

Confirmed



Minutes of a Meeting of the **Cabinet** held in the Conference Room, Riverside, on **Tuesday, 7 September 2021 at 6:30 pm.**

Members of the Cabinet present:

Councillor Norman Brooks, Councillor Stephen Burroughes, Councillor Maurice Cook, Councillor Steve Gallant, Councillor James Mallinder, Councillor David Ritchie, Councillor Craig Rivett, Councillor Letitia Smith

Other Members present:

Councillor Peter Byatt, Councillor Tony Cooper, Councillor Linda Coulam, Councillor Louise Gooch, Councillor Mark Jepson, Councillor Ed Thompson, Councillor Caroline Topping

Officers present: Stephen Baker (Chief Executive), Kerry Blair (Head of Operations), Sharon Bleese (Coastal Manager - South), Damilola Bastos (Finance Planning Manager), Simon Charlesworth (Sector Development and Trade Lead), Karen Cook (Democratic Services Manager), Michael Cousens (Freeport East Project Manager), Sarah Davis (Democratic Services Manager), Phil Harris (Communications Manager), Andy Jarvis (Strategic Director), Nick Khan (Strategic Director), Sue Meeken (Political Group Support Officer (Labour)), Adrian Mills (Benefits Manager), Agnes Ogundiran (Conservative Political Group Support Officer), Nicola Parrish (Infrastructure Delivery Manager), Nicole Rickard (Head of Communities), Desi Reed (Planning Policy and Delivery Manager), Lorraine Rogers (Deputy Chief Finance Officer), Anthony Taylor (Senior Planner (Policy and Delivery)), Paul Wood (Head of Economic Development & Regeneration), Ben Woolnough (Planning Development Manager), Ben Wright (Planner (Policy and Delivery))

1 Apologies for Absence

Apologies for absence were received from Councillor Rudd and Councillor Kerry.

2 Declarations of Interest

Councillor Rivett declared a local non pecuniary interest in respect of agenda item 10, Joint Coastal Projects Board, as the Suffolk County Council Councillor for which the area related, and having been involved in some of the project work to help protect the coast.

3 Announcements

The Leader stated that the distressing scenes in Afghanistan during recent weeks reflected a terrible humanitarian crisis, which no-one could ignore, and East Suffolk Council (ESC) was committed to helping where it could. With this in mind, he updated councillors in respect of the role ESC was playing, in partnership with others, to support displaced families and those fleeing persecution.

The Leader reported that councils across Suffolk were taking a county-wide approach and were determined to provide whatever support they could, with Districts and Borough in Suffolk having already welcomed individuals, both in Ipswich and Lowestoft, under the Afghan Relocations and Assistance Policy (ARAP) which was launched in April 2021. Under this scheme, any 'Locally Employed Staff' directly employed by Her Majesty's Government, and assessed to be at serious risk of threat to life, were eligible to apply for ARAP regardless of their employment status, rank or role, or length of time served. Through this scheme, councils across the UK had already offered support to 2000 individuals, with over 300 properties made available. People who were relocated under the scheme were supported for a 12-month period by a local authority offering accommodation, as well as a package of advice and assistance and cash support, all funded by the scheme. Those who qualified and chose to relocate to the UK with their families, the Leader reported, were not expected to return to Afghanistan. After completing five years limited leave, they could apply for permanent residence in the UK.

The Leader reported that ESC had already offered accommodation in Lowestoft and had so far welcomed three single males, as part of this scheme, to a property in the town. The new residents moved in on 17 August, following their statutory Covid quarantine and Anglia Care Trust (ACT) was delivering the package of support on ESC's behalf. ACT had been active in this area for the last six years as part of the Suffolk Refugee Resettlement Programme and had a wealth of experience working with people and families in great need. In addition, other registered housing providers were providing accommodation support. Newtide had offered three properties and other providers were assessing options. Given ESC's good relationships with Newtide, it would of course continue to provide a link and liaison with anyone offering this accommodation to support the overall process.

As could be seen, however, the Leader added, the situation had worsened considerably and on 18 August the Government launched the new Afghan Citizen Resettlement scheme, a further initiative designed to welcome Afghans to the UK.

The UK Government's ambition was for the new Afghanistan citizens' resettlement scheme to resettle 5,000 Afghan nationals who were at risk due to the current crisis, in its first year, and 20,000 over the coming years. Priority would be given to women and girls, plus religious and other minorities, who were most at risk of human rights abuses and dehumanising treatment by the Taliban.

