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COMMITTEE: **BABERGH CABINET**

VENUE: **KING EDMUND CHAMBER -
ENDEAVOUR HOUSE, 8
RUSSELL ROAD, IPSWICH**

DATE: **MONDAY, 11 JUNE 2018
9.30 AM**

| Conservative Group | Independent | Liberal Democrat Group | Labour | Babergh Unionists |
|---|--------------------|-------------------------------|---------------|--------------------------|
| Cllr J Ward - C Cllr J Osborne -VC Cllr T Campbell Cllr K Grandon Cllr F Lawrenson Cllr M Maybury Cllr P Patrick Cllr N Ridley | Cllr D Davis | | | |

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AGENDA

PART 1

| ITEM | BUSINESS | |
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| 7 | <u>BCa/18/02 FORTHCOMING DECISIONS LIST</u> | 9 - 16 |
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| 11 | <u>EXCLUSION OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)</u> | |
| | <p>To consider whether, pursuant to Part 1 of Schedule 12A of the Local Government Act 1972, the public should be excluded from the meeting for the business specified below on the grounds that if the public were present during this item, it is likely that there would be the disclosure to them of exempt information as indicated against the item.</p> <p>The authors of the report proposed to be considered in Part II of the Agenda are satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p> | |
| 12 | <u>BCa/18/06 - BMBS REVIEW OF YEAR TO DATE</u> | 133 - 206 |

DATE AND TIME OF NEXT MEETING

Please note that the next meeting is scheduled for Thursday 12 July commencing at 9:30am in the King Edmund Chamber, Endeavour House.

Introduction to Public Meetings

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Agenda Item 3

BCa/18/01

BABERGH DISTRICT COUNCIL

BABERGH CABINET

MINUTES OF THE MEETING OF THE BABERGH CABINET HELD IN BRITTEN ROOM - ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH ON THURSDAY, 10 MAY 2018

PRESENT: John Ward – Chair
Jan Osborne – Vice Chair

Tina Campbell
Nick Ridley
Frank Lawrenson

Margaret Maybury
Peter Patrick
Derek Davis

IN ATTENDANCE:

Chief Executive (AC)
HRA Accountant (TA)
Assistant Director for Planning (TB)
Audit and Risk Management Officer (CC)
Corporate Manager for Finance (ME)
Senior Environmental Management Officer (IF)
Assistant Director for Housing (GF)
Assistant Director for Environment (CF)
Corporate Business Co-ordinator (SM – notes)
Strategic Director (KN)
Infrastructure Officer (NP)
Corporate Manager for Democratic Services (JR)
Corporate Manager for Audit (JS)
Assistant Director for Finance (KS)
Corporate Manager for Infrastructure and Development (CT)
Assistant Director for Law and Governance (EY)

125 APOLOGIES FOR ABSENCE

None received.

126 DECLARATION OF INTERESTS BY COUNCILLORS

Councillor Campbell declared a non pecuniary interest in this item as a Trustee of South Suffolk Leisure.

127 BCA/17/66 - TO CONFIRM THE MINUTES OF THE MEETING HELD ON 12 APRIL 2018

The minutes of the meeting held on 12 April 2018 were confirmed as a correct record.

128 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME

None received.

129 QUESTIONS BY COUNCILLORS

There were none.

130 MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES

No matters had been referred by either the Overview and Scrutiny or Joint Audit and Standards Committees.

131 BCA/17/67 - FORTHCOMING DECISIONS LIST

The Forthcoming Decisions List was noted and the following comments made:

- CAB12/33/36 should be amended to the Cabinet Member responsible for Assets and Investments.
- The Cabinet Member with responsibility for Assets and Investments and the Cabinet Member for Organisational Delivery required briefings as soon as possible to get up to speed.
- The disbandment of the Joint Housing Board to be taken to the June Full Council meeting.
- It was questioned as to when the Tourist Information Centre would be brought before Cabinet. As the issue was part of a rounded strategy this would be part of CAB51 – Local Tourism Strategy (Babergh Visitor Information Options).
- Hadleigh Access Point to be identified as being part of CAB35 – Customer Strategy Refresh.
- It was noted the BMS Investment Plan would go before the Joint Overview and Scrutiny Committee on the 21 May of which the relevant Cabinet Members from both Mid Suffolk and Babergh District Council's would be attending.

132 BCA/17/68 - 2017/18 FINANCIAL OUTTURN

132.1 Councillor Patrick, the Cabinet Member with responsibility for Finance, introduced report BCa/17/68 and moved the recommendation which was seconded by Councillor Ridley. Councillor Patrick gave thanks to the Finance team for all of their hard work in putting together the report in a tight timescale.

132.2 Members noted the numbers were ever changing but the main concern would be how to address the 2019/20 budget. It was noted CIL income caused complications due to money going in and out, as well as income rates and the planning income. It was considered a much simpler message would be useful as part of the narrative.

132.3 It was recognised the Council was increasingly becoming dependent on new homes bonus and business rate income. Baseline income rates were adverse and a degree of certainty would be welcomed.

132.3 Members recognised that the budget was in a favourable position due to various

decisions made. It was a good news story that the Council had increased its housing stock and the Cabinet Member with responsibility for Housing wished for the hard work of the Housing team in this matter to be recognised and commended.

By a unanimous vote:

It was RESOLVED:-

- (1) That the 2017/18 financial outturn as set out in report BCa/17/68 be noted.
- (2) That the following net transfers of £1,966k be approved with the General Fund reserves;
 - a) Transfer of £1,074k being the net amount, for the following specific earmarked reserves, referred to in section 10.11 of report BCa/17/68 be approved;
 - £546k to Community Infrastructure Levy (CIL)
 - £143k to Homelessness
 - £123k to Planning for legal costs
 - £119k to Waste for MRF costs
 - £96k to other Government Grants
 - £47k to Strategic Planning
 - b) The remaining balance of the General Fund surplus of £892k (£943k at Quarter 3) be transferred to the Business Rates Equalisation reserve to support the 2017/18 deficit on the Business Rates Collection Fund which will materialise in 2018/19.
- (3) That the General Fund carry-forward requests totalling £224k referred to in paragraph 10.12 of report BCa/17/68 be approved.
- (4) That the Capital carry-forward requests referred to in paragraph 10.20 of report BCa/17/68 totalling £16,912m be approved.
- (5) That the transfer of £577k, being the HRA deficit for the year (£51k better than planned) per paragraph 10.25, from reserves be approved.
- (6) That the HRA Capital carry-forward requests referred to in paragraph 10.32 of report BCa/17/68 totalling £656k be approved.

Reason for Decision: To ensure that Members are kept informed of the 2017/18 outturn position for both the General Fund and HRA, and approve the relevant transfers to/from reserves, revenue and capital carry forwards.

INFRASTRUCTURE"

- 133.1 Councillor Ridley, the Cabinet Member with responsibility for Planning, introduced report BCa/17/69 and moved the recommendation, this was seconded by Councillor Patrick. Councillor Ridley gave thanks to the team for their hard work in producing a comprehensive report.
- 133.2 Cabinet felt the responses put forward were good ones and noted many measures had been put in place to move to a public facing database. The Council was part of a pilot and as such could be first to launch such a database in the Country.
- 133.3 In response to a question it was noted the database went back approximately 30 years and so historic data could be accessed.
- 133.4 It was important to be transparent and workshops had taken place for Parish Councils, following this there had been much activity and the first bid had been submitted.

By 7 votes to 0 (*Councillor Maybury was not present at the start of this item and as such did not participate in the vote*)

It was RESOLVED:-

- (1) That Cabinet note the content and potential implications of the Government's consultation titled "Supporting Housing Delivery through Developer Contributions: Reforming Developer Contributions to Affordable Housing and Infrastructure".
- (2) That the recommended response to the consultation, as contained in Appendix A of report BCa/17/69 be endorsed.

Reason for Decision: To ensure that Cabinet were aware of the content and potential implications of the Government's consultation titled "Supporting housing delivery through developer contributions to affordable housing and infrastructure" in order that Cabinet endorsed the response to the consultation.

134 BCA/17/70 - SUFFOLK FRAMEWORK FOR INCLUSIVE GROWTH

- 134.1 Councillor Ward, the Leader of the Council, introduced report BCa/17/70 and moved the recommendation which was seconded by Councillor Lawrenson.
- 134.2 Cabinet questioned where the funding would be produced. The Assistant Director for Planning explained there was a whole range of sources, some of which were Government funded, some through Section 106 Agreements, CIL money, New Anglia Local Enterprise Partnership and some smaller sums directly from developments themselves.
- 134.3 Cabinet felt the report read well and as such there was little to object to, however, the issue would be need verses growth and to recognise that developments which were fit for purpose today would not necessarily be so in the future.

- 134.4 Members noted the document had a dual purpose and would input into the Local Plan as well as attracting other investments.

By a unanimous vote

It was RESOLVED:-

- (1) That the contents of the document entitled “Suffolk Framework for Inclusive Growth – a Summary (Appendix 1 of report BCa/17/70) be noted.
- (2) That the document entitled: Suffolk’s Framework for Inclusive Growth – a Summary (Appendix 1 of report BCa/17/70) be used to: (a) inform County-wide work on the use of “Pooled Business Rates”; (b) support and inform responses to third party consultations on growth and infrastructure; and, (c) support and prioritise – on a local and county-wide basis – funding bids for infrastructure to the Local Enterprise Partnership and other bodies;
- (3) That future infrastructure and strategic planning work for Babergh and Mid Suffolk (including the production of the Joint Local Plan) pays due regard to the contents of the document entitled: “Suffolk’s Framework for Inclusive Growth – a Summary (Appendix 1 of report BCa/17/70) and the full AECOM report referred to at paragraph 13.1 of the report, which is recognised as a non-statutory document.

Reason for Decision: To note the summary document for Suffolk’s Framework for Inclusive Growth and to recognise the AECOM report as a useful piece of research and evidence to inform a range of future decisions.

135 BCA/17/71 - "DRAFT REVISED NATIONAL PLANNING POLICY FRAMEWORK" CONSULTATION PROPOSALS

- 135.1 Councillor Ridley, the Cabinet Member with responsibility for Planning introduced report BCa/17/71 and moved the recommendation which was seconded by Councillor Patrick.
- 135.2 It was questioned as to whether the responses were acceptable in terms of Greenbelt land and Areas of Outstanding Natural Beauty. It was noted this would be part of the section for Environment.
- 135.3 Members recognised the plan would be reviewed once adopted and a five year plan maintained.

By a unanimous vote:

It was RESOLVED:-

- (1) That the content and potential implications of the Government’s consultation titled “Draft Revised National Planning Policy Framework” (and accompanying documents) be noted.

- (2) That the recommended response to the consultation, as contained in Appendix 1 of report BCa/17/71, be endorsed.

Reason for Decision: To ensure that Cabinet were aware of the content and potential implications of the Government's consultation titled "Draft revised National Planning Policy Framework", in order for Cabinet to endorse the response to the consultation.

136 BCA/17/72 - END OF YEAR RISK POSITION STATEMENT AND PROGRESS REPORT

- 136.1 Councillor Davis, the Cabinet Member with responsibility for Organisational Delivery introduced report BCa/17/72 and moved the recommendation which was seconded by Councillor Maybury.
- 136.2 Cabinet felt the risk on page 111, in relation to Community Capacity Building and Engagement, was still high, which was disappointing and needed to be addressed. It was noted once a development plan came forward then there should be a clearer and stronger direction. It would be part of the development of the Community Strategy as a whole.
- 136.3 The risk on page 116, 5h to 5g, Health and Safety, it was noted this was the responsibility of the Chief Executive, however, it was listed as being the responsibility for the Cabinet Member for Assets and Investments. Members noted this was due to ensuring there was a link into the Cabinet Model.
- 136.4 In terms of risks 4a and 5b it was thought progress had been made, as a robust business plan had been produced, however, this was not as reported? The Cabinet Member with responsibility for Organisational Delivery agreed to check. He would also check risk 4c on page 112 as it was felt this was on track but the risk score indicated the opposite?
- 136.5 It was noted at present there was not an Assistant Director for Assets and Investments in place and as such this was a significant risk.
- 136.7 Regarding risk 5f, members were pleased extra detail had been provided but it was important to keep an eye on the calls being answered and adequate mechanisms were in place. Cabinet recognised there had been a vast improvement during the last month and was a step in the right direction.

By a unanimous vote:

It was RESOLVED:-

- (1) That the contents of report BCa/17/72, supported by Appendix A and B, be approved.

Reason for Decision: To provide assurances that risk management processes in place were robust and effective.

137 BCA/17/73 - TO CONSIDER BATTERY STORAGE AT ALL OF THE LEISURE SITES

- 137.1 Councillor Campbell, the Cabinet Member with responsibility for the Environment, introduced report BCa/17/73 and moved the recommendation, with amendments, which was seconded by Councillor Maybury.
- 137.2 Cabinet felt the proposal was an attractive one but wanted to ensure there would be no complications. There was a concern over the initial outlay given the Council's financial position. The Assistant Director for the Environment explained a baseline figure would be agreed with South Suffolk Leisure which would be taken directly from the fee.
- 137.3 It was noted if agreed then the usual tender process would take place, the asset would be in the Council's control and regular maintenance would be purchased to ensure the upkeep of the battery. The technology used had been around for about five years and it was considered to be the right time to beat the market and achieve a return.
- 137.4 Members considered this to be a great piece of work.

By a unanimous vote

It was RESOLVED:-

- (1) That in principle the purchase, installation and operation of commercial scale battery storage at the Babergh District Council leisure centres be supported.
- (2) That funding of £154,000 be approved for this project.
- (3) That the Cabinet Member for the Environment, in consultation with the Cabinet Member for Finance, be given delegated authority to approve the release of the funds in 1.2, subject to a financially viable business case being prepared and approved by the S.151 Officer, and detailed legal advice being received.

Reason for Decision: To provide the Council's with a return on investment over the next 15 years through the reduction in electricity bills and sale of storage capacity.

The business of the meeting was concluded at 11:20am

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Chair (date)

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Forthcoming Decisions list (KEY, EXEMPT AND OTHER EXECUTIVE DECISIONS)

June to March 2019 (Published 29 May 2018)

| Unique Ref No: | Decision Maker & Decision Date | Subject | Summary | Contacts: | | Key Decision ? | Confidential? |
|----------------|--------------------------------|--|---|------------------------------|---|----------------|---------------|
| | | | | Cabinet Member(s)/MSR | Officer(s) | | |
| CAB24 | Council 19/21 June | Local Development Scheme | To introduce a revised timetable for the preparation of the Joint Local Plan to reflect further consultation on the document, to be able to incorporate changes to national planning policy, and broadly align the timetable with Local Plan preparation in neighbouring local authorities. | David Whybrow Nick Ridley | Robert Hobbs 01449 724812 robert.hobbs@babberghmidsuffolk.gov.uk | Yes | No |
| CNL02 | Council 19/21 June | Independent Remuneration Panel report | To review and agree the findings from the Panel | Nick Gowrley John Ward | Emily Yule 01449 724694 Emily.yule@babberghmidsuffolk.gov.uk | No | No |
| CNL10 | Council 19/21 June | Disbandment of the Joint Housing Board | To approve the disbandment of JHB | Jill Wilshaw Jan Osborne | Emily Yule 01449 724694 Emily.yule@babberghmidsuffolk.gov.uk | No | No |
| CAB30 | Cabinet 4 June | Stowmarket Vision for Prosperity | To seek agreement to publish a response to the issues raised in recent public engagement together with an and action plan. To begin work into viability and deliverability of a town centre regeneration project, and marketing/ branding strategy. | Gerard Brewster | Andrew McMillan 01449 724931 Andrew.mcmillan@babberghmidsuffolk.gov.uk | Yes | No |

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| CAB22 | Cabinet 4/7 June | Quarter 4 Performance Exception Report | To seek agreement that the performance report and the performance outcome information adequately reflects the Councils performance. | Glen Horn Derek Davis | Karen Coll 01449 724566 Karen.coll@babberghmidsuffolk.gov.uk | No | No |
| CAB32 | Cabinet 4 June | Asset Investment Fund (Acquisition Fund and Strategic Property Acquisition) | To seek establishment of an Asset Investment Fund and approval of the delegation limits for officers to work within. | Nick Gowrley | Jill Pearmain 01449 724802 Jill.pearmain@babberghmidsuffolk.gov.uk | Yes | Yes <i>as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act</i> |
| CAB25 | Cabinet 4/7 June | BMBS Review of Year to Date | To create visibility around the revised business plan and feedback on the first year's performance | Jill Wilshaw Jan Osborne | Justin Wright-Newton 07990 542087 | No | Yes <i>As per Paragraph 1 of Part I of Schedule 12A of the Local Government Act</i> |
| CAB50 | Cabinet 7 June | Sudbury Vision for Prosperity | To seek agreement to publish a response to the issues raised in recent public engagement. | John Ward | Andrew McMillan 01449 724931 Andrew.mcmillan@babberghmidsuffolk.gov.uk | No | No |
| CAB52 | Cabinet 7 June | 5 Year Housing Land Supply | To follow on from the Overview and Scrutiny Committee recommendations to Cabinet on 12 April 2018 | Nick Ridley | Tom Barker 01473 825811 Tom.barker@babberghmid suffolk.gov.uk | No | No |
| CNL01 | Council 19/21 June | BMS Invest – Business Plan/Investment Strategy | To approve the business plan/investment strategy | Nick Gowrley Nick Ridley | Jonathan Stephenson 01449 724704 Jonathan.stephenson@b aberghmidsuffolk.gov.uk | No | No |
| CNL03 | Council 24/26 July | CIFCO Capital Ltd Business Plan 18/19 | To comment on the robustness of the business plan 18/19 | Nick Gowrley Nick Ridley | Jonathan Stephenson 01449 724704 Jonathan.stephenson@b aberghmidsuffolk.gov.uk | No | No |
| CAB53 | Cabinet 12 July | South Suffolk Leisure and Abbeycroft Leisure and Formal Partnership Proposal | To discuss and agree | Margaret Maybury | Chris Fry 01449 724805 Chris.fry@babberghmidsuff olk.gov.uk | Yes | Yes <i>as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act</i> |

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| CNL09 | Council 24 July | South Suffolk Leisure and Abbeycroft Leisure and Formal Partnership Proposal | To approve | Margaret Maybury | Chris Fry 01449 724805 Chris.fry@babberghmidsuffolk.gov.uk | Yes | Yes <i>as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act</i> |
| CAB33 | Cabinet 12 July | Hamilton Road | To agree | Frank Lawrenson | Jonathan Stephenson 01449 724704 Jonathan.stephenson@babberghmidsuffolk.gov.uk | No | Yes <i>as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act</i> |
| CAB51 | Cabinet 12 July | Local Tourism Strategy (Babergh Visitor Information Options) | To approve the Local Tourism Strategy | John Ward | Lee Carvell 01449 724685 lee.carvell@babberghmidsuffolk.gov.uk | No | Yes in part. <i>as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act</i> |
| CAB34 | Cabinet 9/12 July Cabinet 8/11 October | Joint Housing Strategy | To agree and adopt | Jill Wilshaw Jan Osborne | Gavin Fisk 01449 724969 Gavin.fisk@babberghmidsuffolk.gov.uk | No | No |
| CAB41 | Cabinet 9/12 July | Update to the Joint Policy form dealing with compliments, comments and complaints | That Cabinet agree the change and delegate authorisation for future minor changes to the Senior Leadership Team and Leaders | Glen Horn Derek Davis | Sara Wilcock 01473 296473 Sara.wilcock@babberghmidsuffolk.gov.uk | No | No |
| CAB35 | Cabinet 9/12 July | Customer Strategy Refresh | To approve and agree the approach as set out in the refreshed Customer Strategy. To include the Hadleigh Public Access point. | Glen Horn Derek Davis | Sara Wilcock 01473 296473 Sara.wilcock@babberghmidsuffolk.gov.uk | No | No |
| CAB43 | Cabinet 9/12 July | Public Convenience Policy (Public Realm Review) | To agree the public convenience policy and action plan to implement the policy. | David Burn Margaret Maybury | Jonathan Free 01449 724859 Jonathan.free@babberghmidsuffolk.gov.uk | No | No |
| CAB60 | Cabinet 9/12 July | The Suffolk Waste Partnership Inter Authority Agreement | To discuss and agree the Suffolk Waste Partnership Inter Authority Agreement | David Burn Tina Campbell | Chris Fry 01449 724805 Chris.fry@babberghmidsuffolk.gov.uk | No | No |

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| CAB11 | Council 21 June 2018 Cabinet 9 July 2018 | Regeneration Proposal – Former Mid Suffolk District Council Headquarters Site, Hurstlea Road, Needham Market | For debate by Council, determination by Cabinet | Nick Gowrley | Jonathan Stephenson 01449 724704 Jonathan.stephenson@baberghmidsuffolk.gov.uk | Yes | <i>This report will be heard in private as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the Council) with regards to detailed financial information to enable negotiated acquisitions.</i> |
| CAB12 | Council 19 June 2018 Cabinet 12 July 2018 | Regeneration Proposal – Former Babergh District Council Headquarters Site, Corks Lane, Hadleigh | For debate by Council, determination by Cabinet | Frank Lawrenson | Jonathan Stephenson 01449 724704 Jonathan.stephenson@baberghmidsuffolk.gov.uk | Yes | <i>This report will be heard in private as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the Council) with regards to detailed financial information to enable negotiated acquisitions</i> |
| CAB27 | Cabinet 6/9 August 2018 | Quarter One Budgetary Control 2018/19 | To approve the Quarter One Budgetary Control | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk | Yes | No |
| CAB14 | Cabinet 6/9 August 2018 | Review of Housing Allocations Policy | To gain approval for changes to the Housing Allocations Policy | Jan Osborne Jill Wilshaw | Sue Lister 01449 724758 Sue.lister@baberghmidsuffolk.gov.uk | Yes | No |
| CAB36 | Cabinet 9 August | Belle Vue | To agree | Frank Lawrenson John Ward to cover item at meeting | Jonathan Stephenson 01449 724704 Jonathan.stephenson@baberghmidsuffolk.gov.uk | No | Yes as per Paragraph 3 of Part I of Schedule 12A of the Local Government Act |
| CAB54 | Cabinet 6 August | Stradbroke Neighbourhood Plan | To seek Cabinet approval for the Stradbroke Neighbourhood Plan to proceed to a local referendum | David Whybrow | Robert Hobbs 01449 724812 robert.hobbs@baberghmidsuffolk.gov.uk | No | No |
| CAB37 | Cabinet 10/13 September | Assets Strategy | To approve the approach set out in the Asset Strategy document | Nick Gowrley Frank Lawrenson | Jill Pearmain 01449 724802 Jill.pearmain@baberghmidsuffolk.gov.uk | No | No |

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| CAB28 | Cabinet 10/13 September | Homelessness Prevention Fund Policy | To ensure the Councils are able to fulfil their new statutory obligations under the Homelessness Reduction Act 2017 to prevent homelessness wherever possible. | Jill Wilshaw Jan Osborne | Heather Sparrow 01449 724767 Heather.sparrow@baberg hמידsuffolk.gov.uk | Yes | No |
| CNL07 | Council 25/27 September | Assets Strategy | To approve the approach set out in the Asset Strategy document | Nick Gowrley Frank Lawrenson | Jill Pearmain 01449 724802 Jill.pearmain@baberg dsuffolk.gov.uk | No | No |
| CNL04 | Council 25/27 September | Localism Act 2011 – Appointment of Independent Persons | To approve the appointments | Nick Gowrley John Ward | Emily Yule 01449 724694 Emily.yule@baberg hמידsuffolk.gov.uk | No | No |
| CAB42 | Cabinet 8/11 October | Tree Policy (Public Realm Review) | To adopt and agree | Julie Flatman Margaret Maybury | Jonathan Free 01449 724859 Jonathan.free@baberg hמידsuffolk.gov.uk | No | No |
| CAB44 | Cabinet 8/11 October | Open Space Transfer Policy (Public Realm Review) | To adopt and agree | Julie Flatman Margaret Maybury | Jonathan Free 01449 724859 Jonathan.free@baberg hמידsuffolk.gov.uk | No | No |
| CNL05 | Council 23/25 October | Homelessness Strategy | To agree the strategy | Jill Wilshaw Jan Osborne | Heather Sparrow 01449 724767 Heather.sparrow@baberg hמידsuffolk.gov.uk | No | No |
| CAB46 | Cabinet 5/8 November | Leisure Centre Redevelopment | For comment and agreement | Julie Flatman Margaret Maybury | Chris Fry 01449 724805 Chris.fry@baberg hמידsuffolk.gov.uk | No | No |
| CAB55 | Cabinet 5/8 November | Quarter Two Budgetary Control 2018/19 | To approve the Quarter Two Budgetary Control | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@baberg hמידsuffolk.gov.uk | Yes | No |

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|--------------|---------------------------------|---|--|-----------------------------------|---|-----|----|
| CAB47 | Cabinet 10/13 December | Quarter 2 Performance Exception End of Term Report | To seek agreement that the performance report and the performance outcome information adequately reflects the Councils performance | Glen Horn Derek Davis | Karen Coll 01449 724566 Karen.coll@babberghmidsuffolk.gov.uk | No | No |
| CAB48 | Cabinet 10/13 December | A Review of the First Two Quarters of the Homeless Reduction Act | To review how the Councils have managed the roll out of the Homeless Reduction Act 2017 (HRA 2017) | Jill Wilshaw Jan Osborne | Heather Sparrow 01449 724767 Heather.sparrow@babberghmidsuffolk.gov.uk | No | No |
| CAB38 | Cabinet 10/13 December | Community Strategy | To adopt and agree. | Julie Flatman Margaret Maybury | Jonathan Free 01449 724859 Jonathan.free@babberghmidsuffolk.gov.uk | No | No |
| CAB39 | Cabinet 10/13 December | Joint Parking Policy | To adopt and agree | David Burn Tina Campbell | Chris Fry 01449 724805 Chris.fry@babberghmidsuffolk.gov.uk | No | No |
| CAB56 | Cabinet 10/13 December | 2019/20 Budget Report | To review the 2019/20 Budget | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk | Yes | No |
| CAB57 | Cabinet 7/10 January 2019 | 2019/20 Budget report | To finalise the 2019/20 Budget | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk | Yes | No |
| CAB58 | Cabinet 4/7 February 2019 | 2019/20 Budget report | To approve the 2019/20 Budget and recommend to Council. | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk | Yes | No |
| CNL08 | Council 5/8 February 2019 | 2019/20 Budget report | To approve the 2019/20 Budget | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk | Yes | No |

| | | | | | | | |
|--------------|------------------------------|--------------------------------|--|---------------------------------|---|-----|----|
| CAB40 | Cabinet February 2019 | Environment Strategy | To adopt and agree | David Burn Tina Campbell | Chris Fry 01449 724805 Chris.fry@babberghmidsuffolk.gov.uk | No | No |
| CAB59 | Cabinet 4/7 March 2019 | Quarter 3 Budgetary Control | To approve the Quarter 3 budgetary control | John Whitehead Peter Patrick | Melissa Evans 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk | Yes | No |

Key:

 Babergh District Council Only
  Mid Suffolk District Council Only
  Joint – Mid Suffolk and Babergh District Councils

If you have any queries regarding this Forward Plan, please contact Sophie Moy on 01449 724682 or Email: Sophie.moy@babberghmidsuffolk.gov.uk

If you wish to make any representations as to why you feel an item that is marked as an “exempt” or confidential item should instead be open to the public, please contact the Monitoring Officer on 01449 724694 or Email: emily.yule@babberghmidsuffolk.gov.uk. Any such representations must be received at least 10 working days before the expected date of the decision.

Arthur Charvonja - Chief Executive

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Agenda Item 8

BABERGH DISTRICT COUNCIL

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|---|--|
| COMMITTEE: Cabinet | REPORT NUMBER: BCa/18/03 |
| FROM: Cabinet Member with responsibility for Planning | DATE OF MEETING: 11 June 2018 |
| OFFICER: Tom Barker – Assistant Director Planning for Growth | KEY DECISION REF NO. CAB52 |

BABERGH OVERVIEW AND SCRUTINY RECOMMENDATIONS – 5 YEAR HOUSING LAND SUPPLY

1. PURPOSE OF REPORT

- 1.1 To agree a response to the recommendations from Babergh Overview and Scrutiny Committee (O&S) regarding the Council's Five-year Housing Land Supply (FyHLS).

2. OPTIONS CONSIDERED

- 2.1 The options considered can be grouped into the following categories:

- (a) Agree the O&S recommendations in full
- (b) Agree the O&S recommendations with amendments
- (c) Agree some of the O&S recommendations but not others
- (d) Not to agree the recommendations

- 2.2 In respect of option (a), there are concerns that some of the recommendations have the potential to be onerous to deliver, which could impact upon staff capacity. This is a particular challenge when the same professional skills and capacity is required to undertake this work and to work on the development of the Council's Joint Local Plan.

- 2.3 There are also concerns that some of the recommendations from O&S require information that is not all within the control of the Council and may be difficult to secure on a 'more than annual' basis.

- 2.4 It is recognised that, despite some reservations about the impact on resources, there is value in the recommendations from O&S, therefore option (b) has been taken forward and the recommendations below achieve broadly the same outcomes as those from O&S with some minor tweaks and refinement.

3. RECOMMENDATIONS

- 3.1 That the Five-year Housing Land Supply be formally published on an annual basis unless it can be demonstrated robustly that the requirements have been met earlier
- 3.2 That planning permissions and commencements be reviewed half yearly and if there is significant variation from expectations that a report be provided to the Babergh Overview and Scrutiny Committee in the Autumn

| | |
|--|--|
| 3.3 | That the subjective and objective variables that contribute to the Five-year Housing Land Supply calculation be monitored periodically throughout the year |
| 3.4 | That the annual Five-year Housing Land Supply assessment be published in June and that a brief 'Information Bulletin' be presented to the Babergh Overview and Scrutiny Committee in July 2018 |
| 3.5 | That Report BOS/17/36 be circulated to all Members. |
| REASON FOR DECISION | |
| To provide the Council with more detailed information relating to the Five-year Housing Land Supply on a more regular basis. | |

4. KEY INFORMATION

4.1 Report BOS/17/36 was presented to O&S on 19th March 2018 to:

- provide greater understanding to all Councillors of the policy context surrounding the FyHLS;
- provide greater understanding of how the FyHLS is calculated;
- clarify the frequency of when the FyHLS calculation is undertaken and how decisions are made; and
- identify what actions Councillors can take to ensure the delivery of housing within the five-year period.

4.2 It should be noted that those Councillors who sit on Planning Committee already had a detailed understanding of the five-year supply and its implications for decision-taking. The 'greater understanding' was however particularly useful to enable those Councillors who do not sit on Planning Committee to better fulfil their role as Ward Councillors.

4.3 Overall, the committee were pleased to receive the report and resolved to make recommendations to Cabinet.

4.4 The recommendations from O&S were:

- That the Five-year Housing Land Supply be formally published yearly unless it can be shown that the requirements have been met earlier;
- That the Five-year Housing Land Supply be reviewed half yearly and a report be provided to the Babergh Overview and Scrutiny Committee;
- That the Five-year Housing Land Supply subjective and objective variables be monitored regularly throughout the year;
- That the Five-year Housing Land Supply report be recalculated and presented to the Babergh Overview and Scrutiny Committee in April/May 2018 for review; and

- That Report BOS/17/36 be circulated to all Members.

- 4.5 The recommendations were received at the Cabinet meeting on Thursday 12th April 2018. The Cabinet Member for Planning had only recently taken on the portfolio at this time and wanted to understand resources and capacity before recommending a course of action.
- 4.6 As described within report BOS/17/36, the FyHLS assessment requires the collation of a range of information from a variety of sources. The most challenging aspect of the data gathering is obtaining robust information relating to the range of variables that make up the calculation, which include housing completions and the deliverability of sites.
- 4.7 The annual FyHLS Assessment generally takes more than two months to undertake, involving several officers from within the Strategic Planning team. There is significant concern that undertaking a full review on a 'more than annual' basis could compromise the ability of the team to undertake the work necessary to meet the timetable for the Joint Local Plan.
- 4.8 There is also concern that even if more capacity could be provided that it would be difficult to obtain the necessary information from developers regarding, among other things, anticipated build-out rates. It is important that any published position on the FyHLS is robust given its implications for decision-taking and the risk of challenge through Planning Appeals. The latter can also result in officers from the Strategic Planning team being involved, which could affect work on the Joint Local Plan, particularly if there are multiple Planning Appeals.
- 4.9 There is also a shift in focus arising from the draft National Planning Policy Framework (NPPF) proposals towards a Housing Delivery Test, which if not met in the accordance with the NPPF, would result in the Council being in the same position as not having a FyHLS. Therefore, there needs to be a strong focus on this aspect of policy.
- 4.10 The preferred approach to the O&S recommendations has now been developed with the Cabinet Member and is the subject of this report.

5. LINKS TO JOINT STRATEGIC PLAN

- 5.1 This report supports the 'Housing Delivery' Key Strategic Outcome of more of the right type of homes, of the right tenure, in the right places. The issue also impacts upon relationships with communities and therefore the recommendations also support the Key Strategic Outcome of community capacity building and engagement.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no direct financial implications arising from this report.

7. LEGAL IMPLICATIONS

- 7.1 The FyHLS is a requirement of the National Planning Policy Framework to help with boosting the supply of housing. It is a material consideration in the determination of planning applications. Local planning authorities are required to undertake Annual Monitoring Reports (AMRs) in accordance with the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011.

8. RISK MANAGEMENT

8.1 This report is most closely linked with the Council's Corporate / Significant Business Risk No. 1b. Key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|--------------|---------|---|
| 1b: If we do not have a sufficient, appropriate supply of land available in the right locations, then we may be unable to meet housing needs in the district. | 3 – probable | 3 – bad | Current local plans in place and call for sites undertaken. New Joint Local Plan consultation undertaken between August and November 2017. Next version of Joint Local Plan will have preferred site allocations. |
| If the five-year housing land supply update is produced more frequently than annually, then this could mean that some of the information required to calculate the five-year housing land supply has not been validated and would also increase the amount of resources required to undertake the assessment. | 3 – probable | 3 – bad | The Council currently produces a robust five-year housing land supply statement annually in accordance with national planning guidance and policy and is planned to be undertaken alongside the Annual Monitoring Report. |
| More frequent interim assessment could increase the risk of challenge to the five-year housing land supply calculation at planning appeal resulting in financial costs | 3 – probable | 3 – bad | The Council currently produces a robust five-year housing land supply statement annually in accordance with national planning guidance and policy and is |

| | | | |
|---|--|--|--|
| awarded against the Council if found to be not robust, causing reputational harm, whilst also determining other planning applications at that time. | | | planned to be undertaken alongside the Annual Monitoring Report. |
|---|--|--|--|

9. CONSULTATIONS

9.1 None.

10. EQUALITY ANALYSIS

10.1 Equality Impact Assessment (EIA) not required because the recommendations are not considered to impact upon any groups with protected characteristics as defined by the Equality Act 2010.

11. ENVIRONMENTAL IMPLICATIONS

11.1 There are environmental implications associated with decisions taken on planning applications, which are affected by whether the Council is able to demonstrate a FyHLS. There are not, however, considered to be environmental implications arising from the recommendations contained within this report.

12. APPENDICES

| Title | Location |
|----------------------|-------------|
| (a) Report BOS/17/36 | Appendix 1. |

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BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

| | |
|--|--|
| From: Corporate Manager – Strategic Planning | Report Number: BOS/17/36 |
| To: Overview and Scrutiny Committee | Date of meeting: 15 March 2018 |

FIVE-YEAR HOUSING LAND SUPPLY

1. Purpose of Report

- 1.1 To provide greater understanding of the policy context surrounding the five-year housing land supply.
- 1.2 To provide greater understanding of how the five-year housing land supply is calculated.
- 1.3 To clarify the frequency of when the five-year housing land supply calculation is undertaken and how decisions are made.
- 1.4 To identify what actions Councillors can take to ensure the delivery of housing within the five-year period.

2. Recommendations

- 2.1 The Committee is asked to make a recommendation to Full Council that the five-year housing land supply is calculated annually following the end of the April to March monitoring period and that a five-year housing land supply statement is produced as soon as is practicable that will form part of the Annual Monitoring Report.

3. Financial Implications

- 3.1 It is necessary to ensure the Councils in undertaking their five-year housing land supply calculation, produce a robust assessment that can be applied in the determination of planning applications whether the Councils have a five-year housing land supply or not. Producing a five-year housing land supply that has not considered all the available information robustly could result in costs against the Councils at a Planning Appeal.

4. Legal Implications

- 4.1 The five-year housing land supply is a requirement of the National Planning Policy Framework to help with boosting the supply of housing. It is a material consideration in the determination of planning applications. Local planning authorities are required to undertake Annual Monitoring Reports (AMR) in accordance with the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011.
- 4.2 This report has been forwarded to legal services and their response is pending.

