate and not part of Rougham village which is located a lot further away."

"because I would like the new development of Lark Grange to be included in the Moreton Hall ward given that it is adjacent to it and concerns and decisions around the Moreton Hall will apply to Lark Grange too."

"Very simply, Lark Grange is part of Moreton Hall, not Rushbrooke with Rougham."

"I have lived in Lark Grange only 4 1/2 months but already I have intergrated into the BSE community and feel very much part of it - as was my intention when I chose BSE to be my new home. At no time have I felt an affiliation to Rushbrooke with Rougham, the only impact of Rougham airfield being negative. The rapefields play havoc with my allergies and the buzz of the planes are an irritant!"

"As resident of Lark Grange we feel alienated from the parish of Rougham with Rushbrooke who show little to no consideration for housing near moreton hall and cannot effectively represent our interests, instead focused on their 'traditional' areas of concern."

"As far as we are concerned Lark Grange is part of Bury St Edmunds it is a continuanie of the Moreton Hall developments. The proposal supports this and indeed provides a parish boundary that reflects the identities and interests of local people. Geographically it would recognise the barrier created by the Rougham airfield. It is our preference."

"Our address is already Bury St Edmunds. We believe it is better for our estate to be part of Bury rather than splitting the whole of "Lark Grange". What would be the point of being on the outskirts of Rougham and be disjointed from the parish. All of our facilities are local to Bury and would all be better to be a part of. We are already part of the community here."

"The area concerned is much more connected to Moreton Hall and Bury than it is Rougham. The Lark Grange estate is an extension of Moreton Hall."

"We feel it reflects what we already feel, which is that Lark Grange is part of Moreton Hall and Bury St Edmunds and so we support the recommendations"

The following comments were made by those that did not agree with the recommendation:

"I support Lark Grange houses and Sybil Andrews School becoming part of a Bury Town Council. I do not support the re drawing of the Moreton Hall Ward on West Suffolk District Boundary to coincide with The revised parish boundary. It does not make sense and the

Town Council boundary should be the same as the existing West Suffolk Boundary incorporating Suffolk Business Park and Rougham industrial Estate. The proposal Does not in my view follow LGBCE guidelines as there is no connection between Moreton Hall and Rougham and Rougham Village Centre is 3 miles away to the south of the A14"

"I would prefer the boundaries remain the same. I oppose this endless house building and I oppose the government policies which are encouraging the population growth that fuels it (i.e mass immigration, second homes, foreign buyers & the destruction of the family). My hope is that the presence of a huge suburban area in what was once a rural parish might encourage others to resist greedy developers and their government allies in the future."

"I think Bury is becoming too large and it would be better for these to remain in Rougham"

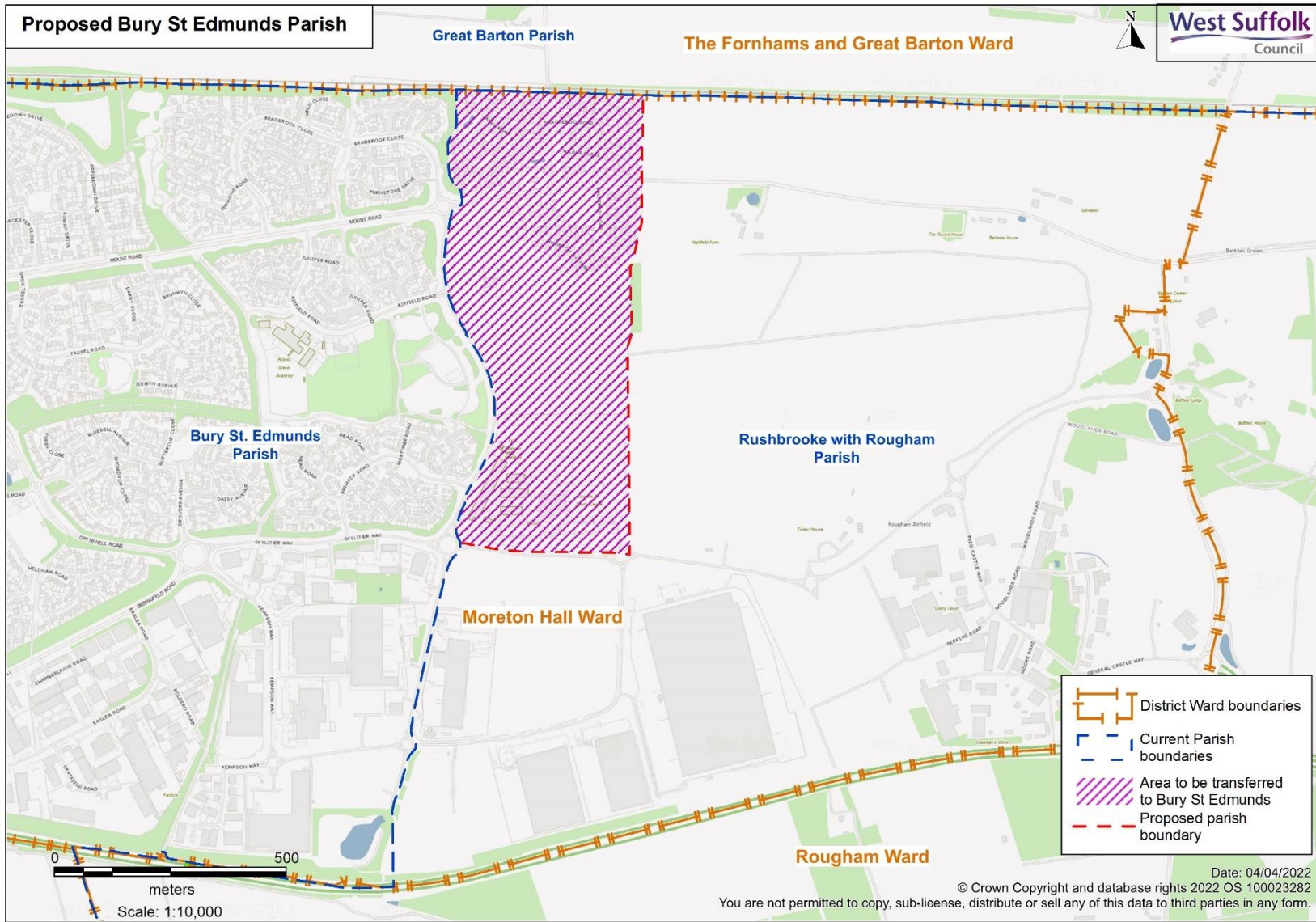
"I would support these recommendations, if as resolved by St Edmundsbury borough council recommendation 1 is dependent on the majority of residents of Lark Grange agreeing that they wish to move from Rougham Parish to Bury St Edmunds.

i.e. The Bury St Edmunds parish boundary be amended to include the Lark Grange housing development if that is supported by a majority of the residents."