Much would depend however, the Leader reported, on the ability of individuals to receive safe passage from Afghanistan and the complex picture on the ground meant there would be significant challenges delivering the scheme. Currently, the Suffolk councils were awaiting further information from the Government about the exact details of the scheme and how it would be managed and the Leader advised that he would provide an update as soon as he had further information.

The Leader referred to the kindness being shown by the people of East Suffolk and the support of varying kinds being offered by residents and communities who, like ESC, wanted to do something to help.

The Leader directed people to two online resources with further information. The reality, at this stage, was that ESC could not know exactly what support would be required but updates would be provided in due course at www.suffolkrefugee.org.uk and on a dedicated Suffolk County Council page which was at www.suffolk.gov.uk/howyoucanhelp.

4 Minutes

RESOLVED

That the Minutes of the Meeting held on 13 July 2021 be agreed as a correct record and signed by the Chairman.

5 East Suffolk and Great Yarmouth City of Culture 2025 Bid

Cabinet received report **ES/0864** by the Deputy Leader and Cabinet Member with with responsibility for Economic Development, and the Cabinet Member with responsibility for Communities, Leisure and Tourism, the purpose of which was to update Cabinet in respect of ESC's joint bid with Great Yarmouth Borough Council (GYBC) for the City of Culture 2025 and secure a budget to support the bid to full submission should it be successful in being longlisted and shortlisted. The report set out the next steps following the submission of the expression of interest in July 2021 and the resources required to progress to the next stage should the bid be longlisted.

The Deputy Leader reported that the competition would be strong, and he referred to ESC and GYBC being one of 27 that had submitted an expression of interest, with the 27 reducing to six in September and to three in early 2022. A winner would be announced in May 2022 and the full application would need to be submitted by January. The Deputy Leader stated that a strong bid would be required and he referred to the excellent work undertaken thus far being a credit to the officer team. The Deputy Leader referred to the financial ask within the report, that being an allocation of £100k, which he said would be matched by GYBC. There would also be an application to New Anglia LEP for £80k to support the bid.

The Deputy Leader highlighted that the bid was not complete and should the councils progress to the next stage sub-groups would be set up to assist; another opportunity for further engagement and strengthening the bid. The Deputy Leader further highlighted that independent of City of Culture status a further outcome from the work would be a Cultural Strategy for the District.

The Leader referred to the importance of this sector and the opportunity to highlight the great things that were happening across the whole of the District, and to boost the local economy, and in particular the providers of culture and arts in the District.

Cabinet gave its full support for the bid, with the Cabinet Member with responsibility for the Environment commenting that East Suffolk was an amazing place to live, with the amazing landscapes, from the deep forests to the shingle beaches, and everything in between.

In response to a number of questions by Councillor Byatt, the following information was provided. Regarding engagement, as many partners as possible would be engaged and involved so that a strong bid could be submitted. Regarding the recruitment of an Artistic Director, it was confirmed that, at this point, no decision had been taken on the employment status of that person but, bearing in mind the two and a half year run-in until the actual City of Culture year itself, the importance of recruiting somebody for the long term was emphasised. Regarding fund raising, as referenced within the report, the amount of work to be undertaken related to the development of the bid was emphasised, along with the events that would take place, and that would involve a significant team of people, expertise from consultants from time to time, and fund raising would need to take place, along with external funding and sponsorship.

Councillor Byatt commented that it was pleasing to see that the Chair of the Board was local; he also commented on what he saw as an implication within the report that Lowestoft and Great Yarmouth were one and a half hours from London; he commented that this was not yet the case and he suggested that calls should be made for Greater Anglia to run once again the direct train from Liverpool Street to Lowestoft.

Councillor Gooch, after giving her support for the bid, suggested that more could be made of the high profile figures of British culture that had either lived or grown up locally, or had been inspired by the location. Councillor Gooch also referred to communication and languages and suggested that more could be done in respect of language and being more diverse in linguistic identity. Lastly, Councillor Gooch commented that she had recently visited Coventry, specifically because of the City of Culture, and she commented on the clear message that they had in respect of movement (the automobile trade, the bicycle trade, watchmaking and political movements like "Two Tone"). Councillor Gooch referred to the importance of having a Unique Selling Point. The Leader, in response, referred to reaching the long list stage, when ideas would be further developed.