5. Risk Management

- 5.1 This report is most closely linked with the Councils' Corporate / Significant Business Risk No. 1b / If we do not have a sufficient appropriate supply of land available in the right locations, then we may be unable to meet housing needs in the district. Key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|----------------|---------|---|
| 1b: If we do not have a sufficient, appropriate supply of land available in the right locations, then we may be unable to meet housing needs in the district. | 3 – Probable | 3 – Bad | Current local plans in place and call for sites undertaken. New Joint Local Plan consultation undertaken between August and November 2017. Next version of Joint Local Plan will have preferred site allocations. |
| If the five-year housing land supply update is produced more frequently than annually, then this could mean that some of the information required to calculate the five-year housing land supply is missing and would also increase the amount of resources required to undertake the assessment. | 2 – Noticeable | 3 – Bad | The Councils currently produce a robust five-year housing land supply statement annually in accordance with national planning guidance and policy and is planned to be undertaken alongside the Annual Monitoring Report. |

6. Consultations

- 6.1 None.

7. Equality Analysis

- 7.1 There are no Equality and Diversity implications.

8. Shared Service / Partnership Implications

- 8.1 The strategic planning team produce the five-year housing land supply assessment for both Babergh and Mid Suffolk Districts.

9. Links to Joint Strategic Plan

- 9.1 Supports the housing main priority area and housing delivery key strategic outcome of more of the right type of homes, of the right tenure in the right place.

10. Key Information

- 10.1 This report contains sections as detailed below:

- 1) Policy context.
- 2) Detail of how the five-year housing land supply is calculated.
- 3) Timeframe for updates and how judgement fits.
- 4) Impact that Councillors can make on development being completed.
- 5) Where Councillors could lobby.
- 6) Where Councillors could impact any resource for calculating the five-year housing land supply.

1) Policy context

- 10.2 The National Planning Policy Framework (NPPF) requires Councils to identify and update on an annual basis a supply of specific deliverable sites sufficient to provide for five years' worth of housing against their identified requirements (paragraph 47). For sites to be considered deliverable they have to be available, suitable, achievable and viable. Beyond that, the NPPF also requires that Councils seek to identify specific developable sites (or broad locations) for long term growth up to 15 years ahead.
- 10.3 In a recent Appeal decision dated 2nd November 2017 involving Gladman Developments Limited and the East Riding of Yorkshire Council, reference was made to a Court of Appeal judgement involving St Modwen Developments in 2016 and the interpretation of a deliverable site. Footnote 11 of the NPPF identifies that for sites to be considered deliverable, sites should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years and that development of the site is viable.
- 10.4 National Planning Practice Guidance in paragraph 031 identifies that deliverable sites for housing could include those that are allocated for housing in the development plan unless there is clear evidence that schemes will not be implemented within five years. The distinction between deliverability and delivery was considered in the St Modwen Developments judgement and reiterated in the Appeal decision of 2nd November 2017, that the assessment of housing land supply does not require certainty that the housing sites will actually be developed within that period. Therefore *'for a site to be deliverable, it should be capable of being delivered not that it will be delivered'* ¹.

¹ Appeal Decision (2nd November 2017), ref: APP/E2001/W/16/3165930 – Land north and east of Mayfields, The Balk, Pocklington, East Riding of Yorkshire YO42 1UJ, paragraph 12, page 3, <https://www.gov.uk/planning-inspectorate>

However, it is necessary to ensure that sites included in the five-year housing land supply assessment have realistic build-out rates taking into account what the market is delivering in each district.

- 10.5 Paragraph 49 of the NPPF also states that housing applications should be considered in the context of the presumption in favour of sustainable development. Relevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable housing sites. Legal judgement has held that this means a narrow definition of policies for the supply of housing and should be *'limited to policies only dealing with the numbers and distribution of new housing, and excluding any other policies of the development plan dealing generally with the disposition or restriction of new development in the authority's area.'*² Therefore, a wide range of policies of both the NPPF and the adopted Local Plan should be referenced in the determination of planning applications, and careful consideration will need to be made with regard to the appropriate weight to be applied. However, judgement further states that *'If a planning authority that was in default of the requirement of a five-year supply were to continue to apply its environmental and amenity policies with full rigour, the objective of the Framework could be frustrated.'*³ Decision takers can and should therefore, apply the judgement as to the interpretation of policies in weighing up of the consequences of apply development plan policies.
- 10.6 Where policies cannot be considered up to date, the NPPF (paragraph 11) states that planning permission should be granted unless any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the NPPF as a whole, or specific policies in the NPPF indicate development should be restricted. The presumption in favour of sustainable development in paragraph 14 of NPPF also applies where a proposal is in accordance with the development plan, where it should be granted planning permission without delay unless material considerations indicate otherwise.
- 10.7 The NPPF (paragraph 47) also requires an additional buffer to the five-year land supply depending upon the recent performance of housing delivery. Where delivery has been good relative to the local annual target, a 5% additional buffer should be required on top of the baseline five-year land supply requirement. However, a 20% additional buffer should be applied where persistent under-delivery of housing is identified.
- 10.8 The Joint Local Plan will identify preferred allocations at the next stage of its preparation and these will therefore gain weight in planning decisions as the Plan progresses towards submission to the Government for an Examination in Public. The weight is influenced by the level of objections a proposed site allocation may have received prior to Examination.
- 10.9 Therefore, in calculating a five-year housing land supply for the 2019-24 period, proposed site allocations in the Joint Local Plan will be able to be taken into account.
- 10.10 However, the five-year housing land supply to be calculated for the 2018-23 will not yet be in a position to take these sites into account but will be updated from the 2017-22 position to take into account completions during 2017/18 and existing planning

² <https://www.supremecourt.uk/cases/uksc-2016-0078.html> / <https://www.supremecourt.uk/cases/docs/uksc-2016-0076-judgment.pdf>, - see paragraph 48 on page 20 and paragraph 82 on page 29

³ <https://www.supremecourt.uk/cases/docs/uksc-2016-0076-judgment.pdf>, paragraph 83, page 30

permissions and those with a resolution to grant planning permission subject to a Section 106 Agreement being signed.

2) Detail of how the five-year housing land supply is calculated

- 10.11 In accordance with National Planning Practice Guidance paragraph 030 (Reference ID: 3-030-20140306) the starting point for calculating the five-year supply should be the housing requirement figures in up-to-date adopted Local Plans. It goes on to state that '*... considerable weight should be given to the housing requirement figures in adopted Local Plans, which have successfully passed through the examination process, unless significant new evidence comes to light... Where evidence in Local Plans has become outdated and policies in emerging plans are not yet capable of carrying sufficient weight, information provided in the latest full assessment of housing needs should be considered. But the weight given to these assessments should take account of the fact they have not been tested or moderated against relevant constraints...*'
- 10.12 Babergh District Council adopted its Core Strategy in February 2014 and Mid Suffolk District Council adopted its Core Strategy Focused Review in December 2012 both having been tested and examined as a post-NPPF development plans. The Councils published the Ipswich and Waveney Housing Market Areas Strategic Housing Market Assessment (SHMA) in May 2017 which is important new evidence for the emerging Babergh and Mid Suffolk Joint Local Plan. Therefore, the five-year housing land supply has been calculated for both the adopted Core Strategy based figures and the new SHMA based figures. For determining relevant planning applications, it will be for the decision taker to consider appropriate weight to be given to these assessments and the relevant policies of the development plan.

Babergh

- 10.13 A summary of the Babergh five-year housing land supply position as at 1st April 2017 (published June 2017) for 2017 to 2022 is 4.1 years for the Core Strategy based supply and 3.1 years for the SHMA based supply.
- 10.14 In calculating the Babergh Core Strategy assessment for 2017-22 the following key assumptions were made:
- The base date for figures is at 31st March 2017. The period of five-year supply review is 2017/18 to 2021/22.
 - Core Strategy annual dwellings target is 220 dwellings for years 2011 to 2016 and 325 dwellings for years 2016 to 2031.
 - The Core Strategy based five-year period baseline target is = 1,625 (325 x 5).
 - Total new housing completions since the Core Strategy plan start year (2011) = 1,324.
 - Undersupply was calculated against housing delivery performance since the CS plan start year (2011). Total cumulative shortfall to 31st March 2017 was 101 dwellings (1,324 completions delivery – 1,425 housing target).
 - A 20% buffer was considered appropriate based on past delivery record.

- Total net outstanding planning permissions stood at 2,320 dwellings (rounded), of which 480 dwellings (rounded) were small sites of less than 10 dwellings.

Summary of Core Strategy (CS) based five-year housing land supply calculation:

| Babergh land supply targets and buffers 2017/18 – 2021/22 | | | |
|--|---------------------------------------|------------|----------------|
| a | Land supply 2017-22 | 1,699 | |
| b | CS Baseline Target 2017-22 | 1,625 | |
| c | CS Based Undersupply (as at 2016/17) | -101 | |
| d | Adjusted five-year target | 1,726 | (b + c) |
| e | 5% buffer | 86 | (d x 0.05) |
| f | Total adjusted target + 5% buffer | 1,812 | (d + e) |
| g | Adjusted target + 5% annual figure | 362 | (f / 5) |
| h | Five-year supply + 5% (years) | 4.7 | (a / g) |
| i | 20% buffer | 345 | (d x 0.20) |
| j | Total adjusted target + 20% buffer | 2,071 | (d + i) |
| k | Adjusted target + 20% annual figure | 414 | (j / 5) |
| l | Five-year supply + 20% (years) | 4.1 | (a / k) |

10.15 In calculating the Babergh SHMA based assessment for 2017-22 the following key assumptions were made:

- The base date for figures is at 31st March 2017. The period of five-year supply review is 2017/18 to 2021/22.
- SHMA annual dwellings target is 355 dwellings for the period between 2014 to 2036.
- The SHMA based five-year period baseline target is = 1,755 (325 x 5).
- Total new housing completions since the SHMA plan start year (2014) = 555.
- Undersupply was calculated against housing delivery performance since the SHMA plan start year (2014). Total cumulative shortfall to 31st March 2017 was 510 dwellings (555 completions delivery – 1,065 housing target).
- A 20% buffer was considered appropriate based on past delivery record.
- Total net outstanding planning permissions stood at 2,320 dwellings (rounded), of which 480 dwellings (rounded) were small sites of less than 10 dwellings.

Summary of SHMA based five-year housing land supply calculation:

| Babergh land supply targets and buffers 2017/18 – 2021/22 | | | |
|--|--|------------|----------------|
| a | Land supply 2017-22 | 1,699 | |
| b | SHMA Baseline Target 2017-22 | 1,775 | |
| c | SHMA Based Undersupply (as at 2016/17) | -510 | |
| d | Adjusted five-year target | 2,285 | (b + c) |
| e | 5% buffer | 114 | (d x 0.05) |
| f | Total adjusted target + 5% buffer | 2,399 | (d + e) |
| g | Adjusted target + 5% annual figure | 480 | (f / 5) |
| h | Five-year supply + 5% (years) | 3.5 | (a / g) |
| i | 20% buffer | 457 | (d x 0.20) |
| j | Total adjusted target + 20% buffer | 2,742 | (d + i) |
| k | Adjusted target + 20% annual figure | 548 | (j / 5) |
| l | Five-year supply + 20% (years) | 3.1 | (a / k) |

10.16 Summary of breakdown of land supply

| Babergh land supply 2017/18 – 2021/22 | Dwellings | |
|--|-----------|---|
| No permission / Allocated sites | 110 | A |
| S106 to sign | 120 | B |
| Application | 0 | C |
| Permission outline | 142 | D |
| Permission full | 700 | E |
| In construction | 257 | F |
| Windfall and small sites | 480 | G |
| Permitted sites (c-f) minus 10% for lapse rate | 989 | H |
| Total supply (a+b+c+g+h) | 1,699 | I |

10.17 Sites in the land supply trajectory tables as published in the June 2017 AMR were shown as below:

| Site Status / Ref | Site Name | Parish | A = allocation W = windfall | Total no. units to be built | Still to build | Phase 1 dwellings (2017-22) | Phase 2 dwellings (2022-27) | Phase 3 dwellings (2027+) |
|-------------------|-----------|--------|--------------------------------|-----------------------------|----------------|-----------------------------|-----------------------------|---------------------------|
|-------------------|-----------|--------|--------------------------------|-----------------------------|----------------|-----------------------------|-----------------------------|---------------------------|

Mid Suffolk

10.18 A summary of the Mid Suffolk five-year housing land supply position as at 1st April 2017 (published June 2017) for 2017 to 2022 is 3.9 years for the Core Strategy based supply and 3.9 years for the SHMA based supply.

10.19 In calculating the Mid Suffolk Core Strategy assessment for 2017-22 the following key assumptions were made:

- The base date for figures is at 31st March 2017. The period of five-year supply review is 2017/18 to 2021/22.
- Core Strategy annual dwellings target is 415 dwellings for years 2007 to 2012 and 430 dwellings for years 2012 to 2027.
- The Core Strategy based five-year period baseline target is = 2,150 (430 x 5).
- Total new housing completions since the Core Strategy plan start year (2007) = 3,792.
- Undersupply was calculated against housing delivery performance since the CS plan start year (2007). Total cumulative shortfall to 31st March 2017 was 433 dwellings (3,792 completions delivery – 4,225 housing target).
- A 20% buffer was considered appropriate based on past delivery record.
- Total net outstanding planning permissions stood at 2,480 dwellings (rounded), of which 570 dwellings (rounded) were small sites of less than 10 dwellings.

Summary of Core Strategy (CS) based five-year housing land supply calculation:

| | Mid Suffolk land supply targets and buffers 2017/18 – 2021/22 | | |
|---|--|------------|----------------|
| a | Land supply 2017-22 | 2,443 | |
| b | CS Baseline Target 2017-22 | 2,150 | |
| c | CS Based Undersupply (as at 2016/17) | -433 | |
| d | Adjusted five-year target | 2,583 | (b + c) |
| e | 5% buffer | 129 | (d x 0.05) |
| f | Total adjusted target + 5% buffer | 2,712 | (d + e) |
| g | Adjusted target + 5% annual figure | 542 | (f / 5) |
| h | Five-year supply + 5% (years) | 4.5 | (a / g) |
| i | 20% buffer | 517 | (d x 0.20) |
| j | Total adjusted target + 20% buffer | 3,100 | (d + i) |
| k | Adjusted target + 20% annual figure | 620 | (j / 5) |
| l | Five-year supply + 20% (years) | 3.9 | (a / k) |

10.20 A In calculating the Mid Suffolk SHMA based assessment for 2017-22 the following key assumptions were made:

- The base date for figures is at 31st March 2017. The period of five-year supply review is 2017/18 to 2021/22.
- SHMA annual dwellings target is 452 dwellings for the period between 2014 to 2036.
- The SHMA based five-year period baseline target is = 2,260 (452 x 5).
- Total new housing completions since the SHMA plan start year (2014) = 1,025.

- Undersupply was calculated against housing delivery performance since the SHMA plan start year (2014). Total cumulative shortfall to 31st March 2017 was 331 dwellings (1,025 completions delivery – 1,356 housing target).
- A 20% buffer was considered appropriate based on past delivery record.
- Total net outstanding planning permissions stood at 2,480 dwellings (rounded), of which 570 dwellings (rounded) were small sites of less than 10 dwellings.

Summary of SHMA based five-year housing land supply calculation:

| | Mid Suffolk land supply targets and buffers 2017/18 – 2021/22 | | |
|---|--|------------|------------|
| a | Land supply 2017-22 | 2,443 | |
| b | SHMA Baseline Target 2017-22 | 2,260 | |
| c | SHMA Based Undersupply (as at 2016/17) | -331 | |
| d | Adjusted five-year target | 2,591 | (b + c) |
| e | 5% buffer | 130 | (d x 0.05) |
| f | Total adjusted target + 5% buffer | 2,721 | (d + e) |
| g | Adjusted target + 5% annual figure | 544 | (f / 5) |
| h | Five-year supply + 5% (years) | 4.5 | (a / g) |
| i | 20% buffer | 518 | (d x 0.20) |
| j | Total adjusted target + 20% buffer | 3,109 | (d + i) |
| k | Adjusted target + 20% annual figure | 622 | (j / 5) |
| l | Five-year supply + 20% (years) | 3.9 | (a / k) |

10.21 Summary of breakdown of land supply

| Mid Suffolk land supply 2017/18 – 2021/22 | Dwellings | |
|--|-----------|---|
| No permission / Allocated sites | 235 | A |
| S106 to sign | 248 | B |
| Application | 0 | C |
| Permission outline | 252 | D |
| Permission full | 510 | E |
| In construction | 784 | F |
| Windfall and small sites | 569 | G |
| Permitted sites (c-f) minus 10% for lapse rate | 1,391 | H |
| Total supply (a+b+c+g+h) | 2,443 | I |

10.22 Sites in the land supply trajectory tables as published in the June 2017 AMR were shown as below:

| Site Status / Ref | Site Name | Parish | A = allocation W = windfall | Total no. units to be built | Still to build | Phase 1 dwellings (2017-22) | Phase 2 dwellings (2022-27) | Phase 3 dwellings (2027+) |
|-------------------|-----------|--------|--------------------------------|-----------------------------|----------------|-----------------------------|-----------------------------|---------------------------|
|-------------------|-----------|--------|--------------------------------|-----------------------------|----------------|-----------------------------|-----------------------------|---------------------------|

10.23 In calculating housing completions the following sources of information are used, which can only be robustly obtained on an annual basis:

- Building control completion records within the Councils;
- Building control completion records from external Approved Inspectors;
- Completion information from the National House Building Council (NHBC);
- Council Tax records;
- Site visits undertaken by planning officers; and
- Community Infrastructure Levy commencement form records.

3) Timeframe for updates and how judgement fits

10.24 The five-year housing land supply is linked to the Councils' annual Local Plan monitoring timescales, with the monitoring periods identified as 1st April to 31st March each year. Councils are required to produce annual monitoring reports under section 35 of the Planning and Compulsory Purchase Act 2004 as amended. Due to the multiple data sources to collate and reconcile, and the often slow (and less reliable) information provided directly by private Approved Inspectors, agents and developers, the accuracy of the data is substantially more reliable at the end of the financial year period. End of year site checks are used to improve the accuracy of the best available desktop data obtained. In addition, it is important that the Councils' published five-year housing land supply is as realistic and robust as possible. Therefore, the Councils also gather evidence from the site agents / landowners and developers for example with regard to their planned or estimated timescales for housing delivery on the identified sites.

10.25 If a five-year housing land supply is claimed and is not robust, there is a risk of challenge and award of costs against the Councils at a Planning Appeal.

10.26 Calculating the five-year housing land supply on a quarterly or even monthly basis increases the risk to the Councils of being in a position where the information informing the calculation is inaccurate due to the Councils being unable to obtain all the information required. In addition, assessing the information on a more frequent basis would result a considerable increase in the resource requirement on planning officers.

4) Impact that Councillors can make on development being completed

10.27 Councillors can impact the speed of delivery of developments through using funding such as the New Homes Bonus to contribute towards infrastructure development and supporting bids to Government for potential funding streams.

10.28 Councillors could also contact the housebuilders themselves.

10.29 Councillors may also want to consider requiring applicants of major planning applications to submit a statement indicating the anticipated delivery phasing of the proposed scheme.

5) Where Councillors could lobby

10.30 Councillors could lobby the Ministry of Housing, Communities and Local Government (MHCLG) and local MPs.

6) Where Councillors could impact any resource for calculating the five-year housing land supply

10.31 Councillors need to be mindful of the staff resource that is required in calculating the five-year housing land supply and that it is more efficient and effective to undertake this on an annual basis.

10.32 Requesting additional updates increases the risk that any five-year housing land supply calculation may be less robust and producing a figure mid-year could also result in the Councils being required to produce a calculation for the five-year period commencing in the next financial year, which could also increase any shortfall in delivery to be accounted for. Additional staff resource would be necessary which could detract from preparation of the Joint Local Plan and supporting communities undertaking Neighbourhood Plans.

10.33 It then requires updating of the databases and exporting reports to determine the number and status of outstanding planning permissions, i.e. not started or under construction.

10.34 If officers are to defend a position at a Planning Appeal, then there needs to be complete confidence in the process by which an interim five-year housing land supply has been reached. However, there would likely be either a) legal challenges from disaffected communities / developers or b) challenges at planning appeals by applicants.

10.35 Furthermore, publication of monthly data has in itself historically resulted in additional enquiries and Freedom of Information / Environmental Information Requests from communities which then takes further valuable resource to manage and respond to.

11. Appendices

| Title | Location |
|--|--|
| (a) 5 year land supply briefing note – August 2015 | Attached |
| (b) Appeal decision: APP/E2001/W/16/3165930 | Attached / https://www.gov.uk/planning-inspectorate |

12. Background Documents

12.1 Mid Suffolk District Council 5 year land supply briefing note (August 2015) – see appendices

12.2 Babergh District Council Interim 5 Year Housing Land Supply Statement (April 2017) <http://www.babergh.gov.uk/assets/Strategic-Planning/AMR/INTERIM-BDC-5-year-land-supply-update-report-April-2017.pdf>

- 12.3 Babergh and Mid Suffolk Joint Annual Monitoring Report 2016 – 2017 (June 2017) <http://www.babergh.gov.uk/assets/Strategic-Planning/AMR/FINAL-BMSDC-AMR-2016-17.pdf>
- 12.4 Ipswich and Waveney Housing Market Areas Strategic Housing Market Assessment (SHMA) (May 2017) <http://www.babergh.gov.uk/assets/Strategic-Planning/AMR/FINAL-BMSDC-AMR-2016-17.pdf>
- 12.5 Babergh and Mid Suffolk District Local Plans <http://www.babergh.gov.uk/planning/planning-policy/adopted-documents/>
- 12.6 Local Government Association: Plan making – 5 year housing land supply <https://www.local.gov.uk/plan-making-5-year-housing-land-supply>
- 12.7 National Planning Policy Framework (March 2012) https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf
- 12.8 National Planning Practice Guidance <https://www.gov.uk/government/collections/planning-practice-guidance>
- 12.9 Appeal Decision (2nd November 2017), ref: APP/E2001/W/16/3165930 – Land north and east of Mayfields, The Balk, Pocklington, East Riding of Yorkshire YO42 1UJ, <https://www.gov.uk/planning-inspectorate> - see appendices
- 12.10 Supreme Court Judgement (10th May 2017) Suffolk Coastal District Council (Appellant) v Hopkins Homes Ltd and another (Respondents) Richborough Estates Partnership LLP and another (Respondents) v Cheshire East Borough Council (Appellant), <https://www.supremecourt.uk/cases/docs/uksc-2016-0076-judgment.pdf>

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5 year land supply briefing note – August 2015

Introduction (requirements of Councils)

The National Planning Policy Framework (NPPF) requires Councils to identify and update on an annual basis a supply of specific deliverable sites sufficient to provide for five years worth of housing provision against their identified requirements (paragraph 47). For sites to be considered deliverable they have to be available, suitable, achievable and viable. Paragraph 49 of the NPPF goes on to state that housing applications should be considered in the context of the presumption in favour of sustainable development. Relevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five year supply of deliverable housing sites. Where policies cannot be considered up-to-date, the NPPF (paragraph 14) states that planning permission should be granted unless any adverse impacts outweigh the benefits, or other policies indicate otherwise, when assessed against the NPPF as a whole.

How is the 5 year supply calculated

The key components of the 5 year land supply are:

- 1) **Annual dwellings target rate** – taken from the Local Plan targets
- 2) **Identified dwellings under-delivery** – if there is a cumulative shortfall of delivery against the Local Plan targets, this must be added to form an adjusted annual target
- 3) **The (additional) buffer rate** – 5% must be further added to the adjusted target where historic delivery has been good, whilst 20% must be added to the adjusted target where there is a record of persistent under-delivery
- 4) **Land Supply** – the total of the identified supply of dwellings on specific deliverable sites which are expected to be delivered within 5 years. Sites of 10 dwellings or more are specifically identified and listed within the annual BDC/MSDC 5 year supply statement. The bulk of this source comes from sites with planning permission and assumed ‘windfall’ rates. Other sites not yet with planning permission could be included, such as site allocations (within Local Plan documents), schemes agreed in principle subject to a s106 agreement, but the Council must have robust evidence to demonstrate that delivery could occur within the 5 year period. The latter point explains why some sites / developments need to be excluded from the published 5 year land supply position.

A summary of the calculation is set out in the example below:

| Row | Description | Figure | Calc formula |
|-----|---|--------|-------------------|
| a | Total Land supply (2015 – 2020) | - | |
| b | (Adopted) Core Strategy Base Target (2015 – 2020) | - | |
| c | CS Plan Undersupply (2014/15) | - | |
| d | Adjusted 5 year target | - | $(b + c)$ |
| e | 5% Buffer | - | $(d \times 0.05)$ |
| f | Total adjusted target + 5% buffer | - | $(d + e)$ |
| g | Adjusted target + 5% (annualised figure) | - | $(f/5)$ |
| h | 5 year supply +5% (years) | - | (a/g) |
| i | 20% Buffer | - | $(d \times 0.20)$ |
| j | Total adjusted target + 20% buffer | - | $(d + i)$ |
| k | Adjusted target + 20% (annualised figure) | - | $(j/5)$ |
| l | 5 year supply +20% (years) | - | (a/k) |

Period for review

It should be noted that the 5 year land supply position will tend to be in a state of flux. It will be subject to change as a result of the supply being drawn on (as homes are completed) or other factors, such as changes in the delivery circumstances of sites and schemes. The nature of these changes may thus vary by timing and frequency or their extent and impact of such changes. On this, the NPPF is clear though in requiring local authorities to 'identify and update a supply of specific deliverable sites annually'. A periodic 'snapshot' (in time) approach is thus accepted practise.

The 5 year land supply is inextricably linked to the Council's ongoing Local Plan monitoring timescales. In the past, Mid Suffolk did not have monitoring systems and procedures in place that are usually found in district councils. However, over the last few years, considerable action has been taken to address that shortcoming and systems are now in place equivalent to those as used within Babergh for a relatively long time. The monitoring principally involves gathering information on changes in planning permissions and dwelling starts and completions. This information is gathered over the course of the financial year from the best available records gathered by various sources such as Building Control, Development Management, Council Tax and external Approved Inspectors (AIs).

Due to the multiple data sources to collate and reconcile, and the often slow (and less reliable) information provided directly by private AIs, agents and developers, the accuracy of data obtained is substantially more reliable at the end of the financial year period. End of year on site checks are used to improve the accuracy of the best available desktop data obtained. In addition, it is important that the Council's published 5 year housing land supply stance is as realistic and robust as possible. Therefore, the Council also gathers evidence from the site agents / landowners, developers etc. with regard to their planned or estimated timescales for housing delivery on the identified sites. This is an important stage recognised in the planning guidance, and gives the Council valuable evidence on which to defend projections and assumptions made within the 5 year land supply. Assessments on the deliverability (or otherwise) of housing schemes may well change over time (sometimes quickly), for example, when different landowners do not co-operate in bringing developments forward. Whilst it is necessary therefore to keep such matters under review, this is a time-consuming and onerous task for the Council's officers to undertake.

These various processes and checks take some time and, whilst a mid-year interim position can be calculated, the reliability of this data is far less certain for the reasons set out above. Typically, many local authorities around the country undertake an annual update and recalculation to the 5 year land supply only and regard this as adequate for practical purposes.

Actions in response to the current MSDC 5 year land supply position

Initial attention has been given to a range of potential actions in response with a view to restoring Mid Suffolk's 5 year land supply position to a positive state. Early thinking suggests that such responses would need to span actions working to time periods including short term, medium term and longer term actions. These will need thinking through and discussion between relevant officers from different services and Councillors. In particular, consideration will be necessary as to the likely effectiveness of these and to their resource and other implications. This issue is likely to arise from a number of long term factors, including the current circumstances relating to the existing Mid Suffolk planning policy framework. Given such factors, it should be recognised that identifying quick and readily expedient solutions is anticipated to present a number of challenges. In addition it is considered that managing this situation is necessary for the purposes of handling substantial work demands, media enquiries and collective expectations, hence a suggested new, purpose-built protocol (dealt with in final paragraph below).

Developing the planned approach to tackle this situation

It is important to set this issue into its wider context and within reasonable perspective. In essence, it could be stated that whilst 5 year housing land supply is an important NPPF requirement, it is also a short term element of the wider growth agenda and its delivery.

Timetable

- 19 August: political leaders of the administration to consider updated findings on objectively assessed development needs, initial options for how these might be considered and various possible forms of strategic response, together with spatial approaches towards accommodating this growth (and some cross-boundary strategic planning issues). Discussions to also consider remedial actions in response to current absence of 5 year housing land supply
- End August: extend above discussion to leading administration councillors
- September: Widen options discussion to remaining Conservative group councillors
- End September: initial options discussions with opposition groups councillors

Some Common Myths – Key Messages

The policy position of the NPPF in cases where a 5 year housing land supply is not demonstrated, is as stated above (first paragraph). Accordingly it needs to be emphasised that:

- It does not mean that all policies and provisions of existing Local Plans will be set aside and rendered inoperative (in this case the 1998 Local Plan, adopted Core Strategy and its focused review (2008 & 2012 respectively); and the Stowmarket Area Action Plan). The policies that cannot be considered up-to-date are those dealing specifically with housing supply
- What it does mean is that increased weight needs to be attached to the absence of a demonstrated 5 year housing supply. This accords with the clearly stated NPPF objective requiring local authorities 'To boost significantly the supply of housing' (paragraph 47) and need not be incompatible with the Council's strategic objectives on growth delivery, including that of new homes
- Mid Suffolk's Councillors have already given a clear steer to review substantial elements of its existing policy framework, particularly those policies placing substantial restrictions on new development for its villages and rural areas. In this way, it is planned to sustain the existing pattern of rural communities through much needed new development
- Development proposals still need to represent *sustainable development*, as the NPPF makes clear
- To illustrate this, in Mid Suffolk's case, its Planning Committee considered recent proposed developments (at Stowupland and Bacton) unacceptable and chose to refuse these proposals, whilst recognising that a 5 year supply cannot currently be demonstrated
- Mid Suffolk is certainly not unusual (or untypical) in this situation. Recent research by Savills (June 2015)¹ indicates that nationally approximately 40% of LPAs do not have a five year supply – and in the South East this proportion may be higher
- The important outcome to focus on in this context is not a 5 year housing land supply in itself, it is instead the delivery of new homes

Recent Findings on 5 year land supply for MSDC

- May 2014: MSDC councillors briefed on annual update position as at March/April 2014. At this point councillors were advised that at a calculated 5.5 years supply, the position was marginal and would be likely to be seen as open to challenge by external parties

¹ <http://www.planningresource.co.uk/article/1349620/short-supplies-local-plan-delays-affecting-housing-delivery>

- January / February 2015: interim land supply update produced (in response to planning application at Stowupland). Councillors advised that the land supply was not believed to be in place (at 4.3 / 3.7 years depending on assumptions used)
- March / April 2015: annual update produced in May. Latest position was 3.7 / 3.3 years supply identified (depending on use of extra 5% or 20% buffer)

Suggested Future Approach to the above Considerations

Officers recommend developing a new protocol to deal with these matters, to be subject to consultation with Councillors during its preparation. This would be agreed by Executive committee (MSDC) and Strategy Committee (BDC). Much of the content used within this briefing note could usefully be incorporated into that protocol. Accordingly, although some matters it covers may be subject to debate, the volume of work involved is not considered likely to be unacceptably onerous or time-consuming.



Appeal Decision

Inquiry Held on 7 August 2017

Site visit made on 16 August 2017

by **S R G Baird BA(Hons) MRTPI**

an Inspector appointed by the Secretary of State for Communities and Local Government

Decision date: **02 November 2017**

Appeal Ref: APP/E2001/W/16/3165930

Land north and east of Mayfields, The Balk, Pocklington, East Riding of Yorkshire YO42 1UJ

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant outline planning permission.
 - The appeal is made by Gladman Developments Limited against the decision of East Riding of Yorkshire Council.
 - The application Ref DC/16/03253/STOUT/STRAT, dated 29 September 2016, was refused by notice dated 15 December 2016.
 - The development proposed is the erection of up to 380 residential dwellings (Use Class C3, including up to 25% affordable housing), local centre with a children's day nursery (Use Class D1); a convenience store with up to 280 sq. m of retail floor space (Use Class A1); a 60 bed care home (Use Class C2); formal and informal public open space to include allotments, community orchard, children's play area, skate park and multiple use games area; structural planting and landscaping; surface water flood mitigation and attenuation and associated ancillary works.
-

Preliminary Matters

1. The application was made in outline with all matters other than means of access reserved. At the opening of the inquiry the appellant requested that means of access be treated as a reserved matter. The local planning authority (lpa) and Pocklington Town Council (PTC) had no objection to this change. No party would be prejudiced by access being treated as a reserved matter and I have dealt with the appeal on that basis.
2. The lpa do not pursue; that part of reason for refusal (RfR) 2 which relates to the absence of a sequential/retail impact assessment and the third RfR relating to highways impact. The appellant requested that the submitted highways proof and rebuttal proof of evidence be taken as a written submission. PTC provided a written response to the appellant's highways evidence.
3. The appellant submitted a signed S106 Unilateral Undertaking (UU) providing for financial contributions for: bus stops, an Outdoor Sports Facilities Commuted Sum and a Public Spaces Protection Order. The UU also provides for the laying out and management of the public open space and that 25% of the dwellings would be affordable housing (AH) units.
4. An application for a partial award of costs was made by the East Riding of Yorkshire Council against Gladman Developments Limited. This application is the subject of a separate Decision.

5. Following the close of the inquiry, decisions on an appeal¹ lodged by the appellant relating to the refusal of outline planning permission for residential development on land at Holme-on-Spalding Moor and an application for an award of costs by the lpa were issued. The parties were given an opportunity to comment on the implications of these decisions for their cases. I have taken the comments into account in coming to my decisions.
6. At the inquiry, the main parties requested that should the Court of Appeal Judgement² into a challenge to the High Court's judgement in the case of St Modwen Developments Ltd and (1) Secretary of State for Communities and Local Government (2) East Riding of Yorkshire Council and Save our Ferriby Action Group [2016] EWHC 968 (Admin) be issued before this appeal decision was issued they be given the opportunity to comment on its implications for their cases. I have taken the comments into account in coming to my decisions.

Decision

7. The appeal is dismissed.

Main Issues

8. These are: whether the lpa can demonstrate a supply of specific deliverable sites sufficient to provide 5-years' worth of housing land supply (HLS); the implications for development plan policy and the planning balance.

Reasons

5-year Housing Land Supply

9. Paragraph 47 of the National Planning Policy Framework (Framework) seeks to boost significantly the supply of housing. Lpas are to identify and update annually a supply of deliverable sites sufficient to provide 5-years' worth of housing land against their housing requirements with an additional buffer of 5% or 20% where there has been a record of persistent under delivery of housing. Based on an interim update of the 2016 Strategic Housing Land Assessment (SHLAA), which includes a 20% buffer and adopts the Sedgefield approach to address shortfalls in delivery, the agreed 5-year housing requirement is 11,591 dwellings.
10. Following a round-table session on disputed sites, the appellant identifies a HLS of some 10,610 dwellings (4.86-years) and the lpa identifies a HLS of some 12,666 dwellings (5.46-years). The parties differ on whether a number of sites without planning permission and allocated in the Local Plan³ (LP) can be considered deliverable and therefore are legitimately part of the required 5-year supply. The appellant draws particular attention to LP sites, described as "Jurassic" sites, where there is no planning application activity and no identified commitment from the landowner or a developer to bring the site forward within 5 years. These are sites for some 516 dwellings identified in previous LPs dating from 1996 to 1999 and brought forward into

¹ APP/E2001/W/16/3165880.

² St Modwen Developments Ltd and (1) Secretary of State for Communities and Local Government (2) East Riding of Yorkshire Council and Save our Ferriby Action Group [2017] EWCA Civ 1643.

³ East Riding Local Plan 2012-2029, Strategy Document Adopted April 2016 & East Riding Local Plan 2012-2029 Allocations Document. Adopted July 2016.

the current LP and Prospectus⁴ sites for some 1,116 dwellings. In addition, the appellant highlights that the actual delivery of housing has not met projections in the LP or successive SHLAAs. The appellant says that these factors call into question the realism and deliverability of the 5-year HLS.

11. Framework Footnote 11 identifies that to be considered deliverable, sites should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within 5 years and in particular that development of the site is viable. Planning Policy Guidance⁵ (PPG) gives guidance on what constitutes a deliverable site for the application of housing policy. Given the dispute relates to allocated sites, the first sub-paragraph of Paragraph 031 is relevant in this case i.e. "*deliverable sites for housing could include those that are allocated for housing in the development plan ... unless there is clear evidence that schemes will not be implemented within 5 years*". Here, whether the lpa is able to demonstrate a 5-year HLS in accordance with the Framework revolves around the distinction between what is deliverable and what will be delivered.
12. The Wainhomes judgement⁶ confirms that an allocation in an emerging LP may be evidence in support of a conclusion that such sites are deliverable. Here, as the appellant acknowledges, given the LP is adopted the Wainhomes conclusion applies with greater force. The distinction between deliverability and delivery was been considered in the St Modwen Developments judgement⁷. This judgement, a challenge to which was dismissed in the Court of Appeal, highlights that the Framework and the assessment of HLS are concerned with deliverability, which is an assessment of the likelihood that housing will be delivered in the 5-year period on that site. The judgement says, "*The assessment of housing land supply does not require certainty that the housing sites will actually be developed within that period. The planning process cannot deal in such certainties*". I take this to mean that for a site to be deliverable, it should be capable of being delivered not that it will be delivered. Thus as the appellant accepted⁸ the decision maker has to have clear evidence⁹ to show that there is not simply doubt or improbability but rather no realistic prospect that the sites could come forward within the 5-year period.
13. It is not disputed that over successive SHLAAs and by reference to the LP, completion rates have consistently failed to meet estimates of projected delivery. In determining whether an lpa has achieved the requirements of the second bullet point of Framework paragraph 47, the calculation has 2 distinct elements. These are identifying (a) requirement/need and (b) supply and are the second and third bullet points of Framework paragraph 47. The illustration of the expected rate of delivery, the housing trajectory, is separate and dealt with at the third bullet point of Framework paragraph 47. In my view, the illustration of the housing trajectory is different from the assessment of what is deliverable. In light of the St Modwen

⁴ East Riding of Yorkshire Council Housing Sites Prospectus February 2017.