"I agree with the proposal if this is the wish of the residents of Lark Grange, However I ask it to be noted. During the time I was Chairman of Rushbrooke with Rougham Parish Council and before the creation of West Suffolk District Council, St Edmundsbury Borough Council with agreement with the Parish Council resolved that when more than 50% of the housing being built be Taylor Wimpey at Lark Grange was occupied that there would be a referendum of the residents to ascertain whether Lark Grange would remain within the Parish of Rushbrooke with Rougham or become part of Bury St Edmunds. I understand that the residents are being asked this question. However, as I am no longer involved with the Parish Council I have no knowledge of how the question has been framed and what representations, to the residents, are being made by Bury St Edmunds/Moreton Hall and the Parish Council.If the residents of Lark Grange decide that it is their best interest to be subsumed into Bury St Edmunds then this view should be accepted, however reluctantly. One of the main arguments that has been heard over the years from Moreton Hall councillors is that the residents of Lark Grange will look to the local facilities of Moreton Hall, whilst this maybe true currently however when the Flying Fortress is reopened and the shopping precinct built then the Moreton Hall residents in what was previously Rougham will look towards Rougham for local facilities. It should be noted also that Sybil Andrews Academy and the Sports Hall are both currently within the Parish. The proposal that is also being put forward is that in the event that Lark Grange does decide to move into Bury St Edmunds then the District Council ward boundary should be redrawn to cover Lark Grange only and not the area up to Sow Lane as currently. This larger area includes Rougham Airfield, Rougham Industrial Estate i.e. areas strongly identifiable with Rougham and not Bury St Edmunds. I would strongly oppose any further incursion into the Parish as at no stage have the residents of this larger area been formally canvassed recently whether they want to change council. When the District Council boundaries were being considered every resident within that area petitioned to stay within the Parish – these results were sent to the Boundary Commission which were, along with a supporting legal opinion, ignored by the said Commission. In conclusion therefore, as the chairman of the Parish Council when the deal with St Edmundsbury was struck and as a resident of Rougham I would support the decision made by the residents of Lark Grange and whichever way that decision goes then the District Council ward boundary should be redrawn accordingly."

Note of any changes to the draft recommendation approved by Council in March 2022.

The Task and Finish Group considered the consultation responses received and concluded that there appeared to be no justifiable reason or evidence to support the making of any further changes than that already proposed in the draft recommendations. It was therefore agreed that no change be made to the draft recommendations as consulted on.



Rushbrooke with Rougham Parish Council

Parish Clerk: Mrs P M Lamb
Sayesbury House
Ixworth Road
Norton
Bury St Edmunds
Suffolk IP31 3LJ

11 May 2022

BY EMAIL

Ben.Smith@westsuffolk.gov.uk>

Dear Sirs

Community Governance Review: Rushbrooke with Rougham Parish Council Community Governance Review

Having considered the above, this Parish Council believes that the CGR should result in parish arrangements, which;

- (a) reflect the identity and interest of the community in this area,
- (b) are effective and convenient for the delivery of services,
- (c) provide for a strong, inclusive community; and
- (d) reflect a sense of place

Identity

Rushbrooke with Rougham is - by land area - one of the two largest Parishes in West Suffolk. The Parish, which incorporates the villages of Blackthorpe, Newthorpe, Rougham and Rushbrooke, is basically a rural community extending SE from Moreton Hall to the boundary of Mid-Suffolk. The Parish has three churches, a four-star country hotel, a public house, various B&Bs, a village shop and post office, a sports hall and playing fields, the Rougham Airfield and 28 miles of road. The Parish also includes the Rougham Industrial Estate to the north of the A14.

Both Rougham and Rushbrooke villages are mentioned in the Domesday Book of 1085.

A recent survey of the Parish had included the question 'What is the most important thing to you about the Parish and why do you like living here?' The overwhelming response was that it is quiet, in an attractive rural location whilst being very close to Bury St Edmunds and main roads.

Effective and convenient for the delivery of services

The villages have good bus services to Bury St Edmunds and the surrounding area, with villagers using the service to get to the West Suffolk Hospital, food shopping, places of work and the town centre. With the construction of cycleways from Rougham Industrial Estate along Rougham Tower Ave, access to Bury St Edmunds town centre by bicycle has improved access and safety. With the addition of the A14 underpass to access the Moreton Hall Industrial Estate and the new cycle/walkway running parallel to the A14 to Rougham Hill, access to Bury St Edmunds is now so much easier.

Provide for a strong, inclusive community; and reflect a sense of place

Rougham enjoys the luxury of a village shop, Post Office and Public House, which, over the years, have disappeared from surrounding villages. The Sports Hall is a hub of community activities from bootcamp, Pilates, Zumba, Table Tennis and Badminton to Woodturning, Women's Institute, Youth Group and Parish Council meetings. These activities are enjoyed by many villagers and people from communities in the local area and utilised seven days a week.

To mark the Queen's Platinum Jubilee this year, groups and committees, the Parish Council and the Bennet Arms Public House have come together to plan and hold events over the period to include such events as the Lighting of the Beacon, a Jubilee Walk and the Big Jubilee Lunch.

