



AGENDA

COUNCIL MEETING

THURSDAY, 27TH SEPTEMBER, 2018 - 5.30 PM

Members of the Council are summoned to a meeting of the Mid Suffolk District Council at the King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich on **Thursday, 27th September, 2018 at 5.30 pm**

A handwritten signature in black ink, appearing to read "Arthur Charvonia".

Arthur Charvonia
Chief Executive



COUNCIL	
VENUE	King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich
DATE	Thursday, 27 September 2018 5.30 pm

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Any member of the public who attends the meeting and wishes to be filmed should advise the Committee Clerk.

A G E N D A

Page(s)

1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATION OF INTERESTS BY COUNCILLORS

3 MC/18/16 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 26 JULY 2018 1 - 20

4 MC/18/17 CHAIRMAN'S ANNOUNCEMENTS 21 - 22

5 MC/18/18 LEADER'S ANNOUNCEMENTS

6 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

In accordance with Council Procedure Rule 10, The Chief Executive will report the receipt of any petitions. There can be no debate or comment upon these matters at the Council meeting.

7 QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

The Chairs of Committees to answer any questions from the public of which notice has been given no later than midday three clear working days before the day of the meeting in accordance with Council Procedure Rule 11.

8 QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

The Chairman of the Council, Chairs of Committees and Sub-Committees and Portfolio Holders to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District of which due notice has been given in accordance with Council Procedure Rule 12.

9 RECOMMENDATIONS AND REPORTS FROM CABINET / COMMITTEES

a JAC/18/3 JOINT ANNUAL TREASURY MANAGEMENT REPORT - 23 - 50 2017/18

At its meeting on 30 July 2018, the Joint Audit and Standards Committee considered Paper JAC/18/3 – Joint Annual Treasury Management Report 2017/18.

The recommendations set out in the report were accepted.

It was RECOMMENDED TO COUNCIL

- (1) That the Treasury Management activity for the year 2017/18 be noted. Further, that it be noted that performance was in line with the Prudential Indicators set for 2017/18.**
- (2) That it be noted that Mid Suffolk District Council Treasury Management activity for 2017/18 was in accordance with the approved Treasury Management Strategy, and that, except for one occasion when the Council exceeded its daily bank account limit with Lloyds by £79k, as mentioned in Paragraph 4.7 of Paper JAC/18/3, the Council has complied with all the Treasury Management Indicators for this period.**

Note – It is a requirement of the legislation that the Annual Treasury Management Report is submitted to the Full Council for noting.

10 MC/18/19 OVERVIEW AND SCRUTINY COMMITTEE REPORT 51 - 52

11 MC/18/20 LOCALISM ACT 2011 - APPOINTMENT OF INDEPENDENT PERSONS 53 - 58

Monitoring Officer

12 MC/18/21 2019/20 TIMETABLE OF MEETINGS 59 - 60

To agree the Timetable of Meetings for 2019/20

13 COUNCILLOR APPOINTMENTS

14 EXCLUSION OF THE PUBLIC (WHICH INCLUDES THE PRESS)

To consider whether, pursuant to Part 1 of Schedule 12A of the Local Government Act 1972, the public should be excluded from the meeting for the business specified below on the grounds that if the public were present during this/these item(s), it is likely that there would be the disclosure to them of exempt information as indicated against the/each item.

The author(s) of the report(s) proposed to be considered in Part II of the Agenda is/are satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PART 2

15 MC/18/22 CONFIRMATION OF THE CONFIDENTIAL MINUTE OF THE MEETING HELD ON THE 26 JULY 2018 61 - 82

Note: The date of the next meeting is Thursday 25 October 2018 at 5.30pm

Introduction to Public Meetings

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

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Governance Officer on: 01449 724681 or Email: Committees@baberghmidsuffolk.gov.uk

Domestic Arrangements:

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

Evacuating the building in an emergency: Information for Visitors:

If you hear the alarm:

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

Agenda Item 3

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK COUNCIL** held in the King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich on Thursday, 26 July 2018- 5:30PM

PRESENT:

Councillor: Derrick Haley (Chair)
 John Levantis (Vice-Chair)

Councillors:	Roy Barker	Gerard Brewster
	Michael Burke	David Burn
	Rachel Eburne	Paul Ekpenyong
	John Field	Julie Flatman
	Nick Gowrley	Kathie Guthrie
	Lavinia Hadingham	Matthew Hicks
	Glen Horn	Barry Humphreys MBE
	Diana Kearsley	Anne Killett
	Sarah Mansel	Wendy Marchant
	John Matthissen	Lesley Mayes
	Suzie Morley	Dave Muller
	Mike Norris	Penny Otton
	Andrew Stringer	Keith Welham
	Kevin Welsby	John Whitehead
	Jill Wilshaw	

In attendance:

Chief Executive (AC)
Strategic Director (KN)
Strategic Director (JS)
Assistant Director – Planning for Growth (TB)
Assistant Director – Law and Governance (EY)
Corporate Manager – Democratic Services (JR)
Corporate Manager – Strategic Planning (RH)

27 APOLOGIES FOR ABSENCE

27.1 Apologies for absence were received from Councillor Caston, Councillor Gibson Harries, Councillor Jewson, Councillor Storey, Cllr Whybrow and Councillor Green.

28 DECLARATION OF INTERESTS BY COUNCILLORS

28.1 Declarations of interest were declared by the following Councillors:-

- (i) **Councillor Horn, being a Director of MSDC (Suffolk Holdings),
declared a local non - pecuniary interest in Item 14 and 16 MC/18/14**

Capital Investment Fund Company (CIFCO Capital LTD) Business Trading and Performance Report 2017/18.

- (ii) Councillor Haley, being a Board Member of CIFCO, declared a local non- pecuniary interest in Item 14 and 16, MC/18/14 Capital Investment Fund Company (CIFCO Capital LTD) Business Trading and Performance Report 2017/18.**
- (iii) Councillor Brewster, being a Director of MSDC (Suffolk Holdings), declared a local non - pecuniary interest in Item 14 and 16 MC/18/14 Capital Investment Fund Company (CIFCO Capital LTD) Business Trading and Performance Report 2017/18.**
- (iv) Councillor Whitehead, being a Director of Gateway 14 LTD, declared a local non - pecuniary interest in Item 14 and 16 MC/18/14 Capital Investment Fund Company (CIFCO Capital LTD) Business Trading and Performance Report 2017/18.**

29 MC/18/10 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21 JUNE 2018

It was Resolved: -

That subject to Councillor Osborne being added to the list of apologies, Councillor Eburne's question relating to the annual monitoring report, and the Leader's response with regard to the Joint Local Plan timetable being added into the Leader's announcements, the Minutes be approved as a true record.

30 MC/18/11 CHAIRMAN'S ANNOUNCEMENTS

30.1 The Chairman asked Council to note his report and also reported that he was sharing more engagements with the Deputy Chairman to ensure that the Council was represented at as many events as possible.

31 MC/18/12 LEADER'S ANNOUNCEMENTS

31.1 The Chairman invited the Leader to introduce his report.

31.2 Councillor Gowrley presented his report and sent his deepest sympathy and respect to the family of Maggie Staddon, an officer of the Council who had died very suddenly.

31.3 Councillor Otton reiterated his sentiments with regards to Maggie Staddon.

31.4 Commenting further Councillor Otton then asked the Leader if his recent reorganisation of the Cabinet would actually reduce the increase to Members allowances that was stated in the last Council Minutes.

31.5 In response the Leader confirmed that the Lead Member position that Councillor Morley had recently occupied had been removed, which would result in a reduction of costs.

31.6 Councillor Stringer sought clarification on which Cabinet Member was responsible for housing delivery.

31.7 In response Councillor Gowrley stated that he needed to discuss this further with the Housing Portfolio Holder but he felt that housing delivery was a housing issue not a planning issue. However, it could fall between housing and assets and investments depending on what the housing delivery was. Once he had discussed this further he would then make that information available.

31.8 Councillor Otton also asked the Leader if the Council or any other Councils' in Suffolk were making preparations for a Brexit "no deal"

31.9 In response the Leader confirmed that the Council was keeping a watching brief and would respond accordingly.

32 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

32.1 The Corporate Manager for Democratic Services reported that two petitions had been received. The first petition had sixty - eight valid signatures and was expressing opposition to a planning application for an event venue at Rockylls Hall in Shelland. The second petition expressed opposition for a planning application DC/18/02380 land east of Poplar Hill Stowmarket. Both petitions would be dealt with through the planning process.

33 QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

33.1 There were questions received from the public.

34 QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

Question 1

Councillor Eburne to Councillor Horn, Cabinet Member for Planning

As per the recently released Joint Annual Monitoring Report for 2017/18, what is the Mid Suffolk District Council work plan to ensure 454 homes are completed in this financial year (2018/19) and 780 homes are completed in the next financial year (2019/2020), thus ensuring retention of a Five-Year Housing Land Supply?

Response Councillor Horn, Cabinet Member for Planning

As Councillor Eburne will be aware, there is more to 'ensuring retention of a five-year housing land supply' than housing completions, although I recognise that forms

part of the calculations. Equally important will be to ensure that planning permissions continue to flow through the system.

The Council's own developments will form a constituent part of the overall completions and there is a detailed work programme to ensure that these flow through in a timely way. As you'll be aware, it is more difficult for us to stimulate private developers to bring forward completions as there are fewer tools available to us and while we are still digesting the new NPPF it does not appear to provide us with any significant new opportunities.

There is a relationship here with your second question though so I will provide more detail in response to that question.

Supplementary Question Councillor Eburne to Councillor Horn, Cabinet Member for Planning

I am aware that the key issue is that we've got 454 homes to deliver in this financial year, 780 in the next year, 1,150 in the year after and 1,134 the year after that and if we don't have a plan to deliver those, then we are going to be in trouble again and the 5 year land supply will be short lived, Cllr Horn refers to the few of the tools available to us as well as those in the new NPPF Paragraph 76 refers to a tool for example that's available which is having a shorter timescale. However, I think it is very important that we should also be having discussions with the developers. Is this something that the Council will try to bring forward and make sure that housing is happening. When will there be a plan as to how Mid Suffolk is actually going to help assist with getting these housing completions given the numbers are so much greater than any numbers we've achieved in the past 5 years?

Response Councillor Horn, Cabinet Member for Planning

We are still working with developers. This is not something new that we will start doing. We have been doing it for quite some time. The housing delivery test in planning terms will become a phrase that becomes very common over the next few years because that's going to be a significant contribution to our success. What I think is a relevant and a point that has been raised is the relationship between the planning system and housing delivery. The planning system cannot be fully relied on entirely to deliver housing. It is also about relationships, how we work with our partners to bring them forward and using the tools that are at our disposal.

I would just caution against the law of unintended consequences as well as any knee jerk reactions to bringing in policies that we think will be effective in one area that actually cause us significant problems in the future. So we do need to digest what that might mean, if we're bringing forward short term planning constraints and trying to force people to bring things in a very short period of time, how does that actually align with a 20 year plan or potentially a 10 year development plan for a strategic site? I would urge caution but will be working closely with Councillor Gowrley and Councillor Wilshaw to ensure the planning system supports housing delivery as much as possible

Question 2

Councillor Eburne to Councillor Horn, Cabinet Member for Planning

At the approval of the Mid Suffolk District Council budget 2018/19 on 22nd February 2018 it was agreed to appoint someone to work towards “unblocking” approved housing development sites that had stalled and therefore not yet commenced. Has this person started work and, if so, what have they been working on?

Answer:

Unfortunately while a job role was created, put through job evaluation panel and advertised, the recruitment process was ultimately unsuccessful. The pool of candidates was not strong and bearing in mind the importance of developing a strategy to address stalled sites, and delivery more generally, officers have engaged with potential consultants and have now have an agreement in place with Navigus Planning that they will deliver the following activity:

1. Construct a stalled sites database to enable analysis to be undertaken of sites that have potential implementation and delivery issues.
2. Develop an approach to engaging with relevant stakeholders to understand the reasons for housing sites stalling.
3. Engage with those stakeholders to understand issues and confirm reasons for stalled sites and possible actions to address the issues.
4. Develop Council strategy for addressing issues with stalled sites.
5. Engage with officers, Members and other relevant parties, as advised by the Council, regarding progress and actions.

Through this approach Navigus will work with senior officers, and help upskill other officers, to address issues that are hampering the efficient delivery of sites and use all of the tools available to the Councils so that we can help stimulate delivery more quickly.

I understand that you have seen the recent work from Oliver Letwin at a national level which indicates that ‘land banking’ is not a significant factor. Having only recently taken on the Cabinet Member responsibilities I am still digesting this myself to understand the constraints on market delivery and the options available to us. Like you, I recognise that this is a significant and important area of work over the coming months and years.

35 TO RECEIVE REPORTS FROM CABINET MEMBERS

35.1 The Leader introduced the Cabinet Member reports and invited questions from Members: -

CMU16 Councillor Gowrley, Leader and Cabinet Member for Assets and

Investment

Q1. Councillor Marchant to Councillor Gowrley

Page 15 Paragraph 3.4 Councillor Marchant welcomed the plans for the new library and internet café but asked if it would be possible to include an exhibition area within the plans where local artefacts could be displayed?

