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COMMITTEE:	MID SUFFOLK CABINET
DATE:	TUESDAY, 5 SEPTEMBER 2023 9.30 AM
VENUE:	BOARD ROOM, GOLD, FLOOR 1, ENDEAVOUR HOUSE

Councillors	
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

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- 6 **MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**
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Please note the most up to date version can be found via the website:

[Forthcoming Decisions List » Mid Suffolk](#)

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Date and Time of next meeting

Please note that the next meeting is scheduled for Tuesday, 3 October 2023 at 9.30 am.

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

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Agenda Item 3

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held in the Frink Room (Elisabeth)
- Endeavour House on Tuesday, 8 August 2023

PRESENT:

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

In attendance:

Councillors: Sarah Mansel

Officers:

- Chief Executive (AC)
- Deputy Chief Executive (KN)
- Director - Operations (ME)
- Corporate Manager - Governance and Civic Office, Deputy Monitoring Officer (JR)
- Corporate Manager - Public Protection (TH)
- Corporate Manager - The Councils' Companies (HB)
- Licensing Team Leader - Environments and Projects (KP)
- Assistant Manager – Governance (HH)

Apologies:

None

12 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interests declared by Councillors.

13 MCA/23/7 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 11 JULY 2023

It was **RESOLVED:-**

That the minutes of the meeting held on the 11 July 2023 be confirmed and signed as a correct record.

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

None received.

15 QUESTIONS BY COUNCILLORS

None received.

16 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.

17 FORTHCOMING DECISIONS LIST

17.1 Councillor Mellen asked that item CAB437 Call-in of Elmswell Housing Exemplar Project be amended to the Cabinet Member for Housing and Property.

18 MCA/23/8 THE APPROVAL TO CONSULT ON A REVISED TABLE OF FARES FOR HACKNEY CARRIAGES

18.1 The Chair, Councillor Mellen, invited the Cabinet Member for Environment, Culture and Wellbeing, Councillor Tim Weller to introduce the report.

18.2 Councillor Weller provided a summary of the report and moved the recommendations as detailed in the report. He proposed to modify the top tariff for the first two miles to £7.50 which would align the council with neighbouring authorities.

18.3 Councillor Teresa Davis seconded the recommendations.

18.4 Councillor Winch questioned the proposed rate change of £7.50 and whether the taxi trade would accept this change after they had proposed and agreed to the rate of £8.00.

18.5 The Licensing Team Leader advised that a soft consultation had been undertaken with the taxi trade, resulting in the rate changes in appendix A. Whilst a formal consultation would be conducted after the Cabinet had approved the rates for taxi fares, Officer would also conduct further talks with the taxi trade if the new tariff was approved at this meeting.

18.6 Councillor Rachel Eburne queried the length of the review period following the implementation of the new tariffs and Officers advised that this would be in twelve months' time.

18.7 The Chief Executive referred to appendix D and advised that Age UK Suffolk had ceased to trade during the pandemic.

18.8 In response to Councillor Andrew Stinger's request for whether metric measurements could be included the tables, the Licensing Team Leader responded that metric measurements will be reflected in the tariff table.

18.9 The Corporate Manager for Public Protection advised Members that upon advice from the Director of Law and Governance, Members could propose

further changes to the recommendations including that taxi fares would not be presented to Cabinet for a period of twelve months. Further that delegation be given to the Director for Operations to change the table of taxi fares in consultation with the Portfolio Holder for Environment, Culture and Wellbeing. This would enable changes to be undertaken during the year without reports coming to Cabinet each time, therefore avoiding delays in the implementation of the taxi fares.

- 18.10 Councillor Andrew Mellen proposed the twelve month's review time unless there were any exceptional circumstances. In addition, Councillor Mellen proposed that the length of the consultation be confirmed and upon advice from the Corporate Manager for Public Protection, it was agreed to be three weeks (21days) from today's date.
- 18.11 During the debate Members considered the issues including the cost-of-living crisis and that the cost of taxi fares had to be reasonable to ensure a thriving taxi trade.
- 18.12 Councillor Weller, the proposer and Councillor Davis the seconder, agreed the amendments to the recommendations.

By a unanimous vote

It was RESOLVED: -

- 1.1 That the revised table of fares be approved for consultation as attached at Appendix A to this report, and in accordance with Section 65 of the Local Government (Miscellaneous Provisions) Act 1976.**
- 1.2 That Appendix A be amended to read:- tariff 1 £7.50 for the first 2 miles.**
- 1.3 That the Director for Operations be authorised in consultation with the Portfolio Holder to make changes to the table of taxi fares as required following the consultation.**
- 1.4 That the consultation period commenced from the 8th August 2023 for a period of 21 days.**
- 1.5 That unless there were any exceptional circumstances, a further review of taxi fares would not take place until a period of 12 months had passed.**

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.

19 MCA/23/9 ELMSWELL EXEMPLAR HOUSING SCHEME

- 19.1 The Chair, Councillor Mellen invited the Cabinet Member for Housing and Property Councillor Richard Winch to introduce the report.
- 19.2 Councillor Winch introduced the report and provided an overview of the options provided in the papers.
- 19.3 Councillor Winch proposed Option 3 as recommended and detailed in the report, which was seconded by Councillor Tim Weller.
- 19.4 Councillor Rachel Eburne queried if there were other sites, which would be suitable for an exemplar housing project, and the Corporate Manager for the Councils' Companies responded there were a number of sites, which could be considered for similar schemes though they were smaller sites.
- 19.5 The Chair invited Councillor Sarah Mansel, the Ward Member for Elmswell to pose her questions and give her input as ward member for Elmswell.
- 19.6 Councillor Mansel queried whether the current settlement boundaries consultation would have any bearing on the site and the proposed recommendation.
- 19.7 The Corporate Manager – The Councils' Companies advised that it was likely that the boundaries would change, however, that would not have any implications for the recommendation sought to be approved in the report.
- 19.8 Councillor Mansel referred to paragraph 2.3 in the report and queried the timeline for the Scheme in relation to it 'being held in abeyance until the completion of Part 2 of the Local Plan was progressed'.
- 19.9 The Corporate Manager – the Councils' Companies outlined the timeline for the Scheme and if the Council agreed to progress with the site once the Joint Local Plan had been agreed there would be an overall consultation plan put in place and would include communications engagement, Parish Council, members and wider stakeholder consultation. Further engagement with both Suffolk County Council and community groups would be undertaken to make a holistic scheme.
- 19.10 Councillor Mansel stated that the timing was poor for this scheme, and that the issues around school provision in Elmswell village would only encourage people to use their cars to take children to the school in Woolpit. Councillor Mansel supported Option 3.
- 19.11 Members debated the issues in the report including that the timing of the scheme, the issues around affordable housing and the planning process. Members agreed that Option 3, to defer the scheme until part 2 of the Joint

Local Plan had been agreed, was the best option for Cabinet to take at this stage.

19.12 Councillor Mellen stated that there had been many developments in Elmswell and that the issues around the level crossing could not be resolved now due to recent developments on the route of the proposed relief road. He was very supportive of the provision for sustainable homes in the district, however he felt that for this particular development in Elmswell, Option 3 was the right decision.

By a unanimous vote

It was RESOLVED: -

That Cabinet approved option 3, to defer any further progress on this site until Part 2 of the Joint Local Plan was progressed.

REASON FOR DECISION

To allow a formal process to assess the suitability of the site for a range of uses.

The business of the meeting was concluded at 10:18am.

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Chair (& Date)

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Agenda Item 8

MID SUFFOLK DISTRICT COUNCIL

COMMITTEE: Cabinet	REPORT NUMBER: MCa/23/11
FROM: Councillor Rachel Eburne, Cabinet Member for Finance & Resources	DATE OF MEETING: 5 September 2023
OFFICER: Melissa Evans, Director Corporate Resources	KEY DECISION REF NO. CAB432/CAB433

FINANCIAL MONITORING QUARTER 1 2023/24

1. PURPOSE OF REPORT

- 1.1 This report summarises the financial activities of the Council for the first quarter of 2023/24, covering General Fund Revenue, the Housing Revenue Account and the Capital Programmes for both funds. There is a new requirement from the start of 2023/24 to monitor the Council's Prudential Indicators on a quarterly basis and this data is attached as Appendix C.

2. OPTIONS CONSIDERED

- 2.1 The recommended option is set out in the Recommendations. There are no other available options.

3. RECOMMENDATIONS

- 3.1 That, subject to any further budget variations that arise during the rest of the financial year, the projected overspend on the General Fund of £1.076m referred to in section 4.2 and Appendix A of the report be noted;
- 3.2 That, subject to any further budget variations that arise during the rest of the financial year, the projected overspend on the Housing Revenue Account of £5,000 and the underspend on the capital programme of £20m referred to in section 4.3 and Appendix B of the report be noted;
- 3.3 That, the Council's compliance with the Prudential Indicators during quarter one referred to in section 4.4 and Appendix C of the report be noted.

REASON FOR DECISION

To ensure that Members are kept informed of the financial position for both General Fund Revenue and Capital, Housing Revenue Account and Capital and the Prudential Indicators.

4. KEY INFORMATION

Background

- 4.1 The Cabinet receives financial monitoring reports on a quarterly basis. This report covers the financial activity for the first quarter of 2023/24 and the amendments to projections for the year where necessary. It is important to remember that the figures being presented are not actuals at Q1, they represent what the outturn will be at the year-end if current trends are maintained.
- 4.2 The General Fund forecast outturn has worsened by £1.076m from a budgeted surplus of £3.578m to the current projected surplus of £2.502m. This has arisen from a combination of factors including shortfalls in income, see Appendix A for further details. There are no significant variations anticipated on the GF Capital Programme at this time.
- 4.3 The Housing Revenue Account forecast outturn has worsened by £5,000 from a budgeted deficit of £816,000 to the current projection of £821,000. This is due to offsetting increases in income and staffing costs in Building Services, see Appendix B for further details. There is a significant variation anticipated on the HRA Capital Programme, only £20.210m of the £40.210m budget for new build and acquisitions is likely to be spent in 2023/24. The underspend of £20m will be re-phased to subsequent years.
- 4.4 There have been no breaches of the council's Prudential Indicators in the first quarter and none are anticipated for the remainder of 2023/24. The new quarterly monitoring report for Prudential Indicators is attached as Appendix C.

5. LINKS TO THE CORPORATE PLAN

- 5.1 Ensuring that the Council makes best use of its resources is what underpins the ability to achieve the priorities set out in the Corporate Plan. Specific links are to financially sustainable Councils, managing our corporate and housing assets effectively, and property investment to generate income.

6. FINANCIAL IMPLICATIONS

- 6.1 These are detailed in the report.

7. LEGAL IMPLICATIONS

- 7.1 There are no specific legal implications.

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*
We may be unable to react in a timely and effective way to financial demands.	3	3	Continued monitoring and reporting of the Councils financial forecast via quarterly reports to Cabinet. Reserves available to call upon.	Strategic Risk Register SRR004BDC
Service delivery may not be accomplished If economic conditions and other external factors are worse than budgeted for.	3	3	Budget control framework in place with Budget Holders and Assistant Directors with the Business Partner model operating effectively to support this. Continued monitoring and reporting of the Councils financial forecast during the year via quarterly reports to Cabinet.	Finance, Commissioning and Procurement ORR005BDC

9. CONSULTATIONS

9.1 Consultations have taken place with Directors, Corporate Managers and other Budget Managers as appropriate.

10. EQUALITY ANALYSIS

10.1 An equality analysis has not been completed because there is no action to be taken on service delivery as a result of this report.

11. ENVIRONMENTAL IMPLICATIONS

11.1 Directors, Corporate Managers and other Budget Managers continue to consider the environmental impact of their budgets and take the opportunity to reduce their carbon footprint as opportunities arise.

11.2 In subsequent years to support the Council's commitment to be Carbon Neutral by 2030, several initiatives have and are being undertaken from a combination of the Council's own resources and those secured from external sources. Some of these are set out below.

11.3 A solar multi-function carport to generate electricity has been installed at Kingfisher Leisure Centre, Sudbury. The estimated CO₂ savings are equivalent to 4.4 times the

volume of the Royal Albert Hall and it is capable of generating enough power to supply 24 average homes in Sudbury.

- 11.4 OZEV supported EV charging points are being moved to the implementation phase.
- 11.5 A property list of carbon emitting buildings is being established for future retrofit consideration.
- 11.6 A performance review of clean power installations on Council assets and operations and maintenance contracts is being commissioned.

12. APPENDICES

Title	Location
General Fund Financial Monitoring Quarter 1 2023/24	APPENDIX A
Housing Revenue Account Financial Monitoring Quarter 1 2023/24	APPENDIX B
Prudential Indicators Quarterly Monitoring	APPENDIX C

13. BACKGROUND DOCUMENTS

20 February 2023 General Fund Budget 2023/24 and Four-Year Outlook – MC/22/35

20 February 2023 Housing Revenue Account Budget 2023/24 – MC/22/36

20 February 2023 Joint Capital, Investment and Treasury Management Strategies 2023/24 – MC/22/39

General Fund Financial Monitoring Quarter 1 2023/24

Mid Suffolk District Council
September 2023



1. Background

1. Background

2. The General Fund Budget for 2023/24 was approved by Council in February 2023. After the easing of COVID pressures on the Council's budget new challenges are being driven by the economic effects of the War in Ukraine and the Cost of Living crisis, with inflationary pressures on costs and reductions in expected income. The impact of these factors across the whole organisation is projected to result in overspends.
3. Inflation, measured by the Consumer Price Index (CPI) remains high into the 2023/24 financial year, and while it is assumed to have reached a peak, continuing pressures on the cost of fuel, materials and services has been reflected in the forecast variances for 2023/24.
4. The Bank of England base rate is currently at 5.25% (Aug. 2023) and is expected to rise further during the year before falling back, monitoring continues to identify any risk to the Council's position.

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Employee costs are approximately 40% of the Councils revenue expenditure budget and an increase of 4% was included in the budget. The pay award for the 2023/24 year has yet to be settled but it may be in excess of the budgeted 4%. Recruitment remains difficult and cost pressures on the budget are being mitigated in part by savings on vacant positions. A pay and reward review is underway and expected to conclude in late Q2.

6. Forecast position for 2023/24

7. Budget monitoring is a key tool and indicator on the delivery of the Council's plans and priorities for the year. There will, of course, always be reasons why there are variances such as the current inflationary pressures.
8. Based upon financial performance and discussions with budget managers and the Senior Leadership Team, key variations on expenditure and income compared to budget have been identified.
9. The overall position of the Council's Revenue General Fund for 2023/24 is forecast to be a surplus of £2.502m, £1.076m less than budgeted. This is a projection based on current trends, which may fluctuate as the year progresses.

10. A net overspend on services against budget of £1.761m is mitigated by an increase of £0.696m in transfers from reserves. These two factors must be considered jointly as the projected overspends in Communities & Wellbeing and Economic Growth & Climate Change are being driven by the inclusion of additional schemes funded from the priorities reserves.
11. The key variances that make up this overspend are shown in the following sections of this report. The largest single variance is on planning income which has been reduced by £824k from the original estimate of £1.570m to a new projection of £746k.
12. Recruitment remains challenging and the Council continues to experience gaps between people leaving the organisation and these posts being filled. The budget includes a £0.644m savings contingency on salaries centrally held outside of the service areas. The pending national pay award and the results of the Pay & Rewards project being undertaken will add pressure to staffing costs. At Q1 the cost pressures and anticipated savings have balanced employee costs overall to a figure close to budget.

2. General Fund Revenue – Forecast

Service Area		Budget	Full Year Forecast	Variance to Budget (favourable) / adverse	Variance as % of Budget
		£'000	£'000	£'000	
Net Service Costs	Assets & Investments	449	381	(68)	-15%
	Communities & Wellbeing	1,011	1,543	532	53%
	Corporate Resources	2,137	2,744	606	28%
	Customers, Digital Transformation & Improvement	2,395	2,259	(135)	-6%
	Economic Growth & Climate Change	664	965	301	45%
	Operations	4,174	4,048	(126)	-3%
	Housing	785	859	74	9%
	Law & Governance	1,010	1,109	99	10%
	Planning & Building Control	1,630	2,059	429	26%
	HR & Organisational Development	733	783	50	7%
	Senior Leadership Team	736	736		0%
Housing Benefits	HB Transfer Payments	9,239	9,239		0%
	HB Grants and Contributions	(9,366)	(9,366)		0%
Net expenditure on services as above		15,599	17,360	1,761	11%
Recharges	Charge to HRA/Capital	(1,761)	(1,750)	11	-1%
Capital Financing Costs	Interest Payable - CIFCO	416	416		0%
	Interest Payable - Other	1,090	1,090		0%
	Minimum Revenue Provision (MRP)	1,475	1,475		0%
Investment Income	Pooled Funds Net Income	(566)	(566)		0%
	Interest Receivable - CIFCO	(1,144)	(1,144)		0%
	Interest Receivable - CIFCO Further Investment	(1,043)	(1,043)		0%
	Interest Receivable - Gateway 14	(97)	(97)		0%
	Interest Receivable - Other	(31)	(31)		0%
Reserves	Transfers to / (from) Reserves	(1,499)	(2,195)	(696)	46%
Total Net Cost of Services		12,441	13,517	1,076	9%
Government Grants	New Homes Bonus	(1,427)	(1,427)		0%
	Revenue Support Grant (RSG)	(132)	(132)		0%
	Services Grant	(92)	(92)		0%
	Rural Services Delivery Grant	(508)	(508)		0%
	Funding Guarantee	(450)	(450)		0%
Business Rates	Baseline Business Rates	(2,316)	(2,316)		0%
	S31 Business Rates Grant	(3,416)	(3,416)		0%
	Business Rates - Renewable Energy	(767)	(767)		0%
	Growth / Pooling Benefit	(678)	(678)		0%
	B/R Prior Year Deficit/(Surplus)	790	790		0%
Council Tax	Council Tax	(6,846)	(6,846)		0%
	Council Tax Prior Year Deficit/(Surplus)	(177)	(177)		0%
Total Funding		(16,019)	(16,019)	-	0%
Net Position Before Reserves		(3,578)	(2,502)	1,076	-30%
Movement in Reserves	Strategic Transformation Infrastructure Fund	2,830	1,754	(1,076)	
	General Fund Working Balance	248	248		
	Community Development Fund	500	500		
		-	0	(0)	

3. General Fund Revenue – Major Variances

Mid Suffolk District Council					
Area	Full Year Net Budget £'000	Full Year Forecast £'000	Variance Total £'000	Comments	% Variance
Assets & Investments	449	381	(68)		-15%
Strategic Property	375	302	(72)	£27K overspend on utilities reflects contingency risk of utility costs split being negotiated with operator. (£80K) income over budget from Co-operative store in Needham Market contributing a receipt of (£20k) per quarter. (£21k) income over budget from tenant at Needham Lake - Duck & teapot café restaurant contributing rent receipts at £5K per quarter.	-19%
The Councils' Companies	75	79	4		6%
Communities & Wellbeing	1,011	1,543	532		53%
Communities	1,087	1,579	492	£70k spend on Youth Social Prescribing funded by Care Commissioning Group , £360k Spend on identified priorities funded by Reserves and not core budget. £60k on 2 year Development positions funded by Business Rates Retention Pilot.	45%
Leisure Contracts	(76)	(36)	40	Ongoing negotiations with management company have highlighted potential for additional costs.	-52%
Corporate Resources	2,011	2,617	606		30%
Finance, Commissioning & Procurement	2,011	2,617	606	Central Salaries contingency saving balanced with actual savings in the service areas.	30%
Customers, Digital Transformation & Improvement	2,395	2,259	(135)		-6%
Communications	235	229	(5)		-2%
Customer Operations	735	683	(52)	(£46k) underspend due to vacancies in Q1 & Q2, there has been a high turnover in staff at beginning of the year. £10k unused budgeted reserve movement due to reserve funded post not likely being recruited to till end of the year.	-7%
ICT	977	954	(24)	Underspend due to SCC contract being less than budgeted for and vacant Digital Support Analyst post for first half of the year.	-2%
Strategic Policy, Performance & Improvements	448	394	(55)	(£54k) underspend due to budget savings/vacancy savings throughout the year and £24k unused budgeted reserve movement due to reserve funded post not likely being recruited to till end of the year.	-12%
Economic Growth & Climate Change	664	965	301		45%
Climate Change	135	137	3		2%
Economic Growth & Climate Change	529	827	298	There is only a minor variance on the core budget. The overspend shown is spend against strategic priorities reserves, this includes £110k approved spend for Cross Street redevelopment, £28k on business case for skills and innovation centre, £13k on sustainable travel and £135k for the SHELF.	56%
Housing	785	859	74		9%
PV Panels	(114)	(116)	(3)		2%
Housing Solutions	899	976	76	Overspends against budget covered by reserves and not core budget.	8%
HR & Organisational Development	733	783	50		7%
HR & OD	733	783	50	Overspend on staffing and SCC advertising costs. £20k of the overspend is reserve funded costs related to the Pay & Reward project.	7%
Law & Governance	1,010	1,109	99		10%
Electoral Services & Land Charges	49	134	84	Additional staffing costs and election costs to be invoiced to Parishes during Q2.	171%
Governance & Civic Office	466	478	12	Overspend on travel costs, budget for future years will need to be adjusted to reflect previous budgets covering lock down periods.	3%
Internal Audit, Risk & Data	93	96	3		3%
Shared Legal Service	401	401	0		0%

3. General Fund Revenue – Major Variances cont.

Mid Suffolk District Council					
Area	Full Year Net Budget £'000	Full Year Forecast £'000	Variance Total £'000	Comments	% Variance
Operations	4,174	4,048	(126)		-3%
Car Parking	(198)	(207)	(9)		5%
Health & Safety, Business Continuity and Emergency Planning	264	294	30	Consultancy support at Corporate Manager Level to update Health & Safety requirements organisationally while substantive post is recruited. Additionally employee costs incurred for long term absence and severance.	11%
Public Protection	729	667	(63)	Transitional vacancies, job adverts out with a view of full establishment from Q03. Employee costs for backlog COVID works funded by additional income from prior years deferred Contain Outbreak Management Funding (COMF) contributions. Incentives being funded in year across Operations and Communities teams to reduce health inequalities in our district due to the fallout of the COVID pandemic.	-9%
Public Realm	1,649	1,697	48	£24K overspend on equipment costs and staff Protective clothing overspend including wild seed sowing for biodiversity and hire of vehicle. Additionally, white diesel fuel forecast overspend of £31K. Full review taken place to optimise use of fuels and mitigation in place to address overspend. Additional -£14K reserve drawdown on commuted sums.	3%
Recycling, Waste & Fleet	1,694	1,588	(106)	Major variances include Serco waste Contract for the year (£50K); Garden Waste income growth (£7K); Transitional officer vacancies (£25K); Materials Recovery Facility (MRF) costs (£13K) ; Trade waste income growth (£11K).	-6%
Service Improvement (Environment & Community Services)	35	9	(27)	Current employee resource seconded to Corporate Services.	-75%
Planning & Building Control	1,630	2,059	429		26%
Building Control	245	178	(67)	Staff savings and small increase in income (larger market share in MSDC)	-27%
Development Management, Heritage & Enforcement	887	1,437	550	Vacancy savings offset by >50% reduction in income levels	62%
Service Improvement (Sustainable Communities)	38	39	0		0%
Strategic Planning	459	405	(54)	Staff vacancies	-12%
Senior Leadership Team	736	736	0		0%
Senior Leadership Team	736	736	0		0%
Grand Total	15,599	17,360	1,761		11%

4. Use of General Fund Reserves

Service Areas	Budgeted Movement (From) / To £'000	Forecast Movement (From) / To £'000	Sum of Q1 Forecast Variance £'000	Major Movements from Budget
Communities & Wellbeing	(345)	(842)	(497)	£70k spend on Youth Social Prescribing funded by Care Commissioning Group, £360k Spend on identified priorities funded by Reserves and not core budget. £60k on 2 year Development positions funded by Business Rates Retention Pilot. Balances reported overspend against core budget in service area.
Corporate Resources	(33)	25	59	Commissioning & Procurement roles and Corporate Manager to be funded within service area instead of reserves and added to core budget from 2024/25
Customers, Digital Transformation & Improvement	(108)	(72)	36	Funding for Fixed Term Executive Assistant posts and Apprenticeship Costs.
Economic Growth & Climate Change	(169)	(468)	(299)	£110k Cross Street Costs - Aspiration and Inspiration, £28k Skills & Innovation Centre, £13k Sustainable Travel spend, £135k SHELF project all funded from the Council's Priorities Reserves and not core budget.
Housing	(243)	(320)	(77)	
HR & Organisational Development	(39)	(61)	(22)	Reserve funding for pay & reward project resource
Law & Governance	20	20	-	
Operations	(355)	(256)	99	Funding for Fixed Term Contract positions
Planning & Building Control	(227)	(222)	5	
Grand Total	(1,499)	(2,195)	(696)	

5. General Fund Capital

1. Use of capital and one-off funds is critical and needs to be linked into our future delivery plans.

2. With complex capital schemes it is difficult to accurately assess the level of payments that will be made during the financial year. The Council continues to embark on new projects where it is difficult to accurately predict how payments will fall. Councillors should therefore focus on whether overall outcomes are being achieved because of the capital investment rather than variances against the plan for a particular year.

3. No significant variances are currently anticipated so capital expenditure for 2023/24 is forecast on budget at £30.250m.

CAPITAL PROGRAMME 2023/24	Cfwd 22/23	Budget Book 23/24	Revised Budget 23/24	Actual Spend	Contractual Commitments	Forecast at Q1	Variance
GENERAL FUND	£'000	£'000	£'000	£'000	£'000	£'000	£'000
General Fund Housing	939	898	1,837	191	-	1,837	-
Operations	725	545	1,270	121	-	1,270	-
Public Realm	308	285	593	33	-	593	-
Communities & Wellbeing	243	240	483	107	183	483	-
Leisure Contracts	1,972	-	1,972	(18)	-	1,972	-
Assets and Investments	18,875	4,995	23,870	426	-	23,870	-
Corporate Resources	-	75	75	97	196	75	-
Customers, Digital Transformation and Improvement	-	150	150	-	-	150	-
General Fund Capital Spend	23,062	7,188	30,250	957	379	30,250	-

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**Housing Revenue
Account (HRA)
Financial Monitoring
Quarter 1 2023/24**

**Mid Suffolk District Council
September 2023**



1. Background

Background

1. The financial position of the HRA for 2023/24 should be viewed in the context of the 30-year business plan. The budget set in February 2023 showed a forecast deficit position for 2023/24 of £816k.
2. A period of five years of annual rent reductions ended in March 2020 and councils were allowed to increase rents by the maximum of the Consumer Price Index (CPI) +1% for a period of five years from April 2020. Due to soaring inflation, this has been capped at 7% for 2023/24. This began to mitigate the impact of the 1% reduction on the 30-year plan. However, due to soaring inflation, rent increases have been capped to 7% for 2023/24, well below CPI.
3. Inflation, measured by the Consumer Price Index (CPI) has reduced during 2023 from the peak of 11.1% in October 2022. For the 12 months to July 2023 CPI increased 6.8%, down from 7.9% in June.
An estimated £1,925 pay increase for 2023/24 has been reflected in the forecast.
4. With the Council's housing stock at over 3,000 homes there will always be unplanned events that affect the level of income and expenditure in any one financial year. Members should therefore consider annual variances in the context of the medium-term outcomes that the Council wishes to achieve.

HRA Quarter 1 position 2023/24

1. Budget monitoring is a key tool and indicator on the delivery of the Council's plans and priorities for the year. There will, of course, always be reasons why there are variances such as the current inflationary pressures.

2. Based upon financial performance and information from April 2023 to June 2023 and discussions with budget managers and the Senior Leadership Team, key variations on expenditure and income compared to budget have been identified.
3. There is a projected net deficit of £821k for 2023/24, a variance of £5k compared to the budget deficit of £816k.
4. The key variances that make up this projected overspend are shown in the following section of this report. The projection is based on current trends and so may fluctuate as the year progresses.

Capital Programme

1. Use of capital and one-off funds is critical and needs to be linked into our future delivery plans.
2. With complex capital schemes it is difficult to accurately assess the level of payments that will be made during the financial year. The Council continues to embark on new projects, e.g. building new homes, where it is difficult to accurately predict how payments will fall. Members should therefore focus on whether overall outcomes are being achieved because of the capital investment rather than variances against the plan for a particular year.
3. The budget and actual spend for 2023/24 at Q1 for the HRA Capital Programme are shown in section 3. It will be necessary to re-phase £20m of the £40.21m budget for new builds and acquisitions to subsequent financial years.

2. Housing Revenue Account (HRA)

	Budget £'000	Forecast Q1 2023/24 £'000	Variance (favourable) / adverse £'000	% variance
Dwelling Rents	(16,245)	(16,524)	(279)	2%
Service Charges	(708)	(750)	(42)	6%
Non Dwelling Income	(396)	(410)	(14)	3%
Other Income	(51)	(52)	(1)	2%

Dwelling rents: Increase in rental income due to 104 new properties (incl. 101 affordable housing) since number of budgeted properties taken as at September 2022.

Total Income	(17,400)	(17,736)	(336)	2%
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Housing Management: £44k additional spend to support Management of Building Services Transformation.

Housing Management	5,137	5,181	44	1%
Building Services	4,897	5,194	297	6%
Repairs and Maintenance (all areas except Trades Team)	765	765	-	0%
Depreciation	4,617	4,617	-	0%
Interest payable	2,700	2,700	-	0%
Revenue Contribution to Capital	-	-	-	0%
Bad Debt Provision	100	100	-	0%
Total Expenditure	18,216	18,557	341	2%

Building Services:

- £261k increased Employment costs for new Consultant Building Services Surveyors Corporate Manager and additional Agency Costs to give time to fill permanent positions
- £28k inflationary increases to supplies and services

Deficit / (Surplus) for Year	816	821	5	
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3. HRA Capital

CAPITAL PROGRAMME 2023/24	Original Budget	Carry Forwards / Budget Adjustments	Current Budget	Actual at end Q1	Full Year Forecast at Q1	Variance after Carry Forwards (underspend) / overspend	Explanation of Significant Variances / Carry Forwards
HOUSING REVENUE ACCOUNT	£'000	£'000	£'000	£'000	£'000	£'000	
Housing Maintenance							
Planned maintenance	2,276	1,475	3,750	591	3,750	-	It is projected that the budget will be completely spent or committed in 2023/24. This is subject to change at quarter 2, when the ability to procure new contracts will be known.
Other Maintenance Work	1,880	-	1,880	121	1,880	-	It is projected that the budget will be completely spent or committed in 2023/24. This is subject to change at quarter 2, when the ability to procure new contracts will be clearer.
Page 26 IT Projects	163	44	207	8	207	-	Van tracker and scheduler scheme approx. £2k and renewal / upgrading of mobile devices for the Trades Team £7k. £8k required for NoiseApp purchase, set up and first year costs to be spent in 2023/24. A further quarter of the Acuity costs to be paid approx. £3k. The remaining budget is expected to be spent on Building Services IT requirements.
Environmental (Neighbourhood) Improvements	40	80	120	-	120	-	Environmental improvement requirements to be identified. Budget expected to be spent or fully committed in 2023/24
Disabled adaptations to council dwellings	400	59	459	164	459	-	Budget expected to be spent in 2023/24 clearing the backlog of Flush Floor Showers and Wet Rooms etc.
New build programme inc acquisitions	22,005	18,205	40,210	1,862	20,210	(20,000)	£7m is for Elmswell, following Cabinet decision in August for this scheme to be progressed through part 2 of the Joint Local Plan this funding will be carried forward. Harleston corner scheme is currently in design stage and unlikely to be on site until Q4. Still awaiting planning for this. Number of S106 schemes are in progress and onsite. Some delays due to contract reprogramming. Significant spend expected. Two further Land-led schemes at Walsham-le-Willows and Barham are currently programmed for 24/25 onwards subject to the HRA business plan. Paddock House is scheduled to start later this year. Currently forecasting £20m spend this FY and £20m in future years - we will review this closely in Q2.
Total HRA Capital Spend	26,763	19,863	46,626	2,745	26,626	(20,000)	

4. HRA Reserves

MSDC HRA Reserves 2023/2024

	Balance at 1 April 2023	Transfers to	Transfers from	Balance at 1 April 2024
	£'000	£'000	£'000	£'000
Working Balance	(1,209)			(1,209)
Strategic Reserves	(5,031)		821	(4,210)
Building Council Homes Programme (BHCP) Reserve	(20)			(20)
Leaseholder Reserve	(26)			(26)
TOTAL RESERVE BALANCES	(6,286)	-	821	(5,465)

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Prudential Indicators Q1 2023/24

The Councils measure and manage capital expenditure and borrowing with reference to the following indicators.

It is now a requirement of the CIPFA Prudential Code that these are reported on a quarterly basis.

Capital Expenditure: The Councils have undertaken and are planning capital expenditure as summarised below. These figures have been updated for the carry forwards approved by the Cabinets on 10 and 11 July.

<u>Babergh DC</u>	2022/23 actual £m	2023/24 forecast £m	2024/25 budget £m	2025/26 budget £m
General Fund	5.73	18.34	6.01	1.81
Housing Revenue Account	11.49	17.21	8.02	9.29
Total	17.22	35.55	14.03	11.10

The main areas of General Fund spending are £11.4m for assets and investments (which includes £3.2m Babergh Growth, £2.8m regeneration of HQ site, £2.8m strategic investment fund and £2.1m A1071 roadside commercial workspace development), £2m for general fund housing (of which £1m is disabled facilities grants) and £1.9m economic development, (all of which relates to Belle Vue). HRA capital expenditure is recorded separately, and the forecast includes £7.7m for new builds and acquisitions, £4.6m for planned maintenance and £2.0m for other maintenance.

<u>Mid Suffolk DC</u>	2022/23 actual £m	2023/24 forecast £m	2024/25 budget £m	2025/26 budget £m
General Fund	12.32	30.63	5.57	3.41
Housing Revenue Account	21.96	46.63	26.13	8.93
Total	34.28	77.26	31.70	12.34

The main areas of General Fund spending are £23.9m for assets and investments (which includes £10.8m Gateway 14, £9.2m Mid Suffolk Growth, £2.8m strategic investment fund), £2m for leisure centres (of which £1.4m relates to the Stowmarket centre), £1.8m for general fund housing (of which £0.9m is disabled facilities grants) and £1.3m for operations, £0.6m of which relates to electric busses. HRA capital expenditure is recorded separately, and the forecast includes £40.2m for new builds and acquisitions, £3.8m for planned maintenance and £1.9m for other maintenance.

Capital Financing Requirement: The Councils cumulative outstanding amount of debt finance is measured by the capital financing requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP repayments and capital receipts used to replace debt.

<u>Babergh DC</u>	31.3.2023 actual £m	31.3.2024 forecast £m	31.3.2025 budget £m	31.3.2026 budget £m
General Fund services	75.65	94.96	89.12	86.58
Council housing (HRA)	94.42	93.14	95.40	98.38
TOTAL CFR	170.07	188.10	184.52	184.95

<u>Mid Suffolk DC</u>	31.3.2023 actual £m	31.3.2024 forecast £m	31.3.2025 budget £m	31.3.2026 budget £m
General Fund services	84.93	108.91	105.30	105.31
Council housing (HRA)	105.84	124.19	142.11	143.76
TOTAL CFR	190.77	233.10	247.42	249.07

Gross Debt and the Capital Financing Requirement: Statutory guidance is that debt should remain below the capital financing requirement, except in the short term. The Councils have complied and expect to continue to comply with this requirement in the medium term as is shown below.