The above examples provide evidence that Rushbrooke with Rougham is a vibrant and active community. Over the years St Edmundsbury Town Council has encroached, and eroded Rougham, by building on 'Green Field' sites adjacent to Moreton Hall; namely 'Lark Grange'. With a deal having been completed to pave the way for multi-million-pound units for new businesses to boost jobs and skills in Bury St Edmunds, West Suffolk Council has bought approximately 6.9 acres of land at Zone 3 of Suffolk Business Park, adjacent to junction 45 of the A14, from the Churchmanor Estates Company Ltd, which come within the boundaries of Rougham.

The Churchmanor Estates Co Ltd also recently submitted a planning application for a new McDonalds and a coffee shop on Suffolk Business Park; the first phase of a leisure quarter on the 57 acre park.

West Suffolk Council has also, in April, released a long-term planning map, which shows further erosion of Rougham 'Green Field' areas (including Rougham Airfield) to allocations for Mixed Use, Employment and Residential.

Rushbrooke with Rougham Parish Council wishes to retain both the Parish's current identity and its current boundaries.

Also attached to this email are relevant extracts from the previous CGR.

Please do not hesitate to contact us if you have any queries regarding the abovementioned, or the attachments.

Yours faithfully
RUSHBROOKE WITH ROUGHAM PARISH COUNCIL

P M Lamb

P M LAMB (Mrs)
Parish Clerk and Legal Officer

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLVED:

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

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

Issue 4: Vision 2031 Strategic Site 'Moreton Hall'

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

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

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

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

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

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

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

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

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

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Moreton Hall



Residents
Association

Community Governance Review
West Suffolk District Council
West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU

19/05/2022

Dear Community Governance Review

West Suffolk Parish Review and Item 4 Lark Grange Moreton Hall Bury St Edmunds

We fully support Items 1 and 2 of Issue 4 that the development known as Lark Grange be included in Moreton Hall Bury St Edmunds Town Council Ward to reflect the reality on the ground and be transferred from Rushbrooke with Rougham Parish Council.

We would respectfully point out that under the LGBCE review that set out the wards for the creation of West Suffolk Council the whole area of the Lark Grange development, the Airfield, Rougham Industrial Estate and the area of Suffolk Business Park was allocated to the Moreton Hall Ward on West Suffolk Council as indeed is correctly shown on your plan.

However, we do not agree with item 4 moving the district boundary back from Sow Lane. If we may point out again: -

The CGR is to provide for the following

a-Cohesive Communities

Rougham Village is located to the south of the A14 some 3 miles away. There is no cohesive community link with Rushbrooke with Rougham and Moreton Hall. Moreton Hall is an established part of Bury St Edmunds Town where as Rushbrooke with Rougham is a widely dispersed rural area.

Moreton Hall Facilities are located close by with the Lawson Place Shops, Post Office, Medical and Dental Facilities and Church and Skyliner Sports Centre and the thriving community centre and are widely used by the over 4,000 households which form part of Moreton Hall Ward on West Suffolk Council and thus we fail to see the logic in altering the district ward boundary which was only fixed in 2018.

b-Improved Community Engagement

With the transfer of Lark Grange to Bury Town Council there would be under 2 dozen electors left in the area that presumably would remain with Rushbrooke with Rougham Parish which does not make sense, especially in light of the recent County Council Division Review which includes the whole area up to Sow Lane in the future county electoral division.

This area was allocated as part of Bury St Edmunds Town Expansion under Bury 2031. The nature of the area has changed dramatically over the past 40 years and especially over the last 5 years from a rural parish to an established urban development part of the fabric of Bury St Edmunds town and hosting the town's major employment area.

Moreton Hall has a strong and inclusive community and voluntary sector and has a sense of civic values, responsibility and pride. Times change, boundaries change, history moves on.

Bury St Edmunds has expanded and as such wards and divisions need to reflect those actual conditions on the ground rather than what historically may have been.

Indeed, the LGBCE guidance states that “over time communities may expand with new housing developments. This can often lead to existing and existing parish boundaries becoming anomalous.”

It seems a retrograde and illogical step to us to ask the LGBCE to alter the district ward boundary.

We take issue with your reason 3. You appear not to have ignored the substantial development of Suffolk Business Park and ignored what the LGBCE said when drawing up the ward boundary for Moreton Hall for the then new West Suffolk District Council.

If we may refer you to Paragraph 49 of the LGBCE determination of the West Suffolk District Boundary with reference to Moreton Hall “*On our visit to the area we noted that this part of Rushbrooke with Rougham, Council which lies north of the A14 is very different in character from the rest of the parish as it is currently undergoing significant development*”

To conclude therefore

1-We strongly welcome the proposed inclusion of Lark Grange into Moreton Hall ward on Bury St Edmunds Town Council.

2-We strongly oppose the proposal to ask the LGBCE to alter the district boundary which should remain as it is existing and bounded by the A14 to the south, Sow Lane to the east and the railway line to the North.

3-We request that the existing Moreton Hall Ward boundary on West Suffolk Council remains as it currently exists.

4-We request that the Moreton Hall Ward on Bury St Edmunds Town Council is identical in all respects to the existing Moreton Hall Ward on West Suffolk Council

Yours Faithfully

R. Houlton-Hart FRICS
Moreton Hall Residents Association

No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
5	Properties on Dunstall Green Road between Ousden and Dalham	<ul style="list-style-type: none"> •Dalham •Ousden 	The boundary of Ousden Parish be amended to incorporate the properties on Dunstall Green Road

Final recommendation

It is recommended that the boundary of Ousden Parish be amended as indicated on the attached map to incorporate the properties on Dunstall Green Road

The proposed new external parish boundaries for consultation are shown on the map overleaf.

The reasons for the recommendations include:

1. local preference;
2. the recommendation potentially offers parish boundaries to reflect the identities and interests of local residents and offer them more effective and convenient local government.

Responses During Phase 2 Consultation

A. Parish Council

Ousden Parish Council responded to advise that they are happy to accept the view of residents in Dunstall Green Rd as to whether they join Ousden parish or stay as part of Dalham.