Response Councillor Gowrley, Leader and Cabinet Member for Assets and Investment

There may be other plans for Needham Market where this may be more suitable but we will certainly consider this.

Q2 Councillor Eburne to Councillor Gowrley

With reference to how the Council utilises its assets – when is the Council going to utilise its assets and borrow some money to set up a housing company?

Response Councillor Gowrley, Leader and Cabinet Member for Assets and Investment

I am pleased to say that it is under consideration at the moment.

CMU17 Councillor Flatman, Cabinet Member for Communities

Councillor Flatman drew attention to two errors contained in the report, the reference to Lavenham in paragraph 4.2 should be replaced with the wording in Paragraph 3.1 and although the dates for the Parish Liaison Group were correct, the venue should read Walsham le Willows.

Q1 Councillor Welham to Councillor Flatman, Cabinet Member for Communities

With regard to paragraph 3.8 the Womens' Cycling Tour, I understood that schools would be provided with resources so that they could work on various aspects, Members would receive some details of what these resources would be so that they could work with the schools. Freeman Primary School in Stowupland didn't receive anything. If the event were to occur again I think the Council should make more effort to ensure that these resources are provided in a timely fashion, also does the Council have a plan for the legacy provided by this event?

Response Councillor Flatman, Cabinet Member for Communities

It is my understanding that all schools were sent a pack with what was on offer. I take your point on member involvement and will make sure that members are the first to know with any future events.

CMU18 Councillor Brewster, Cabinet Member for Economy

Q1 Councillor Norris to Councillor Brewster, Cabinet Member for Economy

Under Page 26 Paragraph 4.4 the Open for Business Team will be progressing the Needham Lake Visitor Centre priority work stream by working up a feasibility specification on commissioning the next stage of this project – will there be a timetable for the progression of this project?

Response Councillor Brewster, Cabinet Member for Economy

I am sure there will be a timetable produced and as soon as it is, it will be made available to you and other members.

Q2 Councillor Otton to Councillor Brewster, Cabinet Member for Economy

I am not sure if this is commercially sensitive information but on commissioning Nautilus Associates Development phase 1 feasibility do we have a costing for that and would that be available to members?

Response Councillor Brewster, Cabinet Member for Economy

I will make enquiries on that as to the confidentiality of the information. If it is available I will make sure that you see it.

CMU19 Councillor Burn, Cabinet Member for the Environment

Q1 Councillor Otton to Councillor Burn, Cabinet Member for the Environment

Has any consideration been given to using street lamps as charging points for electric vehicles which I believe is happening in other parts of the country?

Response Councillor Burn, Cabinet Member for the Environment

It is certainly possible to use the electricity supply that is at street lamp positions to mount charging points on the street lamps or by the side of the street lamps. However, I am unable to answer the question directly, so I will find out and let you know.

Q2 Councillor Marchant to Councillor Burn, Cabinet Member for the Environment

Could you tell us more about the childrens' activities planned for Needham Lake?

Response to Councillor Burn, Cabinet Member for the Environment

Unfortunately, I have not got the details to hand, so will send them to ward members.

Q3 Councillor Field to Councillor Burn, Cabinet Member for the Environment

Under 3.13 with relation to the County Council cutting recycling performance payments does this solely affect the collection authority or does it ripple down to the

Parish Councils and others who do have sites albeit of a smaller nature and if so have they been informed of the changes? Also, whilst I am clearly pleased to see we are taking action with the Fison's building please can you keep local members informed?

Response Councillor Burn, Cabinet Member for the Environment

With regard to the second question relating to Fison's – yes, I will make sure you are informed as for the first question I will ask Councillor Barker to respond

Response Councillor Barker, Lead Member for Waste

We in Mid Suffolk and Babergh are one of the few councils in Suffolk to actually pass on recycling credits down to our charities and we will be continuing to do that for as long as I can foresee.

Q4 Councillor Stringer to Councillor Burn, Cabinet Member for the Environment

My question relates to the Fison's building which is obviously an iconic building, the report suggests that we have already been working in a robust way but we have got to this impasse - where do you think this action will lead us on a scale of 1 to 10 (1 being where the building gets flattened or 10 gets it beautifully rebuilt?

Response Chief Executive

We are clearly talking about a matter that is subject to ongoing legal proceedings therefore any conversations should be taken outside of the public realm.

Q5 Councillor Matthissen to Councillor Burn, Cabinet Member for the Environment

Given that global issues are undermining market prices for recyclable materials and the 22 streams of recycling that I understand are dealt with in one way or another in the County. What initiatives are we going to take to actually try and reduce the quantities that arise through these various processes? Secondly, can we ensure that with the electric vehicle charging points provision is included in the points for people with disabilities can charge their electric buggies and indeed also for electric bikes?

Response: Councillor Burn, Cabinet Member for the Environment

I will refer your first question to Councillor Barker, with regard to your second question that is a good point and I will make sure that I take this up with the officer concerned to ensure that the charging points can cope with all those requirements.

Response: Councillor Barker, Lead Member for Waste

We are not going to stop recycling full stop. Up to now we have been making money out of the commodities, as a Farmer I don't pack up because we lose money one year we keep going. The main thing is that we keep pushing recycling. We have got

higher levels of recycling. The good news is that the stuff that's produced from the incinerator is now actually recyclable and that can also be used as part of our recycling target percentage.

Q6 Councillor Mansel to Councillor Burn, Cabinet Member for the Environment

In the table on paragraph 3.9 about annual growth in garden waste subscription could you please tell me what the units are?

Response: Councillor Barker, Lead Member for Waste.

The units mentioned are the number of subscribers which equates to the number of bins whichever is the easiest for you to write down.

CMU20 Councillor Whitehead Cabinet Member for Finance.

Q1 Councillor Eburne to Councillor Whitehead

Under paragraph 3.17 with regard to the SRP savings and the accumulated savings of £3.76m – what does that actually mean for Mid Suffolk? Secondly at paragraph 4.1 the Medium Term Financial Strategy (MTFS), in February we discussed the MTFS and were sent a note saying it was based on projected completions etc, given that those figures have now increased massively can the Member for Finance assure me that those figures will go into the new MTFS because it will make it look very different?

Response: Councillor Whitehead, Cabinet Member for Finance.

I take your point to some extent on paragraph 3.17 in terms of making big numbers by rolling them together. However, SRP was a joint initiative between three councils so I think it is important to see where the total savings have been made. With regard to the MTFS my hope would be that on the basis of doing zero based budgeting as a matter of course we would effectively almost start from a blank piece of paper when we come to recalculate these for the next budget year.

Q2 Councillor Otton to Councillor Whitehead, Cabinet Member for Finance.

With regards to paragraph 3.17 should we actually be celebrating this? I would like to know where the actual savings have come from considering the highly sensitive work that the SRP undertakes. Also your statement at 3.3 which states that planning fees and community infra-structure levy contributed to a favourable end of year position but then go on to say that these will be transferred to specific reserves. Do these two paragraphs contradict each other because after all the money is there for other purposes?

Response Councillor Whitehead, Cabinet Member for Finance.

I don't really see there is a contradiction in so far as these various initiatives contributed to a favourable end of year position, that is really a statement of fact. I agree that CIL may be seen as a bit of a strange one as it is ring fenced money, but

it does come in and straight in the reserve account. The reality is that it is useful to have that sort of magnitude of outturn. With regards to your point about SRP, by putting three organisations together to create SRP we have been able to achieve quite some significant economies of scale and everything I see by sitting on that committee is that we continue to meet all of our targets and that is something that should be celebrated.

Q3 Councillor Field to Councillor Whitehead, Cabinet Member for Finance

Under paragraph 3.14 there are figures about council tax collected which are very high and I'm inclined to suggest that we celebrate this. I note there was a parliamentary report about government bodies adopting rather aggressive attitudes towards debt collection, excessive use of bailiffs and the impact that this has on people's mental health and life. I would like assurance that although we are achieving excellent figures we are doing that with recognition of the knock-on cost if we are too aggressive in our attitudes?

Response Councillor Whitehead, Cabinet Member for Finance.

The SRP is as you know shared with Ipswich Borough Council, Babergh and Mid Suffolk. I suspect Ipswich Borough Council is more cautious than perhaps ourselves in terms of the needs for collections. It is a difficult one because for any amount that is not collected everyone else has to bear the burden. Our percentage rates for collection stack up very well against the sort of averages that are seen nationwide. However we are feeding back the need to collect as much as possible but in a fair and sensible way.

CMU21 Councillor Wilshaw Cabinet Member for Housing

Q1 Councillor Matthissen to Councillor Wilshaw Cabinet Member for Housing

We are proposing a very high number of affordable houses on the Needham Market Middle School Site and in your report it states that there was minimal feedback on the proposals, I have certainly heard feedback from Members including Ward Members can you confirm that you are happy that we are doing the right thing here and would you reconsider?

Response Councillor Wilshaw Cabinet Member for Housing

Thank you we are considering all options available to us so watch this space.

Q2 Councillor Stringer to Councillor Wilshaw, Cabinet Member for Housing

With regards to housing delivery - in the annual monitoring report there are more houses being built in one type of area than others, I have done some analysis and it appears that the primary villages have washed our face this time while the urban centres have slightly dwindled. Do we have an accurate analysis of this as its imperative that we understand where our housing delivery is being successful and the areas where it isn't. I also ask that we need to do this analysis quickly as we are almost through a quarter of the year already to deliver the 606 units that we need to

deliver?

Response Councillor Gowrley, Leader of the Council

Yes, we will be addressing that issue shortly. There is a report later on in the agenda relating to the timetable for the Joint Local Plan Development scheme and that information will be required for the Plan.

34.2 Councillor Eburne raised a point of order relating to not being able to discuss items not included in the Cabinet Member's report and requested that current processes were reviewed.

Q4 Councillor Mansel to Councillor Wilshaw, cabinet Member for Housing

Can I ask what is the position on the possible disbandment of the Joint Housing Board and has the creation of a Tenant Board as I was particularly keen to establish have some sort of Member involvement?

Response Councillor Wilshaw Cabinet Member for Housing

I have checked with the Assistant Director for Housing and they are still working on the how the new proposals would work

Q5 Councillor Otton to Councillor Wilshaw Cabinet Member for Housing

With regard to your report on universal credit, you state that you have three tenancy support officers who are only working one day a week at each of these job centres. Please could you clarify where it says tenancy, are these for local authority tenants or are they for all tenants and are those officers qualified to actually give debt advice? Please also confirm whether you are paying the Citizens Advice Bureau (CAB) for help and support?

Response Councillor Wilshire: Cabinet Member for Housing

Councillor Gowrley and I are in discussion with the Assistant Director for Housing regarding universal credit and possibility of using CAB to support this.

34.3 Councillor Gowrley, being a trustee of the Stowmarket CAB declared a non-pecuniary interest and also for Councillor Wilshaw, being a volunteer at Stowmarket CAB.

CM22 Councillor Morley, Cabinet Member for Organisational Delivery

Q1 Councillor Otton to Councillor Morley, Cabinet Member for Organisational Delivery

On the Council's priorities for 2018/19 it details the timetable for the "One Council business Case surely this should no longer be included?

Response: Councillor Morley, Cabinet Member for Organisational Delivery

You are quite right that should be removed, thank you for bringing this to my attention.

Q2 Councillor Field to Councillor Morley, Cabinet Member for Organisational Delivery.

Within your performance measures do you have any statistics on messages being left on officers phones and whether they respond to them as I have received complaints from residents that their messages are going unanswered?

Response: Councillor Morley, Cabinet Member for Organisational Delivery

I think if the call comes through to individual officers then we are unable to measure this but I will find out and confirm this.

CM23 Councillor Gowrley, Cabinet Member for Law and Governance.

As the Leader and Chief Executive know, I felt that the Council was very poor in promoting National Democracy Week I would hope that that in another year we would have a much more inclusive local democracy week

Response Chief Executive

Just to clarify this was the very first National Democracy Week, Local Democracy Week takes place in October, obviously we will be supporting both.

CMU24 Councillor Horn, Cabinet Member for Planning

Q1 Councillor Otton to Councillor Horn, Cabinet Member for Planning

This Council appears to have a more complex CIL bidding process than other councils in Suffolk can we look at this? I would also like to ask you to have a look at a recent judicial review which appears to throw a spanner in the works for planning applications in villages in the countryside particularly outside of a settlement which may have significant implications for our villages and lastly would you have a discussion with Councillor Field relating to S106 payments for Gt Blakenham which have been hanging about for three years?

Response Councillor Horn, Cabinet Member for Planning

In reverse order, the Gt Blakenham 106 has already been raised and once I have solid answers I will make sure that all members are briefed. I am more than happy to look at other recent court rulings and other authorities' experiences. Lastly, I'm not sure our CIL bidding process is more complex as I really don't have anything to compare it with. We do have a CIL review process in place, so I would hope through the iterations it will become more simpler and effective. We will monitor what other people are doing and we will learn from them and take those lessons up as they crop up.