⁵ Paragraph: 031 Reference ID: 3-031-20140306.

⁶ Wainhomes(South West) Holdings and (1) The Secretary of State for Communities and Local Government (1) Wiltshire Council (2) Christopher Ralph Cornell and Sarah Cecilia Cornell. [2013] EWHC 597 (Admin).

⁷ St Modwen Developments Ltd and (1) Secretary of State for Communities and Local Government (2) East Riding of Yorkshire Council and Save our Ferriby Action Group [2016] EWHC 968 (Admin).

⁸ X-Examination of Mr Johnson

⁹ Planning Policy Guidance Paragraph: 031 Reference ID: 3-031-20140306.

Developments judgement, the trajectory identifies what is likely to happen and the deliverable supply is an expression of what is capable of happening. Trajectory does not, in my view, go to the process required to determine whether a site is deliverable under the terms of Framework policy. Rather it is, as the St Modwen Developments judgement identifies, that past shortcomings in the supply of land are to be addressed in the manner required by the Framework i.e. through the application of a 20% buffer. In my view not achieving the trajectory does not go to the determination of whether a site is, in planning policy terms, deliverable. Drawing this together, and as reflected in the South Cave¹⁰ and Holme-on-Spalding Moor decisions¹¹, the exercise I have to undertake is to determine whether a site is capable of being delivered as opposed to establishing whether it will be delivered in the 5-year period.

14. Regarding the "Jurassic" and Prospectus sites, many of these sites were assessed as part of the recent Local Plan Examination in 2015/2016. Then the Examining Inspector concluded that a 5-year HLS existed. The Inspectors in the March and August 2017 South Cave and Holme-on-Spalding Moor decisions reached similar conclusions. In preparing the SHLAA, the Ipa has adopted a proactive approach, as reflected by the publication of the Prospectus, and a robust procedure that includes input from a cross-section of stakeholders active in the housing sector. Stakeholder input comes via a Core Group of national and local house builders and a Wider Group of other housebuilders and agents. These inputs add substantial weight to the case that a 5-year HLS exists.
15. Regarding the recent submissions by the House Builders Federation (HBF), clearly its overarching experience in the housing sector is a valuable input into the process. However, in terms of the "Jurassic" sites, the submission does not add to the existing process of the annual review of the SHLAA. Indeed, it appears to reflect the robust process that is already being carried out. More fundamentally, the HBF suggest that for allocated sites to be included within the 5-year supply there should be an identified commitment from a landowner/developer to bring the site forward within 5 years. This reflects the divergence between deliverability and delivery as clarified by the St Modwen Developments judgement. The HBF's suggested criterion is neither reflected in the Framework nor in case law. Moreover, PPG does not support this point. What paragraph 020 of PPG¹² does is indicate that where a developer/landowner input is identified, the decision maker can have a greater degree of confidence in concluding that a site is deliverable. As indicated above, the Prospectus published by the Ipa earlier this year indicates to me a proactive approach bringing sites currently without planning activity to the wider attention of the market. The fact that a site is included in such a document is not an indication that these sites are not deliverable. Indeed it was accepted by the appellant that several of these sites are now the subject of planning activity.
16. Drawing together these points, I agree with the conclusions of the previous Inspectors that neither the absence of: delivery in the past, planning activity and developer/landowner commitment indicates that the disputed sites are

¹⁰ APP/E2001/W/16/3151699.

¹¹ APP/E2001/W/116/3165880.

¹² Paragraph: 020 Reference ID: 3-020-20140306.

undeliverable and should not be included within the 5-year supply. Moreover, I note that even if the "Jurassic" sites were discounted, the lpa would still be able to demonstrate a HLS in excess of 5 years.

17. The list of disputed sites has not changed significantly since the South Cave and Holme-on-Spalding Moor inquiries. In addition to the issue of developer commitment, a key component of the appellant's contention that sites should not be included within the 5-year supply is that there is no robust evidence set out within the SHLAA to demonstrate that completions will be achieved within the 5-year period. This contention was before the Inspectors in the 2 previous inquiries and did not persuade my colleagues that having regard to Framework paragraph 47 and up-to-date case law that the sites were not deliverable.
18. With regard to the disputed sites before me, the appellant has, following the Holme-on-Spalding Moor inquiry, undertaken further investigations. This exercise involved contacting the agent/landowner seeking information on their intentions and or the current position. Whilst such an exercise is to be commended, it has not, in my view, materially advanced the sum of knowledge regarding deliverability. In many cases no contact was able to be made, in others there was an indication albeit sparse that discussions were taking place between landowners and developers and in others the information clearly contradicted recent information given to the lpa by the same agents/landowners. The lpa's description of the appellant's position as "*our evidence is the absence of evidence*" is an apt description and does not amount to clear evidence to show that there is no realistic prospect that the sites would not be capable of coming forward within the 5-year period.
19. Taking all of the above factors into consideration, I agree with the recent conclusion of the Inspector in the Holme-on-Spalding Moor decision that that there is no "*...robust evidence to suggest that the SHLAA assessment made, the methodology applied or the up-to date evidence provided by the Council no longer provides a reasonable basis on which to consider the sites deliverable in the terms required by the NPPF.*" Accordingly, I conclude that, for the purposes of determining this appeal, the lpa can demonstrate a 5-year supply of deliverable housing land.

Other Considerations

Highway Safety

20. Initially the highway authority (HA) objected to the proposal. However, following a reassessment of the Transport Assessment (TA) the HA has withdrawn its objection. The TA is robust and accident data relating to The Balk/A1079 York Road junction does not indicate a material deficiency in the design/operation of the junction. In the absence of objective evidence, I have no reason to conclude that traffic generated by this development would materially affect highway safety.

Landscape

21. The East Riding of Yorkshire Landscape Character Assessment – Selected Settlements Update 2013¹³ examines the finest grain and is the most relevant in assessing the landscape and visual impact of this scheme. The

¹³ This updates the East Riding of Yorkshire Landscape Character Assessment – November 2005.

site is located within Landscape Character Type (LCT) 1 - Flat Open Farmland - Area C, which covers an extensive area to the south of Pocklington. This is a flat undulating landscape consisting of medium sized arable fields. In this relatively featureless landscape, vegetation is limited to small, fragmented woodlands to the south of Burnby Lane and around Willow Waters/Willow Waters Fishery. Public views are largely to the south from The Balk and Public Footpath No. 8 that links it to Burnby Lane. Views to the east and north-east to the Yorkshire Wolds are limited, even in winter, by the dense woodlands along Burnby Lane and around Willow Waters/Willow Waters Fishery.

22. The 2013 Update assesses landscape character sensitivity, visual sensitivity and landscape value as Medium giving an overall landscape sensitivity to change of Medium. Since the 2013 Update, land to the north-west of the appeal site on the opposite side of The Balk has been developed for housing and planning permission has been granted for residential development on land immediately to the north of the public footpath. Noting what the Ipa say about the appellant's Landscape and Visual Impact Assessment (LVIA), I consider the LVIA, the evidence provided by the appellant to the inquiry and the conclusions reached are robust and comprehensive.
23. In terms of landscape character, the change from a featureless agricultural landscape would, at the time of construction, have a moderate adverse impact. Post-construction, with the maturing of the proposed green infrastructure within and on the margins of the site, the overall effect would be that of a minor adverse impact on the landscape character of what is an extensive LCT that has medium sensitivity to change.
24. As to visual impact, the appeal site has a limited visual envelope, which restricts the number of potential receptors to a few dwellings that abut or are close to the site and users of Public Footpath No. 8/The Balk. Given there are unrestricted views over the appeal site, the immediate visual impact of the development would be a major/moderate adverse effect. However, as the proposal is submitted in outline and a substantial amount of green infrastructure is proposed the visual impact of the development could be acceptably mitigated. Post-construction, the visual impact would be no higher than minor adverse.
25. Turning to whether the appeal site should be identified as part of a "valued" landscape and, in the context of Framework paragraph 109, one who's enhanced planning status should be taken account of in the planning balance. All landscapes are valued by someone at some time, particularly countryside that is threatened by development. However, that does not necessarily make it a valued landscape for the purposes of Framework paragraph 109. Although the Framework refers to valued landscapes it does not provide a definition of what type of landscape that might be. Case law and Inspectors' decisions have identified that "valued" means something more than popular, i.e. if it had physical attributes which took it out of the ordinary. The Guidelines for Landscape and Visual Impact Assessment (GLVIA3), provides at Box 5.1 a range of factors that can help in the identification of valued landscapes. These include landscape quality/condition - medium; scenic quality - generally featureless; rarity and representativeness - here the site forms part of an extensive LCT; conservation interests - negligible; recreation value - none on the site;

perceptual aspects and associations - negligible. Drawing these factors together, the overall quality of the landscape in this area is ordinary. Thus the site does not fall to be considered in the planning balance as a "valued" landscape.

Impact on Local Businesses

26. Willow Waters, a private fishery, located adjacent to the site and comprises 2 fishing lakes, several holiday lodges and an owner's dwelling. Separate and located immediately to the south-east are several buildings used for permanent residential accommodation. To the north are 2 large agricultural storage buildings and a large detached house, also, confusingly, called Willow Waters, which is set within dense deciduous woodland (Duck Belt).
27. Only a small part of the fishery in the north-east corner would abut the proposed development. Even then the fishery would be separated from the proposed development by the access track to the agricultural buildings. The illustrative Development Framework Drawing shows a belt of open space located in this area, the extent and nature of which could be determined at the reserved matters stage. In these circumstances, the substantial separation provided by Willow Waters, Duck Belt, the agricultural buildings/land and the proposed open space would ensure that the appeal scheme would have no material impact on the operation or attractiveness of Willow Waters Fishery.
28. PTC and others assert a shortage of town centre car parking suggesting that traffic generated by the development would exacerbate this shortage. I visited the town centre on several occasions at different times of the day. Whilst the centre was busy, on and off-street parking was generally available. This availability was confirmed by a survey undertaken by the appellant in July. Whilst my observations and the appellant's survey are snapshots, they do not bear out the concerns of PTC. Moreover, town centre parking is under the control of the Council who has the ability to ensure that car parking capacity is managed to serve the needs of the short-term shopper/visitor.
29. To address the second RfR the appellant produced a Retail Policy Assessment, which satisfied the Ipa's concerns regarding potential impact on vitality and viability. Although the town centre has limited provision of convenience goods retailing, it appears a vital and viable centre with high levels of pedestrian activity and few vacant units. I have no reason to conclude that these were unique observations. The retail assessment, which was not challenged, does not suggest that this proposal would materially harm the vitality and viability of Pocklington town centre. I have no reason to disagree with its conclusion.

Development Plan Policy

30. LP Strategy Document (SD) Policy S3 identifies a settlement network to be the main focus for growth with, The Major Haltemprice Settlements; Principal Towns and Towns as the top 3 tiers. Development is to be focussed within settlement limits. The objective of defining a settlement network is to "*...ensure that the right level of development takes place in the right place*" i.e. sustainable development. Policy S3 (A) identifies Pocklington as a Town. Towns are to provide the local focus for development to support and

complement the 2 tiers above and the City of Hull. The appeal site is located adjacent to but outside the identified settlement limits of Pocklington. The supporting text to Policy A6 indicates that development will be promoted "*...on suitable sites within the existing development limits and where required on urban extensions identified through the Allocations Document or Neighbourhood Plan*". Policies S3 and AD6 also need to be read together with AD Policy S5 which identifies an allocation of 1,250 dwellings for Pocklington. The allocations under Policy S5 are not a cap and as such the appeal proposal would not be in conflict with Policy S5. The AD has identified and allocated sites within Pocklington. Currently, there is no neighbourhood plan and the allocations document does not identify any required urban extensions. On a fair reading of these 2 policies there is no tension between them and as the appeal site is outside the development limits it is in conflict with AD Policy S3.

31. SD Policy S4 refers to development in villages and the countryside. Policy SD4 part A indicates that outside the Policy S3 settlements development will be supported where, amongst other things, it is of an appropriate scale to its location taking into account the need to support sustainable patterns of development, does not involve significant loss of land and in the case of development in the countryside accords with part C of the policy. Policy S4 part C indicates that land outside the development limits is regarded as countryside and lists several forms of development that may be supported none of which include the appeal. Thus, when this policy is read as a whole, the appeal proposal would conflict with SD Policy S4.
32. Having regard to my conclusions at paragraphs 20, 27 and 29, I consider the proposal would not conflict with the relevant parts of SD Policies S7, EC3 and EC4. The level of AH would be consistent with SD Policy H2. The supporting text to SD Policy H1 identifies that the majority of specialist accommodation needed in the East Riding is for older people and recognises there is relatively little extra care housing provision in the East Riding in relation to the size and growth of the retired population. The development of extra care housing in Towns should be considered where it would meet an identified need. Proposals for specialist accommodation on unallocated sites will be supported where the development is commensurate with the role and scale of the settlement. In terms of the scale of the proposed provision, I consider it would be consistent with the role and scale of Pocklington. As to need for this type of provision on an unallocated site, in light of current proposals/provision within the local area, I consider the evidence does not demonstrate that this proposal would accord with SD Policy H1. Having regard to my conclusions regarding impact on landscape character and visual impact, there would be conflict with SD Policy ENV2, albeit any harm would be limited.
33. As acknowledged by the appellant, SD Policies S3, S4 and S5 are overarching policies. In my view, they go to the heart of the Lpa's objective as expressed in SD Policy S1 regarding sustainable development. Based on my observations and having reviewed the evidence regarding the site's location in relation to the town centre and other facilities, I consider the site is in a sustainable location. That said, the conflict with the overarching LP policies for promoting sustainable development and managing the scale and location of development to achieve that goal leads me firmly to the

conclusion that the proposal conflicts with the development plan when taken as a whole.

Planning Balance and Overall Conclusions

34. The development plan is recently adopted and the Ipa can demonstrate a 5-year HLS. In relation to this proposal the development plan is neither absent, silent nor out-of-date. As such the presumption in favour of sustainable development and the tilted balance provided for by Framework paragraph 14 are not engaged¹⁴. Section 38(6) of the Planning and Compulsory Purchase Act 2004 and S70(2) of the Town and Country Planning Act 1990 require that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise.
35. The Framework (paragraphs 6-10) promotes sustainable development, which is defined as having 3 dimensions, economic, social and environmental, these gains to be jointly and simultaneously. Moreover, Framework paragraph 47 spells out the Government's clear message that the supply of housing should be boosted significantly.
36. This proposal to provide up to 380 dwellings of which 25% would be AH would be a boost to the housing supply, and along with the retail unit, a day nursery and a 60-bed care home would bring social and economic benefits. In economic terms the benefits would be employment during the construction, spending by the residents new to Pocklington, the payment of the New Homes Bonus and additional Council Tax revenue. The provision of public open space, which would be available to and benefit existing residents as well and those occupying the development and the green infrastructure, would provide social and biodiversity benefits.
37. Whilst the range of benefits associated with this proposal go towards the achievement of sustainable development, the majority are generic and non-specific and are no more than would be expected from any development. As such these benefits attract limited positive weight. The weight to be attached to benefits associated with the provision of the care home are, given the absence a demonstration of local need, difficult to assess. However, given the indications expressed in the supporting text to SD Policy H1 regarding a general need, its provision is something to which I also attach limited weight. In a district where there is an acknowledged shortage of AH, the provision of up to 95 units would be major boost and a benefit that I attach significant weight to.
38. Drawing these factors together, whilst the benefits contribute to sustainable development they do not address the fundamental issue of location and the material harm to the overarching settlement strategy of the development plan. In my view the development plan objective of achieving sustainable development is underpinned by the settlement strategy espoused through overarching SD Policies SD3 and 4. The benefits are largely generic and as such do not provide a specific justification for the development. Thus notwithstanding the significant weight I accord to the provision of AH, when

¹⁴ Barwood Strategic Land II LLP & (1) East Staffordshire Borough Council (2) Secretary of State for Communities and Local Government [2017] EWCA Civ 893.

taken together they do not, in my view, amount to considerations that would outweigh the conflict with the development plan when taken as a whole.

39. In coming to the above conclusion, I have taken careful note of the Apostle Oak Cottages appeal decision¹⁵ which has a number of similarities to the case before me. In that case the Inspector attached considerable weight to the Framework objective of boosting significantly the supply of housing and found that notwithstanding the conflict with settlement boundary policy the development would accord with the remainder of the development plan and found it would be in accordance with the development plan as a whole. The Inspector concluded that the benefits of the scheme would significantly outweigh the policy breach. Whilst I am not familiar with all of the details of this case, the Inspector's conclusions are those of a decision maker applying a planning judgement to the circumstances of the case before him. I have done the same in this case but have reached a different conclusion based on the evidence before me as I am entitled to do.
40. Whilst a S106 UU has been provided I have not reached any conclusion on the appropriateness of its contents as I am dismissing this appeal for other reasons.
41. For the above reasons and having taken all other matters into consideration the appeal is dismissed.

George Baird

Inspector

¹⁵ APP/J1860/W/16/3144810 May 2016.

APPEARANCES

FOR THE APPELLANT

John Barrett of Counsel, instructed by Gladman Developments Limited

He called:

M Johnson MRICS, MRTPI.
Managing Director, Johnson Mowat.

L Herring MsC MRTPI (Housing Need & Supply Round Table)
Senior Planner Johnson Mowat.

G Venning MA.
Director, Bailey Venning Associates.

J Evans BA (Hons), PG Dip LA, CMLI.
Associate Landscape Architect, FPCR.

S Carvel MTCP, MRTPI.
Senior Planner, Gladman Developments Limited.

FOR THE LOCAL PLANNING AUTHORITY

Charles Banner and Matthew Henderson of Counsel, instructed by Peter Atkinson, Solicitor.

They called:

O Robinson MA, MRTPI.
Principal Planning Policy Officer.

J Hobson BA (Hons), MA, MRTPI. (Housing Need & Supply Round Table).
Planning Officer.

S Hunt BA (Hons), MA, MRTPI.
Principal Development Control Officer.

FOR POCKLINGTON TOWN COUNCIL

David K Hickling BSc, Dip TP, MRTPI.
Planning Consultant.

INTERESTED PERSONS

Mrs D Slights, Willow Waters Fishery.
Mr Hicks, Chairman, Pocklington & Wolds Gateway Partnership.
Mrs S Crooks, East Yorkshire Liberal Democrats.
Cllr D Sykes, Pocklington Town Mayor.
Mr J Brown.
Mr T Jones.
Mr A Pearce.
Mrs S Woodcock.

DOCUMENTS SUBMITTED AT THE INQUIRY

- Doc 1 - Costs application by East Riding of Yorkshire Council.
- Doc 2 - Gladman's Response to costs application.
- Doc 3 - List of agreed suggested conditions.
- Doc 4 - Certified Copy of S106 Unilateral Undertaking.
- Doc 5 - Appellant & ERYC revised position on disputed sites post round table session.
- Doc 6 - EYRC 5-year housing land supply 1/4/17-31/3/22, appellant's revised position post round table session.
- Doc 7 - Statement re CIL Regulation tests.
- Doc 8 - Addendum statement re CIL Regulation tests.
- Doc 9 - PTC response to appellant's highways case.
- Doc 10 - Extract from Manual for Streets.
- Doc 11 - Extract from Guidelines for Providing for Journeys on Foot.
- Doc 12 - Extract from Planning Resource.
- Doc 13 - Bundle of documents re refusal of planning application DC/17/01757.
- Doc 14 - Email dated 8 August 2017 York Housing Market Area.
- Doc 15 - Pocklington Residents Survey (2017) Results.
- Doc 16 - Statement by Mr Hicks.
- Doc 17 - Statement by Mr Brown.
- Doc 18 - Statement by Mr Jones.
- Doc 19 - Statement by Cllr. Sykes.
- Doc 20 - Appeal Decision APP/J1860/W/16/3144810.
- Doc 21 - Note from N. Appleton re proposed C2 development.
- Doc 22 - Appellant's opening submissions.
- Doc 23 - Appellant's closing submissions.
- Doc 24 - Lpa's opening submissions.
- Doc 25 - Lpa's closing Submissions.
- Doc 26 - Pocklington Town Council's opening submissions.
- Doc 27 - Pocklington Town Council's closing submissions.

DOCUMENTS SUBMITTED AFTER THE CLOSE OF THE INQUIRY

- Doc 28 - Appeal Decision APP/E2001/W/16/3165880
- Doc 29 - Costs Decision APP/E2001/W/16/3165880
- Doc 30 - East Riding of Yorkshire Council's response re Appeal/Costs Decision APP/E2001/W/16/3165880.
- Doc 31 - Gladman response re Appeal/Costs Decision APP/E2001/W/16/3165880.
- Doc 32 - Pocklington Town Council's response re Appeal/Costs Decision APP/E2001/W/16/3165880.
- Doc 33 - East Riding of Yorkshire Council's response re St Modwen Developments Ltd and (1) Secretary of State for Communities and Local Government (2) East Riding of Yorkshire Council and Gladman response re Save our Ferriby Action Group [2017] EWCA Civ 1643.
- Doc 34 - Gladman's response re St Modwen Developments Ltd and (1) Secretary of State for Communities and Local Government (2) East Riding of Yorkshire Council and Save our Ferriby Action Group [2017] EWCA Civ 1643.

Agenda Item 9

BABERGH DISTRICT COUNCIL

| | |
|---|--|
| COMMITTEE: Cabinet | REPORT NUMBER: BCa/18/04 |
| FROM: Cabinet Member for Organisational Delivery | DATE OF MEETING: 11 June 2018 |
| OFFICER: Karen Coll - Corporate Business Improvement Manager | KEY DECISION REF NO. CAB22 |

END OF YEAR PERFORMANCE OUTCOME REPORTING

1. PURPOSE OF REPORT

- 1.1 To provide the Cabinet of Babergh District Council with the end of year performance report in delivering the key outcomes in the Joint Strategic Plan (JSP).

2. OPTIONS CONSIDERED

- 2.1 That Councillors agree to the performance outcomes have been met in delivering the JSP
- 2.2 That Councillors do not agree the performance outcomes have been met. This option is not recommended because in many cases the performance measures confirm that the outcomes have been met.

3. RECOMMENDATIONS

- 3.1 That the performance report and the performance outcome information tabled at Appendices A to E be agreed as adequately reflecting Babergh District Council's performance for April 2017 – March 2018

REASON FOR DECISION

To provide assurance that the Council is meeting its performance objectives.

4. KEY INFORMATION

The Appendices to this report provide performance information, including trends, across all the tracking and influencing indicators agreed by the Cabinet Portfolio Holders. They should be read in their entirety for each theme contained within the Joint Strategic Plan. Summarised highlights are shown below, using a 10% tolerance to depict areas where good performance is demonstrated or where performance improvement is needed. In addition, a selection of key achievements is summarised to provide a feel of overall performance and the difference the Council is making in the community.

4.1 Housing Delivery (Appendix A)

Good quality and appropriate housing for all needs is an essential component in ensuring successful, diverse and dynamic communities, and supports a successful

and growing economy. Babergh has a number of roles to play in helping residents to achieve the best housing solutions for their needs.

- As an annual measure, this year we have seen an increase in **planning approvals** from **940 in 2016/17 to 1834 in 2017/18**, with a total of 325 dwellings completed. There is no direct correlation between approvals and dwellings completed.
- Babergh continues to exceed the annual target of 5 **Neighbourhood plans in preparation**. The total number for the year now stands at **10**.
- An improvement project to reduce the **average number of days to turnaround an empty council property** is expected to show future improvements. At the end of Q4 it was taking **44** days against a target of 28 days.
- With the use of **right to buy receipts** and housing revenue capital, Babergh has recently exchanged contracts on **27** new build units at Holbrook, to add to the Council's housing stock.

4.2 **Business Growth & Increased Productivity**

Ensuring that our district supports the sustained and sustainable economic growth of Suffolk is a key priority in the Strategic Plan. Our role as a Council is to ensure that we are as open as possible to encouraging and facilitating new employment opportunities that contribute to our already diverse economic base.

Development of a suite of performance measures is ongoing and will be in place for 2018/19.

4.3 **Community Capacity Building & Engagement (Appendix B)**

To ensure that our communities are thriving, growing, healthy, active and self-sufficient, it is vital that we build and strengthen our relationships, working together to understand what works best for them, helping us to be at the forefront of service design and to reduce demand, and prevent more costly interventions arising in the future.

- **The GP exercise on referrals scheme** has seen an increase of **57%** on take up, between the end of Q2 and the end of the year. The schemes are funded by Babergh's Health and Wellbeing team and are now offered in more locations across the district making them more accessible.
- **The Shotley Pier Group** completed the purchase of Shotley Pier. The Council has supported this group with advice and funding support to enable this first key step in the future renovation of this significant local landmark.

4.4 **Enabled & Efficient Organisation (Appendix C)**

For our Council to be successful in the delivery of all the strategic outcomes, we need an enabled and efficient organisation – the right people doing the right things, in the right way, at the right time, for the right reasons. Our organisation will be able to respond and adapt quickly to changes in the external environment and modern technology will be taken advantage of, so that residents can access our services in

ways to suit themselves ensuring that our reducing resources can be aimed at assisting those most in need

- There has been an increase of **26%** in **the number of daily visitors to the Councils joint website** over the year. This was partly due to spikes in early January and March which coincided with severe weather. With exception to the three highest weeks of visits, data still shows a strong underlying growth of 19%.
- Following service improvements by the customer service staff we have seen a decrease of 50.9% in **the number of abandoned calls** to the call centre over the year. There has also been considerable progress made in the **average time taken to answer calls** from 2.76 mins at the beginning of the year to 1.38 mins at the end of the year, a reduction of **50%**.
- There has been a marked improvement in the **Average time taken to process Housing/Council Tax Benefit Change of Circumstance requests**. The overall annual target of 11 days has been exceeded by a reduction to **5.17** days at the end of the second half-year. To ensure continuous improvement in 2018/19 a revised target of 7 days has been agreed.
- The past year saw an increase in the **number of staff leavers** during the middle two quarters. Some of this can be attributed to the move to the new headquarters. Also, during this period, several staff were appointed on fixed term contracts to work on the All Together and other IT projects. Their contracts coming to a natural end has also contributed to the increase in number of leavers. However, the Council has now seen a period of stability, following the move, with the final quarter of the year showing a **decrease** in staff leaving to **22**. This is comparable with the same period in 2016/17 which saw a total of 21 staff leave.
- During the final quarter there has been a **decrease** in the **number of staff on long term sickness** (absent for 4 or more weeks) to **13** and is again in line with figures at the end of 2016/17 of **14**.

4.5 Assets & Investments (Appendix D)

In order to replace the transitional government funding which is rapidly reducing and predicted to disappear altogether, we need to identify and secure new income streams. We have the ability to invest and a portfolio of assets to develop in order to generate additional income and to achieve our strategic priorities.

- The Council has gifted the **Gainsborough Chambers** to the Gainsborough House Society, demonstrating the Council's commitment to contribute to a multi-million-pound investment and development in Sudbury.
- **Fifteen** new Council homes have been built in **Glemsford**. These homes contribute to the Councils aim to build more affordable homes in the district.
- Plans for the **regeneration of the Council's former Headquarters site in Hadleigh** are progressing well. A consultation event was held to obtain community views.

4.6 Environment, Waste & Leisure (Appendix E)

The Council has a key role in achieving energy savings, efficiencies in the waste collection process and ensuring that the local residents have a sustainable provision for access to health benefitting leisure facilities and open spaces.

- The Public Realm team contributed to a successful Suffolk-wide bid to **central government's litter innovation fund**, which will be part of an anti-litter campaign. The money will be used to purchase new bins for designated spots on A roads, literature production, posters, stickers and advertising.

5. LINKS TO JOINT STRATEGIC PLAN

- 5.1 Effective performance management enables our Officers, Councillors and Communities to track progress against the delivery of the JSP to understand our key risks and to share in the celebration of our achievements. Our agreed framework is the main tool to show how our work is (or isn't) delivering on the JSP outcomes.

6. FINANCIAL IMPLICATIONS

There are no immediate financial impacts arising from this report. Effective performance monitoring has a positive impact on the Councils.

7. LEGAL IMPLICATIONS

- 7.1 There are no immediate legal implications arising from this report.

8. RISK MANAGEMENT

- 8.1 This report is most closely linked with the Council's Corporate / Significant Business Risk No. 5d - "If we fail to build the capability across the organisation to commission effectively for outcomes then this may result in inefficient and ineffective use of resources." Key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|--------------|---------|---|
| Without an effective performance framework, it is unlikely that the Council will deliver its priorities and outcomes and achieve value for money. | Unlikely (2) | Bad (3) | The performance framework is intrinsically linked to the Council's Risk Management Strategy, creating an approach where it is clearly understood what stops effective performance and ensuring remedial actions are in place. |

9. CONSULTATIONS

9.1 Officers and Councillors continue to develop and refine the outcome performance framework through discussions at Cabinet Member Briefings and Cabinet meetings.

10. EQUALITY ANALYSIS

10.1 There are no equality and diversity implications arising from this report. This report should have a positive impact on equality.

11. ENVIRONMENTAL IMPLICATIONS

11.1 There are no environmental implications arising from this report. The Councils performance measures show a positive impact on the environment.

12. APPENDICES

| Title | Location |
|---|------------|
| Housing Performance 1718 | Appendix A |
| Community Capacity Building & Engagement 1718 | Appendix B |
| Enabled and Efficient Organisation Performance 1718 | Appendix C |
| Assets and Investments Performance 1718 | Appendix D |
| Environment, Waste & Leisure Performance 1718 | Appendix E |

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Housing Delivery

Our Outcome - Given the shortfall in homes actually built in our area in recent years, and the growing need for new homes due to economic growth, the ageing population and changing household composition, we need to significantly increase the number of new homes built and occupied in the area, ensuring that these are homes of the right type, the right tenure, and in the right place. We also need to make sure these are delivered in a sustainable way to respect and enhance our environment.

What success looks like? We will catch up on our under-delivery of homes over the past few years, and the pace of building new homes will increase to match predictions of future requirements. There will be no 'one-size-fits-all' approach - rather our councillors and staff will be adept at working through bespoke housing solutions that really do reflect local needs and wishes. The Councils will continue to be active in using their internal housing expertise and the positive, collaborative relationships they have brokered with all manner of interested parties – including our communities – to anticipate and develop imaginative opportunities to shape the housing market across the two districts.

| | 1st April - June 2017 | 1st July - 30th September 2017 | 1st October - 31st December 2017 | 1st January - 30th March 2018 |
|--------------------------|--|---|---|---|
| Main Achievements | <p>1. New computer software was installed in June called 'UNIFORM'. This software covers both districts and joins up several departments (including development and building control) on one system.</p> | <p>1. Babergh and Mid Suffolk District Councils launched the consultation on the draft Joint Local Plan, a document that will ultimately shape development in both Districts for the next two decades. The consultation commenced on 21st August 2017 and will finish on 10th November 2017. Events have been held with Parish Councils to explain the plan and the process for making comments, with Neighbourhood Plan groups to discuss the relationship between Neighbourhood Plans and the new Joint Local Plan and successful drop-in events for the public have been held in Elmswell, Stowmarket, Eye, Tattingstone, Hadleigh and Sudbury.</p> <p>2, Homelessness. Support Worker appointed to improve prevention and reduce number of rough sleepers. As a result there are currently no rough sleepers in the District.</p> | <p>Work in this quarter prepared for the agreement by Leadership Team (at start Jan) of an outline approach to the development of the BMSDC Joint Housing Strategy. The purpose of the strategy is to describe how BMSDC and partners will re-balance the 'broken' local housing market by working together on a co-produced, comprehensive plan of action, the foundation of which is an understanding of local housing needs and the dynamics of supply and demand is equally important across the private rented sector as it is in the social housing sector and open market sector. Homelessness reduction will be central to the strategy.</p> | <p>Joint Local Plan development has progressed with Member briefings held in March and April, working towards further public consultation in summer 2018. Development of the Councils' Community Infrastructure Levy (CIL) Expenditure Framework continues, with Member briefings and Cabinet endorsement achieved in March, in advance of reporting to Full Council in April. A successful Suffolk-wide application secured £300,000 from the Ministry for Housing, Communities and Local Government Planning Delivery Fund: Design Quality. It will support the development of an updated Suffolk Design Guide and provide resourcing to develop design skills. Work on the Joint Housing Strategy is progressing, including preparation for an April stakeholder event.</p> <p>A restructure within Tenant Services has brought all tenant-related services (housing management, income management, estate management, allocations and voids, leasehold management, right-to-buy and sheltered housing) together under one Corporate Manager, Lee Crowdell. The policies and procedures for these service areas will be reviewed over the coming year to improve overall service delivery while increasing value for</p> |

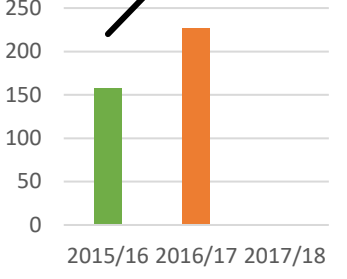
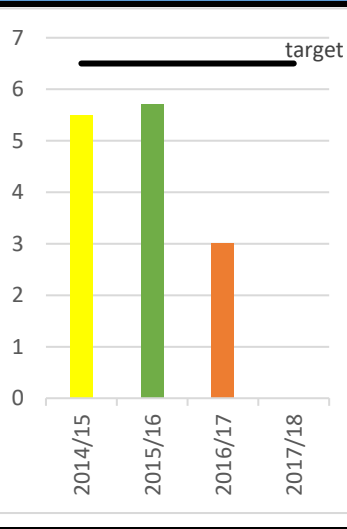
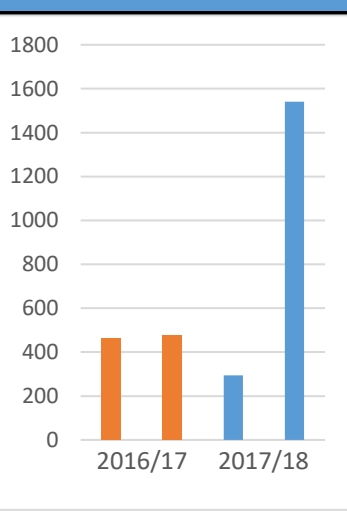
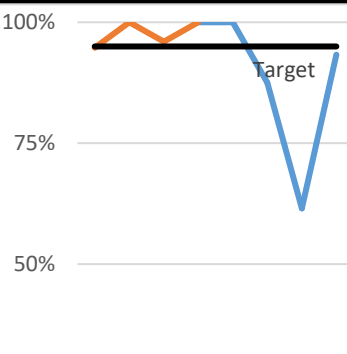
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|--|--|---|--|--|
| Impact of delivery on the communities | | 1. The Joint Local Plan will shape how development happens across both Districts. The consultation provides an early and meaningful opportunity for communities to engage in the plan-making process and therefore influence the policy backdrop against which planning decisions are made. | | |
|--|--|---|--|--|

Unlocking barriers to growth


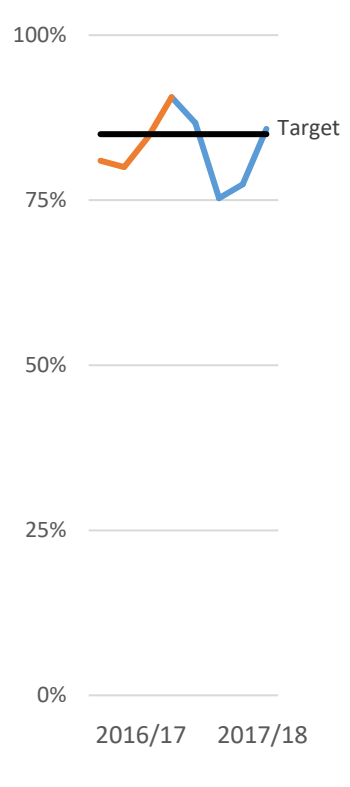
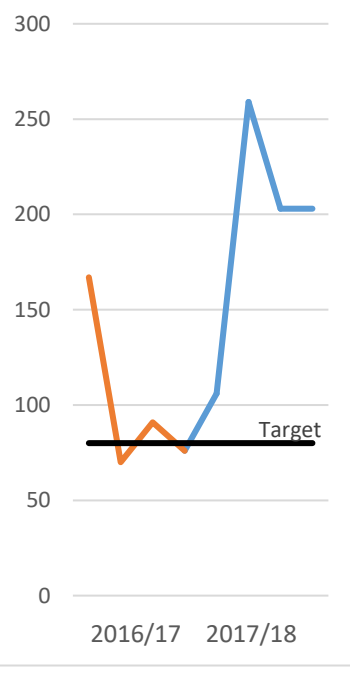
- We are reviewing the planning process and identifying ways of speeding up the time taken to process planning applications
- We are reviewing the reasons why approved developments have not been built and will work to unblock these developments – this could be due to shortage of building skills, delays in finalising legal agreements or infrastructure challenges
- We will promote innovative approaches to housing delivery such as self-build, equity share, starter homes, co-housing, Community Land Trusts or custom-build to meet local need and demand
 - We will seek out small and medium sized (SME) developers, and support them by identifying sites and finding solutions to build
 - We will assess the opportunities for investing in new infrastructure in order to enable new homes development
- We will manage development to achieve the key objectives of economic growth and the provision of houses, and will ensure that there is not an unacceptable impact on our quality of life, heritage or rural distinctiveness of our two districts