Dalham Parish Council responded to advise that they had consulted with the Dunstall Green residents earlier in the year and that there was overwhelming support to maintain the historical links with Dalham.

B. Local resident

Five local residents responded to the consultation. Three were in support for the recommendation, one did not agree with the recommendation and one did not state a preference.

The following comments were made by those local residents that supported the recommendation:

"We live on the outskirts of Ousden and are involved and feel like we belong in the village of Ousden. I am also Churchwarden for St Peter's Ousden"

"Very much and Ousden resident included in all their invites etc. Dalham not near to us although we do receive info from them occasionally."

The following comments were made by the local resident that did not agree with the recommendation:

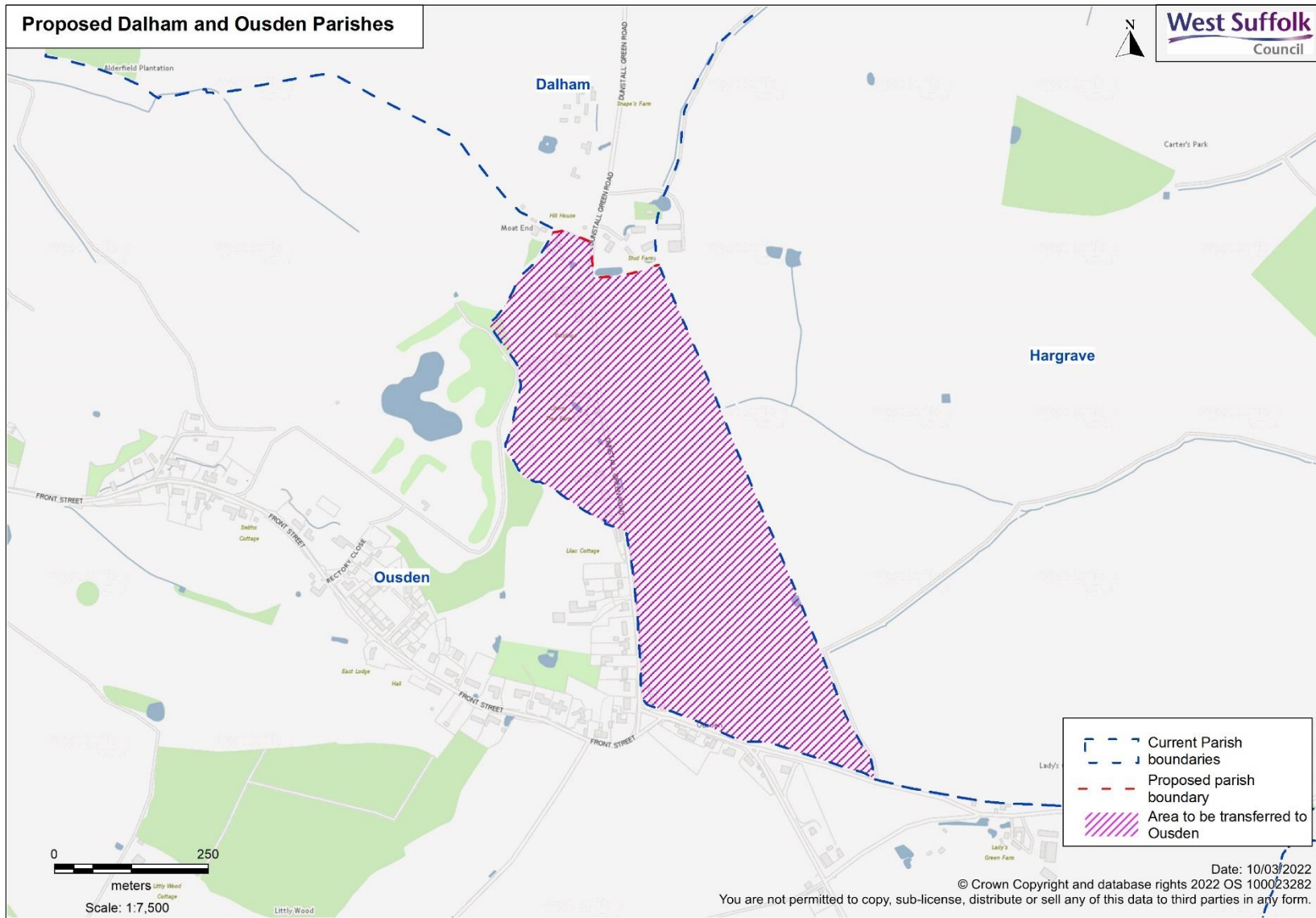
“Local residents prefer to remain in the Parish of Dalham as far as I understand.”

The local resident that did not state a preference submitted the following comment:

“I haven't a preference regarding the proposed boundary change between Ousden and Dalham. I have lived in Dunstall Green road for over seventy years, I went to Ousden School, belonged to clubs and activities in Ousden and felt more connection with Ousden. The benefit with being in Dalham parish, the Council Tax for the same banding property is slightly more in Ousden than in Dalham.”

Note of any changes to the draft recommendation approved by Council in March 2022.

The Task and Finish Group noted that there was not a general consensus for change; however, upon closer analysis, members concluded that the majority of respondents were in favour of the proposed change. It was therefore agreed that no change be made to the draft recommendations as consulted on.



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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
6	Properties on Bardwell Road between Stanton and Barningham	<ul style="list-style-type: none"> •Stanton •Barningham •Bardwell 	No change to the boundary between Barningham Parish Council, Bardwell Parish Council and Stanton Parish Council in relation to the properties on Bardwell Road.

Final recommendation

It is recommended that there is no change to the boundary between Barningham Parish Council, Bardwell Parish Council and Stanton Parish Council.

The reasons for the recommendations is due to a lack of consensus and insufficient evidence received during the consultation to support a change to the boundary.

Responses During Phase 2 Consultation

A. Parish Council

Stanton Parish Council responded to support the recommendation and to make the following comment: "Closer to the Bowbeck group of houses than Barningham but either would be suitable dependent upon wishes of residents concerned."