<u>Babergh DC</u>	31.3.2023 actual £m	31.3.2024 forecast £m	31.3.2025 budget £m	31.3.2026 budget £m	Debt at 30.6.2023 £m
Debt (incl. PFI & leases)	124.84	143.37	142.85	144.24	118.56
Capital Financing Requirement	170.07	188.10	184.52	184.95	

<u>Mid Suffolk DC</u>	31.3.2023 actual £m	31.3.2024 forecast £m	31.3.2025 budget £m	31.3.2026 budget £m	Debt at 30.6.2023 £m
Debt (incl. PFI & leases)	122.73	167.20	182.13	184.62	119.17

Capital Financing Requirement	190.77	233.10	247.42	249.07
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Debt and the Authorised Limit and Operational Boundary: The Councils are legally obliged to set an affordable borrowing limit (also termed the Authorised Limit for external debt) each year. In line with statutory guidance, a lower “operational boundary” is also set as a warning level should debt approach the limit.

<u>Babergh DC</u>	Maximum debt Q1 2023/24 £m	Debt at 30.6.23 £m	2023/24 Authorised Limit £m	2023/24 Operational Boundary £m	Complied? Yes/No
Borrowing	124.84	118.56	200.00	185.00	Yes

<u>Mid Suffolk DC</u>	Maximum debt Q1 2023/24 £m	Debt at 30.6.23 £m	2023/24 Authorised Limit £m	2023/24 Operational Boundary £m	Complied? Yes/No
Borrowing	122.73	119.17	248.00	233.00	Yes

Since the operational boundary is a management tool for in-year monitoring it is not significant if the boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Proportion of Financing Costs to Net Revenue Stream: Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue.

The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants.

<u>Babergh DC</u>	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget
GF - Financing costs (£m)	0.62	3.11	3.50	3.68
GF - Proportion of net revenue stream	5.68%	20.40%	22.13%	25.10%
HRA - Financing costs (£m)	2.59	3.11	3.18	3.35
HRA - Proportion of net revenue stream	14.65%	16.31%	16.19%	16.57%

<u>Mid Suffolk DC</u>	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget
GF - Financing costs (£m)	2.17	3.00	3.18	3.29
GF - Proportion of net revenue stream	14.78%	16.26%	16.40%	19.03%
HRA - Financing costs (£m)	2.79	3.31	4.20	4.60
HRA - Proportion of net revenue stream	18.00%	19.82%	24.36%	25.91%

Agenda Item 9

MID SUFFOLK DISTRICT COUNCIL

TO: Mid Suffolk Cabinet	REPORT NUMBER: MCa/23/13
FROM: Councillor Andrew Stringer, Cabinet Member for Heritage Planning and Infrastructure	DATE OF MEETING: 5 th September 2023
OFFICER: Tom Barker Director Planning and Building Control Interim Director Communities and Wellbeing	KEY DECISION REF NO. CAB435

COMMUNITY INFRASTRUCTURE LEVY (CIL) – CIL EXPENDITURE PROGRAMME SEPTEMBER 2023

1. PURPOSE OF REPORT

- 1.1 The CIL Expenditure Framework and the CIL Expenditure Framework Communications Strategy were adopted by Mid Suffolk and Babergh on 20th March 2023 and 22nd March 2023 respectively. These documents were also accompanied by the CIL Key Dates calendar 2023/24 (see Background Papers).
- 1.2 The processes and governance around CIL expenditure is set out in these documents and the type of infrastructure that CIL monies can be spent on is set out in each Councils Infrastructure Funding Statement – Infrastructure List. (Background Documents refer).
- 1.3 CIL expenditure operates using a process of twice-yearly bid rounds which occur on the 1st - 31st May and 1st - 31st October each year. Once all the Bids have been validated, all valid Bids are then screened for the availability of s106 funds and other funding streams. Following this all valid Bids are prioritised using criteria set out in the CIL Expenditure Framework and recommendations on Valid Bids are included within a CIL Expenditure Programme for each District. The CIL Expenditure Programme for that District will be considered by that Councils Cabinet with decisions on all valid Bids either for Cabinet to make or for Cabinet to note (if the Bid has been determined using delegated powers).
- 1.4 This report seeks to obtain approval by Cabinet for Mid Suffolk' s CIL Expenditure Programme – September 2023 which forms Appendix A to this report. This report contains ten CIL Bids including the judgement around the criteria for assessment of those Bids (Appendix B).

2. OPTIONS CONSIDERED

- 2.1 There is a diverse spectrum of approaches to CIL expenditure across the country from Unitary Authorities who have absorbed CIL into their individual Capital Programmes to others who ringfence all funds to be spent locally. A range of different approaches was identified in Appendix A of the Framework for CIL

Expenditure report provided to Cabinet's on the 5th and 8th of February 2018 and discussed in full during the workshops with the Joint Member advisory panel. Members adopted the original Framework documents set out in paragraph 1.1 above by Council decision in April 2018. These were subsequently reviewed and adopted by both Councils on:-

- First Review - March 2019
- Second Review – April 2020
- Third Review – March 2021
- Fourth Review – 21st July 2022 (Mid Suffolk) and 6th October 2022 (Babergh)
- Fifth Review - March 2023.

3. RECOMMENDATIONS		
3.1 That the CIL Expenditure Programme (September 2023) and accompanying Technical assessments of the following CIL Bids (forming Appendices, A and B) be approved (including decisions on these CIL Bids for Cabinet to make and to note - delegated decisions only) as follows:-		
Decisions for Cabinet to approve: - Ringfenced Infrastructure Funds (Needham Market, Walsham Le Willows and Somersham)		
CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
M23-08 NEEDHAM MARKET Crowley Park Young Childrens Play Equipment Upgrade	Amount of CIL Bid £65,560.50 Total cost of the project £87,414 (excluding VAT) Total of other funding Needham Market Town Council £21,853.50	Recommendation to Cabinet to approve CIL Bid M23-08 for £65,560.50 from the Ringfenced Infrastructure Fund
M23-19 NEEDHAM MARKET New Scout Hut	Amount of CIL Bid £75,000 Total cost of the project £329,490 Total of other funding Section 106 - £235,000 Needham Market Town Council and Scout Group	Recommendation to Cabinet to approve CIL Bid M23-19 for £75,000 from the Ringfenced Infrastructure Fund

		Contribution £19,490	
M23-16 WALSHAM LE WILLOWS Walking and Cycling- Palmer Street Footpath	Amount of CIL Bid £41,439 Total costs of the project (including VAT – recoverable by SCC and design costs) £49,726.80		Recommendation to Cabinet to approve CIL Bid M23-16 for £41,439 from the Ringfenced Infrastructure Fund
M23-02 SOMERSHAM Somersham Play Area	Amount of CIL Bid £62,776.17 Total costs of the project £83,701.56 Other funding sources are from: Somersham Parish Council Neighbourhood CIL District Councillor Locality Monies MSDC Grant		Recommendation to Cabinet to approve CIL Bid M23-02 for £62,776.17 from the Ringfenced Infrastructure Fund

Decisions for Cabinet to make: - Ringfenced Infrastructure Fund and Local Infrastructure Fund (Finningham)

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
M22-21 FINNINGHAM Finningham Green Footpath	Amount of CIL Bid £52,000 Total costs of the project £66,400 including VAT and design costs. Other funding sources are:	Recommendation to Cabinet to approve this CIL Bid for £52,000 with £2761.32 from the Ringfenced Infrastructure fund and £49,238.68 from the Local Infrastructure

	Finningham Parish Council £2,000 County/District Councillor £2,000	Fund.
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Decisions for Cabinet to make: - Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
M23-10 WYVESTONE Wyverstone Village Hall Kitchen Refurbishment and improvement	Amount of CIL Bid £65,970.90 Total costs of the project £87,961.20 Other funding sources are: Parish Council Contribution: £10,000 Wyverston Town Trust Contribution £1,000 Wyverston Village Hall Own Funds £10,990.30	Recommendation to Cabinet to approve CIL Bid M23-10 for £65,970.90 from the Local Infrastructure Fund
M23-07 GREAT ASHFIELD Great Ashfield Community Hall Kitchen Refurbishment and Improvement	Amount of CIL Bid £24,556.65 Total cost of the project £32,742.20 Other funding sources are: Great Ashfield Parish Council reserves	Recommendation to Cabinet to approve CIL Bid M23-07 for £24,556.65 from the Local Infrastructure Fund
M22-11 NORTON Norton Community Centre Development and Extension	Amount of CIL Bid £100,000 Total costs of the project	Recommendation to Cabinet to approve CIL Bid M22-11 for £100,000 from the Local

	£395,765.90 Other sources of funding PWLB Precept-paid loan - £295,765.90	Infrastructure Fund
M23-18 CREETING ST MARY Walking and Cycling - Sally Woods Lane	Amount of CIL Bid £10,170 Total costs of the project £12,010 (Difference is recoverable by VAT)	Recommendation to Cabinet to approve CIL Bid M for £10,170 from the Local Infrastructure Fund

Decisions for Cabinet to note: - Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
M23-17 EYE Walking and Cycling scheme Broome Hill	Amount of CIL Bid £2,700 Total costs of the project including VAT recoverable by SCC) £3,240	Recommendation for Cabinet to note the delegated decision for CIL Bid M23-17 for £2,700 from the Local Infrastructure Fund

3.2 Cabinet are also asked to note and endorse this CIL Expenditure Programme which includes the position in respect of approved CIL Bids from Rounds 1 to 10 inclusive (Appendix A Section B) together with details of emerging infrastructure/CIL Bids (Appendix A Section C).

REASON FOR DECISION

Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11th April 2016. The CIL Expenditure Framework was originally adopted in April 2018 and reviewed with amendments adopted by both Councils in March 2019, April 2020, March 2021, July 2022 (Mid Suffolk), October 2022 (Babergh) and in March 2023. The CIL Expenditure Framework requires the production of a CIL Expenditure Programme for each District and contains decisions for Cabinet to make or note on CIL Bids for CIL expenditure. These decisions relating to the expenditure of CIL monies form one of the ways in which necessary infrastructure supporting growth is delivered.

4. KEY INFORMATION

4.1 Given the determination of “available monies” for the ten CIL Bids which are the subject of this report - (paragraphs 6.8 – 6.9 inclusive) Members are advised:

- Bid round 11 opened on between 1st - 31st May 2023. All new Bids received have been acknowledged. Under the CIL Expenditure Framework all Bids are examined and validated, and where valid they are then screened, consulted upon, and assessed against prioritisation criteria (under the agreed procedures). The decisions are then presented to Cabinet to make and/or note (where delegated decisions have been made). These are included in the CIL Expenditure Programme and the Technical Assessments, and both are presented to Cabinet to consider.
- This CIL Expenditure Programme document focuses on the following ten CIL Bids. Further key information about these Bids is set out below (augmented by the assessments and conclusions contained in the Technical Assessments which justify the recommendations to Cabinet (Appendix B):-

CIL Parish and type of proposed infrastructure	Bid, and of	Key Information and whether CIL Bid falls within the CIL Expenditure Framework and is contained within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk. Recommendation to Cabinet to approve or for Cabinet to note.
<p>M23-08 NEEDHAM MARKET</p> <p>Crowley Park Young Childrens Play Equipment Upgrade</p>	<p>The play equipment that was previously located on Crowley had been in place for 20+ years, it had reached the end of its lifespan and was almost unserviceable. In 2022, this play equipment was removed to make way for a new multi-use games area, with the intention of creating a new play facility for young children (8 years and under), to be located in a different area of the park.</p> <p>When completed, the new play area will be fully inclusive and will provide a range of different play and problem-solving activities for younger children. This new facility will address a currently lack in play facilities within the town for younger children and by providing a safe environment and new opportunities for children to play and socialise together, it will help to enhance children’s mental and physical health and wellbeing</p> <p>Falls within the CIL Expenditure Framework and developed under the Community Facilities within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £65,560.50</p>	
<p>M23-19 NEEDHAM MARKET</p> <p>New Scout Hut</p>	<p>1st Needham Market Scout Group and Needham Market Town Council are proposing a joint project to replace and expand the existing Scout Hut provision to ensure that the thriving group which serves the local community can continue to provide an organisation that offers a wide variety of activities and skills to enable young people to develop and thrive.</p> <p>The current building is a wooden prefab structure that has been in place since WW2 and is no longer fit for purpose. It cannot be expanded nor adapted to support the needs of those which physical disabilities who wish to join the Scouts organisation either as a Scout or a volunteer. With the replacement of this building with a new modern, larger, and safer facility that includes adaptations for individuals with disabilities will ensure that the community continues to benefit. It will also be built to modern structural and energy efficient</p>	

	<p>standards.</p> <p>Falls within the CIL Expenditure Framework and developed under the Community Facilities within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £75,000</p>
<p>M23-16 WALSHAM LE WILLOWS</p> <p>Walking and Cycling- Palmer Street Footpath</p>	<p>The Walsham Le Willows Palmer Street Footpath is a project with Suffolk County Council Public Rights of Way Team in partnership with Mid Suffolk District Council and supported by Walsham Le Willows Parish Council. The aim of the project is to provide a safe and segregated walking area for pedestrians along Palmer Street where there are gaps in the pavement/walking provision.</p> <p>Although there are pathways/pavements it is not continuous and there is no established safe walking provision for pedestrian to travel the length of Palmer Street. Currently, pedestrians are forced to walk along the roadside grass verge through the village which is not safe.</p> <p>It is a popular walking route used by residents, which contains a blind bend and no safe provision for pushchairs or wheelchairs to “pull over” if vehicles (including buses) come round the bend. The verge is used by residents to walk either through the village or to gain access to the centre of the village throughout the day and is heavily used by pedestrians and dogwalkers.</p> <p>Falls within the CIL Expenditure Framework and developed under the Walking and Cycling section within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £41,439</p>
<p>M23-02 SOMERSHAM</p> <p>Somersham Play Area</p>	<p>Somersham & District Community Association is proposing to provide an improved play area in Somersham with a more diverse equipment range that meet the needs of a wider age group and abilities within the local community and surrounding areas. The proposal is for the addition of new pieces of additional play equipment.</p> <p>Falls within the CIL Expenditure Framework and developed under the Community Facilities within the current Infrastructure</p>

	<p>Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £62,776.17</p>
<p>M22-21 FINNINGHAM</p> <p>Finningham Green Footpath</p>	<p>The Finningham Green Footpath is a joint project between Suffolk County Council Highways and Finningham Parish Council to create a new footpath between the crossroads at Westhorpe Road, Station Road, Wickham Road and Walsham Road (B1113), up to the entrance of the Village Green.</p> <p>Currently, there is no established footpath along this section of the B1113 and a temporary footpath has been created by pedestrians walking along the roadside grass verge between the crossroads and the Green.</p> <p>The verge is used by residents to access the Village Green, the play equipment which is located on the green, and the Church. The route is used by school children in the mornings and afternoons, dog walkers and residents walking from one side of the village to the other. This proposal will greatly improve safety for pedestrians</p> <p>Falls within the CIL Expenditure Framework and developed under the Walking and Cycling section within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £52,000</p>
<p>M23-10 WYVESTONE</p> <p>Wyverstone Village Hall Kitchen Refurbishment and Improvement</p>	<p>Wyverstone Village Hall Committee is proposing a project concerning the village hall building to enlarge and upgrade the kitchen area for the installation of a commercial quality kitchen. Wyverstone Village Hall is a registered charity, and the project will improve access with the extension having an external door and with some minor internal alterations to the hall to allow an improvement to the flow of the building. The extension will approximately double the floorspace of the kitchen. The project will significantly improve the Village Hall kitchen allowing an increase in the number and size of events that can be held there</p> <p>Falls within the CIL Expenditure Framework and developed under the Community Facilities within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p>

	<p>Recommendation is for Cabinet to approve CIL Bid for £65,970.90</p>
<p>M23-07 GREAT ASHFIELD</p> <p>Great Ashfield Community Hall Kitchen Refurbishment and Improvement</p>	<p>This CIL Bid seeks to redevelop the current Kitchen provision at the Community Hall in Great Ashfield. The Committee will be refurbishing the Kitchen at the Community Centre to increase the potential maximum usage and footfall of the site. These works will also improve the energy efficiency of the kitchen area. The proposed works have support from the local and wider community around Great Ashfield</p> <p>Falls within the CIL Expenditure Framework and developed under the Community Facilities within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £24,556.65</p>
<p>M22-11 NORTON</p> <p>Norton Community Centre Development and Extension</p>	<p>This project will create additional function rooms and establish greater versatility and flexibility of the function/hiring spaces both in and outdoor at Norton Community Centre. This will satisfy the increasing demand for the usage of the site. The development of the site will deliver bigger and better storage capacity to assist users of the site. In addition, the project will ensure that the field next to the Community Centre can be used to its full potential as the project will also improve and expand the current changing rooms and toilet facilities. Project has Widespread community support.</p> <p>Falls within the CIL Expenditure Framework and developed under the Community Facilities within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £100,000</p>
<p>M23-18</p> <p>CREETING ST. MARY</p> <p>Walking and Cycling - Sally Woods Lane</p>	<p>The project seeks to undertake improvements to Sally Woods Lane (a section of the National Cycle Route 51) and is a joint project between Suffolk County Council Public Rights of Way & Access (who will take the lead) and Mid Suffolk District Council. The improvements to Creeting St Mary BR32 (Bridleway 32) will allow greater versatility of users within the community.</p> <p>At present, a 200m stretch of the Bridleway is only suitable for pedestrians, dogwalkers and those on mountain bikes</p>

	<p>because of the numerous ruts/potholes and is, therefore, not safe for all users.</p> <p>Without the upgrade to the surface along the Sally Woods Lane stretch, the bridleway will never be suitable for cyclists (other than mountain bikers) to travel along it safely. The proposed upgrade (re-surface using the same type of existing materials of graded road plainings on a sub-base of crushed concrete) will ensure greater access for users along this stretch and ensure longevity of the bridleway.</p> <p>Falls within the CIL Expenditure Framework and developed under the Walking and Cycling section within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to approve CIL Bid for £10,170</p>
<p>M23-17 EYE</p> <p>Walking and Cycling scheme</p> <p>Broome Hill</p>	<p>This project is being proposed by Suffolk County Council, Rights of Way (lead) in partnership with Mid Suffolk District Council and seeks to provided changes to the public footpath access across Broome Hill near Eye to allow cyclists to use this section safely.</p> <p>There are established footpaths along Broome Hill (Broome Foot Paths 6&9) and Eye Foot Paths (19 & 34) however it is currently not suitable for cyclists. To make it suitable to enable cyclists to use this section it requires improvement to the surface and either a change in designation (legal status change to a bridleway) or via permissive cycling (changes to local signage).</p> <p>Undertaking this change and improvement to the footpaths will allow a safe off-road cycle route between Eye and Broome, encouraging more sustainable, active travel between the two places.</p> <p>Falls within the CIL Expenditure Framework and developed under the Walking and Cycling section within the current Infrastructure Funding Statement – Infrastructure List for Mid Suffolk.</p> <p>Recommendation is for Cabinet to note this approved CIL Bid for £2,700</p>

- 4.2 This CIL Expenditure Programme also provides an up-to-date progress position on all those CIL Bids which have previously been approved in Bid rounds 1 to 10 (inclusive) together with a section which outlines the progress of emerging CIL Bids which are being discussed at pre submission stage (Appendix A to section C).

5. LINKS TO CORPORATE PLAN

- 5.1 The effective spending of CIL monies will contribute to all the three priority areas that Councillors identified in the Joint Corporate Plan. Economy and Environment Housing and Strong and Healthy Communities.

6. FINANCIAL IMPLICATIONS

- 6.1 The adopted CIL Expenditure Framework is critical to the funding of infrastructure to support inclusive growth and sustainable development.
- 6.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Before 1st September 2019, each Council was required to publish a list of infrastructure that they will put the CIL monies towards. These lists were known as the "Regulation 123 Lists". However, on the 1st of September 2019, new CIL Regulations were enacted, with the CIL 123 Lists being abolished, and in order to provide clarity given this changing situation, each Council adopted a CIL Position Statement containing a list of infrastructure that it would spend its CIL monies on. The authority for this was provided by a Council decision in March 2019 when the First Review of the CIL Expenditure Framework was undertaken, and a revised scheme was agreed (by both Councils). The CIL Position Statements were identical for both Councils.
- 6.3 However, these replacement documents (known as the CIL Position Statement) were replaced by separate Infrastructure Funding Statements (Infrastructure List) (IFS) for both Councils. The last iteration of each Council's IFS were produced and published in November 2022.
- 6.4 CIL is collected and allocated in accordance with the CIL Regulations 2010 (as amended). Each Council retains up to 5% of the total CIL income for administration of CIL. From the remainder, 15% is allocated to Parish or Town Councils (subject to a cap) but where there is a made Neighbourhood Plan in place this figure rises to 25% (without a cap). For those parishes where there is no Parish or Town Council in place the Council retains the monies and spends the CIL Neighbourhood funds through consultation with the Parish.
- 6.5 Since the implementation of CIL for both Councils on the 11th of April 2016 there have been fourteen payments to Town/Parish Councils; these have taken place in October 2016, April and October 2017, April and October 2018, April and October 2019, April and October 2020, April and October 2021, April and October 2022 and April 2023. At the time that the Neighbourhood payments are made, the 20% set aside for Strategic Infrastructure fund is also undertaken. The Strategic Infrastructure Fund money is stored separately to the Local Infrastructure Fund at this point. In addition, money is also stored in a Ringfenced Infrastructure Fund (explained in Paragraph 6.7 below). As this accounting requires Finance to verify the figures, daily accounting in this way would be too cumbersome and resource hungry to carry out. There is no adverse impact on the Bid Round process or cycle

to this method of accounting. Indeed, these dates work well with the Bid round process. (Paragraph 1.3 refers).

- 6.6 The remaining 80% of the CIL monies comprises the Local Infrastructure Fund with the exception of the monies held in the Ringfenced Infrastructure Fund (explained in paragraph 6.7 below).
- 6.7 Within the CIL Expenditure Framework, infrastructure provision for major housing developments is prioritised and ringfenced for spend against these housing projects. In this way housing growth occurring within the districts is supported by infrastructure provision. When commencement of these major housing schemes occurs, monies are collected according to the CIL payment plan in place. If the scale of development is large the CIL payment plan could be up to 5 equal payments collected over a two-year timescale. Smaller developments are required to pay the money in less instalments and over a shorter timescale. The monies (accrued from developments of 10 dwellings and above) are held in a Ringfenced Infrastructure Fund account separate from the Strategic and Local Infrastructure funds to ensure the monies are safeguarded towards infrastructure supporting these developments. These monies are known as the “available funds” and are held in the following accounts, and it is these monies that can fund CIL bids.
- 6.8 **Available CIL Funds as at the 31st March 2023 for Cabinet decisions/noting in September 2023**

INFRASTRUCTURE FUND	AVAILABLE BALANCE
Strategic Infrastructure Fund	£6,422,287.67
Ringfenced Infrastructure Fund	£14,589,303.92
Local Infrastructure Fund	£5,519,397.85

6.9 **Total Funds allocated to Infrastructure projects since 2018.**

INFRASTRUCTURE FUND	TOTAL ALLOCATION	TOTAL DE-ALLOCATED (UNDERSPEND OR DEADLINE EXPIRY)	PERCENTAGE OF FUNDS ALLOCATED TO PROJECTS
STRATEGIC INFRASTRUCTURE FUND	£2,365,607.07	£207,396.07	25%
RINGFENCED INFRASTRUCTURE FUND	£6,144,389.45	£266,785.01	29%

LOCAL INFRASTRUCTURE FUND	£2,541,090.64	£124,965.89	30%
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7. LEGAL IMPLICATIONS

- 7.1 Both the original and amended CIL Expenditure Frameworks are legally sound and robust. A legal representative from the Councils Shared Legal Service has been directly involved in the majority of the reviews and has reviewed the documentation and changes in the reviews.
- 7.2 This report and the accompanying CIL Expenditure Programme for Mid Suffolk District Council – September 2023 – Appendix A (including the Technical Assessments comprising Appendix B) have also been endorsed as being sound and legally compliant by the Councils Shared Legal Service.
- 7.3 Governance arrangements agreed in April 2018 and which have remained largely unchanged as part of all successive reviews of the CIL Expenditure Framework and are clear in respect of the determination of these Bids. They are Cabinet decisions and there is provision for delegated CIL Bid decisions which Cabinet are asked to note.
- 7.4 Regulation 62 of the CIL Regulations 2010 (as amended) required CIL charging authorities to publish monitoring statistics for collection allocations and expenditure of CIL monies by the 31st of December for each year. The 2017, 2018 and 2019 Monitoring Report for both Councils are published on the website (see below).

https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/Mid_Suffolk_-_District-Council-CIL-Monitoring-Report-2016-17.pdf

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/FINAL-MSDC-Reg-62-Report.pdf>

<https://www.midsuffolk.gov.uk/planning/community-infrastructure-levy-and-section-106/community-infrastructure-levy-cil/cil-reporting/>

- 7.5 Under the new CIL Regulations 2019, each Council has produced an annual Infrastructure Funding Statement (dealing with both income and expenditure for both CIL, s106 developer contributions and Neighbourhood CIL). There is also a requirement for each Council to produce an “Infrastructure List” – a list of infrastructure projects that each Council is /or will be funding going forward. Under the CIL Regulations 2019 this must be produced annually by both Councils to meet a deadline of 31st December each year. This also has to be submitted to the Government as a yearly return.
- 7.6 For Mid Suffolk, the current Infrastructure Funding Statement (which includes the “Infrastructure List”) was published on the Councils website in November 2022. (See Background Papers).

8. RISK MANAGEMENT

8.1 Key risks are set out below (taken from the Strategic Planning Operational Risk Register as follows):

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
Development may be unsustainable if we do not secure investment in infrastructure. Here is a risk that Infrastructure is not delivered where it is needed.	3	2	Infrastructure needs are detailed through a published Infrastructure Delivery Plan (IDP), which is updated periodically.	Strategic Planning Operational Risk register 18
Level of Community Infrastructure Levy (CIL) being charged is low. There is a risk that insufficient funds would be available for critical and essential infrastructure.	3	3	Publish revised CIL Charging Schedules for consultation.	Strategic Planning Operational Risk register 19
Unable to progress CIL Charging Schedules to Examination and Adoption. There is a risk that insufficient funds would be available for critical and essential infrastructure.	2	3	Be clear on the purpose and content of the CIL Charging Schedules prior to consultation.	Strategic Planning Operational Risk register 20
Non-payment of CIL or non-collection of s106 payments.	3	3	Appointment of a Debt recovery officer in 2021 to ensure improved recovery of CIL and s106	Strategic Planning Operational Risk

There is a risk that Insufficient funds would be available for infrastructure.			debt.	register 21
Planning reforms meaning changes to the development plan system and infrastructure delivery resulting in different approaches needing to be followed. There are risks that Changes to the plan-making process and the replacement of CIL with an Infrastructure Levy.	3	3	Ensure prepared for any forthcoming changes.	Strategic Planning Operational Risk register 22
Absence of clarity on where expenditure is to be made as a result of plans and strategies being incomplete or out-of-date. There is a risk that Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), then development is stifled and/or unsustainable.	2	3	Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). Creating the Joint Corporate Plan, the emerging Joint Local Plan with associated Infrastructure strategy and Infrastructure Delivery Plan and Infrastructure Funding Statement will ensure that infrastructure across both Councils is addressed.	Strategic Planning Operational Risk register 33
Failure to produce a yearly Regulation 62	1	2	The Infrastructure Team produces the required report which is checked	Strategic Planning Operational

<p>report would result in non-compliance with the CIL Regulations 2010 (as amended) and may mean that Members and the public are not aware of CIL income and expenditure activities. Under the CIL Regulations 2019 an annual Funding Statement is required to address CIL and s106 developer contributions and a list of infrastructure projects ("Infrastructure List"). Failure to do so will also result in non-compliance with the CIL Regulations (as amended).</p>			<p>and verified by Financial services/open to review by External Audit. Reminders are set to ensure the report is published by the statutory date. The format of the Monitoring report which in future will be known as the annual Infrastructure Funding Statement (IFS) is laid out in the CIL Regulations, so there is no risk in relation to the way the information is presented</p>	<p>Risk register 34</p>
<p>Failure to monitor due to an absence of staff undertaking this task. There is a risk that failure to monitor expenditure may result in CIL expenditure not being effective.</p>	<p>2</p>	<p>3</p>	<p>The software which supports CIL collection will be used to support CIL expenditure. In addition, it is envisaged that a twice yearly (at least) CIL Expenditure Programme will be produced which will include details of all allocated and proposed CIL expenditure and this together with the software will be used for effective monitoring.</p>	<p>Strategic Planning Operational Risk register 35</p>

<p>If too high a value is allocated into the Strategic Infrastructure Fund, there is a risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>2</p>	<p>3</p>	<p>The Infrastructure Team will continue to monitor all allocations of CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure the level set remains appropriate.</p>	<p>Strategic Planning Operational Risk register 36</p>
<p>If 25% Neighbourhood CIL is automatically allocated to any Parish/Town Councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient CIL Funding to allocate to the Strategic Infrastructure Fund and also the risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable</p>	<p>2</p>	<p>3</p>	<p>The Infrastructure Team will continue to monitor all allocations of Neighbourhood CIL and other CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.</p>	<p>Strategic Planning Operational Risk register 37</p>

development.				
If commencements of major housing developments were not correctly monitored or the incorrect apportionment of CIL monies were to occur such that monies could not be allocated towards major housing developments, inadequate infrastructure provision would result.	2	4	The Infrastructure Team will continue to monitor all commencements of development through the service of the required Commencement Notice by developers such that correct apportionment of CIL Funds can be undertaken. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.	Strategic Planning Operational Risk register 38

Assurances (for collection of CIL monies)

8.2 In September 2016 Internal Audit issued a report in relation to CIL governance processes. The Audit Opinion was High Standard and no recommendations for improvement to systems and processes were made. Table 5 provides a definition of this opinion:

Table 5

	Operation of controls	Recommended action
High standard	Systems described offer all necessary controls. Audit tests showed controls examined operating very effectively and where appropriate, in line with best practice.	Further improvement may not be cost effective.
Effective	Systems described offer most necessary controls. Audit tests showed controls examined operating effectively, with some improvements required.	Implementation of recommendations will further improve systems in line with best practice.
Ineffective	Systems described do not offer necessary controls. Audit tests showed key controls examined were operating ineffectively, with a number of improvements required.	Remedial action is required immediately to implement the recommendations made.
Poor	Systems described are largely uncontrolled, with complete absence of important controls. Most controls examined operate ineffectively with a large number of non-compliances and key improvements required.	A total review is urgently required.

8.3 On the 18th December 2017 Joint Overview and Scrutiny received a fact sheet on collection and current thinking on CIL expenditure and questions were answered in

relation to it. Members of that Committee were advised of the route map towards getting a framework for CIL expenditure formally considered. The resulting joint CIL Expenditure Framework, the CIL Expenditure Communications Strategy and the Timeline for the Expenditure of CIL and its Review were adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk).

8.4 In May 2018 the results of an investigation by Internal Audit on behalf of the Assistant Director Planning and Communities (post title changed subsequently to Director Planning and Building Control) were produced following complaints regarding the CIL process in place for Babergh and Mid Suffolk. The investigation concluded: -

“The information provided to the public in relation to the CIL process is superior to that found for some other Councils and the team go over and above the requirements when supporting applicants where resources allow them to do so. It is Internal Audit’s opinion that the Infrastructure team, even though working under challenging conditions with increasing numbers of applications, are providing a good service to customers and pro-actively looking for ways to improve where possible.”

“The audit opinion is therefore high standard” – (paragraph 8.3 Table 5 defines)

8.5 In September 2018 Internal Audit conducted a review of CIL processes and released a written report. It contains a Substantial Assurance audit opinion (with two good practice points needing to be addressed relating to further clarification of “best value” (one of the criteria for assessing CIL Bids) and storage of all electronic communication. Both these matters have been addressed. The first point by including further explanation about Best Value in Appendix A; the second point through resource adjustments.

8.6 Within the first review process, information was captured from a wide array of sources and all feedback was shared with the Joint Member Panel including the recommendations of Overview and Scrutiny who met to discuss and review the operation of the CIL Expenditure Framework on the 19th November 2018. Their recommendations were considered as part of the first review of the CIL Expenditure Framework process by the Joint Member Panel.

8.7 On the 19th September 2019, a report was prepared for consideration by Joint Overview and Scrutiny on CIL expenditure with five witnesses including Infrastructure Providers, Cockfield Parish Council and a member of the Joint Member Panel; the latter of which worked to inform the second review of the CIL Expenditure Framework. Joint Overview asked questions of the witnesses and concluded the following: -

- Joint Overview and Scrutiny Committee endorses the work of the CIL team (and the CIL Member Working Group) and notes that a fit and proper process is in place in respect of the bidding and allocation of CIL funds

8.8 In line with the fifth review, both Councils agreed for the Joint Member Panel to inform a sixth review during Bid round 12 (October 2022) so that any changes could be in place before Bid round 13 commences in May 2024.

9. CONSULTATIONS

9.1 The CIL Expenditure Communications Strategy contains a requirement for both Councils to consult the following bodies or organisations (for a period of 14 days) where Bids for their Wards or Parish have been submitted as follows:

- District Member(s)-
- Parish Council
- Division County Councillor

9.2 Where appropriate as part of the CIL process and assessment of the Bids, Officers have also taken advice from other Officers within the Council; including the Communities team.

9.3 Regular Parish events and Member briefings will continue to be held to familiarise all with the Expenditure Framework and how we can continue to work together to provide infrastructure for the benefit of our communities.

10. EQUALITY ANALYSIS

10.1 See attached Screening report.

11. ENVIRONMENTAL IMPLICATIONS

11.1 It is important that appropriate infrastructure mitigates harm which could be caused by new development without its provision. CIL is one way in which infrastructure is provided and the CIL Expenditure Framework requires two bid rounds per year supported by the provision of a CIL Expenditure Programme for each Bid round. There is no EIA Assessment required.

12. APPENDICES

Title	Location
(a) Appendix A – CIL Expenditure Programme for Mid Suffolk – September 2023	Attached
(b) Appendix B – Technical Assessment of ... CIL Bids– September 2023	Attached
(c) Appendix C – Screening report for Equality Analysis (EQIA)	Attached

13. BACKGROUND DOCUMENTS

13.1 The CIL Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Infrastructure Funding Statement (including the Infrastructure List) for Mid Suffolk District Council together with the Key CIL Calendar dates for 2022/23 constitute background papers for this report. The original documents were adopted by both Councils in April 2018. They were reviewed, amended and

adopted by both Councils in March 2019, April 2020, March 2021, July 2022 (Mid Suffolk) and September (Babergh) 2022 and March 2023.