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons | | | | | | | | | | | | | | | | | | |
|---|-----------|--|---------|--------|-------|---------|--------------------|----------------------------------|---------|--|------------|--------|---|---------|---------|---------|---------------|-------|--------|--|--|--|--|-----|--|---|
| T1. The no. of Band D equivalent properties on the Tax base Cabinet Member: Peter Patrick Responsible Officer: Sue Palmer Corporate Manager: Melissa Evans | I1, I2 | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #4F81BD; color: white;">2015/16</td><td></td><td></td></tr> <tr><td style="background-color: #4F81BD; color: white;">Qtr. 3</td><td style="text-align: right;">31,641</td><td></td></tr> <tr><td style="background-color: #4F81BD; color: white;">2016/17</td><td></td><td></td></tr> <tr><td style="background-color: #4F81BD; color: white;">Qtr. 3</td><td style="text-align: right;">32,020</td><td></td></tr> <tr><td style="background-color: #4F81BD; color: white;">2017/18</td><td></td><td style="text-align: right;">32,489</td></tr> <tr><td style="background-color: #4F81BD; color: white;">Qtr.3</td><td style="text-align: right;">32,627</td><td></td></tr> </table> | 2015/16 | | | Qtr. 3 | 31,641 | | 2016/17 | | | Qtr. 3 | 32,020 | | 2017/18 | | 32,489 | Qtr.3 | 32,627 | | | | | BDC | | Last Update 01/18 This figure is calculated in October yearly. All authorities in Suffolk including Babergh and Mid Suffolk had an increase in their tax band D equivalent, between 1% and 2% from 2015 to 2016. It is important that this figure continues to increase as the population for the districts is also expected to continue to increase. |
| 2015/16 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Qtr. 3 | 31,641 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016/17 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Qtr. 3 | 32,020 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/18 | | 32,489 | | | | | | | | | | | | | | | | | | | | | | | | |
| Qtr.3 | 32,627 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons | | | | | | | | | | | | | | | | | | |
| T2. no. of dwellings completed Cabinet Member: Nick Ridley | I3, I4 | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #4F81BD; color: white;">2015/16</td><td></td><td></td></tr> <tr><td style="background-color: #4F81BD; color: white;">Qtr. 4</td><td style="text-align: right;">157</td><td></td></tr> <tr><td style="background-color: #4F81BD; color: white;">2016/17</td><td></td><td style="text-align: right;">325</td></tr> </table> | 2015/16 | | | Qtr. 4 | 157 | | 2016/17 | | 325 | | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #4F81BD; color: white;">2015/16</td><td style="text-align: right;">220</td></tr> <tr><td style="background-color: #4F81BD; color: white;">2016/17</td><td style="text-align: right;">325</td></tr> </table> | 2015/16 | 220 | 2016/17 | 325 | | | Last Update 04/18 The number of completions for 2016/17 was below the target of 325, which was an around | | | | | | |
| 2015/16 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Qtr. 4 | 157 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016/17 | | 325 | | | | | | | | | | | | | | | | | | | | | | | | |
| 2015/16 | 220 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016/17 | 325 | | | | | | | | | | | | | | | | | | | | | | | | | |

Appendix A

| Responsible Officer: Matt Deakin Corporate Manager: Robert Hobbs | | Qtr. 4 2017/18 Qtr. 4 | 226 | 325 |  | BDC | | 30% under delivery. This is an improvement as there was around 40% under delivery for 2015/16. We have been working on improving our relationship with developers to understand when and why they build. This is not an easy matter to resolve and will take time. Data for 2017/18 will be available in June 2018. |
|--|-----------|---|---|--------------------------|---|---------|--------------------|--|
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T3. Effective Land Supply (+20% buffer) Cabinet Member: Nick Ridley Responsible Officer: Matt Deakin Corporate Manager: Robert Hobbs | I3, I4 | 2014/15 2015/16 Qtr. 4 2016/17 Qtr. 3 2017/18 Qtr. 4 | 5.5 5.7 3 | 6.5 6.5 6.5 6.5 |  | BDC | | Last Update 04/18 The land supply was re-calculated in January 2017 (Qtr. 3) and the council does not have a 5 year housing land supply. Nationally nearly half of authorities do not have a land supply (PAS survey in 2014), although reports from Savills and other consultancies suggest that more than two-thirds of authorities are not able to demonstrate a 5 year supply. Data for 2017/18 will be available in June 2018. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. No. of dwellings approved Cabinet Member: Nick Ridley Responsible Officer: John Mawdsley Corporate Manager: Philip Isbell | T1 | 2016/17 Qtr. 2 Qtr. 4 2017/18 Qtr. 2 Qtr. 4 | 464 476 294 1540 | |  | BDC | | Last Update 04/18 It is difficult to define a target for this because there is not a direct correlation between applications granted and dwellings completed. However, there is a need to approve more dwellings than the number of dwellings to be completed to provide choice in the market and encourage delivery. The annual number of dwellings for completion is 325. The annual number of dwellings approved for 2017/18 was 1834. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2. % of major applications processed 'in time' (13 wks., 16 wks. or within agreed Extension of Time/ Planning Performance Agreement) Cabinet Member: Nick Ridley Responsible Officer: John Mawdsley Corporate Manager: Philip Isbell | T2, T3 | 2016/17 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 | 94.70% 100% 96% 100% 100% 87.50% 61.50% | 95% 95% |  | BDC | | Last Update 04/18 This is a nationally set indicator (DCLG Target set at 60% of majors decided in time). The Uniform 'Enterprise' project is starting in January 18, which will bring a live performance dashboard to Uniform. Further upgrades to Uniform are planned for Q4 which will have a positive impact on improving this indicator. Overall YTD performance (Apr 17 to 31 Mar 18) for BDC |

Appendix A

| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|---|--------|--------|---|---------|--------------------|---|
| | | Qtr. 4 | 93.30% | |  | | | majors decided in time is sat at 82.9%. The DCLG assessment period for this measure is the two years up to and including the most recent quarter. For this assessment period, BDC is currently sat at 92.4% of major applications decided in time. |
| I3. % of non-majors processed 'in time' (8 wks. or within agreed Extension of Time/ Planning Performance Agreement) | T2, T3 | 2016/17 Qtr. 1 81.00% Qtr. 2 80.00% Qtr.3 84.50% Qtr.4 90.60% 2017/18 Qtr.1 86.70% Qtr. 2 75.30% Qtr. 3 77.40% Qtr. 4 85.80% | | 85% |  | BDC | | Last Update 04/18 This is a nationally set indicator(DCLG Target set at 70% of non-majors decided in time). Performance has increased in Q4. Overall YTD performance (01 Apr 17 to 31 Mar 18) for BDC non-majors decided in time is sat at 81.3%. The DCLG assessment period for this measure is the two years up to and including the most recent quarter. For this assessment period, BDC is currently sat at 82.2% of non-major applications decided in time. |
| I4. The median number of days to a decision for a major application (Including Environmental Impact Assessment (EIA) that would extend the application length to 112 days (16 weeks) and applications that have had Extensions of Time (EoT) where it has been agreed for the application to have longer to be decided with the applicant or a Planning Performance Agreement with the applicant. | T2,T3 | 2016/17 Qtr. 1 167 Qtr. 2 70 Qtr.3 91 Qtr.4 76 2017/18 Qtr.1 106 Qtr. 2 259 Qtr. 3 203 Qtr. 4 203 | | 80 |  | BDC | | Last Update 04/18 Q4 median number of days has remained the same since Q3 but is still not meeting the target set. As you can see over the quarters it can vary. Due to the relatively low number of major applications received, and the use of extensions of time to enable matters to be negotiated during the process, and to give communities more time to respond, the median number of days can vary significantly. There is a new performance framework that is being implemented in development management that it is anticipated will have a further positive impact on improving this indicator. |

Appendix A

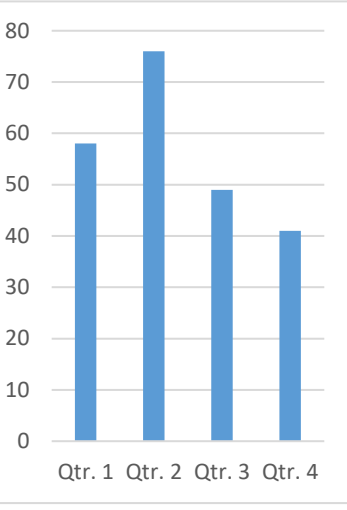
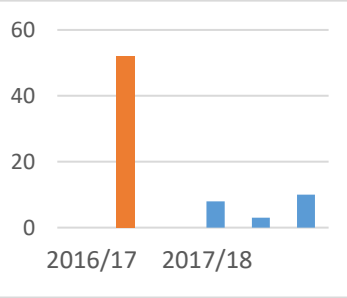
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|---|-------|--------|-------|---------|--------------------|---|
| I5. The median number of days to a decision for a non major application (Including applications that have had Extensions of Time (EoT) where it has been agreed for the application to have longer to be decided with the applicant or a Planning Performance Agreement with the applicant. Cabinet Member: Nick Ridley Responsible Officer: John Mawdsley Corporate Manager: Philip Isbell | T2, T3 | 2016/17 Qtr. 1 55 Qtr. 2 55 Qtr.3 56 Qtr.4 54 2017/18 Qtr.1 54 Qtr. 2 56 Qtr. 3 56 Qtr. 4 55 | | 50 | | BDC | | Last Update 04/18 This indicator shows that majority of the non major applications are being decided just before the end of the 8 week time period for both districts. The target is 50 days and the development management teams are working on getting this indicator lower as it will improve the customer experience instead of waiting for the final day to receive a decision. There is new performance framework that is being implemented in development management that it is anticipated will have a further positive impact on improving this indicator. Work is being undertaken to improve performance at the front end of an application's lifespan (i.e. improving validation timescales). |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I6. % of the application approval rate Cabinet Member: Nick Ridley Responsible Officer: John Mawdsley Corporate Manager: Philip Isbell | T3, T4 | 2016/17 Qtr. 1 95.63% Qtr. 2 94.10% Qtr.3 92.20% Qtr.4 96.50% 2017/18 Qtr.1 95.50% Qtr. 2 94.10% Qtr. 3 90.10% Qtr. 4 93.30% | | 90% | | BDC | | Last Update 04/18 The target is set at 90% so that we aim to have most applications that are submitted to us are approvable applications. This can be achieved through better relationships with the applicants before they submit which is achieved through the pre-application process. The approval rate for both districts has reached its target of 90% for every quarter, this is good start toward achieving the target. The new performance framework that is being implemented will support this indicator to improve as will work on the pre-application process. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I7. % for the delegation rate Cabinet Member: Nick Ridley Responsible Officer: John Mawdsley Corporate Manager: Philip Isbell | T3, T4 | 2016/17 Qtr. 1 93.70% Qtr. 2 95.80% Qtr.3 94.50% Qtr.4 97.40% 2017/18 Qtr.1 96.70% Qtr. 2 95.40% Qtr. 3 94.50% Qtr. 4 94.80% | | 90% | | BDC | | Last Update 04/18 This indicator is above the target, which is drawn from national guidance from the Planning Advisory Service. The proportion of applications dealt with under delegated powers is roughly commensurate with other authorities across Suffolk but will depend on the nature and scale of applications being considered. |

JSP - Communities embrace new homes growth; Provide insight of growth benefits to Communities and Communities engaged as early as possible - community-led planning

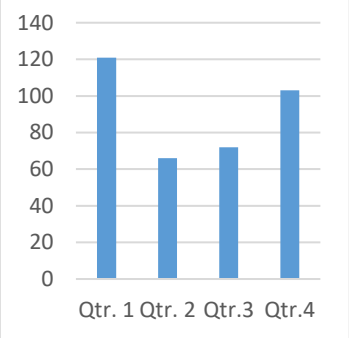
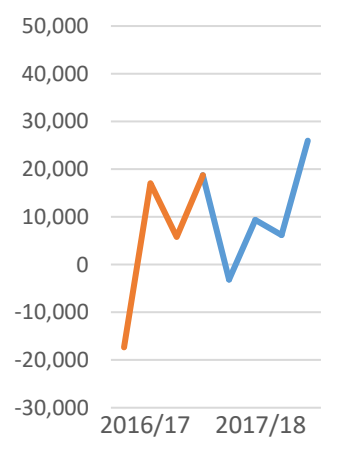
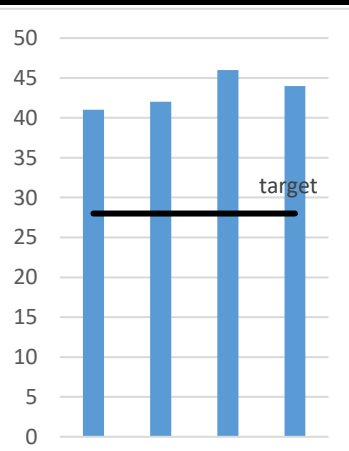
- We will engage with communities at the earliest opportunity so that they can help to shape and influence growth and understand the positive economic benefits that this provides
- We will engage early with our businesses and communities to understand where new housing and jobs may be located and to discuss the issues and opportunities that arise
- We will ensure councillors have all the information they need so communities can understand the benefits for their area
- We will work with communities wanting to progress neighbourhood plans for their areas, to make sure they are able to be supported and are in alignment with our spatial planning
- Joining-up our work on housing with health and social care colleagues to make sure we design and deliver services together around the needs of individuals and communities

| Tracking Indicator | Linked to | Data | Total | Target (annual) | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|---|---------------------------------------|--|-------|---------|--------------------|--|
| T1. No. of Neighbourhood plans at preparation stage Cabinet Member: Nick Ridley Responsible Officer: Paul Bryant Corporate Manager: Robert Hobbs | | 2016/17 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 3 3 3 4 5 7 9 10 | 5 5 | | BDC | | Last Update 04/18 N'hood Plng is a complex process and it is hard to accurately map how long each plan will take as this will vary dependent upon the skills / knowledge of the PC / Group taking it forward. The level of interest in preparing a NP continues to grow. |
| Tracking Indicator | Linked to | Data | Total | Target (annual) | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. No. plans entering examination stage Cabinet Member: Nick Ridley Responsible Officer: Paul Bryant Corporate Manager: Robert Hobbs | I1, I2 | 2016/17 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 2 0 0 1 1 0 0 0 | 2 2 | | BDC | | Last Update 04/18 This and the previous indicator are closely linked. No NP's currently under preparation had Babergh had advanced far enough to enter the examination stage by the end of the 2017/18 financial year. The Hartest NP continues to be the next most likely plan to reach this stage, but not now until Autumn 2018 |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T3. No. of neighbourhood plans made Cabinet Member: Nick Ridley Responsible Officer: Paul Bryant Corporate Manager: Robert Hobbs | | 2016/17 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 0 2 0 0 0 0 1 0 | 2 2 | | BDC | | Last Update 04/18 This and the previous indicators are all closely linked. Although one NP was 'made' during the 2017/18 period (Lawshall in Oct 17) the target will not be met. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |

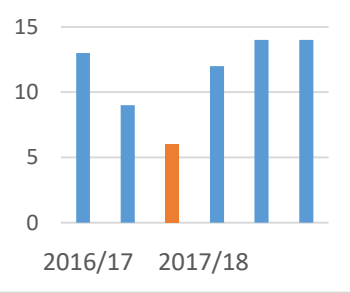
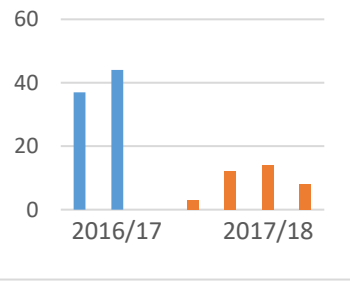
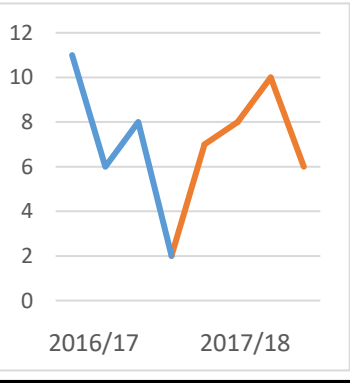
Appendix A

| <p>I1. Number of enforcement cases referred to the team</p> <p>Cabinet Member: Nick Ridley Responsible Officer: Simon Bailey Corporate Manager: James Buckingham</p> | <p>T2</p> | <p>2016/17 Qtr.4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4</p> | <p>280 58 76 49 41</p> | <p>no target no target</p> |  | <p>BDC</p> | | <p>Last Update 04/18 Early engagement is vitally important to establish whether there is a breach of planning control and the degree of harm which may be resulting; to advise those responsible on action required to remedy the breach; or negotiate with those responsible a suitable solution to resolve the breach. As a result of the advisory work and/or negotiation with customers, the percentage of cases resulting in a notice is only a small % of BDC cases. It is hard to benchmark workloads as there is no current mechanism to compare against other planning authorities.</p> |
|---|-----------|---|---|--------------------------------|---|------------|---|---|
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| <p>I2. Number of notices served</p> <p>Cabinet Member: Nick Ridley Responsible Officer: Simon Bailey Corporate Manager: James Buckingham</p> | <p>T2</p> | <p>2016/17 Qtr.4 2017/18 Qtr. 4</p> | <p>8 2</p> | | | <p>BDC</p> | | <p>Last Update 04/18 The team seek to resolve matters through negotiation and mutual agreement before resorting to the formal routes for resolving enforcement matters. The number of notices served is therefore low compared to the overall number of cases dealt with.</p> |
| <p>Being Clear about what housing is needed - When the evidence base 'Suffolk Housing Market Assessment (SHMA)' has been completed we can use it to identify the most appropriate indicators that support this outcome.</p> <p>more detailed housing requirements in our local area – need, demand and the market view – to develop an evidence base for new-build, the number of homes, type and location, and infrastructure requirements</p> <ul style="list-style-type: none"> • We are identifying | | | | | | | | |
| <p>Agree where growth goes - When the Joint Local Plan is either developed further or adopted we will able to have precise indicators that supports this outcome</p> <ul style="list-style-type: none"> • We will understand where the supply of new homes can be delivered sustainably in Babergh and Mid Suffolk and plan accordingly • Using good quality information we will work with developers on sites coming forward for development to influence what type of homes are delivered and how they meet need • We will identify sites where brand new settlements could be located, such as garden villages, and investigate their feasibility • Continue to deliver new homes using our own resources by commissioning development partners to help us to deliver, identifying suitable land and agreeing a development programme | | | | | | | | |
| <p>Make best use of our existing Housing Assets - (Supporting Housing Output)</p> <p>Work with tenants to agree the best way to deliver property services across our own housing, to make sure we are efficient and cost effective in our delivery and commercial in our approach</p> <p>Ensure the ways we manage the Councils' assets helps to free-up finances to reinvest in new affordable homes</p> | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| <p>T1. No. of privately owned properties empty, in excess of two years, brought back into use</p> <p>Cabinet Member Jan Osborne Responsible Officer Theresa Grzedzicki Corporate Manager Heather Worton</p> | | <p>2016/17 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4</p> | <p>52 64 8 3 10 8</p> | <p>50 50</p> |  | <p>BDC</p> | <p>Lack of staff resource to focus on this area</p> | <p>Aspiration is to have no empty properties</p> |

Appendix A

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|---|--|----------------|---|---------|---|---|
| T2. No of households where homelessness has been either prevented or relieved NEW MEASURE Cabinet Member Jan Osborne Responsible Officer Victoria Stuart Corporate Manager Heather Sparrow | 15 | 2017/18 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 | 121 66 72 103 | 150 |  | BDC | Last Update 04/18 We expected a drop due the statutory requirement coming in April 2018. | Last Update 05/18 The number of Households where homeless has been prevented or relived is likely to reduce following the introduction of the HRA Act 2017. For which there has been the introduction of a new reporting process known as H Click which replaces the former P1E return. Thus requires the collection of data based on a different criteria. |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T3. (£) Expenditure on Bed and Breakfast (previously number households in B&B) AMENDED MEASURE Cabinet Member Jan Osborne Responsible Officer Jo Moye Corporate Manager Heather Sparrow | 15 | 2016/17 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | -17,347 17,065 5,761 18,758 -3,147 9,358 6,190 25,972 | |  | BDC | Last Update 05/18 Number of households in B&B accommodation. With children Without children Q1 9 4 Q2 10 8 Q3 9 5 Q4 12 3 | Last Update 01/18 We are charged a nightly fee for using B&B accommodation. Those we accommodate are able to claim housing benefit which subsidises the cost but the full charge. Due to the way subsidy (housing benefit) is allocated there is sometimes a disparity between when we pay B&B invoices and when we recover the subsidy, therefore, in some quarters it appears we have made a profit. An End of Year reconciliation provides the overall annual cost |
| Tracking Indicator | Linked to | Data | Total | Target 2019/20 | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T4. Average number of days to turn around an empty council property (VOID) that requires Standard repairs REFINED MEASURE (previously all repairs) Cabinet Member Jan Osborne Responsible Officer Adam Howley Corporate Manager Lee Crowdell | | 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 41 42 46 44 | 28 |  | BDC | The void improvement project has been running since November 2017 and has reviewed and improved all stages of the void process. The results of this are starting to feed through but a relatively large number of outstanding voids are still being re-let which is keeping the re-let times high. Once the outstanding voids move through the system we should see new voids being turned around much quicker. | Last Update 04/18 The Council's HRA Business Plans have pledged to reduced void times to 21 days within three years. Following scrutiny of performance in relation to void times, Councillors and officers have agreed that this is not ambitious enough. As a result, a six-month project is commenced in late November to reduce void times by 10 days within six months. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. No. of inspections of flats with entrance through business premises REFINED MEASURE (previously number inspections of flats above businesses. Flats with separate | | 2016/17 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 | 87 0 0 0 | Increase | | BDC | There is currently no Officer assigned to this area of work following the end of secondment place at end 2016. Some follow up inspections were carried out by a contractor employed for 2 months in Q4. to assist with | Recent Award for 'Flats above Businesses' |

Appendix A

| entrance is a Fire Service responsibility) | | Qtr. 3 Qtr. 4 | 0 25 | | | | staffing issues. | |
|---|-----------|---|--|----------|---|---------|---|--|
| Cabinet Member Jan Osborne Responsible Officer Christine Ambrose Corporate Manager Heather Worton | | | | | | | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2. No. of category 1 hazards found in properties following inspections. (Category 1 statutory requirement for LA to take action) NEW MEASURE | | 2016/17 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 0 0 0 0 0 | 0 | | BDC | This information cannot be extracted from the database which was highlighted when introduced, but not resolved | |
| Cabinet Member Jan Osborne Responsible Officer Christine Ambrose Corporate Manager Heather Worton | | | | | | | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I3. No. of disabled adaptations in council stock | | 2016/17 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 13 9 6 12 14 14 | |  | BDC | Demand led by personal request or referral | We aim to enable customers to continue to live independently in their own homes. This is done by providing equipment and making modifications in our customers' homes that meet their needs. |
| Cabinet Member Jan Osborne Responsible Officer Sally Farthing Corporate Manager Heather Worton | | | | | | | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I4. No. of disabled facilities grants awarded | | 2016/17 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 37 44 3 12 14 8 | |  | BDC | Demand led. | We aim to assess and support an individuals need to live as independently as possible |
| Cabinet Member Jan Osborne Responsible Officer Sally Farthing Corporate Manager Heather Worton | | | | | | | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I5. No. of households for whom homelessness was prevented via the private rented sector | T2, T3 | 2016/17 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 | 11 6 8 2 7 8 10 6 | Increase |  | BDC | Prevents households from going into B&B NB. Partly influenced by landlord stipulations (i.e. won't accept benefit claimants) | Future funding through the flexible homeless support grant will be determined based on number of preventions via the private rented sector |
| Cabinet Member Jan Osborne Responsible Officer Victoria Stuart Corporate Manager Heather Sparrow | | | | | | | | |
| JSP Homes for ageing population | | | | | | | | |

| We will review our own sheltered housing stock to understand how current provision needs to change to meet future needs | | | | | | | | |
|---|-----------|-------------------|-------|--------|-------|---------|--------------------|---|
| Understand the needs for different types of accommodation - care homes, supported housing, lifetime homes, special needs accommodation - and support their delivery | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1. The 2017 Strategic Housing Market Assessment contains evidence of housing need for an ageing population. A suitable tracking indicator will be derived asap in collaboration with HRA and Housing Enabling teams. Cabinet Member Nick Ridley Responsible Officer Anne Bennett Corporate Manager Anne Bennett | | 2017/18 Qtr. 4 | | | | BDC | | Contributed to the granting of planning permission in Hadleigh for Lifetime Home standard dwellings + 34 retirement living apartments |

Community Capacity Building & Engagement

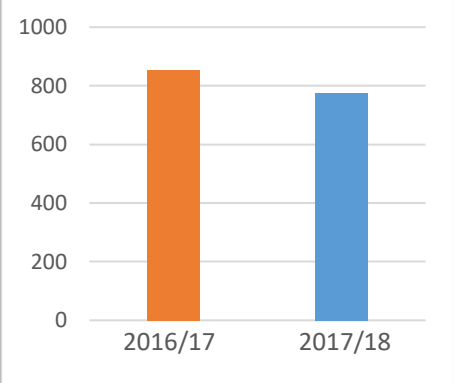
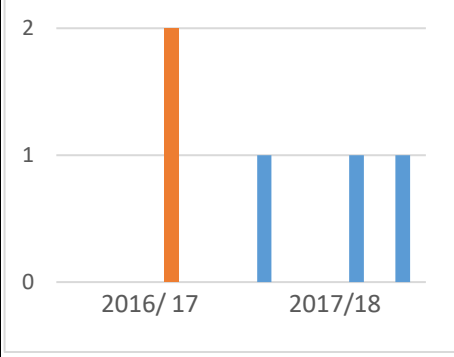
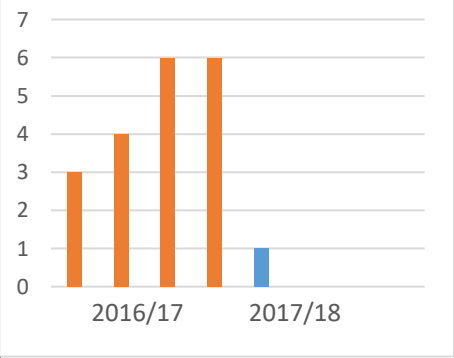
Our Outcome - To create cohesive, sustainable and empowered communities that can thrive and become more resilient as public service budgets reduce and the demand on our services increase. What success looks like? Our communities continue to be enjoyable places to live and work. Through our focus on preventative programmes and activities, we will help to ensure that our residents take responsibility for leading active, healthy and safe lifestyles. The board range of facilities within our communities are retained, valued, well used and make significant contributions to the quality of life and health of residents. People have the opportunity to volunteer within their communities, from roles as trustees to those with the skills and the confidence to design and manage local facilities and activities. Communities are dynamic and vibrant with established and new residents contributing to the community as volunteers, members of community groups and organisations. All these are able to access funding support form local development contributions and/or the wide range of external funding opportunities.

| | April - June 2017 | July - September 2017 | October - December 2017 | January - March 2018 |
|--------------------------------|--|---|--|--|
| Main Achievements | <p>1. Pub is The Hub event took place on March 17, 22 delegates attended.</p> <p>2. To mark the 80th anniversary of Arthur Ransome writing "We didn't mean to go to sea" and the 50th anniversary of his death, a comprehensive programme of events has been organised these commenced in April and will run through to the end of the year and include publicity and tourism material, interpretation boards, new walking trails and walking festivals and the composition and performance of Sea Shanties by local school children. to date the publicity has been fantastic and the participation and feedback very positive.</p> <p>3. The 10th Suffolk Walking Festival – the team actively supported 10 of the 39 walks that took place in Babergh and Mid Suffolk (27 in Babergh; 12 in Mid Suffolk). In total there were over 100 walks in the 3 weeks across Suffolk.</p> <p>4. GP exercise on referral schemes – we are currently undertaking a review of the Babergh funded schemes with a view to maximising the impact for residents. This is likely to mean improving the referral pathways from different healthcare settings as well as the number of locations and capacity to support higher need "red" referrals.</p> | <p>1. Working in partnership with Suffolk Sport, 3 new Fit Village projects have been established this quarter, two in Bildeston (Badminton and Keep fit) and one in Nayland (strength and balance class) bringing the total number of Fit Villages projects running in the Babergh area to 21.</p> <p>2. As part of the Connect health, care and communities integration work, our sheltered housing scheme managers have been supported to undertake My Care Wishes (MCW) training. The MCW programme is recognised across the NHS family in Suffolk and replaces the previous "yellow folder" arrangements, it is all about ensuring that residents care choices in later life are known and understood by all the professionals, volunteers and family members supporting them.</p> <p>3. We are working with our partners at SCC and the Clinical Commissioning Group to develop an innovative mobile social prescribing scheme covering the Shotley Peninsula and Holbrook area. It is envisaged that the scheme will provide a range of non-clinical interventions through a GP referral process and be operational from November 2017</p> | <p>1) Early years project, Lullaby, was successfully delivered in September and October. Total attendance of 303 at concerts and 90 for workshops. 66K for external funding achieved. The project won best FAMILY ARTS EVENT at the Family Arts Awards ceremony in Feb 2017 and has been shortlisted for the Excellence in Primary/Early Years award in the 2018 Music Teacher Awards for Excellence. 2) Volunteering and Funding event took place in October- 5 partner organisations involved and 40 people attended from across 29 organisations.</p> | <p>1. Regular OneLife Suffolk Health Walks delivered successfully. River Stour Walks completed 3 walks between January to March.</p> <p>2. Creative Arts East Rural Touring programme supported 9 communities, 15 events with 531 audience/participants.</p> <p>3. Work is underway with the Human Resources department in developing Employer Supported Volunteering.</p> <p>4. £100,000 was awarded from Arts Council England to Suffolk Artlink to deliver a project called Make, Do and Friends, a partnership with the Rural Coffee Caravan and DanceEast to explore new ways of reaching rurally isolated older people to make a positive impact on their lives across Babergh and Mid Suffolk.</p> <p>5. We commissioned New Heritage Solutions to research stories, practices, people and buildings which can then be developed to attract cultural visitors to our Wool Towns and be used as part of funding bids.</p> <p>6. Working with Inn Crowd to develop Community Pub Live performance network - first community pub to register</p> |
| Main Achievements Cont. | <p>5. Dementia – Funding has been secured for a new community post in Hadleigh; essentially a co-ordinator to take on the Memory Club at the Ansell centre – this will be 5 hrs per week plus another post is being scoped for a dementia co-ordinator to help with getting businesses engaged. A number of other communities are being actively supported by the team to establish Dementia Action Alliances in their area including Eye and Needham Market.</p> <p>6. Connect programme – The team are focussed on ensuring effective locality working arrangements are in place across all of the Connect localities in our districts (Sudbury, South Rural, Stowmarket, Eye and Northwest Suffolk and Bury Rural) with the aim that our housing and community services become an integral part of the Integrated Neighbourhood Teams leading to more joined-up services for residents. We are currently working with our South Rural INT partners to develop an innovative mobile social prescribing scheme in Shotley and Holbrook.</p> | <p>4. Portfolio holders briefing 20Sept raised awareness of the volunteering strand and confirmed performance measures</p> <p>5. Key member of the Suffolk Volunteering Strategy Group attending June meeting and setting the approach for the future Group reports to Health & Wellbeing Board</p> <p>6. Planning forthcoming Town and Parish meetings to take place during November to reflect our commitment to providing the opportunity for our Towns and Parishes to have information & knowledge on current and topical issues.</p> <p>7. Continuing success with utilising strategic funders financial support for our communities, including BIG Lottery Awards for All monies supporting Rickinghall Village Hall and Rural Reels. Also Power to Change Shares Booster Fund supporting Shotley Pier.</p> | | <p>interest is Cross Keys in Redgrave - promotor event planned of July 2018.</p> <p>7. A new Dementia Action Alliance has been developed working closely with the Lavenham Parish Council and Community to make a dementia Friendly area.</p> <p>8. Connect Integrated Hubs are developing well and continue to form good partnerships in Sudbury with partners from both Health and Social Care looking at supporting older people's care.</p> <p>9. Successful development of ongoing partnerships with community organisations working with Mental Health for Adults and Young People through Sudbury VASPs. This work has built a platform to develop some forthcoming projects both in the workplace and in the Communities.</p> <p>10. Successful development of ongoing partnerships with Suffolk VASP, Suffolk Mind, Suffolk User Forum, Healthwatch and other organisations.</p> |

Impact on communities / the way we work Building community capacity, enabling external funding, effective partnership working to support the voluntary and community sector, enabling healthier, more active and safer communities and promoting and encouraging volunteering. We have a statutory responsibility within the Communities Team to undertake a range of duties in the Community Safety arena, including the 3 yearly Audit for the Section 11 & annual returns, to ensure the safety of our communities.