Councillor Topping referred to the eight week engagement plan, as referenced within the report, and in particular the 120 cross sector organisations that had already provided letters of support. Councillor Topping referenced the importance of the councils being all-inclusive with people who had not forwarded a letter of congratulations. The Leader stated that many organisations would be involved in the working up of the bid and the Deputy Leader referred again to the sub-groups that would be set up to explore further the content of the bid.

Councillor Coulam, after referring to the large numbers of people who were currently visiting the area, gave her full support for the bid.

Councillor Byatt, after referencing the Heritage Open Days, stated that he hoped that part of the bid would be talking about those and how they had been taking place for some years. It was confirmed that they would.

On the proposition of Councillor Rivett, seconded by Councillor Smith, it was by unanimous vote

RESOLVED

1. That a budget of £100k to support the development of the City of Culture bid should be longlisted be approved.
2. That the development of an East Suffolk Cultural Strategy regardless of the outcome of the City of Culture bid and the District seeks to deliver an ambitious cultural programme be approved.

6 East Suffolk Local Council Tax Reduction Scheme for 2022/23

Cabinet received report **ES/0862** by the Cabinet Member with responsibility for Resources, the purpose of which was to review the 2021/22 Local Council Tax Reduction Scheme (LCTRS) and consider options for the scheme for 2022/23. The LCTRS provided important support to people in East Suffolk, directly contributing to the key theme of Enabling Communities. The changes proposed for implementation in April 2022 would further reduce customer notifications and contact; further reduce continuous changes to benefits received; and contribute to overall improvement of the customer journey. It was recommended that the focus of consultation and implementation be on those options intended to improve the customer journey and reduce customer contact and the burden of evidence requirement, specifically the following: reducing the capital threshold to £10,000 and abolishing tariff income; introducing a fixed rate deduction of £7.40 for non-passported non-dependants; streamlining the claim process; increasing tolerance for Universal Credit data re-assessments.

In response to a question from Councillor Topping regarding anybody that defaulted on monthly payments, twice, and the entire bill then having to be paid in totality, and whether ESC had any discretion in that regard, it was confirmed that that was the case, it was enshrined within the Local Government Finance Act; however, there were more stages involved; officers advised that councils would look to secure the debt by advising customers that they had lost their right to instalments; however, in most cases, that would lead the customer to engage with the Council and then a repayment schedule could be entered into. Officers advised that they would also seek to do that because it was their wish to assist customers as much as possible. There was also the ability to award an exceptional hardship payment if that was relevant, and the Council would give as much support as possible. The final course of action would involve the Council looking to take any further enforcement action.

The Leader added the importance of customers engaging with ESC as soon as possible so that any difficulties, where possible, could be resolved.

In response to concerns expressed by Councillor Coulam regarding reducing the capital threshold reducing from £16k to £10k, and how that might impact on members of the public, officers referred to the detail within the report, and the number of customers that might potentially be impacted; they could of course claim again once their capital dropped below £10,000 and there was also the ability through the exceptional hardship scheme to help people who were in arrears with their council tax.

On the proposition of Councillor Cook, and seconded by Councillor Borroughes, it was by unanimous vote

RESOLVED

That a consultation be undertaken on the following proposed amendments to the East Suffolk Local Council Tax Reduction Scheme (LCTRS) for 2022/23:

- Reducing the capital threshold from £16,000 to £10,000 and abolishing tariff income.
- Introducing a fixed rate reduction of £7.40 for non-dependants.
- Further streamlining the claim process.
- Increasing the tolerance for Universal Credit data re-assessments from £65 per month to £100 per month.

7 Extension of East Suffolk Youth Employment Service

Cabinet received report **ES/0865** by the Deputy Leader and Cabinet Member with responsibility for Economic Development, and the Cabinet Member with responsibility for Communities, Leisure and Tourism.

Cabinet was advised that young people aged 16-24 had been affected by the Covid pandemic in ways that were not immediately clear, and the long-term effects on their 'life chances' through employment, education, and training remained largely unknown but were expected to be significant and detrimental.

At the start of the pandemic, young people saw their secondary education disrupted, and as time progressed, their transition into further and higher education was also being affected. For those in work, and at the start of their careers, young people were facing a lack of employment opportunities, redundancy, and furlough. These factors had rarely been seen in peacetime and had contributed to increased uncertainty for young people at a vulnerable period in their lives.

Whilst the economy was recovering following the easing of lockdown restrictions, it remained unbalanced and uncertain. GDP remained below pre-pandemic levels, and supply chains had been shown to be vulnerable to global factors. Labour and material costs had increased, compounding the challenges for businesses that were already vulnerable.