13.2 The following documents represent background documents to this report:-

- Current CIL Expenditure Framework

[Appendix-A-The-CIL-Expenditure-Framework-Babergh-and-Mid-Suffolk-Final-amended-March-2023-.pdf](#)

- Current CIL Expenditure Framework Communications Strategy

[Appendix-B-CIL-Expenditure-Framework-Communication-Strategy-Final-March-2023.pdf \(midsuffolk.gov.uk\)](#)

- Key CIL Calendar dates 2023/24

[Appendix-C-CIL-Expenditure-Calender-Key-dates-2023-24.pdf \(midsuffolk.gov.uk\)](#)

- Infrastructure Funding Statement for Mid Suffolk (November 2022)

[Appendix-B-MSDC-IFS-21-22-Infrastructure-List.pdf \(midsuffolk.gov.uk\)](#)

14. REPORT AUTHOR

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The Community Infrastructure Levy (CIL) Expenditure Programme

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Appendix A

CIL EXPENDITURE PROGRAMME SEPTEMBER 2023

KEY FACTS

- The CIL Expenditure Framework and the CIL Communications Strategy were reviewed and were approved on the 21st July 2022 (Mid Suffolk) and on the 6th October 2022 (Babergh). A Key date for CIL calendar document 2022/23 has also been agreed and will be published on the website in calendar format in due course. The current documents can be viewed on the web site using the following hyperlink:
[Appendix A The CIL Expenditure Framework Babergh and Mid Suffolk Final amended July 2022.pdf \(modern.gov.co.uk\)](#)
- Bid Round 10 (for Infrastructure providers including Officers from BMSDC and Parishes and Community Groups) occurred between the 1st - 31st October 2022. Previous bid rounds were in May and October 2018, May and September 2019, May and October 2020, May and October 2021 and May 2022.
- The above documents contain the processes, criteria for consideration and governance of the scheme which includes the production of a CIL Expenditure Programme (at least twice yearly – after each Bid Round). This document contains the decisions to be made by Cabinet on Bids and for Cabinet to note decisions which have been made under delegated powers (all as detailed in the Governance section of the CIL Expenditure Framework)
- 20% of all CIL collected (after the 5% Admin charge and the Parish Neighbourhood CIL apportionment has been deducted) is being saved for Strategic Infrastructure expenditure (definition contained within the CIL Expenditure Framework)
- Infrastructure for new housing growth (ten dwellings and over) is prioritised in the CIL Expenditure Framework and the CIL monies collected against such schemes are saved in a different Ringfenced Infrastructure Fund in order that these monies are available for the infrastructure for those housing projects in that settlement.
- An Infrastructure Funding Statement – Infrastructure List (IFS) has been produced for publication in November 2022 and is largely but not wholly based on the Councils current Infrastructure Delivery Plan (IDP).
- The remainder of the CIL monies are available for Local Infrastructure expenditure (as defined in the CIL Expenditure Framework) and are saved in the Local Infrastructure Fund.
- These three Infrastructure Funds (Strategic, Ringfenced and Local) comprise the “**available funds**” for CIL expenditure. The “**available funds**” are stated below together with details of all new starts on new major housing growth projects (10 dwellings and over) within a stated period so that infrastructure projects that may come forward to support those housing schemes and be funded from the Ringfenced Infrastructure Funds can be

understood. Also contained in this CIL Expenditure programme are details of progress on Infrastructure projects (section B below) together with details of developing infrastructure projects (section C below)

- All CIL expenditure must be in accordance with the current Infrastructure Funding Statement – Infrastructure List which is publicised on the Website.
- The timetable for consideration of Bids is on the web site and the fifth review of the CIL Expenditure Framework occurred during Winter2022/Spring 2023 and is likely to be taken forward to both Councils in March 2023: <https://www.midsuffolk.gov.uk/planning/community-infrastructure-levy-and-section-106/community-infrastructure-levy-cil/spending-cil/>

CONSIDERATION OF BIDS

- All received bids are acknowledged and all missing or outstanding information (including the need for formal approvals to have been obtained) must be submitted before the bid can be made valid or progressed towards formal determination.
- When a bid is made valid, consultation will occur with the Ward District Member(s), the Parish Council, and the Division County Councillor for a period of 14 days. A copy of the Bid form and a location plan will be sent out as part of this consultation.
- All valid bids will be assessed against the Validation Screening and Prioritisation criteria set out in the CIL Expenditure Framework. For each bid there will be a technical assessment which can be viewed (Appendix B).
- The technical assessment of each valid bid contains a conclusion section that the recommendation to Cabinet in the CIL Expenditure Programme is founded upon.
- The CIL Expenditure Programme for each Council contains decisions to be made by Cabinet together with bids approved under delegated powers for Cabinet to note, as detailed in the Governance section of the Councils CIL Expenditure Framework,

PRIORITISATION OF FUNDS

- The CIL Expenditure Framework requires all planning decisions to approve housing/employment development which carry Infrastructure to be provided by CIL and necessary for an approved growth project (those with planning permission and considered by Planning Committee) to be considered a priority so that the approved development which is ultimately carried out is supported by necessary infrastructure and is therefore sustainable.
- As such those major planning applications (over 10 dwellings) which have been commenced, and for which CIL monies have been received, shall have the CIL monies kept in a Ringfenced Infrastructure Fund so that the spend against these priority infrastructure projects can be safeguarded for the community

receiving the growth. The remaining monies shall be known as the “**available funds**” for expenditure in the bid round process. These schemes where works have started and are subject to CIL will be listed below (in **Section D**) in this document together with the amount of CIL collected so far. Infrastructure officers will work with Infrastructure Providers to ensure that bids are received for these schemes.

AVAILABLE FUNDING FOR BID ROUND ELEVEN for consideration by Cabinet in September 2023

Total Amount of CIL monies available for this bid round

INFRASTRUCTURE FUND	AVAILABLE BALANCE
Strategic Infrastructure Fund	£6,422,287.67
Ringfenced Infrastructure Fund	£14,589,303.92
Local Infrastructure Fund	£5,519,397.85

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Total expenditure of CIL Bids within this report to be funded from the Infrastructure Funds = £500,173.22 Total

CIL BIDS	STRATEGIC INFRASTRUCTURE FUND	RINGFENCED INFRASTRUCTURE FUND	LOCAL INFRASTRUCTURE FUND
M22-21 – Finningham		£2,761.32	£49,238.68
M23-08 – Needham Market		£65,560.50	
M23-19 – Needham Market		£75,000.00	
M23-16 – Walsham Le Willows		£41,439.00	
M23-02 - Somersham		£62,776.17	
M23-10 - Wyverstone			£65,970.90
M23-07 – Great Ashfield			£24,556.65
M22-11 - Norton			£100,000.00
M23-18 - Creting St Mary			£10,170.00
M23-17 - Eye			£2,700.00
TOTAL EXPENDITURE	£0.00	£247,536.99	£252,636.23

Total remaining balance left in the reserve funds if all CIL bids within this report are approved.

INFRASTRUCTURE FUND	REMAINING AVAILABLE BALANCE FOR FUTURE BID ROUNDS
Strategic Infrastructure Fund	£6,422,287.67
Ringfenced Infrastructure Fund	£14,341,766.93
Local Infrastructure Fund	£5,266,761.62

A. LIST OF OUTSTANDING BIDS TOGETHER WITH THOSE RECEIVED FOR BID ROUND ELEVEN (1st - 31st May 2023) FOR MID SUFFOLK DISTRICT COUNCIL (including recommendations to Cabinet to make decisions or for Cabinet to note delegated decisions already made).

The following table comprises a list of all outstanding bids received after Bid round 11 closed (1st - 31st May 2023). Not all of the existing bids are valid; with either missing information including where there are no formal approvals for the proposed infrastructure or further investigation, or clarification is being sought. Those bids where no decision is able to be made or where they are invalid will be carried forward to the next bid round (unless no substantive progress has been made in a 12-month period from submission at which point, they will be treated as withdrawn).

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This list should be read in conjunction with Appendix B which comprises the technical assessment upon which the recommendations are based.

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M18-18	EYE Hartismere School	Provision of Sports Hall (4 Badminton Court) and Squash Court and provision of a Community Sports Leisure Facility. The Hartismere School of Academies	Yes, project developed under Community Infrastructure section	£1,000,000	No	Total estimated cost £1,818,188.40 excluding VAT Sports England Lottery Fund – application submitted= £500,000 School and possible Eye Town Council Contribution (TBC) £318,188.40 VAT can be reclaimed by School	N/A	No	No formal approval in place for the proposed infrastructure or three quotes.	Progress continuing with likely revisions being submitted in a forthcoming Bid round. Bid held over until Autumn/Winter 2023 Cabinet decision ultimately
M19-09	NEEDHAM MARKET Station – Access for All	Access for All and Greater Anglia	Yes, provision of improvements to passenger transport	Project a) £100,000 improvements to station to allow Disabled	No	Phase 1 project a)	N/A	No	Bids M19-09 and M19-11 are currently invalid as Greater Anglia need to join in with these Bids. Feasibility Study is	Bid currently invalid for the following reasons: - Greater Anglia need to join in with the Bid. Feasibility Study has been

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 61	Ramp and Access project		facilities (rail)	ramp) - phase 1 works (related to Bid M19-11 below)		Total Cost - £400,000 SCC £50,000 MSDC – £50,000 Department for Transport Access for all Bid Mid-Tier Programme £200,000 (bid award not yet confirmed) Phase 2 project b) Total Cost - £400,000 SCC £50,000 MSDC – £50,000 Department for Transport Access for all Bid Mid-Tier Programme £200,000 (bid award not yet confirmed)			being carried out by Greater Anglia (cost £20,000) to determine exact works and costings for both phases which are likely to be undertaken as one. Need for planning permission also needs resolution together with firm understanding/review of costs and delivery mechanisms. CIL Bid M19-09 works are referred to within the Infrastructure Delivery Plan	carried out by Greater Anglia. Need for planning permission issue requires resolution together with firm understanding /review of costs/funding options and delivery mechanisms. Held over until Autumn/Winter 2023. Cabinet decision ultimately

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M19-11	NEEDHAM MARKET Station – Access for All Ramp and Access project	Rail Suffolk Access for All and Greater Anglia	Yes, provision of improvements to passenger transport facilities (rail)	Project b) £190,000 Improved access arrangements to the station and adjoining Needham Lake	No	Total Cost £780,000 £50,000 SCC £50,000 MSDC £390,000 Department for Transport Access for all Bid £190,000 Greater Anglia	N/A	No	Bids M19-09 and M19-11 are currently invalid as Greater Anglia need to join in with these Bids. Feasibility Study is being carried out by Greater Anglia (cost £20,000) to determine exact works and costings for both phases which are likely to be undertaken as one. Need for planning permission also needs resolution together with firm understanding/review of costs and delivery.	Bid currently invalid for the following reasons: - Greater Anglia need to join in with the Bid. Feasibility Study has been carried out by Greater Anglia. Need for planning permission issue requires resolution together with firm understanding /review of costs/funding options and delivery mechanisms. Held over to Autumn/ Winter2023. Cabinet decision ultimately

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M22-01	BACTON Bowls Club development	Community Infrastructure Bacton Bowls Club	Yes, project developed under community facilities section	No figures provided	Unknown	No figures provided	Consultation to start when Bid becomes validated	No	Site meeting originally held in August 2022 and further reviewed in April and June 2023. Project is progressing. Application form submitted, but incomplete. No quotes/costings provided. No Delivery or timescales provided for project. Planning permission not yet sought	Held over until later Cabinet meeting given need for submission of outstanding information
M22-03	DENHAM Village Hall	Community Infrastructure Denham Parish Council with Denham Community Council	Yes, project developed under community facilities section	£15,000.00	No – 10% of project costs	Total project costs - £147,955.00 Funding streams to be confirmed	Consultation to start when Bid becomes validated	No	Reviewed in July 2023. Meeting originally held with Parish Council in September 2022. Phase 1 completed and understood phase 2 is in progress. Likely CIL funding for phase 3. Funding streams not yet confirmed Planning permission issue to be confirmed	Held over until later Cabinet meeting given need for submission of outstanding information Cabinet decision ultimately

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M22-04	EYE CCTV at Cross Street	Community Infrastructure Eye Town Council	Yes, project developed under community facilities section	No figures provided	Unknown	No figures provided	Consultation to start when Bid becomes validated	No	Meeting held in September 2022 Position reviewed in June and July 2023. Application form not complete No costs or funding streams provided Only one quote received which is to be revised with another updated quote Land ownership needs to be addressed. Planning permission has not been sought if proven to be required Future funding and maintenance of the project is not currently addressed in the application form.	Held over until later Cabinet meeting given need for submission of outstanding information
M22-07	LAXFIELD Sports Pavilion Extension	Community Infrastructure	Yes, project developed under community	Up to £100,000.	Yes – 40% of the	Total project cost - £250,000.00	Consultation to start when Bid	No	Reviewed in July 2023 Original Site visit held with members of the	Held over until later Cabinet meeting given need for

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 65		Laxfield Parish Council	facilities section		project costs	Other sources of funding Laxfield Parish Council £62,500.00	becomes validated		Community Council in September 2022. Updates given November 2022. Project costs and project timeline are in the process of being amended. Other sources of funding to be explored with Bidder Planning permission has not been sought if proven to be required Business Case not submitted No Delivery or timescales provided Application form not complete No quotes provided	submission of outstanding information. Cabinet decision ultimately
	M22-08	LITTLE BLAKENHAM Village Hall Refurbishment	Community Infrastructure Little Blakenham	Yes, project developed under community facilities section	£20,000.00	No – 33% of the project costs	Total project costs - £60,000.00 Other sources of funding Suez Trust £40,000.00	Consultation to start when Bid becomes validated	No	Original Site visit held with members of the Parish Council in September 2022. Reviewed in July 2023 Project being amended to include

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 66		Parish Council							further energy saving measures. No business case submitted Other funding not yet secured Lease is currently for 25 years which commenced on 01/01/2019 so is now only for 22 years and needs amending. Situation regarding need for planning permission needs resolution.	Cabinet decision ultimately
M22-11	NORTON Community Centre	Community Infrastructure Norton Village Hall Management Committee	Yes, project developed under community facilities section	£100,000	No – 25% of the project costs	Total project costs of the new build element that CIL is supporting is - £395,765.90 Other sources of funding for this element of the project -	Consultation completed	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £100,000 from the Local Infrastructure Fund

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						Public Works Loan Board Precept-paid loan £295,765.90				
M22-16 Page 67	MENDLESHAM – Provision of Scout/ Community Hall Car park	Community Infrastructure 1 st Mendlesham Scout Group	Yes, project developed under community facilities section	Unknown	Unknown	Total project cost - £370,398 Total eligible project costs £ Mendlesham Scout Group - £6,970.68 Scout/Community Activities - £391.20 Corporate donations - £2,470.00 Private donations - £1,297.00	Consultation started	No	Project reviewed in July 2023. Final quotes submitted. However, whilst land is in ownership of the Parish Council, the land has been registered with the Secretary of State for use as allotments. This needs Secretary of State agreement for a scout hut and a car park to be constructed on the site. This matter is currently being addressed.	Held over until later Cabinet meeting given need for resolution of the position regarding the Secretary of State and any necessary updating of final costs further outstanding information. Cabinet decision likely ultimately

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 68						Local Authority - £10,000.00 Geoffrey Burton Charitable Trust - £750.00 Alfred Williams Charitable Trust - £3,000.00 Ecclesiastical Charities Trust - £1,000.00 Leslie Sell Charitable Trust - £1,000.00 Mendlesham Community Council - £6,000.00 Bernard Sunley				

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						Foundation - £10,000.00				
M22-18 Page 69	BAYLHAM – Baylham Village Hall Green Energy	Community Infrastructure Baylham Parish Meeting	Yes, project developed under community facilities section	Unknown	Unknown	Total project costs - £25,200.00	Consultation to start when bid becomes validated	No	Original site visit December 2022 Reviewed in May and July 2023. Meeting organised for September 2023 Funding streams not complete No business case submitted No quotes provided 100% funding requested – needs amending No timescales provided Planning permission required?	Held over until later Cabinet meeting given need for submission of outstanding information.
M22-20	STOWMARKET – Stowmarket Health, Education and Leisure Facilities (SHELF)	Health Infrastructure Mid Suffolk District Council	Yes, project developed under Health section	£2,000,000	No – ?% of project costs	Total project costs - precise costs as yet unknown	Consultation to start when bid becomes validated	No	Continues to be reviewed/discussed. No other funding streams provided to date albeit some s106 monies will be available.	Held over until later Cabinet meeting given need for submission of outstanding information.

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 70									Scope of project to be defined/developed. No business case submitted No quotes provided No timescales provided Planning permission has not yet been granted No maintenance plan at present	
M22-21	FINNINGHAM – Finningham Green Footpath	Walking and Cycling Infrastructure Finningham Parish Council	Yes, project developed under the Walking and Cycling section	£52,000	Yes – 100%	Total project costs including design costs and VAT £66,400 Total eligible project costs £52,000	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £52,000 with £2,761.32 from the Ringfenced Infrastructure fund and £49,238.68 from the Local Infrastructure Fund.
M22-27	WOOLPIT – EV Chargers	Community Infrastructure – Mid Suffolk	Yes, project developed under community	Unknown	Unknown	Unknown	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Form incomplete No business case submitted	Held over until later Cabinet meeting given need for submission of

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
		District Council	facilities section						No quotes provided Query over costings Query over maintenance of infrastructure	outstanding information.
M22-30 Page 71	IPSWICH – New GP Surgery on former Tooks Bakery Site	Health Cross Boundary Infrastructure – Integrated Care Board	Yes, project developed under Health	£800,000	No – 11% of project cost	Total Project Cost - £7,350,000 IBC S106 funds - £750,000 Rest to be confirmed	Consultation to start when bid becomes validated	No	Reviewed in July 2023. CIL Bid Form and evidence for MSDC contribution incomplete. Business case not yet submitted Precise scope, cost of project and delivery timescales unknown as yet Funding strategy incomplete Planning permission may not yet be granted.	Held over until later Cabinet meeting given need for submission of outstanding information.
M23-02	SOMERSHAM- Somersham Playfield Play equipment	Community Infrastructure Somersham and District Community Association	Yes, project developed under community facilities section	£62,776.17	No – 75% of total eligible project costs	Total eligible project cost – £83,701.56 (including VAT) Other sources of funding are coming from the	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £62,777.07 from the Ringfenced Infrastructure Fund

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						District Councillor Locality, Communities grant, Parish Council				
M23-03	WICKHAM SKEITH- Provision of solar panels and batteries	Community Infrastructure Wickham Skeith Parish Council	Yes, project developed under community facilities section	Unknown	No – ?% of project costs	Total project cost – £? Other sources of funding	Consultation to start when bid becomes validated	No	Reviewed in June 2023 Awaiting final costings for the project	Held over until later Cabinet meeting given that the outstanding issues need to be resolved.
M23-04	WOOLPIT- Modernisation of Electrical System including provision of solar panels Woolpit Village Hall	Community Infrastructure Woolpit Village Hall Management Committee	Yes, project developed under community facilities section	£12,392.52	No ?% of project costs	Total project cost – £17,703.59 Other sources of funding Neighbourhood CIL £4425.90	Consultation to start when bid becomes validated	No	Discussions in July 2023 with the Village hall Management Committee. They have indicated that they wish to review the project before its determination. As such this is held in abeyance	Held over until later Cabinet meeting given need for the Village Hall Management Committee to review their project before the CIL Bid can be considered and determined.

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
									pending their review	
M23-05 Page 73	COMBS- Drainage and parking area at Oaks Meadow	Community Infrastructure The Oaks Meadow project	Yes, project developed under community facilities section	£13,500	No – ?% of project costs	Total project cost – £18,750. (excluding VAT) Other sources of funding Oaks Meadow Project Reserves £4,500 Combs Parish Council £4,500	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Awaiting resolution of outstanding issue regarding planning permission and any updating of final costs if needed	Held over until later Cabinet meeting given that the outstanding issue about planning permission (and final costings if needed) is resolved
M23-06	GISLINGHAM- Gislingham Play Equipment Improvements Charity Meadow	Community Infrastructure Gislingham Parish Council	Yes, project developed under community facilities section	Unknown	No – % of project costs	Total project cost – £30,724.00 (excluding VAT) Other sources of funding	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Form incomplete No costings provided Land ownership and planning permission issues to be resolved.	Held over until later Cabinet meeting given that the outstanding issues about land ownership/planning permission and costings need to be resolved.

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M23-07	GREAT ASHFIELD- Kitchen and fire safety improvements and provision of broadband Lord Thurlow Community Hall	Community Infrastructure Lord Thurlow Hall Management Committee	Yes, project developed under community facilities section	£24,556.65	No 75 % of eligible project costs	Total eligible project cost – £32,742.20 The rest of the funding will come from the Parish Council Reserves	Consultation completed	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £24,556.65 from the Local Infrastructure Fund
M23-08	NEEDHAM MARKET- Crowley Park Young Childrens Play Equipment Upgrade	Community Infrastructure Needham Market Town Council	Yes, project developed under community facilities section	£65,560.50	No – 75% of eligible project costs	Total project cost – £87,414 (excluding VAT) Other sources of funding Needham Market Town Council £21,853.50	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £65,560.50 from the Ringfenced Infrastructure Fund
M23-10	WYVESTONE- Extension and Kitchen Improvements to Wyverstone Village Hall	Community Infrastructure Wyverstone Village Hall Committee	Yes, project developed under community facilities section	£65,970.90	No 75 % of project costs	Total project cost – £87,921.20 Other sources of funding Wyverstone Parish Council	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £65,970.90 from the Local Infrastructure Fund

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						£10,000 Wyverstone Town Trust £1,000 Wyverstone Village Hall £10,990.30				
M23-11 Page 75	STOWMARKET Improvements (including installation of a lift, refitting toilets, landing and passage ways on the first floor) John Peel Centre	Community Infrastructure John Peel Centre	Yes, project developed under community facilities section	£85,000	No – ?% of project costs	Total project cost – £126,000 Other sources of funding S106 £31,000 Mid Suffolk Capital Grant £10,000	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Lease now in place but outstanding information is required in respect of final costings and issue of formal approvals requires resolution.	Held over until later Cabinet meeting given need for submission of outstanding information.
M23-12	STRADBROKE Swimming Pool Changing Places Toilet	Community Infrastructure	Yes, project developed under community facilities section	£9,900	No – % of project costs	Total project cost – £65,930 Other sources of funding Changing Places Fund DHLUC £55,000 Everyone Active	Consultation started	Yes	Yes – awaiting quotes	Held over until later Cabinet meeting given need for submission of outstanding information.

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						£940				
M23-13	STOWMARKET Remodelling enhancement and extension to Stowmarket Library	Libraries Infrastructure Public Health Directorate of Suffolk County Council with support from Libraries and SCC Property and Ecology. Also support from Mid Suffolk District Council Customer Services	Yes, project developed under the Libraries section	£502,333	No – % of project costs	Total project cost – £827,299.60 (excluding VAT) Other sources of funding Suffolk County Council Library s106 £178,015 VAT recovery £126,951.60 Mid Suffolk £20,000	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Precise cost of project and delivery timescales unknown as yet Business case incomplete Incomplete information relating to growth pointing towards library need for the proposal Planning permission not yet granted Separate supporting statement required from Mid Suffolk District Council.	Held over until later Cabinet meeting given need for submission of outstanding information.
M23-14	THURSTON Extension to Thurston Library	Libraries Infrastructure Public Health Directorate of	Yes, project developed under the Libraries section	£289,000	No – % of project costs	Total project cost – £340,000 Other sources of funding	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Precise cost of project and delivery timescales unknown as yet. Funding	Held over until later Cabinet meeting given need for submission of

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 77		Suffolk County Council with support from Libraries and SCC Property and Ecology.				Friends of Thurston Library £5,000 Thurston Parish Council £5,000 VAT recovery £58,000			strategy and Business case incomplete Incomplete information relating to growth pointing towards library need for the proposal Planning permission not yet granted Written confirmation that the DfE school rebuild program/project for this school will not adversely affect Thurston Library project or pose a risk to any allocation of CIL funds associated with this Bid	outstanding information.
M23-15	EYE Improvements (including windows, disabled toilet, Insulation (upper rooms) improved kitchen storage	Community Infrastructure Director of Eye Open CIC trading	Yes, project developed under community facilities section	£37,542	No – ?% of project costs	Total project cost – £62,542 Other sources of funding The Peter Campbell Trust Fund £25,000	Consultation to start when bid becomes validated	No	Reviewed in July 2023 Awaiting planning permission issue to be resolved. Costings will need to be reviewed/resolved.	Held over until later Cabinet meeting given that the outstanding issues about whether planning permission is required and final

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
	facilities, heating, staging and bespoke gallery space. The Bank Arts Centre	as The Bank Arts Centre								costings need to be resolved
M23-16	WALSHAM LE WILLOWS Improvements to Palmer Street PRow – as identified in the Councils LCWIP)	Walking and Cycling Infrastructure Suffolk County Council PRow (with Councils (Active travel officer) and Walsham Le Willows Parish Council)	Yes, project developed under the Walking and Cycling section	£41,439	Yes 100% of total eligible costs	Total project cost – £49,726.80 Eligible project costs £41,439	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £41,439 from the Ringfenced Infrastructure Fund
M23-17	EYE Footpaths over Broome Hall	Walking and Cycling Infrastructure	Yes, project developed under the Walking	£2,700	Yes 100% of total eligible	Total project cost – £3,240	Consultation started	Yes	N/A	Cabinet to note delegated decision made on this CIL Bid for £2,700 from

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Page 79		Suffolk County Council, Rights of Way & Access (Lead) with Councils (Active Travel Officer)	and Cycling section		project costs	Eligible project costs £2,700				the Local Infrastructure Fund
M23-18	CREETING ST MARY Improvements to Sally Woods Lane (NCR51)	Walking and Cycling Infrastructure Suffolk County Council, Rights of Way & Access (Lead) with Councils (Active Travel Officer)	Yes, project developed under Walking and Cycling section	£10,170	Yes 100% of total eligible project costs	Total project cost – £12,010 Eligible project costs £10,170	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £10,170 from the Local Infrastructure Fund

Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M23-19	NEEDHAM MARKET	Community Infrastructure Needham Market Town Council New Scout Hut	Yes, project developed under community facilities section	£75,000	No 22.7% of project costs	Total costs – £329,490 Other income sources: Needham Market Town Council and Scout Group Contribution £19,490. Section 106 - £235,000	Consultation started	Yes	N/A	Recommendation to Cabinet to approve this CIL Bid for £75,000 from the Ringfenced Infrastructure Fund

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SECTION B - PROGRESS OF BIDS APPROVED IN PREVIOUS BID ROUNDS – SUMMARY (Bid Rounds 1 to 10 inclusive)

The following tables set out the progress on determined CIL Bids as follows:-

- Table 1 - Summary of total number of Bids and allocated and actual project spend together with any expenditure returned to reserves (as for example the project came in under budget or the deadline for claiming monies has expired)
- Table 2 – CIL Bids in progress and projects not yet complete
- Table 3 – CIL Bids that are completed and those that came in on budget.
- Table 4 – CIL Bids that are completed and came in under budget or time expired.

Table 1 – Summary of CIL Bids

TOTAL NUMBER OF BIDS APPROVED AND ALLOCATED	TOTAL AMOUNT OF CIL FUNDING ALLOCATED	TOTAL PROJECT SPEND	TOTAL OF FUNDING RETURNED TO RESERVES	TOTAL REMAINING ALLOCATED FUNDING BALANCE
56	£11,051,087.16	£5,790,597.05	£599,146.97	£4,661,343.14

Table 2 - CIL Bids in progress and projects not yet complete

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	REMAINING FUNDING BALANCE	PROJECT DETAIL
M19-06	EDUCATION – Thurston - Land Option CIL Bid for purchase of land for education (for a forthcoming College	738	£1,069,841.00	£0.00	£1,069,841.00	Agreed by Cabinet in June 2021. Offer letter issued

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	REMAINING FUNDING BALANCE	PROJECT DETAIL
	extension) and an associated car park					and accepted. Project in progress but no claim for monies yet.
M21-03	EDUCATION - Elmswell Primary School	761	£1,560,006.21	£0.00	£1,560,006.21	Agreed by Cabinet in November 2021. Offer letter issued. Offer letter acceptance awaited. Project commenced awaiting claim.
M21-10	COMMUNITY FACILITY - Botesdale Play area	767	£75,000.00	£57,766.42	£4,595.45	Agreed by Cabinet in March 2022. Offer letter issued. Offer letter accepted. Project has started first claim paid. Updated quote came in underbudget so £12,638.13 has been returned to the

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	REMAINING FUNDING BALANCE	PROJECT DETAIL
						Council reserve prior to the project completing
M22-02	COMMUNITY FACILITY – Botesdale Entrance Infrastructure and picnic tables	780	£9,757.50	£9,381.94	£375.56	Delegated decision made on the 21/07/2022 and included in this report for noting. Offer letter sent, awaiting signed acceptance. Project underway with Claim one paid
M22-14	RAIL - Thurston Rail Station Feasibility Study	789	£100,000.00	£0.00	£100,000.00	Agreed by Cabinet in September 2022. Offer letter accepted. Project in progress
M21-09	EDUCATION – Thurston Community College Expansion	797	£1,781,462.00	£0.00	£1,781,462.00	Agreed by Cabinet in November 2022. Offer letter sent. Signed offer

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	REMAINING FUNDING BALANCE	PROJECT DETAIL
						letter received dated 21/11/2022. Project in progress, no claims received to date.
M22-06	COMMUNITY FACILITY – Eye Play Facilities	796	£100,000.00	£90,925.02	£9,074.98	Agreed by Cabinet in November 2022. Offer letter sent. Project in progress with some funds claimed.
M22-05	COMMUNITY FACILITY – Eye Moors Woodland Footpath	795	£5,000.00	£0.00	£5,000.00	Delegated decision noted by Cabinet in November 2022. Offer letter sent.
M22-17	COMMUNITY FACILITY – Stowupland New Footpath Trinity Meadows to Trinity Walk Bus Stop		£14,200.00	£0.00	£14,200.00	Agreed by Cabinet in March 2023. Offer letter sent.
M22-23	COMMUNITY FACILITY – Hoxne Church Lavatory Project		£28,090.88	£21,760.75	£6,330.13	Agreed by Cabinet in March 2023. Offer letter

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	REMAINING FUNDING BALANCE	PROJECT DETAIL
						sent. Project in progress
M22-28	COMMUNITY FACILITY – Mendham - Renovation of Village Car Park		£9,733.81	£0.00	£9,733.81	Delegated decision noted by Cabinet in March 2023. Offer letter sent
M22-19	COMMUNITY FACILITY – Haughley Green Play Area		£71,000.00	£0.00	£71,000.00	Agreed by Cabinet in March 2023. Offer letter sent.
M22-26	HEALTH – Stradbroke Health Centre Upgrade		£29,724.00	£0.00	£29,724.00	Agreed by Cabinet in March 2023. Offer letter sent.
	TOTAL NUMBER OF BIDS – 13		£4,853,815.40	£179,834.13	£4,661,343.14	

Table 3 - CIL Bids that are completed and those that came in on budget.

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	PROJECT DETAIL
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M08-18	HEALTH - Botesdale Heath Centre - Extension to increase provision and palliative care	522	£98,739.74	£98,739.74	Agreed by Cabinet on 10th September 2018. CIL Bid offer letter dated 25 th September 2018. Offer accepted. Project completed. Building open and being used.
M11-18 and M12-18	VILLAGE HALL - Stowupland Village Hall Partial Refurbishment and development of the Sports and Social Club facilities	543	£13,240.10	£13,240.10	2 Bids noted by Cabinet on 10th September 2018. Delegated decisions taken on 20 th August 2018. CIL Bid offer letters dated 25 th September 2018. Offer letters accepted. Both projects completed.
M18-20	PUBLIC TRANSPORT Thurston - Bus Shelters Norton Road	641	£13,000.00	£13,000.00	Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March 2019. Project completed
M19-01	COMMUNITY FACILITY- Stowupland Notice Board Trinity Meadow	640	£396.26	£396.26	Noted by Cabinet on 28th August 2019. CIL Bid offer letter dated 6 th September 2019. CIL Bid Offer made and accepted on the basis that CIL Bid M10-18 is not proceeded with. Notice Board completed and erected. Project completed.
M14-18	EDUCATION – Stowupland High School	656	£2,446,575.00	£2,446,575.00	Agreed by Cabinet on the 6 th January 2020. CIL Bid offer letter dated 31 st January 2020. Offer accepted. First and second claim have been paid. Final claim to be made on

					completion of the project. Project completed and handover has occurred with staged payment made in April 2021. All funding now paid over to SCC
M19-07	COMMUNITY FACILITIES – Occold - Village Hall Enhancement Extension	664	£19,190.00	£19,190.00	Agreed by Cabinet on 9th March 2020. CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Anticipated start on the build in September 2020 January 21 Update – First stage payment made. Jan 22 update – Project Completed
M19-10	EDUCATION – Bramford Primary School	663	£645,593.00	£645,593.00	Agreed by Cabinet on 9th March 2020. CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Project completed
M19-14	EDUCATION – Claydon Primary School	662	£499,421.00	£499,421.00	Agreed by Cabinet on 9 th March 2020. CIL Bid offer letter dated 12 th March 2020. Offer accepted. Project completed.
M19-08	COMMUNITY FACILITIES – Thornham – Car Park	681	£27,000.00	£27,000.00	Agreed by Cabinet on 9 th March 2020. Legal position resolved and Bid offer letter dated 20 th May 2020. Offer accepted. Project completed

M20-18	GREEN ENERGY - Stowmarket - EV Charging Points - Regal Car Park	701	£10,263.00	£10,263.00	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project completed
M19-12	COMMUNITY FACILITIES – Eye- Play Facilities	703	£31,605.60	£31,605.60	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project completed
M19-03	COMMUNITY FACILITIES – Debenham Leisure Centre - Additional car Park	704	£47,000.00	£47,000.00	Agreed by Cabinet in September.2020 Offer letter issued. Offer accepted. Project completed
M19-13	COMMUNITY FACILITIES – Bedfield – new play area	680	£4,534.00	£4,534.00	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted – Project Completed
M20-10	COMMUNITY FACILITIES – Stowmarket Creation of a Stowmarket Emergency Services Hub	713	£431,740.00	£431,740.00	Agreed by Cabinet in December 2020. Offer letter issued. Signed offer letter received. Staged payment made. Project Complete
M20-25	HEALTH - Mendlesham Health. Administration Hub /Clinical Capacity reconfiguration including 2 EV charging points	721	£239,306.60	£239,306.60	Agreed by Cabinet in March 2021. Email confirming Cabinet decision issued. Offer letter to be issued upon NHS confirming the PID. June 21 Update - Project underway. Project completed January 2022

M20-19	COMMUNITY FACILITIES – Haughley - Car Park Crascall Pavilion, Green Road	724	£22,595.00	£22,595.00	Agreed by Cabinet in March 2021. Offer letter issued. Signed acceptance letter received 16/03/21. Project completed
M21-02	COMMUNITY FACILITY – Rickinghall All Wheel Sports Area	755	£20,148.00	£20,148.00	Agreed by Cabinet in October 2021. Offer letter issued. Offer letter accepted Project Complete
M21-05	COMMUNITY FACILITY – Debenham Community Centre	756	£59,994.00	£59,994.00	Agreed by Cabinet in October 2021. Offer letter issued. Offer letter accepted Project Completed
M21-06	COMMUNITY FACILITY – Elmswell Chamberlayne Hall	757	£19,593.81	£19,593.81	Agreed by Cabinet in October 2021. Offer letter issued. Offer letter acceptance awaited. Project Complete
M21-11	COMMUNITY FACILITY – Stowmarket Community Club	769	£25,000.00	£25,000.00	Agreed by Cabinet in March 2022. Offer letter issued. Offer letter accepted Project complete
M21-12	COMMUNITY FACILITY – Walsham Le Willows Play Area	770	£9,315.75	£9,315.75	Noted by Cabinet in March 2022. Offer letter issued and offer letter accepted. Project Complete
M20-25	COMMUNITY FACILITY – Stowmarket - The Food Museum Crack Wood project	773	£75,000.00	£75,000.00	Noted by Cabinet in March 2022. Offer letter issued and offer letter accepted. Project Complete
M22-13	COMMUNITY FACILITY – Ringshall Play area	785	£20,566.35	£20,566.35	Agreed by Cabinet in September 2022. Offer

					letter issued. Project Complete
M22-15	COMMUNITY FACILITY – Wetherden Play Area	792	£18,375.63	£18,375.63	Agreed by Cabinet in November 2022. Offer letter sent. Project Complete
M22-24	COMMUNITY FACILITY – Barham Kirby Rise Post and Rail Project		£3,377.75	£3,377.75	Delegated decision noted by Cabinet in March 2023. Offer letter sent. Project Complete
M20-24	COMMUNITY FACILITIES – Gislingham running track	728	£18,487.50	£18,487.50	Agreed by Cabinet in March 2021. Awaiting signed Community User agreement before Offer letter sent. Project Complete
	TOTAL NUMBER OF BIDS – 26		£4,820,058.09	£4,820,058.09	

Table 4 – CIL Bids that are completed under budget and/or are time expired.

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
M01-18	COMMUNITY FACILITY Gislingham Silver Band Hall	639	£44,568.75	£0.00	£44,568.75 Local Infrastructure Fund	Agreed by Cabinet on 4th March 2019. CIL Bid offer letter dated 13 th March 2019. Offer accepted. Project currently stalled as planning permission

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
						expired and requires renewal together with issues with the Party Wall with neighbours. Update requested in January 2021, but no update received, and CIL Bid Offer expired in March 2021. Monies returned to the Local Infrastructure Fund
M02-18	PUBLIC TRANSPORT - Laxfield - Bus stops at Mill Lane	556	£5,000.00	£3,627.63	£1,372.37 Local Infrastructure Fund	Noted by Cabinet on 10th September 2018. Delegated decision taken on 20 th August 2018. CIL Bid offer letter dated 25 th September 2018 Offer accepted. Project completed under budget and monies returned to the Local Infrastructure Fund.