JSP: Community volunteers are skilled and able

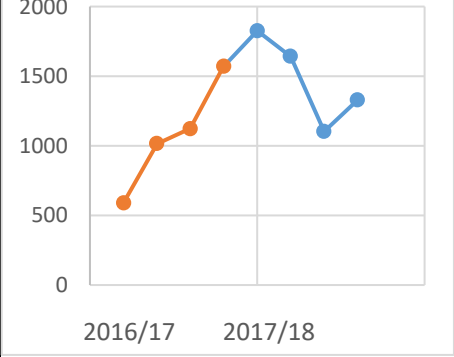
| Tracking Indicator | Linked to | Annual Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--------------------|------------|--------|-------|---------|---|--|
| T1. % of volunteering by our staff and members (based upon those responding to an annual survey (Autumn 2016). Survey to be repeated, date tbc. | 1,1,2 | 2016/17 2017/18 | 53% N/A | 65% | | Both | Update April 2018. A follow up survey was due to be carried out in Autumn 2017 but has been postponed to allow for a settling in period as a result of the move to Endeavour House. Survey now scheduled for Summer 2018 | Volunteering is vital to our communities and is directly linked to improved health & wellbeing and engaging employers is key. The launch of the new Volunteer Suffolk website is enabling us to have a much better understanding of volunteering across our county and the numbers and activity across our districts in comparison to others. We can then map the 'gaps' and relate our activity directly to meet these needs. |
| Cabinet Member Margaret Maybury Responsible Officer: Zoey Banthorpe Corporate Manager: Sue Clements | | | | | | | | |

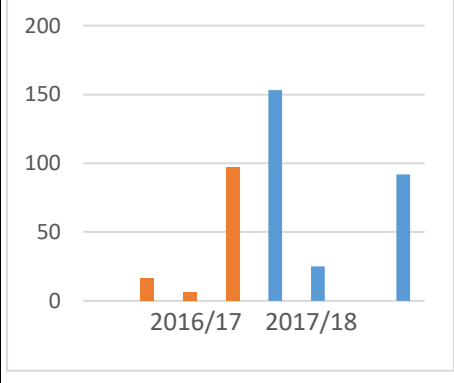
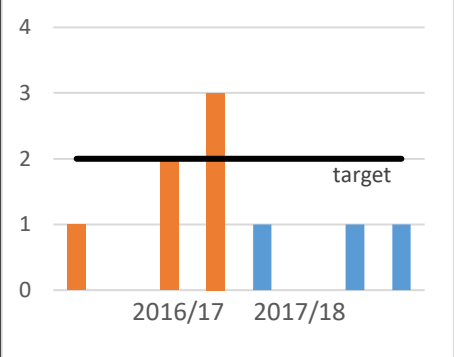
| Cabinet | Linked to | Data | Data | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|---|--|---|------------|--|---------|--|---|
| T2. The number of volunteers and volunteer hours utilised by revenue funded organisations (annual figures) Cabinet Member Margaret Maybury Responsible Officer: Gillian Hilder Corporate Manager: Sue Clements | 11,12 2016/17 2017/18 | <i>Volunteers</i> 853 774 | <i>Hours</i> 97,544 83,426 | 870 |  | BDC | Update April 2018. Many groups and organisations reporting that numbers of volunteers have fallen but number of hours increased. Is less people doing more. Q. How far can goodwill be stretched? | Update Apr2018. Any figures supplied regarding volunteers from our Revenue Grant funding are not always accurate and nos. can vary year upon year depending on the interpretation of what constitutes volunteers e.g. some organisations include trustees in their volunteer nos. where others do not (the current application form will be revised for 2019/20 to instruct applicants to include Trustees). |
| Tracking Indicator | Linked to | Data | Data | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T3. Nos of volunteering vacancies advertised and taken up in the districts as on the Volunteer Suffolk website. NEW MEASURE Cabinet Member Margaret Maybury Responsible Officer: Zoey Banthorpe Corporate Manager: Sue Clements | 11,12 2017/18 Qtr.2 Qtr.4 | <i>Opportunities advertised</i> 158 awaiting data | <i>Volunteers registered</i> 81 awaiting data | 200 | | Both | Update April 2018 - data expected to be completed by the end of the month. Nb. this data is provided by a third party. | April 2018 The new Volunteer Suffolk website will provide data on the number of vacancies advertised and taken up in the districts. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. No. of Volunteering Information Drop in sessions held Cabinet Member Margaret Maybury Responsible Officer: Zoey Banthorpe Corporate Manager: Sue Clements | T1,T2,T3 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 0 0 2 0 1 0 1 1 | 2 2 |  | Both | Update April 2018. Funding & Volunteering Fairs - April'17, October and Feb '18 to promote volunteering opportunities in our districts. | These public events focus on funding and volunteering for all communities |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2.No. of Case Study Stories in Working Together (reflecting the current investment being made by staff and Councillors volunteering across Suffolk) Cabinet Member Margaret Maybury Responsible Officer: Zoey Banthorpe Corporate Manager: Sue Clements | T1,T2,T3 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 3 4 6 6 1 0 0 0 | |  | Both | Update April '18 - Reviewing changes to the Working Together format. Liaising with Comms for a better platform. | This is a new and emerging area of work and over the next 12 months we will build a picture of volunteering across Babergh and Mid Suffolk and compare this with neighbouring district and borough partners. |

JSP: Continued support for Health & Well Being outcomes that prevent interventions

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--|--------------|--------|--|---------|---|---|
| T1. Adult Sport and Physical Activity Levels measured in moderate intensity equivalent (MIE) minutes: % of INACTIVE adults (less than 30 minutes per week) Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | I1 | 1/15 - 11/16: 24.2 05/16 - 05/17: 20.1 05/17 - 05/18: waiting Data | 24.2 20.1 | |  | BDC | Last Update 05/18 Active Lives have been revising and republishing data from November 15/16. The data covering the period May 16/17 has been temporarily removed, once this has been re-uploaded with revisions we will update our data to reflect any changes. Data covering May 17/18 is scheduled for release on 11 October. | Suffolk figure is 25.6% England figure is 25.6% A lower percentage is better |
| T2. Adult Sport and Physical Activity Levels measured in moderate intensity equivalent (MIE) minutes: % of ACTIVE adults (more than 150 minutes per week) Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | I1,I2 | 1/15 - 11/16: 61.1 05/16 - 05/17: 60.5 05/17 - 05/18: waiting Data | 61.1 60.5 | |  | BDC | Last Update 05/18 Active Lives have been revising and republishing data from November 15/16. The data covering the period May 16/17 has been temporarily removed, once this has been re-uploaded with revisions we will update our data to reflect any changes. Data covering May 17/18 is scheduled for release on 11 October. | Suffolk figure is 58.0% England figure is 60.6% A higher percentage is better |
| T3. % of Adults (aged 16+) who have taken part in sport and physical activity in the last 28 days Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | I1,I2 | 1/15 - 11/16: 75.2 05/16 - 05/17: 85.2 05/17 - 05/18: waiting Data | 75.2 85.2 | |  | BDC | Last Update 05/18 Active Lives have been revising and republishing data from November 15/16. The data covering the period May 16/17 has been temporarily removed, once this has been re-uploaded with revisions we will update our data to reflect any | Suffolk figure is 78.6% England figure is 77.2% A higher percentage is better |

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|-------------------------------|------------------------------|--------|--|---------|--|---|
| T4. Life satisfaction indicator [Question: Overall, how satisfied are you with your life nowadays? Where 0 is 'not at all satisfied' and 10 is 'completely satisfied'] Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | | 2015/16 2016/17 2017/18 | 7.63 7.79 waiting Data | |  | BDC | Last Update 01/18 These indicators are derived from the headline estimates of personal well-being from the Annual Population Survey (APS): by counties, local and unitary authorities, April 2016 to March 2017. This data was published by ONS on 26 September 2017. Given the confidence intervals both Babergh (and Mid Suffolk) are not statistically different when compared to the rest of Suffolk and England on any of these measures. | Last Update 04/18 Suffolk figure is 7.87 East of England figure is 7.74 England figure is 7.68 (out of 10) A higher number out of 10 is better |
| T5. Happiness Indicator [Question: Overall, how happy did you feel yesterday? Where 0 is 'not at all happy' and 10 is 'completely happy'] Cabinet Member Margaret Maybury Responsible Officer: Jon Seed | | 2015/16 2016/17 2017/18 | 7.37 7.58 waiting Data | |  | BDC | As above | Last Update 04/18 Suffolk figure is 7.82 East of England figure is 7.58 England figure is 7.51 (out of 10) A higher number out of 10 is better |
| T6. Anxiety Indicator [Question: Overall, how anxious did you feel yesterday? Where 0 is 'not at all anxious' and 10 is 'completely anxious'] Cabinet Member Margaret Maybury Responsible Officer: Jon Seed | | 2015/16 2016/17 2017/18 | 3.07 3.13 waiting Data | |  | BDC | As above | Last Update 04/18 Suffolk figure is 2.76 East of England figure is 2.85 England figure is 2.91 (out of 10) A lower number out of 10 is better" |
| T7. Total number of new referrals to the GP exercise on referrals schemes (including breakdown by location) NEW MEASURE Sudbury Hadleigh Gt Cornard East Bergholt Peninsula Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | | 2016/17 Qtr.2 | 2017/18 Qtr.4 | |  | BDC | Last Update 04/18 The latest data shows that the number of new referrals has increased compared to Qtr. 2 last year. The schemes which are funded by BDC's Health and Wellbeing team are now offered in more locations across the district making them more accessible. The majority of referrals come from GPs and Physiotherapists with a smaller number coming from other settings | Last Update 04/18 We are currently working with SCC's Public Health team and our GP exercise on referral providers to develop a Quality Standard for these schemes. |

| Corporate Manager: Jon Seed | Linked to | Data | Data | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--|---|------------------------------|---|---------|---|---|
| I1.No. of new Fit Villages projects established in the Babergh areas Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | T2,T3 | 2016/17 annual 2017/18 | 18 | | | | Last Update 04/18 1 new project established in Quarter 3 in Brent Eleigh (Table Tennis). This brings the total number of FV projects running in Babergh to 22. | Last Update 04/18 Fit Villages has been nationally recognised for its work within the community after being awarded the Social & Community Development Project of the Year at The County Sports Partnership Network (CSPN) Convention. The number of active projects is currently at its highest level since the programme began. (85% of projects across the districts are sustainable and continue beyond the 8 weeks of funding) |
| | | Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 3 3 1 1 | | | | | |
| | | | | | | BDC | | |
| Influencing Indicator | Linked to | Data | Data | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2. Great Cornard parkrun: number of runners per quarter Cabinet Member Margaret Maybury Responsible Officer: Jon Seed Corporate Manager: Jon Seed | T2,T3 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 589 1015 1123 1571 1826 1641 1103 1329 | |  | | Update 04/18 The number of runners continues to increase year on year at this popular weekly volunteer-led event. Latest data shows a 62% increase in participation between Quarter 2 this year and the same period last year. Participation peaked in Quarter 1. | The average number of runners per week (cumulative) is 97. The highest attendance to date was 181. The average number of participations (runs per runner) is 7.6. |
| | | | | | | BDC | | |
| JSP: Targeted grants and funding to support Community capacity building | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1.Capital funds provided by the districts to the voluntary and community sector as a % of their overall income (annual) Cabinet Member Margaret Maybury Responsible Officer: Gillian Hilder Corporate Manager: Sue Clements | I1,I2 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 21% 0% 5% 22% | | | | Update April 2018 - No Capital funding spent during quarters 2 and 3 - on hold by Senior Management | |
| | | | | | | BDC | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2.Awards for All funding (£200-£10,000) awarded to Babergh and Mid Suffolk organisations (annual) Cabinet Member Margaret Maybury Responsible Officer: Chris Knock Corporate Manager: Sue Clements | I1,I2 | 2017/18 | £113,625 | 200k (£100k per district) | | | Update April 2018 - this covers 13 projects. | April 2018 Awards for All' is a Big Lottery administered fund suitable for many community projects. |
| | | | | | | Both | | |

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|--|--|--|---|---------|--|--|
| T3.Delivery of safeguarding training to all Staff and Councillors, Nos of attendees. Cabinet Member Margaret Maybury Responsible Officer: Leigh Sherwin Corporate Manager: Sue Clements | | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 0 16 6 97 153 25 0 92 | |  | Both | Update April 2018 Safeguarding Training to all Staff and Councillors across both Councils ensures the safety and supports vulnerability within our communities. Training is an ongoing activity for all staff and councillors including renewals and new starters. Section 11 statutory 3-year review submitted. | April 2018 Delivered 5 Safeguarding Children and Vulnerable Adults training session to Members. In total 34 Members have been trained. Also delivered 1 Prevent Training session for 6 members of staff. Two other training sessions were arranged but had to be cancelled due to low numbers. This training raises awareness of radicalisation and what staff should do if they suspect someone is showing extreme behaviours. |
| I1. Number of Funding Events undertaken by the Communities Team Cabinet Member Margaret Maybury Responsible Officer: Chris Knock Corporate Manager: Sue Clements | T1,T2 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 1 0 2 3 1 0 1 1 | 2 2 |  | Both | Update April 2018 Funding & Volunteering Fairs - April'17, October and Feb '18 to promote funding opportunities. Although located in Mid Suffolk all three events were also advertised in Babergh.. 2018/19 we intend to locate at least two events in Babergh.Figures shown cumulative | These type of Events are vital for bringing key funders and stakeholders into our communities to promote awareness of financial opportunities and enable networking across our voluntary sector. |
| I2. Number of assets of community value as part of our statutory duty in respect of community rights Cabinet Member Margaret Maybury Responsible Officer: Stephanie Osborne Corporate Manager: Sue Clements | T1,T2 | 2016/17 annual 2017/18 bi-annual Q2 Q4 | 6 3 1 | no target as a reactive response to community need | | BDC | Update April 2018 This is time intensive work and is a reactive process to the needs and aspirations of our communities across the district. | April 2018 As part of the Localism Act 2011, The Community Right to Bid: Assets of Community Value enables communities to nominate valued assets within their community as Assets of Community Value (ACV). This work is undertaken by a specialist Officer and one other officer within the Communities Team working closely with our Shared Legal Services Team. |

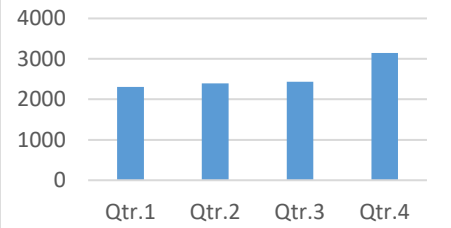
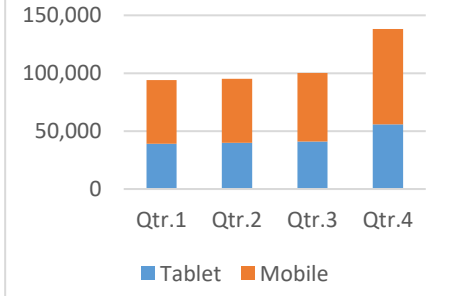
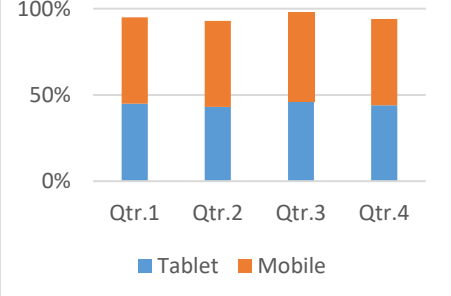
Enabled and Efficient Organisation

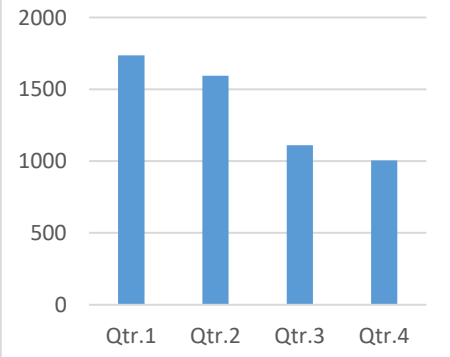
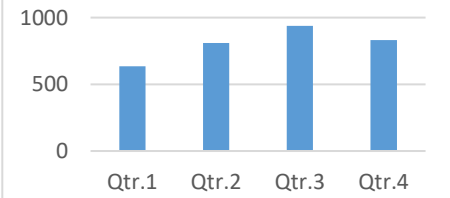
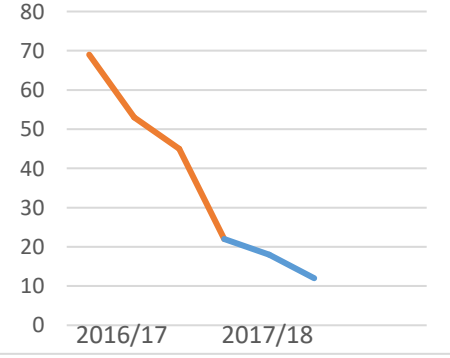
Our outcome - For both councils to be successful in the delivery of all the strategic outcomes, we need an enabled and efficient organisation - the right people doing the right things, in the right way, at the right time, for the right reasons - making best use of our organisation's resources by using agile ways of working.

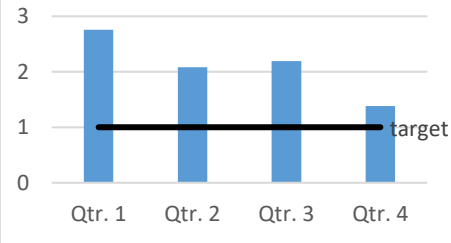
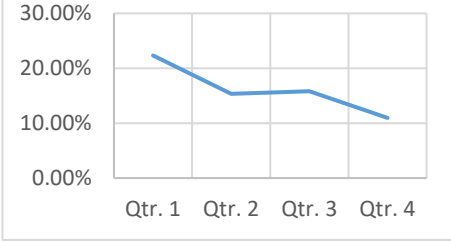
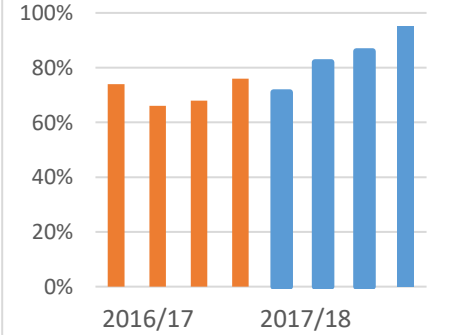
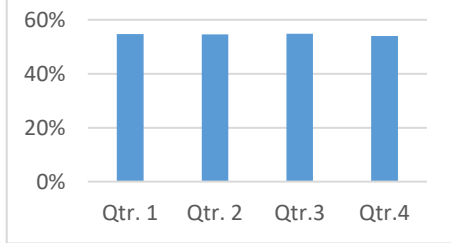
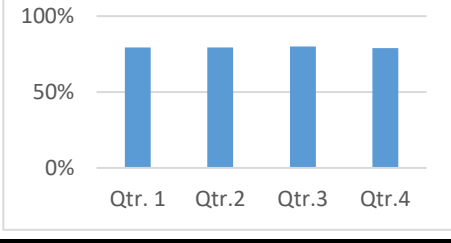
What success looks like? Our organisation will be able to respond and adapt quickly to changes in the external environment and our officers and members will have developed the right skills, attitude and capability to operate in an ever-changing environment. We have an outcome-based focus and can demonstrate what we are delivering for our districts and the wider area. We have provided the means by which people can answer their own queries without needing to contact us, so that our reducing resources are targeted at those most in need of our assistance. We have governance arrangements in place that enable us to operate effectively in the environment that we are working in, and we can demonstrate that we are making intelligence-based, timely decisions that take into account the Council's risk appetite. The Council is financially sustainable in the medium/long term.

| | April - June 2017 | July - September 2017 | October - December 2017 | January - March 2018 |
|--|--|---|--|---|
| Main Achievements | 1. Production of the End of Year Report completed. | 1. Launch of new Suffolk Observatory on 18 September, very positive initial feedback, workshops now being held across the County to raise awareness. 2. The Performance Framework continues to be developed between Officers and lead Councillors. This includes the publication of the Performance Framework document. 3. Sudbury Customer Service opened successfully, with the closure of the Hadleigh planning reception. Staff have been on hand at Sudbury to assist in the training of staff. 4. 2 weeks individual training has also been provided to all team members at Sudbury. | 1. The move of the Council headquarters was completed in November. 2. The successful roll-out of the Skype for Business enables staff and Councillors to make and receive calls from their laptops at home, in the office or out and about in the districts. This also corresponded with the roll-out of 120 laptops to staff so they can work flexibly from any location. 3. There has been an upgrade of the finance system and the transfer of the HR system to Suffolk County Council. | 1. An electronic monitoring tool has been developed to enable Customer Services to record additional information relating to customers using the face 2 face facility. 2. A staff survey was completed in March with views being sought on a range of matters including jobs, teams and organisation as well as training and development opportunities, agile working and internal communications. |
| Impact on communities / the way we work | 1. This document highlights how we have delivered against the JSP in year. | 1. Increased knowledge on the health of the Districts/County enabling evidence based decision making. 2. The publication of the document gives visibility for our customers and residents to be able to hold us to account. 3. The inclusion of planning staff manning the Sudbury Customer Service has also enabled them to assist customers to view applications etc via our website. 4. This has enabled an enhanced service to be provided at Sudbury with staff being able to answer more queries without having to refer to front line staff making it a more efficient service for customers. | 1. Business continuity was maintained during the move to Endeavour House, with the communities see no impact on the service provision. 2. Staff have benefited from the enhanced IT packages enabling them to work agilely across the District. 3. Partnership working provides the opportunity to share best practice and developing our knowledge and understanding. | 1. The development of the survey will enable the Council to gain a greater understanding of the needs of the communities and align the offer accordingly. 2. The staff survey will provide the organisation with a baseline of information about how staff are feeling at this moment of time and will be used to make some positive changes within the organisation. |

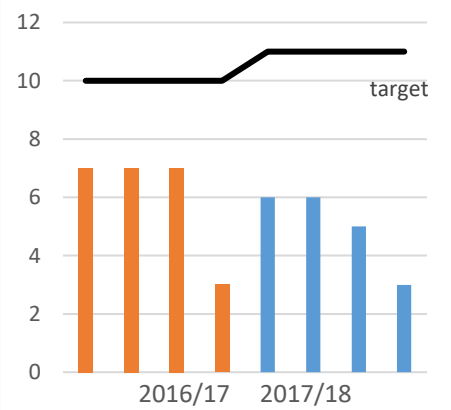
JSP: Digital by design

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|--|--|--|--|---|---------|--------------------|--|
| T1. Average number of daily visitors to joint website NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: John Broadwater Corporate Manager: Carl Reeder | I1,I2,I3,I4, | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 2310 2397 2432 3147 | |  | Both | | Last Update 04/18 Sharp increase in average partly due to spikes in early Jan and early March coincident with severe weather. New weekly high (4,399) week ending 11 March. Average without the three highest weeks (2859) shows strong underlying growth. |
| T2. % of staff/members using Connect NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: John Broadwater Corporate Manager: Carl Reeder | I5 | 2016/17 Qtr.1 Qtr.2 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 33% 38% 36% 37% 43% 43% 44% 43% | |  | Both | | Last Update 04/18 With quarter 4 encompassing the Easter break and end of annual leave period the overall percentage has remained steady. January had the second highest monthly percentage (48%) since tracking started. |
| I1.No: of sessions where mobile devices are used to access website Tablet Mobile NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: John Broadwater Corporate Manager: Carl Reeder | T1 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 39,128 40,025 54,841 41162 59065 | Qtr.4 55819 82347 |  | Both | | |
| I2. % of new sessions where mobile are used to access website Tablet Mobile NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: John Broadwater Corporate Manager: Carl Reeder | T1 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 45% 50% 43% 50% | Qtr.3 46% 52% Qtr.4 44% 50% |  | Both | | |

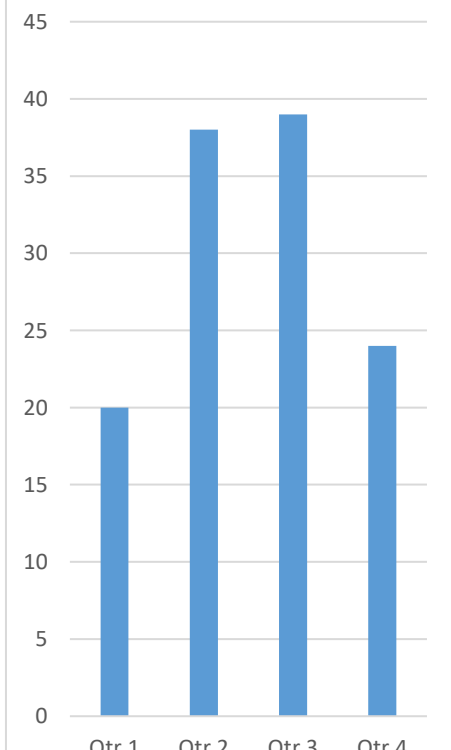
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|--|----------------------------------|--------|---|---------|--|---|
| I3. No: of calls logged with IT helpdesk NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: Louis Gorham | T1 | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 1736 1595 1110 1006 | |  | Both | Last Update 04/18 Q1, Q2, Q3, Q4 (no value) 2 40 14 5 Email 454 389 246 72 Internal only 3 16 16 18 Telephone 1263 1030 766 783 Walk In 14 113 52 96 Live Chat 0 7 16 32 Self Service - - - 832 | Last Update 10/17 no value = call source is a mandatory field, so it shouldn't be possible for no value to be recorded. However, we believe that some self-service calls were not populating that field successfully after an upgrade to the call management system. Walk In = Where someone has presented their issue to the IT platform in Endeavour House or went directly into IT. |
| I4. No: of requests for assistance made via self service IT Helpdesk NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: Louis Gorham | T1 | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 636 810 939 832 | |  | Both | | |
| JSP: More efficient public access arrangements | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1. Unannounced face to face visits per day at HQ's (No. of people on average per day) Cabinet Member: Derek Davis Responsible Officer : Helen Austin | I1,I2,I3 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 69 53 45 22 18 12 | |  | BDC | | Last Update 10/17 This measure will be superseded by measures relating to the Customer Access Point from October onwards. |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. Average number of face to face visitors to Customer Services NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: Helen Austin | I4,I5 | 2017/18 Qtr.3 Qtr.4 2018/19 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 15 677 | | | BDC | | Last Update 04/18 Electronic system now in place for capturing data. Still needs manual entries which means not all customers are captured if influx all at once. |

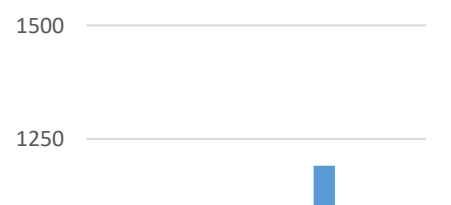
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-------------|--|--|--------|---|---------|----------------------|--|
| I1. Average time taken to answer calls (mins) NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: Helen Austin | T1 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 2.76 2.08 2.19 1.38 | 1.00 |  | Both | | Last Update: 04/18 This quarter includes the New Year Billing period which is normally the busiest time of the year meaning result is exceeding normal expectation for this quarter. New telephone messages installed assisted in reducing volumes. |
| I2. Average % of overall calls abandoned NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: Helen Austin | T1 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 22.33% 15.33% 15.81% 10.96% | |  | Both | | Last Update: 04/18 This quarter includes the New Year Billing period which is normally the busiest time of the year meaning result is exceeding normal expectation for this quarter. New telephone messages installed assisted in reducing volumes. |
| I3. Online housing benefit new claims as a % of all benefit claims Cabinet Member: Derek Davis Responsible Officer : John Booty | T1 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 74% 66% 68% 76% 71% 82% 86% 95% | |  | BDC | | Last Update 01/18 The overall percentage of online new claims has increased. With Sudbury JCP moving to a full service for Universal Credit on 18/10/17 the number of new housing benefits claims has reduced, during this time there have been 80 applications with the intent to claim UC, these are not being included in this measure. |
| I4. % of business rates payers using Direct Debit NEW MEASURE Cabient Member: Derek Davis Responsible Officer:Clive Snowling Service Manager: Andrew Wilcock | T2 | 2017/18 Qtr. 1 Qtr. 2 Qtr.3 Qtr.4 | 55% 55% 55% 54% | |  | BDC | data provided by SRP | |
| I5. % of Council tax payers using Direct Debit NEW MEASURE Cabinet Member: Derek Davis Responsible Officer: Clive Snowling Service Manager: Andrew Wilcock | T2 | 2017/18 Qtr. 1 Qtr.2 Qtr.3 Qtr.4 | 79% 79% 80% 79% | |  | BDC | data provided by SRP | |
| JSP: Financially sustainable Councils | | | | | | | | |
| Tracking Indicator | Linked to | Data | Revenue | | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1. Government funding - Actual Revenue | I3,I4,I5,I6 | 2016/17 | | | | | | |

| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--|--|--------------------------------|-------|---------|--|---|
| 16. % Non-domestic rates collected Cabinet Member: Peter Patrick Responsible Officer: John Booty Operations Manager: Andrew Wilcock | T1 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 28.77% 56.90% 82.92% 98.35% 29.88% 57.95% 82.36% 98.47% | 98.40% 98.40% | | BDC | Figures provided for each quarter are cumulative | Last Update 04/18 Collection exceeded target for 17/18 and outturn for 16/17 |
| 17. Average time taken to process new Housing Benefit/ Council Tax Reduction claims Cabinet Member: Peter Patrick Responsible Officer: John Booty Operations Manager: Andrew Wilcock | T2 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 26 26 23 21 23 30 28 21 | 24 days 24 days | | BDC | Success measurement is to be below target | Last Update 04/18 The performance target for Q4 was exceeded and there has been considerable improvement in performance since Q3. The annual outturn for New Claims was impacted by the delays in processing earlier in the year which has resulted in cumulative YTD total of 25.93 days (against a target of 24 days). Customers are paid Housing Benefit monthly in arrears. The target for 18/19 will be maintained at 24 days. It is anticipated that performance can be maintained within target. |

| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--|--------------------------------------|--------------------------------|---|---------|---|---|
| I8. Average time taken to process Housing Benefit/Council Tax Reduction Change of Circumstance requests Operations Manager: Andrew Wilcock | T2 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 7 7 7 3 6 6 5 3 | 10 days 11 days |  | BDC | Last Update 10/17 Success measurement is to be below target | Last Update 04/18 The performance target for Q4 was exceeded. The annual outturn report shows that the target for CoC was also exceeded 5.12 days (against a target of 11 days). Concentrating available resources on changes of circumstances has allowed us to minimise Housing Benefit overpayments and minimise the risk to subsidy incentives caused through delay. The target for 18/19 will be improved to 7 days to reflect this direction. |

JSP: Networked and agile organisation

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|--|----------------------|--------|--|---------|---|--|
| T1. No: of Staff Leavers NEW MEASURE Cabinet Member: Peter Patrick Responsible Officer: Magda Brauer Corporate Manager: Anne Conway | | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 20 38 39 24 | |  | Both | Last Update 10/17 There is a planned introduction of a Wellbeing Programme (base line assessments, analysis followed by team wide or individual interventions), and a Mental Health First Aider programme is to launch in January 2018. Coaching conversations are built into 1:1 performance discussions. The organisation has an ongoing programme of Agile Working and Building Resilience training, and Business Partner relationships with managers identify early interventions and analyse HR trends to formulate preventative action. Developmental activity underway includes an improved induction programme, and a Workforce Strategy which includes skills analysis, succession planning, personalised CPD and links skills to the JSP outcomes | Last Update 10/17 The Council over the past year has been preparing for the move to a new headquarters with an extended period of uncertainty for staff. With a change as big as this, it is inevitable that it will cause some stress that people have differing levels of resilience against or decide that the change does not suit them. It is therefore not surprising that the level of leavers and sickness has increased but this will be carefully monitored post move to ensure that both indicators move downwards again. |

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--|---------------------------|--------|---|---------|--|---|
| T2. No: of Days lost to sickness NEW MEASURE Cabinet Member: John Whitehead Responsible Officer: Magda Brauer Corporate Manager: Anne Conway | I2 | 2016/17 Qtr.4 2017/18 Qtr.1 Qtr.2 Qtr.3 | 864 949 908 1191 | |  | | Last Update 10/17 There is a planned introduction of a Wellbeing Programme (base line assessments, analysis followed by team wide or individual interventions), and a Mental Health First Aider programme is | Last Update 10/17 The Council over the past year has been preparing for the move to a new headquarters with an extended period of uncertainty for staff. With a change as big as this, it is inevitable that it will cause some |

| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|--|--|--------|-------|---------|--|--|
| | | Qtr.4 | 1072 | | | Both | to launch in January 2018. Coaching conversations are built into 1:1 performance discussions. The organisation has an ongoing programme of Agile Working and Building Resilience training, and Business Partner relationships with managers identify early interventions and analyse HR trends to formulate preventative action. Developmental activity underway includes an improved induction programme, and a Workforce Strategy which includes skills analysis, succession planning, personalised CPD and links skills to the ISP outcomes. | stress that people have differing levels of resilience against or decide that the change does not suit them. It is therefore not surprising that the level of leavers and sickness has increased but this will be carefully monitored post move to ensure that both indicators move downwards again. |
| I2. No: of staff on long term sickness (absent for 4 or more weeks) NEW MEASURE Cabinet Member: John Whitehead Responsible Officer: Magda Brauer Corporate Manager: Anne Conway | T2 | 2016/17 Qtr.3 Qtr.4 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 13 14 15 16 21 13 | | | Both | Last Update 10/17 There is a planned introduction of a Wellbeing Programme (base line assessments, analysis followed by team wide or individual interventions), and a Mental Health First Aider programme is to launch in January 2018. Coaching conversations are built into 1:1 performance discussions. The organisation has an ongoing programme of Agile Working and Building Resilience training, and Business Partner relationships with managers identify early interventions and analyse HR trends to formulate preventative action. Developmental activity underway includes an improved induction programme, and a Workforce Strategy which includes skills analysis, succession planning, personalised CPD and links skills to the ISP outcomes. | Last Update 10/17 The Council over the past year has been preparing for the move to a new headquarters with an extended period of uncertainty for staff. With a change as big as this, it is inevitable that it will cause some stress that people have differing levels of resilience against or decide that the change does not suit them. It is therefore not surprising that the level of leavers and sickness has increased but this will be carefully monitored post move to ensure that both indicators move downwards again. |

| JSP: Strengthened and clear governance to enable delivery | | | | | | | | |
|--|-----------|--|-------|--------------|-------|---------|--------------------|---|
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1. No: of complaints received against Councillors NEW MEASURE To Be Confirmed Cabinet Member: John Ward Responsible Officer: Corporate Manager: Jan Robinson | | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | | | | BDC | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. No: of judicial reviews undertaken NEW MEASURE To Be Confirmed Cabinet Member: John Ward Responsible Officer: Corporate Manager: Jan Robinson | | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | | | | BDC | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2. % of District Councillors completing register of interest within statutory timeframe 28 days NEW MEASURE Cabinet Member: John Ward Responsible Officer: Corporate Manager: Jan Robinson | | 2017/18 2018/19 | 100% | 100% 100% | | BDC | | Last Update 04/18 This is an annual indicator |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I3. % of minutes published on time NEW MEASURE To Be Confirmed Cabinet Member: John Ward Responsible Officer: Corporate Manager: Janice Robinson | | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | | | | BDC | | |
| JSP: Alternative service delivery models | | | | | | | | |
| Performance measures are currently being worked up in collaboration with West Suffolk | | | | | | | | |

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Assets & Investments Housing Delivery

Our Outcome -The public sector has the ability to invest, and a portfolio of assets to develop. We will maximise the contribution made by our own and other public sector land and property assets, and we will invest in new assets, in order to generate additional income and to achieve our strategic priorities

What success looks like? The Council is financially sustainable, without direct government support, with all funding being secured from council tax, business rates and incentivised government funding, as well as our own commercial activities. The Council is managing a portfolio of property assets in a coordinated and efficient way, optimising our housing assets and resources, and maximising the return on the property we own for investment purposes.

| | Apr - Jun 2017 | July - Sept 2017 | Oct - Dec 2017 | Jan - Mar 2018 |
|--|----------------|---|--|---|
| Main Achievements | | 1. HRA scenario testing has resulted in more robust, sustainable HRA Business Plans. 2. Compliance Review findings has resulted in improvements to reporting lines, accountability and more robust policies around Health & Safety and Legionnaires, 3. Working with the Universal Credit Group is minimising the associated risks from UC roll-out | 1. Improved partnership with DWP to minimize the adverse impact on our tenants and local authority from Universal Credit. 2. Digital sign up for new tenants allowing flexibility and greater efficiency. 3. Long Melford residents, businesses and visitors to benefit as BDC transfers ownership of boarded up public convenience to the Parish Council for visitor information centre, new loos and parish room facility. | 1. Gainsborough House has been gifted by Babergh District Council to the Gainsborough House Society to help secure 8.7m investment in the form of a gallery and visitor centre. 2. From February 18, BMBS now has a full compliment of team leaders. 3. A restructure within Tenant Services has brought all tenant-related services (housing management, income management, estate management, allocations and voids, leasehold management, right-to-buy and sheltered housing) together under one Corporate Manager, Lee Crowdell. The policies and procedures for these service areas will be reviewed over the coming year to improve overall service delivery while increasing value for money and effectiveness |
| Impact on communities / the way we work | | | | 1. This is an example of achieving the Council's vision " To create an environment where individuals, families, communities and businesses can thrive and flourish". 2. This will increase the level of capacity in supervision and planning of works and will improve service delivery. |

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JSP: Manage our housing assets effectively

We will need to transform our approach to our tenants and housing stock to manage within reducing resources

We are investigating and will implement short-term improvements in efficiency and effectiveness of the current housing management arrangements

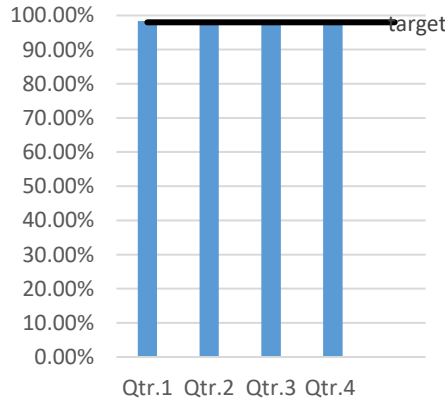
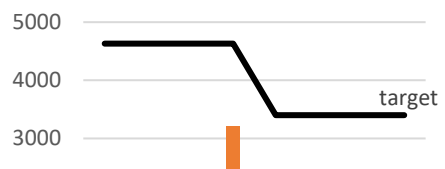
We will explore longer-term options for making best use of our housing assets

We will seek to reduce our carbon footprint and make our housing sustainable

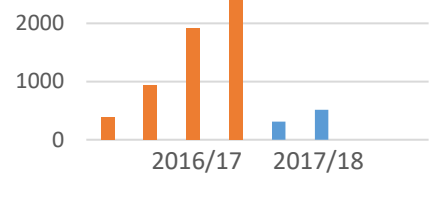
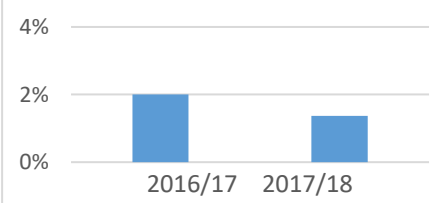
| Tracking Indicator | Linked to | Data | Total | Target 2026/27 | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|------------------------------|--------|----------------|-------|---------|---|---|
| T1. Headroom within Housing Revenue Accounts | I1 | 2016/17 Qtr. 4 2017/18 | £13.1m | | | | At time of budget setting need to decide whether target is set: i) to increase Headroom to £x or ii) to keep it at a level close to Debt cap to | Robust HRA Business planning offers Members and Tenants peace of mind that we are compliant with HRA regulation in relation to accounting, rents and treasury management. |

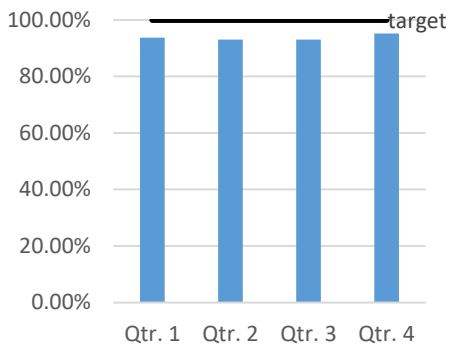
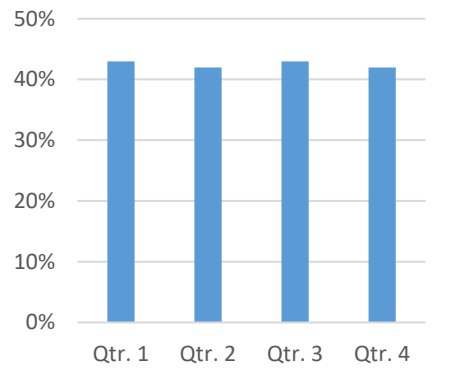
Cabinet Member Jan Osborne