Q3 Councillor Eburne to Councillor Horn, Cabinet Member for Planning

With reference to page 48 paragraph 3.6 the Suffolk Design Guide, whilst there were lots of input from businesses at the workshops I was concerned that there was little input from Members as representatives of our communities, I would ask if you are looking at a plan to develop the Suffolk Design Guide looking at how the community element and what housing development looks like in Mid Suffolk because it is very different to what's in Ipswich and Southwold and my concern is that it will become Suffolk and not Mid Suffolk, can I have your assurance that this won't happen.

Response Councillor Horn, Cabinet Member for Planning

I agree with Councillor Eburne. I would love to see more members attending these workshops. This was a launch event and there will be other workshops and seminars and I would encourage all members to attend. With regard to the specific Mid Suffolk designs I will ask the Assistant Director for Planning to respond.

Response Assistant Director for Planning

To pick up the point about local community representatives, this was essentially the most significant input that Mid Suffolk and Babergh made in the original bid to MHCLG to ensure that training for community representatives parish councils and particularly neighbourhood planning groups was an inherent part of the bid that was made. Invites were also sent to the Suffolk Preservation Society and the Suffolk Association of Local Councils and representatives from both of these groups attended. A particularly complicated part of the training exercise is that in Suffolk there is probably in excess of 4,000 Parish Councillors so engaging them all is quite challenging. Mr Hemingway has a particular desire for digital engagement but some of our Parish Councillors have a particular desire not to be engaged in that way so there is a bit of tension to resolve there in terms of how you engage that mass of people and particularly pick up the points around Mid Suffolk specifically.

A key part of the communication between the project team and the design team has been to ensure that we don't end up with something bland that reflects some kind of Suffolk DNA but that it actually reflects the diversity of vernacular and communities across Suffolk from the coastal to urban to the rural to the very rural. I think what we will end up with is some kind of typology or methodology that reflects the uniqueness of different places so that's the core part of the work that will be ongoing.

36 OVERVIEW AND SCRUTINY COMMITTEE REPORT

36.1 The Chair of Overview and Scrutiny reported that the Overview and Scrutiny committee had agreed for this municipal year to hold alternative monthly meetings with joint meetings in between.

36.2 Commenting further the Chair of Overview and Scrutiny reported that the Committee had scrutinised two key matters at their June and July meetings.

36.3 At the June meeting Members had received a report from the Cabinet Member for Housing on the first year of trading for BMBS and had scrutinised the revised

business plan for 2017 to 2023. The comments of the Overview and Scrutiny Committee will be reported to Cabinet on the 6th August 2018 along with the committee's comments on the Corporate Compliments, Comments and Complaints Policy.

36.4 At the July Joint Overview and Scrutiny Committee, the Committee looked at the CIFCO performance for 2017/18 and scrutinised the business plan for 2018/19. Members asked a number of detailed questions and were given extensive responses and an undertaking that this information would be included in the Council report. The Chair of the Overview and Scrutiny Committee was pleased to see that all of this information including the Minutes from the meeting had been included in the Council report for debate that had been tabled this evening.

36.5 The Chair of Overview and Scrutiny Committee then went on to detail the future items that the Scrutiny Committee would be reviewing including: -

- The Planning pre -app fees and performance
- Disabled adaptations, grants, and the locality award scheme
- Health and Wellbeing particularly staff turnover and sickness and the effect of the move to Endeavour House
- Council housing void times.

37 MC/18/13 LOCAL DEVELOPMENT SCHEME UPDATE

37.1 Councillor Horn introduced the report and **MOVED** the recommendations within the report.

37.2 Commenting further Councillor Horn stated that the Local development Scheme was the work programme for the preparation of the Joint Local Plan. This version updated the adopted March 2017 version and introduced a number of amendments mainly revising the timetable to reflect a further round of public consultation to ensure the Joint local Plan was robust and so that the Council could take into account the comments made at the next round of public consultation before producing the draft Joint Local Plan for examination

37.3 The next version of the plan which is proposed to be published in November 2018 with public consultation from December 2018 to January 2019 would be known as the Regulation 18 draft and would effectively set out the Council's prepared position in respect of planning policies and site allocations.

37.4 Comments from the public and stakeholders will be fed back to members in March 2019 and the submission draft plan known as Regulation 19 draft will be published in the spring of March 2019 with a six- week technical consultation on the soundness and legal compliance of the document. Representations made on this plan are then submitted along with the plan to the Government for public examination. The submission plan once agreed by Council will carry weight in the determination of planning applications.

37.5 Councillor Guthrie seconded the report and reserved the right to speak.

37.7 Councillor Killett asked in view of the now changed timetable what the risk and financial issues were to the Council for the late delivery of the plan.

37.8 In response the Corporate Manager for Strategic Planning stated that the financial details were already detailed in the report as effectively the evidenced based costs would remain the same. The examination costs remain the same. What the Council was trying to do was actually de-risk if from the examination process itself by ensuring the Plan was robust enough before submission so that the Council didn't have a period of suspension at the examination.

37.9 Councillor Eburne sought reassurance that the date would not be pushed further into the future?

37.10 In response Councillor Horn stated that he would like to very much achieve that date and the Council would do what it could to stick to the timetable.

It was Resolved:-

- (i) That the revised timetable for the preparation of the Joint Local Plan be approved and that the revised Local Development Scheme be brought into effect by 31st July 2018.

38 COUNCILLOR APPOINTMENTS

It was Resolved:-

- (i) That Councillor Muller be appointed Chair of the Joint Audit and Standards Committee for the remainder of the municipal year.
- (ii) That Councillor Hadingham be appointed temporary vice chair of the Strategic Overview and Scrutiny until the return of Councillor Osborne from a period of absence.
- (iii) That Councillor Burke be appointed Vice Chair of the Joint Audit and Standards Committee for the remainder of the municipal year.

39 MOTIONS ON NOTICE

39.1 On the proposal of Councillor Matthissen and seconded by Councillor Mansel It was **MOVED** that: -

This Council notes that:-

- Community Rail Partnerships (CRP) are a useful way of promoting tourism without generating road traffic.
- Abellio Greater Anglia offers start-up grants of £20,000 and continuing financial and practical support
- Greater Anglia supports 8 CRP's at present, and 4 of its 8 intermediate stations are in Mid Suffolk

Accordingly, Council calls on Suffolk County Council and the West Suffolk councils

to join Mid Suffolk in approaching Greater Anglia to propose that work begins to launch a Mid Anglia CRP next spring.

39.2 Councillor Matthissen briefly explained that CRP's were a good way of promoting tourism and therefore bringing money into the economy without increasing road traffic. Secondly Abellio Anglia did offer start up grants to help with this. There were already eight of these community rail partnerships who were already a long way through the process of setting them up and Councillor Matthissen were concerned that Mid Suffolk would be left behind. He suggested that there were three potential CRP's that remain and looking at the railway line of the intermediate stations between Ipswich and Cambridge out of the eight stations four were actually in Mid Suffolk. Councillor Matthissen went on to say that he would like the Council to call on the County Council the lead authority on transport matters and also the West Suffolk Council to approach Greater Anglia to suggest this.

39.3 The Chairman invited Mr Feeney, an expert witness to speak on the motion.

39.4 Mr Feeney informed Council that a Community Rail Partnership (CRP) was an association between a public transport operator primarily the train operator Greater Anglia, the local authorities covered by the area and the local communities, Councillor Matthissen had mentioned the potential impact on tourism and Mr Feeney, thought it was also right to mention a wider impact on local business through businesses having the opportunity to use some railway resources in terms of developing small businesses in railway linked properties along the line. The other value of a CRP was the fact that it actually promoted public transport. Not something for tourism but for commuting further forms of travel. So from that point of view it was really about time the Mid Anglia line had a Community Rail Partnership. Mr Feeney thought this was long overdue as there was between 90 to a 100 of them throughout the country already. The line from Cambridge to Ipswich which goes through Mid Suffolk was one of a minority routes served by Greater Anglia which it had not yet got the Community Rail Partnership. The Community Rail Partnership in East Suffolk serving Felixstowe and communities through to Lowestoft had been an immense success. It was a model of what can be done with public transport both in terms of increasing passenger numbers, in terms of promoting tourism, in terms of using redundant station buildings for cafes and other businesses so there was a real template in the county that we can hopefully learn from. Mr Feeney thanked the Chair for giving him the opportunity to speak in support of the motion, he also underlined the importance of the huge benefits and thought it was a genuine win-win. There were huge benefits to having a Community Rail Partnership. There was funding. Cllr Matthissen mentioned that this comes from Greater Anglia but actually comes from the Department for Transport and the Department for Transport who through the years had been a consistent advocate for the development of Community Rail Partnerships so hopefully this will meet with the support of Council and can progress. There is a funny kind of choreography to these things, the train operator has to set things up and get it going but the impression that we have is that the train operator has to have the vibes from the local authorities that they are keen to participate and to help it to happen and hence the notion of working in collaboration with the County Council and with partners at West Suffolk to try and expedite this as quickly as possible really. Thankyou.

39.5 In response Councillor Brewster stated that having discussed the matter with officers and noting the potential financial and resource implications associated with this activity he proposed an amendment to the Motion as follows:

“this Council notes that the Community Rail Partnerships (CRP’s) are a useful way of promoting tourism without generating road traffic. Abellio Greater Anglia offer start up grants of £20,000 and continuing financial and practical support, both of which are dependent on third party contributions. Greater Anglia supports 8 CRP’s and have just launched a ninth for the Southend line. The Mid Anglia CRP is one of three remaining CRP’s and 4 of its 8 intermediate stations are in Mid Suffolk. Accordingly Council calls on Suffolk County Council and the West Suffolk Councils to join Mid Suffolk in exploring the benefits and implications of a Mid Anglia CRP”

39.6 Councillor Gowrley seconded the amendment and reserved the right to speak.

39.7 Councillor Matthissen accepted the amendment.

39.8 The amendment was **PUT** to the meeting and **AGREED**.

It was Resolved:-

That this Council notes that the Community Rail Partnerships (CRP’s) are a useful way of promoting tourism without generating road traffic. Abellio Greater Anglia offer start up grants of £20,000 and continuing financial and practical support, both of which are dependent on third party contributions. Greater Anglia supports 8 CRP’s and have just launched a ninth for the Southend line. The Mid Anglia CRP is one of three remaining CRP’s and 4 of its 8 intermediate stations are in Mid Suffolk. Accordingly, Council calls on Suffolk County Council and the West Suffolk Councils to join Mid Suffolk in exploring the benefits and implications of a Mid Anglia CRP”

40 MC/18/14 CAPITAL INVESTMENT FUND COMPANY ('CIFCO CAPITAL LTD') BUSINESS TRADING AND PERFORMANCE REPORT 2017/2018

40.1 Councillor Brewster introduced the report and **MOVED** the recommendations within the report.

40.2 Commenting further Councillor Brewster informed Council that the report provided the Council as a 50% shareholder with an oversight of CIFCO’s Capital LTD’s performance and activity in its first year of trading and its proposed investment strategy for the 2018/19 year forming the basis of trading in year 2. The report had been scrutinised by the Joint Overview and Scrutiny Committee and their recommendations and the Minutes from that meeting were also included in the report.

40.3 Councillor Brewster then went on to welcome and introduce Mr Ian Winslet a consultant working for the Board of CIFCO to present the report.

40.4 Mr Winslet informed Council that the report reflected the financial targets that

were set by the Councils in the original agreement, and that they were on target. The report also showed that six assets were acquired, with one other being acquired since the report had been written, another one had been exchanged so the Company was getting close to the full investment of £50m.

40.5 Councillor Ekpenyong seconded the report and reserved the right to speak.

40.6 Councillor Otton stated that her party and others had been unhappy about some of the investments that had been put forward and were progressing. They were particularly concerned about the reliance on the retail sector at a time when hearing of organisations in the retail business not reaching their profit targets. The other issue that they were concerned about was that the sites that had been acquired were not in the district or the county.

40.7 Councillor Stringer raised concerns relating to the diversity of the Board of Directors.

40.8 Councillor Eburne asked why only one aspect of Lord Oakeshott's report was included as several aspects of his report related to commercial property including treasury guidance changes, The PWLB changes, and reference to a Private Members Bill entitled Local Authority (Borrowing and Investment) Bill. She also asked about acquiring investments related to renewable energy.

40.9 In response to the query relating to the diversity of the Board, Councillor Horn confirmed that a wide reaching and open recruitment process had been undertaken. The people were appointed due to their ability to deliver the strategic priorities that the holding companies had set them.

40.10 Mr Winslet in response to the question relating to the Lord Oakeshott report stated that the reason that Lord Oakeshott was mentioned in Paragraph 4.3 of the report was in response to a specific question that was asked prior to the scrutiny meeting, hence why it was felt appropriate to add it to the report.

It was Resolved:-

That the CIFCO Capital Ltd trading activity and performance for the year to end April 2018 be noted.

41 EXCLUSION OF THE PUBLIC WHICH TERM INCLUDES THE PRESS

It was Resolved:-

That pursuant to Part 1 of Schedule 12A of the Local Government Act 1972, the public be excluded from the meeting for the business specified in the Minutes on the grounds that if the public were present during discussion of this item, it is likely that there would be disclosure to them of exempt information as indicated in the report.

