



Welcome to our joint newsletter. It is aimed at keeping all town and parish councils, across both Babergh and Mid Suffolk, informed about our plans to meet the financial, and other, challenges facing us.

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Community Infrastructure Levy: An Update

We wanted to update you on our work on the Community Infrastructure Levy (CIL) project, the new levy that local authorities in England and Wales can charge on new developments in their area to fund infrastructure needs.

As you know, we are currently developing a robust evidence based CIL framework and have recently finished the first stage of this process, consulting on our Preliminary Draft Charging Schedule. This was the first of three stages, which are:

- **The Preliminary Draft Charging Schedule:** a consultation on the initial proposals, drafted up based on Government guidelines and a [viability study](#) produced by Peter Brett Associates LLP. The [Preliminary Draft Charging Schedule](#) was put out to public consultation between May and July.
- **The Draft Charging Schedule:** consultation on an amended document, informed by the evidence gathered in the first stage and supported by an Infrastructure List drawn up in partnership with Infrastructure Providers. We hope to put this out to public consultation between late October and December.
- **Public Examination: following this second consultation** our final proposals for CIL will then be sent to an Independent Examiner, who will check our Charging Schedule against statutory guidance. Once this is complete, the plans for CIL in Babergh and Mid Suffolk will be made publically available for your examination, before going to meetings of full Council in their respective districts which will vote on their adoption.

During our consultation on the Preliminary Draft Charging Schedule we contacted over 2,000 individual consultees, including 458 statutory, 354 private and hundreds of

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representatives of planning, development and property companies asking for submissions. Thank you for all of your responses.

What Happens Next

Since consultation closed in July we have been analysing the responses we received in order to develop a Draft Charging Schedule in line with the new evidence brought forward. We have contacted Peter Brett Associates, the authors of the initial viability study, and are working with them to review the evidence provided and consider amendments to the document.

We are also working with all of our Infrastructure Providers – including both internal providers, such as our own Open Spaces team, and external providers such as Suffolk County Council and water and electricity providers – as we draw up the amended Draft Charging Schedule and begin to work on our detailed Infrastructure List. As you know the money raised by CIL can be used to fund a wide range of infrastructure that is needed as a result of development, from improved roads to flood defences to schools and hospitals. As such we are required to draw up a list of that details exactly what Infrastructure will be funded by money raised from CIL.

This list is often referred to as a “123 list”, after the regulation governing the list in The Community Infrastructure Levy Regulations (2010) and will help ensure that there is no duplication of funding between infrastructure funded via CIL and infrastructure funded via Section 106 agreements. When completed we intend to take both the Infrastructure List and the Draft Charging Schedule to Babergh’s Strategy and Mid Suffolk’s Executive Committees in October for consideration before putting the Draft Charging Schedule out to public consultation in late October. We will then be in touch to let you know that we are once again seeking your views.

Join the Conversation

In order to provide as much information as possible to you in advance of the next round of consultation, we will be holding meetings next week in Hadleigh and Needham Market. You will already have received information on these meetings, and there are still spaces. These meetings provide the opportunity to engage with project, answer any key questions and speak directly to the officers working on CIL.

The meetings, which are to be held between 10.30am – 12pm and between 6.30pm – 8.30pm on both dates, will be on:

- Wednesday 10th September at the Babergh District Council Offices in Hadleigh
- Thursday 11th September at the Mid Suffolk District Offices in Needham Market

If you are able to attend these meetings please let us know via supportservices@babergh.gov.uk.

If you need any further information on CIL, you can continue to find additional information on our website (including links to the Preliminary Draft Charging Schedule and the Viability Study mentioned above), at:

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<http://www.babergh.gov.uk/home/cil-consultation>
www.midsuffolk.gov.uk/home/cil-consultation

Please do contact us if you have any questions.

Gypsy and Traveller Short Stay Stopping Site Consultation Stopped

Below is a short statement from Suffolk County Council on behalf of Suffolk Public Sector Leaders:

“The public consultation seeking people’s views on where to create three official Gypsy and Traveller short stay stopping sites in Suffolk has been stopped.

“The consultation, launched last week, identified seven potential sites - with the aim of selecting three in the areas where unauthorised encampments usually occur. However, following a number of landowners coming forward with other potential sites and early feedback from councillors and residents, Suffolk’s council and policing leaders have decided to halt the current process to enable it to be reconsidered. It means the seven sites previously identified have therefore been dropped and a fresh list of sites will be worked on prior to public consultation.

“Although the consultation has been stopped, Suffolk public sector leaders remain committed to identifying three short stay sites in Suffolk to address the issue of unauthorised encampments.

“During September and October, the consultation process and feedback received will be reviewed, and a summary of the main themes that came out of the consultation will be shared. Following this, councils of all levels will be invited to work collaboratively to design a new approach and identify potential sites.”

Suffolk Children’s Centre Consultation

Suffolk County Council are carrying out consultations on the future of Children’s Centres in Suffolk. The following is being sent out by Suffolk County Council:

Have Your Say: Suffolk Children’s Centre Consultation

There’s still time to have your say on the future of children's centres in Suffolk.

