

# Public Document Pack



<b>COMMITTEE:</b>	<b>MID SUFFOLK CABINET</b>
<b>DATE:</b>	<b>TUESDAY, 8 AUGUST 2023 9.30 AM</b>
<b>VENUE:</b>	<b>FRINK ROOM (ELISABETH) - ENDEAVOUR HOUSE</b>

<b>Councillors</b>	
Teresa Davis	Cabinet Member for Thriving Towns & Rural Communities
Rachel Eburne	Cabinet Member for Finance & Resources
Andrew Mellen	Cabinet Member for Performance & Resilience
Andrew Stringer	Cabinet Member for Heritage, Planning Infrastructure
Tim Weller	Cabinet Member for Environment, Culture and Wellbeing
Richard Winch	Cabinet Member for Housing and Property

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## **AGENDA**

### **PART 1**

#### **MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT**

Page(s)

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATION OF INTERESTS BY COUNCILLORS**
- 3 **MCa/23/7 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 11 JULY 2023** 5 - 10
- 4 **TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME**
- 5 **QUESTIONS BY COUNCILLORS**
- 6 **MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**
- 7 **FORTHCOMING DECISIONS LIST**

Please note the most up to date version can be found via the website:

[Forthcoming Decisions List » Mid Suffolk](#)

8        **MCa/23/8 THE APPROVAL TO CONSULT ON A REVISED TABLE OF FARES FOR HACKNEY CARRIAGES**      11 - 26

Cabinet Member for Environment, Culture and Wellbeing

9        **MCa/23/9 ELMSWELL EXEMPLAR HOUSING SCHEME**                              27 - 38

Cabinet Member for Housing and Property

### **Date and Time of next meeting**

Please note that the next meeting is scheduled for Tuesday, 5 September 2023 at 9.30 am.

### **Webcasting/ Live Streaming**

The Webcast of the meeting will be available to view on the Councils Youtube page: [https://www.youtube.com/channel/UCSWf\\_0D13zmegAf5Qv\\_aZSg](https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg)

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, H. Holloway on: 01449 724681 or Email: [Committees@baberghmidsuffolk.gov.uk](mailto:Committees@baberghmidsuffolk.gov.uk)

### **Introduction to Public Meetings**

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

### **Domestic Arrangements:**

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

### **Evacuating the building in an emergency: Information for Visitors:**

If you hear the alarm:

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

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# Agenda Item 3

## MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held in the John Peel Centre - Church Walk, Stowmarket, Suffolk IP14 1ET on Tuesday, 11 July 2023

### PRESENT:

Councillors: Teresa Davis Rachel Eburne  
Andrew Mellen Andrew Stringer  
Richard Winch

### In attendance:

Councillors: Lavinia Hadingham

Officers: Chief Executive (AC)  
Interim Director - Law and Governance, Interim Monitoring Officer (IA)  
Director - Corporate Resources and Section 151 Officer (ME)  
Director - Assets and Investments (EA)  
Director - Operations (ME)  
Interim Corporate Manager - Finance and C&P Corporate Resources (BP)  
Corporate Manager - Governance and Civic Office (JR)  
Corporate Manager - Housing Solutions (AAY)  
Corporate Manager – Strategic Policy (JH)  
Performance and Business Planning Lead (AL)  
Assistant Manager – Governance (HH)

### Apologies:

Councillor Tim Weller

#### 1 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interests made by Councillors.

#### 2 MCA/23/1 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 6 MARCH 2023

It was **RESOLVED**: -

**That the minutes of the meeting held on the 6 March 2023 be confirmed and signed as true record of the meeting.**

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

None received.

#### **4 QUESTIONS BY COUNCILLORS**

None received.

#### **5 MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**

There were no matters referred from the Overview and Scrutiny or the Joint Audit and Standards committees.

#### **6 FORTHCOMING DECISIONS LIST**

There were no comments made for the Forthcoming Decisions List.

#### **7 MCA/23/2 GENERAL FUND FINANCIAL OUTTURN 2022/23**

7.1 The Chair invited the Cabinet Member for Finance and Resources to introduce the report.

7.2 Councillor Rachel Eburne provided a summary of the key points in the report and outlined that there had been an overall surplus of £5.287m for the past year, which was £629K less than expected. This was due to inflation, cost pressures in areas such as public realm, timing issues with grants and expected interest rates, which had increased significantly.

7.3 Councillor Eburne referred to the recommendations and provided additional information including: that the Growth and Efficiency Fund would be renamed to be applicable to the communities it served, that there was uncertainty of prices for Waste Service, and that the transfer to the Commercial Development and Risk Management Reserve related to interest payments for Gateway 14.

7.4 Councillor Eburne further referred to recommendation 'f' and that this related to the cost pressures from Everyone Active Leisure Centre in Stowmarket, which had seen large increases in energy prices. The Council had agreed to support the Leisure Centre with funding from the Covid Recovery Reserve. She assured Members that the Council was working with the Leisure Centre to resolve the issues going forward.

7.5 Councillor Eburne proposed the recommendations, as detailed in the report which was seconded by Councillor Teresa Davis.

By a unanimous vote.

**It was RESOLVED: -**

**1.1 That the 2022/23 General Fund financial outturn of £629k overspend compared to budget as set out in this report be noted.**

- 1.2 That the revenue carry-forward requests totalling £34k be noted.
- 1.3 That the following transfers be approved;
- a) £4.294m be transferred to the Growth and Efficiency Fund
  - b) (£500k) be transferred from the Inflationary Pressure Reserve
  - c) (£85k) to be transferred from the Business Rates & Council Tax Reserve
  - d) £138k to be transferred to the Waste Reserve
  - e) £1.233m Investment Income be transferred to the Commercial Development & Risk Management Reserve
  - f) £173k of Everyone Active utility cost pressure to be funded from the Covid Recovery Reserve
- 1.4 That the capital carry-forward requests totalling £23.062m be approved.