Appendix D

| | | | | | | | | |
|---|------------------|---|--------------------------------------|----------------------------|---|----------------|---|---|
| Responsible Officer Tricia Anderson Corporate Manager Tricia Anderson | | Qtr. 4 | | £32.6m | | BDC | enable us to maximise the amount available toward building new homes | Note: Not available until 31 May 2018 due to year end not closing until then |
| Cabinet Member | Linked to | Data | Total | Target (2026/27) | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. Reducing the Budget versus Actual Variance NEW MEASURE Cabinet Member Jan Osborne Responsible Officer Tricia Anderson Corporate Manager Tricia Anderson | 12 | 2016/17 Qtr. 4 2017/18 Qtr. 4 | 4.80% | 5% | | BDC | Regular budget monitoring and effective financial controls and procedures will reduce the variances between budget and actual | There will continue to be unexpected costs incurred but holding an amount in contingency can reduce the impact of these. Note: Not available until 31 May 2018 due to year end not closing until then |
| Tracking Indicator | Linked to | Data | Total | Target 2018 | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T3. New build - houses built for HRA Cabinet Member Frank Lawrenson Responsible Officer Anne Bennett Corporate Manager Anne Bennett | 13 & 14 | 2016/17 Qtr. 4 2017/18 Qtr. 4 | 12 | 65 across both councils | | BDC | Shared ownership properties are proving to be a popular option. New pipeline - Any slippages in overall timetable due to planning conditions or adverse weather | A 3 year programme (2015-18) to deliver 65 new homes in the Babergh and Mid Suffolk districts by 31 March 2018. Last Update 05/18 This information will be provided as quarterly data moving forward |
| Tracking Indicator | Linked to | Data | Total | Target (by 2021/22) | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T4. Surplus generated by in house trades team Cabinet Member Jan Osborne Responsible Officer Justin Wright-Newton Corp' Manager Justin Wright-Newton | 15 & 16 | 2017/18 Qtr. 4 | | £98,000 | | BDC | Performance forecast: Yr 1 £158k deficit. Yr2 £110k deficit. Yr3 £65k deficit. Yr4 £11k deficit. Yr 5 £98k surplus | This measure monitors inputs, outputs, expenditure and potential income generation to inform future business decisions Note: Not available until 31 May 2018 due to year end not closing until then |
| Tracking Indicator | Linked to | Data | Total (cumulative) | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T5. % of local authority housing rent (incl.garages) collected NEW MEASURE Cabinet Member Jan Osborne Responsible Officer Adam Howley Corporate Manager Lee Crowdell | 17 & 18 | 2017/18 Qtr.1 Qtr.2 Qtr.3 Qtr.4 | 98.39% 98.33% 98.17% 98.11% | 98% |  | BDC | Latest Update April 2018 The roll-out of Universal Credit is having some impact on rent arrears, although a close working relationship with the DWP is helping to mitigate that as far as possible. | Rent loss due to Voids and Write-offs has been taken into account. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1 Housing Revenue Account Capital programme expenditure (£,000's) Cabinet Member Jan Osborne Responsible Officer Heather Worton | T1, T2 | 2016/17 Qtr.1 Qtr.2 Qtr. 3 Qtr. 4 | 379 942 1913 3204 | 4631 |  | | Cumulative. A stock condition survey will be carried in 2017/18 after which a review of the 30 year Capital programme will take place. Current forecasts from 2018/19 are based on £1,100 per dwelling | Target is to reduce the overspend so Actuals are equal to or lower than budget. This is to be achieved whilst still maintaining a good service to our customers ensuring they are living in council dwellings as per the decent homes |

Appendix D

| Corporate Manager Heather Worton | | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 313 513 | 3400 |  | BDC | | standard. This will enable BDC to channel resources to other areas, such as New Homes. Note: Not available until 31 May 2018 due to year end not closing until then |
|---|-----------|--|----------------------------------|---------------------|---|---------|--|--|
| Influencing Indicator | Linked to | Data | Total | Target (by 2022/23) | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2.Reduce the amount BDC subsidises Sheltered Housing service charges NEW MEASURE Cabinet Member Jan Osborne Responsible Officer Lee Crowdell Corporate Manager Lee Crowdell | T2 | 2017/18 Qtr. 4 | | £0 | | BDC | Each year when setting the Budget there is a request to increase the service charge by a certain % but capped at a £ level (£4 in 2017/18). The weekly amount paid can be measured against other social care providers to prove how much less we are charging (average £8 per week in 2016/17) | The cost of providing support services to Sheltered Housing tenants is not fully recovered and at the end of 2016/17 the subsidy was £400k app. This needs to be reduced to £0 as the other residents are funding this from their rent when it should be used to benefit them Note: Not available until 31 May 2018 due to year end not closing until then |
| Influencing Indicator | Linked to | Data | Total | Target annual | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I3. Capital generated by sale of non-viable housing stock Cabinet Member Frank Lawrenson Responsible Officer Justin Kerry + Lynn Morris Corporate Manager Jill Pearmain | T3 | 2016/17 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | £624,500 £0 £0 £0 £0 | | | BDC | | By disposing of our non-viable housing stock, we can reinvest capital into building homes in the right places for the right needs. |
| Tracking Indicator | Linked to | Data | Total | Target annual | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I4 Acquisitions - houses acquired for the HRA Cabinet Member Frank Lawrenson Responsible Officer Anne Bennett Corporate Manager Anne Bennett | T3 | 2016/17 Qtr.4 2017/18 Qtr.4 | 13 | | | BDC | | We must demonstrate that we use Right to Buy [RTB] Receipts wisely and for the benefit of our community on an annual basis and in total to prevent having to return unspent funds to the Government |
| Influencing Indicator | Linked to | Data | Total | Target annual | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I5. % of calls passed on to housing team / BMBS by contact centre Cabinet Member Peter Patrick Responsible Officer Claire White | T4 | 2016/17 Qtr. 4 2017/18 Qtr. 4 | 2% 1.37% | |  | Both | Not able to split across each authority. 2016/17 - 2% of the call passed is 784 calls. 2017/2018 - 1.37% of the calls passed over is 133. | Supports 'no wrong door' policy by demonstrating the majority of customers are being dealt with at first point of contact i.e. the contact centre. |

| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|--|-----------|--|--------------------------------------|--------|---|---------|---|--|
| 16. Attendance at toolbox talks (BMBS) Cabinet Member Jan Osborne Respond' Officer Justin Wright-Newton Corp' Manager Justin Wright-Newton | T4 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 93.75% 93.00% 93.00% 95.20% | 100% |  | Both | Latest Update 04/18 We are not able to split this measure to across each authority. In quarter 2 and 3 there was a slight drop in attendance due staff attending college and emergency callouts. When staff cannot attend the sessions the individuals are updated at a later time so everyone has the same information and engagement. | 'Toolbox' is a staff / operative forum to keep staff informed on a timely basis. Measuring the staff involvement and engagement will identify further development needs for the service and will enable BMBS to effectively and efficiently contribute toward transforming our approach to our tenants and housing stock, whilst managing within reducing resources. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| 17. % of housing rent collected by Direct Debit NEW MEASURE Cabinet Member Jan Osborne Responsible Officer Polly Bearman Corporate Manager Lee Crowdell | T5 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 2018/19 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 43% 42% 43% 42% | 42% |  | BDC | Latest Update 04/18 The use of direct debit has remained more or less static throughout the year. Consideration will be given in 2018/19 to finding more ways of encouraging the use of direct debit | Last Update 04/18 Qtr 1 – 26% tenants on Full Benefit, Qtr 2 26% tenants on Full Benefits, Qtr 3 25% tenants on Full Benefits, Qtr 4 25% tenants on Full Benefits |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| 18. % of housing rent Direct Debit payments that failed NEW MEASURE Cabinet Member Jan Osborne Responsible Officer Polly Bearman Corporate Manager Lee Crowdell | T5 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | | | | BDC | Last Update 04/18 awaiting data - currently interrogating reporting systems | Last Update 04/18 awaiting data - currently interrogating reporting systems |

Environment Waste and Leisure

Our Outcome -The Environment Waste and Leisure are intrinsically linked to the wellbeing of the residents within the two districts. The deliverable outcomes come from achieving energy savings, efficiencies in the waste collection process and ensuring that the local residents have a sustainable provision for access to health benefitting leisure facilities and open spaces.

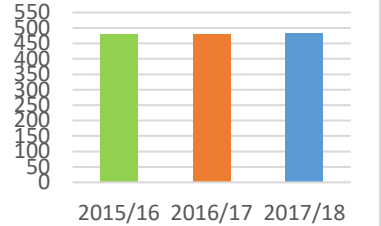
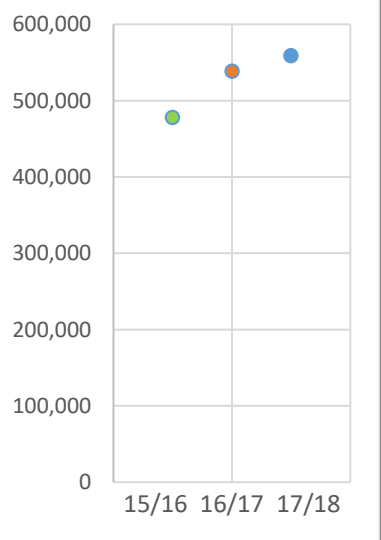
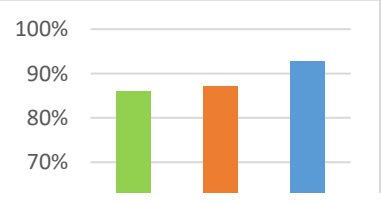
| | April - June 2017 | July - September 2017 | October - December 2017 | January - March 2018 |
|--|-------------------|--|---|--|
| Main Achievements | | <p>1. An Electric Vehicle Charging Point - the first ever in Sudbury has been installed at the Kingfisher Leisure Centre, making the town more accessible for green minded motorists. Up to two cars at a time can use the point, at two special parking bays in the car parks, using the Type 2 Mennekes connector, the most common electric charging connection.</p> <p>2. The overall income generated through chargeable waste services has already exceeded the annual target set for 2016/17</p> | <p>1.The glass collections rounds have been reviewed over Xmas/New Year with Serco and moved from 5 to 3 days to dovetail with the clinical rounds that have changed from 3 to 2 days leading to overall contract efficiencies.</p> <p>2. New Anglia Better Business for All (BBfA) Programme is a partnership between all the Norfolk and Suffolk local authorities, the New Anglia LEP and Growth Hub and various business organisations that was formed to improve the way in which regulators and businesses interact. BMSDC is the lead local authority partner working with Department for Business, Energy and Industrial Strategy (BEIS), the launch took place in November with numerous teams attending including the Licensing Team who have also represented BMSDC at</p> | <p>1. The business/trade waste client base was almost flat with two more clients at year end. However, income growth came from existing clients with £20k increase in income, some 3.8%.</p> |
| Impact on communities / the way we work | | <p>2. By attracting clients from our private sector competitors our commercial waste collection profits can contribute to the overall income of the council thus providing funds to support the local community and reduce our reliance on government grant income [in a small way].</p> | <p>2. Undertaking the lead role in this programme will strengthen the Councils position in understanding and supporting the needs of businesses with the districts.</p> | |

Waste Services

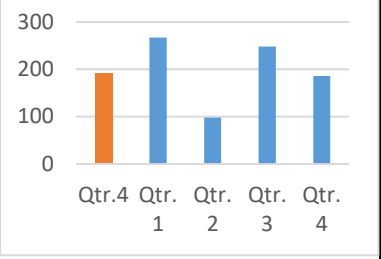
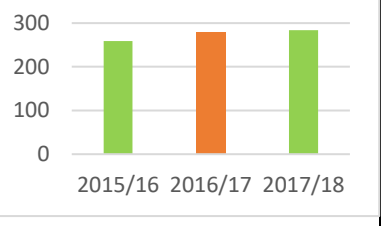
We work collaboratively with all Suffolk local authorities through the Suffolk Waste Partnership to ensure we provide our communities with first class waste and recycling services now and in the future.

We support our communities to help them recycle their waste in the most cost effective manner.

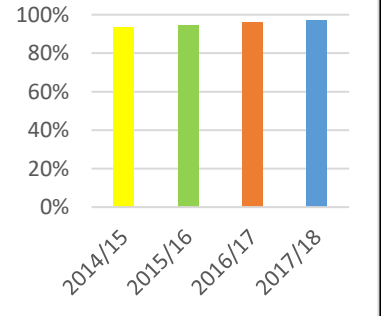
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|--|--|-----------|-------|---------|--|---|
| T1.Overall income generated through chargeable waste services (including business waste) Cabinet Member: Tina Campbell | I1,I2 | 2016/17 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 934,021 1,071,057 1,157,230 1,234,283 | 1,142,369 | | | <p>Last Update 10/17 Figures provided for each quarter are cumulative. Payment is received for the majority of business waste and green waste</p> | <p>Last Update 10/17 15/16 outturn £1,087,971 16/17 outturn £1,234,283 There are slight variations between quarters reported for 2016/17 which</p> |

| | | | | | | | | |
|--|------------------|---|--------------|---------------|---|----------------|---|---|
| Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | | 2017/18 Qtr. 1 956,383 Qtr. 2 1,142,859 Qtr. 3 1,236,724 Qtr. 4 1,314,492 | 1,295,997 | |  | BDC | collection during the first quarter. | occurred due to the periods closing in Integra |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. Total collected residual waste per household per kg Cabinet Member: Tine Campbell Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | I2 | 2015/16 480 2016/17 481 2017/18 482 | | |  | BDC | | Last Update 10/17 Residual waste is waste that is unable to be reused, recycled or composted |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T3. % of household waste sent for reuse, recycling or composting Cabinet Member: Tina Campbell Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | I2,I3 | 2015/16 42.60% 2016/17 43.63% 2017/18 41.95% | | |  | BDC | | Last update 04/18 Recycling rate has fallen due to a change in how street sweepings are included in the figure. |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T4. Income generated through business waste services (£) Cabinet Member: Tina Campbell Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | I1 | 2015/16 Qtr. 1 470,464 Qtr. 2 4,922 Qtr. 3 101 Qtr. 4 2,241 2016/17 Qtr. 1 505,021 Qtr. 2 20,173 Qtr. 3 8,792 Qtr. 4 4,233 2017/18 Qtr. 1 540,982 Qtr. 2 9,174 Qtr. 3 7,581 Qtr. 4 1,083 | | |  | BDC | Last Update 10/17 Business customers are invoiced for this service with payment received during Q1. | Total income 2015/16 £477,728 2016/17 £538,219 2017/18 £558,821 |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T5. Customer Satisfaction levels with refuse collection service NEW MEASURE Cabinet Member: Tina Campbell | I4 | 2015/16 86.1% 2016/17 87.2% 2017/18 92.9% | | |  | | Last Update 10/17 Measures used for this report are based on responses of fairly or very satisfied with the service | Last Update 10/17 This survey is undertaken by Serco has part of their statutory requirement. |

| Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | | | | | | Both | | |
|--|-----------|--|-------|--------|-------|---------|--------------------|----------------------------------|
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. No: Business waste customers NEW MEASURE Cabinet Member: Tina Campbell Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | T4 | 2015/16 Qtr.1 824 Qtr.2 843 Qtr.3 840 Qtr.4 836 2016/17 Qtr.1 846 Qtr.2 872 Qtr.3 871 Qtr.4 882 2017/18 Qtr.1 879 Qtr.2 885 Qtr.3 881 Qtr.4 884 | | | | BDC | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2. No: of Garden Waste Subscribers Cabinet Member: Tina Campbell Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | T1,T3 | 2015/16 Qtr.1 12,100 Qtr.2 12,257 Qtr.3 12,283 Qtr.4 12,413 2016/17 Qtr.1 12,695 Qtr.2 12,985 Qtr.3 12,963 Qtr.4 13,127 2017/18 Qtr.1 13,378 Qtr.2 13,567 Qtr.3 13,563 Qtr.4 13,567 | | | | BDC | | |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I3. % Garden Subscriptions of total households Cabinet Member: Tina Campbell | T3 | 2015/16 31.30% 2016/17 32.67% 2017/18 33.51% | | | | BDC | | |

| Responsible Officer: Laura Sewell Corporate Manager: Oliver Faiers | | | | | | 2015/16 - 2016/17 - 2017/18 - | | |
|---|-----------|---|------------------------------------|--------|---|-------------------------------------|--------------------|---|
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I4. Missed Bins - rate/ 100,000 collections Cabinet Member: Tina Campbell Corporate Manager: Oliver Faiers | T2 | 2016 Qtr.4 2017 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 192 267 98 248 186 | |  | Both | | Last Update 01/18 Advised that the system used by Serco has changed from Q3 onwards and data is collated in a different way. |
| Sustainable Environment | | | | | | | | |
| <p>Environmental Protection team: We aim to facilitate environmentally sustainable growth and tackle pollution to prevent adverse impacts on health and the environment.</p> <p>Planning Enforcement team: We aim to ensure, as part of the planning process in protecting the environment and amenities of residents, that any issues arising from actions undertaken either as a result of planning applications being refused, or where applications haven't been made in the first place, are appropriately resolved.</p> <p>Heritage team: We aim to protect and enhance our historic environment by preventing loss, managing change effectively, promoting understanding and contributing to sustainable development.</p> | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1. No: of instances of Fly tipping Cabinet Member: Tina Campbell Responsible Officer: Joanna Hart Corporate Manager: James Buckingham | I1 | 2016/17 2017/18 | 313 291 | | | BDC | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. No: of noise complaints NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: James Buckingham | | 2015/16 2016/17 2017/18 | 259 280 284 | |  | BDC | | Last Update 04/18 2015/16 population 89,200; No. of complaints per 1000 population 2.9. 2016/17 population 89,500; No. of complaints per 1000 population 3.1. 2017/18 population 89,500; No. of |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |

| T3. No: of business supported to become more energy efficient NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: James Buckingham | I2,I3 | Apr 2016 - Mar 2018 | 38 | | | BDC | | Last Update 04/18 BEE Anglia is a three-year programme which will provide free support to at least 1,000 SMEs across Suffolk and Norfolk to become more energy efficient. It has been developed by Suffolk County Council, Groundwork, Nwes and Norfolk County Council and is part funded through the European Union European Regional Development Fund (ERDF) |
|---|-----------|----------------------------------|-----------|--------|-------|---------|--------------------|--|
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. No: of enforcement actions for fly-tipping e.g. investigations, prosecutions, cautions, penalty notices, warning letters, vehicle stop & searches Cabinet Member: Tina Campbell Responsible Officer: Joanna Hart Corporate Manager: James Buckingham | T1 | 2016/17 2017/18 | 145 78 | | | BDC | | Last update 04/18 Note this measure is not for enforcement cases, but for enforcement actions. In order to investigate a fly-tip, evidence is required e.g. direct witness evidence or something in the fly-tip which will identify the perpetrator. External operatives are employed to clear away the fly-tip for Babergh and do not sift for evidence. This measure is derived from information provided to DEFRA, and will count each letter sent as an enforcement activity. On occasion letters have been sent to neighbouring houses where waste has been left to ascertain who may be responsible, this causes the figures to fluctuate significantly. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2. Projected actual CO2 savings in tonnes for businesses NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: James Buckingham | T3 | Apr 2016 - Mar 2018 | 183 | | | BDC | | Last Update 04/18 |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |

| | | | | | | | | |
|---|------------------|--|--------------------------------------|---------------|---|----------------|---|---|
| I3. Projected annual energy bill savings (£) for businesses NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: James Buckingham | T3 | Apr 2016 - Mar 2018 | 34,204 | | | BDC | | Last Update 04/18 Projected Actual savings calculated as a proportion (26%) of potential savings, identified from previous sampling of supported businesses |
| Food & Safety Carrying out programmed interventions and investigations to detect, eliminate and/or control hazards by engaging with business communities and the public and applying fair enforcement | | | | | | | | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T1. No: of interventions carried out in line with the Food Safety Act Code of Practice NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: John Grayling | I1 | 2017/18 | 908 | 924 | | Both | A significant amount of time has been taken up with the office accommodation changes which has distracted from service delivery but the team expects to achieve the targeted inspections by year end. | |
| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2. No: of complaints received relating to food where the Council is the enforcement authority NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: John Grayling | I2 | 2015/16 2016/17 2017/18 | 105 149 148 | | | Both | | In 2016/17 there were 149 food and premises complaints, these relatively low numbers were up from the previous year of 105, however considering the large number of retail food businesses across both districts are an indication of the good levels of general compliance of our food businesses. |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. % of broadly compliant food premises (Food hygiene rating 3, 4, 5) NEW MEASURE Cabinet Member: Tina Campbell Corporate Manager: John Grayling | T1 | 2014/15 2015/16 2016/17 2017/18 | 93.29% 94.35% 96.05% 97.21% | |  | Both | | One of the primary purposes of the Food and Safety service is to improve the safety of food produced in BMSDC and whether businesses are broadly compliant is a reasonable indicator of this. Total businesses 1935 at the start of 2017/18 |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I2 .No: of food premises achieving 5 ratings NEW MEASURE | T2 | 2017/18 | 1041 | | | Both | | Last Update 10/17 This is a figure that will gain meaning when year on year comparisons can |

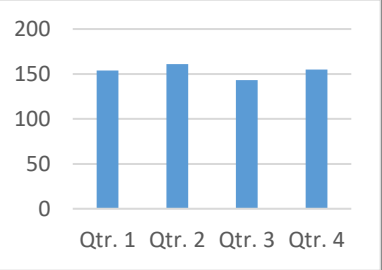
Cabinet Member: Tina Campbell/
David Burn
Corporate Manager: John Grayling

Both

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Building Control

Our function is to enforce the Building Regulations to ensure the built environment is safe, energy efficient and accessible to everyone in partnership with all relevant stakeholders. This function is carried out whilst operating within a fully open market competing with the private sector. We are also responsible for the protection and safety of the public where dangerous structures occur.

| Tracking Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|---|--|-------------|---|---------|---|---|
| T1. Increase in number of live cases for building control Cabinet Member: Tina Campbell Corporate Manager: Paul Hughes | I1 | 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 154 161 143 155 | |  | BDC | | Last Update 01/18 Work underway to create business plan to increase no. of applications and to be partner of choice in collaboration with our counterparts throughout Suffolk. Total no. of applications forecast in line with average per year over previous 5 years. |
| Tracking Indicator | Linked to | Data | Total | Target 2034 | Trend | Council | Report on Progress | Additional comments/ comparisons |
| T2.Solar PV Panel income generated against cost of loan repayment NEW MEASURE Cabinet Member Tina Campbell Responsible Officer Sharon Bayliss Corporate Manager Heather Worton | I2 | 2017/18 Qtr.4 | -£188,147 | | | Both | Last Update 04/18 Income generated - £414,960; finance borrowings £172,793; portal costs £43,123; repairs £10,897 | Over the 20 year length of the project we expect to generate income of £19.3m (net 7.5m) across both councils |
| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
| I1. % of market share of building control applications Cabinet Member: Tina Campbell Corporate Manager: Paul Hughes | T1 | 2016/17 Qtr.1 Qtr. 2 Qtr. 3 Qtr. 4 2017/18 Qtr. 1 Qtr. 2 Qtr. 3 Qtr. 4 | 70.90% 70.10% 69.50% 70.40% 66.00% 62.00% 65.00% 63.00% | |  | BDC | | Last Update 01/18 Consolidation of current market position is still the aim following impact of new entrants to the market and loss of business through staff departures. This will provide a solid base with which to increase market share through closer collaborative working with our counterparts throughout Suffolk and creation of a focused business plan aimed at attracting business back to Local Authority Building Control. |

| Influencing Indicator | Linked to | Data | Total | Target | Trend | Council | Report on Progress | Additional comments/ comparisons |
|---|-----------|-----------------|---------------|--------|-------|---------|--|---|
| I2. Amount of energy generated by Solar PV panels installed on council property roofs Cabinet Member Tina Campbell Responsible Officer Stephen Clarke Corporate Manager Heather Worton | T2 | Feb '17 | | | | | Last Update 04/18 This energy will either have been used straightaway with the property or if not required exported back to the national grid. | Last Update 04/18 The average 3 bed house will use 4000 kWh per year. The energy generated would supply 578 general houses, and 20 sheltered houses across the district. |
| | | Housing stock | 3,707,394 kWh | | | | | |
| | | Sheltered stock | 312,186 kWh | | | | | |
| | | Feb '18 | | | | | | |
| | | Housing stock | 2,311,386 kWh | | | | | |
| | | Sheltered stock | 80,819 kWh | | | | | |

Agenda Item 10

BABERGH DISTRICT COUNCIL

| | |
|--|--------------------------------------|
| Committee: Cabinet | Report Number: BCa/18/05 |
| From: Cabinet Member for Economy | Date of meeting: 11 June 2018 |
| Officer: Andrew McMillan – Economic Development Officer | Key Decision Ref No: CAB50 |

SUDBURY VISION FOR PROSPERITY NEXT STEPS

1 Purpose of Report

- 1.1 The *Vision For Prosperity* (VfP) work is intended to kick-start a resurgence in Sudbury and its surrounding area, coordinating services and responding to the needs of the community. This work is a priority as set by councillors within the recently updated 18/19 priorities.
- 1.2 During the consultation (October 2017) there were a number of comments made about a lot of issues, but the overwhelming majority of interest was in the town's existing suite of possible projects. In short, the perception is that the town is constantly being considered for major regeneration projects, but that they are not delivered and no information is forthcoming. Consequently, the reputation of the Council is damaged which hinders positivity in residents and in potential investors in the area.
- 1.3 This report is seeking endorsement of the draft VfP Action Plan and accompanying background paper that responds directly to the issues raised in public consultation, prior to publication.

2. Recommendations

The Cabinet are recommended to:

- 2.1 Endorse the draft Sudbury VfP Action Plan and background paper for publication.
- 2.2 Delegates authority to the Strategic Director (with responsibility for Sudbury), in consultation with the Cabinet Member for the Economy, to make minor updates/amendments prior to formal publication.

Reason for decision:

The publication of the documentation will bring the first phase of VfP to a close by responding to the issues raised, and by setting out the action plan that will bring the community together and deliver positive changes in the Sudbury area, and pave the way for further VfP projects and interventions.

2 Financial Implications

- 2.1 None arising directly from this report. The projects identified within the document are already subject to their own individual reports and consideration.

3 Legal Implications

3.1 None arising directly from this report. The projects identified within the document are already subject to their own individual reports and consideration.

4 Risk Management

4.1 The report links to the following risks in the Councils' Significant Risk Register:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|------------|--------|--|
| Failure to develop the local economy and our market towns to thrive – Risk 2b | Likely | Bad | Work with Town Councils, steering groups and partnerships to develop vision; Development of Suffolk tourism strategy; Promotion of area to attract new business; Increased commercial awareness and relationship building with our businesses. |

4.2 Other project risks:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|------------|--------|--|
| Further reputational risk is there is no communication with the public and businesses about the outcome of potential major regeneration projects. | Likely | Bad | The VfP publication will make definitive statements about the existing large projects currently considered in Sudbury. |
| Establishing a brand, shared ownership of delivery against VfP. Getting the collective buy-in. | Unlikely | Low | Ensure partner buy-in and involvement throughout the branding/marketing exercise to instil ownership. |

5 Consultations

5.1 The VfP consultation was undertaken in October 2017, as the culmination of significant priority work undertaken and managed by the Open for Business Team. Over 400 response comments were received, as well as numerous conversations taking place with the public, Members and Officers. A specific effort was made to engage with young people through work with Sudbury Ormiston Academy. The overwhelming issue was that the public want answers and information regarding the potential major projects already being considered, and they displayed frustration that projects are considered in isolation rather than in the round. This has steered the format of the prepared response.

5.2 The VfP is not a stand-alone document, but an ongoing umbrella approach to advance change and intervention in the Sudbury area. Therefore, further public display/engagement activity demonstrating potential projects, schemes and options will naturally follow and continue the VfP work.

6 **Equality Analysis**

6.1 There are no equality implications arising from this report.

7 **Shared Service / Partnership Implications**

7.1 Given the collaborative approach to the VfP with partner organisations, the draft documents have been shared with partner organisations to review them and make comments. The VfP is a Babergh District Council-led initiative, but may be considered a 'Sudbury response' because of the collaboration.

8 **Links to Joint Strategic Plan**

8.1 The 2016 MSDC Joint Strategic Plan (JSP) sets out the direction of the Council for the next four years. Further, 2018/2019 priority refinement has just taken place in support of the JSP, of which VfP is included (for both Stowmarket and Sudbury).

8.2 The JSP articulates three priority areas: Economy and Environment, Housing and Strong and Healthy communities which will be delivered under five key strategic outcomes. The following key strategic outcomes are linked to this project:

- Further develop local economy and market towns to thrive
- Property investment to generate income and regenerate local areas

9 **Key Information**

Engagement responses

9.1 Officers have analysed the responses from the consultation exercise and prepared a report of findings. This considers the content, tone and circumstances of the event that was held in October 2017. The report is attached as Appendix 1.

VfP Response Document

9.2 The VfP is not a stand-alone document, but an ongoing umbrella approach to advance change and intervention in the Sudbury area, led by the District Council. Therefore, the background paper responds to the issues raised and 'sets the record straight'. The Action Plan addresses the main criticism of not knowing what is going to happen, by updating communities in a single simple poster on the range of projects being considered.

9.3 Within the Action Plan, a number of additional future projects have been identified and those will be brought forward in due course. By adding them to this response now, it will sow the seed for these projects and ensure that there is a holistic and managed approach, rather than introducing them suddenly at a later date. This will improve community confidence in leadership, the Vision and the brand. One such example is the Sudbury Town Council Vision for the Market Hill/Town Centre area. As that project is not sufficiently advanced to include within the VfP and with any definitive accompanying statement, instead it can be 'signposted' to come as part of the broader package of interventions.

9.4 In order to maximise the impact of the Action Plan it is proposed that it is not a lengthy, wordy document, but a map-based 'poster' that simply and clearly makes statements about the projects. This high-impact approach will be both easily digested and shared. The draft is attached in Appendix 2. At this draft stage the Action Plan has

not benefitted from professional production, but once the content is agreed that may be addressed and approved under delegated authority.

VfP Response Publicity and further public engagement

- 9.5 Members are reminded that Suffolk Day takes place on 21 June 2018. Sudbury Town Council is hosting Suffolk Day and will deliver a 'market place' type event in the Town Hall. It is recommended that the Council uses this as the platform to launch the VfP response. This will provide a joined-up approach towards services and investments in Sudbury.

Marketing/branding for Sudbury – Growth & Efficiency Fund application

- 9.6 The VfP consultation yielded no significant alternative existing 'character' or identity that Sudbury has that could be the basis of its marketing angle. Silk, Wool Towns and Gainsborough heritage aspects provide a sound starting point, but these did not resonate so strongly with young people. The marketing would include a logo, strapline, colour scheme and other brand identifiers, but will draw from and connect existing methods rather than re-invent something wholly new/different. The Council must commit to using the branding in its range of functions and duties to ensure it is effective.
- 9.7 The procurement of marketing/branding services may be approached through partners and provide additional opportunities such as the use of the University of Suffolk's marketing course students. The appropriate procurement methods will be used to secure any such services.

10 **Conclusion**

- 10.1 The VfP project has sparked some initial interest and by updating the public on the range of major projects (including shared projects) through these publications there is the opportunity to capitalise on the momentum, redress community cynicism and apathy, and align focus on positive and progressive steps. There is also the opportunity to pave the way to introducing additional projects in a holistic action plan., with a clear leadership by the District Council.

Authorship:

Open for Business Team
Andrew McMillan Open for Business

Tel: 01449 72 4931

Email:

Andrew.mcmillan@baberghmidsuffolk.gov.uk

Appendices

| Title | Attachment |
|----------------------------|-------------------|
| Draft VfP background paper | Attached |
| Draft VfP Action Plan | Attached |

Delivering a Vision for Prosperity in Sudbury

Background Paper

June 2018



Delivering a Vision for Prosperity

Foreword

Babergh District Council is driving forward prosperity, and as Sudbury is the nucleus of the District, success here is crucial to the prosperity of the district as a whole.

We'd like to thank everyone who took time to express their views at the drop in, online or through their letters. The District Council and its partners have shared this journey and we look to them to help us ensure that the people of Sudbury and the surrounding villages receive the best possible service as we look to the future.

There are many different opinions to consider in mapping out the future of the town and our starting point has been to discuss and understand the views of the local community. *We've listened* and here is the first part of the VfP response – setting the record straight about the “hot topics” that matter most to **YOU**.

We have learned lessons during the *Delivering a Vision for Prosperity* exercise and will keep improving as we look for more ways to engage with residents and businesses across Babergh District.

“Sudbury can move forward now we have clarity and consensus on the major investment decisions.”

This Background Paper and the *Action Plan* bring together some of the key areas of work that we will undertake to achieve our goal of a sustainable town that offers a good quality of life to local people.



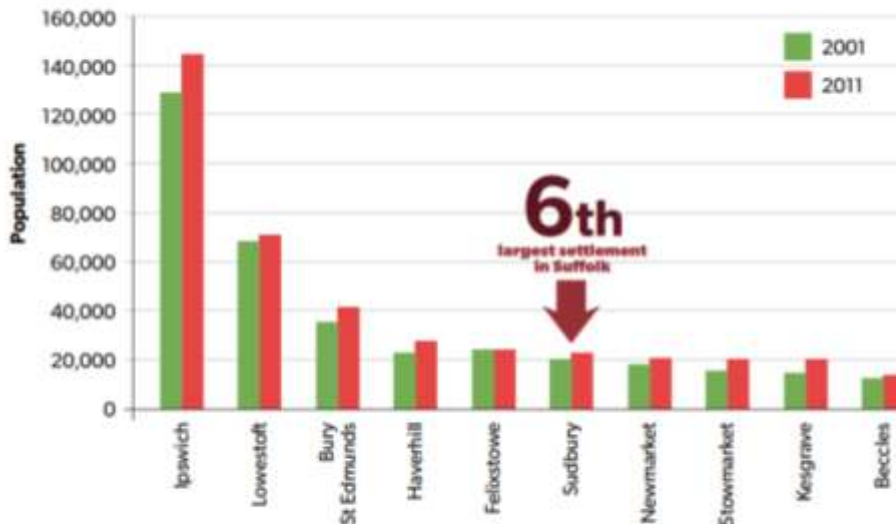
Success will depend upon the combined efforts of a range of partners and stakeholders that have an interest in the town and its surroundings. This will mean measurable targets and accountability for implementation. The public will be kept involved with regular updates and opportunities to help shape the direction we take.

We hope you find this feedback useful and interesting – but please don't think that “*this is it*” – we look forward to keeping *Delivering a Vision for Prosperity* going and evolving as we develop more projects and ideas, and reshape our services to better meet your needs.

Introduction

Sudbury today

Sudbury is the main town and key driver of growth and prosperity, with a large sphere of influence as the major social and economic hub for the district.



Sudbury is the **472nd** largest settlement in the country

Comparable in size to **Chesham** in Buckinghamshire, **Musselburgh** in East Lothian and **Retford** in Nottinghamshire



Sudbury area amongst **10%** most deprived small neighbourhoods in the country
Index of Multiple Deprivation 2015



Relatively **small changes** to the town centre over the past few years to unit numbers and use, c260 (Nov 2016)

50/50

Roughly a 50/50 split of **independent and "High Street retailer brands"**

42.9%

"Comparison" high street retailers on a **par to UK average** of 42.9% - the rest are convenience and service units



Fewer in convenience, retail and financial services



Leisure services below UK average 16.5% compared to 20%



Average house price increase of 6.5% since January 2017



6.15% vacancy rates (Nov 2016) **well below national average** of 11.5%

185m² 47,845m²

Average unit size

Sudbury's total **retail and service floorspace extends to 47,845m²** (515,000 sq)



The representation of **charity shops is higher than the UK average** (3.9% compared to 2.6% of units)

Ranked 5th

for second year running in report listing **Britain's top 10 property hotspots for rising prices**

#VIP SUDBURY
Vision for Prosperity

Growth ambition

Like every town in the country, Sudbury is looking to improve. We can't do it alone, so there must be a framework of organisations, plans and strategies in place to deliver. We are fortunate that the Government, our Regional, County, District and Town leaders are working together to deliver growth and prosperity.

The Government's *Plan for Growth* (2011) was published with the aim of achieving strong, sustainable, and balanced economic growth throughout Britain. Its four ambitions are to:

- Create a more competitive tax system;
- Make the UK one of the best places in Europe to start, finance and grow a business;
- Encourage investment and exports to make a more balanced economy;
- Create a more educated workforce.