The report before Cabinet considered the issues facing young people in East Suffolk in terms of employment, education and training and proposed a two year extension to the current contract that built on existing work supported by ESC and partners, including Suffolk County Council, and provided a comprehensive framework to support young people into employment, education, or training, as well as providing important wellbeing services and support.

The Deputy Leader reported that ESC commissioned Inspire Suffolk to provide the Youth Employment Service to provide district-wide support to 16-24 year olds who were not in education, employment or training and, to date, the Deputy Leader advised, 909 young people had used the service, of which 406 had had a positive

outcome. At this point, the Cabinet Member with responsibility for Communities, Leisure and Tourism presented three case studies. The Deputy Leader, in conclusion, highlighted the reference within the report to the wellbeing pilot that included psychotherapy support and he reported that this would become part of the service offered. The Deputy Leader paid tribute to Inspire Suffolk for adapting so quickly, like many, to the restrictions that the pandemic had brought to business as normal.

The Leader stated that an extension to this vital service was crucial; he highlighted the work that ESC had carried out with its partners and referred to the fortunate position with everybody having the necessary resilience and flexibility to continue to deliver in what had been an exceptional period in the history of East Suffolk.

Councillor Byatt, after giving his support for the proposals and referencing Lowestoft that had 55% of young people claiming Universal Credit and searching for support, asked a number of questions; Councillor Byatt asked if it was known, how many young people, over time, dropped in and out of the programme, and he referred to those who had a positive outcome; he asked if they continued positively into adulthood and work. Councillor Byatt referred to work undertaken by Lowestoft Rising and a report that had been produced and he asked for their work, their input, and their success rates, to be considered. Councillor Byatt referred to Inspire Suffolk, who co-ordinated the programme, and asked if the young people were asked how it had affected them and whether they were satisfied with the outcomes.

The Deputy Leader referred to the work of other organisations and other activities that ESC was engaged in to ensure that young people were given every opportunity possible. Officers added that all participants in the Youth Employment Service were surveyed; unfortunately they did not have the response rates to hand, but confirmed that they would be forwarded to members. Officers, referring to the long term, ie beyond six months, one year, two years, after the Youth Employment Service had intervened, confirmed that this was something that they could look at as they potentially moved into years three and four.

Councillor Jepson commended the work, applauding the added value of the ongoing mentoring and support that would be given to the young people, which had not always been available.

The Leader, commenting on any young people who might drop out, referred to the ambition to re-engage and work, to keep making the offers, and work with young people.

Councillor Gooch asked if any young people might fall between the gaps if they were not registered for any benefits or were on a zero hours contract. The Leader confirmed that it was possible for people to fall between the gaps, as it was for homeless people, and ESC relied on a number of sources to offer support, guidance, and to reach out to young people. Officers added that there were employment coaches that were embedded within the community to assist.

Councillor Gooch asked if there would be any support for students who were multi lingual but not that confident in English. Officers reported that Inspire Suffolk had many years of experience working with a diverse population of young people and that

inclusivity was built into the way that it worked; officers, referring to young people that had been directly supported through the East Suffolk Youth Employment Service, advised that they did not have a breakdown of those for whom English was a second language but, again, that was something that could be captured going forward.

In response to a question from Councillor Topping regarding how many young people could be helped with the money that was being pledged, officers, in response, confirmed that 600 participants were being targeted for each year, for two years.

Councillor Topping, referring to Inspire Suffolk, and the Employment Coaches that were based in Lowestoft, Leiston and Felixstowe, suggested that perhaps more communication needed to take place in respect of reaching the market towns. The Leader, in this regard, suggested that ward members would be able to assist with this. Officers added that the pandemic had prevented the original aim from taking place, ie that market towns would be served by a peripatetic service where they would be based in Leiston, but they would go out and talk to individuals in local libraries, cafes, etc. Moving into years three and four, there would be drop in venues in Lowestoft, Felixstowe and Leiston and the market towns would continue to be served via the peripatetic service. There would be three Employment Coaches, with three zones, each with their own Employment Engagement Advisor, meaning that market towns and surrounding villages would have a dedicated Advisor.

On the proposition of Councillor Rivett, and seconded by Councillor Smith, it was by unanimous vote

RESOLVED

That funding for a further two-year extension to youth employment services in East Suffolk at a cost of £230,267 be approved. The first year of the extension will be an extension to the existing contact with Inspire Suffolk whilst the second year of the extension will need to go out to procurement.