#### **REASON FOR DECISION**

To ensure that Members are kept informed of the outturn position for both General Fund Revenue and Capital and to approve earmarked reserve transfers.

### **8 MCA/23/3 HOUSING REVENUE ACCOUNT (HRA) DRAFT FINANCIAL OUTTURN 2022/23**

- 8.1 The Chair invited the Cabinet Member for Finance and Resources to introduce the report.
- 8.2 Councillor Rachel Eburne provided a summary of the key points in the report and proposed the recommendations as detailed in the report.
- 8.3 Councillor Richard Winch seconded the recommendations.
- 8.4 Councillor Andrew Stringer referred to Housing Services in the report and questioned how forecasting for next year was being undertaken, when the report stated that there had been a lack of technical support this year. In addition, the cost of materials had increase for housing repairs and he was concerned whether there would be enough resource capacity to manage the service.
- 8.5 The Director for Housing advised that it continued to be challenging and that the team was working with Building Services and Finance to gain an understanding of the position for the next year, and the increase in staffing costs. An update would be brought to Cabinet in due course.

By a unanimous vote

**It was RESOLVED: -**

- 1.1 That the 2022/23 HRA financial outturn as set out in this report be noted.
- 1.2 That the transfer of £743k, being the HRA revenue deficit for the year (£838k worse than the original budget) from the Strategic Priorities Reserves be approved.
- 1.3 That the HRA capital carry-forward requests totalling £18.388m be approved.

## **REASON FOR DECISION**

To ensure that Members are kept informed of the outturn position for both Housing Revenue and Capital and to approve earmarked reserve transfers and carry forward requests.

## **9 MCA/23/4 MSDC 2022-23 Q4 PERFORMANCE REPORT**

- 9.1 The Leader and Cabinet Member for Performance and Resilience introduced the report and provided brief summaries of each section in the report.
- 9.2 Councillor Rachel Eburne asked that the year on page 86 be corrected to 2023/24.
- 9.3 Councillor Eburne stated that social tariffs for utilities bills were available and asked that this was advertised more widely. She then referred to the National Democracy week on page 51 and asked for an update.
- 9.4 Councillor Eburne also referred to the number of households currently in temporary accommodation and asked for more recent figures.
- 9.5 The Corporate Manager for Governance and Civic Office advised Members that there was not going to be a National Democracy week this year, however the Council was planning to undertake a mini democracy week engaging with schools and hold market stalls event later in the year.
- 9.6 The Corporate Manager - Housing Solutions responded that she would provide an update containing information on what the expectation was for the Housing Service for households in temporary accommodations outside of the meeting.
- 9.7 Councillor Andrew Stringer referred to the number of waste fly tipping incidents and queried how many were prosecuted.
- 9.8 Councillor Stringer asked further for what the plans were for this year's Local Energy Showcase event.
- 9.9 Councillor Stringer then stated that the app used for the Pay and Display machines in Stowmarket was slow and required to be improved.
- 9.10 The Director for Operations responded that it was challenging to successfully prosecute waste fly tipping cases. However, consideration for setting up



CCTV in fly tipping hot spots, was ongoing with members and officers. He added that he would advise the company who operated the Pay and Display machines of Councillor Stringer's concern.

9.11 The Chief Executive advised Members that the Director for Economic Growth and Climate Change would provide information regarding any planned energy showcase events for this year.

9.12 The Quarter 4 Performance report was noted.

**10 MCA/23/5 UPDATE ON SOCIAL HOUSING REGULATION AND THE OUTCOME OF THE REFERRAL TO THE REGULATOR OF SOCIAL HOUSING**

10.1 The Chair invited the Cabinet Member for Housing and Property to introduce the report.

10.2 Councillor Richard Winch provided a brief background to the report and summarised the progress made since the last update.

10.3 Councillor Winch asked that information for each of the legal process stages for gaining access to non-compliant properties be included in the updates going forward, including the reasons for why access to these properties could not be obtained.

10.4 Councillor Eburne concurred with the above.

10.5 The Director for Housing advised Members that she had proposed to make changes to the spreadsheet and had noted Members' comments.

10.6 Members noted the report.

**REASON FOR DECISION**

To ensure that members and senior leaders of the councils have oversight over a journey with the regulator back to a position where we are compliant.

**11 MCA/23/6 AFFORDABLE HOUSING COMMUTED SUMS SPENDING POLICY**

11.1 The Chair invited the Cabinet Member for Housing and Property to introduce the report.

11.2 Councillor Richard Winch introduced the report by providing the reason for the proposed Affordable Housing Commuted Sums Spending Policy and a brief summary the aforementioned policy.

11.3 Councillor Winch proposed the recommendations as detailed in the report, which was seconded by Councillor Eburne.

- 11.4 Councillor Andrew Stringer stated that the policy cut across to planning decisions and, from a planning perspective, the policy was robust.
- 11.5 The Housing Enabling Officer advised Members that the number of houses being built by using commuted sums depended on what other funds would be available, and if the Council partnered up with other organisations such as the Community Land Trust.
- 11.6 Councillor Eburne queried the deadlines for spending the Section 106 funding grants, as Babergh District Council Grants had tight deadlines on their Section 106 funding grants. The Housing Enabling Officer responded that usually the Section 106 funding grants would be under tenure but that quite a few of Mid Suffolk District Council's section106 funding grants did not have any deadlines on them.

By a unanimous vote.