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
M04-18	PUBLIC TRANSPORT - Stowmarket - Bus Stops at Finborough Rd	557	£5,000.00	£0.00	£5,000.00 Local Infrastructure Fund	Noted by Cabinet on 10 th September 2018. Delegated decision taken on 20 th August 2018.CIL Bid offer letter dated 25 th September 2018.Offer accepted. However, Scheme abandoned due to bus services ending. Monies returned to the Local Infrastructure Fund
M05-18	PUBLIC TRANSPORT – Stowmarket - Bus stop improvements Mortimer Road	531	£35,000.00	£0.00	£35,000.00 Local Infrastructure Fund	Agreed by Cabinet on 10 th September 2018. CIL Bid offer letter dated 5 th September 2018. Offer accepted. Project is at final design for ordering works. Scheme abandoned due to issues with the design and monies returned to the Local Infrastructure Fund

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
M10-18	COMMUNITY FACILITY – Stowupland Notice Board Trinity Meadow	640	£641.35	£0.00	£641.35 Local Infrastructure Fund	The Parish Council decided not to proceed with this Parish Notice Board and submitted a different CIL Bid (reference M19-01) which has been approved on the proviso that CIL Bid M10-18 is not proceeded with. Email received regarding withdrawal of this Bid. Monies returned to the Local Infrastructure Fund.
M23-18	GREEN ENERGY – Eye - EV Charger at Cross St Car Park Eye	642	£20,728.40	£14,287.16	£6,441.24 Local Infrastructure Fund	Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March 2019. Offer accepted. Wayleave agreement is required between MSDC and owner of the Queen’s Head to allow the cables to be laid. This process is ongoing and legal

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
						<p>are also working to resolve any issues. Work is now underway and should be completed by end of February. Project has been completed, awaiting claim for funds. Project completed under budget. Monies returned to the Local Infrastructure Fund</p>

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
M19-04	PUBLIC TRANSPORT Thurston - Bus Shelters Sandy Lane	649	£9,600.00	£4,800.00	£4,800.00 Local Infrastructure Fund	Noted by Cabinet on 28th August 2019. CIL Bid offer letter dated 5 th September 2019. Offer accepted. Awaiting scheduling of works – date uncertain due to Covid-19 outbreak restrictions. Project complete. Only one shelter provided under this CIL Bid as second shelter provided by developer through s106 contributions instead. Therefore, monies returned to the Local Infrastructure Fund.
M20-07	RAIL – Thurston Rail Station - Feasibility Study by Network Rail	702	£100,000.00	£0.00	£100,000.00 Ringfenced Infrastructure Fund (Thurston)	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Scope for Feasibility Study agreed. Substantive work undertaken but Feasibility Study

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
						work (impact on highways and parking and cycling review still to be completed. New CIL Bid submitted M22-14 so as to ensure funding for the Feasibility Study can be considered by Cabinet in September 2022. Monies not claimed within the 2-year timescale so funds returned to the Ringfenced Infrastructure Fund for Thurston.
M20-08	COMMUNITY FACILITIES – Wingfield – Conversion of Granary barn to children’s nursery	705	£34,000.00	£33,960.42	£39.58 Local Infrastructure Fund	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project Completed under budget. Monies returned to the Local Infrastructure Fund
M20-09	COMMUNITY FACILITIES - Ringshall Village Hall	712	£16,651.00	£16,122.97	£528.03	Agreed by Cabinet in December 2020.

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
	Installation of sewerage treatment works				Local Infrastructure Fund	Offer letter issued. Project completed under budget. Monies returned to the Local Infrastructure Fund
M20-21	COMMUNITY FACILITIES – Thornham Walks overflow car park – Covid Complications - further grant funding	709	£3,355.00	£3,344.75	£10.25 Local Infrastructure Fund	Agreed by Cabinet in December 2020. Offer letter issued. Project completed and under budget. Monies returned to the Local Infrastructure Fund
M20-22	COMMUNITY FACILITIES – Haughley - Storage Unit Crascall Pavilion, Green Road	725	£39,937.00	£38,250.00	£1,687.00 Local Infrastructure Fund	Agreed by Cabinet in March 2021. Offer letter issued. Signed acceptance letter received 16/03/21. Project completed under budget; unspent monies returned to the Local Infrastructure Fund
M20-20	WASTE INFRASTRUCTURE – Stowmarket - Fuel Tank at Creeting Road Depot	720	£50,000.00	£26,762.50	£23,237.50 Strategic Infrastructure Fund	Agreed by Cabinet in March 2021. Offer letter issued. Offer letter accepted. Project completed under budget.

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
						Monies returned to the Strategic Infrastructure Fund
M21-01	HEALTH – Woolpit Car Park Land South of Old Stowmarket Road	735	£917,240.00	£566,296.42	£166,785.01 Ringfenced Infrastructure Fund £184,158.57 Strategic Infrastructure Fund	Agreed by Cabinet in June 2021. Offer letter issued. Project started in August 2021. Project completed and under budget.
M21-08	COMMUNITY FACILITY – Framsdan Play Area	758	£18,789.20	£17,637.71	£1,151.49 Local Infrastructure Fund	Agreed by Cabinet in October 2021. Offer letter issued. Offer letter accepted Project Complete
M22-09	COMMUNITY FACILITY – Metfield Play Area	794	£8,788.97	£6,729.30	£2,059.67 Local Infrastructure Fund	Delegated decision noted by Cabinet in November 2022. Offer letter sent. Project Complete
M22-12	COMMUNITY FACILITY – Old Newton Village Hall Extension	793	£67,914.00	£58,885.97	£9,028.03 Local Infrastructure Fund	Agreed by Cabinet in November 2022. Offer letter sent. Project Complete

BID REF	PROJECT	PROJECT REF (EXACOM)	AMOUNT OF CIL FUNDING ALLOCATED	PROJECT SPEND	UNDERSPEND/ EXPIRED FUNDS RETURNED TO RESERVE FUNDS	PROJECT DETAIL
	TOTAL NUMBER OF BIDS - 17		£1,377,213.67	£790,704.83	£586,508.84	



SECTION C - LIST OF EMERGING CIL BIDS (prior to CIL Bid Submission)

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-18	RAIL – Thurston – Station improvements – progress on feasibility study	Rail, SCC Highways Thurston Parish Council	Unknown at this stage	Unknown at this stage	Planning permissions granted at Thurston are being built out which point towards the need to bring forward station improvements at Thurston. Project being scoped and is at stage 1 and being discussed with all parties. Feasibility study monies have been agreed under CIL Bid application (within Bid round 9 – September 2022) for £100,000 (to include £10,000 for Road Safety Audit). Feasibility study continues to be progressed
EPM 20-03	EDUCATION/RECREATION/SPORT - Stowupland	Education Stowupland Academy, Stowupland Parish Council SCC Education	Unknown at this stage	Unknown at this stage	Project being devised with all parties CIL Project Enquiry form required
EPM 20-16	EDUCATION – Bramford Primary School	SCC Education	Unknown	Unknown	Discussions started with Education in October 2020
EPM 21-01	EDUCATION – Great Blakenham - 30 place early years new setting	SCC Education	Estimated bid - £184,000	Estimated bid - £600,000	Discussions started with Education.– CIL Project Enquiry form submitted.
EPM 21-02	EDUCATION – Bramford - 30 place early years new setting	SCC Education	Unknown at this stage	Unknown at this stage	Discussions started with Education.– CIL Project Enquiry form submitted.
EPM 21-12	WALKING AND CYCLING INFRASTRUCTURE - Eye - Establishing a new Right of Way joining the Town Centre	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. CIL Project Enquiry form needs to be submitted

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 21-14	COMMUNITY FACILITY – Eye Scouts funding to establish a wildlife and Camping site adjoining the scout hut	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. Meeting to be arranged. An update was requested from Andy Robinson on the 17 March 2022.
EPM 21-15	COMMUNITY FACILITY - Eye - Installation of a water refill taps for shoppers and walkers.	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. Costs of this proposal are being looked into but there is a minimum spend for District CIL of £2000 per project as well as meeting the normal limitation of not contributing towards more than 75% of the total cost of the works. Should this project not meet the parameters of the CIL Framework it would be possible to undertake these works using Neighbourhood CIL
EPM 22-01	WALKING AND CYCLING INFRASTRUCTURE – Walking Cycling connectivity provision at Woolpit and Elmswell	Suffolk County Council and District and County Councillors and both Parishes	Unknown at this stage	Unknown at this stage	Conversations have commenced and are continuing about the delivery and funding strategy for the provision of this infrastructure with SCC and SCC Highways. CIL Project Enquiry form has been submitted. Design of project and costings currently being worked upon by SCC. Will be the subject of a CIL Bid when these outstanding matters are resolved
EPM 21-09	COMMUNITY FACILITY – Woolpit – MUGA	Woolpit Parish Council	£20,000	£43,530	Form received on 27/4/2021. Meeting to be arranged with Project Lead and Communities.

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 21-25	COMMUNITY FACILITY – Wattisfield – Community Centre	Wattisfield Parish Council	Unknown	£300,000.00	Site Visit will occur after surveys completed. Applicant will contact the Infrastructure team once these surveys are completed.
EPM 22-02	COMMUNITY FACILITY – Thurston – Thurston FC MUGA	Luke Reilly	Unknown	Unknown	Discussions ongoing. SCC pursuing this project at the school site working with the FA and Infrastructure Officers.
EPM 22-05	WASTE INFRASTRUCTURE – Stowmarket Recycling Centre – Improvement/Expansion of this recycling centre to ensure that the Site can cope with growth in this area.	Suffolk County Council	Unknown	Unknown	Project currently being discussed. CIL Project Enquiry form to be submitted
EPM 22-08	COMMUNITY FACILITY – Gislingham – Acquisition of the Six Bells Public House for the Community	Six Bells Steering Committee	£150,000.00	£350,000.00	Meeting to be arranged in the later part of the year to enable the applicant to confirm the funding amount and what the building will be used for. CIL Project Enquiry form to be submitted
EPM 22-09	COMMUNITY FACILITY – Eye – Cemetery	Eye Town Council	£30,000.00	£80,000.00	Questions on the project sent to the Town Council - 14/4/2022. 16/05/2022 Parish updated that they are working through further information. CIL Project Enquiry form to be submitted

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-10	COMMUNITY FACILITY – Eye – Extension to Bucksthorn Lane Car Park	Eye Town Council	Unknown	Unknown	Questions on the project sent to the Town Council - 14/4/2022. 16/05/2022 Parish updated that they are working through these and will not be bringing this project forward for now. Costings being worked on. CIL Project Enquiry form to be submitted
EPM 22-11	WALKING AND CYCLING INFRASTRUCTURE – Eye – Creating a new footpath cycleway Joining new development to the northwest of the Town with the Town Centre	Eye Town Council	Unknown	Unknown	Project being discussed with Katherine Davies. CIL Project Enquiry form to be submitted.
EPM 22-12	COMMUNITY FACILITY – Eye – Cemetery Access	Eye Town Council	£8,000.00	£10,000.00	Section 106 agreement being reviewed to ascertain if funding has been set aside for this project. 16/05/2022. Bid will not go further currently. Costings are being investigated. CIL Project Enquiry form to be submitted
EPM 22-17	COMMUNITY FACILITY – Kinetic Science and It's Rocket Science – Interactive Science Centre second building or extension of the Claydon premises	Debbie Ball – Kinetic Science and It's Rocket Science	Unknown	Unknown	Meeting took place about CIL funding with the applicant. Awaiting further progress and updates. CIL Project Enquiry form to be submitted
EPM 22-21	COMMUNITY FACILITY – Wilby EV Charging Points	Julie Flatman/ Wilby Parish Council	Unknown	Unknown	Forms and CIL project enquiry form have been sent to the applicant and awaited

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-28	COMMUNITY FACILITY – Stonham Aspal Tennis Court Car Park	Tennis Club	Unknown	Unknown	Application forms sent to applicant. CIL Project Enquiry form to be submitted.
EPM 22-30	COMMUNITY FACILITY – New pavilion at Stradbroke Cricket Club	Stradbroke Cricket Club	Unknown	Unknown	Communities Team are in discussions regarding this project and will include CIL later. CIL Project Enquiry form to be submitted
EPM 22-32	WALKING AND CYCLING INFRASTRUCTURE – Footpath Construction	James Hayward	£45,000.00	£65,000.00	We have requested further information from the applicant concerning the project and the Parish affected
EPM 22-33	COMMUNITY FACILITY – Village Hall Car Park Wilby	Wilby	TBC	£30,000.00	We have requested further information from the applicant concerning the project. CIL Project Enquiry form to be submitted
EPM 22-34	COMMUNITY FACILITY – High School Sports Hall Claydon	Claydon High school	£1,000,000	£1,000,000	CIL information sent to the applicant and advice that all education bids must be processed through SCC and must be linked to education proven need. Some s106 monies may be available
EPM 22-36	COMMUNITY FACILITY – Thurston Skate Park and other recreation facilities on land outside of Thurston Parish boundary	Ben Wragge, Skate Park Charity	Unknown	Unknown	Discussions ongoing with Parish/Ward and County Councillors Ben Wragge, Skate Park Charity. CIL Project Enquiry form to be submitted
EPM 22-38	COMMUNITY FACILITY – Stuston safe pedestrian access to and from Diss	Philip Gerrie	TBC	TBC	08/08/2022 Applicant advised to contact SCC Highways regarding the proposed project
EPM 22-43	EDUCATION – Mendham Primary School	Julie Rogers – Office Manager	TBC	£68,000.00	18/10/2022 – Information sent to SCC for comment – Education project.

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-44	COMMUNITY FACILITY – Baylham Village Hall Solar Panels	Keven Thomas	£25,000	£25,000	31/10/2022 – Due to the bid round finishing at end of October. CIL Bid application forms sent
EPM 22-45	WALKING AND CYCLING INFRASTRUCTURE – Walsham Le Willows Village Centre to Sports Club connectivity	Katherine Davies MSDC	TBC	TBC	07/11/2022 – Project to be discussed with SCC
EPM 22-47	LIBRARIES – Improvement project at Stowmarket	Neil Mc Manus/ Libraries/ MSDC	TBC	TBC	CIL Bid submitted in May 2023. Project being discussed. CIL Project Enquiry Form has been submitted. Outstanding information awaited.
EPM	LIBRARIES – Improvement project at Thurston	Neil Mc Manus/ Libraries/ MSDC	TBC	TBC	CIL Bid submitted in May 2023. Project being discussed. CIL Project Enquiry Form has been submitted. .
EPM 22-48	WALKING AND CYCLING INFRASTRUCTURE – Forest Road Stowmarket	Katherine Davies MSDC	TBC	TBC	To be discussed in detail. Likely to be completed using s106 monies
EPM 22-49	HEALTH – Botesdale Health Centre Installation of a dispensary shelter	Donna – Health Centre	TBC	TBC	CIL Bid submitted In May 2023 bid round but subsequently withdrawn as project completed without the need for District CIL monies.
EPM-22-51	COMMUNITY FACILITY – (2) EV Charging Points Barking Village Hall	Lucinda Rodgers Barking Parish Council	TBC	TBC	To be discussed in detail.
EPM-22-52	COMMUNITY FACILITY - Solar panels wind turbine storage Batteries at Barking Village hall	Lucinda Rodgers Barking Parish Council	TBC	TBC	To be discussed

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM-22-53	WALKING AND CYCLING INFRASTRUCTURE - Barking footway	Lucinda Rodgers Barking Parish Council	TBC	TBC	Currently being discussed
EPM-22-53	COMMUNITY FACILITY – Solar Panels Rookery Bowls Club Stowmarket	C Brooks Bowls Club	TBC	£24,000	Currently being discussed
EPM-22-60	COMMUNITY FACILITY – Eye Community Centre Improvement Plan Phase 1	Ian Barber	£75,000	£110,000	Currently being discussed
EPM-22-61	COMMUNITY FACILITY – Play Equipment - Barham	Melanie Thurston	TBC	£58,071.13	Currently being discussed
EPM-22-62	COMMUNITY FACILITY – Creeting St Mary – Village Hall Car park improvements	Jennie Blackburn -Parish	£50,000	£50,000	Currently being discussed
EPM-22-63	WALKING AND CYCLING INFRASTRUCTURE – Walsham le willows 100 metres of footpath	Kevin Boardley	TBC	TBC	Currently being discussed
EPM-22-65	COMMUNITY FACILITY –Creeting St Mary Village Hall improvements	David Allan	£7,500	£10,000	Currently being discussed
EPM-22-66	COMMUNITY FACILITY –Bramford and District Social Club	Elaine Norman	£18,500	£18,500	Currently being discussed
EPM-22-67	COMMUNITY FACILITY –Tostock Village Hall Improvements	Graham MacDowell	TBC		Currently being discussed
EPM-22-68	COMMUNITY FACILITY –Redevelopment of Haughley Pavilion	Richard Stacey	TBC	£1,500,000	Currently being discussed

SECTION D- LIST OF ALL DEVELOPMENTS OF OVER 10 DWELLINGS THAT HAVE BEEN THE SUBJECT OF S106 CONTRIBUTIONS FOR INFRASTRUCTURE AND/OR WHERE CIL HAS BEEN OR IS CURRENTLY BEING COLLECTED

HOUSING SCHEMES (10 dwellings and over – where sites have been commenced and CIL has been collected since adoption of CIL – 11th April 2016 up to 27th June 2023)

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
PALGRAVE	Lion Road	4195/15	21	£238,491.60	£238,491.60	Education £85,267 Libraries £4,536 Waste £1,071
STOWMARKET	Phase 6C Cedars Park	1709/16	89	£363,595.24	£363,595.24	Libraries £19,224 Education £468,964
TOSTOCK	Land at Norton Road	4974/16	14	£143,003.45	£143,003.45	Education £3,6543 Pre School £12,182 Libraries £3,024
STOWUPLAND	Land Between Gipping Road and Church Road	DC/17/02755	75	£616,651.06	£616,651.06	Education primary £523,783 Education secondary £688,447 Pre-school £103,547 Libraries £37,800 waste £8,925
STOWUPLAND	Land Between Gipping Road and Church Road	DC/18/00097	100	£933,105.04	£933,105.04	see above (phase 1)
LAXFIELD	Mill Road	DC/17/04375 and DC/21/01047	12	£7,901.67	£7,901.67	Under 3079/15 Education £24,362
LAXFIELD	Bickers Hill Road	DC/17/06283	10	£147,191.31	£147,191.31	None

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
ELMSWELL	Wetherden Road	DC/18/01679	240	£1,381,266.44	£1,381,266.44	Education £718,679 Pre School £146,184 Libraries £51,840
GISLINGHAM	South side of Thornham Road	DC/17/06092	40	£717,730.90	£717,730.90	Bus Stop £4,000
GREAT BLAKENHAM	Land on The West Side of Stowmarket Road,	DC/18/01487	130	£1,056,073.74	£1,056,073.74	Education £851,771 Pre School £54,369 Libraries £28,080 Waste £6,630 Bus Stop Relocation £37,000 Health £42,780
STOWMARKET	Phase 3D Cedars Park,	4556/16	48	£207,427.76	£207,427.76	Education £257,185 Pre School £30,455 Libraries £10,368
WOOLPIT	Land on east side of Green Road	2112/16	49	£539,189.32	£431,351.44	Libraries £10,584
THURSTON	Highfield, Norton Road	DC/18/01376	175	£2,083,898.18	£2,083,989.18	Education (temporary classroom for primary education) £179,181 Libraries £37,800
THURSTON	Land To The West Of Ixworth Road Thurston Suffolk	DC/18/03547	250	£2,249,452.38	£2,249,452.38	Off Site Highway Works - £199,251 Education (Pre-School) - £208,325

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						Education (Primary School Building)- £1,018,598 Education (Primary School Site) - £80,228
THURSTON	Land On The North Side Of Norton Road Thurston	DC/19/01602	87	£859,332.22	£859,332.22	Education - £1,052,810 Highways - £275,921 Public rights of Way - £23,611
THURSTON	Land On The West Side Of Barton Road Thurston Suffolk	DC/17/02232	129	£1,350,557.01	£1,350,557.01	Education - £492,870,000 Education Land - £38,820.00 Highways Capacity - £56,146.00 Highways Contributions - £120,618.00 Highways Pedestrian Crossing - £14,240.00 Highways Safety - £8,232.00 Highways Speed Limit - £8,000.00 Public rights of way - £34,000.00
NEEDHAM MARKET	Land Off Luff Meadow Needham Market Suffolk	DC/19/03729	28	£103,796.72	£103,796.72	Pre-School: £24,999.00 Primary School: £85,267.00 Secondary School: £91,755.00

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						Secondary School 16+:£19,907.00. Future CIL funding bid of at least £111,682 (2018/19 costs). Library Contribution: £6,048.00
HAUGHLEY	Land To The West Of, Fishponds Way, Haughley, Suffolk	DC/19/05627	65	£764,391.85	£764,391.85	School Transport - £165,120.00 Traffic Regulation - £10,000
WALSHAM LE WILLOWS	Land West Of, Wattisfield Road, Walsham Le Willows, Suffolk	DC/19/04273 & DC/20/04630	60	£679,616.65	£543,693.32	School Transport - £51,000.00
LAXFIELD	Land On West Side Of, Bickers Hill Road, Laxfield, Suffolk	DC/19/04998	11	£182,430.49	£182,430.49	School Transport - £9,600.00
WOOLPIT	Land South Of, Old Stowmarket Road, Woolpit, Suffolk	DC/19/05196	115	£1,272,115.78	£1,272,115.78	Education Contribution - £18,194.00
SOMERSHAM	Land South West Of, Main Road, Somersham, Suffolk	DC/18/03114	42	£492,837.65	£492,837.65	Public Rights of Way Contribution - £36,300.00
STOWUPLAND	Land At Church Road And Gipping Road, Stowupland, Stowmarket, IP14 4BG	DC/19/01947	53	£203,210.16	£203,210.16	None

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
BOTESDALE	Land At Back Hills, Botesdale, Suffolk, IP22 1DW	DC/19/05152 & DC/20/05289	40	Phased Development P1 - £119,190.42 P2 - £136,492.01 P3 - £136,002.56 P4 - £112,834.86 P5 - £135,478.42	P1 - £0.00 P2 - £136,492.01 P3 - £27,200.51 P4 - £122,834.86 P5 - £108,382.72	None
ELMSWELL	Land To The East Of Ashfield Road , Elmswell, IP30 9HG	DC/19/02495	106	£1,009,172.54	£1,009,172.54	Public Rights of Way Contribution - £6,287.50 Travel Plan Evaluation and Support Contribution - £1,000.00 per annum Travel Plan Implementation Bond - £106,105.00
RATTLESDEN	Land To The East Of, Rising Sun Hill, Rattlesden, Suffolk	DC/19/03840	22	£341,028.52	£341,028.52	None
ELMSWELL	Crest Nicholson Site, Land Adjacent Wetherden Road , Elmswell	DC/20/03026 & DC/20/03027	240	£1,639,582.99	£258,316.55	Green Travel Plan Monitoring Contribution - £252.32 Green Travel Plan Monitoring Contribution - £252.32 – annually for 5 years Public Rights of Way Contribution - £4686.25 – prior to 1st occupation Traffic Regulation Order Contribution - £15000.00 - prior to 1st occupation

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
THURSTON	Land At Meadow Lane, Thurston, IP31 3QG	4942/16	64	£812,106.53	£812,106.35	Affordable Housing - £1,536,955 Early Years Contribution - £49,998 Education - £246,435 Education Land Contribution - £19,410.00 Highways Capacity Improvement Contribution - £27,855 Highways Pedestrian Crossing Improvement - £7,065 Highway Safety Improvement - £4,084
STOWUPLAND	Land To The West Of, Thorney Green Road, Stowupland, Suffolk, IP14 4BY	DC/19/05316	58	£641,624.17	£641,624.17	None
NEEDHAM MARKET	Former Mid Suffolk District Council Offices & Associated Land, 131 High Street, Needham Market, IP6 8DL	DC/18/05104	94	£148,003.66	£148,003.66	None
ELMSWELL	Land To The East Of Borley Crescent, Elmswell, Suffolk	DC/18/04267	60	£441,821.76	£441,821.76	Transport Contribution - £25,000

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
BARHAM	Land Off, Norwich Road, Barham, Suffolk	DC/20/05172	10	£121,354.55	£121,354.55	None
NEEDHAM MARKET	Land at Hill House Lane, Needham Market, Suffolk	DC/19/02363	38	£173,488.62	£174,348.73	Bus Stop Contribution - £15,000
WORTHAM AND BURGATE	Land to South of Bury Road, Wortham	2480/16	12	£238,101.02	£238,101.02	None
HAUGHLEY	Land East Of King George's Field , Green Road, Haughley, IP14 3RA	DC/19/05958	98	£988,002.76	£988,002.76	Affordable Housing Commuted Sum: £2,534,857 Highways - £15,000 Highways Enhancement works - £49,500 Shared Ownership dealings - £80,000 VAS Contribution - £3,000
BACTON	Land Off Wyverstone Road, Bacton, Stowmarket, Suffolk, IP14 4LQ	DC/19/02542	64	£492,458.72	£492,458.72	Affordable Housing - £51,234
BADWELL ASH	Land At Warren Farm, The Street, Badwell Ash, Suffolk	DC/20/02614	21	£250,016.48	£200,013.20	Public Footpath - £7,000 School Transport Primary- £28,880 School Transport Secondary - £14,400 Shared Ownership - £80,000
STOWUPLAND	Land South East Of Gipping Road, Stowupland,	DC/21/00946	80	£841,425.62	£841,425.62	Education - £6,618.71 x number of dwellings Highways - £50,000

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
	Stowmarket, Suffolk, IP14 4AX					Open Space - £2500 Birds Mitigation - £2,000 Shared Ownership - £80,000 Thradstones Meadow - £75,000
WORLINGWORTH	Land To The South Of, Shop Street, Worlingworth, Suffolk	DC/21/00755	26	£355,923.89	£355,923.89	Shared Ownership - £80,000
STOWUPLAND	Land At Church Road, Stowupland, Stowmarket, Suffolk, IP14 4BQ	DC/20/02205	10	£177,181.38	£177,181.38	Off Site Affordable Housing - £34,000
LAXFIELD	Land To The East Of, Mill Road, Laxfield, Suffolk	DC/19/00156	13	£187,044.69	£37,408.94	None
WOOLPIT	Land Off Green Road, Woolpit , IP30 9RG	DC/19/00647	49	£549,899.85	£118,548.41	Early Years - £680.24 Education - £12,936 Footpath - £915 Primary Education - £180,719
STONHAM ASPAL	Green Farm, Crowfield Road, Stonham Aspal, Suffolk	DC/21/04276	10	£292,938.74	£234,351.00	None

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
BRAMFORD	Land East Of The Street And Loraine Way , Bramford, Ipswich, IP8 4NS	DC/21/01220	190	£1,850,794.89	£1,1480,635.92	Footpaths- £21,750 Habitats Mitigation - £38,000 Off-site Highways- £184,620 Pre-School - £281,293 Travel Plan - £73,625
MENDLESHAM	Land To North West Of, Mason Court (Known As Old Engine Meadow), Mendlesham	DC/19/05949	28	£369,610.42	£295,688.32	Public Transport - £5,000
LAXFIELD	Land On The South Side Of Framlingham Road, Laxfield, Suffolk	DC/21/02617	49	£666,669.32	£533,335.44	Under DC/19/02312 Affordable Housing = 17 dwellings
STRADBROKE	Land To The South Of New Street Stradbroke Suffolk	DC/20/05917	60	£629,802.06	£503,841.64	None
BACTON	Land To The North Of Church Road Bacton, Suffolk	DC/21/01930	81	£996,916.28	£797,533.04	Open Space - £5.73 per sqm.
FRESSINGFIELD	Land South West Of School Lane Fressingfield, Suffolk	DC/20/01820	12	£142,294.89	£113,835.92	None
HENLEY	Land On The South Side Of Ashbocking Road Henley, Suffolk	DC/21/04039	11	P1 - £78,429.86 P2 - £0.00 P3 - £0.00 P4 - £0.00	P1 - £78,429.86 P2 - £0.00 P3 - £0.00 P4 - £0.00	None

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
				P5 -	P5 -	
WOOLPIT	Land Off Bury Road Woolpit, Suffolk	DC/21/01132	300	£4,259,802.23	£2,555,881.35	Early Years - £529,497 Footway/Cycleway - £220,000 Off-site Highway £30,000 Primary School £522,625 Travel Plan £77,300
BOTESDALE	Land To The South Of Diss Road Botesdale, Suffolk	DC/20/03098	69	£690,621.80	£414,373.08	OpenSpace Maintenance £5.73 per sqm
Bramford & Blakenham	Land To The South Of, Fitzgerald Road, Bramford, Suffolk	DC/21/05669	115	£1,433,209.45	£286,641.89	Early Years - £215,721.00 Habitats Contribution - £14,017.35
STOWMARKET	Stowmarket Middle School, Walnut Tree Walk, Stowmarket, IP14 1JP	DC/19/02484	38	£0.00	£0.00	Affordable Housing = 38
STOWMARKET	Stow Care Home, Prentice Road, Stowmarket, Suffolk IP14 1RD	DC/19/01482	93	Phased P1 - £0.00 P2 - P3 -	P1- £0.00 P2 - P3 -	Highways - £10,000.00
NEEDHAM MARKET	Site At Needham Market Middle School, School Street, Needham Market	DC/18/04811	41	£0.00	£0.00	Affordable housing = 41

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
EYE	Land At Eye Airfield, Castleton Way, Eye	3563/15 (RM DC/21/00609)	280	Pre-CIL	Pre-CIL	Affordable Housing Early Years-£161,411.00 Parcel 15 Early Years - £9,137.00 Education- £1,673,525.00 Parcel 15 Education- £94,728.00 Healthcare-£100,380.00 Highway Safety- £70,982.00 Parcel 15 Highway Safety-£4,018.00 Library-£57,240.00 Parcel 15 Library- £3,240.00 Parcel 15 Affordable Housing Commuted Sum - £154,014.00 Primary Education- £668,650.00 Parcel 15 Primary Education-£37,848.00 Public RoW-£43,678.00 Parcel 15 Public RoW - £2,472.00 Public Transport - £35,018.00 Parcel 15 Public Transport -£1,982.00 Secondary Education - £1,004,875.00

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						Parcel 15 Secondary Education - £56,880.00 Sports Facilities- £100,000.00 Travel Plan Evaluation & Support-£1,000.00
FINNINGHAM	Green Farm, Wickham Road, Finningham, Stowmarket IP14 4HT	DC/17/06190	14	£4,314.56	£4,314.56	Affordable Housing=5
THURSTON	Land On The North Side of, Norton Road, Thurston	DC/20/01249	104	Phased P1-£577,416.58 P2-	P1-£0.00 P2-	Under 5070/16 Affordable Housing-35% Affordable Housing- £5,318,515.90 Early Years- £166,660.00 Education Land (new Primary School) - £64,700.00 Highway Capacity Improvement-£87,048.00 Highways-£149,766.00 Highway Improvement- £4,267.00 Highway Pedestrian Crossing Improvement- £22,078.00 Highway Safety Improvement-£12,762.00 Primary Education- £821,450.00 Public RoW 001 - £7,111.00

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						Public RoW 007 - £16,500.00
DEBENHAM	Land East Of, Aspoll Road, Debenham, IP14 6QA	DC/21/02982	54	£627,848.27	£125,569.65	Affordable Housing – 19 dwellings Highways-£15,000.00
BACTON	Land South of Birch Avenue, Bacton, IP14 4NT	DC/21/03292	85	£852,472.74	£342,489.10	Affordable Housing-30 dwellings (22 Rental and 8 Shared Ownership) Bacton Level Crossing Mitigation Scheme Boundary Fencing Scheme Community Hall Site provision Open Space Maintenance – sum to be agreed Secondary School Transport-£903.52 per dwelling (up to £76,800.00) Primary Education-£411,831.00
ELMSWELL	Land To The North And West of, School Road, Elmswell,	DC//22/01615	86	£929,109.59	£371,643.84	Under DC/18/02146 Affordable Housing – 35% of dwellings Pedestrian/Cycle Link Land Bus Stop Improvements Junction and Highways Improvement Works

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						(between school road and Church Road) Early Years - £1,824.28 per dwelling Pre-School Facility and Pre-School Land – Primary Education-£4,618.55 per dwelling Public RoW-£20,000.00 Secondary School Transport - £980.81 per dwelling
BADWELL ASH	Land North Of The Broadway, The Bradway, Badwell Ash IP31 3DR	DC/20/04785	33	£489,875.01	£391,900.00	Under DC/18/02577 Affordable Housing = 12 dwellings (9 Affordable Rented & 3 Shared Ownership)
BACTON	Land To The East Of Turkey hall Lane, Bacton	DC/21/00641	51	£561,885.84	£0.00	Under DC/18/00723 Affordable Housing – 35% of dwellings Open Space Maintenance £5.73 per sqm if transferred to Public Body
NEEDHAM MARKET	Land North West of, Hill House Lane, Needham Market IP6 8EA	DC/21/029274	66	Phased development P1 - £262,241.07 P2 -	P1 -£0.00 P2 -	Under DC/17/05549 Affordable Housing – 22 dwellings (16 Rental and 6 Shared Ownership)

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
THORNDON	Land Adjoining The Principals House, Stoke Road, Thorndon IP23 7JG	DC/21/06871	20	£110,721.42	£22,144.28	Affordable Housing = 7 dwellings (5 Rental and 2 shared ownership) Education Travel: £14,400
CREETING ST MARY	Land Off, Jacks Green Road, Creeting St Mary	DC/22/02924	43	Phased Development P1 – £133,933.26 P2 – P3 -	P1 - £26,786.65 P2 - P3 -	Under DC/18/05621 Affordable Housing – 35% of dwellings (12 Rented and 3 Shared Ownership) Education Travel: £38,400.00
EYE	Former Paddock House Care Home, Wellington Road, Eye, IP23 7BE	DC/20/01537	16	£0.00	£0.00	All affordable dwellings
ONEHOUSE	Land to The South of, Union Road, Onehouse	DC/21/06966	146	Strategic Site £0.00	Strategic Site £0.00	Under DC/20/01110 Affordable Housing – minimum 21% of dwellings Affordable Housing Commuted Sum - £31,248.00 Early Years - £1,826.05 per dwelling Health - £84,140.00 (Stowhealth/Combs Ford Surgeries) Household Waste - £110.00 per dwelling

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						LEAP Maintenance – to be confirmed Library - £16.00 per dwelling Open Space Maintenance – to be confirmed Primary Education - £5,197.23 per dwelling Secondary Education - £4,233.90 per dwelling (expansion and/or improvement Stowmarket/ Stowupland High School). Sixth Form - £977.05 per dwelling (as per Secondary Education) Travel Plan - £462.12 per dwelling
ELMSWELL	Land To The West of the Former Bacon Factory, Elmswell	DC/22/03966	65	£0.00	£0.00	Under DC/20/01677 Now 100% affordable housing Footpath - £850.00 per dwelling Pe-Scholl - £2,111.95 per dwelling Primary School - £5,145.85 per dwelling Secondary School - £1,112.30 per dwelling

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount collected as of 27 June 2023	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						Travel Plan - £580.00 per dwelling
STOWMARKET	Northfield View Phase 2B, Fuller Way, Stowmarket	DC/20/05912	100	Phase 2B Strategic Site	Phase 2B Strategic Site	Under 5007/16 (600 new dwellings) Early Years - £262,000 Library Contribution - £9,600 (Stowmarket Library) MUGA - £15,000 (Adj't to Chilton Fields Sports Club) NHS Capital - £167,442 (Stowhealth) NEAP - £250,000 (Stowmarket) Primary School – up to £2,464,350 for provision of primary school PROW - £243,317 Public Transport - £280,000 Secondary Education - £526,547 (extension Stowmarket High School) Sports Pavilion - £1,275,000

Appendix B – Mid Suffolk – CIL Bids under the Ringfenced Infrastructure Funds and Local Infrastructure Funds.

