



AGENDA

COUNCIL MEETING

**TUESDAY, 22ND OCTOBER, 2019
– 5.30 PM**

Members of the Council are summoned to a meeting of the Babergh District Council at King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich on Tuesday, 22nd October, 2019 at 5.30 pm.

For those wishing to attend, prayers will be said 5 minutes prior to the commencement of the Council meeting.

Arthur Charvonja
Chief Executive



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| BABERGH COUNCIL | |
| DATE: | TUESDAY, 22 OCTOBER 2019 5.30 PM |
| VENUE: | KING EDMUND CHAMBER - ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH |

This meeting will be broadcast live to Youtube and will be capable of repeated viewing. The entirety of the meeting will be filmed except for confidential or exempt items. If you attend the meeting in person you will be deemed to have consented to being filmed and that the images and sound recordings could be used for webcasting/ training purposes.

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

**PART 1
MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT**

Page(s)

1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATION OF INTERESTS BY COUNCILLORS

3 BC/19/21 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 24 SEPTEMBER 2019 9 - 20

4 BC/19/22 ANNOUNCEMENTS FROM THE CHAIRMAN AND LEADER 21 - 22

In addition to any announcements made at the meeting, please see Paper BC/19/22 attached, detailing events attended by the Chairman and Vice-Chairman.

5 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

In accordance with Council Procedure Rule No. 11, the Chief Executive will report the receipt of any petitions. There can be no debate or comment upon these matters at the Council meeting.

- 6 **QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES**
- The Chairmen of Committees to answer any questions by the public of which notice has been given no later than midday three clear working days before the day of the meeting in accordance with Council Procedure Rule No. 12.
- 7 **QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES**
- The Chairman of the Council, the Chairmen of Committees and Sub-Committees and Portfolio Holders to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District of which due notice has been given in accordance with Council Procedure Rule No. 13.
- 8 **BC/19/23 OVERVIEW AND SCRUTINY COMMITTEE REPORT** 23 - 26
- Chair of Overview and Scrutiny Committee
- 9 **BC/19/24 CORPORATE PLAN (2019-2027)** 27 - 32
- The Leader of the Council
- 10 **BC/19/25 POLITICAL BALANCE AND COMPOSITION OF COMMITTEES** 33 - 40
- The Monitoring Officer
- 11 **ELECTION OF A VICE-CHAIR FOR OVERVIEW AND SCRUTINY COMMITTEE**
- To elect a Vice-Chair for Overview and Scrutiny Committee
- 12 **COUNCILLOR APPOINTMENTS**

13 **MOTION ON NOTICE**

To consider the Motion on Notice received from Councillor Beer:

Sudbury/Hadleigh and other parts of Babergh district are growing: There are already parking problems at times in our towns and other places throughout Babergh, there is substantial new housing planned for our towns and in nearby communities. In Sudbury in particular, through the Vision for Prosperity and Economic Development Strategy, Babergh is committed to several regeneration projects in the town and encouraging business growth. There will also be increased tourism to the towns and District as a whole. Civil Parking Enforcement and the remodelling of the Market Hill will soon result in much less on-street parking, with an extra demand for off-street parking places.

Alternative parking will be needed for residents of Cross Street, a designated Air Quality Management Area, to reduce pollution and improve the traffic flow. As a result of all these things, there will be increasing pressure on parking in the town, which needs to be addressed before the current capacity is exhausted.

This Motion calls for the Council to review parking provisions in Sudbury, Hadleigh and other areas of Babergh and identify what extra capacity will be needed to make the current shortfall and any additional demand in the years to come and where this should be placed, nothing should be ruled in or out, all options should be looked at working with our partners Suffolk County Council and the Town/Parish Councils, it will identify parking needed to support the following:

1. SCC's imminent measures to restrict parking in Cross Street.
2. The implementation early next year of Civil Parking Enforcement Regulations.
3. SCC's and STC's proposals for the remodelling of the Market Hill.
4. The Hamilton Road development, which is planned to include a new Cinema.
5. The additional residents that will be living in the towns and nearby communities.
6. Hadleigh growth and other areas of Babergh.
7. The extra visitors that will be coming to the town as a result of the Gainsborough's House and St. Peter's Church projects.

Proposer – Councillor Beer

Seconded – Councillor Newman

Date and Time of next meeting

Please note that the next meeting is scheduled for Tuesday, 22 October 2019 at 6.30 pm.

Webcasting/ Live Streaming

The Webcast of the meeting will be available to view on the Council's Youtube page:

https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, Committee Services on: 01473 296472 or Email: Committees@baberghmidsuffolk.gov.uk

Introduction to Public Meetings

Babergh/Mid Suffolk District Councils are committed to Open Government. The proceedings of this meeting are open to the public, apart from any confidential or exempt items which may have to be considered in the absence of the press and public.

Domestic Arrangements:

- Toilets are situated opposite the meeting room.
- Cold water is also available outside opposite the room.
- Please switch off all mobile phones or turn them to silent.

Evacuating the building in an emergency: Information for Visitors:

If you hear the alarm:

1. Leave the building immediately via a Fire Exit and make your way to the Assembly Point (Ipswich Town Football Ground).
2. Follow the signs directing you to the Fire Exits at each end of the floor.
3. Do not enter the Atrium (Ground Floor area and walkways). If you are in the Atrium at the time of the Alarm, follow the signs to the nearest Fire Exit.
4. Use the stairs, not the lifts.
5. Do not re-enter the building until told it is safe to do so.