Children’s centre services are an essential part of delivering early support to children, young people and their families in Suffolk.

Suffolk County Council is committed to continuing to deliver high quality, effective children’s centre services to families across the county. To achieve this, Suffolk County Council has to make sure that services are delivered in ways different communities want to access them and that they make the best use of council buildings across the county. The cost of running or maintaining some of the buildings is disproportionately high when compared to the number of people using them.

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Decisions on the proposals for the future of children's centre services in Suffolk will be made in December 2014, with any approved changes being implemented from April 2015.

To find out more and have your say, visit: www.suffolk.gov.uk/consultations. The consultation closes on Thursday 16 October 2014."

Individual Electoral Registration Letter: A Response to the Confusion

You may recently have received a somewhat ambiguous letter on the new individual electoral registration (IER) programme, which has provoked an avalanche of calls and emails to our Electoral Services Team from the public.

Councils had to use this letter, the form and content of which were prescribed in formal guidance from the Secretary of State, to send to every elector confirming whether or not they were matched under this phase of the introduction of IER. The letter had apparently been consumer tested by the Electoral Commission and Cabinet Office, but did still include a contradictory paragraph relating to the open register and had the effect of causing many contacts from concerned electors requesting that their details be removed.

This episode shows that it is important that we consider the impact and content of our communications with the public before sending out letters and emails. In this case we had to use the government letter, however our Electoral Services Manager will be making representation to Cabinet Office and the Electoral Commission in respect of the impact that the communication has had a local level.

The introduction of the new system of registration does mean that anyone can register to vote online, by just answering a few questions and providing their national insurance number and date of birth. So if you move, or change any of your details, go to www.gov.uk/register-to-vote.

Thank you all for your patience and understanding as we have dealt with this issue over recent weeks.

New Joint Local Validation List now Adopted and Published

As part of Babergh and Mid Suffolk District Councils integration and transformation to a single shared planning service we have been reviewing a number of our key planning documents. Our aim is to harmonise, as far as we can, practice and procedures across both Districts. One of the key documents that we felt was a priority for harmonisation was the Local Validation List (LVL). You may recall we ran a consultation on the draft Joint Local Validation List from March to May this year. Following feedback received during the consultation and after meetings with various planning agents and stakeholders this document has now been adopted and published. It is available via the following links:

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<http://www.babergh.gov.uk/planning-and-building/planning/how-to-apply-for-permission/submitting-a-valid-application/national-and-local-validation-lists-and-fees/>

<http://www.midsuffolk.gov.uk/planning-and-building/planning/how-to-apply-for-permission/submitting-a-valid-application/national-and-local-validation-lists-and-fees/>

The list may be subject to further revision “in real time” as work is undertaken to deliver the Joint Business Case for the evolution of the joint planning service for the Councils. The list may therefore be republished online from time to time to reflect these refinements as part of the service harmonisation and users are advised to check on the Councils website to ensure that they are using the up to date version of this list at the time of submission of their application.

Newsletter

In addition to providing regular updates on the transformation of the planning service via the links below, we will also be publishing a monthly e-newsletter on recent updates and upcoming events concerning planning at Babergh and Mid Suffolk District Councils. We are also aiming to organise regular meetings with Parish Councils, stakeholders and planning agents to enable constructive discussions about best practice, and improving communications between us to enable a better service for all.

Planning Transformation links and contact details

<http://www.babergh.gov.uk/planning-and-building/planning/transformation/>
<http://www.midsuffolk.gov.uk/planning-and-building/planning/transformation/>

Comments on the new Joint Local Validation List or any other comments on the transformation of the planning service can be made by email to the following:

planningtransformation@midsuffolk.gov.uk (this email covers both Councils)

New Council Homes in Mid Suffolk and Babergh

A grant of over one million pounds has been awarded to Havebury Housing Partnership to build 65 new affordable homes across Mid Suffolk and Babergh.

Havebury is a new development partner that has been appointed by Mid Suffolk and Babergh Councils as part of a cost effective way to deliver the councils' first phase of new council housing. The contract is to run for four years.

The government's Homes and Communities Agency has granted a total of £8million to Havebury, a not-for-profit social housing organisation, as part of its Affordable Homes Programme for 2015 – 2018.

The project will deliver around 65 new homes 38 planned in Mid Suffolk and 27 planned in Babergh. As well as this work, Havebury will be creating 427 new homes, around Bury St Edmunds and Haverhill by 2018.

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Scott Bailey, Head of Development at Havebury Housing, who submitted the application for the grant, said: "This is such fantastic news for both the local community and for Havebury. This is the first time we have been awarded such a significant grant on our own."

"Previously Havebury Housing was granted funding as part of a development consortium, made up of East Anglian housing associations. Havebury was part of the consortium that successfully bid for £14m from the Homes and Communities Agency to help build 770 new affordable homes across the region for the period 2011-2015." Councillor Marilyn Curran, Mid Suffolk District Council's Portfolio Holder for Housing, said: "There is continuing high demand in both districts for affordable housing. Local people are still unable to live in the villages and areas where they grew up as house prices continue to rise."