8 Fleet De-Carbonisation - An Interim Solution

Cabinet received report **ES/0866** by the Cabinet Member with responsibility for the Environment who reported that in its Strategic Plan 2020/24 ESC pledged to put the Environment at the heart of everything it did and to become a carbon neutral council by 2030. In so doing, it committed to making radical changes to its operational assets, including its vehicle fleet.

In 2020/21 the Council's diesel fleet of some 246 vehicles, including its 48 heavy goods refuse lorries, accounted for approximately 44% of the Council's total carbon emissions. Encouraged by debate at the Environmental Task Group, several approaches to reducing these emissions had been investigated. Some were not yet possible as the technology was not sufficiently advanced, for example, electrification and hydrogen power. Others involved less developed supply chains and therefore posed a risk to service delivery and were particularly expensive to implement, for example, biogas.

The report before Cabinet proposed the replacement of diesel, the fuel currently used by the fleet, by Hydrotreated Vegetable Oil (HVO). This change could be implemented quickly, without the need for engine modifications and therefore at a reasonable cost. It would dramatically reduce the diesel fleet's carbon emissions.

The Cabinet Member with responsibility for the Environment stated that, right now, HVO was the perfect solution; vehicles would not need to be altered, although provision for replacement tanks had been made within the report, he had been reassured that no new tanks would be needed. Also, he advised, he would ensure that the oil was certified as palm free. Making this change, he reported, the carbon footprint for the entire fleet would be reduced by 91% and it would reduce ESC's total emissions by 32%. Councillor Mallinder reported that there would be an increased cost, however, he believed that it was a small price to pay to save the Planet. Councillor Mallinder gave thanks to officers for their work.

After giving his support for the proposal, the Cabinet Member with responsibility for Resources highlighted the significant investment required of £174,000; he also referred to this being an interim measure and the further larger amounts of money expected to fund movements, especially related to the development of hydrogen and waste collection in the future. Councillor Cook advised Cabinet that the budgetary processes would have to take account of the work that ESC would do in quite rightly supporting its environmental agenda.

The Leader echoed the words of the Cabinet Member with responsibility for Resources, stating that it was the right thing to do in support of ESC's ambitious environmental agenda.

Cabinet Members gave thanks to the Cabinet Member with responsibility for the Environment for his work, acknowledging that this was an interim solution, it would cost money, but Cabinet's view was that action needed to be taken now.

After noting that specialist tanks would not be required, it was confirmed that the recommendation within the report would be amended to take account of this.

The two Opposition Group Leaders, Councillor Topping and Councillor Byatt, gave thanks for the report.

Councillor Gooch asked if there was any potential for a "circular" economy in the future, suggesting that ESC might be able to "grow its own". It was confirmed that that was possibility.

On the proposition of Councillor Mallinder, and seconded by Councillor Burroughes, it was by unanimous vote

RESOLVED

1. That changing the fuel used by all the Euro 6 rated diesel-powered vehicles in the Council's vehicle fleet from diesel to certified palm oil free Hydrotreated Vegetable Oil fuel be approved;

2. That a procurement process in Autumn 2021 for the supply of certified palm oil free Hydrotreated Vegetable Oil fuel meeting the International Sustainability and Carbon Certification be approved;
3. That other than in the most exceptional circumstances any replacement or new fleet vehicles (whether leased or purchased) are Euro 6 compliant.

9 Infrastructure Funding Statement 2020/21 and CIL Funding Bids

Cabinet received report **ES/0867** by the Cabinet Member with responsibility for Planning and Coastal Management, which was introduced by the Assistant Cabinet Member for Planning and Coastal Management.

Cabinet was asked to receive and note the Infrastructure Funding Statement (IFS) 2020-21, which comprised of the Community Infrastructure Levy (CIL) Report, the Section 106 Report, and the Infrastructure List, and to approve this for publication. This was a statutory document, the content of which was prescribed under Regulation 121A and Schedule 2 of the CIL Regulations 2010 (as amended). This document was required to be published on the Council's CIL webpages by 31 December 2021.

The IFS 2021-21 was attached as Appendix A to the report and had been reviewed by the CIL spending Working Group, and was recommended for publication.

A detailed summary of the proposed CIL funding allocations to support the planned infrastructure projects was attached to the report as Appendix B. The CIL Spending Working Group had reviewed the proposed bids and made its recommendations within Appendix B. If planned infrastructure projects were not delivered in a timely manner this could make planned housing growth unsustainable.