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Agenda Item 3

BABERGH DISTRICT COUNCIL

Minutes of the meeting of the **BABERGH COUNCIL** held in the King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich on Tuesday, 24 September 2019

PRESENT:

Councillor: Kathryn Grandon (Chair)

| | | |
|--------------|-----------------------|-------------------|
| Councillors: | Clive Arthey | Susan Maria Ayres |
| | Melanie Barrett | Peter Beer |
| | Sue Carpendale | Trevor Cresswell |
| | Derek Davis | Siân Dawson |
| | Mick Fraser | Jane Gould |
| | Honor Grainger-Howard | John Hinton |
| | Bryn Hurren | Leigh Jamieson |
| | Robert Lindsay | Elisabeth Malvisi |
| | Margaret Maybury | Alastair McCraw |
| | Mary McLaren | Mark Newman |
| | Zachary Norman | Jan Osborne |
| | Alison Owen | Lee Parker |
| | Stephen Plumb | John Ward |

In attendance:

Officers:

- Chief Executive (AC)
- Strategic Director (JS)
- Assistant Director – Corporate Resources and Section 151 Officer (KS)
- Assistant Director - Customer Services (SW)
- Assistant Director - Environment and Commercial (FD)
- Assistant Director - Assets and Investments (EA)
- Assistant Director - Housing (GF)
- Corporate Manager - Deputy Monitoring Officer and Democratic Services (JR)
- Corporate Manager - Deputy Monitoring Officer and Internal Audit (JS)
- Corporate Manager - Financial Services (ME)
- Senior Governance Officer (HH)
- Governance Support Officers (RC/MS)

Apologies:

Councillors:

- David Busby
- Richard Hardacre
- Michael Holt
- John Nunn
- Adrian Osborne (Vice-Chair)

163 DECLARATION OF INTERESTS BY COUNCILLORS

2.1 There were no declarations of interests.

164 BC/19/15 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 23 JULY 2019

It was **RESOLVED: -**

That the Minutes of the meeting held on the 23 July 2019 be confirmed and signed as a true record.

165 BC/19/16 ANNOUNCEMENTS FROM THE CHAIRMAN AND LEADER

4.1 The Chair referred to Paper BC/19/16, Announcements from the Chair, which was for noting.

4.2 The Chair announced that she was opening the Hadleigh on Show event on the 5th October 2019, and invited Members to attend.

4.3 The Chair invited Councillor Ward, the Leader of the Council, to deliver his announcements.

4.4 The Leader felt that the Council was often criticised for the work undertaken and that the Council's successes were often overlooked. He therefore detailed three recent success stories, which had taken place in the community.

4.5 Silk Stories Film

On Saturday 7th September the first ever Sudbury Silk Festival was held. The centrepiece of this was the Silk Stories Film, produced by a team led by Babergh. This had a private showing the previous evening for an invited audience, including many of the workers in the industry and who took part in the film. Councillor Davis and the Leader were there to represent the Council. The Leader thought the film was an excellent production and he gave his thanks to all involved – the weaving companies, Gainsborough's House, Sudbury Town Council, Sudbury Library – but particularly to the project team, led by Zoey Banthorpe, Communities Officer - Arts and Wellbeing and Carole Creasey, and to the film producer Paul Press. He also appreciated the expertise of a talented young professional filmmaker, Councillor Newman's son Dan who, with help from pupils from the Thomas Gainsborough School and Ormiston Academy, created a very informative and interesting film.

4.6 Democracy Presentation to the Sudbury RAFA at Endeavour House

Councillors Grandon and Beer recently hosted the Sudbury branch of the Royal Air Force Association (RAFA) here at Endeavour House, giving them

a tour of the building and arranged by officers, who provided a presentation of the planning process, showing how democracy works at a local level. The president of the branch had written a letter of thanks for what had been an enjoyable and informative visit.

4.7 Free Swims

The free swimming for under 17s in Sudbury and Hadleigh over the Summer holiday period had been a great success. 12% of under 17s in the district registered. 1,525 registered in Sudbury and there were 3,288 attendances. In Hadleigh there were 393 registrations and 1,205 attendances. There was money remaining, which would be used to run the programme at half term. The Leader thanked Councillor Davis, Cassandra Clements, Assistant Director – Environment and Commercial Partnerships, and others in the team for their hard work. He also thanked Abbeycroft Leisure for their cooperation on this project.

4.8 Equality and Diversity Training

The Leader had been asked by officers to remind everyone that Equality and Diversity Training courses were being run. To date, the update had been disappointing. There were plenty of spaces on the next one on Monday 30th September at 2.30pm and he asked that Members took advantage of this.

4.9 Leaking of Council Documents

The Leader announced that there have been two recent leaks to a member of the public in Long Melford, one of a draft council document and another from a member briefing on Belle Vue. The latter incident had resulted in a highly inaccurate post online, accompanied by a libellous accusation against the Leader. The consequence had been a ramping up of the already extreme abuse and vitriol directed at the Leader personally. It would not be helpful to members if it got to a stage where advance information about some topics could no longer be given to them. He was disappointed that anyone at the Council had so little respect for the Council and could act in such an irresponsible and childish manner.

166 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

5.1 The Deputy Monitoring officer advised that the following validated petitions had been received and had been dealt with through the usual planning process:

1. 20 valid signatures regarding planning applications DC/19/01422, DC/19/0147 and DC/19/01428 in Bures.
2. 20 valid signatures regarding planning application B/14/01103 and subsequent applications relating to the Slaughter House site in Bures.

167 QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

None received.

168 QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

None received.

169 TO RECEIVE REPORTS FROM CABINET MEMBERS

8.1 Councillor Ward, the Leader of the Council, made the introduction to Cabinet Members' Reports and invited Members to direct questions to the respective Cabinet Members.

8.2 CMU1 Cabinet Member for Assets and Investments
There were no questions for this report.

It was RESOLVED:

That report CMU1 be noted.

8.3 CMU2 Cabinet Member for Communities

Councillor Hinton asked why there were references to Mid Suffolk District Council in the report and Councillor Davis, Cabinet Member for Communities, responded that the Assistant Director for Communities had been informed and this would be amended in the next report.

It was RESOLVED: -

That report CMU2 be noted.

8.4 CMU3 Cabinet Member for Customers, Digital Transformation and Improvement

There were no questions for this report.

It was RESOLVED: -

That report CMU3 be noted.

8.5 CMU4 Cabinet Member for Economic Growth

Councillor Hinton stated that 50% of new homes were built in rural areas and asked how many new jobs were being created as a result of these developments. The Cabinet Member for Economic Growth responded that the answer would be circulated after the meeting.

