

Report for eye Town Council Finance and Governance Committee

1st April 2021

The Invest in Eye Programme

1. The Eye Neighbourhood Plan contains commitments to improve infrastructure to support the substantial new residential development proposed for the Town. Improved infrastructure was effectively a 'condition' of support from the Town community.
2. The District and County Council's have agreed to support an Invest in Eye programme to help implement the infrastructure projects identified in the Neighbourhood Plan and other projects being promoted by the Councils.
3. A draft of the programme paper for the first Invest in Eye programme Board on the 21st April is appended to this report. It is subject to further work before being finalised for the meeting.
4. It is important that the Town Council can influence the programme now and as it develops to ensure its priorities are reflected in the projects brought forward and funded.
5. The draft programme paper proposes that Cllr Peter Gould chairs the Programme Board and that Cllr Richard Berry is a Board member. It is also proposed that Andy Robinson, ETC's project Co-ordinator acts as a Programme Manager alongside a colleague from the District Council. Through them it will be important to establish reporting to and from ETCs Committee's and full Council.
6. In developing the programme paper the priorities and action plan in the Councils Business Plan have been considered. It may be appropriate to review the Business Plan in Autumn to align the Invest in Eye programme with the projects in the Action Plan.
7. At this point it is **recommended** that Finance and Governance review the emerging programme with the Business Plan so that the initial programme proposals reflect ETC priorities.
8. It may also be opportune to review the Councils committee structure to avoid overlaps and duplication. For example, the Neighbourhood Plan Implementation Group and sub-groups have not met since the first COVID lockdown. The monitoring of the implementation of the Plan could be passed to the Planning Committee while the infrastructure proposals will be a core part of the Invest in Eye Programme Board liaising with the relevant committee of the Council. These groups could therefore be disbanded.
9. The Assets Committee was established to consider the development of the Town Council's land at Victoria Mill but in practice this has been dealt with by F and G Committee. The Assets Committee might also be disbanded.
10. It is **recommended** that consideration is given to streamlining the Council's Committee structure.

Andy Robinson

Project Co-ordinator

DRAFT v0.3 ETC

Invest in Eye Programme – Programme Arrangements and Scope

21st April 2021

Report of Mid Suffolk District Council and Eye Town Council.

Purpose of the programme:

1. To improve the quality of life in Eye and enable its growth by achieving the vision statements in the Eye Neighbourhood Plan:
 - **An attractive town:** using the historic core to attract visitors and setting high standards to ensure new development is in keeping with the existing.
 - **A walkable town:** development concentrated within walking distance of facilities, with great cycling facilities too – cutting congestion and improving the air we breathe.
 - **A connected town:** linking up the whole town, including old and new, and housing, employment and services.
 - **An enterprising town:** focused on small businesses in the town centre and larger firms, especially those specialising in innovative clean technology and food production, on the former Airfield.
 - **A green town:** integrated into its countryside and with community projects to encourage green energy and conservation.
 - **A living town:** growing in size to cope with new needs through new development providing sufficient low cost homes.
 - **An evolving town:** changing gradually to meet new needs, locally and regionally, but with planned change when things need to alter.

2. The purpose of the Invest in Eye programme similarly reflect the findings from the 2019 ThinkingPlace consultation in Eye to support the ‘Vision for Prosperity’ work across the market towns in Babergh and Mid Suffolk District Council. See Appendix 1 for the initial Plan on a Page created from the findings.

Programme Management

3. The following roles will work together to define and deliver the programme:

SRO

4. The Senior Responsible Owner is accountable for successful delivery and is recognised as the key leadership figure in driving the change forward.
 - Peter Gould

Invest in Eye Board

5. This group are peers of the Senior Responsible Owner and represent senior level sponsorship of the programme and projects within it, including public and private sector representatives. They provide top-level endorsement and continuing senior level commitment and support, championing the implementation of the projects.
6. The board will:
 - Bring co-ordination, leadership and greater consensus to the opportunities and overlapping issues that will contribute to the growth and sustainability of Eye as a vibrant and important local centre.
 - Lead a strong partnership as part of a shared single vision for town development.
 - Steer, promote, and sponsor key projects and programmes supporting the achievement of the Invest in Eye priorities.
 - Provide overview on the *Invest in Eye* programme of projects, receiving regular updates (which may contain PROTECTED information) and guidance on the priorities for the Invest in Eye programme from an understanding of resources available and deliverability.
 - Provide a focal point for public bodies, stakeholders, and the business and employment sector, to develop plans, take soundings and receive recommendations to ensure that progression of Invest in Eye objectives is co-ordinated and expedient.
 - Build upon Eye's strengths and successes.
 - Guide and steer informed by evidence and good practice.
 - Commit to shared and consistent communications.
 - Have a delivery and outcome focus.
7. The *Invest in Eye* Board is facilitated by Mid Suffolk District Council and Eye Town Council but is not a committee of either Council and hence has no formal decision-making powers.