Bardwell Parish Council responded to support the recommendation and to make the following comment: "Bardwell Parish Council considers that Barningham is the most logical parish for these two properties to be transferred to. Reasons:

- Bardwell's parish boundary has been defined by the old Roman road which is along the dotted line on the map. There is no documented association of the 2 properties to Bardwell;
- The properties mentioned are slightly closer to Stanton, than Bardwell, but half that distance from Barningham.
- The other properties shown on that side of the road are in Barningham so it seems logical – if the boundary is to be redrawn - for the properties concerned to be moved into Barningham.
- It is noted that the properties already have Barningham addresses and postcodes.
- If any changes are needed, then transferring the two properties into the parish of Barningham would simplify the boundaries."

B. Local resident

One local resident responded to support the recommendation and suggested that the boundary be amended so that the properties are included in the Bardwell parish area.

Proposed final recommendation for Council approval

As the consultation responses show, there is no general consensus for change. The Task and Finish Group decided is did not have enough evidence, in relation to the criteria for CGRs and local opinion, to justify a change to the current parish boundary. The Task and Finish Group therefore amended the recommendation to there being no changes to the existing arrangements

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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
7	Properties on Wickham Street between Wickhambrook and Denston	<ul style="list-style-type: none"> •Denston •Wickhambrook 	The boundary between Denston Parish Council and Wickhambrook Parish Council be amended.

Final recommendation

It is recommended that the boundary between Denston Parish Council and Wickhambrook Parish Council be amended as indicated on the attached map.

The proposed new external parish boundaries for consultation are shown on the map overleaf.

The reasons for the recommendations include:

1. local preference
2. the recommendation potentially offers parish boundaries to reflect the identities and interests of local residents and offer them more effective and convenient local government as a clearer boundary would be in place.
3. it reflects, in community identity terms, the natural boundary created by the properties on Wickham Street.

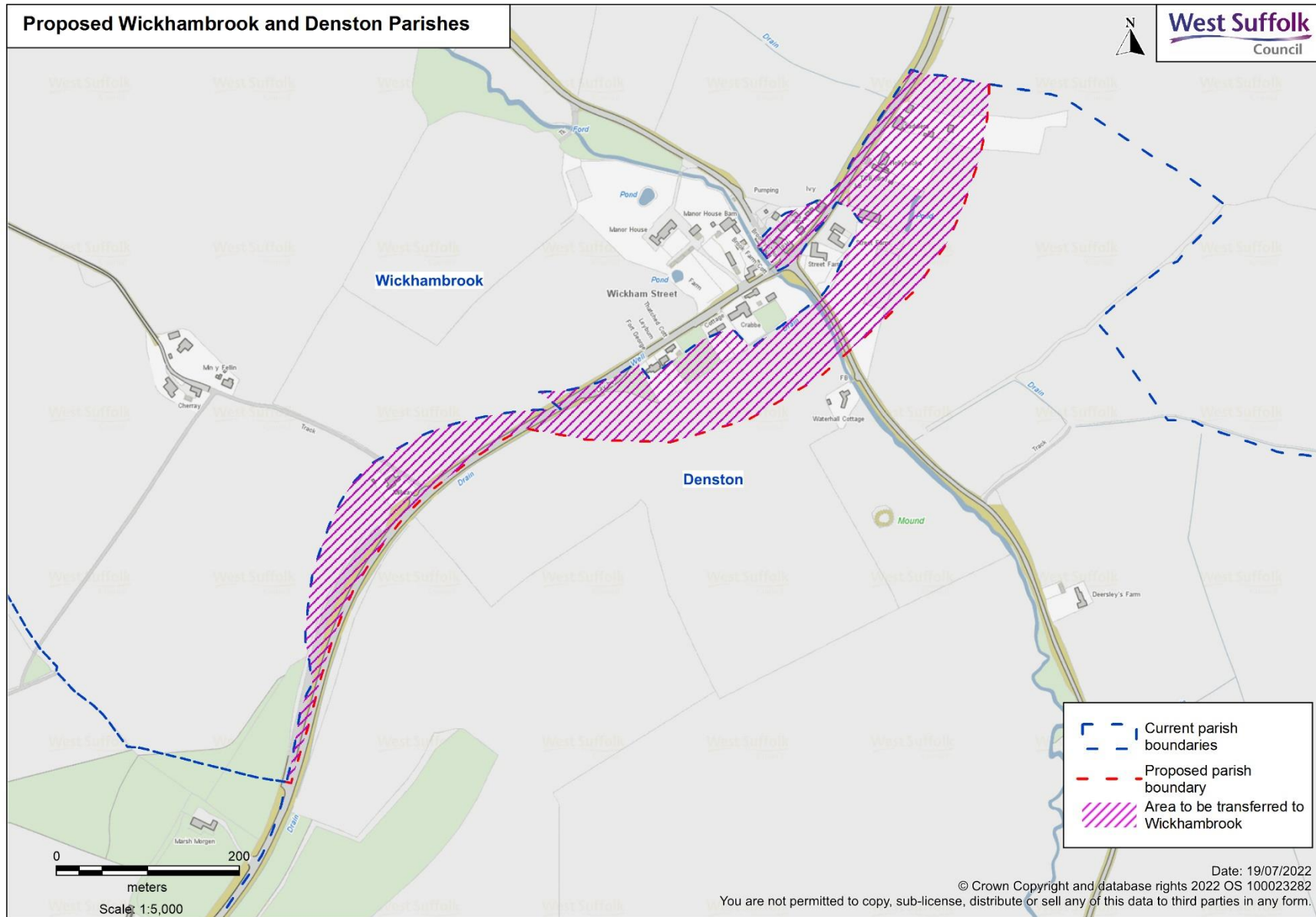
Responses During Phase 2 Consultation

A. Parish Council

Wickhambrook Parish Council responded to support the recommendation.

Note of any changes to the draft recommendation approved by Council in March 2022.