It was RESOLVED: -

That report CMU4 be noted.

8.6 CMU5 Cabinet Member for Environment

There were no questions for this report.

It was RESOLVED: -

That report CMU5 be noted.

8.7 CMU6 Leader and Cabinet Member for Finance

There were no questions for this report.

It was RESOLVED: -

That report CMU6 be noted.

8.8 CMU7 Leader and Cabinet Member for Finance (Law and Governance)

Councillor Hinton enquired whether recruitment requirements had been fulfilled for the Shared Legal Service, as he thought there was still a backlog of cases being processed.

Arthur Charvonia, Chief Executive, responded that the Shared Legal Service team had been reconfigured since the service had been established and were now fully operating. The service provided legal support for West Suffolk Council, Mid Suffolk and Babergh District Councils.

Councillor Hinton then asked for clarification on the arrangements for the possible upcoming General Elections and the Chief Executive responded that there would be sufficient ballot boxes for any upcoming elections and that ballot boxes could be compacted using the standard issued Ballot Box Compactor.

In response to Councillor Dawson's question, the Chief Executive explained that the formal publication of the Electoral Register was prescribed by Central Government and would be published annually on the 1st of December each year.

It was RESOLVED: -

That report CMU7 be noted.

8.9 CMU8 Cabinet Member for Housing

Councillor Hinton referred to paragraph 3.3 in the report and asked how many rough sleepers there were in Babergh District.

Councillor Jan Osborne responded that although the number of rough sleepers was increasing in Suffolk, there were none in Babergh. Recent funding of £209,000 had been made available, some of which provided funding for an Out-reach officer working across the two Districts.

Councillor Maybury enquired if there had been any rough sleepers during the last two months and Councillor Jan Osborne explained that rough sleepers were difficult to record as they often did not engage with council officers.

The Assistant Director for Housing would provide a further response to the question after the meeting.

It was RESOLVED: -

That report CMU8 be noted.

8.10 CMU9 Cabinet Member for Planning

Councillor Arthey, Cabinet Member for Planning, informed Members that there were references to Mid Suffolk District Council in the report, which had been included on purpose for comparison and for the Joint Local Plan. He pointed Members' attention to the fact that Babergh District Council could now demonstrate a Housing Land Supply of 5.67 years.

Councillor Arthey referred to paragraph 3.4 and that the Monitoring Report stated that there were 579 completions for the year 2018-19.

For paragraph 3.11 Councillor Arthey informed Members that there had been 811 attendances at the drop-in events across the two Districts and for paragraph 3.12 that the Cross-party Steering Group would be meeting next month (October 2019)

There were no questions for this report.

It was RESOLVED: -

That report CMU9 be noted.

170 BC/19/17 OVERVIEW AND SCRUTINY COMMITTEE REPORT

Councillor McCraw, Chair of the Overview and Scrutiny Committee, summarised the main points in his report to Members. He informed Members that a Task and Finish Group was to be set-up for a cross-authority scrutiny process for Citizens Advice. The Authorities participating were West Suffolk Council, Ipswich Borough Council, Mid Suffolk District Council and Babergh District Council.

171 RECOMMENDATIONS FROM CABINET / COMMITTEES

172 JAC/19/4 ANNUAL TREASURY MANAGEMENT REPORT – 2018/19

- 10a.1 Councillor Hurren, Chair of the Joint Audit and Standards Committee, introduced report JAC/19/4 and summarised the main points in the report. He **MOVED** recommendations 3.1 and 3.2, which was **SECONDED** by Councillor Ward.
- 10a.2 Councillor Ward commented that the Report detailed how the Council was able to fund the work decided by Committees, Council and Cabinet.
- 10a.3 Councillor Maybury asked if the Council incurred a penalty for the one occasion when the Council exceeded its daily bank account limit, and Councillor Hurren responded that no penalty had been incurred.
- 10a.4 Recommendations 3.1 and 3.2 were put to Members for voting and the vote was **CARRIED**.

It was **RESOLVED**: -

- 1.1 That the Treasury Management activity for the year 2018/19 be noted. Further, that performance was in line with the Prudential Indicators set for 2018/19 be noted.

That Babergh District Council treasury management activity for 2018/19 was in accordance with the approved Treasury Management Strategy, and that, except for one occasion when the Council exceeded its daily bank account limit with Lloyds by £391k, as mentioned in Appendix C, paragraph 4.6, the Council has complied with all the Treasury Management Indicators for this period be noted.

173 BC/19/18 BABERGH CIL REGULATION 62 MONITORING REPORT

- 11.1 Councillor Arthey, Cabinet Member for Planning, introduced report BC/19/18 and clarified the statutory requirements for Community Infrastructure Levy (CIL) and outlined the content of Appendices A and B. He reminded Members that the information in Appendix B was available on the Website, which included further information regarding CIL funding and commissions collected.
- 11.2 He detailed that Babergh had potential outstanding commissions for CIL of £11.4M, of which £3.5M had been collected previously in CIL commissions. There was a further £2M commissions collected more recently.
- 11.3 Councillor Arthey **MOVED** recommendation 3.1, which was **SECONDED** by Councillor Davis.
- 11.4 Councillor Barrett enquired what action the Council could take if a developer was slow to pay CIL. She was referring to a specific case.

- 11.5 Councillor Arthey responded that if Councillor Barrett could forward the details of that particular case to him, he would be able to provide an answer outside of the meeting.
- 11.6 Councillor Maybury queried Appendix B, as she felt there were discrepancies in the list provided and Councillor Arthey offered to assist Councillor Maybury to locate specific CIL allocations after the meeting.
- 11.7 Councillor Jan Osborne referred to Appendix B and said that this was good news for the Council, which should be circulated. CIL funding had provided communities with funding, which had been used effectively and efficiently and she thanked officers for their efforts.
- 11.8 Recommendation 3.1 was put to Members for voting and the vote was **UNANIMOUS**.