**It was RESOLVED: -**

- 1.1 To confirm that affordable housing Commuted Sums formed part of the operational housing budget and so delegated to the Director for Housing the authority to make the associated spending decisions, in line with adopted policy and in consultation with the Cabinet Member for Housing.**
- 1.2 To adopt the appended Commuted Sums Spending Policy as a means of guiding decision making on Commuted Sums spend.**
- 1.3 That the Director for Housing to be authorised to make future amendments to the Commuted Sums Spending Policy, in consultation with the Cabinet Member for Housing, for example if required to stay up to date with legislation, national or other Council policies.**

**REASON FOR DECISION**

To enable spending decisions to be made in a consistent, prompt and effective manner, in line with Council policy and objectives, and the terms of the spend set through individual Section 106 planning obligations.

The business of the meeting was concluded at 10:47am.

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Chair

# Agenda Item 8

## MID SUFFOLK DISTRICT COUNCIL

<b>TO: MSDC Cabinet</b>	<b>REPORT NUMBER: MCa/23/8</b>
<b>FROM: Cllr Tim Weller MSDC Cabinet Member for Environment</b>	<b>DATE OF MEETING: 8th August 2023</b>
<b>OFFICER: Mark Emms – Director of Operations</b>	<b>KEY DECISION REF NO. TBC</b>

### THE APPROVAL TO CONSULT ON A REVISED TABLE OF FARES FOR HACKNEY CARRIAGES

#### 1. PURPOSE OF REPORT

- 1.2 This report sets out the work that has taken place to develop and propose a revised table of fares for Hackney Carriages.
- 1.3 This report provides evidence of support from the Hackney Carriage trade to revise the current table of fares also referred to as tariff table.
- 1.4 This report seeks support of the Council to consult on the revised table of fares for a period of 14 days.
- 1.5 If no objections are made, or any made are withdrawn, the proposed fares will take effect on the specified date.
- 1.6 If objections are made and not withdrawn, a report will be prepared for Cabinet to consider.
- 1.7 The Council shall set a further date, not later than two months after the first specified date, on which the table of fares shall come into force with or without modifications as decided by them after consideration of the objections.

#### 2. OPTIONS

- 2.1 Consider whether to:
  - a) Modify the tariff table of maximum fares and proposed changes for consultation or;
  - b) Make no modification to the tariff table of maximum fares.

#### 3. RECOMMENDATIONS

- 3.1 It is recommended that Cabinet approves the revised table of fares for consultation, attached at **Appendix A** to this report, and in accordance with Section 65 of the Local Government (Miscellaneous Provisions) Act 1976.

#### REASON FOR DECISION

To adopt the revised table of fares for Hackney Carriages within the Mid-Suffolk District.

To enable the trade within the District to continue to operate economically whilst still maintaining an efficient, safe and cost-effective service for those residents and visitors to Mid Suffolk who need to use the services of a Hackney Carriage.

#### 4. KEY INFORMATION

- 4.1 Local Authorities have the power to fix the maximum rates of fares for Hackney Carriages within their District by virtue of Section 65 of the Local Government (Miscellaneous Provisions) Act 1976.
- 4.2 Fares for Hackney Carriages in Mid Suffolk have not been increased since July 2020 and the current tariff table is presented as **Appendix B**.
- 4.3 Due to the current national economic situation, drivers requested that the Council review the current fares as they have highlighted that they are struggling to provide a service to the public and maintain an adequate level of income.
- 4.4 A proposed tariff was consulted on in March 2023 following Cabinet approval, however the trade response was to reject the proposal due to the rising costs of providing a service.
- 4.5 Following on from this, the licensing officers held two meetings with nominated members of the trade to discuss their alternative proposal.
- 4.6 Once the proposed tariff was confirmed, the Licensing Team emailed all 129 Mid Suffolk licensed drivers on the 6<sup>th</sup> July 2023 to gain their feedback. No objections were received and there were 8 emails of support. These responses are attached at **Appendix C**.
- 4.7 The National Private Hire and Taxi Monthly Magazine produces a national hackney fare comparison table of all 340 licensing authorities in England and Wales. The table compares the first two mile journey of all authorities. This table varies daily.
- 4.8 Information has been taken from this table to produce a comparison of the current fares set by neighbouring authorities and where they sit in the overall national position.

Comparison	2 miles costs	National table 340	Review date
<b>East Suffolk (North)</b>	£8.40	17	2022
<b>Ipswich BC</b>	£7.50	89	2023
<b>South Norfolk</b>	£7.50	89	2023
<b>West Suffolk</b>	£7.20	97	2022

<b>Babergh</b>	£7.00	148	2023
<b>Tendring</b>	£6.80	159	2022
<b>Colchester</b>	£6.90	171	2022
<b>Norwich City Council</b>	£6.60	195	2023
<b>East Suffolk (South)</b>	£6.20	241	2020

- 4.9 If the proposed tariff is implemented, Mid Suffolk two-mile cost would be £8 and would place the Authority in position 54 of 340 and in position 2 in the above comparison table.
- 4.10 Mid Suffolk current two mile journey is £6.40 and sits in position 253 of the national table.
- 4.11 It is an operational decision for each operator or proprietor whether the maximum fares are charged, but they are not permitted to charge more than the maximum fare. Therefore, they can adjust the fare below the maximum.
- 4.12 The Department for Transport ‘Taxi and Private Hire Vehicle Licensing, Best Practice Guidance for Licensing Authorities in England’ specifies the following:
- The Department recommends that in reviewing fare rates, authorities should pay regard to the needs of the travelling public, with reference both to what it is reasonable to expect people to pay but also to the need to give taxi drivers the ability to earn a sufficient income and so incentivise them to provide a service when it is needed. There is likely to be a case for higher fare tariffs at times of higher demand to encourage more drivers to make themselves available or when the journeys are required at anti-social times.
  - The Competition and Markets Authority recognised in its 2017 report the need for licensing authorities to be responsive to patterns of demand, that they “should monitor waiting times and consider adjusting the regulated fare cap to address mismatches between supply and demand. Addressing such mismatches is likely to benefit passengers.”
  - Taxi fare tariffs are a maximum, and in principle are open to downward negotiation between passenger and driver. It is not good practice to encourage such negotiations at ranks, or for on-street hailing; there would be risks of confusion and security problems. Licensing authorities should however make it clear that published fares rates are a maximum.
- 4.13 Should Cabinet agree to modify the tariff table, before any alteration to the fares can take effect, a public notice explaining the changes must be placed in a local newspaper allowing a period of 14 days for comments on the proposals. If no adverse comments or objections are received, the approved changes must take effect. If adverse comments or objections are received, then the matter must be returned to Cabinet to consider the representation(s).