The Council initially consulted on a proposed boundary which followed the A143 and split the Wickham Street properties between Denston and Wickhambrook. However, following the consultation, and at the suggestion of a local resident, the Task and Finish Group agreed to amend the draft recommendation and re-consult on whether the entirety of Wickham Street should be included within the parish of Wickhambrook. Further consultation was undertaken with Wickhambrook Parish Council, Denston Parish Meeting and the 12 residential properties that would be affected by the proposed boundary change. A response was received from Wickhambrook Parish Council in support for the proposal. Responses were not received from the residential properties or from the Denston Parish Meeting.



No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
8	Withersfield Parish Council	•Withersfield	The number of councillors on Withersfield Parish Council be increased from 7 to 8.

Final recommendation

It is recommended that the overall number of parish councillors for Withersfield be increased from seven to eight.

The reasons for the recommendation include:

1. local preference (the increase in councillors is a request from the Parish Council); and
2. the increase will assist the Parish Council to provide effective local government for the Parish, especially with the expected increase in housing development on the Arboretum estate.

Responses During Phase 2 Consultation

A. Parish Council

Withersfield Parish Council responded to oppose the recommendation to split the parish into two wards and submitted the following comment:

"Withersfield Parish Council strongly oppose splitting the PC into two wards, but see a benefit in having "reserved places" for each of the main areas i.e., the village and the Arboretum/Hanchett End. Two reserved places would ensure that there is always an onus on achieving representation from all parts of the parish, whilst not setting an unrealistic aim of achieving 50-50 representation."

Withersfield Parish Council responded to support the recommendation to increase the number of councillors from 7 to 8 in light of the increased size of the parish population.

B. Representative from a local business or community group

A representative from St Mary's Church in Haverhill responded to the consultation with their support for the recommendations and the following comment:

"The Arboretum has an identity and needs which are distinct from that of Withersfield village, and the creation of two wards will help to recognise and attend to that. I am still aware that the Arboretum needs to be considered in relation to the area covered by Haverhill Town Council, with which it more naturally identifies."

Note of any changes to the draft recommendation approved by Council in March 2022.

The Task and Finish Group noted that there was not a general consensus for creating parish wards for Withersfield Parish Council; and therefore, due to lack of consensus and insufficient evidence to justify a change, the Task and Finish Group agreed to amend the recommendation so that parish wards would not be created.

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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
9	Properties on Chase Avenue between Worlington and Red Lodge	<ul style="list-style-type: none"> • Red Lodge • Worlington 	The boundary between Red Lodge Parish Council and Worlington Parish Council be amended to include the properties on Chase Avenue (and properties on streets accessed from Chase Avenue) in the Red Lodge parish area.

Final recommendation

The final recommendations are as follows:

- (1) The boundary between Red Lodge Parish Council and Worlington Parish Council be amended as indicated on the attached map to include the properties on Chase Avenue (and properties on streets accessed from Chase Avenue) in the Red Lodge parish area.**
- (2) The Local Government Boundary Commission for England be asked to amend the Red Lodge district ward boundary and the Newmarket and Red Lodge county division boundary so that they are coterminous with the parish boundary**

The proposed new external parish boundaries for consultation are shown on the map overleaf.

The reasons for the recommendations include:

1. local preference (the proposal was made by both Red Lodge Parish Council and Worlington Parish Council)
2. the recommendation potentially offers parish boundaries to reflect the identities and interests of local residents and offer them more effective and convenient local government.

The latest estimate of electorate change will be used to calculate the impact of the consequential change to the district warding arrangements on electoral equality. The electorate forecast is only a guide figure and is produced using the councils 5-year housing land supply document.

The recommendation impacts on 113 existing properties with 153 electors in total. A further 38 units are planned with a forecast of 57 more electors by April 2026. The forecast electorate for Worlington Parish Council at April 2026, to reflect the recommendation, is 386 and for Red Lodge Parish Council it is 3782 electors.

Responses During Phase 2 Consultation

A. Parish Councillor

Two Red Lodge parish councillors responded to support the recommendation and one made the following comment:

"The area lies to the east of the A11 less than 800 yards from the centre of Red Lodge. Worlington lies to the West of the A11 over 1.5 miles away. The residents use the services and facilities within Red Lodge and would benefit from the circulars (particularly the local magazine Turnpike), circulated by Red Lodge Parish Council."

B. Local resident

15 local residents responded to the consultation. Of those residents 14 responded to support the recommendation and one responded that did not agree with the recommendation.

The following comments were made by those local residents that supported the recommendation:

"As a Chase Avenue resident I believe I live in Red Lodge, and so feel like I want to be a part of the village parish."

"It makes no sense having a boundary through the middle of Red Lodge. We should all be in the same parish and the A11 now forms a more natural boundary."

"It is obvious this new area is more related to Red Lodge than Worlington."

"Making us part of the Red Lodge Parish is the right thing to do and I completely support it."

"Seems a bit they are not in Red Lodge already???"

"It makes complete sense for Chase Avenue to be part of Red Lodge. The properties are situated off Turnpike Road which is the main road through Red Lodge. Children go to school in Red Lodge and for all intense and purposes this area is already part of Red Lodge"