It was RESOLVED: -

That the Babergh CIL Regulation 62 Monitoring Report for 2018-19 be noted.

174 BC/19/19 TIMETABLE OF MEETINGS 2020/21

- 12.1 The Chair of the Council asked that Members direct any queries regarding Report BC/19/19 to the Corporate Manager for Democratic Services.
- 12.2 Councillor Ward, Leader of the Council, **MOVED** recommendation 2.1, which was **SECONDED** by Councillor Osborne.
- 12.3 Recommendation 2.1 was put to Members for voting and the vote was **UNANIMOUS**.

It was RESOLVED: -

That the draft Committee Timetable for 2020/21 be approved.

175 COUNCILLOR APPOINTMENTS

- 13.1 Councillor Ward, Leader of the Council, **PROPOSED** that Councillor Michael Holt be appointed as a representative on the East West Rail Consortium, which was **SECONDED** by Councillor McCraw.
- 13.2 The recommendation was put to Members for voting and was **CARRIED**.

It was RESOLVED: -

That Councillor Michael Holt be appointed as a representative on the East West Rail Consortium.

176 MOTION ON NOTICE

- 14.1 The Monitoring Officer explained to Members that the Motion related to a Cabinet function, therefore whilst Council could debate the Motion and pledge to carry this out, it would be for Cabinet to decide how they wished to undertake this, based on the pledges made.
- 14.2 The Chair of the Council then invited Councillor Malvisi to move the Motion on Notice.
- 14.3 Councillor Malvisi, Cabinet Member for Environment, introduced the Motion, which supported the previous Motion for Climate Emergency resolved by Council on the 23 July 2019. She then read the Motion on Notice:

This Council recognises the increasing pace with which our natural habitat is being decimated that it too has now become a biodiversity emergency. Over the past 100 plus years there has been a significant reduction in biodiversity and loss of natural habitats.

The biodiversity of our District does not sit in isolation but is intrinsically intertwined into our lives and thus Climate Change which currently is seriously impacted.

It is therefore imperative that we work towards a system where we enable 'net biodiversity gain'.

The Environment & Climate Change Task Force will work with partners, such as Suffolk Biodiversity Information Services, to understand the range of and the risk to our District's biodiversity. We will understand sites of value in terms of biodiversity to enable us to understand which areas on which to focus.

We will help to develop incentive schemes with sponsors and other interested parties to turn appropriate grass verges into 'Wild Flower' verges using low growing flowers that stifle the growth of grasses but are very attractive to bees, butterflies and other insects necessary to maintain a balanced eco system.

We will work with partners and communities to help enhance and protect the biodiversity of Babergh District.

Therefore, this Council pledges that:

- 1. Creation and development of a Wildlife Network Map from which Wildlife Corridors will be identified and created. The map, available to the public, will assist the District to develop Eco Tourism, thereby attracting much needed tourist revenue to the region.*
- 2. As part of our commitment to Biodiversity the Council will work closely with our existing Partners, the County Council and other NGO's involved in protecting our natural habitats.*
- 3. Introduction of the 'Trees for Life' scheme in Babergh District. This offers every family with a new-born baby a tree to plant. The trees to be planted will be*

- native trees and will be locally grown and sourced.*
4. *The cost of maintaining and improving the Biodiversity of our Area will form part of the work of the Task Force that will report back to Cabinet in Spring 2020.*
- 14.4 Councillor Malvisi **MOVED** the motion, which was **SECONDED** by Councillor Norman.
- 14.5 Councillor Norman said he supported the Motion, including the wildlife network map and thought it would be useful for both the Council and the public, to be able to identify where the wildlife corridors were. He also thought that the Tree for Life scheme would be a way to maintain an everchanging environment and encourage biodiversity.
- 14.6 Councillor Jamieson thanked Councillor Malvisi for proposing a Motion for biodiversity, an area he felt was often overlooked. He fully supported the Motion. However, he had tabled an amendment, which specified in more detail, what the funding should be spent on and which was to replace paragraph four of the proposed Motion. An additional paragraph five had been added, which provided the Task Force an opportunity to recommend areas for spending the allocated funding.
- 14.7 Councillor Jamieson referred to the Tabled Papers for the proposed Amendment:
4. *That additional biodiversity resources be provided as necessary, to:*
- *Support the Task Force*
 - *Provide more input to support planning officers*
 - *Strengthen the role of public realm team*
 - *Provide advice to parishes and other community landowners.*
5. *Any funding to maintain and improve the biodiversity of our area for 2019/20 will be recommended to Cabinet for approval. The task force would recommend the amount to be spent in future years in a report back to Cabinet by March 2020.*
- 14.8 Councillor Jamieson **MOVED** the amendment, which was **SECONDED** by Councillor Hurren.
- 14.9 The Chair of the Council asked if Councillor Malvisi, the Proposer, accepted the amendment, and Councillor Malvisi responded that she **ACCEPTED** both the amended paragraph four and the additional paragraph five.
- 14.10 Members then debated the substantiated Motion.
- 14.11 Councillor Arthey congratulated the Green Party and Councillor Malvisi for working together to achieve a Motion and an amendment, which Members were likely to accept across the Council.

- 14.12 Councillor McCraw added that the Tree for Life Scheme had been adopted by Mid Suffolk District Council in the previous year and had been successful.
- 14.13 Councillor Hurren thought that the Wildlife Corridors should be included in the Joint Local Plan.
- 14.14 The Chief Executive advised that the Wildlife Corridor could be appended in the Joint Local Plan. However, such an addition had to be made at the next stage of the consultation of the Joint Local Plan. The Council had to ensure it was not contrary to the provision of LP17 Policy for the Joint Local Plan.
- 14.15 Councillor Hinton commented that he agreed with the comments and that the current Joint Local Plan had no provision for such amendments.
- 14.16 The substantive Motion was put to Members for voting and the vote was **UNANIMOUS**.