**42 CONFIDENTIAL APPENDIX - CIFCO CAPITAL LTD BUSINESS PLAN 2018/19
(EXEMPT INFORMATION BY VIRTUE OF PARAGRAPH 3 OF PART 1)**

**43 MC/18/15 TO CONFIRM THE CONFIDENTIAL MINUTE OF 21 JUNE 2018
MEETING**

The business of the meeting was concluded at 7.45 pm.

.....

Chair

This page is intentionally left blank

Agenda Item 4

		MC/18/17		
MID SUFFOLK DISTRICT COUNCIL CHAIRMAN'S ANNOUNCEMENTS				
COUNCIL - 27 SEPTEMBER 2018				
EVENT	LOCATION	DATE	CHAIRMAN	VICE CHAIR
AUGUST 2018				
High Sheriff's Garden Party	Great Thurlow Hall, Great Thurlow	31-Aug	✓	
SEPTEMBER 2018				
Stowmarket Lions BIG Coffee and Cake Fun Day - MacMillan Cancer Support	United Reformed Church, Stowmarket	15-Sep	✓	
St Edmundsbury Battle of Britain Commemoration Parade and Service	St Mary's Church and Athenaeum, Bury St Edmunds	16-Sep	✓	
Mid Suffolk District Council Chairman's Civic Service	St Peter's Church, Thurston	16-Sep	✓	✓
Hadleigh Mayor's Civic Service	St Mary's Church, Hadleigh	23-Sep	✓	

This page is intentionally left blank

Agenda Item 9a

BABERGH and MID SUFFOLK DISTRICT COUNCILS

COMMITTEE: Joint Audit and Standards Committee		REPORT NUMBER: JAC/18/3
FROM:	Katherine Steel, Assistant Director, Corporate Resources	DATE OF MEETING: 30 July 2018
OFFICERS: Melissa Evans, Corporate Manager - Finance Sue Palmer, Senior Financial Services Officer		

JOINT ANNUAL TREASURY MANAGEMENT REPORT - 2017/18

1. PURPOSE OF REPORT

- 1.1 The report is part of the Councils' management and governance arrangements for Treasury Management activity under the CIPFA Code of Practice on Treasury Management ("the Code"). It provides Members with a comprehensive assessment of activities for the year.
- 1.2 The report specifically sets out the performance of the treasury management function, the effects of the decisions taken, and the transactions executed in the past year and any circumstances of non-compliance with the Councils' treasury management policy statement and treasury management practices.
- 1.3 The report also includes performance on Prudential Indicators which were set in the 2017/18 Treasury Management Strategy.
- 1.4 The figures contained in this report are subject to the external auditor's review which will conclude at the end of this month.

2. OPTIONS CONSIDERED

- 2.1 This report fulfils the Councils' legal obligations to have regard to the Code and there are no options to consider.

3. RECOMMENDATIONS

- 3.1 That the Treasury Management activity for the year 2017/18 be noted. Further, that it be noted that performance was in line with the Prudential Indicators set for 2017/18.
- 3.2 That Babergh District Council Treasury Management activity for 2017/18 was in accordance with the approved Treasury Management Strategy, and that, except for one occasion when the Council exceeded its daily bank account limit with Lloyds by £120k, as mentioned in Paragraph 4.6, the Council has complied with all the Treasury Management Indicators for this period be recommended to Council for noting.

3.3	That Mid Suffolk District Council Treasury Management activity for 2017/18 was in accordance with the approved Treasury Management Strategy, and that, except for one occasion when the Council exceeded their daily bank account limit with Lloyds by £79k, as mentioned in Paragraph 4.7, the Council has complied with all the Treasury Management Indicators for this period be recommended to Council for noting.
3.4	The Committee is asked to make a recommendation to Full Council on the above matters.
REASON FOR DECISION	
For Members to recommend to full Council.	

4. KEY INFORMATION

- 4.1 The 2017/18 Treasury Management Strategy for both Councils was approved in February 2017.
- 4.2 The strategy and activities are affected by a number of factors, including the regulatory framework, economic conditions, best practice and interest rate/liquidity risk. The attached appendices summarise the regulatory framework, economic background and information on key activities for the year.
- 4.3 The following key points for the year are as follows:
- Interest rates continued at very low levels
 - The UK economy showed signs of slowing with latest estimates showing GDP, helped by an improving global economy, grew by 1.4% in the calendar year 2017, compared with 1.6% in 2016.
 - No new long term external borrowing was taken out by Babergh or Mid Suffolk to finance the 2017/18 capital programme. All the existing long-term debt relates to the HRA for both Councils.
 - Babergh increased its short term borrowing by £6m. Mid Suffolk increased its short term borrowing by £6.5m and reduced its long term borrowing by £0.8m (see Appendix B, Table 3).
 - Investment activity was undertaken in accordance with the approved counterparty policy and investment limits (see Appendix C, Table 8)

4.4 Specific highlights relating to 2017/18 activity are provided below:

Area/Activity	Babergh	Mid Suffolk	Comments
Long Term Borrowing – average interest rate	3.28%	3.6%	All HRA and fixed rate
Credit Risk Scores during the year (value weighted average)	4.81 – 6.21	4.63– 6.29	Both within the score for the approved A- credit rating for investment counterparties
Compliance with Prudential Indicators	✓	✓	See Appendix D

4.5 There was one breach of the strategy for each Council during the year as follows:

4.6 Babergh District Council Treasury Management activity for 2017/18 was in accordance with the approved Treasury Management Strategy except for one occasion on 2 June 2017 when the Council exceeded its daily bank account limit with Lloyds by £120k, as mentioned in Appendix C Paragraphs 4.5 and 4.6.

4.7 Mid Suffolk District Council Treasury Management activity for 2017/18 was in accordance with the approved Treasury Management Strategy except for one occasion on 2 January 2018 when the Council exceeded its daily bank account limit with Lloyds by £79k, as mentioned in Appendix C Paragraphs 4.5 and 4.6.

5. LINKS TO THE JOINT STRATEGIC PLAN

5.1 Ensuring that the Council has the resources available underpins the ability to achieve the priorities set out in the Joint Strategic Plan.

6. FINANCIAL IMPLICATIONS

6.1 As detailed in the report and appendices.

7. LEGAL IMPLICATIONS

7.1 There are no legal implications arising from this report.

8. RISK MANAGEMENT

8.1 This report is linked to the Councils' Significant Risk Register risk 5(e) "If we do not understand our financial position and respond in a timely and effective way, then we will be unable to deliver the entirety of the Joint Strategic Plan".

8.2 The key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
If the Councils lose the investment this will impact on their ability to deliver services.	Highly Unlikely (1)	Bad (3)	Strict lending criteria for high credit rated institutions.
If the Councils receive a poor return on investments, there will be fewer resources available to deliver services.	Highly Probable (4)	Noticeable (2)	Focus is on security and liquidity, therefore, careful cashflow management in accordance with the TM Strategy is undertaken throughout the year.
If the Councils have liquidity problems, they will be unable to meet their short-term liabilities.	Unlikely (2)	Noticeable (2)	As above.
If the Councils incur higher than expected borrowing costs, there will be fewer resources available to deliver services.	Unlikely (2)	Noticeable (2)	Benchmark is to borrow from the Public Works Loan Board whose rates are very low and can be on a fixed or variable basis. Research lowest rates available within borrowing boundaries and use other sources of funding and internal surplus funds temporarily.

9. CONSULTATIONS

- 9.1 None, although it should be noted that Babergh and Mid Suffolk have regular joint strategy meetings with the external treasury advisor, Arlingclose, who provide updates and advice on treasury management issues as they arise.

10. EQUALITY ANALYSIS

- 10.1 An equality analysis has not been completed because the report content does not have any impact on the protected characteristics.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 None directly related to this report.

12. APPENDICES

Title	Location
A Regulatory Framework, External and Local Context	Attached
B Borrowing activity	Attached
C Investment activity	Attached
D Prudential Indicators	Attached
E Glossary of Terms	Attached

13. BACKGROUND DOCUMENTS

13.1 CIPFA's Code of Practice on Treasury Management ("the Code").

13.2 Joint Treasury Management Strategy 2017/18 (Paper JAC93).

1. Regulatory Framework

- 1.1. In February 2012 the Councils adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires the Councils to approve a treasury management annual report after the end of each financial year.
- 1.2. This report fulfils the Councils' legal obligation to have regard to the CIPFA Code.
- 1.3. The Councils' treasury management strategy for 2017/18 was approved at meetings on 21 February 2017 (Babergh) and 23 February 2017 (Mid Suffolk) The Councils have borrowed and invested substantial sums of money and are therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Councils' treasury management strategy.

2. External Context

2.1. Economic background:

- 2.1.1. 2017/18 was characterised by the push-pull from expectations of tapering of Quantitative Easing (QE) and the potential for increased policy rates in the US and Europe and from geopolitical tensions, which also had an impact.
- 2.1.2. The UK economy showed signs of slowing with latest estimates showing GDP, helped by an improving global economy, grew by 1.4% in the calendar year 2017, compared with 1.6% in 2016. This was a far better outcome than the majority of forecasts following the EU Referendum in June 2016, but it also reflected the international growth momentum generated by the increasingly buoyant US economy and the re-emergence of the Eurozone economies.
- 2.1.3. The inflationary impact of rising import prices, a consequence of the fall in sterling associated with the EU referendum result, resulted in year-on-year CPI rising to 3.1% in November 2017 before falling back to 2.7% in February 2018. Consumers felt the squeeze as real average earnings growth, i.e. after inflation, turned negative before slowly recovering. The labour market showed resilience as the unemployment rate fell back to 4.2% in March 2018. The inherent weakness in UK business investment was not helped by political uncertainty following the surprise General Election in June and by the lack of clarity on Brexit, the UK and the EU only reaching an agreement in March 2018 on a transition which will now span Q2 of 2019 to Q4 of 2020. The Withdrawal Treaty has received royal assent in the UK but is yet to be ratified by the other 27 EU member states and new international trading arrangements are yet to be negotiated and agreed.

- 2.1.4. The Bank of England's Monetary Policy Committee (MPC) increased Bank Rate by 0.25% in November 2017. It was significant in that it was the first rate increase in ten years, although in essence the MPC reversed its August 2016 cut following the referendum result. The February *Inflation Report* indicated the MPC was keen to return inflation to the 2% target over a more conventional (18-24 month) horizon with 'gradual' and 'limited' policy tightening. In June 2018 three MPC members voted to increase policy rates immediately but the MPC itself stopped short of committing itself to the timing of the next increase in rates, saying that any future increases will be at a gradual pace and to a limited extent. It seems likely that there will be an increase in 2018.
- 2.1.5. In contrast, economic activity in the Eurozone gained momentum and although the European Central Bank removed reference to an 'easing bias' in its market communications and has yet to confirm its QE intention when asset purchases end in September 2018, the Central Bank appeared some way off normalising interest rates. The US economy grew steadily and, with its policy objectives of price stability and maximising employment remaining on track, the Federal Reserve Open Market Committee (FOMC) increased interest rates in December 2017 by 0.25% and again in March, raising the policy rate target range to 1.50% - 1.75%. The Federal Reserve is expected to deliver two more increases in 2018 and a further two in 2019. However, the imposition of tariffs on a broadening range of goods initiated by the US, which has led to retaliation by China, could escalate into a deep-rooted trade war having broader economic consequences including inflation rising rapidly, warranting more interest rate hikes.

2.2. Financial markets:

- 2.2.1. The increase in Bank Rate resulted in higher money markets rates: 1-month, 3-month and 12-month LIBID rates averaged 0.32%, 0.39% and 0.69% and at 31 March 2018 were 0.43%, 0.72% and 1.12% respectively.
- 2.2.2. Gilt yields displayed significant volatility over the twelve-month period with the change in sentiment in the Bank of England's outlook for interest rates. The yield on the 5-year gilts which had fallen to 0.35% in mid-June rose to 1.65% by the end of March. 10-year gilt yields also rose from their lows of 0.93% in June to 1.65% by mid-February before falling back to 1.35% at year-end. 20-year gilt yields followed an even more erratic path with lows of 1.62% in June, and highs of 2.03% in February, only to plummet back down to 1.70% by the end of the financial year.
- 2.2.3. The FTSE 100 had a strong finish to the calendar year 2017, reaching yet another record high of 7688, before plummeting below 7000 at the beginning of 2018 in the global equity correction and sell-off.

2.3. Credit background:

- 2.3.1. In the first quarter of the financial year, UK bank credit default swaps reached three-year lows on the announcement that the Funding for Lending Scheme, which gave banks access to cheaper funding, was being extended to 2018. For the rest of the year, CDS prices remained broadly flat.