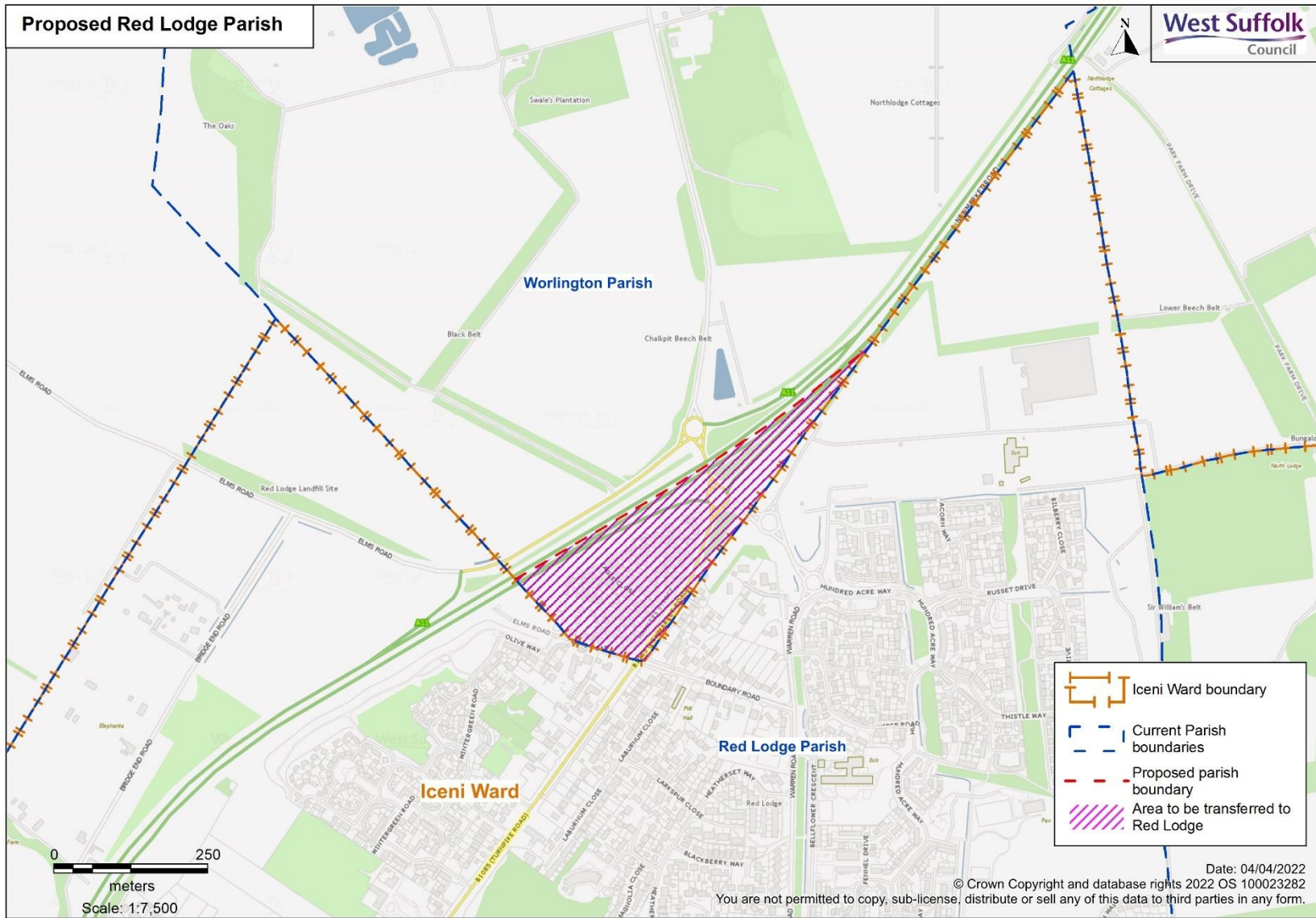
"My home is in Red Lodge postcode, and im within Red Lodge Facilities. Worlington is a car journey away and not part of Red Lodge community. Having to vote at Worlington last year was not an obvious choice."

"It makes logical sense for the new Hunter's Chase development to be part of Red Lodge given it's proximity to Red Lodge vs it's distance from Worlington"

The resident that did not support the recommendation did not provide a comment to support their response.

Note of any changes to the draft recommendation approved by Council in March 2022.

No change to the draft recommendation.



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No	Area or Properties Under Review	Parishes Directly Affected	Matter covered by the final recommendation
10	Newmarket (Scaltback) Town Ward and Newmarket (Studland) Town Ward	•Newmarket	No change to the names of Newmarket (Scaltback) Town Ward and Newmarket (Studlands) Town Ward

Final recommendation

It is recommended that there be no change to the names of the Newmarket (Scaltback) Town Ward and the Newmarket (Studlands) Town Ward.

The reasons for the recommendation is because there was no general consensus for changing the names of the above Newmarket town wards so that they were the same as the district ward names.

Responses During Phase 2 Consultation

A. Local resident

13 local residents responded to the consultation. Of those residents two responded to support the recommendation and 11 responded that did not agree with the recommendation.

The following comments were made by a local resident that supported the recommendation:

"I prefer the term north to be in line with the area rather than being named after one area within it"

The following comments were made by those that did not agree with the recommendation:

"How does changing Studlands Ward, which has a sense of place, identity and community to Newmarket North make any sense except as a bureaucratic convenience."

"It is removing a sense of identity and community which has been long held by its past and current residents. This new naming system comes across as the beginning of treating people as numbers on a ballot rather than human beings."

"Studlands has it's own identity and community and the name already reflects this"

"Newmarket Studlands already has an identity, is an inclusive community and reflects a sense of place. It's completely ridiculous and totally unnecessary to change the Ward name so that it will have these qualities."

"Studlands has its own unique identity, it is more of a village then an estate. The name should stay, if it ain't broke...."

"Would remove the 'community spirit' that the Studlands area has had since it was established"

"Why change the name when the current name is adequate and all ready is an inconclusive area. This appears to just be change for change sake and the council would be better

spending its time on improving the high street - less take aways and more shops and leisure facilities such as a cinema in the town.”

Note of any changes to the draft recommendation approved by Council in March 2022.