## **5. LINKS TO CORPORATE PLAN**

## 5.1 Licensing functions most closely align with

- supporting businesses to thrive and grow, with a particular emphasis on smaller and start-up concerns.
- encouraging employable skills (local transport and public service standards).
- supporting safe and active communities; and
- co-ordinating our approach to regulation with Suffolk County Council to minimise the burdens on local business (particularly through the safety and suitability arrangements the District have together with the County, in respect to school transport and social service contracts).

## 6. FINANCIAL IMPLICATIONS

- 6.1 This is a statutory function, and the legislation provides for recovery of the reasonable costs of administration, inspection, monitoring and supervision of taxi licensing. This includes the hackney carriage fares review process.

## 7. LEGAL IMPLICATIONS

- 7.1 Section 65 (1) of the Local Government (Miscellaneous Provisions) Act 1976 allows the District Council to fix the table of fares for the hiring of Hackney Carriage vehicles throughout the district. Section 65 (2) requires that the Council shall publish its intention to vary the table of fares for the hiring of a hackney carriage vehicle in at least one local newspaper informing of a consultation period of at least 14 days. The notice of variation will also be made available on the Council's website and will be available for inspection at the offices of the Council. If no objections are received, the variation may be brought into force at the end of that period. However, if any objections are received, these must be considered by the committee as set out in paragraph 9.1.

## 8. RISK MANAGEMENT

- 8.1 The Hackney Carriage and Private Hire trade needs to be supported and enabled to sustain transportation services in the District

## 9. CONSULTATIONS

- 9.1 Should members approve any change to the current table of fares, section 65 of the Local Government (Miscellaneous Provisions Act) 1976 requires that before any alteration to the tariff table can take effect, a public notice explaining the changes must be placed in a local newspaper and a consultation conducted for a minimum of 14 days. If no objection is made or if all objections are withdrawn, the approved changes can take effect. If objections are received, then the matter must be returned to Committee for their consideration. Following consideration of the representations, the Committee, at that meeting, must set a date when the fares come into force, with or without modifications. **Appendix D** details the list of organisational consultees in addition to the public consultation.

## 10. EQUALITY ANALYSIS

- 10.1 There are no equality implications arising directly from this report. This is a revision to an existing fare scheme. The Council recognises its obligations under the Equality Act 2010, in the exercise of its licensing functions, and shall have due regard to any

comments received during the consultation, or individual applications, on equality issues.

## **11. ENVIRONMENTAL IMPLICATIONS**

11.1 There are no environmental implications arising from this report.

## **12. APPENDICES**

Title	Location
APPENDIX A – Proposed table of fares	Attached
APPENDIX B – Existing fare tariff table	Attached
APPENDIX C – Driver responses	Attached
APPENDIX D – List of organisational consultees	Attached

## **13. BACKGROUND DOCUMENTS**

13.1 Local Government (Miscellaneous Provisions) Act 1976

13.2 [National Hackney Fare Tables For 2 Mile Fare Tariff.](#)

13.3 [Taxi and Private Hire Vehicle Licensing. Best Practice Guidance for Licensing Authorities in England. \(publishing.service.gov.uk\)](#)

## **14. REPORT AUTHORS**

14.1 Licensing Team Leader – Kate Pearsall

Corporate Manager – Tracy Howard

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# TABLE OF FARES FOR HACKNEY CARRIAGES (TAXIS) WITHIN MID SUFFOLK DISTRICT COUNCIL – WITH EFFECT XX XXXXXX 2023

SECTION 65 OF THE LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS) ACT 1976

## MAXIMUM HACKNEY CARRIAGE FARES ALLOWED

<b>Passengers 1-4</b>	<b>Tariff 1</b> 07.00 – 22.00 hrs (Daytime rate) <b>Tariff 2</b> 22:00 – 07:00 hrs (Evening rate and Bank Holidays, excluding the below) <b>Tariff 3</b> 18:00 hrs 24th Dec - 07:00 hrs 27 <sup>th</sup> Dec 18:00 hrs 31st Dec - 07:00 hrs 2 <sup>nd</sup> Jan 00:01 through until 00:00 Easter Sunday
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Description.	First Mile (1,760 yds)	Subsequent yards/seconds	Charge per subsequent 176 yards/60 seconds
Tariff 1	£6.00	176 yds/60seconds	£0.20
Tariff 2	£7.00	176 yds/50 Seconds	£0.30
Tariff 3	£12.00	176 yds/40 Seconds	£0.40

**The above tariff is the rates charged for 1-4 passengers in any vehicle. For passengers hiring a vehicle for more than 4 passengers the rate charged shall be 1.5 times the above fares**

<b>Extras:</b>	Any congestion/ULEZ/toll charges and car park charges shall be passed on to the hirer Minimum charge for damage/soiling £100
<b>No extra charge shall be made for Luggage, Shopping, Wheelchairs, Mobility Scooters or Assistance Dogs or other disability apparatus.</b>	

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## HACKNEY CARRIAGE: MAXIMUM TABLE OF FARES

The Meter should not record any fare when you enter the vehicle. The driver will then switch on the meter and it must correspond with the fares below