Meeting frequency and reporting

8. The group will meet every 6 weeks initially with agendas and delivery plans updated one week prior to meeting dates. The group will be chaired by the Senior Responsible Owner.

Membership of the Board

9. The following will provide the core membership:
- Gerard Brewster – Cabinet Member MSDC
 - Richard Berry – Eye Town Councillor and Chair of Planning Committee
 - Peter Gould – Senior Responsible Owner
 - TBA – County Council member
10. Other possible representatives include:

Programme Director

11. The programme director is responsible for ongoing management on behalf of the SRO to ensure that desired programme outcomes and objectives are delivered. In this case the person must be able to connect with relevant senior staff from all organisations and agencies that can support project implementation.
- Fiona Duhamel – Assistant Director ED MSDC.

Programme manager

12. The programme manager is responsible, for delivering the change intended by the programme. The role requires effective co-ordination of its projects and management of their inter-dependencies including oversight of any risks and issues arising.
- Tabitha Runacres - MSDC Town Centre Vision Co-ordinator
 - Andy Robinson – ETC Project Co-ordinator

Project Managers

13. Will be responsible for taking forward projects within the programme.
(Individuals may play other roles in the programme as well.)

Programme Office

14. The Programme Office will hold up to date information on all projects in the programme. This will be visible to all involved in the programme using Smartsheets. It will be managed by the programme managers and information will be input by project managers.

Project Approval

15. All projects will be reported initially to the Sponsorship group for approval using the form in Appendix 2.

Programme Development

16. Currently projects range from developed, resourced and ready to an idea.
17. Many projects are already identified in the Eye Neighbourhood Plan. Community Aspiration 3 includes a list infrastructure projects which are reproduced in Appendix 3. It is recognised that many of these will be delivered

via the planning and development process and have no direct involvement from the Invest in Eye Programme. However there will be some overlap – for example supporting the relocation of the Chicken Factory will enable its redevelopment to go ahead which will support the town centre by providing additional shopping and parking facilities.

18. Other projects will be driven by District and County Council priorities for economic development, transport and leisure or arise as a result of new opportunities identified during the course of the programme.
19. Other responsible officers in BMSDC and in other private or public sectors will be essential to support projects within the Invest in Eye programme, ie Planning, Communities, Infrastructure, Health & Wellbeing, Tourism.
20. The Programme Managers will work to develop projects with relevant stakeholders and they will be reported to the Sponsorship Group for approval. They have looked at the projects in the pipeline which seem to fit broadly into the following themed areas (recognising that many have a potential fit in more than one theme):

Promotion of place, facilities and activities for both visitors and local people

21. Possible project areas;

- Virtual High Street – includes listing places to stay.
- Culture and arts – developing projects to increase the use of facilities such as the bank.
- Tourism – link to visitor promotion activities and Eye as a destination.
- Walkers are welcome – projects to promote walking and cycling
- Eye Castle – management and accessibility
- Informal open space such as the Pennings, The Rettery and Moors Woodland – management and accessibility

22. Who might be involved?

- Camping business – local lead?
- Bomber Group
- Castle (keepers)
- Moors play area trustees
- The Rettery owners

Sports and Recreation

23. Possible project areas:

- District Council led review of facilities is underway and will inform gaps and needs in current facilities.
- High school sports centre – for school and public use.
- The Community Centre wants to improve facilities – replacing the Moors Play areas is underway, the skate park needs upgrading, the football club needs changing facilities, a dog walking area,
- The Bellands Way Play Area needs upgrading
- The Primary School want to improve the current pool and make it available for public use.

24. Who might be involved;

- A representative of the Community Centre trustees
- District Council Officer involved in leisure facility view
- Primary School Head
- Jim McAteer – High School Head and ? High School Sports centre project manager.

Business and Skills

25. Possible project areas;

- Airfield Development Plan – to set out how the benefits of business area can be realised.
- Airfield Business Area Business Voice – developing a stakeholder group
- Cross Street refurbishment – business start up space
- Other locations for business start up
- Skills training – digital skills for businesses
- Virtual High Street – to allow current high street businesses to promote their goods and sell on line.

