

Council



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Referrals Report of Recommendations from the Joint Executive (Cabinet) Committee	
Report No:	COU/SE/18/025	
Report to and date:	Council	18 December 2018
Documents attached:	<p>Appendix 1: 'Appendix 1 to Report No: CAB/JT/18/051: Draft West Suffolk Housing Strategy (including Appendices A, B, C and D)</p> <p>Appendix 2: 'Working Paper 1 to Report No: CAB/JT/18/054: West Suffolk Councils Local Development Scheme – December 2018.</p> <p>Appendix 3: 'Working Paper 1 to Report No: CAB/JT/18/055: West Suffolk Statement of Community Involvement – December 2018'</p> <p>Exempt Appendix 4: 'Exempt Referral of Recommendations from Joint Executive (Cabinet) Committee – 11 December 2018: Report No: CAB/JT/18/058 - Investing in our Commercial Asset Portfolio'</p>	

(A) Referrals from Joint Executive (Cabinet) Committee: 11 December 2018

(These referrals have been compiled before the meeting of the Joint Executive (Cabinet) Committee on 11 December 2018 and are based on the recommendations contained within each of the reports listed below. Any amendments made by the Joint Executive (Cabinet) Committee to the recommendations within these reports will be notified to Members accordingly).

1. West Suffolk Housing Strategy 2018-2023

Portfolio Holders:

Cllr Sara Mildmay-White

Cllr Susan Glossop

Report No:

CAB/JT/18/051

Appendix 1

and Appendix A

Appendix B

Appendix C

Appendix D

(These Appendices are also attached to this Council report at Appendix 1)

RECOMMENDED

That the West Suffolk Housing Strategy 2018-2023, attached as Appendix 1 to Report No: CAB/JT/18/051, be adopted.

- 1.1 The St Edmundsbury and Forest Heath Overview and Scrutiny Committees, at their meetings on 7 and 8 November 2018 respectively, received [Report No: OAS/SE/18/030](#) and [Report No: OAS/FH/18/029](#) which informed Members that a review of West Suffolk's Housing Strategy was due in 2018. Through the review the opportunity has been taken to reflect priorities, actions and projects set out in the Strategic Framework 2018-2020. Furthermore, there are a number of additional duties and fundamental changes to housing legislation that have been reflected in the Housing Strategy.
- 1.2 It was no longer a legal requirement for a local authority to have a Housing Strategy in place. However, it was recognised that a strategic overview is necessary in order to set out how we plan to address the housing challenges we are facing and to provide a range of housing options for the growing need for a range of quality housing in West Suffolk.
- 1.3 Report Nos: OAS/SE/18/030 and OAS/FH/18/029 provided an overview of progress against the Housing Strategy that covered the period from 2015 to 2018. The Overview and Scrutiny Committees requested figures for the number of affordable houses delivered in towns and in the rural areas, which has been incorporated in the evidence base at Appendix B to these reports.
- 1.4 The Overview and Scrutiny Committees considered the Housing Strategy while the consultation was still ongoing, detail about which can be found in Report Nos: OAS/SE/18/030 and OAS/FH/18/029. The Committees requested that further information relating to the consultation be submitted to Cabinet once it had concluded, as set out below.
- 1.5 The formal consultation took place for a six week period between 9 October and 20 November 2018. It involved an online survey available on

our webpages which was sent directly to Members, parish councils and a number of our partners.

- 1.6 There were a total of 31 responses to the online consultation and three responses submitted by letter which were received from: local residents, partner organisations (including community and voluntary groups), registered providers, housing developers, agents, parish councils and neighbouring local authorities. A focus group with young people also took place. A number of themes emerged during the consultation mainly around the following themes:
- The need for infrastructure and services to support growth.
 - The need for social and affordable housing in the towns and rural areas which is appropriate for local needs.
 - Providing accessible properties to meet the needs of vulnerable groups and those with additional needs.
 - Providing sufficient housing in the right places to ensure that local people can find suitable employment.
- 1.7 The points raised during the consultation have been addressed through our robust implementation plan. However, the actions in the implementation plan have been further developed and refined during the consultation period. An Implementation Plan that accompanies the Housing Strategy has been developed so that we can deliver against the priorities and actions set out in the strategy.
- 1.8 As part of this report, the Joint Executive (Cabinet) Committee will also be considering a review of the West Suffolk Tenancy Strategy, which is also due to be undertaken in 2018, as part of the requirements of the Localism Act 2011. However, as the review of this Strategy does not require Council approval, these recommendations have not been included within this report.
- 1.9 This referrals report is also due for consideration by the Forest Heath Council at their meeting on 19 December 2018.
- 1.10 Members may also view the Joint Executive (Cabinet) Committee report and its associated Appendices on the Council's website via the above links or may request a paper copy from Democratic Services.

Continued overleaf...

