

MINUTES OF THE MEETING OF THE BABERGH OVERVIEW AND SCRUTINY  
COMMITTEE HELD IN ON MONDAY, 23 OCTOBER 2017

PRESENT: Barry Gasper - Chairman  
Melanie Barret  
Simon Barrett\*  
Sue Carpendale\*

\*Denotes a Substitute

ALSO ATTENDING: Strategic Director  
Assistant Director – Communities and Public Partnership  
Assistant Director – Law and Governance  
Corporate Manager - Law and Governance  
Planning Consultant – Strategic Planning  
Communities Officer (Safe)  
Research and Project Officer  
Business Support Officer – Planning Policy

32 APOLOGIES AND SUBSTITUTES

Apologies were received from Councillors Clive Arthey, Bryn Hurren, Alastair McCraw and Fenella Swan. Councillor Sue Carpendale was substituting for Councillor Bryn Hurren and Councillor Simon Barrett was substitute for Councillor Fenella Swan.

33 DECLARATION OF INTERESTS

There were no declarations of interests.

34 BOS/17/12 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18  
SEPTEMBER 2017

**It was RESOLVED: -**

**That the Minutes of the meeting held on the 18 September 2017 be confirmed as a true record.**

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

None received.

36 QUESTIONS BY THE PUBLIC

None received.

37 QUESTIONS BY COUNCILLORS

None received.

38 BOS/17/13 UPDATE ON JOINT SCRUTINY RECOMMENDATIONS - NEIGHBOURHOOD PLANNING

38.1 The Planning Consultant for Strategic Planning introduced the report and informed the Committee that following the review carried out by the Task and Finish Group to examine the Councils' role in supporting the production of neighbourhood plans a number of specific actions had been agreed.

38.2 The Committee were being asked to review the progress of the actions in appendix 1 of the report.

38.3 Councillor Simon Barrett asked if the Committee were happy that the right guidance was being given to the Groups engaged in the process?

38.4 In response the Planning Consultant for Strategic Planning confirmed that Groups were being offered 1 to 1 meetings with officers to look at how their emerging Neighbourhood Plans and the Joint Local Plan would work together, and that the Plans coming forward were now addressing site allocations in them.

38.5 The Officer also confirmed that following recommendations from the Task and Finish Group a recommendation for an additional post in the team to support the process had been approved and the recruitment process was now being undertaken.

38.6 The Planning Consultant for Strategic Planning went on to inform the committee that a draft Memorandum of Understanding (MoU) was now in place with one Neighbourhood Planning Group with further draft MoU's being shared with a number of others.

38.7 Councillor Gasper expressed his concerns that the parish councils were not able to access the information that they needed.

38.8 In response the Business Support Officer for Planning for Growth confirmed that website viewers and those making enquiries through other means were being directed to the My Communities website which contained information and resource guides that covered all aspects of neighbourhood planning, in particular the Neighbourhood Plans Roadmap Guide/ Roadmap Worksheets which contained clear and helpful guidance.

**It was RESOLVED: -**

- (i) That the Committee noted the progress of the actions from the Joint Scrutiny recommendations for Neighbourhood Planning.**

39 BOS/17/14 REVIEW OF WESTERN SUFFOLK COMMUNITY SAFETY PARTNERSHIP (WSCSP)

39.1 The Chair welcomed Cllr Robert Everitt, Chair of the Western Suffolk Community Safety Partnership and the Communities Officer for Safety to the Meeting.

39.2 The Chair delivered a short presentation on the work of the Western Suffolk Community Safety Partnership (WSCSP) and told the Committee that the WSCSP were statutorily responsible for:

- Making an assessment of community safety issues
- Producing a plan which responded to those issues
- Reviewing and reporting on progress against that plan
- Carrying out Domestic Homicide Reviews

39.3 The Chair went on to talk about the substantial costs implications and work burden for carrying out a domestic homicide review.

39.3 Councillor Gasper asked the Chair, if the Council had enough resources to deal with a Domestic Homicide Review?

39.4 In response the Chair stated that the cost and resource was shared across the network of partners in the WSCSP and they had coped so far, however there may be a need to provide additional resource if there was a rise in domestic homicides in the region.

39.5 Councillor Carpendale commented that she felt that there needed to be more resources provided at the business end to support those people suffering with mental health issues and domestic abuse to try and prevent domestic homicides from happening.

39.6 In response the Assistant Director for Communities and Public Access stated that an action plan was formulated by the WSCSP, however the funding from the Community Safety Partnership had now been transferred to the Police and Crime Commissioner and was administered by the Suffolk Community Foundation. Bids could be made for funding but this was not guaranteed.

39.7 Councillor Gasper asked if this funding model worked?

39.8 In response the Chair for the WSCSP confirmed that it did appear to work.

39.9 The Chair thanked Cllr Everett and the Communities Officer for the update.

**It was RESOLVED: -**

- (i) That the report be noted.**

40 BOS/17/15 SCOPING SUPPORTING BUSINESS GROWTH

40.1 The Overview and Scrutiny Committee reviewed the scoping document for Supporting Business Growth and made the following comments: -

- a) Purpose of Review – Establish what plans are in place to provide as evidence and review including a copy of the Economic Development ‘Open for Business’ Strategy to be provided for comment, Cabinet member to be invited to the meeting.
- b) Criteria for discretionary business rates to be provided, including information about the relief that is available and the take up rates for this relief.
- c) Witnesses to be called- Invite representatives from the Chamber of Commerce, Representatives from industry and small business to be invited to meetings when appropriate.

40.2 The Committee requested that the scoping document be updated with the comments above.

## 41 BOS/17/16 INFORMATION BULLETIN

The Information Bulletin is a document that is made available to the public with the published agenda papers. It can include update information requested by the committee as well as information that is service considers should be made known to the Committee.

This Information Bulletin contains updates on the following subjects:

Update on the Scoping Exercise for Public Realm Transformation Project

41.1 The final report has now been received from WYG, with Senior Leadership Team having a first look on the 11<sup>th</sup> October 2017, the report has also been shared with Cabinet members. The intention is to bring the Public Realm Transformation Task and Finish Group back together to finish their role.

41.2 There will be a pre-scrutiny around future delivery options once a firm date has been received from the Task and Finish Group this will inform the timetable for review in the New Year.

**It was RESOLVED: -**

- (i) That the report be noted.**

## 42 BOS/17/17 FORTHCOMING DECISIONS LIST

42.1 Councillors requested that the Future Options for the Headquarters site be scrutinised.

**It was RESOLVED: -**

- (i) That the report be noted**

43 BOS/17/18 FORWARD PLAN

43.1 The Committee requested that the CIL item be deferred until the December Meeting.

43.2 The Committee also requested that a Joint Scrutiny be undertaken to review the cost of the move to Endeavour House and the impact on staff. This item to be scheduled in three months after the move is completed.

**It was RESOLVED: -**

**(i) That the above requests be noted and the Forward Plan updated accordingly.**

44 BOS/17/19 MSDC OVERVIEW AND SCRUTINY FORWARD PLAN

44.1 Councillors discussed the MSDC Forward Plan and suggested that the CIL item scheduled for November be deferred until the joint meeting in December.

44.2 Other topics for joint discussion include reviewing the cost of the move to Endeavour House. This should be scheduled on the Forward Plan three months after the move is completed.

**It was RESOLVED: -**

**(i) That the report be noted.**

The business of the meeting was concluded at 11.13 am.

.....

The Chair