It was RESOLVED: -

This Council pledges that:

- 1 Creation and development of a Wildlife Network Map from which Wildlife Corridors will be identified and created. The map, available to the public, will assist the District to develop Eco Tourism, thereby attracting much needed tourist revenue to the region.**
- 2 As part of our commitment to Biodiversity the Council will work closely with our existing Partners, the County Council and other NGO's involved in protecting our natural habitats.**
- 3 Introduction of the 'Trees for Life' scheme in Babergh District. This offers every family with a new-born baby a tree to plant. The trees to be planted will be native trees and will be locally grown and sourced.**
- 4 That additional biodiversity resources be provided as necessary, to:**
 - Support the Task Force**
 - Provide more input to support planning officers**
 - Strengthen the role of public realm team**
 - Provide advice to parishes and other community landowners.**
- 5. Any funding to maintain and improve the biodiversity of our area for 2019/20 will be recommended to Cabinet for approval. The task force would recommend the amount to be spent in future years in a report back to Cabinet by March 2020.**

The business of the meeting was concluded at 7.05pm

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Chair

Agenda Item 4

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| | | | BC/19/22 | |
| BABERGH DISTRICT COUNCIL CHAIRMAN'S ANNOUNCEMENTS | | | | |
| COUNCIL - 22 OCTOBER 2019 | | | | |
| | | | | |
| EVENT | LOCATION | DATE | CHAIRMAN | VICE CHAIR |
| SEPTEMBER 2019 | | | | |
| | | | | |
| Ground breaking for new pool | Hadleigh Pool and Leisure | 26-Sep | ✓ | |
| Ipswich BC - Mayor's Sunday Service | St Mary-le-Tower-Church, Tower Street, Ipswich | 29-Sep | ✓ | |
| | | | | |
| OCTOBER 2019 | | | | |
| | | | | |
| Hadleigh on Show | Hadleigh | 05-Oct | ✓ | |
| Rural Coffee Caravan - Presentation of the Queen's Award for Voluntary Service | Felsham Hall Barn | 07-Oct | ✓ | |
| Royal Air Force Association Dinner (RAFA) | Sudbury | 12-Oct | ✓ | |
| West Suffolk Sports Awards | St Edmundsbury Cathedral, Bury St Edmunds | 15-Oct | ✓ | |
| Sudbury Branch of The Royal British Legion - Festival of Remembrance | Ormiston Sudbury Academy | 15-Oct | | ✓ |
| University of Suffolk Graduation Ceremonies 2019 | Grand Marquee, Ipswich Waterfront Campus | 17-Oct | ✓ | |
| Felixstowe Mayor's Charity Cheese & Wine Evening | Felixstowe Museum, Viewpoint Road | 17-Oct | | ✓ |
| St John Ambulance Annual Awards Ceremony | St Peter's by the Waterfront, College Street, Ipswich | 18-Oct | ✓ | |
| Together Tuesday's 4th Birthday Celebrations - Hadleigh Dementia Action Alliance event | Hadleigh Pool and Leisure | 22-Oct | ✓ | |

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Agenda Item 8

BABERGH DISTRICT COUNCIL

| | |
|---|---|
| TO: Council | REPORT NUMBER: BC/19/23 |
| FROM: Chair of Overview and Scrutiny Committee | DATE OF MEETING: 22 October 2019 |

The Joint Overview & Scrutiny Committee met on the 19th September 2019

Chair: Keith Welham (MSDC Co-Chair)

COMMUNITY INFRASTRUCTURE LEVE (CIL) EXPENDITURE FRAMEWORK REVIEW

The committee examined a report on the above from the Corporate Manager for Professional Lead Key Sites and Infrastructure. This followed on from a previous review by the committee in 2018, designed to help and inform the Joint Member Panel on CIL's work programme.

We had before us evidence of a Draft Timetable for Review by the Panel, Progress of previous Bids, Learning Points captured in the process and several witnesses. These were a Parish Councillor, a member of the Joint Member Panel (Cllr. Arthey, also Babergh Cabinet Member for Planning), and representatives from Suffolk County Council, the Clinical Commissioning Group-Health and Network Rail. The Corporate Manager and the Assistant Director for Planning and Communities were also able to take questions and comment.

In hearing from, and questioning, the witnesses, it became apparent that the size and scale of CIL bids and the range of bidders was changing, moving from a focus on local community-based bids (Parishes) to larger ones (SCC, CCG, Network Rail) up to potential cross authority bids (Network Rail). This had been foreseen in the long-term planning of our CIL Framework. Both the CIL bidding procedures and the eventual allocation of CIL funds were well in hand. The framework was under constant review through the work of the CIL team and the Joint Member Panel.

It was RESOLVED:

That the Joint Overview and Scrutiny Committee endorses the work of the CIL team (and the Joint Member Panel) and notes that a fit and proper process is in place in respect of the bidding and allocation of CIL funds.

(Since the meeting, I understand that other authorities are using the BMSDC approach to a CIL Framework as a model.)

WASTE COLLECTION ROUTE CHANGES JULY 2019

The committee considered a report from the Corporate Manager for Waste Services covering the above. This covered the reasons for the changes, timing, planning and implementation, communication approach, lessons learnt and missed collection statistics.

The committee decided that examining individual cases on a ward by ward basis would be unproductive, but some were given in discussion, by way of example.

The following key points emerged from the report, questions and comments.

All costs associated with the route changes had been borne by Serco. For example, temporary crew put up in a hotel.

The peak number of weekly collections missed was 528 (0.63%) in the first week. By week 7 that had fallen to 0.19%. Our Q1 average was 0.11% (94 missed weekly collections).

At the time of the meeting the figure had fallen even lower to 48 missed collections.

The impact on communities overall had been small, but those affected would obviously disagree.

Some local knowledge may have been temporarily lost due to crews being transferred to other routes.

There were issues with the higher volume of customer calls, resulting confusion, double reporting and some communication issues within parishes. It was suggested that waste collection information be included in Parish Council newsletters.

The respond times for the public calling Customer Services were less than satisfactory peaking in W2 but falling to normal levels after W7 and lessons were learnt.