### Tariff 1

*Day Rate (07:00 to 23:00) Excluding Public Holidays and those covered by Tariff 3*

**£3.40** – for the first 780 yards or 4 minutes (or combination of time and distance)

**£0.20** - for each subsequent 195 yards or 60 seconds or part thereof (or a combination of time and distance)

### Tariff 2

*Night Rate (23:00 to 07:00) to include all Public Holidays excluding those covered by Tariff 3*

**£4.00** – for the first 780 yards or 3 minutes 54 seconds (or combination of time and distance)

**£0.20** – for each subsequent 160 yards or 48 seconds or part thereof (or a combination of time & distance)

### Tariff 3

*Rate for Christmas (18:00 on 24 December to 07:00 on 27 December) and New Year (18:00 on 31 December to 07:00 on 2 January)*

**£5.00** – for the first 780 yards or 4 minutes (or combination of time and distance)

**£0.20** – for each subsequent 117 yards or 36 seconds or part thereof (or a combination of time and distance)

## **Extra Charges at Drivers Discretion**

### ***Call out or Summoning Charge***

£5.00 – Maximum additional rate of charge and pro rata for distance less than a mile. To be used for any part of the district (one way only). This is a maximum rate of charge, the whole or part of which is to be agreed with the hirer as an extra at the time of booking before the hire is accepted or journey commenced and is to be included on the taxi meter as an extra

### ***Carriage of More than 2 Passengers (Charge Per additional Passenger) £0.20***

– Third and Fourth Passenger

**£0.80** – Additional Passengers in excess of four in vehicles licensed to carry more than 4 passengers.

### **Other Charges**

**£0.20** – for use of the luggage compartment (no restriction on number of items).

Any Congestion/Toll Charge may be passed onto the hirer.

### ***Valeting***

The Proprietor of the vehicle may make a further charge for any soiling/fouling of the vehicle rendering it unfit for further immediate hiring. This is a matter between the proprietor and the hirer. Vehicle Proprietors must clearly display details of their soiling/fouling charge policy inside the vehicle.

**From:** Alan Kelly  
**Sent:** Tuesday, June 27, 2023 4:32 PM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: Mid Suffolk District Council Meter Agents

**EXTERNAL EMAIL: Don't click any links or open attachments unless you trust the sender and know the content is safe. Click [here](#) for more information or help from Suffolk IT**

Looks good to me. X

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**From:** Julie Row  
**Sent:** Tuesday, June 27, 2023 11:15 AM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

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Yes I'm happy with this table  
Julie Row

Sent from my iPhone

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**From:** Mike Drain  
**Sent:** Tuesday, June 27, 2023 5:25 PM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

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We recognise price hikes will never be popular with the public, but if our industry is expected to survive, they are well overdue.

Other authorities in Suffolk have had 2 or more.

I think the table represents a sensible balance between the competing pressures of drivers and the public.

Mike Drain  
Managing Director  
Superb Airport Transfers Ltd


**From:** mann69  
**Sent:** Tuesday, June 27, 2023 9:42 AM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** RE: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

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Good morning  
Happy to go with new fare tariff ,and no age limit on new car ,however would not buy a car more than 10 years old as not fuel efficient ,so 10 year age limit would be sensible for the trade .  
Regards  
Nicholas mann

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**From:** Nick Talley  
**Sent:** Tuesday, June 27, 2023 9:00 AM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

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I am happy with this.  
Kind regards  
Nick Talley


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**From:** Robert Raison  
**Sent:** Tuesday, June 27, 2023 8:37 AM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

 **EXTERNAL EMAIL: Don't click any links or open attachments unless you trust the sender and know the content is safe. Click [here](#) for more information or help from Suffolk IT**

Good morning,  
Looks spot on to me.  
Robert Raison


**From:** Aubrey Crane  
**Sent:** Tuesday, June 27, 2023 2:20 PM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

 **EXTERNAL EMAIL: Don't click any links or open attachments unless you trust the sender and know the content is safe. Click [here](#) for more information or help from Suffolk IT**

Dear Ladies that license,  
Further to your email of this morning with the attached fare table proposal as discussed at the last meeting.  
This is a very fair tariff change for both drivers and the public alike.  
The only thing I would like to see is that this fare is reviewed on a six monthly or annual basis and not left in place for as long as the one we are currently on.  
Thank you,  
Sally.

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**From:** darran mayhew  
**Sent:** Tuesday, June 27, 2023 9:31 AM  
**To:** BMSDC Licensing Team <LicensingTeam@baberghmidsuffolk.gov.uk>  
**Subject:** Re: IMPORTANT - NEW TARIFF TABLE FOR REVIEW

 **EXTERNAL EMAIL: Don't click any links or open attachments unless you trust the sender and know the content is safe. Click [here](#) for more information or help from Suffolk IT**

Good morning licensing team.  
I agree with this fare increase.  
Darran mayhew

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## List of Hackney Carriage &amp; Private Hire Consultees