- 2.3.2. The rules for UK banks' ring-fencing were finalised by the Prudential Regulation Authority and banks began the complex implementation process ahead of the statutory deadline of 1 January 2019. As there was some uncertainty surrounding which banking entities the Authority would be dealing with once ring-fencing was implemented and what the balance sheets of the ring-fenced and non-ring-fenced entities would actually look like, in May 2017 Arlingclose advised adjusting downwards the maturity limit for unsecured investments to a maximum of 6 months. The rating agencies had slightly varying views on the creditworthiness of the restructured entities.
- 2.3.3. Barclays was the first to complete its ring-fence restructure over the 2018 Easter weekend; wholesale deposits including local authority deposits will henceforth be accepted by Barclays Bank plc (branded Barclays International), which is the non-ring-fenced bank.
- 2.3.4. The new EU regulations for Money Market Funds (MMFs) were finally approved and published in July and existing funds will have to be compliant by no later than 21 January 2019. The key features include Low Volatility Net Asset Value (LVNAV) Money Market Funds which will be permitted to maintain a constant dealing NAV, providing they meet strict new criteria and minimum liquidity requirements. MMFs will not be prohibited from having an external fund rating (as had been suggested in draft regulations). Arlingclose expects most of the short-term MMFs it recommends converting to the LVNAV structure and awaits confirmation from each fund.
- 2.4. **Credit Rating developments**
- 2.4.1. The most significant change was the downgrade by Moody's to the UK sovereign rating in September from Aa1 to Aa2 which resulted in subsequent downgrades to sub-sovereign entities including local authorities.
- 2.4.2. Changes to credit ratings included Moody's downgrade of Standard Chartered Bank's long-term rating to A1 from Aa3 and the placing of UK banks' long-term ratings on review to reflect the impending ring-fencing of retail activity from investment banking (Barclays, HSBC and RBS were on review for downgrade; Lloyds Bank, Bank of Scotland and National Westminster Bank were placed on review for upgrade).
- 2.4.3. Standard & Poor's (S&P) revised upwards the outlook of various UK banks and building societies to positive or stable and simultaneously affirmed their long and short-term ratings, reflecting the institutions' resilience, progress in meeting regulatory capital requirements and being better positioned to deal with uncertainties and potential turbulence in the run-up to the UK's exit from the EU in March 2019. The agency upgraded Barclays Bank's long-term rating to A from A- after the bank announced its plans for its entities post ring-fencing.
- 2.4.4. Fitch revised the outlook on Nationwide Building Society to negative and later downgraded the institution's long-term ratings due to its reducing buffer of junior debt. S&P revised the society's outlook from positive to stable.

3. Local Authority Regulatory Changes

3.1. Revised CIPFA Codes

- 3.1.1. CIPFA published revised editions of the Treasury Management and Prudential Codes in December 2017. The required changes from the 2011 Code will be incorporated into the forthcoming Treasury Management Strategies and monitoring reports.
- 3.1.2. The 2017 Prudential Code introduces the requirement for a Capital Strategy which provides a high-level overview of the long-term context of capital expenditure and investment decisions and their associated risks and rewards along with an overview of how risk is managed for future financial sustainability. The Code also expands on the process and governance issues of capital expenditure and investment decisions.
- 3.1.3. Both Councils will produce a Capital Strategy alongside the Treasury Management Strategy.
- 3.1.4. In the 2017 Treasury Management Code the definition of 'investments' has been widened to include financial assets as well as non-financial assets held primarily for financial returns such as investment property. These, along with other investments made for non-treasury management purposes such as loans supporting service outcomes and investments in subsidiaries, must be discussed in the Capital Strategy or Investment Strategy. Additional risks of such investments are to be set out clearly and the impact on financial sustainability is to be identified and reported.

3.2. MHCLG Investment Guidance and Minimum Revenue Provision (MRP)

- 3.2.1. In February 2018 the Ministry of Housing, Communities and Local Government (MHCLG) published revised Guidance on Local Government and Investments and Statutory Guidance on Minimum Revenue Provision (MRP).
- 3.2.2. Changes to the Investment Guidance include a wider definition of investments to include non-financial assets held primarily for generating income returns and a new category called "loans" (e.g. temporary transfer of cash to a third party, joint venture, subsidiary or associate). The Guidance introduces the concept of proportionality, proposes additional disclosure for borrowing solely to invest and specifies additional indicators. Investment strategies must detail the extent to which service delivery objectives are reliant on investment income and a contingency plan should be in place in the event investments fall.
- 3.2.3. The definition of prudent MRP has been changed to "put aside revenue over time to cover the Capital Financing Requirement" (CFR); it cannot be a negative charge and can only be zero if the CFR is nil or negative. Guidance on asset lives has been updated, applying to any calculation using asset lives. Any change in MRP policy cannot create an overpayment. The new policy must be applied to the outstanding CFR going forward only.

3.3. MiFID II

- 3.3.1. As a result of the second Markets in Financial Instruments Directive (MiFID II), from 3 January 2018 local authorities were automatically treated as retail clients but could “opt up” to professional client status, providing certain criteria were met which includes having an investment balance of at least £10m and the person(s) authorised to make investment decisions on behalf of the Council have at least a year’s relevant professional experience. In addition, the regulated financial services firms to whom this directive applies have had to assess that that person(s) have the expertise, experience and knowledge to make investment decisions and understand the risks involved.
- 3.3.2. Both Councils have met the conditions to opt up to professional status and have done so in order to maintain their erstwhile MiFID II status prior to January 2018. The Councils will continue to have access to products including money market funds, pooled funds, treasury bills, bonds, shares and to financial advice.

4. Local Context

- 4.1. On 31 March 2018, Babergh had net borrowing of £96.471m and Mid Suffolk had net borrowing of £110.309m arising from the revenue and capital income and expenditure activities. This is an increase of £19.732m for Babergh and £14.074m for Mid Suffolk from the 31 March 2017 position. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors and the year-on-year change are summarised in Table 1 below.

4.2. Table 1: Borrowing Summary

Babergh	31.3.17 Actual £m	2017/18 Movement £m	31.3.18 Actual £m
General Fund CFR	18.609	12.577	31.186
HRA CFR	86.253	(0.500)	85.753
Total CFR	104.862	12.077	116.939
Less: Usable reserves	(22.254)	(2.795)	(25.049)
Add / (Less): Working Capital	(5.869)	10.450	4.581
Net Borrowing	76.739	19.732	96.471

Mid Suffolk	31.3.17 Actual £m	2017/18 Movement £m	31.3.18 Actual £m
General Fund CFR	22.241	13.592	35.833
HRA CFR	86.759	0.000	86.759
Total CFR	109.000	13.592	122.592
Less: Usable reserves	(22.723)	(6.660)	(29.383)
Add: Working Capital	9.958	7.142	17.100
Net Borrowing	96.235	14.074	110.309

Appendix A cont'd

4.3. Both Councils' net borrowing has increased due to a rise in the CFR as new capital expenditure was higher than the financing applied, including minimum revenue provision. This was offset by an increase in usable reserves and a decrease in working capital due to the timing of receipts and payments and an increase in short term borrowing.

4.4. The current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing, to reduce risk and keep interest costs low.

4.5. **Table 2: Treasury Management Summary**

4.6. The treasury management position as at 31 March 2018 and the year-on-year change is shown in Table 2 below.

Babergh	31.3.17 Balance £m	2017/18 Movement £m	31.3.18 Balance £m	31.3.18 Rate %
Long-term borrowing	86.797	(0.500)	86.297	3.29%
Short-term borrowing	6.000	6.000	12.000	0.68%
Total borrowing	92.797	5.500	98.297	
Long-term investments	9.638	0.000	9.638	4.96%
Short-term investments	2.000	(2.000)	0.000	0.17%
Cash and Cash equivalents	4.039	(1.594)	2.445	0.22%
Total investments	15.677	(3.594)	12.083	
Net Borrowing	77.120	9.094	86.214	

Mid Suffolk	31.3.17 Balance £m	2017/18 Movement £m	31.3.18 Balance £m	31.3.18 Rate %
Long-term borrowing	74.887	(0.800)	74.087	3.88%
Short-term borrowing	22.500	6.500	29.000	0.79%
Total borrowing	97.387	5.700	103.087	
Long-term investments	9.642	0.000	9.642	4.94%
Short-term investments	2.000	(2.000)	0.000	0.15%
Cash and Cash equivalents	3.872	(1.478)	2.394	0.25%
Total investments	15.514	(3.478)	12.036	
Net Borrowing	81.873	9.178	91.051	

4.7. The figures in Table 2 are from the balance sheet in the statement of accounts, adjusted to exclude operational cash, accrued interest and other accounting adjustments.

4.8. Babergh and Mid Suffolk have both increased net borrowing to finance capital expenditure.

1. Borrowing Activity

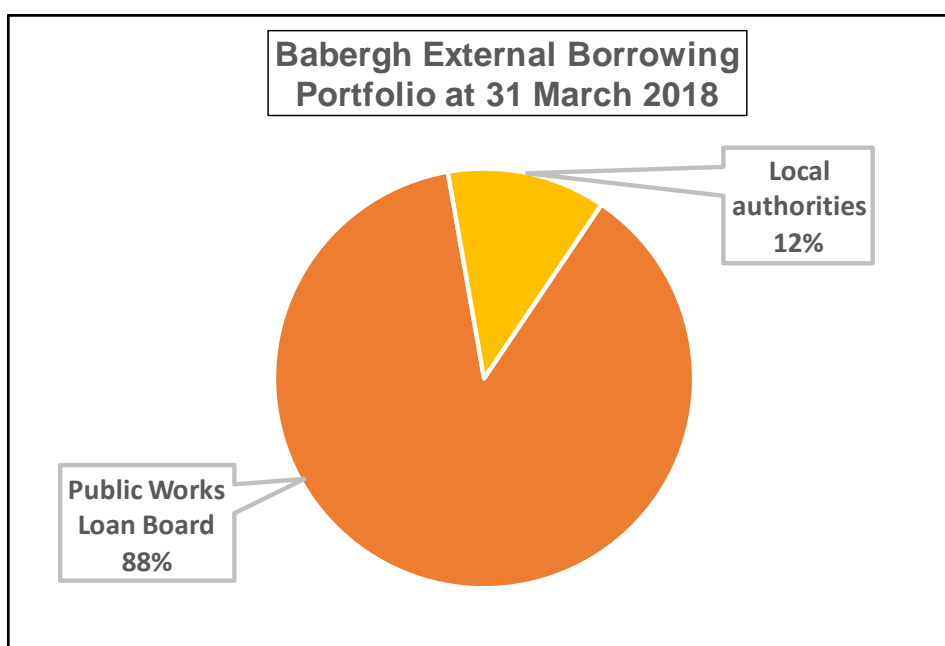
1.1. At 31 March 2018, Babergh held £98.297m of loans an increase of £5.5m on the previous year. Mid Suffolk held £103.087m of loans and increase of £5.7m on the previous year. These increases are part of both councils' strategy for funding previous years' capital programmes. The year-end borrowing position and the year-on-year change in show in Table 3 below.

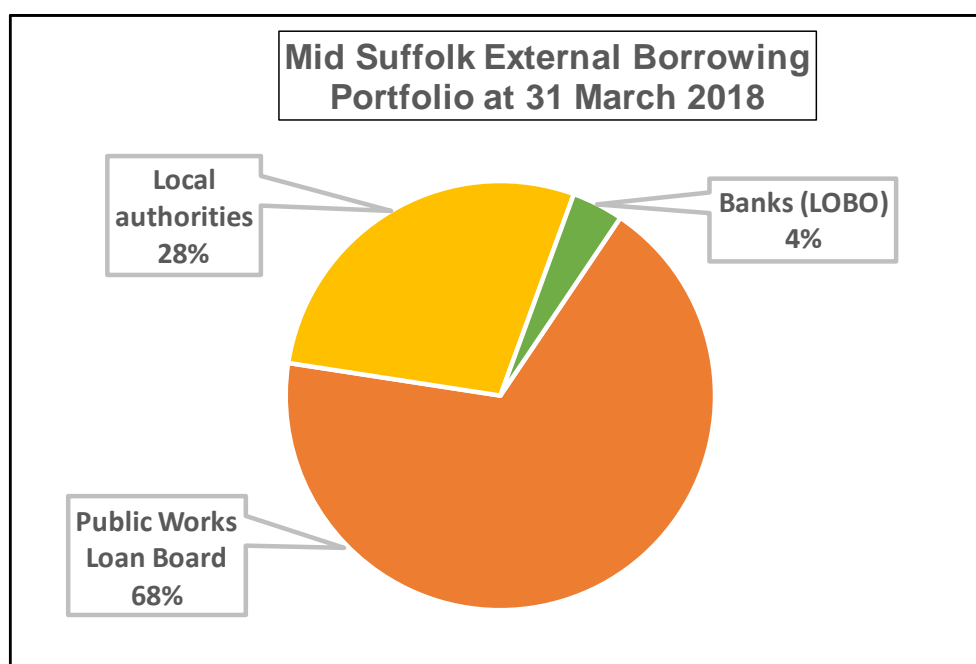
1.2. Table 3: Borrowing Position

	31.3.17	2017/18	31.3.18	31.3.18
Babergh	Balance	Movement	Balance	Average
	£m	£m	£m	Rate
				%
Public Works Loan Board	86.797	(0.500)	86.297	3.29%
Local authorities (short-term)	6.000	6.000	12.000	0.68%
Total borrowing	92.797	5.500	98.297	

	31.3.17	2017/18	31.3.18	31.3.18
Mid Suffolk	Balance	Movement	Balance	Average
	£m	£m	£m	Rate
				%
Public Works Loan Board	70.887	(0.800)	70.087	3.55%
Banks (LOBO)	4.000	0.000	4.000	4.21%
Local authorities (short-term)	22.500	6.500	29.000	0.79%
Total borrowing	97.387	5.700	103.087	

1.3. Table 3 - Charts: Borrowing Position





- 1.4. The Councils' objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Councils' long-term plans change being a secondary objective.
- 1.5. All new loans for Babergh and Mid Suffolk were taken as short term local authority borrowing to take advantage of low interest rates in 2017/18. This strategy enabled the Councils to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The "cost of carry" analysis performed by the Councils' treasury management advisor Arlingclose did not indicate any value in borrowing in advance for future years' planned expenditure and therefore none was taken.
- 1.6. Mid Suffolk continues to hold £4m of LOBO loans (Lender's Option Borrower's Option) where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. The banks did not exercise their option during 2017/18.