2. Mid- Year Treasury Management Report and Investment Activity (1 April – 30 September 2018)

Portfolio Holder: Cllr Ian Houlder

Report No:
CAB/JT/18/053

**Treasury Management
Sub-Committee:**

Report No:
TMS/SE/18/004

RECOMMENDED:

That the Mid-Year Treasury Management Report 2018-2019 and Investment Activity (1 April to 30 September 2018), as set out in Report No: TMS/SE/18/004, be approved.

- 2.1 Following the Treasury Management Sub-Committee's consideration of Report No: TMS/SE/18/004 at their meeting on 19 November 2018, the Joint Executive (Cabinet) Committee will also be considering this report which provides a summary of investment activities for the first six months of 2018-2019.
- 2.2 The total amount invested at 1 April 2018 was £36.5m and at 30 September 2018 was £44.95m. The increase in balances over the period was due primarily to timing differences in respect of the collection of local taxes, the payment of precepts and changes in the profile of the Capital Programme:

TREASURY MANAGEMENT – INVESTMENT ACTIVITY SUMMARY	
	2018/19
Opening Balance 01 April 2018	36,350,000
Investments made during the year (including transfers to business reserve accounts)	61,700,000
Sub Total	98,050,000
Investments realised during the year (including withdrawals from business reserve accounts)	53,100,000
Closing Balance 30 June 2018	44,950,000

- 2.3 The 2018/19 Annual Treasury Management and Investment Strategy Statements (Report COU/SE/18/002 approved 20 February 2018) sets out the Council's projections for the current financial year. The budget for investment income in 2018/19 is £308,000 which is based on a 0.70% target average rate of return on investments.
- 2.4 As at the end of September 2018, interest actually earned during the first six months of the financial year amounted to £155,169 (average rate of return of 0.688%) against a profiled budget for the period of £154,000 (average rate of return of 0.70%); a budgetary surplus of £1,169:

INTEREST EARNED & AVERAGE RATE OF RETURN SUMMARY			
Investment Category	Total Average Investment	Average Rate of Return (%)	Interest Earned
Temporary Investments (Term Deposits)	1,902,439	0.679%	104,531
Bank of Scotland Current Account	1,715,819	0.411%	3,534
Barclays Reserve Account	4,485,525	0.400%	8,996
NatWest Call Account	92,521	0.010%	4
Clydesdale 30 Day Account	81	0.250%	0
Bank of Scotland Base Plus Account	324	0.250%	0
Santander 365 Day Account	8,000,000	0.950%	38,104
Total Overall Average Return on Investments %			0.688%
Total Interest Earned - 1 April 2018 to 30 September 2018			£155,169
LIBOR 3 month Average			0.686%

- 2.5 The report also includes assumptions on borrowing for capital projects included within it. The borrowing is based around four specific projects as per their agreed business cases. The report includes a summary of capital borrowing budget 2018-2019, and a summary of capital borrowing for Quarter Two – all of which are currently internally borrowed from the Council’s overall cash balances. As at the end of Quarter Two, there has been no requirement to borrow externally, therefore there is no interest payable in Quarter Two:

SUMMARY OF CAPITAL BORROWING BUDGET 2018/19			
Project	External Borrowing	Minimum Revenue Provision (MRP)	Interest Payable
West Suffolk Operational Hub	£5,550,000	£0	£0
Suffolk Business Park Loan	£3,000,000	£0	£0
Investing in our Growth Fund	£20,000,000	£600,000	£412,500
Olding Road DHL Depot	£0	£197,750	£128,250
Total Value of Investments	£28,550,000	£797,750	£540,750

- 2.6 Members may also view the Joint Executive (Cabinet) Committee and the Treasury Management Sub-Committee reports and their associated Appendices on the Council’s website via the above links or may request a paper copy from Democratic Services.

3. West Suffolk Local Development Scheme (LDS) December 2018: Adoption

Portfolio Holder: Cllr Susan Glossop

Report No:
CAB/JT/18/054 and
Working Paper 1

(Working Paper 1 is also attached to this Council report at Appendix 2)

RECOMMENDED

That the West Suffolk Local Development Scheme (LDS), as set out in in Working Paper 1 to Report No: CAB/JT/18/054, be adopted.