Technical Assessment of Bid – Project M23-07 Great Ashfield Community Hall Kitchen Refurbishment and improvement (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>Lord Thurlow Hall Management Committee is proposing to redevelop the current Kitchen provision at the Community Hall in Great Ashfield. The Committee will be refurbishing the Kitchen at the Community Centre to increase the potential maximum usage and footfall of the site. These works will also improve the energy efficiency of the kitchen area.</p> <p>This project will Install a new modern catering-standard stainless-steel kitchen and appliances and associated works to allow for installation and finishing. This will include removal of existing kitchen, building work to accommodate and plumbing to allow for installation and improved access. Upgraded electrical services within the hall are required to accommodate the kitchen and appliances. In addition, new double-glazed windows and installation of a new broadband line. These works will futureproof the hall.</p> <p>The proposed works have support from the local and wider community around Great Ashfield. The applicants have completed additional funding applications to enable this proposed project to go ahead.</p>
Delivery /timescales	Summer 2023 (once CIL funding is approved)
Necessary other approvals	The remaining funding has been secured and Planning has been consulted. No planning permission required.
Public or private land	Leasehold - The land and building has been conveyed to the Trustees of the village in 1974. Out of courtesy Lord Thurlow has been consulted on the development plans and has written giving his approval. Copy of the letter is attached to the application.
State aid details if any	There are no state aid concerns relating to this bid for CIL funding
Details of future funding maintenance	Maintenance will be completed by the Committee.

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	None available
Is Bid complete	Yes – Validation has taken place and all criteria has been met for the phase of the project that CIL is assisting with.
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – Community Provision. The Committee is proposing to redevelop the current Kitchen provision. This will increase the potential maximum usage and footfall of the site. These works will also improve the energy efficiency of the building.
It represents key infrastructure (essential)	Yes
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money.
Clear community benefits	Yes – This project will provide newly redeveloped Community Centre kitchen provision.
Community support (including results of Consultation exercise.)	Yes – The local and wider community support the project.

Deliverability (“oven ready” schemes)	The project will begin once funding is approved.
Affordability (from CIL Funds)	Yes
Timeliness	The part of the project that CIL is supporting is ready to begin once funding is approved.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The project is a collaborative between the District Council (CIL) and the Parish Council using their Neighbourhood CIL funds.</p> <p>Total eligible cost of the project is £32,742.20.</p> <p>The rest of the funding will come from the Parish Council Reserves</p> <p>The CIL Bid Fund application is for £24,556.65.</p>
Community Bid – Funding percentage of project	75% of the total eligible project costs will be funded with CIL
Supports housing and employment growth	Yes – The upgraded Community Centre will serve the current and future developments for the local and wider community.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – The Committee will maintain the Community Centre
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk
How does the proposal affect green infrastructure principles?	The proposed project will improve the energy efficiency of the site and will add to the current air source heating/cooling.
How does the project address green/sustainability principles/infrastructure?	Part of the project will deliver solar panels to the building.

How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	Provides safe & secure environment for leisure & community pursuits

CONCLUSIONS

- Lord Thurlow Hall Management Committee, after consultation with local residents, are proposing the redevelopment of the kitchen provision at the Community Hall in Great Ashfield. The CIL funding will be used for the new kitchen part of this project. The other works of the project are looking to provide an alternative hall exit to allow for additional fire escape route and associated alarms, lighting and revised thresholds to allow for wheelchair access alongside works to provide a new broadband connection to the Hall. This will future proof the venue.
- The proposed project will deliver an improved kitchen provision to establish greater versatility and flexibility of the current function and hiring spaces to satisfy increasing demand in the area. This will enable the Community Centre to be a more attractive venue for current and future uses.
- The village hall is the only dedicated community centre within the parish and has become a vital meeting place for residents to engage in a range of social activities. The village has had no public house, post office or shops for many years. The applicant organisation has strived to facilitate a wide range of events to cater for all demographics within the village. There have been many events at the hall including game nights, monthly pub nights, harvest festivals, vegetable and flower shows, quiz nights, film nights, dance classes, church events, historical presentations, and it is regularly used by local well-being classes e.g., yoga. In addition, the hall hosts local WI meetings. Local residents have hosted birthday celebrations, wedding receptions and wakes at the hall.
- It has become clear that the current facilities, particularly the existing kitchen is restricting usage. With a new modern kitchen, the opportunities to expand the opportunities for use will increase and provide a safe, flexible facility for all users.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid is for £24,556.65 and represents 75% of the total eligible project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 or 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet is to approve this CIL Bid for £24,556.65 which is 75% of the total eligible project costs from the Local Infrastructure Fund.

Technical Assessment of Bid – Project M22-11 Norton Community Centre Development & Extension (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>Norton Village Hall Management Committee is proposing to redevelop and extend the Norton Community Centre. The Committee will be expanding the Community Centre to increase the potential maximum usage and footfall of the site. These works will also improve the energy efficiency of the building.</p> <p>This project will create additional function rooms and establish greater versatility and flexibility of the function/hiring spaces both in and outdoor. This will satisfy the increasing demand for the usage of the site. The project will be looking to rectify the current storage issues. The development of the site will deliver bigger and better storage capacity to assist users of the site. In addition, the project will ensure that the field next to the Community Centre can be used to its full potential as the project will also improve and expand the current changing rooms and toilet facilities.</p> <p>The proposed works have support from the local and wider Community around Norton. The applicants have completed extensive funding applications to enable this proposed project to go ahead.</p> <p>The CIL funding will be used on the new build elements of this project.</p>
Delivery /timescales	Summer 2023 (once CIL funding is approved)

Necessary other approvals	The remaining funding is being provided by the Public Works Loan Board (PWLB) Precept-paid loan, Norton Village Hall Norton Parish Council and Suffolk Greenest County.
Public or private land	The land and buildings are owned Freehold by Norton Parish Council, of which the Norton Village Hall Management Committee (NVHMC) is a subsidiary group and registered charity (Charity # 1063062) and which leases the village hall from its own Parish Council.
State aid details if any	There are no state aid concerns relating to this bid for CIL funding
Details of future funding maintenance	Maintenance will be completed by the Norton Village Hall Management Committee

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	None available
Is Bid complete	Yes – Validation has taken place and all criteria has been met for the phase of the project that CIL is assisting with.
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – Community Provision. Norton Village Hall Management Committee is proposing to redevelop and extend the Norton Community Centre. The Committee will be expanding the Community Centre to increase the potential maximum usage and footfall of the site. These works will also improve the energy efficiency of the building.

It represents key infrastructure (essential)	Yes
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money.
Clear community benefits	Yes – This project will provide a newly redeveloped Community Centre.
Community support (including results of Consultation exercise.)	Yes – The local and wider community support the project.
Deliverability (“oven ready” schemes)	The phase of the project that CIL is supporting is ready to begin once funding is approved.
Affordability (from CIL Funds)	Yes
Timeliness	The phase of the project that CIL is supporting is ready to begin once funding is approved.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The project is a collaborative between the District Council (CIL) and the Parish Council using their Neighbourhood CIL funds.</p> <p>Total project cost of the new build elements that CIL will be supporting = £395,765.90.</p> <p>PWLB Precept-paid loan - £295,765.90</p> <p>The CIL Bid Fund application is for £100,000</p>
Community Bid – Funding percentage of project	25% will be funded with CIL
Supports housing and employment growth	Yes – The upgraded Community Centre will serve the current and future developments for the local and wider community.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – Norton Village Hall Management Committee will maintain the Community Centre

Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk
How does the proposal affect green infrastructure principles?	The proposed project will improve the energy efficiency of the site and will add to the current air source heating/cooling.
How does the project address green/sustainability principles/infrastructure?	Part of the project will deliver solar panels to the building.
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	Provides safe & secure environment for leisure & community pursuits

CONCLUSIONS

- Norton Village Hall Management Committee (a Registered Charity) after consultation with local residents are proposing the redevelopment and extension of the Norton Community Centre. The proposed project will deliver for the local and wider community additional function rooms and establish greater versatility and flexibility of the current function and hiring spaces to satisfy increasing demand in the area. To enable the Community Centre to be a more attractive venue for current and future uses, this proposed project will also improve the storage capacity of the site to assist hirers and the venues own fund-raising events.
- As part of this multi-phased project, new and improved changing facilities and toilets will be delivered to enable better usage of the field which is situated next to the Community Centre. This will assist the local communities with accessing physical exercise and set the Community Centre up for a more diverse set of uses. The current Community Centre is used for educational classes, hobby groups, fitness sessions, singing choirs and Am Dram groups, business meeting venues, martial arts, kids' dance classes and playgroups. The Community Centre run different types of entertainments, and their industry-standard kitchen can produce formal dinners for up to 120 covers. They present wine tastings, 'Magic Circle' events, wedding receptions and a host of fund raising events such as quizzes, bingo nights, auctions, car boot sales and kids' parties and competitions. The user age range runs from young children to elderly patrons and includes every age group in between. The applicants have advised that they would like to achieve more of the same with less 'fixture congestion' and are especially keen on opening up our theatrical stage facility, and to encourage kids and youth sports on the field next to the Community Centre in line with the ambitions of 'Fields in Trust' who manage that space.

- In agreement with the applicant the CIL funding will be targeted at the new build elements of this project. The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid is for £100,000 and represents 25% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 or 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to approve this CIL Bid for £100,000 which is 25% of the total project costs from the Local Infrastructure Fund.

Technical Assessment of Bid – M22-21 Finningham Parish Council and Suffolk County Council – Finningham Green Footpath (from the Ringfenced and Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>The Finningham Green Footpath is a joint project between Suffolk County Council Highways and Finningham Parish Council to create a new footpath between the crossroads at Westthorpe Road, Station Road, Wickham Road and Walsham Road (B1113), up to the entrance of the Village Green.</p> <p>Currently, there is no established footpath along this section of the B1113 and a temporary footpath has been created by pedestrians walking along the roadside grass verge between the crossroads and the Green.</p> <p>The verge is used by residents to access the Village Green, the play equipment which is located on the green, and the Church. The route is used by school children in the mornings and afternoons, dog walkers and residents walking from one side of the village to the other.</p> <p>Over time, the grass surface has been eroded away, to create a dirt track that is uneven, extremely narrow in places, contains many trip hazards (both visible and hidden) and it becomes very muddy in wet weather. Given the verge’s close proximity to road, the weight of traffic using the B1113 and</p>

	because there is currently no segregation between the road and the verge, this temporary footpath is dangerous for residents to use.
Delivery /timescales	Suffolk Highways are hoping to start the design phase of the project in September and complete it by November 2023, with the construction phase beginning in the spring of 2024.
Necessary other approvals	N/A
Public or private land	The land is a Public Highway, which Suffolk Highways is responsible for and the project is being delivered by the local Highways Authority (Suffolk Highways).
State aid details if any	N/A
Details of future funding maintenance	The new footway will be maintained by Suffolk County Council Highway Authority

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - It falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion.
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes
Has information been verified	Yes.
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No.
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – the project scores positively against District Council objectives. This project is not specifically listed within BMSDC's Local Cycling and Walking Infrastructure Plan (LCWIP). However, the need to establish cycling and walking paths along sections of the B1113 to make it safer for active travel is listed within the LCWIP. This project has the support of the Council's Sustainable Travel Officer, who believes this project will improve local active travel connectivity, which is one of the key aims of the LCWIP.

	<p>This project would support some of the strategic outcomes listed in BMSDC's Leisure, Sport and Physical Activity Strategy, particularly the Active Places and Spaces strategic theme through:</p> <ul style="list-style-type: none"> Support and promote clear, safe routes that enable confident, active travel through early intervention into the planning stages of new development and through the councils' wider approach to sustainable travel. <p>This project would also support the Health Theme of BMSDC Wellbeing Strategy: "People will have good mental and physical health throughout most of their lives, supported by the right opportunities, facilities and activities".</p>
It represents key infrastructure (essential)	No. This project is not critical or essential infrastructure in respect of the Councils Infrastructure Delivery Plan.
Value for money	Yes – This project will benefit from the knowledge and expertise Suffolk Highways has in delivering similar types of projects across the county.
Clear community benefits	<p>The temporary pathway that has been created on the grass verge is not safe for pedestrian use. The surface is uneven, contains numerous trip hazards, is extremely narrow in places, becomes extremely slippery and muddy in wet weather, is not accessible for people with mobility issues and verge provides no segregation between the traffic using the B1113 and pedestrians.</p> <p>This project will create a permanent, hard surface footpath that will enable local people to travel across the village by foot and provide safe access to the community facilities located on the Village Green. Once completed, the footpath will be fully accessible.</p>
Community support (including results of Consultation exercise.)	<p>This is a joint application between Suffolk Highways and Finningham Parish Council, which is supported by the County/District Councillor, Parish Council Members, local residents and the Councils Sustainable Travel Officer.</p> <p>Both Finningham Parish Council and the County/District Councillor have committed their own sources of funding towards the design costs of the project which are excluding from being eligible for CIL funding.</p> <p>The Finningham Green Footpath project is a regular agenda item for Parish Council meetings. Finningham Parish Council said in October 2022:</p>

	<ul style="list-style-type: none"> • <i>“The Parish Council is extremely concerned for the health and safety of residents and is fearful that it is only a matter of time before an accident occurs. We therefore approved the installation of a new footpath ...”</i> <p>Finningham Parish Council has provided copies of correspondence it has received from residents regarding the need to install a footpath along this section of the B1113 and/or their concerns with people using the roadside verge as a footpath.</p>
Deliverability (“oven ready” schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	Suffolk Highways are hoping to start the design phase of the project in September and complete it by November 2023, with the construction phase beginning in the spring of 2024.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e., Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>Total cost of the project including VAT and design costs = £66,400.00</p> <p>Total eligible cost (excluding VAT – recoverable by SCC) = £52,000.00</p> <p>Parish Council contribution is £2,000.00 and County/District Councillor contribution is £2,000.00 towards design costs.</p> <p>CIL funding required: £52,000.00</p>
Community Bid – Funding percentage of Total Eligible project costs	This falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion. 100% funding is therefore acceptable
Supports housing and employment growth	No.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	The new footway will be maintained by Suffolk County Council Highway Authority
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	<p>This project is not listed in the current version of BMSDC’s Infrastructure Delivery Plan (IDP), but the project does support the themes and outcomes listed in several BMSDC strategy documents.</p> <p>This project will improve local active travel connectivity, which is one of the key aims of the LCWIP. This project would also support some of the strategic outcomes listed in BMSDC’s Leisure, Sport and Physical Activity Strategy and Wellbeing Strategy.</p>

How does the proposal affect green infrastructure principles?	This project will provide a safe walking route, which will connect the Village Green with existing footpaths in the village and connect both ends of the village and hopefully reduce the number of short car journeys This project will improve local active travel connectivity, which is one of the key aims of the LCWIP
How does the project address green/sustainability principles/infrastructure?	As above
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	The temporary pathway that has been created on the grass verge is regarded by local people and the Parish Council as not being safe for pedestrian use. Due to the amount of traffic and the speed of some cars, the Parish Council has concerns that a serious accident could occur on this section of the B1113, unless improvements are made and a permanent footpath is installed. By creating a safe, accessible and direct route between Walsham Road and the Village Green, it will reduce the potential of an accident, improve connectivity across the village and hopefully reduce the need for residents to use their cars for short journeys.

CONCLUSIONS

- There is no established footpath along the section of the B1113 between the crossroads and Finningham Village Green. A temporary footpath has been created by pedestrians walking along the roadside grass verge, which has been deemed as not safe for pedestrian use. The surface is uneven, contains numerous trip hazards, is extremely narrow in places, becomes extremely slippery and muddy in wet weather, is not accessible for people with mobility issues and verge provides no segregation between the traffic using the B1113 and pedestrians. This project will create a permanent, hard surface footpath that will enable local people to travel across the village by foot and provide safe access to the community facilities located on the Village Green.
- This project is a joint application from Suffolk Highways and Finningham Parish Council. The project is supported by the County/District Councillor and members of the local community and the Councils Sustainable Travel Officer. Both the Parish Council and County/District Councillor have committed funding towards design stage of the project and the project will benefit from the knowledge and expertise Suffolk Highways can bring to the project together with its delivery.

- This project will support the Councils joint aims towards achieving outcomes listed within the Councils LCWIP, Wellbeing and Community strategies and the District Council’s environmental goals and targets.
- This proposal represents an “oven ready” scheme with evidence of community support. The project will be funded through collaborative spend, with the CIL portion being 100% of the eligible costs funded from the Ringfenced and Local Infrastructure Funds, together with funding contributions from the Parish Council and County/District Councillor.
- In view of the above the amount of CIL funding is regarded as an acceptable under the terms of the current CIL Expenditure Framework as this CIL Bid of £52,000.00 represents 100% of the total eligible project costs. This project has been delivered under the Walking and Cycling section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation for Cabinet to approve this CIL Bid of £52,000 from the Ringfenced and Local Infrastructure Funds

Technical Assessment of Bid – Project M23-10 Wyverstone Village Hall Kitchen Refurbishment and improvement (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>Wyverstone Village Hall Committee is proposing a project concerning the village hall building to enlarge and upgrade the kitchen area for the installation of a commercial quality kitchen. Wyverstone Village Hall is a registered charity, and the project will improve access with the extension having an external door and with some minor internal alterations to the hall to allow an improvement to the flow of the building. The extension will approximately double the floorspace of the kitchen and planning permission and building control approval has been sought and granted.</p> <p>The project will significantly improve the Village Hall kitchen allowing an increase in the number and size of events that can be held there. The current kitchen facility has not been updated or improved for many years (the kitchen units and appliances are over 20 years old) and this restricts the type and number of functions that can utilise the Village Hall. As the Village Hall is the only</p>

	<p>public facility in the Village, it is imperative that the Kitchen is improved and upgraded in keeping with the rest of the Hall (there is already a large hall, wi-fi, bar and seating area, car park and play area surrounding it) to provide a facility that is fit for purpose.</p> <p>This project is for an extension to the Village Hall, installation of a new modern catering-standard stainless-steel kitchen and associated works to allow for installation and finishing. This will include removal of existing kitchen, building work to accommodate and installation of roller shutters. Upgraded electrical services within the hall are required to accommodate the kitchen and appliances. These works will futureproof the hall.</p> <p>The proposed works have support from the local and wider Community around Wyverstone. The applicants have completed additional funding applications to enable this proposed project to go ahead.</p>
Delivery /timescales	January 2024 (once CIL funding is approved)
Necessary other approvals	The remaining funding has been secured and planning has been consulted and the necessary planning permission obtained (along with Building Control).
Public or private land	Freehold – The Land and Hall are owned by the charity (Wyverstone Village Hall) but have been vested to the Official Custodian for Charities. Copies of the Trust Deed which includes ownership details and the vesting document to the Official Custodian for Charities are attached to the application.
State aid details if any	There are no state aid concerns relating to this bid for CIL funding
Details of future funding maintenance	Maintenance will be completed by the Committee.

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	None available
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – Community Provision. The Committee is proposing to extend and developer the current Kitchen provision. This will increase the potential maximum usage and footfall of the site.
It represents key infrastructure (essential)	Yes
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money.
Clear community benefits	Yes – This project will provide a newly extended and fit for purpose commercial modern kitchen and provide a facility that will have an even wider use.
Community support (including results of Consultation exercise.)	Yes – The local and wider community support the project. In March 2023 an event was held at the monthly Village Café where the proposals (including architectural drawings) were displayed and attendees completely a questionnaire. The results were extremely positive in favour of the project.
Deliverability (“oven ready” schemes)	The project can begin once funding is approved.
Affordability (from CIL Funds)	Yes
Timeliness	The project is ready to begin once funding is approved.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure	The project is a collaborative between the District Council (CIL), the Parish Council using their Neighbourhood CIL funds, The Wyverstone Town Trust and Wyverstone Vill Hall Funds.

providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>Total cost of the project is £87,961.20</p> <p>Parish Council Contribution: £10,000</p> <p>Wyverstone Town Trust Contribution £1,000</p> <p>Wyverstone Village Hall Own Funds £10,990.30</p> <p>The CIL Bid Fund application is for £65,970.90</p>
`	75% will be funded with CIL
Supports housing and employment growth	Yes – The upgraded and extended Village Hall Kitchen will serve the current and future developments for the local and wider community.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – The Committee will continue to maintain the Village Hall to ensure the longevity of the infrastructure.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	N/A
How does the project address green/sustainability principles/infrastructure?	The Project will enable the Village Hall to increase the number of events that can be held in an area with little public transport. An EV charger is already on site.
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	Provides safe & secure environment for leisure & community pursuits

CONCLUSIONS

- Wyverstone Village Hall, after consultation with residents and other local interested parties, are proposing a project to extend and upgrade the kitchen area of the Village Hall. This will allow a new modern commercial kitchen to be installed with the extension nearly doubling the current kitchen area. It will upgrade the kitchen and will provide a facility that matches the rest of the Village Hall. This will allow even more events to be held with greater numbers in attendance and allow the venue to be of more value to the local community.
- The proposed project will deliver an extended and improved kitchen provision to establish greater versatility and flexibility of the current function and hiring spaces to satisfy increasing demand in the area. To enable the Village Hall to be a more attractive venue for current and future uses.
- The village hall is the only dedicated public facility within the parish and has become a vital meeting place for residents to engage in a range of social activities. The village has had no public house or shops for many years and the play area and field are provided by the Hall. The applicant organisation has strived to facilitate a wide range of events to cater for all demographics within the village and hosts several regular catered events (Village Café, Friendship Group/Over 60s, Film Nights, War Space Breakfast to name a few). The Hall is also used on a private hire basis for parties, wedding receipts and wakes and because of the current limitations of the kitchen facility party sizes have had to be limited.
- It has become clear that the current facilities, particularly the existing kitchen is not fit for purpose and is restricting usage. With a new modern kitchen and the extension, the opportunities to expand the opportunities for use will increase and provide a safe, flexible facility for all users. The CIL funding will allow this project to come forward and benefit all.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid is for £65,970.90 and represents 75% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 or 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to approve this CIL Bid for £65,970.90 which is 75% of the total eligible project costs from the Local Infrastructure Fund

Technical Assessment of Bid – M23-08 – Needham Market Town Council – Crowley Park Children’s Playground Project from Ringfenced Infrastructure Fund.

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>The play equipment that was previously located on Crowley had been in place for 20+ years, it had reached the end of its lifespan and was almost unserviceable. In 2022, this play equipment was removed to make way for a new multi-use games area, with the intention of creating a new play facility for young children (8 years and under), to be located in a different area of the park.</p> <p>When completed, the new play area will be fully inclusive and will provide a range of different play and problem-solving activities for younger children. This new facility will address a currently lack in play facilities within the town for younger children and by providing a safe environment and new opportunities for children to play and socialise together, it will help to enhance children’s mental and physical health and wellbeing.</p> <p>Over the last few months, Needham Market Town Council has received a high volume of communication from local residents via its social media platforms and direct contact with the council and Members, regarding the lack of facilities for younger children. In April 2023, Needham Market Town Council received a petition from residents requesting the reinstatement of a younger children’s play area on Crowley Park.</p> <p>The Needham Market Neighbourhood Plan – The Future of our Town 2020 to 2037, identifies Crowley Park is an asset to the community in terms of sport and recreation provision. The creation of the new playground will fit in with other improvement projects, which have taken place over the last two years to community facilities located on Crowley Park, such as the extension to the Cricket Pavilion and installation of the Multi-Use Games Area.</p> <p>The Neighbourhood Plan states that both ensuring safe access to community facilities and providing and improving facilities for younger people in the town are key considerations within the</p>

	Community Infrastructure Policy. The policy also states that facilities should be clustered together to enable opportunities for shared spaces and promote accessibility.
Delivery /timescales	Needham Market Town Council expect the project to take 3 months to complete, starting in autumn 2023
Necessary other approvals	The Councils Planning and Environmental Protection teams have been consulted, no approvals required.
Public or private land	Needham Market Town Council has the Freehold on Crowley Park
State aid details if any	N/A
Details of future funding maintenance	Needham Market Town Council holds funding that is used to maintain all pieces of infrastructure on Crowley Park.

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes
Has information been verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No. However, this project will provide a safe, inclusive environment and address a lack in current play provision for younger children. This project will also help to support the sustainability of local housing growth, by providing additional community facilities.
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or	Yes – the project scores positively against District Council objectives and will contribute towards the delivery of some of the outcomes listed within the Needham Market Neighbourhood Plan – The Future of our Town 2020 to 2037, During the consultation phase of the Needham Market Neighbourhood Plan the following two key issues specifically relating to young people were identified:

external strategies Babergh and Mid Suffolk support and/or input into	<ul style="list-style-type: none"> • There is a significant growth in young people forecast in the plan period (to 2037) and additional development of new housing will bring young families to the town. • Premises which provide facilities for children and young people are at or nearing end of life. <p>Through providing a new playground facility, this project will contribute to the following outcomes contained within the Neighbourhood Plan:</p> <ul style="list-style-type: none"> • Ensure safe access to community facilities. • Provide and improve facilities for younger people in the town. • Incorporate natural spaces and green areas for community recreational use <p>The project also supports some of the key aims listed within Babergh & Mid Suffolk Communities and Wellbeing Strategies, in particular:</p> <p><u>The Communities Strategy</u></p> <ul style="list-style-type: none"> - Ensure that Communities built, natural and social assets work to create a local identity, good quality of life and opportunities for rewarding activity. - We will work with other organisations to create opportunities for people to be healthier and more active. <p><u>Wellbeing Strategy</u></p> <ul style="list-style-type: none"> - Sustainable community sport, leisure and physical activity facilities that enable and support people to be active. - Green and open spaces providing formal and informal opportunities to be 'everyday active'.
It represents key infrastructure (essential)	No
Value for money	Yes
Clear community benefits	<p>Yes – There is currently a lack of play provision within Needham Market for children aged 8 years and younger. When completed, the new play area will provide a safe and inclusive area in which young children of all abilities can play and enjoy themselves as well as providing a welcoming environment for parents/carers.</p> <p>By providing new opportunities for children to play and socialise together, it will help to enhance children's mental and physical health and wellbeing.</p>

Community support (including results of Consultation exercise.)	<p>Before starting the Neighbourhood Plan process, Needham Market Town Council conducted a Health Check in 2004, which produced valuable baseline data and identified a number of key issues that were affecting the town, which included the growth of the younger peoples age group in the town and the need for facilities – education – leisure including sport and informal recreation.</p> <p>Since 2013, Needham Market Town Council has held a number of community engagement and community consultation events, to help shape the Neighbourhood Plan. As a result of these events, the Neighbourhood Plan includes Policy NM6 – <i>“Proposals that promote and enhance community services and infrastructure for all sectors of the community will be supported where such schemes are otherwise acceptable”</i>, which includes but is not limited to the following outcomes:</p> <ul style="list-style-type: none"> • Ensure safe access to community facilities. • Provide and improve facilities for younger people in the town. • Incorporate natural spaces and green areas for community recreational use <p>Update reports on the playground project have been presented at Full Town Council meetings throughout the last 12 months. Members of the Town Council’s Community and Assets Committee have been involved in site visits with play equipment providers and obtaining quotes.</p>
Deliverability (“oven ready” schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	Project aims to start and be delivered once funding has been approved. Needham Market Town Council expect the project to take 3 months to complete, starting in autumn 2023
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>Total eligible costs, excluding VAT: £87,414.00</p> <p>Needham Market Town Council funding: £21,853.50</p> <p>CIL funding required: £65,560.50</p>
Community Bid – Funding percentage of Total Eligible project costs	75% of the total eligible project costs
Supports housing and employment growth	This project will provide a safe, inclusive environment and address a lack in current play provision for younger children. This project will also help to support the sustainability of local housing growth, by providing additional community facilities.

Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Needham Market Town Council holds funding that is used to maintain all pieces of infrastructure on Crowley Park.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project supports objectives listed within the Needham Market Neighbourhood Plan and the Councils Communities and Wellbeing strategies.
How does the proposal affect green infrastructure principles?	The pieces of play equipment will contain recycled materials, with safety surfaces being levelled off with top soil and finished using turf.
How does the project address green/sustainability principles/infrastructure?	By having a local play area in the parish, it means that people will no longer have to drive to the nearby play area so a reduction on car usage.
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	A perimeter fencing will be installed around the playground to section off the play equipment from other park activities and for security purposes.

CONCLUSIONS

- This new facility will address a currently lack in play facilities within the town for younger children and by providing a safe environment and new opportunities for children to play and socialise together, it will help to enhance children’s mental and physical health and wellbeing.
- When completed, the new play area will be fully inclusive and will provide a range of different play and problem-solving activities for younger children. This new facility will ensure that Crowley Park is able to provide a wide range of activities, which people of all ages can participate in and enjoy
- This proposal represents an “oven ready” scheme with evidence of wide community support. The project will be funded through collaborative spend, with the CIL fund portion being 75% of the eligible costs funded from the Ringfenced Infrastructure Fund, together with funding contributions from Needham Market Town Council.
- In view of the above the amount of CIL funding is regarded as an acceptable exception under the terms of the current CIL Expenditure Framework as this CIL Bid of £65,560.50 represents 75% of the total eligible project costs. It lies within the community infrastructure

threshold of not exceeding £100,000 and 75% of the total eligible project costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation for Cabinet to approve this CIL Bid for £65,560.50 from the Ringfenced Infrastructure Fund

Technical Assessment of Bid – M23-18 Suffolk County Council and Mid Suffolk District Council - Creeting St Mary Walking & Cycling Scheme (Sally Woods Lane) (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>The project seeks to undertake improvements to Sally Woods Lane (a section of the National Cycle Route 51) and is a joint project between Suffolk County Council Public Rights of Way & Access (who will take the lead) and the Councils Sustainable Travel Officer. The improvements to Creeting St Mary BR32 (Bridleway 32) will allow greater versatility of users within the community.</p> <p>At present, a 200m stretch of the Bridleway is only suitable for pedestrians, dogwalkers and those on mountain bikes because of the numerous ruts/potholes and is, therefore, not safe for all users.</p> <p>Without the upgrade to the surface along the Sally Woods Lane stretch, the bridleway will never be suitable for cyclists (other than mountain bikers) to travel along it safely. The proposed upgrade (re-surface using the same type of existing materials of graded road plainings on a sub-base of crushed concrete) will ensure greater access for users along this stretch and ensure longevity of the bridleway.</p> <p>The improvements undertaken will ensure that the Bridleway can be used by residents and visitors who wish to cycle along this route safely as it is a section of National Cycle Route 51.</p>
Delivery /timescales	Suffolk County Council are looking at starting and completing the works as soon as possible depending upon the capacity of the Public Rights of Way team and contractor availability. It is anticipated that the project will take approximately 3 days to complete.

Necessary other approvals	None required
Public or private land	Existing Public Right of Way is an asset of Suffolk County Council, and the project is being delivered and lead by them.
State aid details if any	N/A
Details of future funding maintenance	To be funded by Suffolk County Council Public Rights of Way East maintenance budget if required.

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - It falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion.
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes – costings have been provided by Highways
Has information been verified	Yes.
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No.
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – the project scores positively against District Council objectives. This project is listed specifically within the Councils Local Cycling and Walking Infrastructure Plan (LCWIP). The Sally Woods Lane section is part of National Cycle Route 51 and is currently only accessible for cyclists on mountain bikes. This project has the support of the Councils Sustainable Travel Officer, who believes this project will improve local active travel connectivity, which is one of the key aims of the LCWIP.

	<p>This project would support some of the strategic outcomes listed in the Councils Leisure, Sport and Physical Activity Strategy, particularly the Active Places and Spaces strategic theme through:</p> <ul style="list-style-type: none"> • Support and promote clear, safe routes that enable confident, active travel through early intervention into the planning stages of new development and through the councils' wider approach to sustainable travel. <p>This project would also support the Health Theme of the Councils Wellbeing Strategy: "People will have good mental and physical health throughout most of their lives, supported by the right opportunities, facilities and activities".</p>
It represents key infrastructure (essential)	No. This project is not critical or essential infrastructure in respect of the Councils Infrastructure Delivery Plan.
Value for money	Yes – This project will benefit from the knowledge and expertise that the Public Rights of Way team already have in delivering this type of project.
Clear community benefits	<p>The unsuitability of this section of National Cycle Route 51 has been identified during a consultative event as a main reason that individuals do not use it and prefer other, less safer routes. The ruts and potholes mean that only those cyclists with mountain bikes can use it any assurance of safety and pedestrian and dogwalkers often must avoid the potholes and ruts when traversing along the route (as well as mud and puddles if the weather has been wet).</p> <p>If the 200m section identified by Sally Woods Lane is improved and resurfaced it will provide a safer, more usable National Cycling Route. This will have the added benefit of encouraging normal everyday cyclists to use a safer route rather than via a roadway with the associated traffic. Pedestrians and dogwalkers will also benefit by not having to avoid muddy surfaces and potholes.</p> <p>This project will ensure that the key cycling route is fit for purpose and will enable local people and visitors a safe more sustainable way to travel.</p>
Community support (including results of Consultation exercise.)	This is a joint project between Suffolk County Council Public Rights of Way & Asset (leading the project) and the Councils Sustainable Travel Officer. It has the support of local members of the community and comments such as those below were registered when the consultative event took place:

	<p><i>“This section of the national cycle network (Creeting Hills) is impassable unless you have a mountain bike.....”</i></p> <p><i>“The surface is dreadful. The sandy section can be dangerous.”</i></p> <p><i>This section of Cycle route 51 is totally unsuitable for anything other than leisure mountain biking.....It is a barrier to commuting by Bike not a solution!”</i></p> <p>Improvements to this section of the National Cycle Route will ensure that it become more accessible to all and should no longer be seen as a barrier to community by cycle.</p>
Deliverability (“oven ready” schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	The Public Rights of Way team and contractors are hoping to start as soon as capacity and availability allows.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e., Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>Total cost of the project including VAT and design costs = £12,010</p> <p>Total eligible cost (excluding VAT – recoverable by SCC) = £10,170</p> <p>CIL funding required: £10,170</p>
Community Bid – Funding percentage of Total Eligible project costs	This falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion. 100% funding is therefore acceptable.
Supports housing and employment growth	No.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	It will be maintained by the Suffolk County Council’s Public Rights of Way East maintenance budget if required.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project is not listed in the current version of the Councils Infrastructure Delivery Plan (IDP), but the project does support the themes and outcomes listed in several Council strategy documents.

	This project will improve local active travel connectivity, which is one of the key aims of the LCWIP. This project would also support some of the strategic outcomes listed in Council Leisure, Sport and Physical Activity Strategy and Wellbeing Strategy.
How does the proposal affect green infrastructure principles?	This project will provide an improved section of National Cycling Route and enable all cyclist to access it rather than just being limited to mountain bikers. Pedestrians and dogwalkers will also benefit from the improved surface and this will actively encourage more people to use this safe route (either walking or cycling) and hopefully reduce the number of short car journeys within the local vicinity. This project will improve local active travel connectivity, which is one of the key aims of the LCWIP
How does the project address green/sustainability principles/infrastructure?	As above
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	The current stretch of Bridleway at Sally Woods Lane has ruts and potholes making it unsuitable for all types of cyclists and not the most useable route for pedestrians or dogwalkers. As Sally Woods Lane forms part of a key cycling route (National Cycling Route 51) it needs to be upgraded and improved to ensure the maximum usage by the local community and visitors alike. Without providing a safer route, then cyclists (other than mountain bikers) will be forced to use the local road network which is not as safe as a Bridleway. By creating a safer, accessible, and better surface at the Sally Woods Lane stretch, it will potentially reduce the number of normal cyclists who use the local roadways and provide a route that is free of potholes and ruts. This will improve connectivity and hopefully reduce the need for residents and visitors to use their vehicles for short journeys.