1. Investment Activity

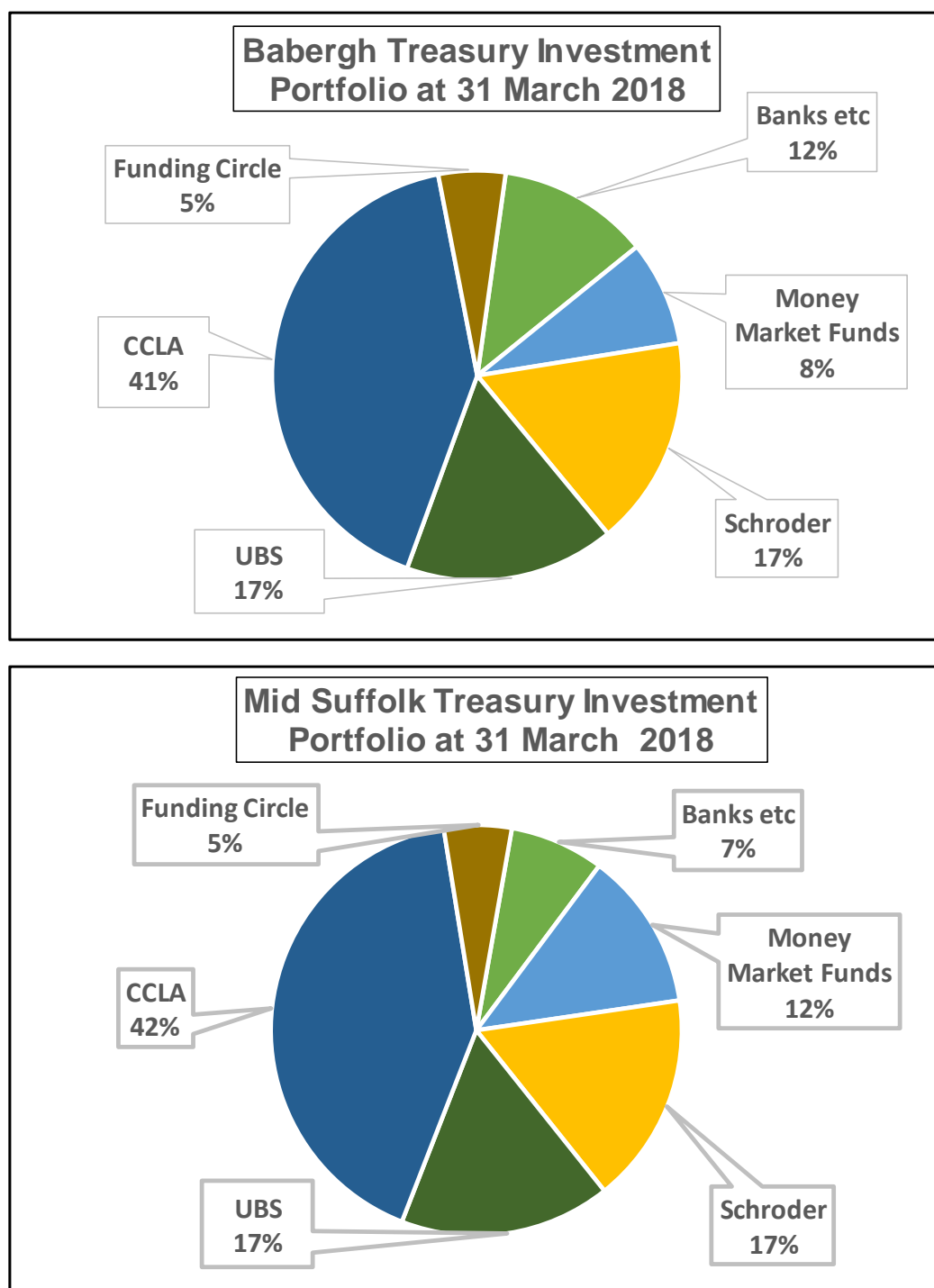
1.1. Babergh and Mid Suffolk hold invested funds, representing income received in advance of expenditure plus balances and reserves. During 2017/18, Babergh's Investment balance ranged between £11.667m and £23.335m. Mid Suffolk's investment balance ranged between £11.089m and £22.709m. These movements are due to timing differences between income and expenditure. The year-end investment position and the year-on-year change are shown in Table 4 below.

1.2. Table 4: Investment Position

Babergh	31.3.17 Balance £m	2017/18 Movement £m	31.3.18 Balance £m	31.3.18 Average Rate %
Banks & building societies (unsecured)	1.339	0.106	1.445	0.15%
Government (incl. local authorities)	2.000	(2.000)	0.000	0.17%
Money Market Funds	2.700	(1.700)	1.000	0.24%
Schroder	2.000	0.000	2.000	6.86%
UBS	2.000	0.000	2.000	3.74%
CCLA	5.000	0.000	5.000	4.54%
Funding Circle	0.638	0.000	0.638	4.54%
Total investments	15.677	(3.594)	12.083	

Mid Suffolk	31.3.17 Balance £m	2017/18 Movement £m	31.3.18 Balance £m	31.3.18 Average Rate %
Banks & building societies (unsecured)	0.572	0.322	0.894	0.15%
Government (incl. local authorities)	2.000	(2.000)	0.000	0.15%
Money Market Funds	3.300	(1.800)	1.500	0.28%
Schroder	2.000	0.000	2.000	6.86%
UBS	2.000	0.000	2.000	3.73%
CCLA	5.000	0.000	5.000	4.47%
Funding Circle	0.642	0.000	0.642	4.63%
Total investments	15.514	(3.478)	12.036	

1.3. Table 4 - Charts: Investment Position



- 1.4. Both the CIPFA Code and government guidance requires Councils to invest their funds prudently, and to have regard to the security and liquidity of investments before seeking the highest rate of return, or yield. The Councils' objectives when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

Appendix C cont'd

- 1.5. Babergh and Mid Suffolk have both followed the treasury strategy to move investments into long term pooled funds. No new investments were made in these during 2017/18. They have generated higher returns for the Councils in a period when interest rates are falling. The remaining investments are short term and highly liquid to ensure both Councils can meet their liabilities.
- 1.6. As a result, Credit Scores and Bail-in Exposure has increased for both Councils. Bail-in exposure is the percentage of our investments that could be lost if banks were to fail, while the average rate of return has increased from 3.69% to 5.10% for Babergh and from 3.50% to 5.08% for Mid Suffolk respectively. The progression of risk and return metrics are shown in the extracts from Arlingclose's quarterly investment benchmarking in Table 5 below.

1.7. **Table 5: Investment Benchmarking**

Babergh	Credit Score	Credit Rating	Bail-in Exposure	Rate of Return
31.03.2017	4.81	A+	61%	3.69%
30.06.2017	5.53	A	88%	4.78%
30.09.2017	5.29	A+	90%	4.69%
31.12.2017	5.37	A+	94%	4.35%
31.03.2018	6.21	A	85%	5.10%
Similar LAs	4.22	AA-	53%	1.32%
All Las	4.24	AA-	55%	1.08%

Mid Suffolk	Credit Score	Credit Rating	Bail-in Exposure	Rate of Return
31.03.2017	4.63	A+	59%	3.50%
30.06.2017	5.29	A+	88%	4.87%
30.09.2017	5.25	A+	90%	4.93%
31.12.2017	6.29	A	83%	6.17%
31.03.2018	5.85	A	85%	5.08%
Similar LAs	4.22	AA-	53%	1.32%
All Las	4.24	AA-	55%	1.08%

- 1.8. Both Councils' Bail-in Exposure is above the Similar and All Local Authority averages because the investments are mainly in unsecured deposits (e.g. pooled funds and money market funds). These are generally higher risk with higher expected returns.
- 1.9. Babergh's best performing investments in 2017/18 were its £9.6m of externally managed pooled equity, property and multi asset funds. These generated an average total return on investment of 4.99%.
- 1.10. Mid Suffolk's best performing investments in 2017/18 were its £9.6m of externally managed pooled equity, property and multi asset funds. These generated an average total return on investment of 4.97%.

- 1.11. These funds have no defined maturity date but are available for withdrawal after a notice period. Their performance and continued suitability in meeting the Councils' investment objectives is regularly reviewed. In light of their strong performance and the latest cash flow forecasts, investment in these funds has been maintained for the 2018/19 financial year.

2 Other Non-Treasury Holdings and Investment Activity

2.1 Investment Property

- 2.1.1 During 2016/17 Babergh District Council purchased Borehamgate Shopping Centre in Sudbury for £3.56m. This has been classified as an investment property and on 31 March 2018, the District Valuer assessed its Fair Value at £4m. Net Income, after the deduction of direct costs, was £260k in 2017/18 (£143k in 2016/17).

2.2 Trading Companies

- 2.2.1 Following approval by both Full Councils in April 2017 to set up a holding company for each Council, activity to invest £50m for capital investment began with their first purchase in December 2017. During 2017/18 a total of £24.6m of the £50m has been spent, with the remainder expected to be invested by December 2018.
- 2.2.2 Interest receivable by the Councils during the year was £173k, in total, for both Councils.

3 Performance Report

- 3.1 The Councils measure the financial performance of treasury management activities in terms of their impact on the General Fund and HRA budgets as shown in Table 6 below.

3.2 Table 6 Treasury Activity - Performance

Babergh	2017/18 Actual £m	2017/18 Budget £m	2017/18 Adverse/ (Favourable) £m	2017/18 Actuals Compared to budget %	2017/18 Adverse / (Favourable) Budget %
Interest receivable	(0.551)	(0.433)	(0.118)	127.25	0.273
GF Interest Payable	0.011	0.008	0.003	137.50	0.375
HRA Interest Payable	2.844	2.803	0.041	101.46	0.015

Mid Suffolk	2017/18 Actual £m	2017/18 Budget £m	2017/18 Adverse/ (Favourable) £m	2017/18 Actuals Compared to budget %	2017/18 Adverse / (Favourable) Budget %
Interest receivable	(0.535)	(0.381)	(0.154)	140.42	0.404
GF Interest Payable	0.043	0.083	(0.040)	51.81	(0.482)
HRA Interest Payable	2.704	3.042	(0.338)	88.89	(0.111)

Appendix C cont'd

3.3 The interest receivable income for both Babergh and Mid Suffolk were above budget by £118k and £154k respectively. This is due to the higher than expected returns from long term pooled funds in the CCLA, UBS, Funding Circle and Schroder Income Maximiser Fund.

3.4 The short-term interest payable for the year was under budget by £40k for Mid Suffolk. The budgets for the PWLB interest payable (HRA only) were slightly understated for Babergh and overstated for Mid Suffolk. These have been reviewed for 2018/19.

3.5 Long term investment returns

3.5.1 Babergh and Mid Suffolk have both invested in long term pooled funds. Below are details of how these investments have performed from the date of the initial investment to 31 March 2018.

CCLA	Babergh £	Mid Suffolk £
Amount Invested	5,000,000	5,000,000
Investment Valued at 31 March 2018	4,927,415	4,851,201
Interest received from date of initial investment	658,404	605,239
Management Expenses Paid	(76,996)	(71,041)
Net Interest received from date of initial investment	581,407	534,198
Net Interest received 2017/18	227,028	223,516
Rate of Return 2017/18	4.54%	4.47%

3.5.2 Babergh and Mid Suffolk both invested into the Schroder Income maximiser fund on 10 February 2017.

Schroder Maximiser Fund	Babergh £	Mid Suffolk £
Amount Invested	2,000,000	2,000,000
Investment Valued at 31 March 2018	1,926,959	1,926,959
Net Interest received	137,129	137,129
Rate of Return 2017/18	6.86%	6.86%

3.5.3 Babergh District Council invested into the UBS on 26 November 2015, whilst Mid Suffolk invested into the fund on 28 March 2017.