1. All MSDC Drivers	2. All MSDC Operators
3. All Libraries in MSDC	4. All MSDC Parish and Town Councils
5. Age UK Tavis House 1-6 Tavistock Square London WC1H 9NA	6. Age UK Suffolk Unit 14 Hillview Business Park Old Ipswich Road Claydon Ipswich IP6 0AJ
7. Suffolk Constabulary Police Headquarters Martlesham Heath Ipswich IP5 3QS	8. Environmental Protection Babergh & Mid Suffolk District Councils Endeavour House 8 Russell Road Ipswich IP1 2BX
9. Suffolk Adult Safeguarding Board Endeavour House 8 Russell Road Ipswich IP1 2BX	10. Suffolk Child Safeguarding Board Endeavour House Floor 3 Gold Block 8 Russell Road Ipswich IP1 2BX
11. Mid Suffolk Disability Forum <a href="mailto:linda.hoggarth@avenuesgroup.org.uk">linda.hoggarth@avenuesgroup.org.uk</a>	12. Suffolk Disability Forum <a href="mailto:disabilityforum@btinternet.com">disabilityforum@btinternet.com</a>
13. Suffolk Chamber of Commerce Felaw Maltings South Kiln 42 Felaw Street Ipswich IP2 8SQ	14. Suffolk County Council Passenger Transport Team Endeavour House 8 Russell Road Ipswich IP1 2BX
15. Stowmarket and District Chamber of Commerce <a href="mailto:secretary@stowmarketchamber.co.uk">secretary@stowmarketchamber.co.uk</a>	16. Communities Babergh & Mid Suffolk District Councils Endeavour House 8 Russell Road Ipswich IP1 2BX
17. Red Gables Ipswich Rd Stowmarket IP14 1BE	



# Agenda Item 9

## MID SUFFOLK DISTRICT COUNCIL

<b>TO:</b> Cabinet	<b>REPORT NUMBER:</b> <b>MCa/23/9</b>
<b>FROM:</b> Cllr Richard Winch Cabinet Member for Housing and Property	<b>DATE OF MEETING:</b> 8 August 2023
<b>OFFICER:</b> Holly Brett, Corporate Manager The Councils' Companies	<b>KEY DECISION REF NO.</b> N/A

### ELMSWELL EXEMPLAR HOUSING SCHEME

#### 1. PURPOSE OF REPORT

- 1.1 This report provides an update of the work carried out to date to establish whether an exemplar low carbon housing scheme could be delivered on the Housing Revenue Account land at Church Road, Elmswell
- 1.2 This matter was originally considered by cabinet in November 2022 and subsequently reviewed by O&S in January 2023. O&S determined that the original decision should be reconsidered by cabinet. This report reviews the options available and recommends option 3 is progressed which is to defer any further progress of this scheme until Part 2 of the Joint Local Plan is progressed. This will provide the opportunity for the site to be considered as part of the wider planning process which will include extensive consultation.
- 1.3 The Council aspires to deliver an exemplar housing scheme and will continue to review opportunities across the district.

#### 2. OPTIONS CONSIDERED

The options that have been considered are: -

- 2.1 **Option 1 – Confirm and progress the original recommendation from the November 2022 Cabinet report to appoint Mid Suffolk Growth Limited (MSGSL) to deliver a market and affordable housing scheme.**

Initial design and feasibility work has been undertaken by the design team within MSGSL to establish whether an exemplar low carbon scheme could be delivered on the site at Church Road in Elmswell. MSGSL were provided with a brief from Housing seeking an updated view on a previous masterplan for the site, to bring the design in line with the Council's aspirations for exemplar low carbon homes and sustainable place making through the Council's own developments.

The initial design work has concluded that an exemplar scheme (Passivhaus or equivalent standard) of circa 50 homes is achievable and would deliver new affordable and market housing that delivers on the Councils new design guide and specification, providing high quality sustainable new homes for residents. Elmswell is a sustainable location with amenities and facilities as well as good rail and road links. This is a large site, so it is appropriate to have a balance of tenures, using affordable

rented, affordable home ownership properties and market homes to deliver a sustainable scheme and community.

By entering into a Development Agreement with MSGL to deliver the scheme the Council would have access to the technical and professional design team required to progress the scheme through design, planning and ultimately to delivery.

The scheme would be funded partly through the General Fund (GF) and partly through the Housing Revenue Account (HRA).

There is £7m within the GF MTFs capital programme for the market housing element of the scheme, and £7m within the HRA capital programme for the affordable homes.

The market homes would be profit generating which would enable those funds to be reinvested across the district, it is anticipated the market homes would deliver circa 5% profit overall.

The affordable homes would be delivered in line with the updated Affordable Housing Strategy.

MSGL was set up to enable the Council to deliver more new housing in line with the aspirations of the Council of the type of new homes they wish to deliver, in this case an exemplar low carbon scheme. Other partners may not wish to develop this scheme to this high standard, favouring a higher profit margin, so MSGL is the preferred delivery option for this scheme.

The current high-level design would be reviewed in line with the responses received from the initial engagement event to address concerns relating to density, design and the provision of more open space. Further community engagement would be undertaken as the design evolved.

Appendix A shows the site location.

Appendix B shows the artist impression of how the site could look once completed.

## 2.2 **Option 2 – Disposal of the Land**

This land is owned by the Housing Revenue Account (HRA) and therefore it has a primary function to deliver new homes.

In some circumstances HRA land can be disposed of on the open market, this may need to be approved by the Secretary of State.

Land would have to be defined as being “surplus” meaning that it is not required to deliver more homes or is not capable of delivering homes.

As the land is suitable for housing, and in an area that has demand for new homes, the land is not deemed to be surplus, and therefore it is not appropriate to dispose of the land at the current time.

Should the Council wish to dispose of the site to generate a capital receipt, the anticipated highest value would be for residential development. A capital receipt from this site could be used to deliver housing elsewhere in the District, however this is unlikely to result in an exemplar scheme being delivered on this site and is unlikely

to deliver the desired outcomes for the site. Further work would be required to establish whether a sale of the land would be achievable.

### 2.3 **Option 3 – Defer any further progress until Part 2 of The Joint Local Plan is progressed.**

The land could support a low carbon exemplar scheme that would provide sustainable homes delivering a unique offer to the market in terms of high-quality low carbon homes for sale and for social/affordable housing. However, to enable the community to provide further feedback on this site and consider potential site outcomes or uses, this scheme could be held in abeyance until the completion of Part 2 of the Local Plan is progressed. This will provide the opportunity for the site to be considered as part of the wider planning process which will include extensive local consultation.