CONCLUSIONS

- Sally Woods Lane is a section of National Cycle Route 51 however it is currently not suitable (along a 200m stretch) to be used for all types of cyclists due to the poor bridleway surface. As it is considered a key cycle route, it should be accessible to all and not limited in any way. The potholes and ruts also present problems to pedestrians and dogwalkers and can get very muddy with puddles forming in the potholes etc when it has been raining. This project will improve the surface of that stretch of the bridleway making it accessible to all

types of cyclist and providing a more pleasant pathway for pedestrians and dogwalkers (removing potential trip hazards etc). It will enable, and encourage, greater use and provide a safer way to travel and, hopefully, encourage the local community and visitors to use. There is no established footpath along the section of the B1113 between the crossroads and Finningham Village Green. A temporary footpath has been created by pedestrians walking along the roadside grass verge, which has been deemed as not safe for pedestrian use. A more sustainable method of travel for short journeys rather than their vehicles.

- This project is a collaboration between Suffolk County Council Public Rights of Way & Access (who are acting as the lead) and the Councils Sustainable Travel Officer and will support the Councils joint aims towards achieving outcomes listed within the Councils LCWIP, Wellbeing and Community strategies and the District Council's environmental goals and targets.
- This proposal represents an "oven ready" scheme with evidence of community support. The project will be funded by CIL and 100% of the eligible costs funded from the Local Infrastructure Funds.
- In view of the above the amount of CIL funding is regarded as an acceptable under the terms of the current CIL Expenditure Framework as this CIL Bid of £10,170 represents 100% of the total eligible project costs. This project has been delivered under the Walking and Cycling section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation for Cabinet to approve this CIL Bid of £10,170 from the Local Infrastructure Fund.

Technical Assessment of Bid – M23-17 Mid Suffolk District Council and Suffolk County Council – Eye Cycling and Walking Scheme (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>This project is being proposed by Suffolk County Council, Rights of Way (lead) in partnership with the Councils Sustainable Travel Officer and seeks to provided changes to the public footpath access across Broome Hill near Eye to allow cyclists to use this section safely.</p> <p>There are established footpaths along Broome Hill (Broome Foot Paths 6&9) and Eye Foot Paths (19 & 34) however it is currently not suitable for cyclists. To make it suitable to enable cyclists to use this section it requires improvement to the surface and either a change in designation (legal status change to a bridleway) or via permissive cycling (changes to local signage).</p> <p>Undertaking this change and improvement to the footpaths will allow a safe off-road cycle route between Eye and Broome, encouraging more sustainable, active travel between the two places. A Mid Suffolk District Council led event at Eye Town Hall in September 2022 provided an opportunity whereby residents and visitors identified wanting to be able to travel safely between the two locations.</p>
Delivery /timescales	As soon as possible depending upon Public Rights of Way Team's capacity and contractor availability.
Necessary other approvals	None required
Public or private land	The land is an Existing Public Right of Way and is an asset of Suffolk County Council. The Landowner across which the footpaths run has agreed, in principle, to allow cyclists.
State aid details if any	N/A
Details of future funding maintenance	This will be funded by Suffolk County Council Public Rights of Way maintenance budget as required.

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - It falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion.
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes – figures provided by Highways for the proposed works

Has information been verified	Yes.
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	<p>Yes.</p> <p>This project is specifically listed within the BMSDC's Local Cycling and Walking Infrastructure Plan (LCWIP) and during the LCWIP consultation exercise Eye Outdoors Group supported the change in designation to the existing footpath. They saw it as providing a safe access to Brome and Oakley avoiding the section of the B1077 which carries high volumes of HGV traffic. The project has the support of the Councils Sustainable Travel Officer.</p> <p>This project would support some of the strategic outcomes listed in the Councils Leisure, Sport and Physical Activity Strategy, particularly the Active Places and Spaces strategic theme through:</p> <ul style="list-style-type: none"> • Support and promote clear, safe routes that enable confident, active travel through early intervention into the planning stages of new development and through the councils' wider approach to sustainable travel. <p>The project would also support the Health Theme of BMSDC Wellbeing Strategy: "People will have a good mental and physical health throughout most of their lives, supported by the right opportunities, facilities and activities".</p>
It represents key infrastructure (essential)	No. This project is not critical or essential infrastructure in respect of the Councils Infrastructure Delivery Plan.
Value for money	Yes – This project will benefit from the knowledge and expertise Suffolk County Councils Public Rights of Way team who has delivered similar types of projects across the county.
Clear community benefits	This project will create a safe cycle route between Broome and Eye along a footpath that is already used. By upgrading the footpath and to change its designation to a bridleway will provide a safe

	route between the two locations, providing a greater opportunity for the use of a more sustainable method of transport.
Community support (including results of Consultation exercise.)	<p>Yes – The consultation event conducted in Eye Town Hall in September 2022 highlighted the desire of residents and visitors for the provision of a safe route for cyclist to travel between Broome and Eye.</p> <p>The Eye Outdoors Group supported a change in designation stating <i>“This track is currently being regularly used by cyclists to give safe access to Brome and Oakley avoiding the section of the B1077 which carries high volumes of HGV traffic from the A140 to the Mid Suffolk Business Park”</i></p> <p>The change in designation and upgrading of the footpath will allow this to happen.</p>
Deliverability (“oven ready” schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	Suffolk County Council’s Public Rights of Way team are hoping to start as soon as they have capacity, and the contractor is available.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e., Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>Total cost of the project (including VAT) £3,240</p> <p>Total eligible costs (excluding VAT – recoverable by SCC) = £2,700</p> <p>CIL Funding required: £2,700</p>
Community Bid – Funding percentage of Total Eligible project costs	This falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion. 100% funding is therefore acceptable.
Supports housing and employment growth	No.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – it will be maintained as a Public Right of Way.

Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	<p>This project is listed in the current version of the Councils Infrastructure Delivery Plan (IDP) and does support the themes and outcomes listed in several Council strategic documents.</p> <p>This project will improve local active travel connectivity, which is one of the key aims of the LCWIP. It also supports some of the strategic outcomes listed in the Councils Leisure, Sport and Physical Activity Strategy and Wellbeing Strategy.</p>
How does the proposal affect green infrastructure principles?	<p>This project will provide a safe route for cyclists along a footpath (to be changed to a bridleway) which will allow safer connectivity between Broome and Eye and hopefully reduce the number of cyclists needing to use a busy road.</p> <p>The project meets one of the key aims of the LCWIP.</p>
How does the project address green/sustainability principles/infrastructure?	As above
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	<p>At present, the footpath cannot be used by cyclists, and they must travel along a busy road. This project will provide a safe route for cyclist to travel between Broome and Eye.</p> <p>By changing the designation of the footpath, upgrading the surface and providing a safer route for cyclist, it will reduce the potential for accidents, improve connectivity between the two locations and hopefully encourage more residents to cycle rather than taking their car.</p>

CONCLUSIONS

- There is a Public footpath network running across Broome Hill, however it is currently not useable by cyclists. This project by upgrading the surface and changing the designation to a bridleway will allow cyclists to utilise this route thereby actively encouraging local residents and visitors to cycle for their short frequent journeys rather than travel by car.
- This project is proposed through partnership working between Suffolk County Council, Rights of Way & Access (who will be the lead) and the Sustainable Travel Officer for Mid Suffolk District Council. The project is supported members of the local community who see the benefit of having a safer route to cycle along rather than a busy road.

- This project will support the Councils joint aims towards achieving outcomes listed within the Councils LCWIP, Wellbeing and Community strategies and the District Council’s environmental goals and targets.
- This proposal represents an “oven ready” scheme with evidence of community support. The project will be funded through CIL, which will provide 100%of the eligible costs funded from the Local Infrastructure Fund.
- In view of the above the amount of CIL funding is regarded as an acceptable under the terms of the current CIL Expenditure Framework as this CIL Bid of £2,700 represents 100% of the total eligible project costs. This project has been delivered under the Walking and Cycling section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to note this delegated decision for this CIL Bid of £2,700 from the Local Infrastructure Fund.

Technical Assessment of Bid – M23-16 Suffolk County Council in partnership with Mid Suffolk District Council and supported by Walsham Le Willow Parish Council – Walsham Le Willows Palmer Street Footpath (from the Ringfenced Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>The Walsham Le Willows Palmer Street Footpath is a project with Suffolk County Council Public Rights of Way Team in partnership with the Councils Sustainable Travel Officer and supported by Walsham Le Willows Parish Council. The aim of the project is to provide a safe and segregated walking area for pedestrians along Palmer Street where there are gaps in the pavement/walking provision.</p> <p>Although there are pathways/pavements it is not continuous and there is no established safe walking provision for pedestrian to travel the length of Palmer Street. Currently, pedestrians are forced to walk along the roadside grass verge through the village which is not safe.</p> <p>It is a popular walking route used by residents, which contains a blind bend and no safe provision for pushchairs or wheelchairs to “pull over” if vehicles (including busses) come round the bend.</p>

	<p>The verge is used by residents to walk either through the village or to gain access to the centre of the village throughout the day and is heavily used by pedestrians and dogwalkers.</p> <p>With no dedicated walking area to ensure the safety of pedestrians, and a blind bend (although it is a 30mph zone) it presents a hazard for those who use it and is not safely accessible to all. The edge of the roadway in places is crumbling away and the grass verges do not provide an adequate platform to stand on if they need to leave the roadway because of traffic (and becomes very muddy in wet weather).</p> <p>As there is no continuous segregated walking area along Palmer Street and the blind bend, it is become increasingly unsafe for residents and visitors to use this route when walking.</p>
Delivery /timescales	As this project can be delivered by the Public Rights of Way team rather than Suffolk Highways it is anticipated that it can start as soon as the team has capacity and the contractor is available.
Necessary other approvals	None required
Public or private land	The land is a Public Highway (the carriageway of the road and some width either side) and belongs to Suffolk Highways and the project will be delivered by Suffolk County Council's Public Rights of Way Team.
State aid details if any	N/A
Details of future funding maintenance	Maintenance will be funded by existing Public Rights of Way or Highways maintenance budget as required

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - It falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion.
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes – costings have been provided by Highways
Has information been verified	Yes.
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No.
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	<p>Yes – the project scores positively against District Council objectives.</p> <p>This project is listed within the Councils Local Cycling and Walking Infrastructure Plan (LCWIP). This project has the support of the Councils Sustainable Travel Officer, who believes this project will improve local active travel connectivity, which is one of the key aims of the LCWIP.</p> <p>This project would support some of the strategic outcomes listed in the Councils Leisure, Sport and Physical Activity Strategy, particularly the Active Places and Spaces strategic theme through:</p> <ul style="list-style-type: none"> • Support and promote clear, safe routes that enable confident, active travel through early intervention into the planning stages of new development and through the councils’ wider approach to sustainable travel. <p>This project would also support the Health Theme of the Councils Wellbeing Strategy: “People will have good mental and physical health throughout most of their lives, supported by the right opportunities, facilities and activities”.</p>
It represents key infrastructure (essential)	No. This project is not critical or essential infrastructure in respect of the Councils Infrastructure Delivery Plan.
Value for money	Yes – This project will benefit from the knowledge and expertise Public Rights of Way Team has in delivering similar types of projects across the county.
Clear community benefits	<p>There is no continuous pathway along Palmer Street and when traffic necessitates that pedestrians use the grass verges, it is unsuitable and unsafe for wheelchair users and those with pushchairs. The surface is uneven, contains trip hazards and becomes muddy and slippery in wet weather.</p> <p>This project will create a permanent, hard surface safe and segregated walking space along Palmer Street where there are gaps in the pavement/walking provision. This will enable local</p>

	people and visitors to travel through, and to the centre of, the village on foot and will be fully accessible to all.
Community support (including results of Consultation exercise.)	<p>his is an application from Suffolk County Council Public Rights of Way Team in partnership with the Sustainable Travel Officer for Mid Suffolk District Council and is supported by Walsham Le Willows Parish Council and local residents.</p> <p>The consultation process (as part of the development of the Council's Local Cycling and Walking Infrastructure Plan (LCWIP) highlighted the need for the provision of a safe walking route along this stretch of road with:</p> <p><i>"Very popular walking route with no path but a blind bend. Dog bin in ditch always full so shows how much it is used and path is necessary. No where for pushchairs to pull over when cars & bus comes passed."</i></p> <p>Additional support was also received for this comment.</p>
Deliverability ("oven ready" schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	As soon as the Public Rights of Way team has capacity and contractor availability.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e., Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>Total cost of the project including VAT and design costs = £49,726.80</p> <p>Total eligible cost (excluding VAT – recoverable by SCC) = £41,439</p> <p>CIL funding required: £41,439</p>
Community Bid – Funding percentage of Total Eligible project costs	This falls under the Walking and Cycling section of the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criterion.100% funding is therefore acceptable.
Supports housing and employment growth	No
Have a package of measures been proposed and submitted which allow for	The new/extended segregated walking space along Palmer Street will be maintained by existing Public Rights of Way or Highways maintenance budget as required.

ongoing maintenance of the infrastructure such that its longevity can be assured	
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	<p>This project is listed in the current version of Councils Infrastructure Delivery Plan (IDP), and the project does support the themes and outcomes listed in several Council strategy documents.</p> <p>This project will improve local active travel connectivity, which is one of the key aims of the LCWIP. This project would also support some of the strategic outcomes listed in the Councils Leisure, Sport and Physical Activity Strategy and Wellbeing Strategy.</p>
How does the proposal affect green infrastructure principles?	<p>This project will provide a safe walking route along Palmer Street which will allow pedestrians to travel through, and to the centre of the village and hopefully reduce the number of short car journeys</p> <p>This project will improve local active travel connectivity, which is one of the key aims of the LCWIP</p>
How does the project address green/sustainability principles/infrastructure?	As above
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	<p>Currently there is no continuous footpath or safe pathway along Palmer Street. This is a heavily used route and contains a blind corner which necessitates pedestrians to use the grass verge. Although it is in a 30mph zone, it is not a safe route and by undertaking these works this issue will be overcome.</p> <p>By creating a safe, accessible, and continuous route along Palmer Street through, and to the centre of the village, it will improve connectivity across the village for residents and visitors and hopefully reduce the need for residents to use their cars for short journeys.</p>

CONCLUSIONS

- There is no continuous pathway along Palmer Street for pedestrians to use. The current route necessitates pedestrians using the grass verge when cars and other vehicles use the road or come round the blind bend. This is not safe and accessible for those in wheelchairs or using pushchairs. This project will create a permanent, hard surface continuous pathway that will enable local people and visitors to travel through, and to the centre of, the village by foot and provide safe way to do so.

- This project is a partnership project with Suffolk County Council Public Rights of Way Team working with the Councils Sustainable Travel Officer and supported by Walsham Le Willows Parish Council and the local community. The project will benefit from the knowledge and expertise of Suffolk County Council Public Rights of Way team who can bring the project together with its delivery. The aim of the project is to provide a safe and segregated walking area for pedestrians along Palmer Street where there are gaps in the pavement/walking provision
- This project will support the Councils joint aims towards achieving outcomes listed within the Councils LCWIP, Wellbeing and Community strategies and the District Council's environmental goals and targets.
- This proposal represents an "oven ready" scheme with evidence of community support. The project will be funded through CIL with 100% of the eligible costs funded from the Ringfenced Infrastructure Fund.
- In view of the above the amount of CIL funding is regarded as an acceptable under the terms of the current CIL Expenditure Framework as this CIL Bid of £41,439 represents 100% of the total eligible project costs. This project has been delivered under the Walking and Cycling section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation for Cabinet to approve this CIL Bid of £41,439 from the Ringfenced Infrastructure Fund.

Technical Assessment of Bid – Project M23-02 Improvements to Somersham Play Area (from the Ringfenced Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	Somersham & District Community Association is proposing to provide an improved play area in Somersham with a more diverse equipment range that meet the needs of a wider age group and abilities within the local community and surrounding areas. The proposal is for the addition of new pieces of additional play equipment.

	<p>Somersham & District Community Association monitors community views through a variety of means (public participation in Parish Council meetings and via various social media groups that identify local issues). This monitoring has identified the view held in the village that the play equipment provided is insufficient to meet a wide range of needs for local children and they would benefit from more diverse play equipment.</p> <p>The project will enable a wider range of individuals to access the facilities and with more diverse equipment offered. This project will also remove the current unsafe equipment on the site, which is currently unstable</p>
Delivery /timescales	Summer 2023 (once CIL funding is approved)
Necessary other approvals	The District Councils planning department has confirmed that no planning permission is required. Other funding for the project has been secured.
Public or private land	Freehold land
State aid details if any	There are no state aid concerns relating to this bid for CIL funding
Details of future funding maintenance	<p>Somersham & District Community Association currently completes the maintenance on both play areas and will continue to do so for the proposed equipment.</p> <p>Equipment will be inspected annually in line with current obligations and repairs.</p>

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	None
Is Bid complete	Yes – Validation has taken place and all criteria has been met
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	Yes

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	Yes
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – Community Provision. The aim is to provide more diverse play areas to support a wider age range of children and abilities, they are also utilised by a local childcare provider. This will help development of the children’s imagination as well as social and physical skills. These new facilities will help in supporting the health and wellbeing of children and adults alike.
It represents key infrastructure (essential)	No
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money and the most cost-effective quote has been used.
Clear community benefits	Yes – this project will provide newly upgraded play areas and will improve the age range and abilities that the equipment is able to be used by.
Community support (including results of Consultation exercise.)	Yes – the local residents requested that the play areas are upgraded to provide a greater range of equipment to support a wider age and ability range. This is a Somersham & District Community Association run project.
Deliverability (“oven ready” schemes)	The project is ready to begin once funding is approved.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Parish Council Neighbourhood CIL. The Parish Council has advised that they will pick up any additional costs.
Timeliness	This project is ready to begin once funding is approved.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The project is a collaborative between the District Council (CIL) and the Somersham & District Community Association using the Somersham Parish Council Neighbourhood CIL funds, District Cllr Locality monies and an MSDC Grant. All has been secured.</p> <p>Total cost of the project is £83,701.56.</p> <p>The CIL Bid Fund application is for £62,776.17</p>

Community Bid – Funding percentage of project	75% will be funded with CIL
Supports housing and employment growth	Yes – The upgraded play areas support families moving into the area and a local provider is undertaking the work
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – Somersham & District Community Association will maintain and ensure the equipment is inspected to current guidelines and legislation.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	The new equipment is being sourced using recycled materials.
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities families will not have to travel by car to access play and outdoor facilities. The project will be looking to use sustainable materials which will ensure longevity
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that is a safe, age-appropriate play areas for children to play in the local area.

CONCLUSIONS

- Somersham & District Community Association after consultation with local residents are proposing to upgrade and provide additional equipment to widen the age range and abilities which these play areas cater for. Somersham & District Community Association will achieve this by installing new improved equipment which include new Climbing frame, Roundabout, Funrun Trail and swings. Using new sustainable materials to ensure longevity and equipment will ensure easier maintenance.
- Somersham & District Community Association has identified a need to ensure that the play areas provided for the local families offer the best facilities available and has taken the feedback from local residents on board when deciding to upgrade the play areas. The play areas also provide a place where a local childcare provider takes the children in their care to play encouraging social and physical skills. It is anticipated that with the provision of more age-appropriate equipment for under-fives it will ensure that these areas continue to be utilised not only by the local residents but also by those in the surrounding area.

- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid is for £62,776.17 and represents 75% of the CIL eligible project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 or 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to the Cabinet to approve the CIL Bid for £62,776.17 which is 75% of the total project costs from the Ringfenced Infrastructure Fund.

Technical Assessment of Bid – Project M23-19 Needham Market Scout Hut Project from the Ringfenced Infrastructure Fund

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>1st Needham Market Scout Group and Needham Market Town Council are proposing a joint project to replace and expand the existing Scout Hut provision to ensure that the thriving group which serves the local community can continue to provide an organisation that offers a wide variety of activities and skills to enable young people to develop and thrive.</p> <p>The current building is a wooden prefab structure that has been in place since WW2 and is no longer fit for purpose. It cannot be expanded nor adapted to support the needs of those with physical disabilities who wish to join the Scouts organisation either as a Scout or a volunteer. With the replacement of this building with a new modern, larger, and safer facility that includes adaptations for individuals with disabilities will ensure that the community continues to benefit. It will also be built to modern structural and energy efficient standards.</p> <p>Once built, the new building can also be utilised by other community organisations and groups during the daytime and weekends, as the Scouts predominantly meet on evenings during the week. Its location near to Needham Lake and Camping Grounds, affords great opportunities for a variety of different activities.</p>

	As the population has grown in Needham by 50% over the last 10 years, there is a lack of activities for young people in the area and without the proposed project going ahead, then the Scout group will be unable to expand any further to offer more opportunities for young people. It is testament to the current group's leadership team in revitalising and expanding the Scout group even through the challenging period of lock down due to COVID.
Delivery /timescales	The project will commence once the CIL and S106 funding has been approved. The project is expected to take 6 months to complete, beginning in September 2023 and completed by February 2024.
Necessary other approvals	The remaining funding will be provided by the Town Council, Scouts Group and s106 funding. The District Councils planning department have confirmed that planning permission has been granted (DC/23/00647).
Public or private land	Leasehold land. The Landowner (Trustees of The Needham Market and Barking Welfare Committee Charities have granted a lease that is not due to expire until 24 th January 2122.
State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	The 1 st Needham Scouts Group will fund ongoing repairs, maintenance and operation costs through the income that is generated from an increase in number of members, private hire, from the group's own reserves and through fundraising, donations and applying to other sources for funding.

SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	Yes – s106 Developer Contributions Funding has been applied for and granted.
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	<p>No – However, by expanding the Scout Hub building, it will enable the Scouts to accommodate more young people, which will provide a safe, inclusive environment, where they can meet new people and develop new skills, hobbies and interests.</p> <p>This project will also help to support the sustainability of local housing growth, by providing an additional facility, which community groups and organisations will be able hire.</p>
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	<p>Yes – Community Provision. The aim is to provide a modern, safe building where the Scouts and other community groups and organisations can meet and provide a variety of different activities for young people.</p> <p>This new, improved, and expanded building will support a wider range of individuals within the community, including those with disabilities who, currently, are not able to be accommodate due to the age and design of the current prefab wooden hut.</p>
It represents key infrastructure (essential)	No
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money and that the most cost-effective quote has been used. The amount of CIL funding is £75,000.00 and represents 22.7% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total eligible costs.
Clear community benefits	Yes – This project will provide a new modern building which can not only be utilised by the Scout group (and now include members and volunteers with disabilities) but can also be used by other local and community groups, ensuring that it becomes a true community asset.
Community support (including results of Consultation exercise.)	Yes – With the growth in the local community (50% over the last 10 years), the need to provide activities for young people in the local area has increased. The numbers of young people joining the Scout group has increased over recent times and the current building is no longer fit for purpose. The project is being supported by the Town Council and the landowners who have extended the lease accordingly.

Deliverability (“oven ready” schemes)	The project is ready to begin once the funding is approved.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Town Council Neighbourhood CIL, Scout Group funding and Section 106 funding.
Timeliness	The project is ready to begin once the funding is approved. The project is expected to take 6 months to complete, beginning in September 2023 and completed by February 2024.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The project is a collaborative between the District Council (CIL), Town Council using their Neighbourhood CIL funds and reserves, Scout Group and section 106 funding.</p> <p>The total cost of the project is £329,490</p> <p>Town Council and Scout Group Contribution £19,490</p> <p>Section 106 - £235,000</p> <p>The CIL Bid Fund application is for £75,000</p>
Community Bid – Funding percentage of project	22.7% will be funded with CIL.
Supports housing and employment growth	N/A
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – The Scouts Group will fund ongoing repairs, maintenance and operation costs through the income that is generated from an increase in number of members, private hire, from the group’s own reserves and through fundraising, donations and applying to other sources for funding.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	N/A

How does the project address green/sustainability principles/infrastructure?	The project will deliver an environmentally and energy efficient building.
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	It will provide a modern, well-designed building to provide a base for a wide variety of activities for young people attending Scouts and other organisations which should contribute to reducing anti-social behaviour and promoting more community benefits.

CONCLUSIONS

- The 1st Needham Market Scout Group together with Needham Market Town Council are proposing a joint project to build a new Scout Hut to provide a modern, larger and more versatile building. The current wooden prefab WW2 era structure is limited and prevents certain members of the local community (those with disabilities) being able to properly access it. With the expansion of the Scout group, which has continued to grow both in terms of members and volunteers despite COVID, now means that the current building is unable to support the Scouts adequately.
- A new, purpose-built large Scout Hut will enable the Scouts to continue to offer even more activities and skills that young people can take forward and developed as they go through life. More members and volunteers can join, and it will allow other community groups and organisations to use the building during the day and at weekends when not in use by the Scouts. Its proximity to Needham Lake and Camping Ground affords even more opportunities for groups wanting to hire the building.
- The local community can only benefit from this project and as Needham Market's population continues to expand, it will offer a much-needed resource to support the young people in the local area as there is currently a lack of activities for young people. This in turn will help alleviate any anti-social behaviour that can arise when young people are not actively catered for.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £75,000 represents 22.7% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £75,000 and 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to approve the CIL Bid for £75,000 which is 22.7% of the total eligible project costs from the Ringfenced Infrastructure Fund.

Equality Impact Assessment (EIA) Initial Screening Form



Screening determines whether the policy has any relevance for equality, i.e., is there any impact on one or more of the 9 protected characteristics as defined by the Equality Act 2010. These are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership*
- Pregnancy and maternity
- Race
- Religion or belief (including lack of belief)
- Sex
- Sexual orientation

<p>1. Policy/service/function title</p>	<p>Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) - CIL Expenditure Programme. – September 2023 One separate report and one separate CIL Expenditure Programme for Mid Suffolk together with a technical assessment for each of the CIL Bids.</p>
<p>2. Lead officer (responsible for the policy/service/function)</p>	<p>Christine Thurlow – Professional Lead – Key Sites and Infrastructure.</p>
<p>3. Is this a new or existing policy/service/function?</p>	<p>New Existing: Existing (see 5 below)</p>
<p>4. What exactly is proposed? (Describe the policy/service/ function and the changes that are being planned?)</p>	<p>The Community Infrastructure Levy (CIL) - CIL Expenditure Business Plan – September 2018 was presented to both Councils Cabinets in September 2018 (relating to CIL Bids submitted in Bid Round 1 (in May 2018). The report recommended decisions by both Councils Cabinet and delegated decisions for Cabinet to note and endorse on the Bids in their Districts for delivery of infrastructure. Subsequent changes were made to the CIL Expenditure Framework through the second review (April 2020),third review (March 2021)and fourth review (July/October 2022).</p> <p>The Community Infrastructure Levy (CIL) - CIL Expenditure Business Plan – March 2019 was presented to both Councils Cabinets in March 2018 (relating to CIL Bids submitted in Bid Round 2 (in October 2018). The report recommended decisions by both Councils Cabinet and delegated decisions for Cabinet to note on the Bids in their</p>

	<p>Districts for delivery of infrastructure.</p> <p>The Cabinet decisions relating to infrastructure projects made in respect of Bids rounds 3 (May 2019) 4 (October 2019) 5 (June 2020) and 6 (October 2020), 7 (May 2021) 8 (October 2021) and 9 (May 2022) were made in August/September 2019 and March, June September and December 2020 and March, October 2021 and December 2021 and March, September and November 2022, respectively.</p> <p>This report focuses on Bids made in CIL Bid Round 9 and 10 (in May and October 2022) at the time of writing the reports However it also includes a delivery update for CIL Bids submitted in Bid Rounds 1, 2, 3, 4, 5, 6, 7, 8 ,9 and 10 including decisions at Cabinet in September and November 2022 together with a list of emerging infrastructure projects being developed for future Bid submission (in accordance with the revisions to the CIL Expenditure Framework)</p>
<p>5. Why? (Give reasons why these changes are being introduced)</p>	<p>All the Bids submitted for CIL funding are different and relate to different Parishes, different types of infrastructure and as both Councils are sovereign Councils, monies are collected recorded and spent separately.</p> <p>There are two Bid Rounds each year and each Bid is validated screened for other forms of funding and then prioritised according to the agreed criteria, for each Bid. Dependant on whether the spend is above or below £10,000 the decision will either be made by Cabinet (£10,000 and above) or under delegated decision (under £10,000) where the decisions will be presented to Cabinet to be noted.</p> <p>At least two CIL Expenditure Programmes are produced for both Council's Cabinets to consider each year so that delivery of infrastructure can be responsive to demand, and focus can be maintained on outcomes related to delivery of infrastructure supporting growth.</p> <p>In this way the development that is carried out is sustainable as any harm from the development is mitigated by the infrastructure provision.</p>
<p>6. How will it be implemented? (Describe the decision-making process, timescales, process for implementation)</p>	<p>The processes and procedure including governance arrangements for CIL expenditure are set out in the CIL Expenditure Framework and the CIL Expenditure Communications Strategy with timescales set out in the associated Key CIL Calendar document. The processes are described</p>

	in 5 above.
7. Is there potential for differential impact (negative or positive) on any of the protected characteristics?	<p>Yes</p> <p>No Infrastructure provision is necessary to mitigate the harm from the impact of growth so that the development that is carried out is sustainable.</p> <p>Communities in general benefit from infrastructure provision and delivery and its provision generally causes positive impacts for that community that all can benefit from. It does not impact on a specific equality strand unless it has been particularly designed to do so</p> <p>Identify how the impact would affect the specific equality strand.</p>
8. Is there the possibility of discriminating unlawfully, directly or indirectly, against people from any protected characteristic?	<p>Yes</p> <p>No No</p>
9. Could there be an effect on relations between certain groups?	<p>Yes</p> <p>No No</p>
10. Does the policy explicitly involve, or focus on a particular equalities group, i.e. because they have particular needs?	<p>Yes</p> <p>No No</p>
<p>If the answers are 'no' to questions 7-10 then there is no need to proceed to a full impact assessment and this form should then be signed off as appropriate.</p> <p>If 'yes' then a full impact assessment must be completed.</p>	
<p>Authors signature Christine Thurlow</p> <p>Date of completion 2023</p>	

Any queries concerning the completion of this form should be addressed to the Equality and Diversity Lead.

* Public sector duty does not apply to marriage and civil partnership.

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Agenda Item 10

MID SUFFOLK DISTRICT COUNCIL

TO: Cabinet	REPORT NUMBER: MCa/23/13
FROM: Councillor Andrew Mellen, MSDC Leader	DATE OF MEETING: 5 September 2023
OFFICER: Arthur Charvonja, Chief Executive	KEY DECISION REF NO. CAB441

UK100 NETWORK AND OUR COMMITMENT TO SIGN-UP FOR A MEMBERSHIP

1. PURPOSE OF REPORT

- 1.1 In 2019, Mid Suffolk District Council declared a 'climate emergency' alongside other partners of the Suffolk Climate Change Partnership¹. As part of this, the Council committed to work together with other partners to make Suffolk carbon neutral by 2030.
- 1.2 In the same year, the UK parliament passed legislation to bring all greenhouse gas emissions to Net Zero by 2050. This was to keep in line with international commitment in the Paris Agreement to limit global warming to 1.5 degrees. The UK100 is a network of local leaders who have pledged to lead a rapid transition to Net Zero with Clean Air in their communities ahead of the government's legal target (by 2045 at the latest).
- 1.3 UK100's aim is to support a local-led rapid transition to Net Zero and Clean Air through collaboration. To accelerate action, they believe in bringing together the most influential leaders across the country to learn together and agree on priorities for legislative and regulatory change while empowering them to engage with national decision-makers. They provide their network with the knowledge, tools and connections to make this happen.
- 1.4 The purpose of this report is to provide information on the UK100 membership to be noted by elected members and to consider joining UK100. Appendix A provides detailed information on the membership pack.

2. OPTIONS CONSIDERED

- 2.1 Other options were not considered since the UK100 membership is the only network for UK local leaders focused solely on climate, clean energy and clean air policy.

3. RECOMMENDATIONS
3.1 To note the content of Appendix A & B and agree to join the UK100 network.
REASON FOR DECISION
We are committed to become a member of the UK100 network. This membership has the potential to help local authorities to fulfil and accelerate the Council's commitments to tackling the climate emergency and deliver local Net Zero.

4. KEY INFORMATION

¹ [Suffolk Climate Change Partnership – Green Suffolk](#)

4.1 **Benefits of membership** – Membership of UK100 supports local authorities by:

- (i) facilitating dialogue with national politicians and senior officials across Whitehall, amplifying the voices of local leaders via collective advocacy to national government
- (ii) enabling knowledge sharing between members including meetings, webinars, roundtables and workshops, and promoting best practice via social media and newsletters
- (iii) providing tailored insights, evidence and recommendations on the challenges and solutions to local Net Zero, inviting members to inform and participate in research
- (iv) connecting local leaders with world-leading business and industry to help local authorities plan and implement the solutions needed to reduce emissions in their local area
- (v) demonstrating the collective ambition, commitment and ability of democratically elected local leaders to deliver Net Zero.

4.2 **Joining the Countryside Climate Network (CCN)**

4.2.1 Members representing rural communities are also invited to join the UK100 CCN. The CCN is a sub-group of UK100 network members whose authority covers predominantly rural areas. The Leader can actively participate in or elect an appropriate cabinet member representative to participate in, quarterly CCN meetings.

4.3 **Pathway to signing the pledge and becoming a member**

4.3.1 To become a member of UK100, the Council is required to sign and adopt the UK100 Net Zero Pledge (attached at Appendix B). This includes the following commitments:

- (i) Have set ambitious Net Zero targets for greenhouse emissions of 2030 for council operations and 2045 for areawide emissions at the latest.
- (ii) Report their carbon emissions annually, for scope 1 and scope 2, for council emissions and scope 3 for areawide emissions.
- (iii) Commit to limiting the use of offsets, and if used, to be as local as possible.

4.3.2 The pledge is not legally binding, in the sense that UK100 will not take legal action if the Council does not reach the targets. However, if the Net Zero targets are adopted by the Council, and set as an official policy, then there is some accountability in the same way.

4.3.3 By signing the pledge, Mid Suffolk District Council is committed to meet the Net Zero targets for greenhouse emissions of 2030 for council operations and 2045 for areawide emissions.

4.4 **Current members of the UK100 network**

4.4.1 Mayors and local leaders representing more than one third of the UK population have signed the Net Zero Pledge. This includes local authorities from all regions in England, alongside Scottish and Welsh local authorities, across all tiers from district councils to combined authorities. Suffolk County Council are members of this network. See full members' list [here](#).

4.5 **Costs and Membership Renewal**

4.5.1 There is no membership fee for local authorities to join UK100. Members in the network do not need to be renewed on an annual basis, only membership can be terminated if the Council no longer meets the criteria.

4.5.2 If the political administration changes, the network will engage with the new administration and officers to confirm the new political leadership is compatible with the Council's continued membership of UK100.

5. **LINKS TO CORPORATE PLAN**

5.1 The UK100's mission is to 'devise and implement plans for the transition to clean energy that are ambitious, cost effective and take the public and business with them'. Our Joint Outcomes Framework, which is underpinned by the Council's six strategic priorities, demonstrate various links between the UK100 mission and the Council's vision 'to build great communities with bright and healthy futures that everyone is proud to call home'. We are also reviewing our strategic priorities for the Council through the Corporate Plan refresh.

6. FINANCIAL IMPLICATIONS

6.1 There are no direct financial implications arising from this report.

7. LEGAL IMPLICATIONS

7.1 There are no direct legal implications arising from this report.

8. RISK MANAGEMENT

8.1 This paper only concerns key risks and there are no key risks associated with signing up for a membership with UK100. There are no membership costs, and the pledge is not legally binding in the sense that UK100 will not take legal action if the Council does not reach the targets. However, once the Net Zero targets are adopted by the Council, some level of accountability will be required with risk of membership termination if the Council does not meet the targets.

9. CONSULTATIONS

9.1 This decision will be noted and discussed with elected members via Joint Cabinet Briefing and MSDC Cabinet meeting.

10. EQUALITY ANALYSIS

10.1 Equality Impact Assessment (EIA) not required. The membership does not discriminate and/or exclude any of the protected characteristics under the Equality Act 2010.