All lessons learnt were summarised within the report.

Feedback from the waste team for route changes was a constant process. Recycling waste going into refuse bin collections had occasionally taken place. These were very isolated incidents due to confusion over which bin collection was due. The Babergh Cabinet Member for the Environment, Cllr Malvisi encouraged members to visit the Waste Management Facility.

The optimisation of routes was designed to provide an effective and efficient service, reduce non-productive travel time and thus diesel/CO₂ emissions.

It was RESOLVED:

1.1 That the Joint Overview and Scrutiny Committee extended thanks for the report.

1.2 That the Joint Overview and Scrutiny Committee commend the Waste Team on the successful introduction of the new Bin Collection Routes.

1.3 That the points learnt during the implementation of the new Bin Collection Routes be forwarded to the Senior Leadership Team for consideration in future similar projects.

INFORMATION BULLETIN

IMPACT AND IMPLEMENTATION OF UNIVERSAL CREDIT ON INCOME MANAGEMENT (BMSDC HOUSING SERVICE)

The committee received an updated bulletin introduced by Jan Osborne, Babergh Cabinet Member for Housing and presented by the Corporate Manager for Tenant Services.

This followed on the bulletin received in February 2019.

The bulletin showed that relevant roll out of UC was 32% within Babergh, and 23% within Mid Suffolk. Rent Arrear figures for both councils had marginally improved in the last two quarters although UC claimants' arrears figures were rising.

Mitigation of the effects of Universal Credit was in place. The Housing team, working with Citizens Advice, the Income Team, the Tenant Board, and the DWP were taking effective action. As far as something outside our direct control could be dealt with by the Housing Team, the committee were satisfied that it was being managed well. The committee felt that no further Information Bulletin would be required unless the situation were to change markedly for the worse. The report was noted with thanks to the Housing Team.

I'm happy to take any questions on this report, or our future work plans, either within the meeting or afterwards.

Alastair McCraw.
Chair of Overview & Scrutiny Committee, BDC.
7th October 2019.

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Agenda Item 9

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

| | |
|---|---|
| TO: BDC COUNCIL MSDC COUNCIL | REPORT NUMBER: BC/19/24 |
| FROM: Leader of the Council | DATE OF MEETING: 22 October 2019 (BDC) 24 October 2019 (MSDC) |
| OFFICER: Arthur Charvonia Chief Executive | |

CORPORATE PLAN (2019 - 2027)

1. PURPOSE OF REPORT

- 1.1 To adopt a revised corporate plan for the Council.

2. OPTIONS CONSIDERED

- 2.1 The Councils' existing "Refreshed Joint Strategic Plan" is due to expire in 2020 and therefore needs replacing. The options that informed the development of the draft corporate plan are contained within Appendix A.

3. RECOMMENDATION FROM CABINET

- 3.1 That Council adopts the draft corporate plan (2019 – 2027) as visually represented in paragraph 4.5 to replace the Refreshed Joint Strategic Plan (2016 – 2020).

REASON FOR DECISION

- 3.2 To ensure that Babergh and Mid Suffolk have an appropriate corporate plan in place, designed to address the challenges and seize the opportunities facing the districts, and their organisations, for the foreseeable future.

4. KEY INFORMATION

- 4.1 Babergh and Mid Suffolk District Councils last adopted a corporate plan in 2016. This itself was a refresh of the previous corporate plan known as the 'Joint Strategic Plan'. The current corporate plan, 'Joint Strategic Plan, 2016 – 2020' expires next year.
- 4.2 Following the elections in May 2019, in consultation with the Chief Executive, the new administrations at both Councils have reviewed the Councils' approach and considered how the Councils need to continue to adapt to address the challenges and seize the opportunities facing the districts, and their organisations, for the foreseeable future.
- 4.3 The administrations have agreed with the Chief Executive that the Councils need to focus upon providing more confident leadership of our places, through greater place-based working. In doing so the organisations will also need to be more deeply rooted in what we believe in, and common sense - in our values and our sense of public service - genuinely caring about our residents and places, and getting stuff done for people.

- 4.4 The Councils will continue to strive to be recognised as organisations that help make things happen and trusted to do the right thing - delivering outcomes that positively affect people's lives. The Councils will continue to work effectively in partnership with others and be more outward looking - seeking examples of best practice and opportunities beyond Suffolk.
- 4.5 A visualisation of the revised corporate plan (2019 – 2027) to replace the Joint Strategic Plan (2016 – 2020) is presented below for approval by the Council. Attached at Appendix A is a summary of the development of this revised plan.

Our Vision is to build:

“Great communities with bright & healthy futures that everyone is proud to call home”

Our Mission is to:

“Provide strong, proud & inspirational leadership; striving for excellence, and together building great communities for everyone to live, work, visit & invest in”

Our Strategic Priorities are the Environment, Economy, Housing, Wellbeing, our Customers and our Communities (each underpinned by their own strategies).



5. FINANCIAL IMPLICATIONS

- 5.1 If approved the revised (February 2020) Medium Term Financial Plan (MTFP) will be developed to reflect the new corporate plan. As the new corporate plan is an evolution of the previous Joint Strategic Plan it is not anticipated that there will be any significant different financial implications arising from adopting this more refined corporate plan. The 2020/21 budget and the MTFP will continue to ensure the financial sustainability of both Councils.

6. LEGAL IMPLICATIONS

- 6.1 There are no immediate legal implications arising from the adoption of a revised corporate plan.

7. RISK MANAGEMENT

- 7.1 If approved the corporate risk register will be reviewed in light of the new corporate plan. Initial analysis by officers indicates that adoption of the revised corporate plan itself will not create new or mitigate existing corporate risks. As highlighted however the corporate plan is designed to enable the Councils to address the challenges and seize the opportunities facing the districts.