"The appointment of Havebury Housing Partnership as our new development partner means we can work with them for the benefit of our local communities. We are delighted to have Havebury as our new partner in this exciting housing programme. Cllr Tony Bavington, Babergh District Council's Lead Member for Housing, said: "News of this successful funding is very much welcomed and is just the beginning of an expanded programme of housing that both councils want, and are committed to. "These 27 new homes will help to provide places that people want, and can afford to live in, across Babergh. Now it's time for the hard work to really begin!"

Chief Executive of Havebury Karen Mayhew said: "I'm so proud of our hardworking team for all the work they did in putting together this complex bid. We are looking forward to working with Mid Suffolk and Babergh to deliver much needed affordable homes in the area and helping transform the lives of people who have difficulty finding a home of their own."

"There is great demand for affordable housing in this area and the statistics from the council support this. As of August 2014 the number of registered applicants for affordable housing in Mid Suffolk is 920 and in Babergh 1,100."

DCLG Guidelines: Filming of Councils Meetings

As you may be aware, the Department for Communities and Local Government recently issued new guidelines for Councils dealing with members of the public wishing to film Council Meetings. The guidelines stress that the Council must accommodate such requests as far as possible and, for that reason, we have now developed a Draft Protocol on the Filming of Council Meetings, reproduced below.

This draft has been produced by our Committee Services team and reviewed by the Councils' legal and monitoring officer and will be taken to meetings of both full Councils in September for Members' consideration.

The Draft Protocol:

The Council supports the principles of openness and transparency and encourages filming, recording and taking photographs at its meetings that are open to the public.

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It also welcomes the use of social networking websites (such as Twitter and Facebook) and blogging to communicate with people about what is happening, as it happens.

As a courtesy to the public, and to assist anyone planning to film etc., it would be helpful if anyone wishing to film etc, would contact the Council, preferably one week before the start of the meeting, if filming or photography is to take place. This would enable the Governance Team to discuss and assist with any specific requirements. The relevant Chairman will then be informed of what is to take place.

There is no requirement to notify the Council in advance, but it should be noted that the Chairman of the meeting will have absolute discretion to terminate or suspend any of these activities if, in their opinion, continuing to do so would prejudice proceedings at the meeting. The circumstances in which termination or suspension may occur include:

1. public disturbance, disruption or suspension of the meeting;
2. the meeting agreeing to exclude formally the press and public from the meeting due to the exempt/confidential nature of the business being discussed in accordance with statutory procedures;
3. where it is considered that continued recording/photography/filming/webcasting may infringe the rights or privacy of any individual, or intimidate them;
4. when the Chairman considers that a defamatory statement has been made.

The Council requests those recording proceedings not to edit the film/recordings/photographs in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes refraining from editing an image or views expressed in a way that may ridicule, or show lack of respect towards those being photographed/filmed/recorded.

Those intending to bring large equipment, or wishing to discuss any special requirements are advised to contact the Council's Committee Services in advance of the meeting to seek advice and guidance. The use of flash photography or additional lighting will not be allowed unless this has been discussed in advance of the meeting and agreement has been reached on how it can be done without disrupting the proceedings. The use of recording/filming/ broadcasting equipment will be silent and will not distract those involved in the democratic process or impinging on the decision making or block viewing from the public seating area.

At the beginning of each meeting the Chairman will make an announcement that the meeting may be filmed, recorded or photographed. Notice of the filming/recording/broadcasting of meetings will be displayed in and outside the place of meeting and meeting agendas will include the following:

“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. Any member of the public who attends a meeting and objects to being filmed should advise the Committee Clerk who will instruct that they are not included in the filming.”

Members of the public speaking at, or attending, the meeting must not be filmed if they indicated that they do not wish to be included. The Governance Team can be

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contacted via email at committee.services@babergh.gov.uk or by telephone on 01449 724684 or 01473 825876.

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Rural Coffee Caravan Fundraising

An evening of eccentric entertainment and fundraising for the Rural Coffee Caravan will be taking place on Friday the 17th of October.

Based at Hintlesham Golf Club, the evening will include entertainment from Charlie Haylock and a prize draw, as well as an auction of prizes. These prizes include a week's holiday on the Mull of Kintyre and a day of Gold for four at Hintlesham. Tickets are available from the Rural Coffee Caravan at £35 each, including a two course meal, and doors open at 7pm on the night.

Contact the Caravan on 01379 855 338 or at coffeecaravan@btinternet.com. Prizes have been donated by numerous groups, including Adnams, Aspall, Brands Hatch and the East of England Co-Op.

Keeping You Informed

Our councils have set aside a section on both our websites where town and parish councils as well as other key stakeholders can access information of particular relevance to them, including these newsletters.

These can be found at either:

www.midsuffolk.gov.uk/workingtogether/keypartnersarea

or:

www.babergh.gov.uk/babergh/KeyPartnersArea

Newsletter Ideas

What do you want to see covered in the next newsletters?

We try hard to bring you as wide a selection of information as possible but there maybe some areas you are keen to know more about. Let us know by emailing emma.morton@babergh.gov.uk