Cabinet Members gave thanks for the report; the Cabinet Member with responsibility for Resources particularly referenced the investment made in early Early Years Education and the former Badingham Play School which had to find temporary accommodation to continue operating; Councillor Cook was delighted that ESC was able to contribute to the new building in Dennington which would serve the whole of the Framlingham ward and beyond. Councillor Cook referenced the other projects which he believed showed the commitment of ESC to provide the infrastructure that the Framlingham Ward required. The Cabinet Member with responsibility for Planning and Coastal Management referenced Bungay High School, which was much valued by the community; he was delighted that CIL money was being used to help to build these new facilities. The Cabinet Member with responsibility for Transport referred to the community facility in Worlingham, stating that he had very much been involved in this; he was delighted that the CIL funding had brought this project to fruition, subject to planning permission. The Cabinet Member with responsibility for the Environment, stating how waste was dealt with was very important, added that he was delighted to see that a new recycling centre was being partly funded. The Deputy Leader, after giving thanks for the report, highlighted the great impact, whether the funding be large or small, that the projects could have throughout the district.

The Assistant Cabinet Member with responsibility for Planning and Coastal Management gave his thanks to the officers for all of their hard work and the Cabinet

Member with responsibility for Planning and Coastal Management, in turn, gave his thanks to the Assistant Cabinet Member.

Following questions from Councillor Byatt, the following information was provided by officers: in respect of affordable housing contributions, over a number of years the Council had collected in place of on-site affordable housing provision on developments, commuted sums towards affordable housing and that required the Council to come forward with projects or work with housing providers to deliver projects in other areas. Also, in respect of the commuted sums that were allocated to budgets and not yet spent, that money was ring-fenced for projects that were still in progress.

Councillor Topping gave thanks for the report and added how pleased she was to be sitting on the CIL Spending Working Group.

On the proposition of Councillor Ritchie, and seconded by Councillor Cook, it was by unanimous vote

RESOLVED

1. That the Infrastructure Funding Statement 2020-21 be approved for publication by 31 December 2021, subject to further minor financial amendments confirmed through the Assistant Cabinet Member with responsibility for Planning and Coastal Management and the Cabinet Member with responsibility for Finance.
2. That the recommendations for allocating Community Infrastructure Levy funding towards the proposed infrastructure Projects as outlined in Appendix B be approved.

10 Joint Coastal Projects Board

Cabinet received report **ES/0869** by the Cabinet Member with responsibility for Planning and Coastal Management, who reported that over the last two years Corton and Gunton, Pakefield and Thorpeness had experienced increased rates of erosion. This rate of erosion was impacting upon homes, businesses and the communities in these areas. Three projects had been initiated to capture and review data and evidence around coastal processes and to assess options. In addition, Shoreline Management Plan policies were being examined.

Partial project governance had been established and a Project Team had been established for each project. For the Pakefield and Thorpeness projects there were established community steering groups. The Suffolk Coast Forum had provided overview of progress to date and would continue to do so to completion.

Establishing a full, clear open, honest and transparent governance structure was crucial to decision making. Best practice for other projects such as the Gorleston to Lowestoft Coastal Strategy had ensured that decisions made about future coastal management were open to scrutiny, giving confidence to communities and statutory partners such as the Environment Agency and Natural England.

The report before Cabinet set out the aims and objectives of a proposed joint coastal project board. It acknowledged that a project level board for each geographical area

was likely to require commitment of time and attendance from a similar pool of members, officers and partners. The report then sought to minimise that commitment whilst retaining a comprehensive route for decision making.

The commitment to attend a joint Board would be four meetings per year. Separate boards for each project would result, for some members, officers and partners, in a further eight meetings per year.

The Cabinet Member with responsibility for Planning and Coastal Management referred to the recommendation within his report, reporting that he would **be proposing one correction to that** to reflect that Lowestoft Town Council would have the opportunity to appoint to the Board, not ESC.

Cabinet Members gave thanks to the Cabinet Member with responsibility for Planning and Coastal Management, and officers, for their work, referring to the time that had been spent, and the officer expertise provided.

Councillor Topping, Councillor Gooch and Councillor Byatt all gave thanks for the report, and welcomed the cross-party engagement and communication. In response to a question by Councillor Byatt, who asked if ESC would be responsible for any erosion that might happen around the Sizewell C site, if built, and if so, should ESC be building in emergency funding in case required. Officers confirmed that this particular Project Board would be very specific and Sizewell C was a large issue on its own and other members of the team were addressing that through the various hearings etc.