26. Who might be involved?

- District Council lead for Airfield Development Plan
- District Council lead for Airfield Business Voice
- District Council lead for business start up space
- District Council lead for Virtual High Street
- Eye Business Forum (Town Centre Businesses)

Town Centre Improvements

27. Possible project areas;

- Chicken factory – support for relocation to enable improved parking/supermarket
- Traffic study/Lorry routing
- Shop Front Improvements
- Virtual High Street

28. Who might be involved?

- Market organisers
- Chicken Factory relocation project lead.
- Lorry routing scheme lead – Town and County Council
- District Council Shops Fronts project lead
- Eye Business Forum (Town Centre Businesses)

Climate Action and Green Infrastructure.

29. Possible project areas:

- Encourage cycling through improved cycle parking and other facilities – High Street, High School, Primary School.
- Rights of way improvements particularly new route Town centre to Airfield Business Area
- Additional EV charging points

- Green energy – light replacement scheme
- Increased tree and hedge planting
- Water refill scheme
- Local food scheme – increased take up of allotments, increased use of market for sale and exchange of produce,

30. *Who might be involved?*

- Market organisers
- Establish a Allotments stakeholder group
- Establish a Farmers stakeholder group
- Establish a community gardens maintenance group
- Eye Goes Green Group
- Eye Town Council – Town Hall and Street lighting
- Eye Business Forum (Town centre Businesses)

Improving Well Being

31. *Possible project areas;*

- Paddock House Community Garden
- Healing Woods Project

Ready for approval projects

32. A number of projects are already well developed often with approvals and resources in place and can provide momentum the programme. These are:
- a. Chicken Factory Relocation – this is a major proposal in the ENP to allow new homes, a supermarket and additional car parking to support the Town Centre. Relocation of the existing use is required to allow progress to be made.
 - b. Virtual High street – MSDC has appointed a project manager to work with Town centre businesses to promote their services including the creation of an online presence.
 - c. Leisure Centre – Policy Eye 14 of the ENP allocates land at the High School for a sports hall and related uses for dual school and public use.
 - d. Cross Street – MSDC has purchased the former County Council building to provide office facilities for district and Town Council staff and business starter units.
 - e. Moors Play Area – substantial funding is already in place to replace the outdated children’s play area but additional funding is required to complete the scheme.
 - f. (Eye Airfield Business Engagement – MSDC has a staff resource available to engage with businesses to identify needs and opportunities. Hopefully this will lead to the creation of a stakeholder group, a representative from which will be invited to join the Sponsorship Board – subject to review)
 - g. Traffic management – lorry restrictions, review of 20 mph area etc. Not sure where all of this is.

33. Project Forms for these projects are at Appendix 3 for the Groups approval.

Funding

34. Add info on funding sources

Communication

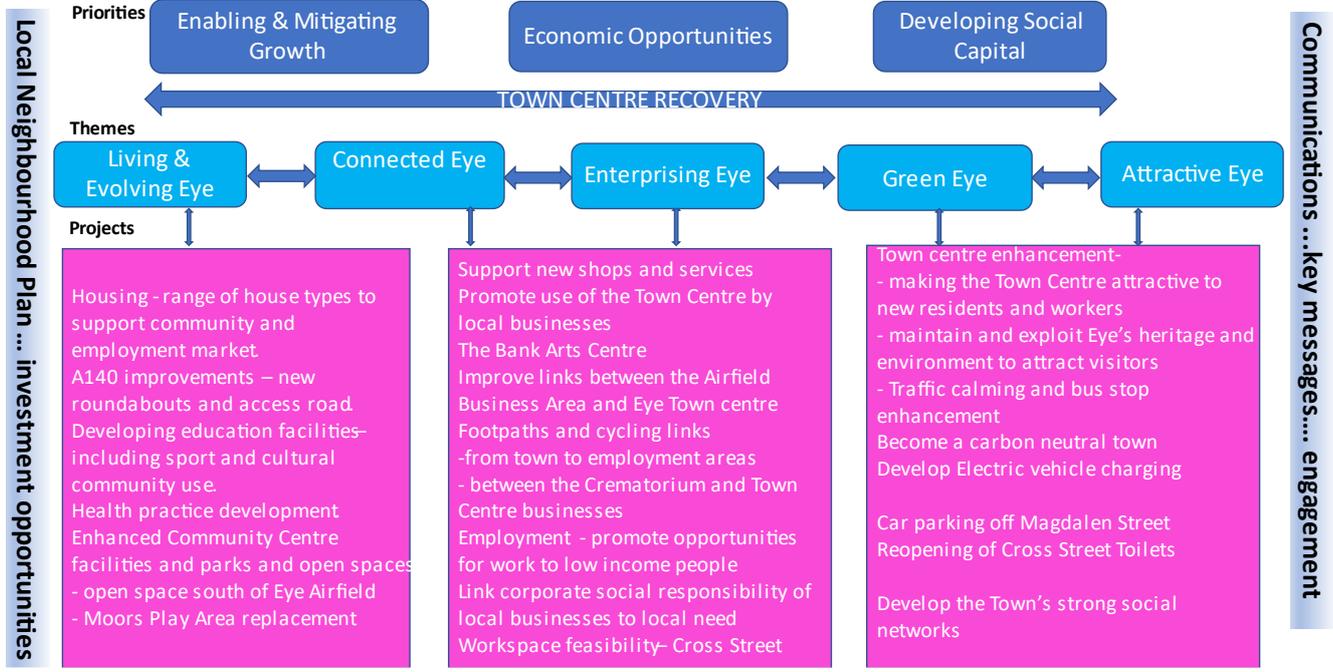
35. The Eye Invest Board's success is dependant on clear communications to build relationships and develop strong collaborative partnership working. This will lead to longer term benefits and developments that will advance Eye as a thriving and sustainable town.
36. The Programme Managers will use the EyeSuffolk.Org community website, the Town Magazine and the Eye to Eye email network to keep the community up to date with progress with the programme. Reports will also be made to the monthly meetings of Eye Town Council.
37. An annual *Invest in Eye* update event for the public will also be integrated into the meeting programme and integrated into Eye's existing event programme – probably linked with the Annual Town meeting.
38. Eye Town Council has agreed arrangements for reporting to and from its Council and Committees.