The national *Industrial Strategy*¹ (2017) sets out the government's plan to create an economy that boosts productivity and earning power throughout the UK. The white paper focuses on the 5 foundations of productivity – ideas, people, infrastructure, business environment and places – with a clear and complementary vision for each. Each foundation is supported by a range of policies designed to provide businesses with certainty and reassurance that the UK will continue to have a competitive edge.

The New Anglia LEP *Strategic Economic Plan* (NALEP 2017) looks ahead to 2036, but focuses on the actions we need to take over the next four years to help secure long-term success. It is a dynamic and living blueprint to guide the work and investment of many partners.

The *Suffolk Growth Strategy* (Suffolk County Council, 2013) set out the following four aims:

"First, Suffolk needs a prosperous and vibrant economy which inspires people to succeed. Second, Suffolk needs a high quality, responsive education and training system. Third, Suffolk wants to be an exemplar in tackling climate change. Finally, Suffolk needs all people to be kept safe from harm, to be able to live healthy lifestyles and to be valued."

The *Suffolk Growth Programme Board* agreed in December 2016 to:

- **lead:** the Suffolk Growth Framework at officer level, and through collaboration across the County ensure GPB outcomes are communicated to all staff and members.
- **deliver:** Suffolk's economic vision and achieve impact through the coordination of programmes and projects directly managed by the GPB and through facilitated work with partners
- **influence** (through engagement): public / private stakeholders, businesses and politicians about the priorities for growth in Suffolk and the opportunities for improving the region's competitive position and prosperity
- **manage risk:** by understanding upcoming risks / unknowns, and responding to these through a flexible & innovative approach to economic growth

Babergh and Mid Suffolk District Council's *Open for Business Strategy* (2018) will serve to support a long-term vision, and actions which deliver economic growth in our Districts, helping secure inward investment and give confidence to businesses operating here.

¹ <https://www.gov.uk/government/publications/industrial-strategy-the-foundations>

Suffolk Chamber of Commerce's Manifesto (2018) sets out our broad aims and ambitions to maximise the positive role of businesses through promoting a 'Suffolk PLC' model, aimed at creating inclusive economic growth and improved levels of prosperity for all in Suffolk.

It's not all about the Government, District, County or Town Council: delivery of services relies on a **network of organisations**. Without the cooperation and collaboration of these bodies and initiatives – **and many more besides** - we wouldn't have such a wonderful town as we do!



Lastly, but **most importantly**, we have looked to you, the residents, businesses, visitors and users of Sudbury to help us shape our town of the future.



Review of the drop-in engagement event

On 12th October 2017, residents, businesses and users of Sudbury and its surrounding catchment villages were invited to attend a drop-in display event at the Town Hall. The drop-in was run alongside the Councils' Joint Local Plan consultation display as a joined-up process.

Publicity for the event was undertaken through

- Press releases, including a front-page headline in the East Anglian Daily Times on Friday 29 September 2017.
- Erecting over 250 posters in prominent positions in Sudbury and in the surrounding villages
- Dedicated web site www.babergh.gov.uk/vfpsudbury
- Text included on the Joint Local Plan publicity material, including on a flyer posted to all residences and businesses in the District
- Social Media using the hashtag #VFPSudbury
- Cross referencing from associated public sector organisations

Drop in displays format

31 display boards were erected around the room (in addition to Joint Local Plan information and other partner organisations' displays) that set out:

- a welcome & introduction to VFP
- a timeline of historic growth and change for Sudbury
- the national/regional perspective demonstrating the growth agenda
- a series of statistics and facts about the area
- a roundup of some young people's views about the area
- a series of questions about the future of Sudbury and the area.

This prompted the use of sticky dots to "vote" on some questions, and some written opinions expressed through the use of post-it notes.

The display used a mix of information including

- infographics (short bite-sized chunks of information presented in a small picture),
- block text,
- charts, maps and diagrams,
- drawings and photographs.

This variety of media meant that there was something for everyone to engage with, but not everyone liked the variety and felt that there was too much to look at.

Additional engagement

Following the drop-in event, hard copies of the material were made available at Sudbury Library, Sudbury Town Hall, Long Melford Library, Glensford Library, and Great Cornard Library. Display material was also available online at www.babergh.gov.uk/vfpsudbury. Additional comments on the projects were invited before 5pm on the 10th of November and are taken in to account in this analysis.

Attendance

Nearly 400 people attended the drop-in event and left hundreds of comments. Of particular value was the ability for people to talk directly with Councillors, Officers and partner organisations to discuss their views openly.

Visitors were mostly from Sudbury and Great Cornard, but there was also a large number from Long Melford, Acton, Waldingfield and Newton. Other settlements were also represented, including people coming from across the county border in Essex.

At the time of the VFP display event, the issue of the Bypass was a “hot topic” in the press, as two petitions were being circulated – one for and one against a bypass. A great many attendees to the event assumed that it was all about the bypass and not a more general Visioning event.

Response analysis

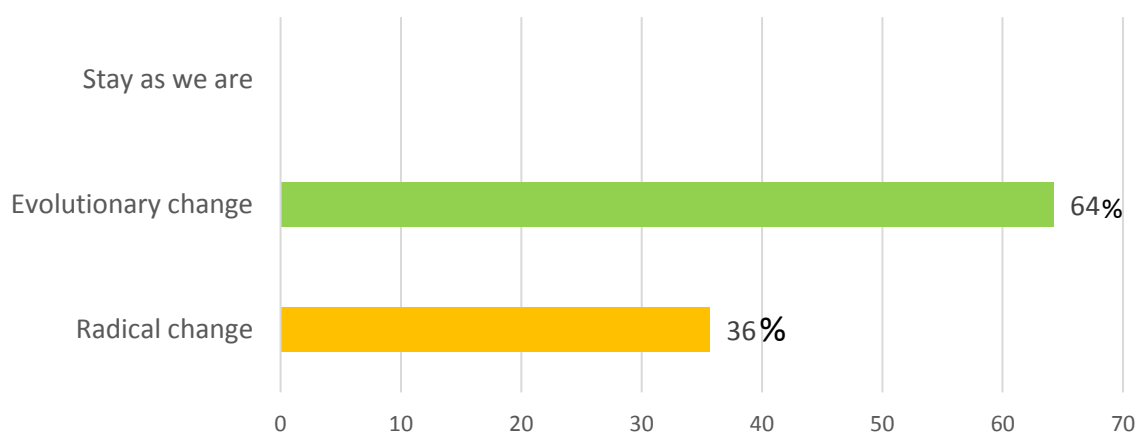
Whilst the boards and questions prompted extensive discussion and commentary, few people responded directly to the questions, instead choosing to make more generalised comments on post-its. Because of this, the analysis does not follow the format used in the displays, and issue are summarised.

Unlike the output from the sister exercise in Stowmarket, the vast majority of interest in Sudbury was in the town’s existing suite of possible development/regeneration projects that have been under consideration for a long time (for example Belle Vue House, Borehamgate, Chilton Woods etc). The overwhelming feeling was that the public wants answers and information regarding these potential major projects, and displayed frustration that projects are considered in isolation rather than in the round. This has steered the format of the prepared response.

Change in Sudbury

Change is perceived as unpopular and difficult to deliver in Sudbury, however it can be seen from the chart that no-one felt that Sudbury should stay as it is. The majority of responders were in favour of evolutionary change as opposed to Radical change

Town of the Future



The commentary left would suggest that the people of Sudbury would welcome new facilities, and would also welcome changes that they perceive as being of benefit to the town and surrounding area. Aside from the bypass (which was topical at the time of the event), no one issue dominates public opinion.

Places to aspire to

It was envisaged that people would suggest places that they had been and liked that could be used as inspiration for Sudbury to follow, however only Haverhill was suggested as “it has everything it needs”. Instead, most comments were made around Sudbury’s own shortcomings, and responses to these are addressed later in this document.

Responses to the young people’s views

Although comments were not specifically invited in relation to these boards, there were a number of comments made both in support of and in reaction to, the views expressed. Some opinions were expressed that the views of the young people was not representative of *all* young people, having only been sought from a group of year 8/9 students at Sudbury Ormiston Academy. Others noted that their own experience of working and engaging with other young people corroborates many of the views expressed.

Some of the older generation took exception that young people had been asked their opinion before the older generation, while others understood the need for young people to have a voice as they would not generally attend a drop-in display event.

Below is a roundup of the responses left in relation to the young people’s views

| Context (what the young people said) | Attendee’s comment |
|--|--|
| <p>Strengths. The students comment on some of the best bits of Sudbury, but also observe that Sudbury’s best is not up to the same standard as other places’ best.</p> <p>“Not every town has it so good.”</p> | <ul style="list-style-type: none"> • Public transport is being reduced • Transport, don’t agree public transport is good. • What public transport? The service to the health centre is shameful! • “Sudbury generally has good public transport links” is this a joke? This exhibition is times to be after the last bus back to my village until Tuesday! • Don’t agree with the comment that Sudbury is always clean and tidy. Level of litter and dirt has increased in the last year • Public transport ids dreadful! Long wait to health centre or taxi! The “old people” are being neglected again |
| <p>Sudbury area’s “Weaknesses”: was a constructive and insightful look at where Sudbury is failing – without being overly critical.</p> | <ul style="list-style-type: none"> • I agree with all of this (and I am an old person) • I agree also, Ballingdon Bridge is exceptionally dirty and need maintenance throughout |



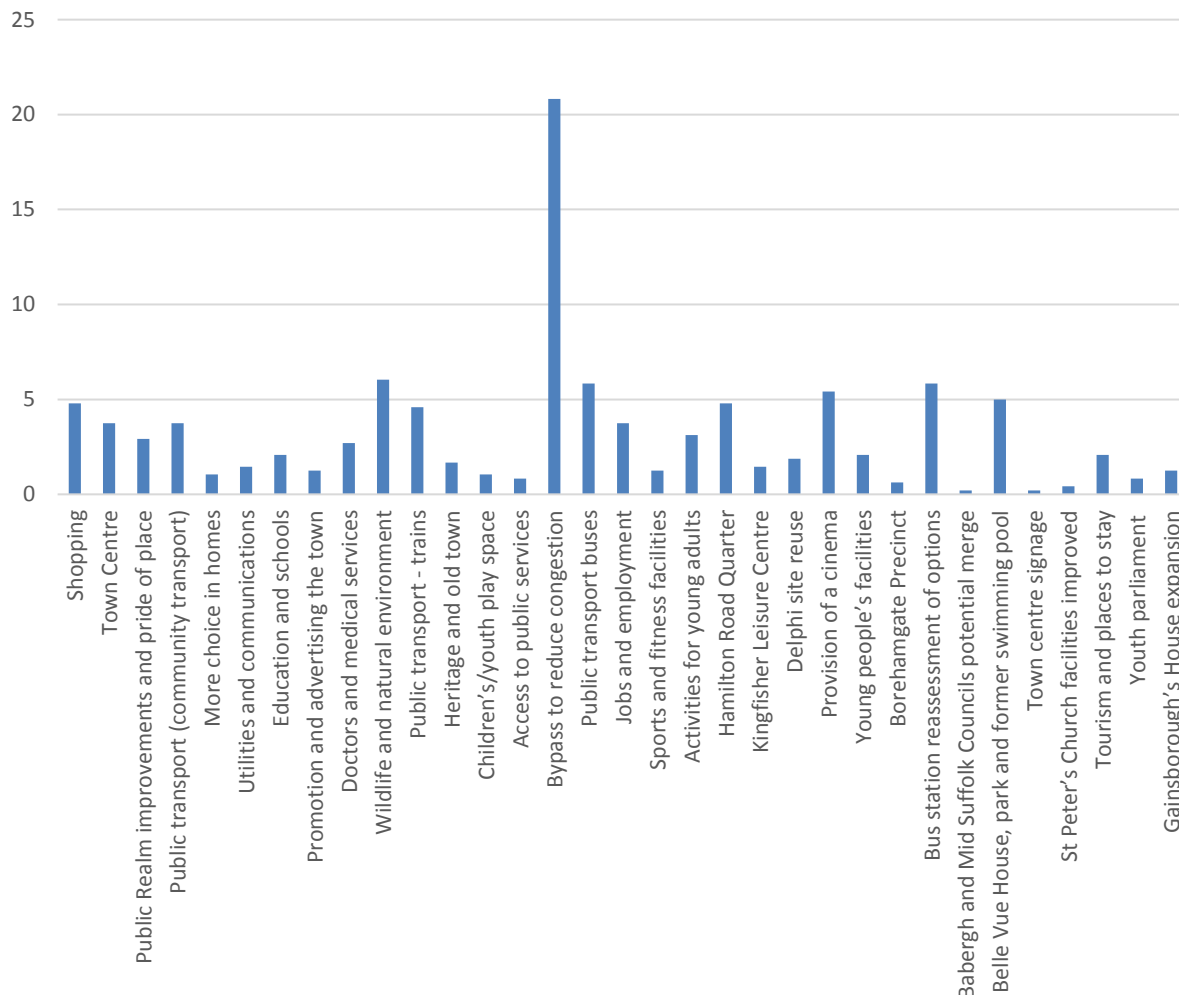
| Context (what the young people said) | Attendee's comment |
|---|---|
| <p>“Negative talk creates a false impression.”</p> | <ul style="list-style-type: none"> • Try to remember, these are the people we will leave Sudbury to! |
| <p>Opportunities: students identified a number of possible projects that could be undertaken to improve Sudbury.</p> <p>“Positivity about change needed, and everyone to support growth”</p> | <ul style="list-style-type: none"> • Agree much more balanced view than the “no – Sayers” that get far too much press. We need to look forward not backwards • Agree with everything the kids say • I agree with <u>everything</u> on this board but there is no one in this room under the age of 35! |
| <p>THREATS: the students felt that there should be more done to drive change, but in a Sudbury style.</p> <p>“Talking about things but never doing it.</p> | <ul style="list-style-type: none"> • US Air Force Club (Station Road) – airfields, tourism • Not enough made for tourist. Use of our own assets, Sudbury needs more “Quirk” and a face lift in places. Lavenham has had two centre page spreads on Saturday over the past few months |
| <p>Students were invited to liken the town to a famous person in order to express their views about “character” and “image”. They chose David Dickinson, Sharon Osborne, Katie Price, Simon Cowell and Gary Barlow. Overall feedback was that it needs to change to represent someone younger and more well known, such as Mo Farrah or Angelina Jolie.</p> | <ul style="list-style-type: none"> • “Cheap as chips” • What have these people to do with Sudbury? • There are no deceased people • Well there is a chalk pit? |
| <p>Students designed “houses of the future”, and created new “town Plans” for Sudbury of the future.</p> | <ul style="list-style-type: none"> • By the time this can be delivered year 9 students will have children of their own!! • Young people need the means to get to Sudbury town centre, not just old folk, i.e., they need regular bus services! • Just update everything, bus station, new cinema, more shops, less charity shops, more leisure facilities • Top idea • Go for it! • Essential • Where are young people going I the evenings? You need a cinema now |

The methods used to engage with young people was also commented upon, with equal support and disapproval.

- More consultations in real life (like this one) please. Online is very hard and soulless for most people. Are you listening to us? Prove it please.
- Whoever designed and executed this specific display **DOES NOT USE PUBLIC TRANSPARACY** admit it!
- Meaningful rubbish
- This is about engaging younger people, good piece of work.

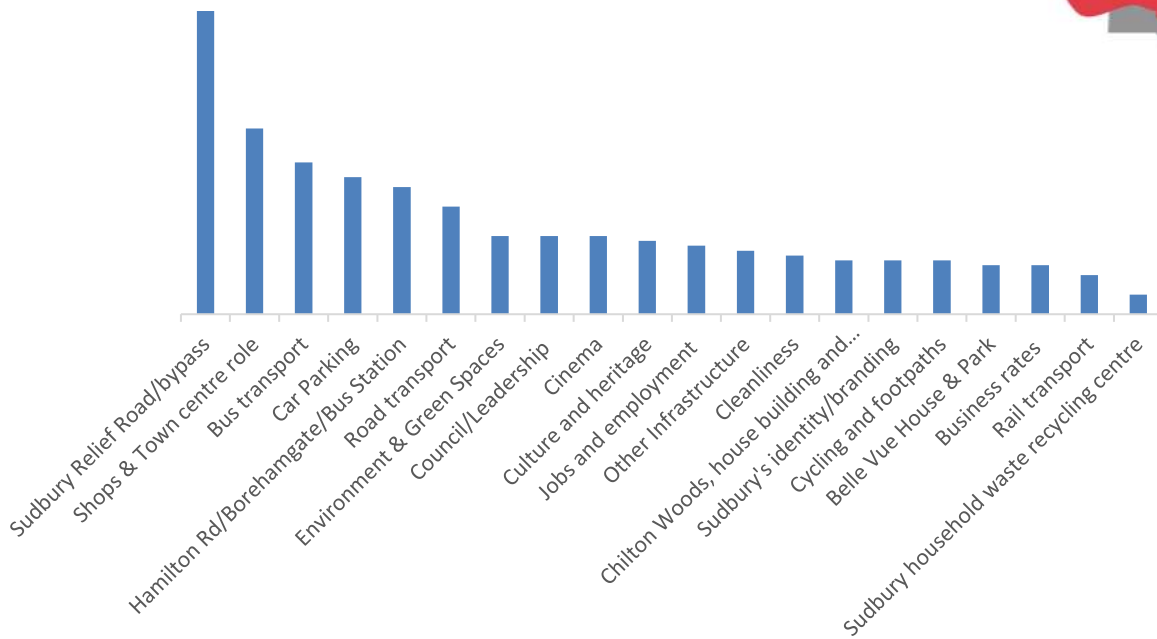
Top priority Projects

A sticky dot exercise asked people to say which are the most important projects. As can be seen these were in the main, evenly spaced however there are some areas of strong concern. The responses highlighted that there are a lot of areas that need general improvement, intervention or change. It's relevant that the engagement event happened in close proximity to the launch of petitions both for and against the potential bypass, so it was very prominent in peoples' minds.



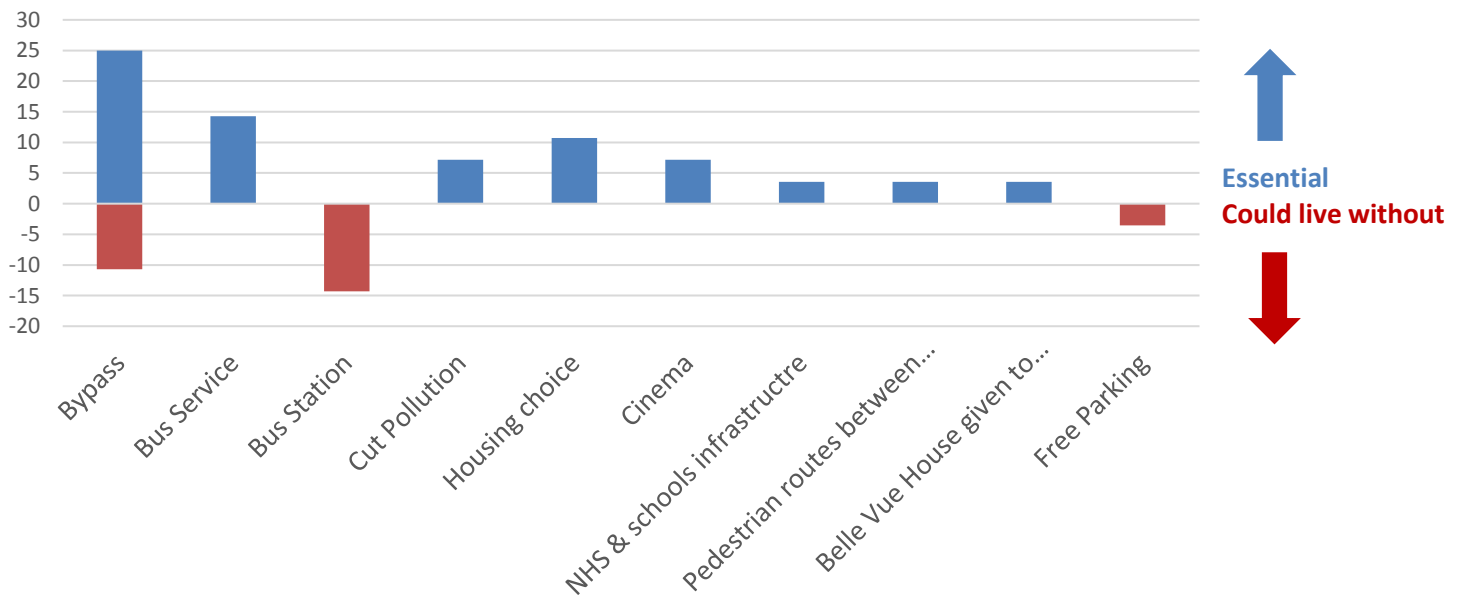
Top topics by number of comments

Another way of looking at the “top topic” is by the number of comments made about that issue.



Essential projects, and projects that the town could live without

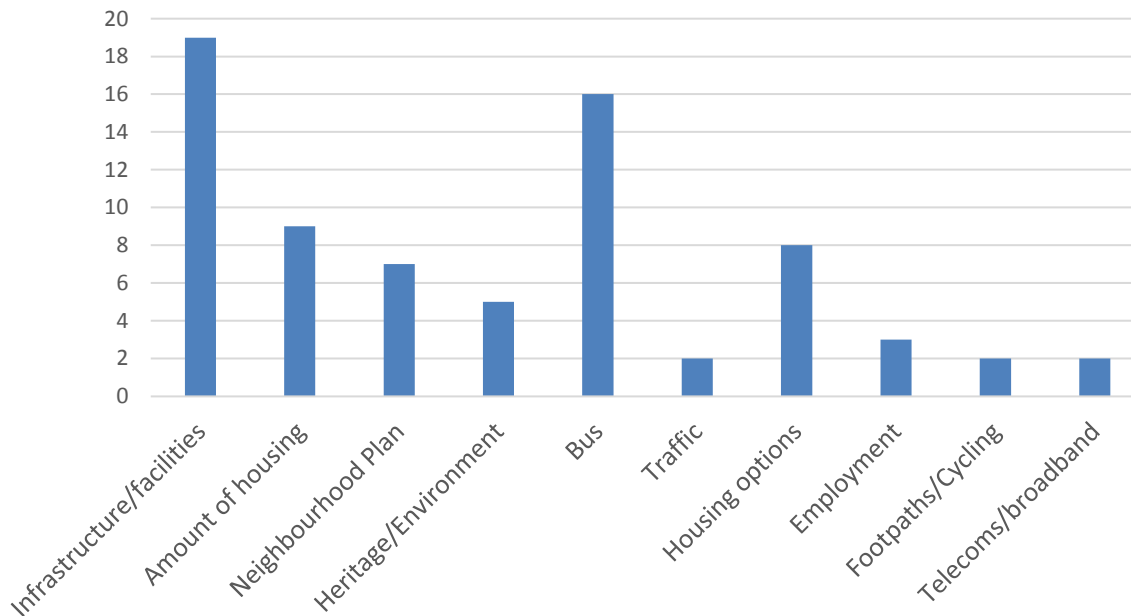
Attendees were also asked which projects were essential and which they could “live without if it means certainty of the priority projects being delivered”.



Sudbury and its surrounding villages (Village image)

The identity of villages has an intrinsic value, there were some concerns about the term “Greater Sudbury” as the village identity is perceived as a strength to the area and there is concern that this is maintained.

Issues in surrounding villages



Comments about specific villages

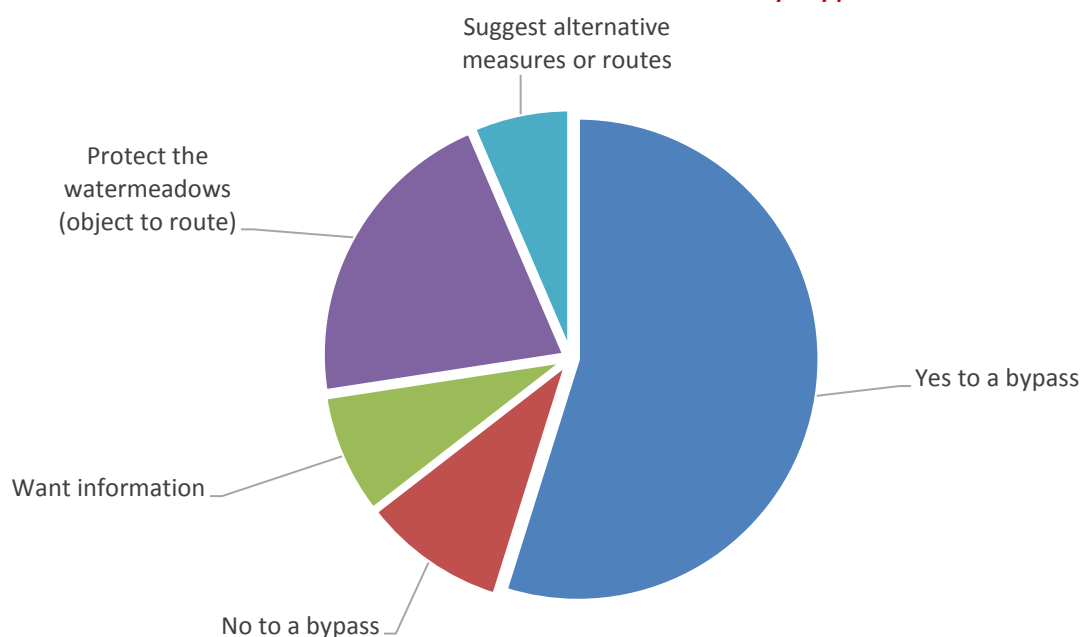
- | | | |
|----------------------------|---|--|
| Bildeston | - | Concern around the number of homes being built |
| Lavenham | - | Concern around the number of homes being built, the devaluation of properties, and loss of incomes as a result |
| Gt Waldingfield | - | Footpath infrastructure needed |
| Lawshall | - | Support for Neighbourhood Plan |
| | - | More housing options needed |
| Little Waldingfield | - | Need for infrastructure/facilities |
| | - | Need for better bus services |
| Long Melford | - | Concern around the number of homes being built and coalescence with Sudbury |
| | - | Need for infrastructure/facilities |
| | - | Impact of development on heritage and environment |
| | - | Traffic concerns |
| Nayland | - | More employment options needed |
| | - | More housing options needed |
| | - | Need for better bus services |
| | - | Impact of development on heritage and environment |
| Newton | - | Traffic concerns/bypass request |

Detailed response and commentary around the issues raised

Sudbury Relief Road/bypass

The Bypass is a prominent issue with many comments both for and against it. The main reason for opposition was the threat to the water meadows, which are of significant value to many and seen a real asset to the town itself. There were calls for far more public engagement and information on this topic.

Breakdown of comments around Sudbury Bypass



Suffolk County Council is the Local Highway Authority, and has stated:

“A Sudbury western bypass has been identified as a scheme that would provide relief and remove vehicles from the town to reduce congestion and improve air quality. A funding bid for a bypass was rejected by the Government in 2003 on environmental grounds.

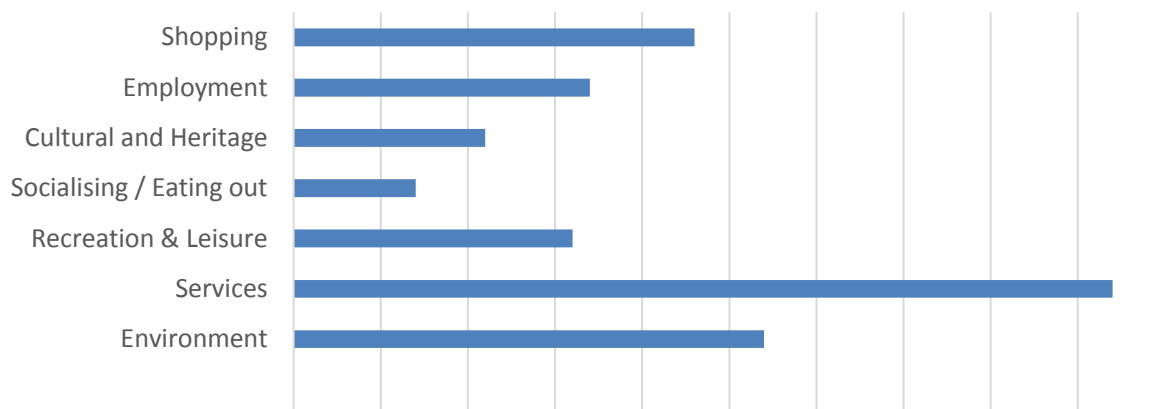
Further work published by the County Council in 2017 indicated that there was a credible business case to be made for a relief road. The county council has now received funding from partners across Suffolk to carry out more detailed work to develop solutions to the traffic problems around Sudbury. This work will begin with a full assessment of available options, large and small, that might help to address the issues. Should the work conclude (as has been found in the past) that a new road would most effectively resolve Sudbury’s traffic problems, more detailed assessment of a potential scheme would be carried out in order to prepare a bid for funding. This would include consideration of the benefit and dis-benefit to the natural environment outside the town and to the community and the built environment within the town. This work will be completed by spring 2019.”

Shops & Town centre role

A perceived lack of variety in the town centre limits its appeal as a retail centre and lack of variety in the evening economy and accessibility in the evening, limits its appeal as a leisure destination. There are many supporting comments for a cinema and calls for better shopping areas within the town.

We asked what the focus of the town centre should (retail, leisure, services, tourism, evening economy etc) be by voting with sticky dots. It is most that people want the town centre to be all things for all people, and not try to focus on a niche area.

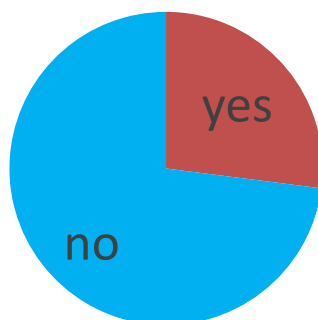
What type of town centre should Sudbury focus on becoming?



Quarters or Zones

Only a quarter of people that think we should identify "Quarters" or "Zones" and have different roles and/or identity for different parts of the town. The majority however felt that they don't work.

Should Sudbury have specific "Quarters" or "Zones"?



Shop vacancy

People stated that vacant shops were a problem, but Sudbury enjoys a low vacancy rate of 6.75% (about half the national average): a very good sign of confidence in Sudbury town centre. There is strong demand from small independent retailers in the town. Vacant units tend to be in places “off circuit” such as the far end of North Street, which means the *centre of town* is strong but that people don’t usually use the *whole town centre* – only the area around the Market Place. More information may be found in the Council’s evidence base (page 35) <http://www.babergh.gov.uk/assets/Strategic-Planning/Current-Evidence-Base/29-10-15-BaberghMid-Suffolk-TCRSFinal-Report.Final-Version-29.10.15.pdf>.

“High Street Brand” shops

The selection of shops in Sudbury has been criticised as there are not enough “High Street Brand” shops. Similarly, other people want more independent shops to create a more local-flavour and demonstrate Sudbury’s individuality from other centres. As shown in the VFP display material, Sudbury has few of the “top High Street Brands”. Of those it does have, they tend to be the more discount brands.

There are four main reasons that the “big brands” are not present in Sudbury:

1. Footfall: Sudbury and its catchment simply doesn’t have a big enough population to justify to the big operators opening a store in the town. Those that do live in Greater Sudbury also choose to visit Ipswich, Colchester or Bury St Edmunds over Sudbury. However, through the new Joint Local Plan there will be a significant increase in house building over the coming 25 years which is likely to attract the attention of more big companies.
2. Image – This project has already identified the need for a branding and promotion of Sudbury. This not just advertising to bring people in, but to raise the profile across the board and attract the attention of the big names, investors, and those who can bring in new life and new investment capital to refurbish existing, and develop new, buildings.
3. Unit availability – Most shop units in Sudbury are older stock that are not energy efficient, and lack the servicing arrangements that modern retail needs (such as 24hr rear access for lorries). Furthermore, the average unit size of 185sqm (1,995sqft) is significantly lower than most “high street brand” shops require, and that statistic itself is skewed by the Waitrose unit. Without this, the average unit size is probably under 100sqm (1,076sqft). Lichfields Planning Consultancy noted in a report in 2012² “*High street national multiples have increasingly sought larger modern shop units (200 sq. m +) [2,153sqft]*”. In short, Sudbury doesn’t really have the shop units that are of interest to the big high street brands.
4. Lastly, the market conditions for retail are complicated. Globalised retail companies are responding to the changes across the world, not just in one small town, and they are still having to compete with internet shopping. Then, as new trends come and go, this adds yet more complexity to the retail offer in any town – consider the rise and decline of fish pedicure shops, and what will the future hold for the current boom in vaping shops...?

² South Lakeland Retail Study 2012 Para 2.15:

<https://www.southlakeland.gov.uk/media/4430/ever04a-sldc-retail-study-2012-combined.pdf>

Variety of shop type

National planning policy differentiates shop types into “Use Classes”. In the past, planning policy sought to protect and encourage “A1” shop uses: ie those where you can buy objects. Sudbury’s high street reflects this retail-heavy approach. However, the changes in retail trends over the last 30 years (not least internet shopping and out of town developments etc) means that Sudbury is unbalanced as a shopping *experience*.

People now like to visit a place for its ambience, coffee shops, street scene, leisure and entertainment, not just to buy objects. The current dominance of A1 shops means that Sudbury doesn’t offer such an experience. There needs to be more of other types of uses, such as “A3” cafes/restaurants, “D-class uses” such as bingo halls, meeting rooms, entertainment venues, and other services like health centres.

Most “high street brand” companies use computer software to understand the local socio-demographic make-up of the place before they decide whether to invest. Put simply, they will only invest if there is the “right sort of customer”. *IF* there is the right sort of customer, then they will also look at which other companies are already there as they usually only like to be located next to other similar companies. None of them really want to be the first and/or only one to invest, just in case it isn’t successful.

Quality of shops

Pound shops, discounter brands, the number of funeral directors and estate agents, and proliferation of charity shops are mentioned as being bad for the town. Whilst the town does have a higher than average number of charity shops, they do fill otherwise empty units, adding to the variety of choice. It should also be noted that charity shops also perform a social function. Funeral directors and estate agents are also performing a service, and are good local businesses.

Town Centre Vision

The District Council’s VfP Action Plan is paving the way for the Town Council to lead a detailed look at the town centre and the options for improving the user experience. The “Town Centre Vision will consider a range of ideas – particularly around road and pavement works to make Sudbury more attractive to shoppers and visitors, with consultation taking place later in 2018.

The District is will work closely with the Town Council and County Council to look primarily at Market Hill and North Street as the main retail core, but will also extend to include Gaol Lane, Friars Street, Station Road, School Street, Gregory Street and all of the other parts that make up the town centre. The Town Centre Vision will look at how the town is used, and where improvements can be made to build a strong daytime and evening economy, making sure people visit more often and stay longer each time. It is a very exciting opportunity to get involved in reshaping our market town into a town fit for the 21st century. We’ll meet modern needs, but all wrapped up in our heritage and character that sets us apart from all the other towns.

Bus transport

A recurring theme is transport connectivity, both public and sustainable, with repeated calls for better bus services, especially evening and weekend services in villages.

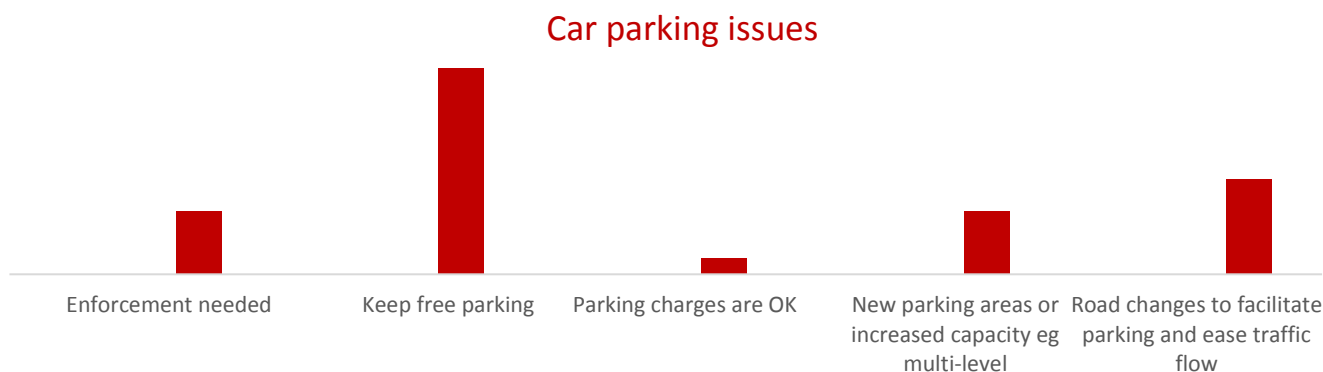
Buses form an important part of the transport system, and help to reduce congestion by offering an alternative to the private vehicle. Bus services need to be financially viable, hence routes and times are determined by operators. The majority of bus services in Sudbury are operated on a commercial basis, but the County Council

does provide financial support to some. Sudbury does not have a large enough population to make an internal bus network financially viable. Indeed, in the 2015 survey³ by the Sudbury Steering group it was found that fewer than 10% of respondents use buses - "Only when no other option is available" or "Never".