11. ENVIRONMENTAL IMPLICATIONS

11.1 The commitment to sign-up for this membership can bring positive environmental impacts for the district by helping the Council to accelerate the delivery of local Net Zero and tackle the climate emergency.

12. APPENDICES

Title	Location
(a) UK100 Membership Pack	Attached
(b) UK100 Net Zero Pledge	Attached

13. BACKGROUND DOCUMENTS

13.1 [UK100's new, more ambitious Net Zero pledge | UK100](#)

14. REPORT AUTHORS

14.1 Francine Tarn – Policy and Strategy Lead

UK100

Membership Pack

The only network for highly ambitious UK locally elected leaders committed to cleaner, more powerful communities.



UK:
100

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About:

Background

In 2019, the UK parliament passed legislation to bring all greenhouse gas emissions to Net Zero by 2050. This was to keep in line with international commitment in the Paris Agreement to limit global warming to 1.5 degrees. **But science tells us we need to start now and make rapid reductions much sooner.**

As a nation, we have demonstrated throughout our history that we are able and willing to lead on finding solutions to the challenges the world faces. The success and prosperity of our nation has largely rested on our ability to harness the power of dirty fossil fuels.

It is now our shared responsibility to turn this ingenuity to solving the climate emergency in a way that has a positive impact on our communities. We need to ensure our future is better than our past.

Our mission

UK100 is a network of highly ambitious local government leaders, which seeks to devise and implement plans for the transition to clean energy that are ambitious, cost effective and take the public and business with them.

It supports decision-makers in UK towns, cities and counties in their transition to Net Zero. It is the only

network for UK local leaders focused solely on climate, clean energy and clean air policy.

The most ambitious - our Net Zero Pledge members - are doing everything within their power to get their communities to Net Zero as soon as possible, and by 2045 at the latest.

This is not just good for the planet but for the people they serve, who deserve warm homes, affordable energy, clean air, local and seasonal food, access to thriving nature and healthy landscapes, and to live in a place of which they can be proud.

To accelerate the transition to this Net Zero society, UK100 brings together local authorities across the country to share knowledge, collaborate, and petition the UK government with their collective power.

They are working together to create flourishing communities - seizing the opportunities of technology to create jobs and establishing a nationwide project of renewal, focussed on local needs and ambitions.

UK100 is a private company, limited by guarantee, without share capital.



Joining our network:

How to become a member

To become a member of UK100, the council must sign and adopt the [Net Zero Pledge](#). This includes the following commitments:

1. Have set ambitious Net Zero targets for greenhouse emissions of 2030* for council operations and 2045* for areawide emissions at the latest:

Combined authorities

- Net Zero council operations: 2045
- Net Zero areawide emissions: 2045

County councils

- Net Zero council operations: 2030
- Net Zero areawide emissions: 2050

Unitary councils, metropolitan, London boroughs and districts

- Net Zero council operations: 2030
- Net Zero areawide emissions: 2045

2. Report their carbon emissions annually, for scope 1 and scope 2, for council emissions and areawide emissions.

* There is an exception on Net Zero target dates for counties and combined authorities due to their size, strategic scale, wide-ranging responsibilities and sometimes rural geography that means they have different powers and responsibilities.

3. Commit to limiting the use of offsets, and if used, to be as local as possible.

Net Zero Pledge

As local leaders across the UK, we recognise our responsibility to tackle the climate emergency and take bold action towards Net Zero.

We will continue to lead the UK's response to climate change, acting sooner than the government's goal by making substantial progress within the next decade to deliver Net Zero. We will use our experience and achievements to advocate to the UK government in order to accelerate the delivery of ambitious local climate action. With greater powers and funding, we would go further.

We commit to do everything within our power and influence to rapidly reduce our greenhouse gas emissions and work with our residents and businesses to bring our wider communities' emissions in line with Net Zero as soon as possible.

We pledge to understand our impact on climate change, prioritise where action needs to be taken and monitor progress towards our goals. We will reduce our emissions at source and limit the use of carbon offsets as part of the global effort to avoid the worst impacts of climate change.

We are closer to the people who live and work in our communities, so we have a better understanding of their needs. This means we can collaborate with them to build consensus for the solutions we need to transition to a Net Zero society that delivers multiple benefits and is fair, just and works for everyone.

Benefits of membership:

Why join?

Membership of UK100 supports you in fulfilling your commitments to tackling the climate emergency and delivering local Net Zero by:

- [facilitating dialogue](#) with national politicians and senior officials across Whitehall, amplifying the voices of local leaders via [collective advocacy](#) to national government
- enabling [knowledge sharing](#) between members including meetings, webinars, roundtables and workshops, and promoting best practice via social media ([Twitter](#) and [LinkedIn](#)) and [newsletters](#)
- providing tailored [insights, evidence and recommendations](#) on the challenges and solutions to local Net Zero, inviting members to inform and participate in research
- connecting you with [world-leading business and industry](#) to help you plan and implement out the solutions needed to reduce emissions in your local area
- demonstrating the collective ambition, commitment and ability of democratically elected local leaders to deliver Net Zero.

You will also have access to our members-only programmes and services, including briefings on our research and publications.

Joining the Countryside Climate Network

Members representing rural communities are also invited to join the UK100 Countryside Climate Network (CCN).

The CCN is a sub-group of UK100 network members whose authority covers predominantly rural areas.

If you sign the Net Zero Pledge and fit into this description, then you are automatically eligible to become a member of the CCN, giving you access to CCN meetings and specific events as well as those of the broader UK100 network.

Leaders can actively participate in, or elect an appropriate cabinet member representative to participate in, quarterly CCN meetings.



FAQ:

Net Zero Pledge

What is the Net Zero Pledge?

From November 2020, councils must sign the Net Zero Pledge in order to become a member of UK100. This pledge requires the council to commit to a number of actions. The pledge is designed to demonstrate the ambition and ability of democratically elected local leaders to deliver Net Zero. It is also intended to create the conditions for stronger climate action at national level to help local authorities reach Net Zero faster.

Who has already signed?

Mayors and local leaders representing more than one third of the UK population have signed the Net Zero Pledge - you can find the full list [here](#). This includes local authorities from all regions in England, alongside Scottish and Welsh local authorities, across all tiers from district councils to combined authorities.

How does the UK100 Net Zero Pledge relate to the previous UK100 membership pledge?

When UK100 launched in 2015, our original pledge was a commitment of 100% clean energy by 2050. Much progress has been made over the last few years since the Paris Agreement, with climate emergency declarations and the UK government's Net Zero by 2050 target showing increased awareness of the

climate crisis and a desire to avert the worst impacts of climate change. Many of our existing members are doing far more than they originally signed up to and therefore the new pledge reflects this, showing a significant increase in ambition from the previous pledge and is a wider commitment on climate action.

The Net Zero Pledge works in the same way as our previous pledge, a political pledge that amplifies the ambition of local leaders, and that is used in advocacy for greater powers, funding and collaboration from national government to enable local climate action.

How were the Net Zero target dates in the pledge chosen?

UK100 ran a consultative process over a period of a few months with our board, advisory council and many of our existing members. As many of our members were doing far more than they originally signed up to, we came to the conclusion that the pledge should be both reflective of the progress made and stretching ambition. Therefore, the new pledge shows a wider commitment on climate action and significant increase in ambition, with dates chosen by our members.

Why is there an exception on dates for county councils and combined authorities?

Following extensive conversations with our members during the process of creating the Net Zero Pledge, we decided to provide an exception on net zero target dates for counties and combined authorities due to their strategic scale, wide-ranging responsibilities and sometimes rural geography that means they have different powers and responsibilities. They also often cover a larger and more varied geographical area.

Are there targets for biodiversity and adaptation?

The focus of the Net Zero Pledge is mitigation, which is UK100's focus of work. Although the ecological emergency is an important related issue, biodiversity and adaptation are not specific targets of this pledge.

How can councils set an areawide target if they do not have power/control over those emissions?

In the pledge, we use the phrase 'we will do everything within our power and influence to rapidly reduce our greenhouse gas emissions.' This recognises that local authorities do not necessarily have all the powers yet to reach their ambitious net zero targets. The Net Zero Pledge feeds into our ongoing dialogue with national government, and will increase the pressure on government for policy changes that will enable you to do what you need to meet your Net Zero target in a way that brings everyone in your community along with you.

Should we set interim targets?

UK100 strongly encourages its members to set interim targets in order to accelerate the transition to Net Zero, focussing on early actions and prioritising sectors that will contribute to rapid reductions in GHG emissions.

Is the pledge legally binding?

The pledge is not legally binding, in the sense that UK100 will not take legal action if you do not reach the targets. However, if the Net Zero targets are adopted by the council, and set as an official policy, then there is some accountability in the same way

you would be accountable for other types of policies that you publicly commit to.

Joining UK100

How does a local authority join UK100?

The pathway for signing the pledge and becoming a member is as follows:

Officers and cabinet members of the interested authority contact the membership team via membership@uk100.org to schedule an introductory conversation to answer any questions you may have. Then, an official invitation to join the network is sent to the leader from UK100's Network Membership Director, to which the leader should respond confirming membership via email. We would also recommend the leader prints and physically signs the pledge, with a picture and quote taken for related comms when the council's membership is announced.

What if our council's internal decision making process is different from that suggested above?

We understand how decisions are made and announced will vary from local authority to local authority, so we are happy to work with members to fulfill their governance requirements. Often, councils have the ability to proceed at an officer level using a delegated decision notice if the pledge is something already consistent with existing council policy. However, if the pledge and targets go beyond current policy, it is necessary to get formal cabinet approval.

How to book a meeting with or contact the UK100 membership team?

Email membership@uk100.org and someone will respond shortly.

Are there communications relating to signing the pledge?

We schedule multiple announcements throughout the year to celebrate new leaders and councils who have joined UK100 and signed the Net Zero Pledge, whether this be through our newsletter, blog, social media or a press release.

You will be given a comms toolkit/media pack to support you with this.

Does a district or borough council automatically become a member of UK100 if the upper tier authority in the area has already signed the Net Zero Pledge?

Due to different powers and responsibilities, we ask councils in two-tier areas to sign the Net Zero Pledge separately. This is so that both councils may take full advantage of the benefits of UK100 membership, and distinguishes between the different Net Zero targets that the different councils may have.

What is the cost for joining UK100?

There is no membership fee for local authorities to join UK100.

What membership entails

How regular are UK100 membership meetings?

The UK100 network meets twice a year to discuss its activities and advocacy. We also have issue-specific events, including meetings, webinars, roundtable discussions, summits and conferences, that we encourage members to attend, which are aimed at different levels (leaders, cabinet members, officers). These events are an opportunity for members to inform our research and advocacy work. The Countryside Climate Network meets quarterly. We also expect our members to provide regular updates - via email - on their climate action plans and projects.

Can you connect us to businesses?

Yes, the UK100 [Business Supporter Network](#) connects you with world-leading business and industry to help you figure out the solutions needed to reduce emissions in your local area, bringing the private and public sector together around their shared ambitions.

Can you connect us to other members?

Members are able to connect with each other at events, including webinars, roundtable discussions and summits. We can also make connections to other members outside of these events with their consent.

Does the membership need to be renewed?

Our Net Zero members in the network do not need to be renewed on an annual basis, only membership can be terminated if a council no longer meets the criteria.

What if my local authority's political administration changes?

We will engage with the new administration and officers to confirm the new political leadership is compatible with the council's continued membership of UK100.

How do I stay in contact with the UK100 membership team?

The membership team can be reached by emailing membership@uk100.org



Get in touch

To find out more about the work we do
please contact membership@uk100.org.





Membership Pledge

As local leaders across the UK, we recognise our responsibility to tackle the climate emergency and take bold action towards Net Zero.

We will continue to lead the UK’s response to climate change, acting sooner than the government’s goal by making substantial progress within the next decade to deliver Net Zero. We will use our experience and achievements to advocate to the UK government in order to accelerate the delivery of ambitious local climate action. **With greater powers and funding, we would go further.**

We commit to do everything within our power and influence to rapidly reduce our greenhouse gas emissions and work with our residents and businesses to bring our wider communities’ emissions in line with Net Zero as soon as possible.

We pledge to understand our impact on climate change, prioritise where action needs to be taken and monitor progress towards our goals. We will reduce our emissions at source and limit the use of carbon offsets as part of the global effort to avoid the worst impacts of climate change.

We are closer to the people who live and work in our communities, so we have a better understanding of their needs. This means we can collaborate with them to build consensus for the solutions we need to transition to a Net Zero society that delivers multiple benefits and is fair, just and works for everyone.

.....

Leader of

Date:

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Agenda Item 11

MID SUFFOLK DISTRICT COUNCIL

TO: Cabinet Briefing	REPORT NUMBER:
FROM: Councillor Richard Winch, Cabinet Member for Housing and Property	DATE OF MEETING: 5 September 2023
OFFICER: Deborah Fenton – Director of Housing	KEY DECISION REF NO. N/A

UPDATE ON THE REGULATOR OF SOCIAL HOUSING REFERRAL AND OUR CURRENT COMPLIANCE POSITION

1. PURPOSE OF REPORT

- 1.1 To share with members the update on our recent meeting with Regulator for Social Housing. In addition, to give members an update and context on our compliance report.

2. OPTIONS CONSIDERED

- 2.1 None

3. RECOMMENDATIONS

- 3.1 That members note the report.

REASON FOR DECISION

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

4. KEY INFORMATION

- 4.1 Central Government and the English Regulator for Social Housing are in the process of introducing new regulatory requirements on all social landlords, including local authority landlords of more than 1000 properties.
- 4.2 Following the diagnostic exercise on Compliance, which was started in 2020, a referral was made to the Regulator of Social Housing in November 2022 regarding concerns about compliance. As you are aware, this resulted in a regulatory judgement. The CEO, Deputy CEO and Director of Housing meet monthly with the regulator.
- 4.3 Following the commencement of our diagnostic around the compliance and the subsequent referral to the Regulator, significant progress has been made, including the following:
- Recruited a specialist to support us in carrying out procurement

- Ensuring we have more robust data across all compliance areas, helping us to manage our properties better.
- Reduction in outstanding compliance actions
- Appointed a contractor to support us in addressing damp issues
- Recruited to phase one of our compliance structure
- Recruited an additional resource to support us in addressing complaints
- Presented the Asset diagnostic to the Transformation Board (final version to be presented in 2 weeks)
- Presented the DLO excellence plan to the Transformation Board (final version to be presented in 2 weeks)

5. REGULATOR FOR SOCIAL HOUSING

5.1 The Regulator for Social Housing is pleased with our progress and continuing plans to deliver full compliance. Meetings are held each month, and discussions include:

- Compliance
- Damp and Mould
- Transformation

5.2 Meetings will continue until the Regulator is confident of our return to compliance

5.3 Our compliance will be reviewed by an external auditor to give us and the Regulator assurance. We are in the process of putting this in place.

6. COMPLIANCE UPDATE

6.1 The table below shows the updated compliance position as of 3rd August.

6.2 It should be noted that the increase in water testing is due to our stringent view on having available data.

6.3 The increase in damp and mould is due to carrying out surveys and asking specific questions regarding damp and mould.

7. CONTRACTOR UPDATE

7.1 Members were made aware that our contract with Aaron Services (whole house contract) would be terminated early, with the contract ending on 8th August.

7.2 We have two contractors ready to take on the servicing contract from Aarons and are working with those contractors to ensure that mobilisation is planned appropriately.

8. LINKS TO CORPORATE PLAN

8.1 This report links with our ambition to ensure that *All our residents live in affordable and high-quality homes that enable them to build settled, safe and healthy lives.*

9. FINANCIAL IMPLICATIONS

9.1 Failure to improve and meet compliance could result in unlimited fines.

10. LEGAL IMPLICATIONS

- 10.1 Performance measurement is required to ensure members comply with the consumer regs. Should the regulations be breached, the RSH may take action, including a fine or removal of assets.

11. RISK MANAGEMENT

- 11.1 Key risks are set out below:

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
Information required by the regulator for compliance cannot be obtained on request, is of poor quality or lacks integrity	2	3	Ensure evidence is stored, updated and can be easily accessed through the completion of action plans.	Housing Transformation 004

**Name of risk register where risk is currently documented and being actively managed, and its reference number*

12. CONSULTATIONS

- 12.1 Consultation has been carried out with SLT, members and the Regulator of Social Housing .

13. EQUALITY ANALYSIS

N/A

14. ENVIRONMENTAL IMPLICATIONS

- 12.1 None

15. APPENDICES

- 13.1 None

16. BACKGROUND DOCUMENT

	COMPLIANCE AREA	NO. OVERDUE @ 02.07.23		NO. OVERDUE @ 09.07.23		NO. OVERDUE @ 16.07.23		NO. OVERDUE @ 23.07.23		NO. OVERDUE @ 30.07.23	
HEATING											
1	GAS SAFETY CHECK (DOMESTIC) - BABERGH	34	↔	31	↓	28	↓	27	↓	27	↔
2	GAS SAFETY CHECK (DOMESTIC) - MID-SUFFOLK	12	↔	14	↑	18	↑	20	↑	18	↓
3	GAS SAFETY CHECK (COMMUNAL) - BABERGH	0	✓	0	✓	0	✓	0	✓	0	✓
4	GAS SAFETY CHECK (COMMUNAL) - MID SUFFOLK	0	✓	0	✓	0	✓	0	✓	0	✓
ELECTRICAL											
5	ELECTRICAL TESTING - DOMESTIC DWELLINGS - BABERGH	62	↓	60	↓	56	↓	55	↓	55	↔
6	ELECTRICAL TESTING - DOMESTIC DWELLINGS - MID SUFFOLK	88	↔	88	↔	87	↓	86	↓	85	↓
7	ELECTRICAL TESTING - COMMUNAL - BABERGH	0	✓	0	✓	0	✓	0	✓	0	✓
8	ELECTRICAL TESTING - COMMUNAL - MID SUFFOLK	0	✓	0	✓	0	✓	0	✓	0	✓
FIRE SAFETY											
9	FIRE RISK ASSESSMENTS - BABERGH	0	✓	0	✓	0	✓	0	✓	0	✓
10	FIRE RISK ASSESSMENTS - MID SUFFOLK	0	✓	0	✓	0	✓	0	✓	0	✓
11	FIRE RISK ASSESSMENT ACTIONS / WORKS BY PRIORITY - BABERGH										
	(Immediate action) AA	0	✓	0	✓	0	✓	0	✓	0	✓
	(Action within 8 weeks) A	0	✓	0	✓	3	↑	0	✓	0	✓
	(Action within 18 weeks) B	2	↔	2	↔	2	↔	2	↔	2	↔
	(Action within 52 weeks) C	0	✓	0	✓	0	✓	0	✓	0	✓
12	FIRE RISK ASSESSMENT ACTIONS / WORKS BY PRIORITY - MID SUFFOLK										
	(Immediate action) AA	0	✓	2	↑	1	↓	0	✓	0	✓
	(Action within 8 weeks) A	0	✓	0	✓	0	✓	0	✓	0	✓
	(Action within 18 weeks) B	0	✓	0	✓	0	✓	0	✓	0	✓
	(Action within 52 weeks) C	0	✓	0	✓	0	✓	0	✓	0	✓
13	SMOKE DETECTOR INSTALLATION - BABERGH	831	↓	654	↓	572	↓	531	↓	462	↓
14	SMOKE DETECTOR INSTALLATION - MID SUFFOLK	571	↓	397	↓	381	↓	372	↓	307	↓
DETECTOR INSTALLATION PROGRAMME											
15	DETECTOR PROGRAMME - BABERGH	713	↓	629	↓	563	↓	501	↓	453	↓
16	DETECTOR PROGRAMME - MID SUFFOLK	498	↓	414	↓	349	↓	328	↓	299	↓
WATER HYGIENE											
17	WATER HYGIENE SERVICING / TESTING - BABERGH	0	✓	38	↑	38	↔	42	↑	9	↓
18	WATER HYGIENE SERVICING / TESTING - MID SUFFOLK										
19	WATER HYGIENE RISK ASSESSMENTS - BABERGH			37		37	↔	37	↔	37	↔
20	WATER HYGIENE RISK ASSESSMENTS - MID SUFFOLK			50		50	↔	50	↔	50	↔
ASBESTOS											
21	ASBESTOS REINSPECTIONS - BABERGH	0	✓	0	✓	0	✓	0	✓	0	✓
22	ASBESTOS REINSPECTIONS - MID SUFFOLK	0	✓	0	✓	0	✓	0	✓	0	✓
23	ACTIONS ARISING FROM REINSPECTIONS - BABERGH	0	✓	0	✓	0	✓	0	✓	0	✓
24	ACTIONS ARISING FROM REINSPECTIONS - MID SUFFOLK	0	✓	0	✓	0	✓	0	✓	0	✓
LIFTS											
25	LIFTS - SERVICING / TESTING - BABERGH	0	✓	0	✓	0	✓	0	✓	0	✓
26	LIFTS - SERVICING / TESTING - MID SUFFOLK	0	✓	0	✓	0	✓	0	✓	0	✓
DAMP AND MOULD ENQUIRIES											
27	DAMP AND MOULD ENQUIRIES - NO. OF COMPLETED SURVEYS - BABERGH	173		173	↔	175	↑	210	↑	211	↑
28	DAMP AND MOULD ENQUIRIES - NO. OF COMPLETED SURVEYS - MID SUFFOLK	260		260	↔	266	↑	266	↔	294	↑

Performance Report

2023-24 Quarter One

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Mid Suffolk District Council

Agenda Item

12





This performance report covers the period from April to June 2023 (Quarter 1).

This report sets out how the council is performing against its six key priorities from the current Corporate Plan (2019-27). The main body of the report is aligned to the 21 outcomes from the current outcome framework, setting out notable achievements by teams across the organisation during the latest quarter. This report also looks towards work in progress for the next quarter, where planned activity for Q2 (July to September 2023) is set out at the end of the report.

We are also using 2023/24 as an exciting opportunity to start a new performance journey. Performance management is about using data to inform action that will improve outcomes for people. The term 'performance management' includes a range of processes, techniques, and methods to identify shared goals and various measurements of progress towards these.

In this report a selection of Key Performance Indicators (KPIs) have been included to show a direction of travel (DoT). This provides an indication of the direction of performance compared with the previous quarter. Sometimes down is good (for example a decrease in complaints) and sometimes down requires action. Sometimes up is good (for example an increase in compliments) and sometimes up requires action.

The Performance Reports will look different for the next few quarters as we develop and evolve our performance over time.



Our Achievements

for Quarter One

Customers – Q1 Achievements

Outcome 1: All our customers are able to access high quality services and support

Customers are digitally included and can use technology to access services and advice and 3.45 Communities are digitally connected with the right infrastructure and skills to minimise digital exclusion

- We have completed an application to join The Databank through The Good Things Foundation. If approved this will enable us to launch a pilot supplying free mobile data for those that experiencing data poverty. This will be targeted to homeless households in temporary accommodation.
- We have continued to deliver digital inclusion sessions with 8 sessions delivered with 9 customers in the last quarter.
- We have continued to work with Anglian Water to design and move forward with the social tariff passporting pilot.
- We have notified the DWP of our intention to use Council Tax Reduction data as part of the pilot and are in the process of drafting relevant data sharing agreements in order to proceed.

Customers say the councils met their needs the first time they made contact

- We have delayed our launch of live chat service to Q2, whilst we create further templates to provide faster responses to frequently asked questions. This will help us to meet customer needs the first time they make contact.

Customers – Q1 Achievements

Outcome 2: Residents have a voice - enabled to democratically engage and empowered to do so

Residents feel well informed about council services, activities and plans that may affect them

- The Customer Service and Communications Teams collaborated to send out targeted communication to a range of residents, raising awareness of cost of living support available to them.
- Planning – Work continued towards improved functionality of the Council's "Public Access" system for searching and commenting on submitted planning applications. The upgrade will be released in Q2 on the planning application and search webpage.

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Customer and community needs are at the heart of service design and improvement, and they are engaged in testing and piloting new ideas

- Customer Service – We have asked people to let us know if they are happy to speak to us about their experience of our online forms to allow for us to redesign them with our customers, over this quarter 542 have stated they would be happy to be contacted to allow us to start undertaking some customer journey mapping.
- Housing – We held a Community Action Day in Gainsborough Road where staff, residents and members came out in force to help tidy the area, disposing of unwanted items to reduce fly-tipping. We used this opportunity to consult residents about what improvements they would like to see in their neighbourhood - ideas included a bike store for the flat blocks.

Customers – Q1 Achievements

Outcome 3: Residents are satisfied with Council services

Residents are satisfied that council services meet their needs

- To increase tenant satisfaction, Housing and Customer Service colleagues held an Improvement Day in May to look at common themes across the survey and how-to drive-up satisfaction and improvement within the service over the next 12 months. Outputs from the day are being incorporated into our Tenant Satisfaction Measure improvement plans which we intend to publish on our website to ensure tenants and members can hold us to account.
- We have completed our Quarter 1 Tenant Satisfaction Survey. Of the 158 Mid Suffolk tenants surveyed, 35% have made a complaint in the last 12 months, with 28% of those tenants satisfied with the way we handled their complaint.

Residents say the council listens and acts on feedback

- Housing Complaints Taskforce, made up of staff and a tenant, continues to meet quarterly to review complaint handling, including lessons learnt and trends and identify improvements to the service and improvements around the way we handle complaints.

Residents have high-quality experiences and interactions with the councils

- The housing complaints task force meeting identified a need for additional training to help people responding to complaints offer a higher quality service, this has been planned and will take place as a joint initiative between housing and customer service.
- The joint Joint Local Planning Enforcement Plan (JLPEP) was published in May [Joint Local Planning Enforcement Plan » Babergh Mid Suffolk](#) to help customers understand the different investigation steps. This will provide greater visibility around the planning enforcement process to help residents engage with our service.

Wellbeing - Q1 Achievements

Outcome 4: Inequalities are reduced for all groups

Every child has the best start in life

- Planning for the family fun days in Eye (24 July) and Stowmarket (25 July) was successfully executed, with a variety of activity providers, stall holders and picnic providers confirmed.

Older people have a good quality of life

- The Archie Project, which is an inter-generational dementia awareness learning programme between local care homes and schools, is coming to an end. The schools taking part include Great Finborough, Chilton Community, Bosmere and Woodley Primary School. Feedback is being collected to evaluate the success of the project and Officers are supporting Reminiscence Learning (Project Host) in accessing further funding to continue the programme.

Residents age well with the best quality of life; and residents have equal access to high-quality health and care services

- Work continues with Ipswich Borough Council and East Suffolk Council to deliver a strength and balance programme with Ipswich and East Suffolk Alliance across our districts. Developing a proposal with Everyone Active to deliver a programme in Mid Suffolk Leisure Centre and community group ActivLives are delivering the programme in Needham Market.

Wellbeing - Q1 Achievements

Outcome 5: Residents have the best possible opportunities to improve their physical and mental health and well-being

Residents have improved physical health; opportunities to participate in leisure and sport to improve their health and tackle obesity; and live longer and healthier lives

- Working with Everyone Active to support our communities accessing Sport & Leisure facilities across Mid Suffolk, with 158,411 residents accessing the leisure centre for swimming, gyms and classes in the last quarter. Comparison with the equivalent quarter last year shows that both sites have achieved a significant overall improvement in usage (Over 10,000 more attendances at Mid Suffolk Leisure Centre and nearly 2,500 more attendances at Stradbroke Leisure Centre).

Residents live longer and healthier lives

The Annual Active Lives Adult Survey was published in Q1. Sport England surveyed 500 Mid Suffolk residents from Nov 21 to Nov 22 which showed 62.6% of adults were undertaking 150+ minutes of moderate intensity equivalent (MIE) activity, just below the England average of 63.1%.

Wellbeing - Q1 Achievements

Outcome 6: Families lead active, healthy, safe and independent lives and manage their own health and wellbeing

Residents are supported to help us tackle our most pressing public health challenges

- Our 'Fuel Poverty Toolkit' is now live internally and provides information to staff and councillors on the support available to households who are struggling with their energy bills.
- An all staff cost of living 'Lunch and Learn' was held jointly with our O&D team, which highlighted the support available to customers and staff who have been impacted by the cost of living crisis.
- The content for our signposting leaflets with the Independent Food Aid Network has now been finalised, we are in the process of confirming locations for the leaflets and will be launching shortly.

Residents with care needs have personalised support, independence and choice, enabling a good quality of life

- Mid Suffolk's May half-term holiday activity programme was successfully delivered by 5 activity providers. The programme was funded by Mid Suffolk District Council. 180 spaces were attended by eligible children and young people. One parent fed back '*Absolutely brilliant holiday provider, would highly recommend*'.
- Over Easter, 586 eligible children attended activities such as family park cooking, dance, science camps and multi-sports. The responses from Guardian Feedback Form found that 89% of guardians believed that their child had gained confidence from partaking in the activities.
- Mid Suffolk's Summer HAF Programme has been organised by the HAF Team, accepting numerous applications by activity providers to develop an exciting summer programme for young people.

Residents are safeguarded and protected from harm and 3.21 Residents and visitors are and feel safe in the districts

- A light touch strategic assessment was completed for the Western Suffolk Community Safety Partnership to help identify which crime and disorder priorities to focus on in the coming year.

Environment – Q1 Achievements

Outcome 7: Biodiversity is enhanced and protected

Biodiversity on council owned land is enhanced

- Work commenced on the Biodiversity Strategy and progress continued the Biodiversity Action Plan.
- Work continued with the Communities Team, aiming to increase volunteer activity in conservation work across the district. Some volunteer activity was carried out on Wash Lane site, Onehouse.

Babergh and Mid Suffolk increasing tree and hedgerow canopy cover contributes to biodiversity gain

- The 2023/24 applications for trees, hedges and wildflower planting were assessed.
- Applications for 7 Tree Preservation Orders were received in Q1, all of which have been determined.

Wild flower planting enhances the landscape in our districts

- The Grassland Management Strategy has been drafted and is currently out for consultation.
- Mulching progressed in Essex Avenue using volunteers. Staffing issues prevented further work (grass cutting a major challenge this spring for the team). Further mulching may be possible in the winter, although most planting will be established by then.
- Meadow management areas were monitored, both for their condition and public response to them. Mapping work also underway and considerable experience gained on how the mowing team adapt to the change.

Biodiversity gain is optimised in new developments

- Biodiversity Net Gain implementation - continued involvement including helping to identify potential offsite delivery sites, and production of Local Nature Recovery Strategy. Site meetings scheduled with Suffolk Wildlife Trust to look at what they are doing and how we can work with them on this.

Environment – Q1 Achievements

Outcome 8: Babergh and Mid Suffolk have a low carbon footprint

The refresh of the Carbon Reduction Management Plan is still underway, which will set out the improvements needed to deliver climate resilience.

Everyone in Babergh and Mid Suffolk can access and use sustainable, net zero, transport options

- The Office for Zero Emission Vehicles (OZEV) On-street Residential Chargepoint Scheme (ORCS) and Electric Vehicle (EV) installations have progressed through Phase 1.
- EV Infrastructure Implementation Plan in development.
- Submitted 2 CIL applications for LCWIP schemes.

Everyone in Babergh and Mid Suffolk understands the need to reduce carbon emissions and energy use - making sustainable choices

- Completed recruitment of Climate Change Manager and 2 x project officers for the team.
- Delivered 5 days of 'Doctor Bike' sessions across two sites for all BMSDC staff and councillors.
- Part-funded and helped to facilitate interactive assemblies on travelling to school sustainably across 6 primary schools in Mid Suffolk.

New development will achieve high levels of energy efficiency, minimise carbon emissions and support green infrastructure and The Councils maximise low carbon energy generation for council owned buildings

- Greenhouse Gas report 22/23 being developed alongside work to refresh the Carbon Reduction Management Plan which will include a Member Task and Finish Group. An energy audit across council buildings is underway.

Environment – Q1 Achievements

Outcome 9: Babergh and Mid Suffolk are healthier, safer and sustainable places

Our communities reduce, reuse and recycle by default

- Attended Needham Market Earth Day event in April. Our stand promoted recycling, food waste reduction and home composting.
- Supported the Suffolk Waste Partnership at two large county events at Trinity Park, Ipswich: the School Farm and County Fair in April and the Suffolk Show in June.
- Ran compost giveaways in May at Needham Market and Eye. We had 468 keen 'customers'
- Visited Wilby Primary School several times to support their development of a waste management strategy. We took a bin lorry during one visit for pupils to experience it up close. Also visited Claydon High School to discuss options for implementing recycling initiatives. Talks are ongoing.

Local businesses are safe and healthy for residents and visitors

- We are planning to migrate all data management systems in public protection and public realm to upgraded software during Quarter 1 2023/24.
- Recruitment will commence for a Trainee/Apprentice Environmental Health Officer in Public Protection for succession planning and helping meet our increased staff resource.
- As part of the new Food Standards Agency (FSA) delivery model consultation, the Councils will be attending a Local Authority Stakeholder event in April 2023.

Environment – Q1 Achievements

Outcome 9: Babergh and Mid Suffolk are healthier, safer and sustainable places

Green and open spaces are safe and accessible, providing formal and informal activity and opportunities for all residents

- Special parking provisions to be provided for the Primadonna Festival (Stowmarket) on 28th-30th July.
- Working towards the launch of a 'virtual' season ticket option in our car parks, providing our customers with greater convenience.
- Conducting a full review of the car park tariff boards – new boards will help customers understand the restrictions and ensure that all car parks are enforceable.

Economy – Achievements

Outcome 10: Babergh and Mid Suffolk's places and economy are supported to be innovative, green and resilient

Babergh and Mid Suffolk have employment sites to meet demand, maximise business growth and opportunities and provide good quality jobs

- Continued to support plans for redevelopment of key employment sites including G14 and Port One including meetings with the Range to discuss employment and skills.
- Needham Access for all improvements – consultant appointed by Greater Anglia to design the works and site surveys undertaken.
- 11 Market Place – works start date of 4th September with all stakeholders to minimise disruption on JPC. Preparation works underway. Site will be hoarded and local artist has been employed to add mural to hoardings.

Babergh and Mid Suffolk's economy and places are supported to be a home for new ideas, creativity and innovation

- Stowmarket Health, Education and Leisure Facilities (SHELF) – work with our stakeholders has continued and discussions with Health partners have been progressing with their business case going through a governance process and work on the legal agreement continues. Next phase of engagement regarding the mini track, active track and trim trail commenced.

Economy – Achievements

Outcome 10: Babergh and Mid Suffolk's places and economy are supported to be innovative, green and resilient

Our town centres are supported through regeneration and culture to be resilient, vibrant and creative places

- Instalment of changing place facilities – Stradbroke Leisure Centre – Delay in tender process as the work for the changing place facilities came in over budget. Submitted CIL and capital grant bids to close funding gap, Capital grant rejected, but CIL looking favourable. Strategic property and Everyone Active contributions will cover the rest of the costs. Consultant to be appointed this week to carry out design spec works. This has not delayed the timescale for commencement as work is to commence in Autumn to limit operational impact.
- Changing Places – Food Museum – overview plan received and currently completing detailed design for planning submission
- Cross Street, Eye – Construction has commencement on site and is progressing well. Tender published for operator of the premises.
- Key projects as part of the Stowmarket Wayfinding project being costed with a view to accelerating delivery

Our places are growing visitor destinations with a wealth of cultural opportunities

- Culture, Heritage & Visitor Economy Strategy – online stakeholder engagement on priorities to supplement earlier workshops and cross-party member working group planned to act as a critical friend to review the draft action plan.

Our districts benefits from strong and inclusive partnerships to deliver sustainable regeneration and economic growth

- Work continues with Freeport East to draw in £6m seed capital towards the proposed Skills and Innovation Centre at G14
- The Town Vision Partnership work is being reviewed and refreshed
- The Councils Innovate to accelerate programme with the University of Essex has seen 2 businesses selected from Mid Suffolk in the first couple of months of inception.