UBS	Babergh £	Mid Suffolk £
Amount Invested	2,000,000	2,000,000
Investment Valued at 31 March 2018	1,923,289	1,919,890
Net Interest received from date of initial investment	192,368	96,210
Net Interest received 2017/18	74,744	74,612
Rate of Return 2017/18	3.74%	3.73%

3.5.4

Funding Circle	Babergh £	Mid Suffolk £
Amount Invested - National	613,000	617,000
Amount Invested - Local	25,000	25,000
Total Amount Invested	638,000	642,000
Bad debts	(15,540)	(16,357)
Net Investments	622,460	625,643
Income received	70,855	74,643
Cash back	20	20
Servicing costs	(8,332)	(8,823)
Net Income received from date of initial investment	62,543	65,840
Invested but still Unallocated - National	165,834	178,360
Invested but still Unallocated - Local	24,166	24,166
Net Interest received 2017/18	28,996	29,703
Rate of Return 2017/18	4.54%	4.63%

4. Compliance Report

- 4.1. The Section 151 Officer is pleased to report that all treasury management activities undertaken during 2017/18 complied fully with the CIPFA Code of Practice and the Councils' approved Treasury Management Strategy.
- 4.2. Compliance with the authorised limit and operational boundary for external debt is demonstrated in Table 7 below.

4.3. Table 7: Debt Limits

Total Borrowing	2017/18 Maximum £m	31.3.18 Actual £m	2017/18 Operational Boundary	2017/18 Authorised Limit	Complied
Babergh	98.297	98.297	123.000	126.000	✓
Mid Suffolk	103.090	103.087	127.000	146.000	✓

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

4.5. Table 8: Investment Limits

Compliance with specific investment limits is demonstrated in Table 8 as follows.

Babergh	2017/18 Maximum	31.3.18 Actual	2017/18 Limit	Complied
Any single organisation, except the UK Central Government	£2.120m	£1.445m	£2m	x
Any group of organisations under the same ownership	£0m	£0m	£1m	✓
Any group of pooled funds under the same management	£5m	£5m	£5m	✓
Negotiable instruments held in a broker's nominee account	£0m	£0m	£10m	✓
Foreign countries	£0m	£0m	£2m	✓
Registered Providers	£0m	£0m	£5m	✓
Unsecured investments with Building Societies	£0m	£0m	£2m	✓
Loans to unrated corporates	£0.638m	£0.638m	£1m	✓
Money Market Funds	£2m	£2m	£2m	✓

Mid Suffolk	2017/18 Maximum	31.3.18 Actual	2017/18 Limit	Complied
Any single organisation, except the UK Central Government	£1.079m	£0.894m	£1m	x
Any group of organisations under the same ownership	£0m	£0m	£1m	✓
Any group of pooled funds under the same management	£5m	£5m	£5m	✓
Negotiable instruments held in a broker's nominee account	£0m	£0m	£10m	✓
Foreign countries	£1m	£1m	£2m	✓
Registered Providers	£0m	£0m	£5m	✓
Unsecured investments with Building Societies	£0m	£0m	£2m	✓
Loans to unrated corporates	£0.642m	£0.642m	£1m	✓
Money Market Funds	£2m	£2m	£2m	✓

- 4.6. It should be noted that both Councils' Treasury Management activity for 2017/18 was in accordance with the approved Treasury Management Strategy, and that, except for one day for both Councils, exceeded their daily bank account limits with Lloyds, (Babergh by £120k and Mid Suffolk by £79k) both Councils have complied with all the Treasury Management Indicators for this period.

5. Treasury Management Indicators

- 5.1. The Councils measure and manage their exposure to treasury management risks using the following indicators:
- 5.2. **Security:** Babergh and Mid Suffolk have adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

5.3. Table 9: Credit Scores

Credit Scores	31.3.18 Actual	2017/18 Target	Complied
Babergh Portfolio average Credit Score	6.21	7.00	✓
Mid Suffolk Portfolio average Credit Score	5.85	7.00	✓

- 5.4. **Interest Rate Exposures:** This indicator is set to control the Councils' exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as the proportion of net principal borrowed was:

5.5. **Table 10: Fixed Interest rate exposure**

Fixed Interest rate exposure	31.3.18 Actual £m	2017/18 Limit £m	Complied
Babergh Upper limit on fixed interest rate exposure	86.30	138.00	✓
Babergh Upper limit on variable interest rate exposure	12.00	35.00	✓
Mid Suffolk Upper limit on fixed interest rate exposure	74.09	127.00	✓
Mid Suffolk Upper limit on variable interest rate exposure	29.00	40.00	✓

- 5.6. Fixed rate investments and borrowings are those where the rate of interest is fixed for at least 12 months measured from the start of the financial year or the transaction date if later. All other instruments are classed as variable rate.

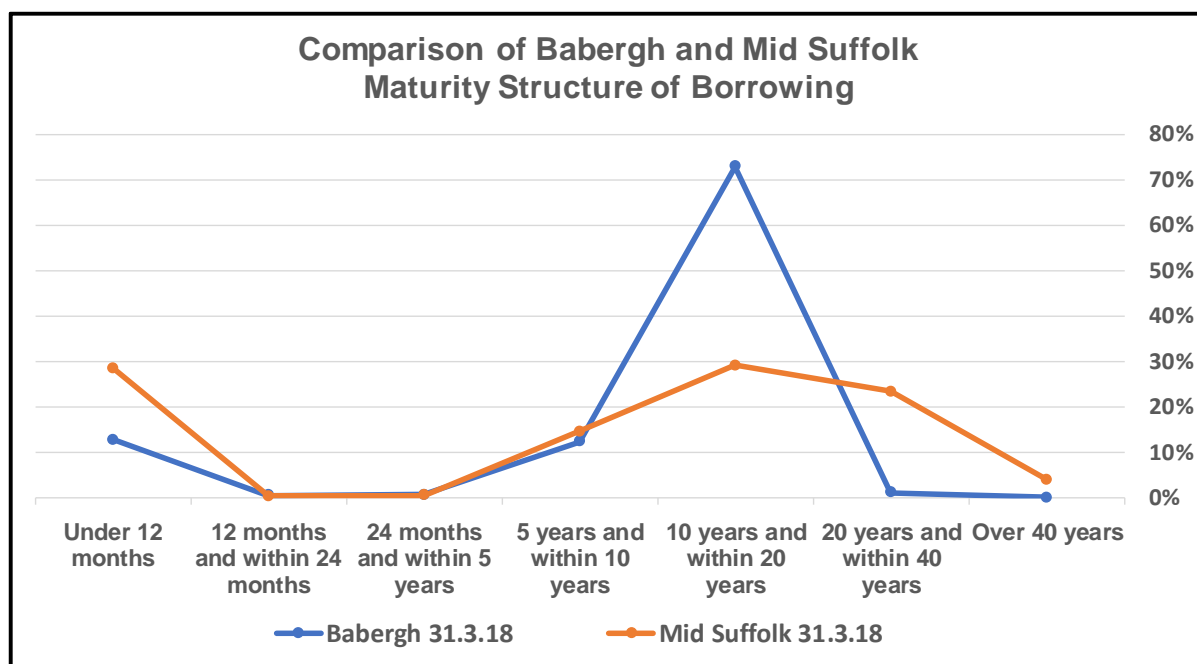
- 5.7. **Maturity Structure of Borrowing:** This indicator is set to control the Councils' exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing were:

5.8. **Table 11: Maturity Structures**

Age Profile of Maturity	Babergh 31.3.18 Actual	Mid Suffolk 31.3.18 Actual	Lower Limit	Upper Limit	Complied
Under 12 months	12.72%	28.42%	0%	50%	✓
12 months and within 24 months	0.51%	0.29%	0%	50%	✓
24 months and within 5 years	0.56%	0.44%	0%	50%	✓
5 years and within 10 years	12.21%	14.55%	0%	100%	✓
10 years and within 20 years	72.89%	29.10%	0%	100%	✓
20 years and within 40 years	1.12%	23.32%	0%	100%	✓
Over 40 years	0.00%	3.88%	0%	100%	✓

- 5.9. Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

5.10. Table 11 Chart: Maturity Structures



5.11. Principal Sums Invested for Periods Longer than 364 days: The purpose of this indicator is to control the exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end were:

5.12. Table 12: Principal Sums

Babergh	2017/18	2018/19	2019/20
Actual principal invested beyond year end	£0	£0	£0
Limit on principal invested beyond year end	£2m	£2m	£2m
Complied	✓	✓	✓

Mid Suffolk	2017/18	2018/19	2019/20
Actual principal invested beyond year end	£0	£0	£0
Limit on principal invested beyond year end	£2m	£2m	£2m
Complied	✓	✓	✓

5.13. Whilst the investments that have been made in CCLA, UBS, Schroder and Funding Circle are intended to benefit from longer term higher returns, they can be redeemed on a short-term basis.

1. Prudential Indicators**1.1. Introduction**

1.1.1. The Local Government Act 2003 requires the councils to have regard to the Chartered Institute of Public Finance and Accountancy's Prudential Code for Capital Finance in Local Authorities (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that councils have fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

1.1.2. This report compares the approved indicators with the outturn position for 2017/18. Actual figures have been taken from or prepared on a basis consistent with, the Councils' statements of accounts.

1.2. Capital Expenditure

1.2.1. The Councils' capital expenditure and financing may be summarised as follows:

Babergh District Council		
Capital Expenditure and Financing	2017/18 Estimate £m	2017/18 Actual £m
General Fund	14.450	13.908
HRA	13.046	8.528
Total Expenditure	27.496	22.436
Capital Receipts	3.754	0.895
Grants and Contributions	0.366	0.563
Revenue Contributions and Reserves	4.405	4.339
Major Repairs Reserve	2.735	3.235
Borrowing	16.236	13.404
Total Financing	27.496	22.436

Mid Suffolk District Council		
Capital Expenditure and Financing	2017/18 Estimate £m	2017/18 Actual £m
General Fund	31.873	14.835
HRA	7.751	6.916
Total Expenditure	39.624	21.751
Capital Receipts	2.002	1.116
Grants and Contributions	0.406	0.733
Revenue Contributions and Reserves	3.074	2.211
Major Repairs Reserve	2.762	3.442
Borrowing	31.380	14.249
Total Financing	39.624	21.751

2. Prudential Indicator Compliance

2.1. Capital Financing Requirement

2.1.1. The Capital Financing Requirement (CFR) measures the Councils' underlying need to borrow for capital purposes.

Babergh District Council			
Capital Expenditure and Financing	31.3.18 Estimate £m	31.3.18 Actual £m	Difference £m
General Fund	31.564	31.186	(0.378)
HRA	88.119	85.753	(2.366)
Total CFR	119.683	116.939	(2.744)

Mid Suffolk District Council			
Capital Expenditure and Financing	31.3.18 Estimate £m	31.3.18 Actual £m	Difference £m
General Fund	52.964	35.833	(17.131)
HRA	86.759	86.759	0.000
Total CFR	139.723	122.592	(17.131)

2.1.2. As shown in Appendix A Table 1, the CFR increased during the year for Babergh by £12.077m and for Mid Suffolk by £13.592m as capital expenditure financed by debt outweighed resources put aside for debt repayment.

3. Actual Debt

3.1. The Councils' actual debt at 31 March 2018 was as follows:

Total Debt	31.3.18 Estimate £m	31.3.18 Actual £m	Difference £m
Babergh District Council	109.033	98.297	(10.736)
Mid Suffolk District Council	143.763	103.087	(40.676)

4. Gross Debt and the Capital Financing Requirement

- 4.1. In order to ensure that over the medium-term debt will only be for a capital purpose, the Councils should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence.

Babergh District Council			
Debt and CFR	31.3.18 Actual £m	31.3.19 Estimate £m	31.3.20 Estimate £m
Total Debt	98.297	127.020	133.760
Capital financing requirement	116.939	136.236	141.365
Headroom	18.642	9.216	7.605

Mid Suffolk District Council			
Debt and CFR	31.3.18 Actual £m	31.3.19 Estimate £m	31.3.20 Estimate £m
Total Debt	103.087	143.760	147.100
Capital financing requirement	122.592	154.309	156.238
Headroom	19.505	10.549	9.138

- 4.2. The total debt remained below the CFR during the forecast period.

5. Operational Boundary for External Debt

- 5.1. The operational boundary is based on the Councils' estimate of the most likely (i.e. prudent but not worst case) scenario for external debt. It links directly to the Councils' estimates of capital expenditure, the capital financing requirement, and cash flow requirements, and is a key management tool for in-year monitoring.

Operational Boundary and Total Debt	31.3.18 Boundary £m	31.3.18 Actual Debt £m	Complied
Babergh District Council	120.000	98.297	√
Mid Suffolk District Council	140.000	103.087	√

6. Authorised Limit for External Debt

- 6.1. The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Councils can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

Authorised Limit and Total Debt	31.3.18 Limit £m	31.3.18 Actual Debt £m	Complied
Babergh District Council	130.000	98.297	√
Mid Suffolk District Council	150.000	103.087	√

7. Ratio of Financing Costs to Net Revenue Stream

- 7.1. This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

Babergh District Council			
Ratio of Financing Costs to Net Revenue Stream	31.3.18 Estimate %	31.3.18 Actual %	Difference %
General Fund	3.03%	2.36%	(0.67)%
HRA	17.79%	17.95%	0.16%

Mid Suffolk District Council			
Ratio of Financing Costs to Net Revenue Stream	31.3.18 Estimate %	31.3.18 Actual %	Difference %
General Fund	0.12%	1.23%	1.11%
HRA	19.28%	19.24%	(0.04)%

8. Adoption of the CIPFA Treasury Management Code

- 8.1. The Councils adopted the Chartered Institute of Public Finance and Accountancy's "Treasury Management in the Public Services: Code of Practice 2011 Edition" in February 2012.