Appendix 1

BMSDC Invest in Eye Plan on a Page, from ThinkingPlace Vision for Prosperity



Invest in Eye – plan on a page



Town Consultation 2019

Appendix 2

Invest in Eye

Project Initiation Form:

<u>Project Name:</u>	
<u>Project Lead and Organisation/Contact:</u>	
<u>Short Description:</u> (including objectives and success criteria)	
<u>Policy Fit</u>	
<u>Resources:</u>	
<u>Funding information:</u>	
<u>Key Partners:</u>	
<u>Timescale:</u>	

Appendix 3 – Eye Neighbourhood Plan List of Infrastructure Policies

From the Referendum draft of the Eye Neighbourhood Plan

The Town Council will work with stakeholders to support the following schemes:

Project	Resource requirement	Funding source
Traffic management Plan (incl parking)	Full cost currently unknown. Preparation for TRO to restrict lorry weights in the Town. Initial costs £5,000 for evidence collection and £10,000 for TRO process. Implementation cost unknown.	ETC CIL MSDC Regulation 123 list SCC Highways Resources Developer contributions.
Development of The Rettery for car parking	Cost unknown to include purchase cost and construction of car park and access.	MSDC Regulation 123 list
Car Parking off Magdalen Street	None	Provided by developer
Supermarket	None	Private Investment
Footpaths and Cycleways	Construction of new cycleway/footpath Town Centre to Airfield. Other rights of way improvements	MSDC Regulation 123 List Developer contributions
Optimum use of ETC land at Victoria Mill incl alternative allotment provision	Professional support for negotiations with developer and landowner interests re access. Establishment of Community Land Trust Support for negotiations regarding sale of parts of site Purchase and establishment of alternative allotment site	ETC MSDC Grants Other Grants and Loans
New Public Access Leisure Provision at High School	Currently unknown but application for MSDC funding by High School planned for October	MSDC 123 List Other grants

High School Expansion	Cost determined by SCC and High School	MSDC Regulation 123 list and Section 106 Developer contributions
Primary School Extension	Cost determined by SCC and Primary School	MSDC Regulation 123 list and Section 106 Developer contributions
Primary School Swimming Pool	£10,000 to make usable for school children and a further £50,000 to make it available for public use	MSDC Regulation 123 list and Section 106 Developer Contributions and Local Fund Raising.
Community Centre – New Changing Rooms	Unknown	
Community Centre – New childrens play area	£80,000	MSDC grant up to 28% Other Grants Local Fund raising
Community Centre – other improvements including heating	£20,000	Grants MSDC grants MSDC Regulation 123 list Developer contributions
New playground – Bellands Way	£80,000	As above
Churchyard wall	Repairs to Church Wall	Grants ETC Church
Town hall clock tower	RB/CB plus grant application	None -
Local Surgery	Improvement as part of relocation to Hartismere Health and Care	From proceeds of development of site Policy Eye 4.
Hub for youth provision	Unknown	Grants Developer funding

Landscaped Open Space between the settlement boundary and the Airfield Business Park	None	Provided by developer
Management of Public Open space	Unknown	
Tourism Facilities	Unknown	Grants and Local Sources

Appendix 4 – Projects for Invest in Eye Board Approval