- 3.1 The Local Plan is the tool used to deliver the land use elements of the wider place-making function of the Council. It is part of the suite of corporate strategies/plans and programmes which collectively deliver the strategic priorities.
- 3.2 As the starting point for considering whether planning applications can be approved. The Local Plan provides the framework for good development across West Suffolk.
- 3.3 A review of the existing Local Plans is now required to meet our Council ambitions and to safeguard communities from speculative unsustainable growth – development in the wrong locations and without the necessary strategic infrastructure. The Local Plan will provide a positive, flexible and deliverable planning policy framework for West Suffolk.
- 3.4 Before starting work on the West Suffolk Local Plan, the Council has reviewed and updated the Local Development Scheme which sets out what development plan documents are to be produced, their subject matter and broad timetable for their preparation including consultation, examination and adoption.
- 3.5 A revision to the 2016 joint St Edmundsbury and Forest Heath LDS is now required in order to:
 - reflect recent changes to the planning system
 - prioritise plan preparation and progression in order to meet the single council consequential order clause which requires West Suffolk to prepare a Local Plan across the administrative area within 5 years of becoming a single council (April 2024)
 - to update progress on the development plan documents currently in preparation; and

- to roll the programme forward to 2023 for the preparation of a West Suffolk Local Plan. The revised LDS is attached at Working Paper 1 to Report No: CAB/JT/18/054.

3.6 Annex 1 to the LDS document is the programme chart with milestones for the preparation of the West Suffolk Local Plan. The key milestones are set out below for information. The programme takes a realistic and inclusive approach, based on the time taken to achieve key milestones during the preparation of previous Local Plans and to ensure proper engagement and consultation. Progress will be measured against milestones to assess whether there is any need to revise the published timetable. The timeline is a 'live' document and will be updated on the West Suffolk Council's website as necessary.

Stage	Dates
First Regulation 18 public consultation on issues and options	November 2019 - January 2020
Second Regulation 18 public consultation on preferred options	August – October 2020
Pre-submission consultation	April - May 2021
Submission to the Secretary of State	July 2021
Examination in public	January - February 2022
Adoption of West Suffolk Local Plan	May 2023

3.7 This referrals report is also due for consideration by the Forest Heath Council at their meeting on 19 December 2018.

3.8 Members may also view the Joint Executive (Cabinet) Committee report and its associated Appendices on the Council's website via the above links or may request a paper copy from Democratic Services.

Continued overleaf...

**4. West Suffolk Statement of Community Involvement (SCI)
December 2018: Adoption**

Portfolio Holder: Cllr Susan Glossop

Report No:
CAB/JT/18/055 and
Working Paper 1

*(Working Paper 1 is also
attached to this Council
report at Appendix 3)*

RECOMMENDED

***That the West Suffolk Statement of Community
Involvement (SCI), as set out in Working Paper 1 to
Report No: CAB/JT/18/055, be adopted.***

- 4.1 The Local Plan is the tool used to deliver the land use elements of the wider place-making function of the Council. It is part of the suite of corporate strategies/plans and programmes which collectively deliver the strategic priorities.
- 4.2 As the starting point for considering whether planning applications can be approved. The Local Plan provides the framework for good development across West Suffolk.
- 4.3 A review of the existing Local Plans is now required to meet our Council ambitions and to safeguard communities from speculative unsustainable growth – development in the wrong locations and without the necessary strategic infrastructure. The Local Plan will provide a positive, flexible and deliverable planning policy framework for West Suffolk.
- 4.4 Before starting work on the West Suffolk Local Plan, the Council has reviewed and updated its Statement of Community Involvement which explains how they will engage local communities and other interested parties in producing their Local Plan and determining planning applications.
- 4.5 Section 18 of the Planning and Compulsory Purchase Act 2004 introduced the requirement for local planning authorities to produce a Statement of Community Involvement (SCI). The current joint Forest Heath District Council and St Edmundsbury Borough Council SCI was adopted in February 2014.
- 4.6 Recently, a number of legislation changes have resulted in the need to update the SCI. These include, through the Neighbourhood Planning Act 2017, a requirement for the SCI to set out the local planning authority's policies for giving advice and assistance in relation to making and modifying neighbourhood plans and neighbourhood development orders. The Neighbourhood Planning Act also requires the SCI to include the authorities' policies for involvement in relation to the preliminary stages of plan production.

- 4.7 The NPPF 2018 also introduced new requirements to produce Statements of Common Ground under the Duty to Cooperate. The requirement for the SCI to be subject to examination and for any review to be the subject of public consultation has also been removed. Reviewing the SCI also provided an opportunity to reflect changes to the Councils' practices such as the introduction of charging for pre-application advice and the forthcoming creation of a single West Suffolk Council.
- 4.8 A reviewed version of the SCI taking into account recent legislative and procedural changes is attached as Working Paper 1 to Report No: CAB/JT/18/055.
- 4.9 This referrals report is also due for consideration by the Forest Heath Council at their meeting on 19 December 2018.
- 4.10 Members may also view the Joint Executive (Cabinet) Committee report and its associated Appendices on the Council's website via the above links or may request a paper copy from Democratic Services.

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

Portfolio Holder: Cllr John Griffiths

Exempt Report No:
CAB/JT/18/058

(Note: As this referral from the Joint Executive (Cabinet) Committee is exempt, it is attached separately as Exempt Appendix 4 for consideration in private session under Agenda Item 12.)