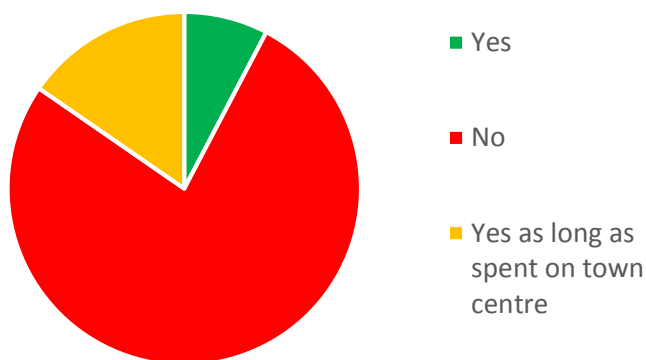
New development is assessed for its relationship with the public transport network and, wherever possible, contributions are sought to improve the network. With more growth across the District the viability of public transport will change, and this could open up more routes and/or allow better timetables to be set. Like all infrastructure investment, there needs to be careful consideration of options to maximise the possibilities.

Car parking


As with most towns in the country, car parking is an ongoing issue in Sudbury. The key issues appear to be costs, availability of spaces, and inconsiderate parking that causes or worsens congestion. The free parking is seen by many as essential for the town to enable it to compete with larger towns.



Would you support the introduction of car parking charges to help pay for improved services?



³ <https://www.babergh.gov.uk/assets/Economic-Development/Sudbury-Steering-Group/4th-Sept-2015-HRQ-Regeneration-Responses-Report.pdf>



In most of Suffolk, on-street parking offences are still criminal offences and dealt with by Suffolk Constabulary. The Constabulary deploys its resources according to threat, harm and risk, so dealing with parking offences is a lower priority and complaints of illegal parking will not automatically result in police attending them. However, officers will attend where there is a clear offence that poses a risk to public safety, and police will consider prosecution where criminal, community engagement or vulnerability issues are identified. Where there is a particular issue with a particular location which is causing community concern, the Safer Neighbourhood Team will deal with it appropriately. Parking offences include:

- parking obstructions (including skips and trailers)
- yellow lines
- loading restrictions
- zig zag lines
- waiting restrictions
- limited parking
- disabled parking
- police no-waiting signs

The District Council is developing a *parking strategy* by Winter 2018 to see if there is a case for charges, how enforcement can be improved, the best design for car parks (for example; Girling Street car park will remain in use for shoppers, and the longer-term ambition is for North Street car park to be multi-storey) and all other aspects of parking in Sudbury. Any decisions about these hot topics can only reasonably be made with up to date evidence and a full understanding of the implications.

Hamilton Rd/Borehamgate/Bus Station

The Borehamgate Centre and Hamilton Road areas are viewed as an opportunity for improvement to the town centre, however their current state is seen by some as damaging the image of the town. This area will be redeveloped with new shops, cafes and homes. The Boreham Gate Centre is to be retained and given a facelift, while buses will now stop on-street instead of at a bus station. The District Council will consider the business case for major regeneration later this Summer, with a view to starting the planning process by the end of the year. Nearby, a £3.4m refurbishment of the Kingfisher Leisure Centre and Hadleigh Leisure Centre will begin in 2018.

Road transport

There is concern regarding issues with parking and the flow of traffic in the town there are calls for parking/traffic enforcement. Commercial traffic using the town centre is also seen as a problem, in particular the HGV's, the location of the lorry park being on the South side of the town is also seen as detrimental. Some have suggested that better enforcement and organisation of the town centre roads will negate the need for a bypass.

A working group comprising of representatives from the Police, District and Borough Councils and the County Council is in place to progress the transition of on-street parking enforcement in Suffolk from the Police to local authorities. Such a change is known as *Civil Parking Enforcement (CPE)*. The aim is to ensure that an effective system is created, allowing all parking enforcement to be fully coordinated across the county.

In early 2017 the District, Borough and County Councils agreed to seek powers to introduce CPE by April 2019. An application for the necessary powers was submitted to the Department for Transport in April 2018 for a start for CPE in April 2019. We are awaiting confirmation from the DfT when CPE can commence. In the meantime, the Police will continue to retain responsibility to deal with illegal parking in Suffolk (except in Ipswich where CPE has successfully operated since 2005).

In respect of route choice and 'rat running', it is difficult to prevent drivers choosing routes that they perceive as being better for them as individuals. Because of the road layout, it is difficult to prevent some through traffic filtering through nearby communities, but the County Council is working with *Highways England* to improve the main roads.

We have a designated lorry route network to keep HGV traffic off smaller routes, and the District Council has committed to reviewing the need for a lorry park. If it is found to be required, a new site will be announced by the end of 2018.

Cross Street is a statutory *Air Quality Management Area* (AQMA) which means that the emissions from vehicles is too high in that concentrated place – principally from (HGV) exhausts due to the stop-start flow of traffic leading to concentrations. The AQMA is monitored on regular basis by Suffolk County Council, and it is of concern to the District Council. The best solution is for the bypass to remove lorries from this route, and the CPE to help remove unnecessary obstructions, leading to freer flowing traffic and help improve air quality.

Environment & Green Spaces

Many comments were made around the importance of the Water Meadows as a wildlife and landscape resource, and of course for the tourism potential of Gainsborough. Comments in this context were entwined with comments around the bypass route.

Sudbury is gifted with an abundance of publicly accessible open green space and surrounded with attractive walks which include the long and delightful Railway Walk. This natural asset is largely due to the limitations of building development to the south and west by the line of the Stour. Part of the marketing and branding will promote these ancient common lands. Sudbury's denser urban areas like Springlands and parts of Great Cornard are within a short walk of other accessible green space such as Cornard Country Park and large pockets of accessible countryside like Waldingfield Airfield.

The Chilton Woods site has been approved with new community woodland which will be an accessible habitat and offer another link in the network of large, quality open spaces for Sudbury's residents and visitors to enjoy. Indeed, 50% of the site is allocated as green space - more useable and integrated with sports pitches and a soft, 'rural edge' to the scheme. Play areas and recreational routes linked to the wider green space network close to homes will also offer circular recreational routes with links to existing green spaces. The details of the scheme are still to be decided as developers come forward, but these fundamental building blocks of green space are central to its identity.

Council/Leadership

At the time of the VfP display, Babergh and Mid Suffolk Councils were relocating to Endeavour House, and there was uncertainty around the possible merger of the Councils into a single Authority. Some minor comments were made about this and its impacts on “business as usual” within the Council.

Results of a public consultation exercise run by the two districts earlier this year were published in March showing that a majority of those consulted were in favour of a merger. It would be good for our residents, would save tax payers money, and protect the services that residents value most. However, one of the alternative options that we also favour is the creation of a Unitary Council which has been considered across Suffolk as a whole. Given that any new district council could not be created before May 2020, the Councils believe that it would be illogical to submit a business case for detailed consideration by or hold a referendum in Babergh at this stage. Babergh and Mid Suffolk will continue to work to further expand the ‘Working Together’ partnership between the Councils.

Cinema

There is still strong demand for a cinema as a major socio-economic boost to the town. A cinema will be the anchor use in the Hamilton Road Quarter development.

Culture and Heritage

Sudbury has a fantastic offer with the Quay Theatre, Gainsborough’s House and St Peters centre providing the principal attractions.

St Peter’s Church⁴ is no longer a place of worship; on the 29th of May 1976 the building was vested to the Churches Conservation Trust. In the same year the Friends of St Peter’s, Sudbury was formed with the aim of keeping the building open, in good order and enabling its use for the benefit of the community.

The Friends believe that St Peter’s is starting to look a little tired and have embarked on an ambitious programme to ensure that it remains in use at the heart of our town. This will involve many repairs to the fabric of the building, including major work on the roof and clerestory; but it will also affect some changes within the building with plans that include the installation of a mezzanine gallery and toilets, among other things. These exciting plans are at an early stage at present and Babergh District Council will wholeheartedly support them with the Churches Conservation Trust regeneration team to breathe new life into St Peter’s.

⁴ www.stpetersudbury.co.uk

'Reviving an Artist's Birthplace: A National Centre for Gainsborough' A new £9m National Centre for Gainsborough will be a hub for the visual arts in Suffolk and a vibrant centre for learning and training to raise the profile of Gainsborough and to encourage more exhibitions of Gainsborough's art. *'Reviving an Artist's Birthplace: A National Centre for Gainsborough'* is an ambitious project that responds to these needs and aims to fascinate and inspire audiences to enjoy the art, life and passions of Gainsborough in the special setting of his childhood home. The project will open in 2021 with refurbished historic buildings and create a 525sq m gallery extension for exhibitions that aim to put Gainsborough's House on the 'International art museum map'.



This cross-section removes the new building's Weavers Lane façade, and looks inside the building, facing west.



ZMMA

With audiences at the heart of the project, the museum will show more of Gainsborough's art, displaying more works from the collection, national museum stores and private ownership, and tell the story of his life, his family and his interests, while illuminating the culture and social history of the 18th century. This project will tell the little-known story of Sudbury as a national centre of silk weaving, linking Gainsborough's weaving family history and maximise opportunities for artists working in the print studio.


The project will be complemented by a new orangery style café that overlooks the garden, a refurbished print studio, and a new glass wall that will offer visitors views of artists at work and enhance the workspace for the thriving artistic community.

By doubling the size of the museum, this project will transform the museum's future with additional visitor capacity to raise more admissions income and enable audiences to access art in new ways. The expanded museum will spearhead much-needed economic revival in Sudbury with increased footfall of day trippers and overnight visitors, generating up to an estimated £3,025,640 annually in visitor spend.

Jobs and employment

The (then) recent announcement of the closure of Delphi in Sudbury prompted enquiries around the future use of the site. Many felt that a residential development was imminent, but would prefer new economic uses.





It is too early to say what the site will be used for as Delphi is still operating (albeit winding down until 2020). A taskforce has been set up with members from the New Anglia LEP, Babergh District Council and Sudbury Town Council, James Cartlidge MP, Delphi and Unite. The Taskforce will commission a new 'Options Appraisal' report into future use of the site. The report would consider credible future uses of the site, looking at all possible configurations to understand what could practically be achieved at the site. There is unanimity among all stakeholders that the site should be taken on for continued industrial use with the greatest possible retention of existing staff. Agreement was reached that the least desirable option would be to allow the site to fall into a derelict state and a blot on the surrounding area.

Aside from Delphi, the District Council is shortly to adopt new housing, economic and infrastructure strategies. These together with the annual publication of the Councils' priorities will demonstrate a coordinated and focused direction so that any reuse or redevelopment of the site is the most appropriate for the town. The strategies will ensure people understand how their Council is delivering growth District-wide. The "Open for Business Strategy" in particular is a renewed commitment to helping local businesses prosper, setting out actions and interventions that will create a stable economic basis for new and existing businesses to prosper.

Other Infrastructure

"Infrastructure" normally refers to the provision of public services and utilities, including:

- Education – early years and childcare, primary and secondary, and further and higher education
- Healthcare – means the physical infrastructure of surgeries, dental practices, preventative care clinics and hospitals, not the doctors themselves
- Transport – highways, cycle and pedestrian facilities, rail, bus, travel management and car parking
- Water and drainage – water supply, waste water, flood risk management and resilience, and water quality
- Energy – electricity, gas, and renewable energy
- Communications – telephone, mobile and broadband coverage
- Leisure and Green infrastructure – sport, open space, and community facilities

Infrastructure is important because the delivery of new homes and employment needs to be supported by necessary infrastructure to make it work. Without improvements in infrastructure existing services are strained and there can be problems such as congestion on our roads, slow download speeds in broadband, long waiting times at doctor's surgeries, "brownouts" in electricity supply, flooding and other problems. The Councils are prioritising investment into strategic services and infrastructure in order both alleviate existing issues as well as to enable new growth.

Addressing Infrastructure needs is undertaken both at the Local Plan preparation stage, and on a site-by-site basis.

- For the Local Plan, the Council liaises with infrastructure providers and bodies and then considers where development needs can be met by existing infrastructure networks. Where existing capacity does not exist, then an assessment is made to establish what needs to be done, or sometimes that the scale/cost of accommodating additional development is too much so development cannot be permitted. The Local Plan is accompanied by an *Infrastructure Delivery Plan* which contains all the information about *strategic* infrastructure necessary to deliver the Local Plan aims and objectives.

- Individual planning applications are also scrutinised by infrastructure providers as part of the normal consultation process. This may occur up-front in a “pre-application discussion”, but is always considered in any formal planning application. Infrastructure is always planned as part of a development proposal and if the infrastructure meets the three tests in the CIL Regulations⁵ then it should be an important part of the Councils considerations before weighing up all the issues and then recommending whether to grant planning permission or not. Not having the required infrastructure can mean that the resultant development is unsustainable so cannot be granted permission.

The funding of infrastructure varies depending on which service is being improved. Some items are paid for from the Community Infrastructure Levy (CIL) – a mandatory charge placed on the building of most new homes that is put in a “general strategic pot” to address schools places, leisure centre and library, waste handling etc. Where there are site-specific needs, infrastructure is paid for through a Section 106 agreement on top of the CIL. However, some other infrastructure is paid for through normal taxation and budgets. This is because the Government cannot give money to improve networks “just in case development takes place” – it will have to be bid for retrospectively.

However, where growth is known about – such as through land allocation in Local Plans and assessments in Infrastructure Delivery Plans – budgets can be fixed up-front. This is why it is so important to have a good Local Plan and not have to rely on occasional “windfall” planning applications. Large developments will have their own infrastructure plan which sets out the milestones and quantities of houses built before payments for infrastructure must be made.

In the summer of 2018, the Council will develop and adopt the “*Community Infrastructure Levy spending schedule*” has been adopted and we’re inviting bids to invest hundreds of thousands of pounds in infrastructure and community improvements across the District.

Doctors

There were particular concerns regarding access to GP infrastructure - particularly around the new facility in Churchfield Road being over-subscribed and too remote. There is a perception that you can’t get an appointment to see a doctor in Sudbury, but that isn’t correct – it’s just that sometimes they are busier than other times. Note that there is also a wealth of information and assistance available to you online. GP Practices also offer online appointment bookings or repeat prescription ordering: you can log on to online services directly from NHS Choices: each available service is listed under "Online facilities" on the "Overview" page of the GP profile.

GPs deal with a whole range of health problems. They also provide health education, offer advice on smoking and diet, run clinics, give vaccinations and carry out simple surgical operations. GPs usually work in practices as part of a team that includes nurses, healthcare assistants, practice managers, receptionists and other staff. Practices also work closely with other healthcare professionals, such as

⁵ *In accordance with the Community Infrastructure Levy Regulations, 2010, the obligations recommended to be secured by way of a planning obligation deed must be (a) necessary to make the Development acceptable in planning terms (b) directly related to the Development and (c) fairly and reasonably relate in scale and kind to the Development.*

health visitors, midwives, mental health services and social care services. If your GP cannot deal with a problem, then you'll usually be referred to a hospital for tests, treatment, or to see a consultant with specialist knowledge.

Like dental practices, GPs in England are independent contractors (working as either individuals, companies, partnerships and non-profit organisations) that provide NHS services via a contract with NHS England. GP Practices are available at

- Meadow Lane Surgery, Meadow Lane, Sudbury
- Hardwicke House Group Practice, Stour Street, Sudbury
- Great Cornard Surgery, Pot Kiln Road, Gt Cornard
- Siam Surgery, Sudbury Community Health Centre, Sudbury
- The Long Melford Practice, Cordell Road, Long Melford
- Church Square, Bures
- The Mill Surgery, Church Street, Boxford
- Glemsford Surgery, Lion Road, Glemsford
- The Long Melford Practice, Church Street, Lavenham

All the above GP Practices are currently (as at April 2018) accepting new patient registrations.

At Hardwicke House Surgery, an alternative site is being sought and will be announced by the end of 2018.

Chilton Woods

The urban extension at Chilton Woods on the north of Sudbury was raised, both for its scale/impact on the town, but also due to the delay in bringing it forward. Outline planning permission was granted in 2017 for 1,150 homes, space for 1,900 new jobs to be created, and new primary school. Suffolk County Council (as owner of the site) is promoting the site and actively looking for a developer to start the 10-year construction.

General housing type, size and tenure issues

The comments from residents reflect some of the social issues identified in our area causing issues for the local housing market, and they reflect central Government's thinking that the 'housing market is broken'.

We know that it is much more difficult across the Eastern region, where Babergh is located, for people to afford to buy or rent a home compared to other regions such as the Northwest or Central England. Twenty years ago, the cost of a home here was about 3X a local wage, but now this ratio is more usually about 10X a local wage – putting home ownership out of reach for many, especially single person or single waged households and first-time buyers. This lack of housing to buy at the right price forces many households to rent in the private sector, and as this demand for private rent homes increases so often, do the rents.

Some of the underlying causes and the inevitable effects on the housing market are:

- a growing population as people are living longer. This means a higher number of additional new homes are required because right now demand for homes is far outstripping new supply
- by 2036 it is anticipated 1 in 3 people will be aged 65+ means we need to provide both more, and a wider range of, suitable housing options for 65+ year olds
- fewer younger people in the area as birth rate decreases proportionately to average age, means their housing needs (for example starter homes, more affordable homes as 1st-time households generally earn less) may get less priority

- house prices locally are on average around 10 times the average earnings of residents and even more so in some of the more desirable areas. This means buying a home is not an option for many households, especially single people and/or those on limited incomes – these people will look to renting a home, or may choose to opt for discount market home sales under the ‘Help to Buy’ scheme.
- the global economic downturn of 2008 left many individual households in severe financial difficulty, so new financial regulation means households can mainly only borrow 3 times earnings, in permanent employment. This could mean that there will be an increase in homelessness affecting single people and families, as well as preventing older children ‘flying the nest’ to set up their own home – many still live with parents in their 30s and 40s.

The Council is aware of these factors and is intervening where it can, but the Council does not CONTROL the delivery of housing – it is predominantly market-led. However, we can influence and seek to steer housing delivery through evidence-based policies. Some of our actions include:

- undertaking a study called the Strategic Housing Market Assessment (SHMA) to fully understand the local housing market needs⁶.
- developing the *Joint Housing Strategy 2050* – the strategy and the action plan show how we will address the difficulties many households face because of their housing situation. This will include
 - making sure new homes are of the ‘right type, right tenure and in the right places’;
 - re-generating tired housing estates fit for 21st century living;
 - making sure resources are available for housing adaptations ensuring residents can stay in their own homes for longer;
 - creating a new generation of fully accessible homes for people who need them;
 - ensuring Babergh has only the highest quality private rented homes
- the creation of a new Joint Local Plan 2036 that will guide the development of new homes to 2036 through planning policies that steer developers as to where and what to build to best deliver the strategy.

The SHMA establishes a *starting point number of how many homes* should be built each year across the whole of the district: at present it is around 450 in Babergh. It also gives us a steer to understand what *types of homes* by number of bedrooms may be ‘missing’ from the housing stock. Finally - and perhaps most importantly for many financially stretched households - *what sort of tenures*. By tenure we mean if the property could be owned outright (open market homes), rented through the private sector by private landlords or, rented/part owned–part rented through the social sector via the Councils or another registered social housing provider operating in our districts.

However, our duties as the Local Housing Authority don’t simply stop at delivering new homes. There are already about 40,000 homes in each district, so whilst new homes delivery is very important, we must focus too on making the most of all the homes already here. Our housing duties require us to demonstrate responsibility for people who are homeless or threatened with homelessness; we must regulate and enforce standards in the private rented sector; commission housing stock surveys; getting empty homes back in to use; administer grants for home adaptations and, administer Housing Benefit and Council Tax Support. BMSDC also have many very technical duties as a responsible social housing landlord for about 7,000 households across the two districts.

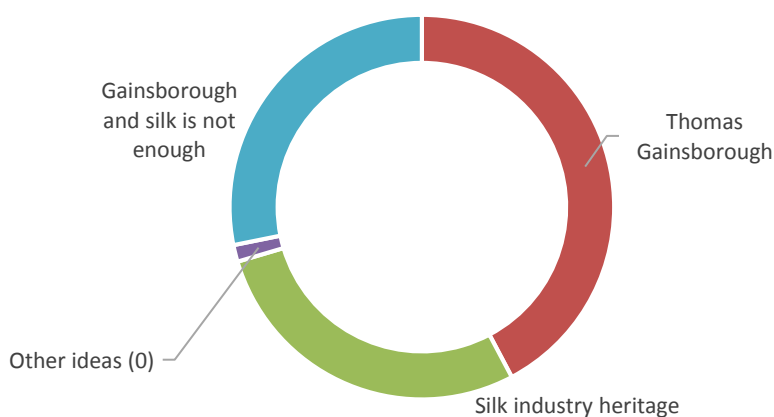
⁶ Ipswich and Waveney area Strategic Housing Market Assessment <http://www.midsuffolk.gov.uk/planning/planning-policy/evidence-base/current-evidence/>

Sudbury's identity/branding

Sudbury is seen as having a strong cultural heritage, coupled with an attractive appeal. The water meadows and surrounding countryside are a strong attraction for people both living in and visiting the town. Many people recognised the need for a “USP” / brand image for the Sudbury area, and some support for the suggested Thomas Gainsborough and silk industry theme was expressed. Conversely, some people expressed the view that Gainsborough and Silk is not a strong enough draw – particularly with the young – but no alternative suggestions were put forward for a brand image.

Therefore, in 2018 the “Wool towns”, Gainsborough, St Peters Cultural Centre, and our Silk heritage are the main elements to be explored as part of new marketing strategy to promote tourism and investment. We do not wish to reinvent the town, but can build upon and combine those existing themes with a new twist to ensure Sudbury is recognised for all of its assets.

Sudbury area image and branding



Cycling and footpaths

There is universal consensus that transport links – cycling/walking routes in particular - all need improvements to enable people to get to and from Sudbury and between the sporadic village services. Recognition of the narrow, winding roads without footpaths and the resulting safety issues, together with “rat running”, speeding and other anti-social car use mean that villagers are forced to use cars by more than simply the distance.

Greater use of walking and cycling for short trips and of buses for longer trips would remove some traffic from the road and hence reduce congestion. It would also lead to better health outcomes for people. The County Council seeks to enhance existing cycle routes and to promote new facilities including safe routes and cycle parking.

Belle Vue House & Park

The Belle Vue and Hamilton Road areas are viewed as an opportunity for improvement to the town centre, however their current state is seen by some as damaging the image of the town. The uncertainty around the possible disposal of the house and garden by the Council has caused a lot of local concern while negotiations are taking place.

The former swimming pool and a small part of the park will be developed into an hotel – the District Council will consider the details in a business case later in the summer. Belle Vue House will be sold separately for sympathetic residential conversion. This will retain the architecture and character, but give the building a new lease of life.

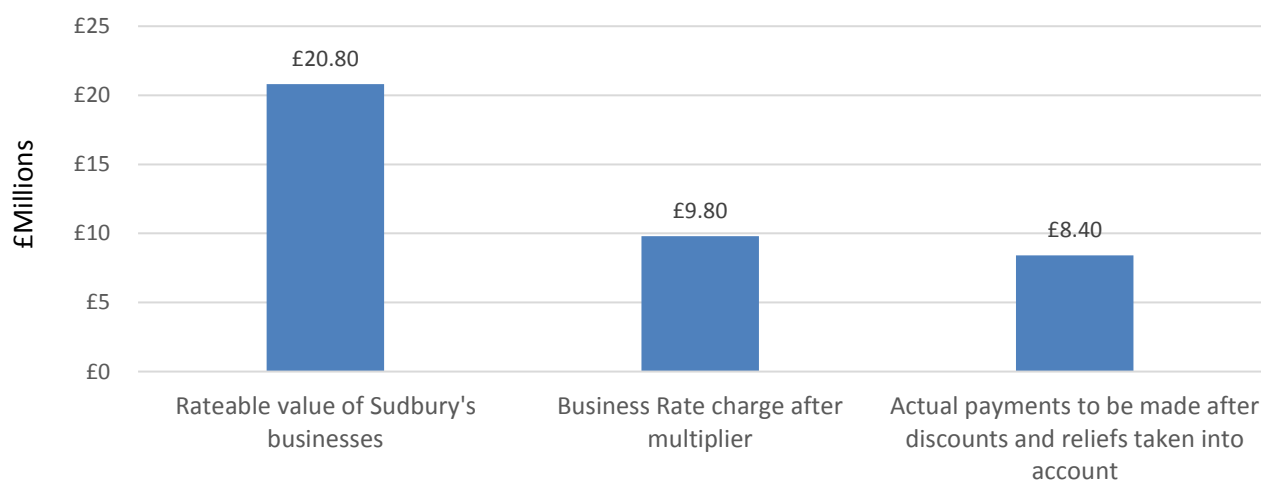
Business rent and rates

Shop rent and rates costs have been criticised as the reason there are not so many “big name High Street shops” present, and as the reason the high street is failing.

Business Rates in Sudbury for 2017/18

For 2017, the total *rateable value* for Sudbury is £20,787,995, with a gross charge of around £9.8m. After various reliefs and discounts are taken into account the net rates actually collected is around £8.4m.

Business Rates in Sudbury in £Millions



There are 870 companies with rateable values which if they were split evenly, the mean average bill is £11,264. However, not everyone pays the same as the rateable value depends on many factors, not least the size of premises. In fact, just 20 very large companies pay 53% of Sudbury's overall charge. This reduces the mean average for the rest (which are usually small local companies) to £5,419.

Retail rates

In terms of retailing in the High Street, 251 shops are registered (37% of companies liable for business rates) with a total rateable value of £7,724,950. After discounts, shops pay about £3.6million, which is 37% of the total rateable value for Sudbury. Shops have always paid more than industrial premises.

In the 2017 review, the percentage change in total rateable values from 2010 to 2017 is shown below for the East of England and England as a whole.

| Area | % change in rateable value by Sector | | | | |
|---------|--------------------------------------|----------|--------|-------|------|
| | Retail | Industry | Office | Other | All |
| East | -4.0% | 2.3% | 2.4% | 13.2% | 3.9% |
| England | 4.7% | 4.0% | 11.3% | 15.5% | 9.1% |

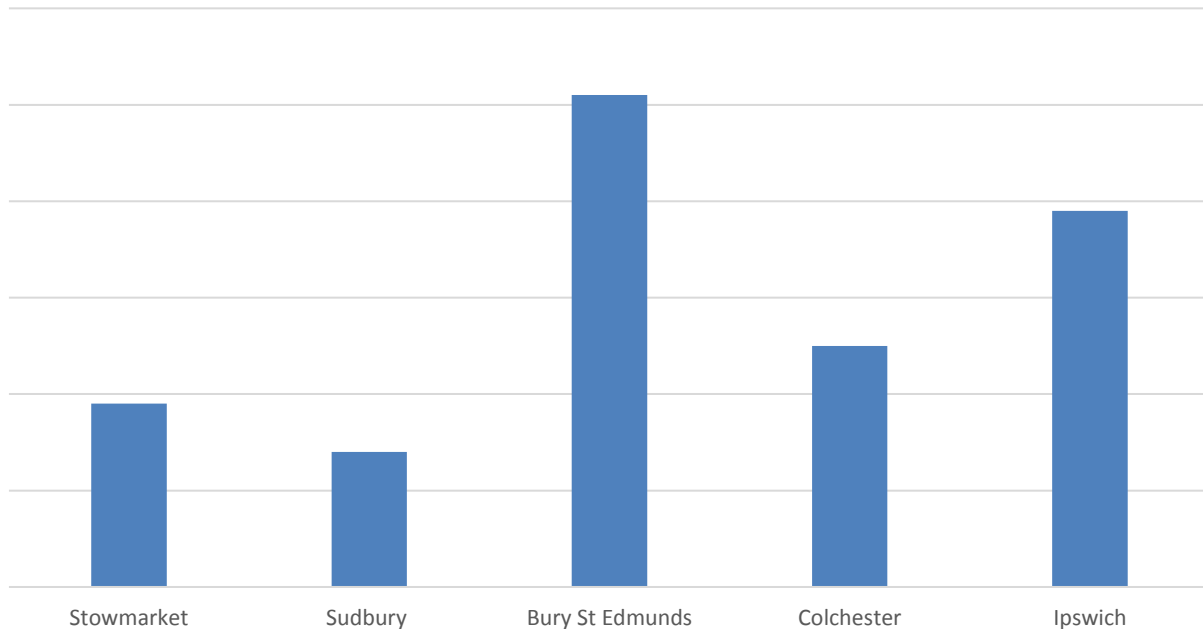
Source Valuation Office Agency data as at 1st August 2016

It is clear that overall in the eastern region the rateable value for retail premises reduced unlike all other sectors that increased. This means that overall, Business Rates are less of a burden on operators in retail in this region from 2017 onward.

Rates comparison

Although there is a view that small, local, independent shops are not opening due to Business Rates, the reality is that these operating costs are relative. **It is not really possible to directly compare rent or rates between towns** because there are so many factors, not least operator preference, footfall (how busy a street is), size of premises, location in the town, proximity of other similar shops and competition, quality and layout of premises, upper floors or just ground floor use etc. However, the few **examples** below show that Sudbury's combination of rent and rates is lower than some neighbouring towns. This means that rent and rates are not necessarily putting retailers off, as although their potential profits are lower, their actual costs are too.

INDICATIVE: relative cost of £rent + £rates in town centres



As at December 2017/January 2018 examples of shops to let in the following places:

1. Sudbury – North Street (former North Street Studios)
 - Floorspace: 1,659sqft (155sqm)
 - Rent: £21,500 (payable to the landlord)
 - Rates: rateable value is £21,500
multiplier 46.6p
actual business rates payable (£21,500 x £0.46.6) = £10,575
 - Total rent+rates: £22,075
 - £/sqft p/a: about £14/sqft (£142/sqm)

2. Stowmarket – “Millpets” Ipswich Street
 - Floorspace: 1600sqft (158sqm) (plus upper floors)
 - Rent: £22,500 (payable to the landlord)
 - Rates: rateable value is £16,500,
multiplier 46.6p
actual business rates payable (£16,500 x £0.46.6) = £7,689
 - Total rent+rates: £30,189
 - £/sqft p/a: about £19/sqft (£196/sqm)

3. Bury St Edmunds – 3 Cornhill (former “Betfred” unit)
 - Floorspace: 1732sqft (161sqm)
 - Rent: £65,000 (payable to the landlord)
 - Rates: rateable value is £49,250,
multiplier 46.6p (estimate)
actual business rates payable (£49,250 x £0.46.6) = £22,950
 - Total rent+rates: £87,950
 - £/sqft p/a: about £51/sqft (£546/sqm)

4. Colchester – 26 Priory Walk
 - Floorspace: 2874sqft (267sqm) (+ upper floor)
 - Rent: £47,500 (payable to the landlord)
 - Rates: rateable value is £47,750,
multiplier 46.6p (estimate)
actual business rates payable (£47,750 x £0.46.6) = £ 22,251
 - Total rent+rates: £70,001
 - £/sqft p/a: about £25/sqft (£262/sqm)

5. Ipswich – Carr Street (part of the former Co-Op)
 - Floorspace: 841sqft (73sqm) (plus upper floors)
 - Rent: £25,000 (payable to the landlord)
 - Rates: rateable value is £16,750,
multiplier 46.6p
actual business rates payable (£16,750 x £0.46.6) = £7,805
 - Total rent+rates: £32,805
 - £/sqft p/a: about £39/sqft (£449/sqm)

Rate relief and help for small businesses

Notwithstanding the generally lower rent and rates in Sudbury, the Council operates a *small business rate relief* scheme (not just for shops but for all types of small businesses). Under this scheme, if the rateable value is under £12,000 and it is the ratepayers only property (ie an independent not a chain store) then they do not pay any rates. For properties with a value that does not exceed £15,000, the ratepayer will receive a percentage reduction in their bill of up to a maximum of 100%.

In fact, over 300 (around a third of all businesses) pay no rates or only a proportion of the bill due to *small business rate relief*. In addition to the reliefs, additional help is offered for those businesses that have a significant increase in rates following the 2017 review. The Councils automatically apply the “supporting small business relief” which caps the annual increase to spread the cost.

Pub Relief

The Government has also introduced a new relief scheme for pubs that have a 2017 rateable value of below £100,000. Under the scheme, eligible pubs will receive a £1,000 discount on their bill for 2017/18 and 2018/19. This relief is automatically awarded by the Council.

Overall business rates

Overall, the Council is required by the Government to collect Business Rates, but it does what it can to support smaller independent businesses through local reliefs. Therefore, Sudbury’s weaker retail experience is not considered to be solely due to Business Rates alone.

Rail transport

A direct link to London (no change at Marks Tey) is a common request, both for its commuter benefits but also so that more may be made of promotion and day trips from London – this can be part of the branding and promotion project. Implementing the link itself is much more complicated and there has been no commitment from Network Rail or the train operator to do so. The Councils will continue to support the idea, but at this point in time we can’t announce that it will happen.

Sudbury household waste recycling centre (HWRC)

Suffolk County Council continually reviews the pressures on its HWRC service across the county and the suitability of all sites to deliver these needs both now and in the future. It is recognised that the current site in Sandy Lane is restricted in terms of space and traffic management and that development in the town and nearby villages will continue to increase this pressure. The County Council would like to identify possible alternatives but potential sites which meet the essential criteria for an HWRC are difficult to find. A new facility is proposed as part of the Chilton Woods development which will be done once the employment land part of Chilton Woods is released later in the development phasing.

The **Vision for Prosperity 5-Year Action Plan** is available alongside this response in a stand-alone document. The Action Plan considers all of the points raised and set out some immediate actions to address them. The Action Plan is not about talk – it is about doing things. Some are small, some are setting the groundwork for longer-term projects, but all of them are going to happen and make Sudbury a better place.

After that, we'll look to do more Action Plans and keep the momentum of positive change going.

Let's get started!

Visit us at
www.vfpsudbury.com

Follow us at
[#vfpsudbury](https://twitter.com/vfpsudbury)



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Sudbury bypass

A Sudbury western bypass has been identified as a scheme that would provide relief and remove vehicles from the town to reduce congestion and improve air quality. A funding bid for a bypass was rejected by the Government in 2003 on environmental grounds.

Further work published by the county council in 2017 indicated that there was a credible business case to be made for a relief road. The county council has now received funding from partners across Suffolk to carry out more detailed work to develop solutions to the traffic problems around Sudbury. This work will begin with a **full assessment of available options**, large and small, that might help to address the issues. Should the work conclude (as has been found in the past) that a new road would most effectively resolve Sudbury's traffic problems, more detailed assessment of a potential scheme would be carried out in order to prepare a bid for funding. This would include consideration of the benefit and dis-benefit to the natural environment outside the town and to the community and the built environment within the town. This work will be completed by **spring 2019**.

Marketing and branding

"Wool towns", Gainsborough, St Peters Cultural Centre, and our Silk heritage are the main elements to be explored as part of new marketing strategy to promote **tourism and investment**.

Chilton Woods

Outline planning permission was granted in 2017 for 1,150 homes, space for 1,900 new jobs to be created, and new primary school. Suffolk County Council (as owner of the site) is promoting it and actively looking for a developer to start the 10-year construction.

Car parking

The Council has committed to a **parking strategy** by Winter 2018 which will consider possible charges. **Girling Street** car park will remain in use for shoppers. The longer-term ambition is for **North Street** car park to be multi-storey.

Strategies

New District Council housing, economic and infrastructure strategies will be adopted in 2018. These together with the annual publication of the Councils' priorities will demonstrate a coordinated and focused direction and ensure people understand how their Councils are delivering growth District-wide.

Town Centre

The Town Council is leading a detailed look at the town centre and the options for improving the user experience – consultation will follow in Summer.

Gainsborough House Museum

The District Council has gifted *Gainsborough's Chambers* to the Gainsborough's House Society, allowing it to be fully incorporated into the project's **£8.7 million investment** in the regeneration of the centre of Sudbury.

Household Waste Recycling Centre

The HWRC will relocate to Chilton Woods when the **employment land** is released later in the development.

Hardwick House Surgery

An alternative site is being sought and will be **announced** by the end of 2018.

Hamilton Road Quarter

This area will be redeveloped with new shops, cafes and homes in a leisure-focused development, with a **Cinema** intended to be at the heart of the project. Buses will now stop on-street instead of at a bus station. The **Boreham Gate Centre** is to be retained and given a facelift. Details will be considered by BDC Cabinet, prior to engaging a development partner in the summer.

Lorry Park

The need for a lorry park will be reviewed, and if necessary an alternative site will be sought and announced by the end of 2018.

Kingfisher Leisure Centre

A **£1.4m refurbishment** of the leisure facilities will begin in 2018.

Belle Vue House and Park

The former swimming pool and a small part of the park will be developed into an **hotel**. **Details will be considered by Babergh's Cabinet in a business case in Summer**. Belle Vue House will be sold separately for sympathetic residential conversion.

Joint Local Plan

The Joint Local Plan will be adopted by 2020 to give certainty to developers and communities about how places will grow over the next 20+ years.

Community infrastructure Levy

Babergh District Council has developed and adopted the *"Community Infrastructure Levy spending schedule"* and will start to invest hundreds of thousands of pounds in infrastructure and community improvements across the District.

Growth projects

Babergh District Council will invest **£1million from Business Rate Retention** in projects that facilitate growth in 2018/19. The Council is considering how it could invest the money and will announce its intentions later this year.

Agenda Item 12

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of the Local Government Act 1972.

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