8. CONSULTATIONS

- 8.1 As set out in Appendix A there has been various officer engagement during 2018/19 in the development of the draft corporate plan. The development of the corporate plan has also been informed by the engagement and consultation that has taken place in the development of the Councils' corporate strategies and the Local Plan.
- 8.2 The purpose of the corporate plan is to enable the Councils to function most effectively. As such the main 'audience' for the corporate plan is councillors, staff and stakeholders (as opposed to residents). There has not therefore been any direct consultation with the public regarding the revised corporate plan. Ongoing engagement with our customers and communities will however continue through the action plans supporting the Customer and Communities Strategies, and will be informed by the emerging task and finish work with regard to the Councils' branding.
- 8.3 It is vital that our residents and communities know about their Council's vision, mission and priorities so that they can be confident in our leadership, get involved if they want to and challenge where they feel necessary. The Councils do not however expect the public to read through long documents and / or understand local government in detail, in order to do any of these things.
- 8.4 Once the corporate plan has been adopted there will be a programme of communication activities to raise awareness and broaden understanding of the plan among residents and partners. This will include video content, infographics, workshops, events, social media and online material. This will also dovetail with the Councils' clear and transparent performance monitoring approach, so that anyone can judge how well the Councils are doing against the plan. As in previous years, the Councils also intend to produce end of municipal term reports, primarily for residents, in order to account for the Council's performance over the 4 year period.

9. EQUALITY ANALYSIS

Equality Impact Assessments have been carried out in relation to each of the Council's strategic priorities, strategies and action plans. An additional equality impact assessment of the Council's revised Vision and Mission is therefore not considered necessary.

10. ENVIRONMENTAL IMPLICATIONS

10.1 The environment is a clear strategic priority within the revised corporate plan. There are no immediate environmental implications arising from the adoption of a revised corporate plan. The Council's emerging Environment Strategy and recently established taskforce will however consider this in detail, with a particular focus on Climate Change and Biodiversity.

11. APPENDICES

| Title | Location |
|--|----------|
| (a) Summary of the development of the revised corporate plan | Attached |

12. BACKGROUND DOCUMENTS

- The Refreshed Joint Strategic Plan (2016 – 2020)
- Economy Strategy ('Open for Business')
- Housing and Homes Strategy
- Leisure, Sport and Physical Activity Strategy
- Communities Strategy
- Customers Strategy
- Babergh & Mid Suffolk District Councils' Values
- Draft Joint Local Plan

Summary of the development of the revised corporate plan

Corporate Plan

The administrations adopted a set of principles to guide the evolution of the corporate plan:

- The Plan will remain relentlessly people (customer & outcome) focused
- The Plan will be comprised of:
 - a. Our Vision – that describes the world we want to see
 - b. Our Mission – that details our specific part in seeing our vision become a reality – how we are creating the world we want to see
 - c. Our Values – that set out the motivation behind the vision, the heart behind the mission, and the drive behind our people
 - d. Our Strategies – that describe the tactics we are deploying to support delivery of our mission and vision
- There should be a ‘golden thread’ from the Councils’ Vision, Mission, Values, Corporate Strategies and Service Plans all the way through to each person’s role & objectives
- It should be a longer-term corporate plan e.g. 8 years, reviewed in 2022 ahead of 2023 district elections (and then refreshed post-election) and any general election (NB more regular reviews of the supporting strategies will be necessary)
- The main audience for the corporate plan is councillors, staff & stakeholders (as opposed to residents) – it is there to help the Councils function most effectively
- The Plan will align with and emerge from the Joint Local Plan (2036)
- The Plan will inform any incomplete outcome and / or organisational strategies, and when they are being refreshed
- The Plan will be presented as a virtual ‘plan on a page’ with supporting digital materials

The plan will avoid:

- Adopting a single overarching strategic approach e.g. subsidiarity / enabling, ‘Easy Council’, ‘Commissioning’, ‘Commercialism’
- Being style over substance
- Context of the wider future environment facing our area (e.g. Suffolk 20+). As this changes more frequently, it is suggested that it forms part of our annual planning

Vision

In addition the administration have developed principles for the revision to the Councils' vision:

- There should be a single, clear & compelling Vision for Babergh and Mid Suffolk that inspires a common purpose
- That the Vision should reflect Babergh and Mid Suffolk as places
- The Vision should be stretching
- The broad focus of the Vision should be improving quality of life

In considering a revised Vision the administration also drew upon work of officers during 2018/19. Whilst senior officers agreed with the need for the Councils to further evolve they highlighted the need to preserve some key aspects of the Councils. These were:

- Caring for our districts - putting our communities at the heart of all we do
- Our sense of duty & positive impact on residents' lives (not profits)
- Our friendly, welcoming, open & supportive 'family' rather than an 'organisation'
- Being greater than the sum of our parts as a collection of services
- The richness, strength and authenticity of our relationships and partnerships
- Our local knowledge of our places
- Our essential links to our communities that help to improve lives
- How we are seen to value our communities
- Being custodians of open spaces, for peoples' health & wellbeing
- Improving our places whilst protecting the character and strengths that our communities value

Mission and Values

The Joint Strategic Plan 2016 – 2020 resulted in both Councils adopting a more outcome-based approach to delivery. The simple creation of the plan did not however have all of the intended impact upon the organisations or for residents. The Chief Executive believes that this is in part because of the lack of explicit Mission and Values to underpin the plan. The Chief Executive has therefore adopted specific corporate values and behaviours alongside ongoing wider cultural change for the organisation; and has recommended that these now be enshrined, together with an explicit mission statement, within the revised corporate plan.

Strategic priorities

The Councils' strategic priorities (as reflected by their corporate strategies) will remain as the Environment, Economy, Housing, Wellbeing, our Customers and our Communities.

Agenda Item 10

BABERGH DISTRICT COUNCIL

| | |
|---------------------------------|---|
| To: COUNCIL | REPORT NUMBER: BC/19/25 |
| FROM: Monitoring Officer | DATE OF MEETING: 22 October 2019 |

POLITICAL BALANCE AND COMPOSITION OF COMMITTEES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to agree the revised political balance and composition of the Council's Committees as a result of Councillor Sue Ayres and Councillor Maybury joining the Independent Group.
- 1.2 In addition, this report is asking Council to note the appointments to Committees as set out in Appendix B to this report.