As the consultation responses show, there was no general consensus to change the ward names. The Task and Finish Group therefore amended the recommendation to there being no changes to the existing arrangements

Appointment of Independent Persons

Report number:	COU/WS/22/019	
Report to and date:	Council	27 September 2022
Cabinet member:	Councillor Carol Bull Portfolio Holder for Governance Telephone: 01953 681513 Email: carol.bull@westsuffolk.gov.uk	
Lead officer:	Teresa Halliday Monitoring Officer Telephone: 01284 757144 Email: teresa.halliday@westsuffolk.gov.uk	

Decisions Plan: **Not applicable as this is not an executive matter**

Wards impacted: **All wards**

Recommendation: **It is recommended that West Suffolk Council joins the consortium of authorities and the individuals listed in Appendix A to Report number: COU/WS/22/019, be appointed as the Council’s Independent Persons pursuant to section 28(7) of the Localism Act 2011 for a term of two years with an option to extend the appointment for a further two years.**

1. Context to this report

- 1.1 The Localism Act 2011 (the Act) places a duty on local authorities to promote and maintain high standards of conduct for elected and co-opted members. This includes the requirement to have a Code of Conduct with which members must comply. The Act also requires that authorities adopt arrangements for dealing with complaints about potential breaches of the Code of Conduct by members. This must include provision for the appointment of at least one Independent Person.
- 1.2 The Act requires councils to appoint at least one Independent Person whose views should be obtained and taken into account before determining whether a breach of the Code of Conduct has occurred. Since 2012 the Council has appointed two Independent Persons whereas Babergh District Council, Mid Suffolk District Council, Ipswich Borough Council and Suffolk County Council have formed a consortium and jointly recruited and appointed a pool of Independent Persons.
- 1.3 The intention in having a pool of Independent Persons is so that each of the four authorities involved could then call on a number of different people to carry out the role, providing resilience, flexibility and a timely response. Further, there has been less scope for any conflict of interest and the individuals have been able to maintain their independence should there be repeated complaints involving the same subject.

2. Proposals within this report

- 2.1 The arrangement with the current Independent Persons appointed by the Council ends at the end of September 2022. Although the work of the Independent Persons has been exemplary they have both decided they no longer wish to continue to undertake the role. The current pool of Independent Persons for the consortium of four authorities is also ending so it would be an appropriate time for this council to join the consortium and have a pool of Independent Persons from which to select to consider a complaint.
- 2.2 The Localism Act requires that the appointment of the Independent Persons must be agreed by the Council. The appointment is recommended for a period of two years with an option to renew for a further two years.
- 2.2 The position of Independent Person was advertised from the 18 July to 24 August 2022. Twenty applications were received and eight were selected for interview. Following an interview process on 7

September 2022 the individuals whose profiles appear at Appendix A are recommended for appointment by the Council.

3. Alternative options that have been considered

- 3.1 Consideration has been given to the Council retaining its own Independent Persons but there is a higher risk of them losing their independency (as has been an accusation in the past) or there being a conflict of interest. In addition, all costs associated with the recruitment and training of the Independent Persons will be shared between the five authorities.

4. Risks associated with the proposals

- 4.1 If complaints cannot be processed the Council would be in breach of the Localism Act 2011. Access to a pool of Independent Persons ensures sufficient resources to deal with complaints and avoids any conflicts of interest.

5. Implications arising from the proposals

- 5.1 Financial:
Each Independent Person receives an annual allowance of £300. The cost of the allowances is split equally between the five recruiting councils. The Council can also pay a discretionary fee of £50 to an Independent Person dealing with a complex or lengthy complaint. The recruitment advertising costs and the costs of training will be shared equally among the five Councils.
- 5.2 Legal Compliance:
Section 28(7) of the Localism Act requires the Council to appoint at least one Independent Person.
- 5.3 Personal Data Processing:
The Independent Persons have given consent for their information at Appendix A to be shared.
- 5.4 Equalities:
The recruitment to these roles was led by Suffolk County Council using established recruitment processes which have full regard to equality and diversity policies.

6. Appendices referenced in this report

- 6.1 Appendix A: Profiles of the Independent Persons

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Profiles of Independent Persons

Tracy Colman

Tracy is currently self employed as an Independent Person for Norfolk County Council, and an administration and finance partner for her husband's business. In addition, Tracy is Chair of Governors at one of her local Academy schools and is a Governor at another. Tracy has extensive experience of governance and misconduct practices and procedures from her long career within business and finance, primarily as an educational leader. Throughout her career, Tracy has demonstrated high levels of integrity and impartiality. Tracy enjoys a wide range of outdoor pursuits in her spare time and currently resides in Norfolk.

Josie Finch

Josie currently works for New Anglia Local Enterprise Partnership, supporting schools and businesses to create links, improve careers education and increase students understanding and awareness of the fast-changing world of work. Josie has a passion for young people, community, and equality, diversity and inclusion which can be seen as a theme through their career and volunteering. Josie sits as the Chair for Stone Lodge Academy, a special school in Ipswich for students with complex moderate learning difficulties and on the local board for the charity Career Ready. In any free time, Josie can be found either drumming, board gaming or spending time with their chickens or cats in her back garden overlooking allotments in Ipswich.

Rebecca Preedy

Rebecca retired from a thirty year policing career within Suffolk Constabulary in September 2021. During her varied career her roles included response policing, community policing and C.I.D. The majority of Rebecca's career was spent as a police inspector, working closely with Local Authorities across Suffolk within the community safety environment. She recognises the need for high standards within public sector roles and has experience of dealing with grievances and complaints procedures both within the police service and within a previous role as a school governor. Rebecca lives in Hadleigh.

Susan Putters

Susan is a self-employed management consultant specialising in Human Resources, Mergers and Acquisitions, and Governance issues. Her career has largely been at senior executive level within listed companies in the Scientific and Engineering sectors with several years as a Trustee for health-related charities. Susan has completed a B.Bus in Strategic Human Resources Management, a Masters in Occupational Health and Safety, and the Company Directors Course. As an HR practitioner and manager she has extensive experience of dealing with grievances and disciplinary procedures at all levels of an organisation, and recognises the need for high ethical standards for persons working in a leadership or public facing role. Susan lives in Capel St Mary.

Suzanne Williams

Suzanne is currently appointed as a Non Legal Member to the Employment Tribunal Service. Her career has largely been within Local Government, both in England and Wales. She has also held the position of Treasurer/Trustee in a local charity and currently volunteers with another. Suzanne has experience of dealing with grievances and disciplinary procedures and policy development and interpretation, she recognises the need for high standards of propriety, integrity and fairness. Suzanne lives in Bramford.

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