On the proposition of Councillor Ritchie, and seconded by Councillor Brooks, it was by unanimous vote

RESOLVED

That the formation of a single Joint Coastal Project Board to provide scrutiny and guidance to the three on-going projects in Corton and Gunton, Pakefield and Thorpeness be approved. This will be an executive group with no financial/budgetary responsibilities but will provide recommendations to Cabinet at relevant stages in each project's progress. The Joint Coastal Project Board will comprise of Members covering the interests of the coastal communities involved. It is agreed that the following Members would constitute the Board's make-up, supported by senior officers: Cllr David Ritchie; Cllr Mary Rudd; Cllr Peter Byatt; Cllr Tony Cooper; Cllr Russ Rainger; Cllr Tom Daly.

11 Adoption of Residential Development Brief for WLP2.14 Land North of Union Lane, Oulton Supplementary Planning Document

Cabinet received report **ES/0868** by the Cabinet Member with responsibility for Planning and Coastal Management, who reported that the purpose of the report was to consider and adopt the Residential Development Brief for WLP2.14 Land North of Union Lane in the East Suffolk Council - Waveney Local Plan.

The Residential Development Brief was a Supplementary Planning Document (SPD) and once adopted, it would carry weight in the determination of any planning applications

for this site. It highlighted the considerations that any development on the site would need to respond to and outlined the Council's aims for the site whilst allowing for innovative design.

The Cabinet Member with responsibility for Planning and Coastal Management, after referencing the many sites that were allocated for residential development throughout the District within the two Local Plans, reported that it was good practice to give further guidance as to how a local authority would like development to proceed; it would, he said, hopefully improve the quality of future developments and and it would give confidence to potential developers of sites. Councillor Ritchie added that his aim was to produce development briefs for all of the smaller sites across the district.

Councillor Richie referred to the six week consultation that had taken place and reported that many of the responses had been taken on board; he outlined many of them as referenced within the report.

Following Cabinet welcoming the Development Brief, Councillor Byatt referred to the reference within the report that "discussions must be held with Suffolk County Council to determine the appropriate form for the junction from Parkhill"; Councillor Byatt commented that he knew this location well, and while he welcomed another 150 homes, he expressed concern regarding the road and the amount of traffic.

Councillor Gooch, after echoing the words of Councillor Byatt, commented on the tone of the document and enquired about its weight and status. In response, it was confirmed that the purpose of the document was that it was guidance and the wish to demonstrate what was desirable; it was a Supplementary Planning Document and, as such, it could not add further Policy expectation as to what was already in the Local Plans.

On the proposition of Councillor Ritchie, and seconded by Councillor Brooks, it was by unanimous vote

RESOLVED

1. That the residential development brief for WLP2.14 Land North of Union Lane, Oulton (Appendix A) be adopted.
2. That the Head of Planning and Coastal Management, in consultation with the Cabinet Member with responsibility for Planning and Coastal Management, is authorised to make any presentational or typographical amendments to the residential development brief for WLP2.14 Land North of Union Lane, Oulton prior to it being published.

12 First Light Festival 2022

Cabinet received report **ES/0870** by the Deputy Leader and Cabinet Member with responsibility for Economic Development, and the Cabinet Member with responsibility for Communities, Leisure and Tourism, the purpose of which was to update Cabinet on the work and progress of the First Light Festival and request funding to support a full festival programme in 2022.

The Deputy Leader stated that the First Light Festival 2022 would be bigger and better than before, with a focus and clear message of leaving no trace. The Deputy Leader reminded members that the 2019 inaugural Festival saw 30,000 visitors, every hotel room was booked and hundreds of artists were involved. He said that a key impact for him was that 35% of those who attended had not visited Lowestoft before and 96% from those outside Lowestoft had said that they would visit again. The Deputy Leader referred to the 2020 event, with its extensive restrictions due to the virus, but none the less achieving a digital reach of 49,000. The Deputy Leader reported that the 2022 Festival would be part of the District's economic recovery from Covid; he also stated that the long term future of the Festival was also in planning and officers were seeking to achieve designation as National Portfolio Organisation and such a designation would secure Arts Council funding for four years. In conclusion, the Deputy Leader stated that the report requested an additional £85,000 to be allocated to the First Light Festival for 2022 to supplement the allocated underspend from this year's Festival.