Economy – Achievements

Outcome 11: We will become a growing area for Innovation, Enterprise and Creativity in the East

Our places and businesses can flourish and grow, by accessing high speed broadband

- Content development and site testing of new Inward Investment website

Our places are home to a diverse network of spaces where residents can work and test new business ideas

- Submitted SPF end of year report and “credible plan” to DHLUC by deadline on 2 May with approval received
- Delivery commenced for year 2 SPF programmes – procurement completed for business start-up programme and social enterprise start-up scheme. Tenders published for Net Zero consultancy and Growth Hub service as part of a pan-Suffolk contract. Proposals developed for RPF grant programmes ready for launch in August once monies are received. Stowmarket art space studio and gallery project launched and two resident artists have moved in. First 4 businesses have been signed up to Innovate to Elevate pilot with University of Essex. Funding bid developed with University of Essex and submitted to Barclays Digital Eagles for funding to expand this pilot.

Our places and spaces are well connected with green and sustainable travel infrastructure

- Submitted 3 CIL applications for LCWIP schemes in Mid Suffolk
- Assisted in the launch and promotion of the new Vertas community transport provision in west Mid Suffolk in May, and supported community transport operators in each district with their rural innovation fund projects.
- Developed some GIS mapping to help inform the joint council’s EV Infrastructure Implementation Plan, which is now in the final stages of being drafted
- Continued ongoing comms to all staff and Cllrs regarding Green Travel offers to encourage more sustainable commuting

Economy – Achievements

Outcome 12: Babergh and Mid Suffolk communities are supported to be the best skilled workforce across the East with high levels of aspiration

Residents are supported to have the skills, knowledge and access to training and opportunities to access local jobs in key growth sectors

- Hethel Engineering appointed as Critical Friend to support development of G14 Skills & Innovation centre. Outline Business Case drafted and presented to Members and work is progressing on Full Business Case.
- Ongoing delivery of projects and workstreams for Freeport East following final FBC approval. MOU agreed with Government following Westminster launch event. Local launch event held at Suffolk New College.

Babergh and Mid Suffolk's growth and traditional core sectors are supported to flourish, expand and innovate

- Developing "Set Ready" training package for young people seeking employment in the screen industry.
- Food & drink sector analysis work ongoing with focus on data gathering and stakeholder consultation.

Economic growth is inclusive with every resident given equal opportunity to participate and succeed

- Working with DWP and other education partners to scope specialist recruitment support programme for businesses funded by SPF year 3 funds.
- Working with SCC and other LA partners on development of skills and employability programmes for wider SPF programme.

Communities – Q1 Achievements

Outcome 13: Communities have the capacity and are supported and empowered with the infrastructure and skills to maximise opportunities and thrive

Community assets are optimised to create thriving communities

- First application window for Capital Grants closed on 2nd June. 15 applications were received, with £74,469.26 awarded to 10 successful applicants: Buxhall Village Hall, OBee CIC, Stowupland Pre-School and The Mighty Oaks, Syleham and Wingfield village Hall, Occold Recreational and Amenities Council, Stowmarket Tennis Club, Debenham Sports and Leisure Centre, Cotton Village Hall, Bedingfield Village Hall.
- Unsuccessful applications to the first round of Capital Grant funding have been supported by the Grants Team. This has been done through signposting to VCFSE support services such as Community Action Suffolk to lend support with governance, sustainability and other issues affecting village halls and community facilities. This may help strengthen any potential future applications for grants.
- 5 applicants have been supported through Section 106. A range of projects supporting community facility improvements have been supported such as funding a kitchen refurbishment at Buxhall Village Hall.
- Bid round 11 opened in May 2023 for acceptance of CIL Bid applications. We received 19 bids within the bid round.
- The fourteenth round of CIL parish payments were made to the parishes in April 2023 from CIL income collected from October to March 2023. The total amount of Neighbourhood CIL paid out was £877,868.31 between 46 Parish and Town Councils with £3,104.61 held on behalf of 1 Parish Meetings.

Communities – Q1 Achievements

Outcome 13: Communities have the capacity and are supported and empowered with the infrastructure and skills to maximise opportunities and thrive

Communities are equipped and supported to be resilient, deliver local services and volunteer

- As part of Employee Supported Volunteering (ESV) week, Mid Suffolk District Council and Community Action Suffolk hosted an Employer Supported Volunteering Networking event in Stowmarket. Local businesses had the chance to connect in-person with charities and causes in their area that need volunteers to support the work they are doing.
- Suffolk Volunteering Strategy draft policy and business case was taken to People’s Programme Board (PPB) this quarter. PPB were supportive of the policy in principle, including the 3-day allowance and TOIL. Some amendments were recommended, and the PPB decided the policy would need to go to an early warning meeting so the new Green administration have oversight before the policy is launched.
- The third fully funded Mental Health First Aid Training course was delivered this quarter with 14 delegates completing their training. This course has been offered to VCFSE groups across both districts for those in roles such as line managers, team leaders and volunteer coordinators who want to better support the wellbeing of their staff, colleagues and volunteers.
- As part of “Volunteers’ Week” Officers held a volunteer recruitment stand in partnership with Community Action Suffolk promoting volunteer vacancies available with VCFSE groups in and around the Eye area at Eye Country Market on 7th June.

Communities – Q1 Achievements

Outcome 14: Our places and their communities are well connected and valued by residents and visitors

Residents have a sense ownership, belonging to, and pride in, their local communities

- See Our Plans for Q2 for more about the launch of Pride in Your Place Funding.

Our communities lead discussions on what is important to them and inform decisions to improve their quality of life

- Officers attended Crucial Crew in Stowmarket to provide support. Crucial Crew is aimed at year 6 students to provide a variety of safety messages. It was delivered by The Mix and 1000 children attended.

Communities – Q1 Achievements

Outcome 15: Local places are inclusive, safe, and accessible for walking, cycling and public transport

Local places are inclusive, safe, and accessible for walking, cycling and public transport

- A light touch strategic assessment was completed for the Western Suffolk Community Safety Partnership to help identify which crime and disorder priorities to focus on in the coming year.
- Work continues with the Serious Violence Partnership on producing a Serious Violence Strategy for Suffolk. The partnership is engaging with both professionals and members of the community. This is an essential part of the Serious Violence Duty Strategic Needs Assessment and will ultimately shape the Suffolk Serious Violence Strategy.
- Officers supported the Suffolk Modern Slavery Awareness Week from 26th – 30th June to raise awareness of modern slavery. This year's campaign concentrated on labour exploitation with a focus on rural communities. Engagement events were held with partners including Suffolk Constabulary and Mothers Union.
- Officers continue to attend the Prevent County Wide Delivery Group, updating actions against the local strands.

Housing

Outcome 16: Residents are settled, safe and healthy in affordable and high-quality homes that meet their needs

Residents have access to quality affordable homes that meet their needs

- 19 new homes delivered by the Affordable Housing Delivery Team, these homes are all available for rent
- 10 Shared Ownership homes which were delivered by the AH Delivery Team have been sold and completed on and residents moved in
- The AH Delivery Team are at the early stages of community engagement and initial design on a new housing scheme
- Demolition and Archaeology works complete at the Paddock House site
- There were 22 dwelling planning applications granted in Quarter 1 resulting in 37 new dwelling permissions.

Vulnerable and homeless residents have somewhere safe and appropriate to live and homelessness is prevented

- Additional resource in our income team in Q1 means we are able to reach out to more tenants to prevent arrears and to support tenants out of debt, ensuring that tenants can remain in their accommodation.

Housing

Outcome 16: Residents are settled, safe and healthy in affordable and high-quality homes that meet their needs

Residents are able to live as healthy, safely, independently as possible in local communities

- We want to ensure that all of our estates are great places to live, which contribute to tenants' wellbeing. In Q1 we invested in our neighbourhoods service with additional resource to better manage our estates. We are now able to provide a swifter and more efficient response to customer enquiries. We are working hard to improve the appearance and letting of garages; we have more feet on the ground to proactively inspect our communal areas and resolve issues, and we are developing a strategy to continuously improve our neighbourhoods for tenants

Residents live in high quality and safe homes

- Officers from across Housing and Customer Services came together for our first Improvement Day, looking at common themes across our Tenant Satisfaction Survey and how we can start to solve some of the issues tenants are telling us. An action plan is being developed and will be shared with Portfolio Holders, Tenants and Staff in due course. We will be holding two Improvement Days a year to ensure we can deliver the actions within the plan and review.
- Collection of our Tenant Satisfaction Measures data has begun to ensure that we can comply with the Regulatory return in Spring 2024.
- We have now completed five Community Action Days (CAD) in our Districts. The latest CAD took place on Blackfriars estate in Sudbury. Volunteers from across Housing, Communities and Environment, plus Councillors joined our Public Realm team to clear overgrown vegetation, weed communal areas, litter-pick and collect bulky waste items that have either been fly-tipped or requested by tenants. Our next Community Action Day will take place at John Swain Close, Needham Market at the end of July.

Housing – Q1 Achievements

Outcome 17: Residents have a say in the future of housing

Residents are included and actively participate in how their areas are evolving and changing

- We have completed our Quarter 1 Tenant Satisfaction Survey. Of the 158 Mid Suffolk tenants surveyed, 80% were satisfied that we provide a safe home, 62% were satisfied that we provide a well-maintained home, 60% were satisfied we make a positive contribution to their neighbourhood, 53% were satisfied with our approach to handling Anti-Social Behaviour, of those that have communal areas 83% are satisfied that we keep these areas clean and well-maintained, 63% were satisfied with our repairs service, and 49% were satisfied with the time taken to complete their repair. 64% were satisfied with the overall services provided by us as their Landlord.

Council tenants and leaseholders are involved in the management and improvement of their housing services

- Our new Tenant Engagement Co-Ordinator has started, and we now have two full-time officers working on Tenant Engagement and delivering the actions set out within our Tenant Engagement Strategy.
- We have launched our new Tenant Performance Dashboards. The dashboards were designed with tenants and contain performance information around our repairs, tenant satisfaction and compliance. Dashboards are published monthly on our websites and linked through our monthly email Bulletin.

Tenants and leaseholders receive high quality services from our councils.

- We have completed our Quarter 1 Tenant Satisfaction Survey. Of the 158 Mid Suffolk tenants surveyed, 45% were satisfied that we listen to views and act, 58% were satisfied that we kept them informed and 65% were satisfied that we treated them fairly and with respect. Tenants who answered that they were dissatisfied in this area were contacted so that we could further understand their answer, and this is helping to shape our Tenant Stigma Campaign, which will be launching shortly.

Housing – Q1 Achievements

Outcome 18: Homes are sustainable, with reducing carbon emissions, that are future proofed to meet resident needs

Babergh and Mid Suffolk's homes have improved energy efficiency

The refresh of the Carbon Reduction Management Plan is still underway, which sets out the improvements needed to deliver climate resilience.

Health of the Organisation

Quarter One Achievements:

Outcome 19: Develop and implement a comprehensive 'People' Strategy that ensures we are a great organisation to work for, that our people are supported to learn and grow, energised and enabled to deliver our ambitions

- Concluded the 300+ job evaluation interviews in this phase of the Pay and Reward Review Project
- Continue the work on our people data provision
- Selection of potential providers for our Equality, Diversity and Inclusion programme, following the tendering process
- Selection of potential providers for our Leadership and Aspiring Leaders Programme following the tendering process
- Delivered updated Mental Health First Aider training and supported Mental Health Awareness at Work week in May
- Created new content for the Onboarding and Induction pages on our internal site for new starters and line managers
- Delivered 121 Person Centred training to a further cohort of line managers
- First meeting of our Equality, Diversity and Inclusion Champions across the organisation
- Onboarded our group of 5 summer interns working in Public Protection, Communities and Wellbeing, Economic Growth and Climate Change, Democratic Services, and Housing Solutions

Health of the Organisation

Quarter One Achievements:

Outcome 20: Provide robust effective management of the Councils finances, including our capital projects and contracts. We will use our resources in a sustainable way and prioritise based upon our Corporate Plan

- Responded to outstanding queries on partially completed 2020/21 audit and began dialogue to agree date to recommence.
- Published draft outturns for both General Fund and Housing Revenue Account.
- Worked with colleagues across the Councils to update and enhance the forward procurement plan.
- Produced updated drafts of Contract Standings Orders and the Procurement Manual.
- Completed Super User testing of new Financial Management System and recruited systems champions from service areas.

Outcome 21: Effective and efficient management of our property portfolio to make the best use of our assets






- Touchdown accommodation project engagement and data gathering is in progress via staff working group and all staff survey to identify end user requirements.
- Compliance, condition and energy data gathering is in progress and on track for general fund owned buildings.
- Recruited two new Estates Surveyors who will join Strategic Property in August.
- Prepare Company Business Plans for approval.



Our Direction of Travel

Customers KPIs		Outcomes Framework					Trend	
		2022/23				2023/24		
		Q1	Q2	Q3	Q4	Q1		
Outcome 1 Customer Access	Calls per day	630	556	542	619	556		
	Average wait time in seconds	303	341	224	179	151		
	Abandon rate	26	28	18	14	13		
	Successful collections for domestic refuse, recycling and garden waste (Mid Suffolk)	99.89%	99.88%	99.90%	99.89%	99.90%		
Outcome 2 Engaged Residents	Average daily web visits	1750	1356	942	1550	1651		
	X (formally Twitter) impressions (Mid Suffolk)	47,000	48,000	71,600	68,500	275,100		
	Tenant Survey (quarterly) on feeling informed about decision-making					58%	63%	New KPI for 23/24
	Numbers of customers and communities involved in service design and improvement							Establishing baseline
	Numbers of customers engaged in testing new ideas and services by priority							Establishing baseline
Outcome 3 Resident Satisfaction	Compliments	50	46	53	40	52		
	(Stage 1) Complaints	210	194	193	261	242		
	Tenant Survey (quarterly) on whether Council (as landlord) treats tenants fairly and with respect					63%	65%	New KPI for 23/24
	Tenant Survey (quarterly) on whether the Council (as landlord) listens and acts on feedback					44%	45%	New KPI for 23/24

Housing KPIs		Outcomes Framework						Trend
		2021/22 Q4	Q1	2022/23 Q2 Q3		Q4	2023/24 Q1	
Outcome 16 Affordable and High Quality Homes	Affordable homes built or acquired for HRA (Mid Suffolk)	17	4	27	37	31	19	
	Households placed into temporary accommodation (Mid Suffolk)	32	31	34	47	52	56	
	Cases where homelessness has been prevented or relieved (Mid Suffolk)	41	37	57	60	56	73	
	Gas safety compliance (Mid Suffolk) - backlog number	[Redacted]			17	27	12	
	Electrical safety compliance (Mid Suffolk) - backlog number				258	206	88	
Outcome 17 Engaged Residents and Tenants	Number of residents engaged in community action days	[Redacted]					22	New KPI for 23/24
	Number of tenants involved in codesign of services	[Redacted]					122	New KPI for 23/24
	Improvement in Overall Tenant Satisfaction Survey results (Combined for both Councils, can be split)	[Redacted]					68%	New KPI for 23/24
	Average number of days for VOID relets (Mid Suffolk)	33	46	44	56	72	65	
	Number of properties relet (Mid Suffolk)	56	54	51	56	68	59	

Environment KPIs		Outcomes Framework					Trend	
		2021/22 Q4	2022/23 Q1	2022/23 Q2	2022/23 Q3	2022/23 Q4		2023/24 Q1
Outcome 7 Biodiversity	Trees planted as part of green canopy (Mid Suffolk)	144	Tree and hedgerow planting (3.23) are annual figures to be reported in Q4			127		Annual
	Hedgerows planted through the planting scheme (Mid Suffolk)	2,345				4,665		Annual
	Number of tree preservation orders (TPOs) determined (Mid Suffolk)					7		New KPI for 23/24
	Square metres of wildflower seeds distributed (Mid Suffolk)		Wildflower seed and meadow management (3.24) are annual figures to be reported in Q4			7,070		Annual
	Meadow Management Areas sqm (Mid Suffolk)	37,761				85,517		Annual
Outcome 8 Climate Change	Number of EV charge points installed by Mid Suffolk (cumulative)					11	26	New KPI for 23/24
	Percentage of BMSDC owned houses that meet the EPPC standard or above (all to achieve by 2030)							Data to follow
	Carbon emissions from council owned buildings							Data to follow
Outcome 9 Healthy, Safe and Sustainable	Total garden waste subscribers (Mid Suffolk)	19,189	18,479	18,478	18,368	18,544	19,126	
	No. of business waste customers (Mid Suffolk)	728	728	738	735	737	744	
	Contaminated recycling (Mid Suffolk)	14.00	10.50	10.70	9.60	9.90	8.90	
	Incidents of flytipping (Mid Suffolk)	110	90	84	71	88	94	
	Number of ASB triggers called for (Mid Suffolk)		1	3	1	1	0	

Wellbeing, Economy, Community KPIs		Outcomes Framework					2023/24 Q1	Trend
		2021/22 Q4	2022/23 Q1	2022/23 Q2	2022/23 Q3	2022/23 Q4		
Outcome 5	Access to sport and leisure facilities in Mid Suffolk (Everyone Active)						158,411	New KPI for 23/24
Outcome 10	Town Centre Vacancy Rates 3 - Eye (MSDC)		4.80%	5.00%	9.50%	5.00%	11.40%	New KPI for 23/24
Support for Places and Economy	Town Centre Vacancy Rates 4 - Needham Market (MSDC)		14.00%	13.50%	9.50%	9.00%	11.00%	New KPI for 23/24
	Town Centre Vacancy Rates 5 - Stowmarket (MSDC)		6.00%	6.10%	4.90%	7.00%	9.80%	New KPI for 23/24
Outcome 13	Total visits to the CAP (Stowmarket)	57	170	145	160	260	306	
Community Capacity	Capital grant spend (Mid Suffolk)		£207,872	£91,446	£115,518	£111,828	£74,469	
	Minor grant spend (Mid Suffolk)		£14,750	£1,000	£15,750	£0	£8,049	
	£106 funds spent or allocated (Mid Suffolk)		£234,500	£8,128	£1,345	£54,620	£203,671	
Outcome 15	ASB cases reviewed by the ASB partnership (Mid Suffolk)		7	39	6	4	25	
Inclusive, safe and accessible	New ASB cases received separate to those discussed with the ASB partnership panels (Mid Suffolk)				27	28	65	
	Percentage of ASB cases open more than 6 months (Mid Suffolk)				1.0%	3.0%	6.2%	
	Number of ASB triggers called for (Mid Suffolk)		1	3	1	1	0	



Our Plans for Quarter Two

Customers – Our Plans for Q2

- Residents survey launch to understand how our residents views have changed regarding our services. Following the completion on this a more detailed Institute of customer service satisfaction survey will be launched to help us to benchmark our customer satisfaction nationally against both Local Government and the private sector.
- Working with Housing colleagues and The [Good Things Foundation](#) to launch our Databank pilot improving access to the internet for households in temporary accommodation.
- Complaints training will be delivered to housing colleagues. We are also reviewing opportunities to deliver complaints refresher training across the organisation.
- Customer journey mapping to be carried out to redesign forms based on customer experience.
- Testing of new website ahead of go live, expected end of Q2, plus further development based on customer feedback.
- Upgrade to the 'planning application and search' webpage and launch of online measuring tool to allow customers to easily measure the distance on plans.
- Customer call back pilot, providing customer choice if they wish to stay on hold or receive a call back that day. Full launch of live chat service.
- Launch of new Instagram channels to supplement other social media platforms (Twitter, Facebook etc) and continued traditional comms.
- 'Refreshed Cost of Living Action Plan, ensuring our approach remains responsive and we identify further opportunities to support our communities.
- Continued work with Anglian Water to develop a social water tariff referral pilot.
- Continued work with the Independent Food Aid Network to raise awareness of the support available.
- Tenant engagement open day' in early August to support the delivery of our tenant engagement strategy.
- Two new apprentices with focus on business improvement to be embedded into the Customer Services team.

Wellbeing – Our Plans for Q2

- Further engagement with businesses, schools and communities to promote the Tour of Britain cycle race.
- Changes to the GP mental health referrals pilot in partnership with Everyone Active and Suffolk Mind to increase uptake on referrals to Mid Suffolk Leisure Centre and Stradbroke Leisure Centre.
- The IP14 Wellbeing Fund application window closed during July. The £50,000 grant enables new or expanded activities that support mental health resilience in the IP14 postcode area. Up to £5,000 can be applied for.
- Work continues for dementia audits across community, council-owned and leased buildings across the district with Mid Suffolk Leisure Centre and Stradbroke Leisure Centre amongst the first sites to be assessed.
- Working with West Suffolk Alliance on a consultation event with key stakeholders in September to assist with priority-setting and understanding local needs and challenges.
- Sports, Leisure, Health and Wellbeing team presence at Suffolk and North East Essex's (SNEE) Integrated Care Board (ICB) Health Exposition Event in July, showcasing work and building relationships with other organisations, networks and VCFSEs.
- Delivery of £2,500 fund to support Holiday Activity Fund providers with equipment. Applications sent to all summer HAF providers to be reviewed by a panel and funding awarded, or feedback and support provided to find funding elsewhere.
- Planning for Mid Suffolk's October holiday activities programme, with new county-wide booking system to improve the process for activity providers and families. The system will also streamline the data returns process which will aid the production of key performance indicators for this programme.
- Planning for 'Silver Sunday', a national day in October aimed at tackling social isolation and loneliness in older populations.

Environment – Our Plans for Q2

- Continue assessing applications for the 2023-24 tree, hedges and wildflower scheme. Re-publicise the scheme once updated webpage is live.
- Finalise and publish Grassland Management Strategy.
- Issue Tree Planting Strategy for consultation.
- Continue work on Biodiversity Strategy and the Biodiversity Action Plan.
- Cut and clear meadow management trial areas and assess outcome of the trials. Alter locations and extend as required. Add suitable wildflower seed to areas that will benefit.
- Continue preparing for Biodiversity Net Gain implementation and Local Nature Recovery Strategy.
- Continue to increase volunteer activities on conservation work across both districts.
- Following joint data and mapping work, Strategic Property and Public Realm to develop Asset Action Plans linked to Biodiversity Action Plan.
- ORCS phase 1 installation to be complete and phase 2 to start
- Publish EV infrastructure implementation plan
- Continue to support local communities' renewable energy ambitions through the SCCP
- Continue to work across councils to bring forward LCWIP schemes
- Deliver a programme of activity around 'Cycle to Work day' in August
- Prepare a reconsidered cabinet proposal, and subsequent tender and/or procurement process, for Mid Suffolk rural transport/electric minibus funding
- Launch e-bike rental pilot scheme in Needham Market
- Deliver community engagement event in Eye (provisional date in September)
- Attendance at community events, including Stowmarket Food and Drink Festival, Stowmarket Green Dome Project, and Stowmarket Family Fun Day.
- Continuing education sessions to pupils and waste management guidance to staff/leadership at local schools.
- Increase the use of EV pool cars for work related travel within the organisation

Economy – Our Plans for Q2

- Continue work on full business case for Stowmarket Health, Education and Leisure Facilities. Outcome of the planning application.
- Appoint operator to run Cross Street, Eye, complete construction work and new tenants move in.
- Installation of Changing Place facilities at Stradbroke Leisure and Food Museum.
- Start of construction work and artwork for hoardings at 11 Market Place, Stowmarket.
- District heat network, Stowmarket – completion of the second tender process for the feasibility study
- Submit options report to Greater Anglia for access for all rail improvements at Needham Market
- Deliver a programme of jobs fairs in association with DWP to support businesses to recruit locally. Review skills and employability programmes including Careeriosity and the Enterprise Challenge.
- Review end of second quarter of Lapwing programme delivery
- Ongoing activity with Planning and local developers on development and implementation of Skills & Employment Plans to ensure local employment is maximised from local commercial developments
- Review other findings of Skills report by Respublica e.g. real time local labour market observatory.
- Working with DWP and Suffolk Rural College to understand options for rural bus service from Stowmarket to Otley for students
- Launch of new Inward Investment website.
- Publish Culture, Heritage & Visitor Economy Strategy action plan.
- Develop capital grant funding pack for Rural Prosperity Fund grants and SPF small Grants Scheme. Launch in August.
- Complete food & drink sector analysis and identify next steps.
- Love Exploring info presence at Family Fun days
- Ongoing work to refresh Economic Evidence Base and develop new Economic Strategy.
- Refresh and relaunch of existing business grants scheme
- Promotion of Innovate to Elevate scheme including press release, LinkedIn and telemarketing campaigns to drive enquiries.

Communities – Our Plans for Q2

- Pride in Your Place campaign offering town and parish funding to 'clean up' the community.
- Anti-Social Behaviour (ASB) Awareness Week during July with public engagement events in Eye and Stowmarket to promote the work of Community Safety officers and raise awareness of victims' rights and ASB Case Review.
- Promotion of volunteer opportunities to council staff during July.
- Our third mental health first aid course for VCFSE groups in July.
- Community Infrastructure Levy (CIL) Parish Briefings and CIL Project Development Training sessions for members and parish clerks
- Valid CIL bids to September Cabinet for approval or noting.
- CIL Exacom Database training for members during September.
- Contribution and attendance at Suffolk Funders Network. Full Cost Recovery training is to be made available for VCFSE groups and funders across the County. A bursary will be provided for organisations to enable them to attend.
- Volunteer Management training course for VCFSE groups in Babergh in October.
- Tendering for a provider to deliver a food network coordinator role to support community food projects as part of our Cost of Living action plan.
- Development of training sessions against the various priorities including Modern Slavery workshops and Safeguarding and Corporate Parenting Training sessions.
- Continue to support the Western Suffolk Community Safety Partnership and our ongoing multi-agency work around the Serious Violence Duty.

Housing – Our Plans for Q2

- A further 19 new homes to be completed by the AH Delivery Team
- Tender for a main contractor for the Paddock House development which will deliver 16 new affordable homes
- Identifying areas to benefit from the Greater Places, Better Spaces Fund, particularly projects which are sustainable or eco-friendly in nature.
- Developing action plan to help increase tenant satisfaction and carrying out next Tenant Satisfaction Survey
- Continue resident engagement and design work at new housing site
- Following resident engagement the early design for the potential new housing scheme will reflect the Council's new Design Guide and Specification for new homes, that homes are truly sustainable and affordable
- Completion of 8 Shared Ownership sales with residents moving into their new homes
- Applying for wave 3 of the Decarbonisation of Social Housing funding.
- Delivering training to tackle council tenant stigma to those handling complaints, following feedback from the Tenant Satisfaction Measures Survey, plus a lunch and learn session on the history of social housing for all staff.
- Initial consultation on the Older Persons Strategy to gain an understanding of residents' thoughts around the topic of older persons housing.
- First tenant engagement meet and greet event in August to provide more information on the various tenant engagement activities we can offer, as well as how the service operates.

Health of the Organisation – Our Plans for Q2

- Go live with the line manager support webinars on change
- Go live with the line manager dashboards as part of the Oracle reporting functionality
- Commence work on the learning management system element of Oracle (the new HR Information system)
- Deliver phase 2 of the Pay and Reward Project which includes benchmarking roles and pay across various organisations and sectors and researching and proposing a range of benefits including salary sacrifice schemes, leisure schemes and others – currently in research phase
- Go live with Equality, Diversity and Inclusion training for our Equality, Diversity and Inclusion Champions and develop and start to scope out and deliver training in other areas of the Councils
- Commence work on the Employee Lifecycle review to ensure all our policies and processes are as inclusive as possible
- Work with our new suppliers on the Aspiring and Future Leaders programmes and agree communication and dates to recruit participants to the programmes
- Reduce backlog of Capital Pooling Return audits.
- Publish draft accounts for 2022/23.
- Source tailored training on procurement for senior managers, to help achieve cultural change.
- Recommence the Procurement Board and reduce the number of exemptions from contract standing orders.
- Complete User Acceptance Testing of new Financial Management System.
- Undertake data reconciliation of land and property ownership data between Uniform, GIS and the fixed asset register

Agenda Item 13

MID SUFFOLK DISTRICT COUNCIL

TO: Cabinet	REPORT NUMBER: MCa.23.18
FROM: Councillor Rachel Eburne, Cabinet Member for Finance & Resources, Councillor Tim Weller, Cabinet Member for Environment, Culture and Wellbeing	DATE OF MEETING: 5 September 2023
OFFICER: Emily Atack – Director, Assets & Investments	KEY DECISION REF NO. CAB444

WORKING TOGETHER FOR ANIMAL WELFARE – BANNING PETS AS PRIZES ON COUNCIL LAND

1. PURPOSE OF REPORT

- 1.1 The report provides the context on the ban of the giving live animals (e.g., goldfish, etc) as prizes as set out in the Royal Society for Prevention of Cruelty to Animal (RSPCA) continuing campaign and explains the current legislation framework and its shortcomings. The report also provides details of actions taken by other local authorities and makes recommendations of actions that Babergh & Mid Suffolk Councils can take in support of the RSPCA campaign on an outright ban of giving live animals in Council owned land.

2. OPTIONS CONSIDERED

- 2.1 Adopt RSPCA recommendations.
- 2.2 Doing nothing could lead to animal welfare issues and result in customer complaints.

3. RECOMMENDATIONS
3.1 The councils are recommended to agree to support the RSPCA campaign and thereby resolve:
3.2 That an outright ban on the giving of live animals as prizes, in any form, on Babergh & Mid Suffolk Council owned land is implemented
3.3 That the Councils write to UK Government requesting an outright ban on live animals as prizes on both public and private land
3.4 That the Councils carry out a review of the current policies and the terms and conditions of the contract agreements relating to the hire of council owned land and premises to ensure that they reflect the councils' positions as regards giving of live animals as prizes.
REASON FOR DECISION

With the RSPCA gaining traction since 2021 with some 50 local authorities adopting the RSPCA's recommendations it would be prudent to adopt the recommendations and lobby UK Government for an outright ban

4. KEY INFORMATION

- 4.1 In its briefing RSPCA has provided reasons as to why the giving of such prizes is an outdated practice expressing their great concerns, including animal welfare, release of unwanted animal prizes into the environment and the lack of preparation and understanding of the care that animals require to provide them with suitable environment. It can be argued that even if the donors of the prize were to impose conditions before prizes are offered there remains a real risk that the prize recipients may not adhere to those conditions once in ownership of those animals.
- 4.2 The Council is cognisant of the fact many cases of pets given as prizes go unreported each year since some of these transactions happen on fairgrounds, social media and other channels where is hard to keep track or due to lack of public understanding of the legality of such activities.
- 4.3 Therefore, by issuing an outright ban of such activities on all Council owned or operated land and properties, the Council will send a clear message of its commitment to ensure the welfare of animals and help reinforce the message that these practices are no long desirable in our communities.

5. LINKS TO CORPORATE PLAN

- 5.1 N/A

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications associated with this report.

7. LEGAL IMPLICATIONS

- 7.1 A standard clause needs to be inserted into licences to hire which clearly sets that the giving of live animals as prizes on Council owned or managed land and premises is prohibited because the model pet shop conditions cannot be met, and that the prohibition is reasonable.
- 7.2 It should be noted that although many councils have adopted this ban on their land and premises, this position has not been tested in law.

8. RISK MANAGEMENT

- 8.1 Although many local authorities have adopted the ban of giving live animals as prizes on the land and premises, it should be noted that the ban has not been tested in law. So there remains a risk that some aggrieved customers may seek to challenge the

legality of the decision. However, the likelihood of such a challenge being lodged is highly unlikely due to the publics' attitude towards these practices changing.

8.2 Any reputational risk related to legal challenge would be supported by the Councils current strategic risk SRR005:

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
The Councils may be perceived to be untrustworthy and have a poor reputation.	3	2	Optimisation of the governance systems and processes	SRR005

9. CONSULTATIONS

9.1 N/A

10. EQUALITY ANALYSIS

10.1 There are no specific equalities implications that directly affect the Councils arising from this report.

Equality Impact Assessment (EIA) not required.

11. ENVIRONMENTAL IMPLICATIONS

11.1 There are no environmental implications associated with this report.

12. APPENDICES

12.1 N/A

13. BACKGROUND DOCUMENTS

13.1 In May 2021 RSPCA launched a nationwide campaign urging local authorities to ban the giving of live animals as prizes on their land. The campaign, which was covered in national media outlets, also is urging the local authorities to write to the UK Government to instigate a similar ban on both public and private land.

13.2 Statistics received from RSPCA show that since there were 147 cases reported to them of live animals being given as prizes in England, however it is feared many more cases go unreported due to lack of awareness around animal welfare and existing legislations. The number of cases reported has been dwindling in recent years which may indicate a change of attitude towards giving live animals as prizes or people have stopped reporting cases of live animals given as prizes for lack of motivation. It will be presumptuous of this report to try and assume the cause of the current decline in the number of incidences. However, if the practice is still not outlawed chances are the incidents may increase in the future.

- 13.3 Since the start of the RSPCA campaign, several county, district, and town councils have supported it through issuing statements of intents and passed resolutions to ban the practice of giving animals as prizes in their land and properties. Some Councils have either had to review their events licencing and hiring terms and condition or adopt Animals Welfare Charters to reflect their stance on this practice.
- 13.4 Among the Councils that have passed resolutions to support the RSPCA campaign include Caerphilly County Council, The Vale of Glamorgan, Torridge District Council, Sunderland Council, Stevenage Borough Council, London Assembly, Bridgend Council, Cheshire West and Chester Councils and Shropshire Council.
- 13.5 The current legislations, The Animal Welfare Act (England and Wales) 2006, does not for forbid giving live animals as prizes unless they are given to unaccompanied children. The Act makes it an offence, in England and Wales, to give away live animals as prizes if the person can reasonably be believed to be under 16 years of age and is not accompanied by an adult. However, there are some exceptions in section 11 (3)-(6) of the Act. It is a different matter in Scotland, where it is an offence, under the Animal Health and Welfare (Scotland) Act 2006, to offer or give an animal to another person as a prize (whatever their age), except where it is offered in a family context
- 13.6 RSPCA believes that this legislation does not go far enough and does not cover the animal welfare issues associate with this practice and therefore, they would like to see similar legislation to the Animal Health and Welfare (Scotland) Act 2006 is introduced in England which makes it an offence to give an animal as prize, regardless of age, except within the family context.
- 13.7 The Council has an opportunity to ban this practice in its land and premises and thereby, serves to raise public awareness of animal welfare surrounding the giving of live animals as prizes.
- 13.8 In view of the current legislation, the Council can introduce a ban either though changing its terms and conditions of the licencing and hiring agreements or by adopting Animal Welfare Charter or do both.
- 13.9 In order to affect the ban some local authorities have amended their licences conditions to operators of events and fairs to include prohibition of giving pets, including goldfish, as prizes. However, the inclusion of these terms and conditions have not been tested by law. But so far, no Councils have been challenged on inclusion of prohibition of giving pets as prizes in their terms and conditions of use of its facilities. There are no model conditions under licensing that supports this, and it is not something officers would currently pursue as they follow best practice as set out by DEFRA. Information is available on the councils' website for advice and to signpost event organisers via the Safety Advisory Group. Currently, there is no legal process of imposing a fine on people who are in breach of this ban. The only recourse is to revoke their licences or hire agreement and evict them for breach of such a ban.
- 13.10 Animal Welfare Charter is a statement of intent which reflects the views and concerns of the organisation as regards the welfare of animals. On its own Animal Welfare Charter does not carry legal powers but through the existing legal framework the Council can use it to best promote improvement of animal welfare.

- 13.11 Animal Welfare Charter should also set out how the Council will work together with other external agencies and organisations to ensure a coordinated approach to animal welfare issues. It may not be able to address every aspect of animal welfare but may give serve to highlight those areas that the Council considers important and where it feels it can provide influence as a responsible and representative public body
- 13.12 Currently the Councils does not have an Animal Welfare Charter in place in which it can set out clearly its position on animal welfare and use it an opportunity to promote animal welfare and send a clear message to the community that is strongly oppose any form of animal cruelty.
- 13.13 The Councils have general conditions which applies to all licensable activities involving animals in accordance with the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018. However, these conditions do not provide for prohibition of giving live animals as prizes. It should be borne in mind that this Regulation only applies to licensable activities as set out therein.
- 14. REPORT AUTHORS** – *Sara Cameron Corporate Manager Strategic Property*

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