This approach would provide sufficient opportunity to democratically assess whether the site should be used for housing purposes to meet the housing needs in the district, or for an alternative use through consultation and engagement throughout the Local Plan timetable with all stakeholders.

<b>3. RECOMMENDATIONS</b>
3.1 That Cabinet approves option 3, to defer any further progress <b>on this site</b> until Part 2 of the Joint Local Plan is progressed
<b>REASON FOR DECISION</b>
To allow a formal process to assess the suitability of the site for a range of uses

### 4. KEY INFORMATION

- 4.1 In 2018 the Council commissioned a high-level masterplan for the land at Church Road, in 2021 MSGL were appointed on a consultancy basis to review the existing masterplan, and establish whether an exemplar sustainable, low carbon scheme could be achieved that was viable.
- 4.2 This work was concluded in early 2022 and demonstrated that a fifty-unit scheme could be delivered that will showcase the Council's low carbon ambitions and would provide market leading new homes in the district that are truly sustainable.
- 4.3 The development would include areas of open space, biodiversity friendly planting areas, increased walking and cycling routes, rainwater collection, community gardens and will seek to integrate into the existing community by utilising the site characteristics and being respectful of the existing homes in the area.
- 4.4 The design would evolve as engagement with the local community, the local planning authority, and other key stakeholders progresses.

- 4.5 Mid Suffolk Growth Limited (MSGSL) was set up in 2019 with the purpose of increasing housing delivery in the district on behalf of the Council.
- 4.6 By entering into a Development Agreement with Mid Suffolk Growth Limited the Council will benefit from the expertise of the design and delivery team that has delivered a successful scheme at the Needham Market, former HQ site. The same structure was used on this scheme and delivered a high-quality market leading scheme that delivered financial returns to the Council, high quality market homes and new affordable housing for the council. The development that has been very well received.
- 4.7 Following the Cabinet decision, in November 2022, to progress with appointing Mid Suffolk Growth Ltd to deliver a scheme at Elmswell, the first stage of public engagement was undertaken in November 2022.
- 4.8 The engagement event was designed to enable residents and local stakeholders the opportunity to view the high-level plans that had been produced as the first part of the feasibility work.
- 4.9 The engagement event was well attended with circa 150 people attending. The feedback received from the event has been reviewed and the summary can be found at Appendix C
- 4.10 Following this event officers from MSDC and Suffolk County met with the Parish Council Clerk and Ward Members to discuss the PC's desire to deliver a new primary school on this site. The response from SCC following an MP's question on this is at Appendix D and summarises the position.
- 4.11 The decision made by Cabinet in November 2022 to progress with appointing Mid Suffolk Growth Ltd to progress the delivery of the scheme, was called in. Overview and Scrutiny Committee requested for the project to be returned to Cabinet before any further work is carried out for further discussion.
- 4.12 This land is within the HRA, its purpose is to deliver affordable housing and could form part of Mid Suffolks Affordable Housing Delivery Programme. Mid Suffolk District has limited land in its ownership that can deliver a scheme of this nature, this is why this site was identified in 2018 and the subsequent work undertaken to establish the feasibility of delivering low carbon homes. To deliver a high quality, low carbon scheme, economy of scale is needed, this also helps to offset the costs of the affordable housing against the cost of the market housing.
- 4.13 This site had an allocation in the previously published draft Joint Local Plan, this now has limited status. The Elmswell Neighbourhood Plan appears to include the site within the proposed settlement boundary. Site allocations will now be reviewed as part 2 of the plan adoption process and as such there will be an opportunity to review the suitability of this site for housing as part of the plan making process. This process provides significant opportunities for engagement with communities and key stakeholders.

## 5. LINKS TO CORPORATE PLAN

5.1 The development of land at Church Road supports the joint corporate plan by delivering new homes and supporting the low carbon agenda.

## 6. FINANCIAL IMPLICATIONS

6.1 There are no immediate financial implications of the recommended option.

## 7. LEGAL IMPLICATIONS

7.1 There are no immediate legal implications of the recommended option.

## 8. RISK MANAGEMENT

8.1 Key risks are set out below:

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
If we didn't explore fully the development options for the site, and other sites, the Council may not achieve the best economic, social and financial outcomes.	2	2	The recommended option will use the Local Plan process to determine the most appropriate use of the land at the current time.	MSGL Risk Register (H)

*\*Name of risk register where risk is currently documented and being actively managed and it's reference number*

## 9. CONSULTATIONS

10. There has been engagement with the local community, key stakeholders and the planning authority. The feedback from the public engagement is summarised in appendix C.

## 11. EQUALITY ANALYSIS

11.1 Equality Impact Assessment (EIA) not required as there are no equality issues arising from the contents of this report and the recommendations.

**12. ENVIRONMENTAL IMPLICATIONS**

12.1 The recommended option has no environmental implications.

**13. APPENDICES**

Title	Location
(a) Site location plan	In report
(b) High Level site visuals	In report
(c) Engagement responses	In report
(d) SCC response	In report

**14. BACKGROUND DOCUMENTS**

14.1 None

**15. REPORT AUTHORS** *Holly Brett Corporate Manager*



## Appendix A- Site Location Plan



## Appendix B-High level site visuals

4.8 Street View 2  
See page 25 for location







## **Appendix C- Initial engagement summary**

The initial consultation conducted at Elmswell provided residents and stakeholders the opportunity to comment on the proposed use of the site for housing development. The consultation saw 61 paper responses completed at the event, with the opportunity to follow up with postal and email responses too.

The consultation paperwork allowed participants to answer 4 questions and an opportunity to provide any further feedback which they deemed helpful or useful. The below commentary is a summary of the feedback received and the sentiment of this feedback.