The Cabinet Member with responsibility for Customers, Communities and Leisure echoed the words of the Deputy Leader, and spoke in full support of the proposals.

The Leader referred to the importance of ESC doing all that it could to support First Light into becoming sustainable going forward and he referenced the work of officers who were working towards this. He made it clear that the event should not be expensive for people to attend.

The Cabinet Member with responsibility for Planning and Coastal Management, who had attended the Festival in 2019, stated that it had exceeded all expectations, and he very much looked forward to the 2022 event.

The Cabinet Member with responsibility for Resources gave the recommendations his full support, stating that it was an excellent investment on the event's road to becoming an event of national significance.

The Cabinet Member with responsibility for the Environment stated that he was delighted to hear the references to the environment; he applauded the way that ESC incorporated the environment into its decision making process; he hoped that there would not be any litter on the beach after the event.

Councillor Byatt, after welcoming the report, asked if ESC would be engaging with Cefas in respect of opening its gardens at the front of the new building and possibly providing cafe facilities. The Deputy Leader confirmed that officers would be engaging with Cefas in this regard.

Councillor Byatt also referred to plans to put in a boardwalk on the beach, for disabled people to be able to get down onto the beach; he stated that it would be nice if that was in place for the 2022 Festival. The Deputy Leader responded that work was progressing and he referred to assessment works that needed to be undertaken to secure the potential boardwalk to a groyne; he hoped that the boardwalk installation would take place early in 2022.

Councillor Gooch referred to the wonderful event that had taken place in 2019. Councillor Gooch, referring to litter, and a festival that she had recently attended in Europe, where almost everybody moved their litter to the refuse areas, stated that ESC should be aiming for zero stray waste.

On the proposition of Councillor Rivett, and seconded by Councillor Smith, it was by unanimous vote

RESOLVED

1. That the significant positive impact of the First Light Festival to the local economy and communities and the positive response to the Longest Days of Summer 2021 be noted.
2. That the 2022 First Light Festival with a grant of £200,000 comprising the already allocated £114,277 from the Business Rate Pilot Reserve and a further £85,723 growth to the General Fund in 2022/23 be supported.

13 Exempt/Confidential Items

The Leader reported that in exceptional circumstances, the Council may, by law, exclude members of the public from all, or part of, an Executive decision-making meeting. The Council should, unless there were urgent circumstances, give notice of its intention to do so via the Forward Plan, which was updated and published on its website 28 clear days prior to the meeting.

There were various reasons that the Council, on occasions, had to do this and examples were because a report contained information relating to an individual, information relating to the financial or business affairs of a particular person, or information relating to any consultations or negotiations.

Tonight, the Leader stated, Cabinet would be considering two substantive exempt matters which were outlined in agenda items 7 and 8 on the published agenda. Firstly, Cultural Development Fund, asked Cabinet to consider giving approval to apply to the Cultural Development Fund for resources and if successful accept the funding. ESC had recently submitted a joint Expression of Interest with Great Yarmouth BC to become the UK City of Culture 2025. If successful, this would create a step change in investment in the local cultural and creative sector and put East Suffolk on the map at a national and international level. The Towns Fund cultural projects were expected to be completed by 2025 which aligned with the start of the City of Culture in 2025. Obtaining additional grant funding through the Cultural Development Fund would not only meet an existing funding gap but also scale up ambition, achieving more for the local creative sector, business more generally and the local community.

Secondly, Operating Agreement for East Point Pavilion, this report, the Leader stated, set out the recommendation for First Light Festival Community Interest Company to operate East Point Pavilion. The venture sought to create a new and exciting food hub and events space that aimed to attract food traders to occupy the kiosks within the Pavilion as well as artists, entertainers, comedians, DJs, and bands to feature as part of the events programme. The venture aimed to not only employ local people but also to attract visitors from a wide catchment. The regeneration of the seafront was a key

regeneration objective for Lowestoft and as outlined within the Town Investment Plan the Pavilion was central to the work to provide a tourist destination for all ages, 365 days of the year. The building formed part of the Seafront Vision, developed by Hemmingway Design, and was a key regeneration project for East Suffolk the Leader concluded.

RESOLVED

That, that under Section 100A(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A of the Act.

14 Exempt Minutes

- Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- Information relating to the financial or business affairs of any particular person (including the authority holding that information).

15 Freeport East Outline Business Case

- Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The meeting concluded at 9.08 pm.

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Chairman