2. RECOMMENDATIONS

- 2.1 That the Committees' size and numerical allocation of seats be approved as detailed in Appendix A to this report.
- 2.2 That the revisions to the appointments to Committees as set out in Appendix B to this report be noted.

3. KEY INFORMATION

Political Composition and Appointments to Committees

- 3.1 Under the provisions of the Local Government and Housing Act 1989 where a local authority is grouped for Committee composition purposes, the Authority is required to make arrangements to ensure that its Committees share the same political balance as the full Council.
- 3.2 The Local Government (Committees and Political Groups) Regulations 1990 allow ungrouped members to receive Committee seats if any are left over once allocations have been made to the political groups in proportion to their membership of the authority. The political groups of Babergh make up 100% of the Council and therefore all of the politically balanced Committee seats go to political groups.
- 3.3 The current Committee structure has 35 available seats which go to political groups.
- 3.4 As a result of Councillor Sue Ayres and Councillor Maybury joining the Independent Group, the Committee seats need to be adjusted to ensure that Council's Committees share the same political balance as the full Council.
- 3.5 The Council is therefore asked to approve the revised numerical allocation of Committee seats, and the calculation, in accordance with the provisions of the Local

Government and Housing Act 1989, as shown in Appendix A to this report. The calculation provides for 35 Committee seats to the various groups as follows:-

| | | |
|-------------------|---|----------|
| Conservative | - | 14 seats |
| Independent | - | 11 seats |
| Green | - | 5 seats |
| Liberal Democrats | - | 3 seats |
| Labour | - | 2 seats |

3.6 Further to the proposed amendments to the allocation of Committee seats the relevant Group Leaders have notified the Monitoring Officer of alterations to the members appointed to the Committees. The Council is asked to note these appointments as at Appendix B to this report.

4. LINKS TO JOINT STRATEGIC PLAN

4.1 Good governance and democratic, sound and transparent decision-making support the delivery of the Joint Strategic Plan.

5. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

6. LEGAL IMPLICATIONS

6.1 The approval of the recommendations will ensure compliance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

7. RISK MANAGEMENT

7.1 Key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|--|---------------------|---------------|---|
| Sufficient members are not appointed and the Committee is inquorate and unable to take decisions | 1 – Highly unlikely | 3 - Bad | Early discussions with Group Leaders regarding Committee placements |

8. CONSULTATIONS

8.1 The Group Leaders have been consulted on the relevant aspects of this report.

9. EQUALITY ANALYSIS

9.1 An Equality Impact Assessment is not required as none of the protected characteristics will be affected by the recommendations within this report.

10. ENVIRONMENTAL IMPLICATIONS

10.1 There are no environmental implications associated with this report.

11. APPENDICES

| Title | Location |
|---|----------|
| A. Numerical allocation of Committee places | Attached |
| B. Appointments to Committees | Attached |

12. BACKGROUND DOCUMENTS

12.1 None

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Babergh District Council – Allocation of Committee Placements 2019-20 (35 positions)

| COMMITTEES | NO. OF SEATS | CONSERVATIVE (13 MEMBERS) | | INDEPENDENT (10 MEMBERS) | | GREEN PARTY (4 MEMBERS) | | LIBERAL DEMOCRATS (3 MEMBERS) | | LABOUR (2 MEMBERS) | |
|---------------------------|--------------|---------------------------|-----------|--------------------------|-----------|-------------------------|----------|-------------------------------|----------|--------------------|----------|
| | | | | | | | | | | | |
| OVERVIEW & SCRUTINY | 6 | 2.43 | 3 | 1.87 | 2 | 0.75 | 1 | 0.56 | 0 | 0.38 | 0 |
| JOINT AUDIT AND STANDARDS | 5 | 2.03 | 2 | 1.56 | 1 | 0.625 | 1 | 0.47 | 1 | 0.31 | 0 |
| PLANNING | 11 | 4.47 | 4 | 3.44 | 4 | 1.38 | 1 | 1.03 | 1 | 0.69 | 1 |
| LICENSING & REGULATORY | 10 | 4.06 | 4 | 3.12 | 3 | 1.25 | 1 | 0.94 | 1 | 0.63 | 1 |
| JOINT APPOINTMENTS | 3 | 1.22 | 1 | 0.93 | 1 | 0.38 | 1 | 0.28 | 0 | 0.19 | 0 |
| TOTAL TARGET | 35 | 14.21 | 14 | 10.92 | 11 | 4.38 | 5 | 3.28 | 3 | 2.19 | 2 |

Last updated 02/10/2019 – changes highlighted

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BDC COMPOSITION OF COMMITTEES

BDC OVERVIEW AND SCRUTINY COMMITTEE

| | |
|-----------------|-----------------|
| Sian Dawson | Alastair McCraw |
| Jane Gould | Mary McLaren |
| Kathryn Grandon | Adrian Osborne |

JOINT AUDIT AND STANDARDS COMMITTEE

| | |
|-----------------|-----------------|
| Melanie Barrett | Alastair McCraw |
| Bryn Hurren | Mary McLaren C |
| Robert Lindsay | |

PLANNING COMMITTEE

| | |
|-----------------|----------------|
| Sue Ayres | Zac Norman |
| Melanie Barrett | Adrian Osborne |
| Peter Beer | Alison Owen |
| Dave Busby | Lee Parker |
| John Hinton | Stephen Plumb |
| Leigh Jamieson | |

LICENSING AND REGULATORY COMMITTEE

| | |
|------------------|------------------|
| Sue Ayres | Mick Fraser |
| Peter Beer | Jane Gould |
| Sue Carpendale | Margaret Maybury |
| Trevor Cresswell | Mark Newman |
| Sian Dawson | John Nunn |

JOINT APPOINTMENTS COMMITTEE

| |
|----------------|
| Clive Arthey |
| Robert Lindsay |
| John Ward |

Updated October 2019 – changes highlighted

Note: Sue Ayres remains on Planning Committee representing the Independent Group

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