### **Question 1 – *What type of housing do you think Elmswell needs?***

The consensus of answers to this question, was that there is no further housing needed in Elmswell either until the infrastructure of the village has been addressed or no further housing delivered at all. It's noted that there have been multiple new housing developments happening within the village and people were concerned about the impact this would have on local services.

A few respondents recognised the need for affordable housing and further rental options and the opportunity to purchase bungalows. Plus, the need for any development to have an agreement to be built for local people.

### **Question 2 – *Do you think building sustainable homes is important?***

The vast majority of people agreed that building sustainable homes is important but stressed that the proposed location was not the correct one for this type of development. The residents also expressed their disappointment that other developments which have taken place in the village haven't been more sustainably built.

Respondents also expressed that solar panels would be a great addition to any new homes and to ensure the homes were built in locations which captured the most amount of sunlight. Heat pumps were also mentioned as being a good addition to sustainable homes. A suggestion of a centralised heating system to improve the efficiency of the homes was given.

**Question 3 – *Is there anything you want to tell us about?***

A few respondents expressed that this type of development was not suitable for a village style location rather more suitable for a town.

The lack of infrastructure was a key theme within the responses which suggested the need for more local amenities in the community such as a doctor surgery, dentist, post office, supermarket, better connectivity throughout the village, sustainable travel options (bus), primary care facilities, and a primary school. The current facility for doctors is oversubscribed and people find it difficult to get an appointment.

The increase in traffic congestion to School Road and Church Road, if the plans were to go ahead as this is a congested area of road network at present and would benefit from traffic calming measures as per suggestions made within the responses. There are increased lorry movements throughout the village which cause concern for some residents and have been described as dangerous. There were comments about the access points shown within the plans and how this would affect traffic flow. The church can become very busy and when events are happening here, cars can be parked on the road making it difficult to navigate.

**Question 4 – *What would you like to see included in any plans?***

Many responses mentioned the space having open spaces, a field, increased biodiversity, natural habitat, planning to encourage wildlife and dog walking areas.

It was also noted that a travel plan which looked at traffic modelling and a parking plan would be beneficial to see what impact increased car movements would have on the current road network. It was highlighted that the roads in this area already suffer with narrowing and this would cause more issues with increasing movements.

There were comments made about the housing density and how it is not in keeping with the surrounding houses, in terms of height. There were also comments expressing how the designs should be in keeping with the design landscape of the village.

**Question 5 – *Feedback***

The village of Elmswell has seen rapid expansion in recent years and has had an uplift in population, many people have expressed concern of how this will impact the local infrastructure and amenities available to them.

There was feedback that there has been a lack of consultation with the residents and that this consultation should have been conducted at an earlier stage.

Within multiple responses from the consultation documents, there was a clear desire for a new primary school to be located within Elmswell, as there were concerns over the increased number of children within the village and the potential for children to have to attend schooling in other villages if the current school became oversubscribed.

The location of this proposal is seen as the only remaining green space within the village, which is well used by many residents and utilised for dog walking.

## **Appendix D- SCC response**

“Thank you for your recent correspondence regarding primary education in Elmswell.

My officers have prepared the briefing set out below, which provides a rationale for the Council’s position around primary education in the area.

### **Pupil Places and Expansion**

Growth from local housing developments in the village of Elmswell, meant that future forecasts for the school indicated that the school would exceed the existing 315 capacity by September 2022. A project to explore the possibilities to expand the school was undertaken and confirmed that it was possible to expand the school to 420 places (60 per year group) on the current site. This expansion project has gone through the planning approval processes, acquired the necessary Community Infrastructure Levy funding from Mid-Suffolk District Council, and is now being delivered on-site, and is due to be completed early this year. This expansion will meet the increased demand that is due to continue at the school over the next few years.

### **Opposition to Expansion**

During the planning consultation, there was some local opposition to the expansion of the school on the current site. It was felt that the site was not large enough to expand beyond the current capacity due in part to a significant portion of the site being a tree-belt and deemed not usable by the school. However, the school has been very supportive of the project and confirmed that the tree-belt is used for ‘Forest School’ activities and is a part of its everyday curriculum offer. The project also offsets some loss of outdoor space by installing a Multi-Use Games Area (MUGA) that provides a space that can be used all year round, not just in good weather. The final project has been developed using the DfE Building Bulletin parameters for expanding a school which are followed to ensure appropriate and sufficient internal and external spaces are provided to pupils and staff. The school are extremely pleased with the project and local Councillors and Parish Councillors have been invited to visit the school to see the new facilities for themselves once completed.

### **Future School Places in Elmswell**

As further growth is due in the village, SCC officers were keen to keep the discussions continuing with the local Suffolk County Councillor, District Councillors, and Parish Council, about what is next for Elmswell. A meeting was held on Friday 13<sup>th</sup> January 2023, to continue these discussions.

There is a possibility that pupil demand arising from further growth in the village may exceed that which the newly expanded school can accommodate. However, there are a large number of pupils who attend the existing school from out of catchment, and almost 1 in 3 primary age pupils who live in Elmswell seek a school place at other schools in the area, including the neighbouring village of Woolpit. Based on the data available to us at this point, SCC believe that the expanded school will be able to provide sufficient places to Elmswell pupils. We will continue to monitor this with the school as data on pupil forecasts and planned housing developments are updated.

Suffolk County Council has not been offered a site for a new school in Elmswell because it is not believed that a new school is required, unlike in Woolpit where a new site has been provided as part of a large

housing development enabling the creation of a new school and an increase primary school places in the area. It is the view of SCC that, having considered the data available, a further school in Elmswell would not be viable without significant additional demand arising.

As mentioned, we keep the situation under review as housing developments are reported and using our pupil number forecasts.

I hope this information is helpful to you in responding to your constituents.

Kind regards

Matthew”

**Matthew Hicks**

Leader of Suffolk County Council

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