9. HRA Limit on Indebtedness

- 9.1. The Councils' HRA CFRs should not exceed the limit imposed by the Ministry for Housing, Communities and Local Government (MHCLG).

HRA CFR	31.3.18 Limit £m	31.3.18 Actual £m	Complied
Babergh District Council	97.849	85.753	√
Mid Suffolk District Council	90.851	86.759	√

Glossary of Terms

CFR	Capital Financing Requirement. The underlying need to borrow to finance capital expenditure.
CIPFA	The Chartered Institute of Public Finance and Accountancy. This is the leading professional accountancy body for public services.
CLG	Department for Communities and Local Government. This is a ministerial department.
CPI	Consumer Price Index. This measures changes in the price level of consumer goods and services purchased by households.
CPIH	Consumer Price Index Housing. A measure of consumer price inflation including a measure of owner occupiers' housing costs (OOH).
CCLA	Churches, Charities and Local Authority Property Fund
DMADF	Debt Management Account Deposit Facility.
Funding Circle	Accounts set up to lend money to local and national businesses at competitive rates
GDP	Gross Domestic Product. This is the market value of all officially recognised goods and services produced within a country in a given period of time.
HRA	Housing Revenue Account. The statutory account to which are charged the revenue costs of providing, maintaining and managing Council dwellings. These costs are financed by tenants' rents.
LIBID	London Interbank Bid Rate. The interest rate at which banks bid to take short-term deposits from other banks in the London interbank market.
LOBO	Lender's Option Borrower's Option. This is a loan where the lender has certain dates when they can increase the interest rate payable and, if they do, the Council has the option of accepting the new rate or repaying the loan.
LVNAV	Low Volatility Net Asset Value. A new type of Low Volatility Net Asset Value Money Market Fund - a new fund category introduced as part of a new regulatory reform of the sector in Europe.
MiFiD	The Markets in Financial Instruments Directive (2014/65/EU) (MiFiD II). The EU legislation that regulates firms who provide services to clients linked to 'financial instruments' (shares, bonds, units in collective investment schemes and derivatives), and the venues where those instruments are traded.
MPC	Monetary Policy Committee. A committee of the Bank of England which decides the Bank of England's Base Rate and other aspects of the Government's Monetary Policy.
MRP	Minimum Revenue Provision. Local authorities are required to make a prudent provision for debt redemption on General Fund borrowing
NAV	Net Asset Value. The NAV is the value of a fund's assets less the value of its liabilities on a per unit basis.
PWLB	Public Works Loan Board - offers loans to local authorities below market rates.
QE	Quantitative Easing. The purchase of Government bonds by the Bank of England to boost the money supply.
T Bills	Treasury Bill. A short-term Government Bond.
UBS	UBS Multi Asset Income Fund (UK) – a pooled fund.

Report to MSDC Council September 2018

The aim of this report is to give Council Members a brief synopsis of the work of the Overview and Scrutiny Committee. The report covers the following reviews:

Shared Legal Service

Development of the Joint Housing Strategy

Void Re-let Times of Council Properties

Review of the Implementation of Charged Pre-Application Fees for Planning Advice

Shared Legal Service

The Joint Overview and Scrutiny Committee received a report and presentation on development of the service and Members agreed that significant progress had been made since the previous review in December 2017. The new case management system is enabling the service to deal with an increasing workload and provide progress reports. The system will be able to hold detailed case information which would enable provision of more timely and detailed information to Members.

Development of the Joint Housing Strategy

The Joint Overview and Scrutiny Committee considered a report on the development of the Housing Strategy. Members made a number of comments and suggested that energy and water efficiency should be included as a key principle of the strategy. Reassurance was given in respect of the robustness of the strategy to accommodate future changes in Central Government legislation and staffing requirements for monitoring completions and assisting in bringing forward stalled sites. An Action Plan within the Strategy will cover the role of the Councils in ensuring new Council Housing developments are completed.

Void Re-let Times of Council Properties

A number of meetings have considered reports on progress made towards reducing the time between a property being vacated and a new tenant moving in. The target reduction in void time of 10 days from the September 2017 figure of 51 (54 in Babergh) has been achieved. In recent months the figure has been below 25. Officers were commended for their report to the Joint Committee on 3 September and for their work to bring about the improved performance.

Review of the Implementation of Charged Pre-Application Fees for Planning Advice

Fees for Pre-Application Advice were introduced in July 2017 and a report reviewing the first year was considered by the Joint Committee. Feedback from those who had sought and received advice had been reasonably positive. Some areas needing further attention in order to improve the service have been highlighted and, through training and monitoring, the service will seek to embed a 'right first time, on time' approach to providing pre-application advice.

Future Work Plans

The Joint Committee will meet on 20 September to review the Western Suffolk Community Safety Partnership (WSCSP). The work of the partners within WSCSP affect every ward and an invitation to attend the meeting has been sent to every ward member.

In October, Mid Suffolk Overview and Scrutiny Committee will review proposals for redevelopment of the Leisure Centres in Stowmarket and Stradbroke and receive an Information Bulletin on Staff Turnover and Welfare. The Work Plan also includes a review of the business plan for redevelopment of the former HQ site in Needham Market.

Agenda Item 11

MID SUFFOLK DISTRICT COUNCIL

COUNCIL	REPORT NUMBER: MC/18/20
FROM: Monitoring Officer	DATE OF MEETING: 27 Sept 2018

LOCALISM ACT 2011 – APPOINTMENT OF INDEPENDENT PERSONS

1. PURPOSE OF REPORT

- 1.1 The Localism Act 2011 places a duty on local authorities to promote and maintain high standards of conduct for elected and co-opted Members. This includes the requirement to have a Code of Conduct with which Members must comply. The Act also requires that authorities adopt arrangements for dealing with complaints about potential breaches of the Code of Conduct by Members. This must include provision for the appointment of at least one Independent Person.
- 1.2 The purpose of the report is to appoint the Council's Independent Persons pursuant to section 28(7) of the Localism Act.

2. RECOMMENDATIONS

- 2.1 That the four individuals included in Appendix A be appointed as the Council's Independent Persons pursuant to section 28(7) of the Localism Act 2011 for a term of two years with an option to extend the appointment for a further two years.

3. KEY INFORMATION

- 3.1 The Localism Act requires Councils to appoint at least one independent person whose views should be obtained and taken into account before determining whether a breach of the code of conduct has occurred. Since 2012, Babergh District Council, Mid Suffolk District Council, Ipswich Borough Council and Suffolk County Council have jointly recruited and appointed Independent Persons. The current Independent Persons' appointments terminate in October 2018.
- 3.2 The recruitment process has been completed and recommendations for appointment are included within this report. The intention is that a 'pool' of Independent Persons will be appointed, so that each of the four authorities involved can then call on a number of different people to carry out the role, providing resilience, flexibility and timely response.
- 3.3 There were eighteen applications received and nine candidates were selected for interview. Following a selection and interview process, the four individuals whose profiles appear at Appendix A are recommended for appointment by Mid Suffolk District Council.

- 3.4 The Act requires that the appointment of the independent persons must be agreed by the Council. The appointment is recommended for a period of two years, with an option to renew for a further two years.

4. LINKS TO JOINT STRATEGIC PLAN

- 4.1 Strong and effective governance underpins all of the key priorities contained within the Joint Strategic Plan.

5. FINANCIAL IMPLICATIONS

- 5.1 Each Independent Person receives an annual allowance of £300. The cost of the allowances is split equally between the four recruiting Councils. The Council can also pay a discretionary fee of £50 to an Independent Person dealing with a complex or lengthy complaint. The recruitment advertising costs will be shared equally among the four Councils.

6. LEGAL IMPLICATIONS

- 6.1 Section 28 (7) of the Localism Act 2011 requires the Council to appoint at least one Independent Person.

7. RISK MANAGEMENT

- 7.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Complaints cannot be processed which would be a breach of the Localism Act 2011.	1 – Highly Unlikely	3 – Bad	A pool of independent persons is appointment to ensure sufficient resources to deal with complaints and avoid any conflicts of interests

8. CONSULTATIONS

- 8.1 There is no requirement to formally consult on this decision.

9. EQUALITY ANALYSIS

- 9.1 The recruitment to these roles was lead by Suffolk County Council, using established recruitment processes which have full regard to equality and diversity policies. The posts were advertised on the Suffolk Jobs Direct website, through social media, and through some targeted communication with hard to reach groups through the County Council's Equality Team.
- 9.2 There is no requirement for a further equality impact assessment in relation to this report.

10. ENVIRONMENTAL IMPLICATIONS

- 10.1 There are no environmental implications associated with this report.

11. APPENDICES

Title		Location
A	Profiles of Independent Persons	Attached

This page is intentionally left blank

BIOGRAPHIES OF RECOMMENDED INDEPENDENT PERSONS

Arnold Barrow

Arnold has been an Independent Person for the County Council for the last six years. He is also an Independent Person for St Edmundsbury Borough Council and Forest Heath District Council. Previously Arnold served as Chief Probation Officer in Suffolk between 1984 and 2001, as County Manager for Victim Support Suffolk from 2001 to 2004, and as an Independent Member of the Parole Board for England and Wales from 2003 to 2016. Arnold, who lives in Stowmarket, continues to be involved in a range of voluntary organisations.

Louise Cullen

Louise is employed as a Communications and Engagement Manager at the University of Essex. Her role includes working with Government departments, delivering research findings and evidence for various committees. Louise is the Vice Chair of Governors at Holbrook Academy, previously being Chair of Governors at Chelmondiston Primary School. She is a Trustee for Ibstock Enover Environmental Trust, distributing landfill tax credits to areas of deprivation in the West Midlands, Bristol and Kent. Louise lives in Chelmondiston.

Karen Moore

Karen is currently a self-employed management consultant specialising in Human Resources and Governance issues. Her career has largely been within the social housing sector. Karen is a business and personal coach, registered with the International Coaching Federation. Karen has experience of dealing with grievances and disciplinary procedures, and recognises the need for high standards of propriety and probity. Karen lives in Kesgrave.

Stuart Palmer

Stuart recently completed 31 years service with the Metropolitan Police where he attained the rank of Chief Superintendent. During his career, one of his roles included running the complaints and misconduct department for an area of London. Stuart is currently the Proper Officer and Parish Clerk of Shimpling Parish Council. He is also a Non-Executive Director of Brentwood Academies Trust. Stuart lives in Long Melford.

This page is intentionally left blank

Agenda Item 12

MC/18/21

TIMETABLE OF MEETINGS 2019-20

May-19										
M			6	BANK HOLIDAY	13		20	MSDC ANNUAL COUNCIL (5.30)	27	BANK HOLIDAY
T			7		14		21	BDC ANNUAL COUNCIL (6pm)	28	
W	1	PLANNING (9.30)	8		15		22		29	DEVELOPMENT CONTROL A (9.30) (Suffolk Show)
T	2	District and Parish Council Elections	9		16		23	(SCC Annual Council)	30	(Suffolk Show)
F	3		10		17		24		31	
Jun-19										
M	3		10	MSDC CABINET (2.30)	17		24	BDC OVERVIEW & SCRUTINY (9.30)		
T	4		11		18		25			
W	5	PLANNING (9.30)	12	DEVELOPMENT CONTROL B (9.30)	19	PLANNING (9.30)	26	DEVELOPMENT CONTROL A (9.30)		
T	6		13	BDC CABINET (9.30)	20	MSDC OVERVIEW & SCRUTINY (9.30)	27			
F	7	MSDC LICENSING & REG (10.30)	14	BDC LICENSING & REG (9.30)	21		28			
Jul-19										
M	1		8	MSDC CABINET (2.30)	15		22	BDC OVERVIEW & SCRUTINY (9.30)	29	JOINT AUDIT (9.30)
T	2	(LGA Conference)	9		16		23	BDC COUNCIL (5.30)	30	
W	3	PLANNING (9.30) (LGA Conference)	10	DEVELOPMENT CONTROL B (9.30)	17	PLANNING (9.30)	24	DEVELOPMENT CONTROL A (9.30)	31	PLANNING (9.30)
T	4	(LGA Conference)	11	BDC CABINET (5.30)	18	MSDC OVERVIEW & SCRUTINY (9.30) (SCC pm)	25	MSDC COUNCIL (5.30)		
F	5		12		19		26			
Aug-19										
			5	MSDC CABINET (2.30)	12		19	BDC OVERVIEW & SCRUTINY (9.30)	26	BANK HOLIDAY
T			6		13		20		27	
W			7	DEVELOPMENT CONTROL B (9.30)	14	PLANNING (9.30)	21	DEVELOPMENT CONTROL A (9.30)	28	PLANNING (9.30)
T	1		8	BDC CABINET (9.30)	15	MSDC OVERVIEW & SCRUTINY (9.30)	22		29	
F	2	MSDC LICENSING & REG (10.30)	9	BDC LICENSING & REG (9.30)	16		23		30	
Sep-19										
M	2		9	MSDC CABINET (2.30)	16		23	BDC OVERVIEW & SCRUTINY (9.30)	30	JOINT AUDIT (9.30)
T	3		10		17		24	BDC COUNCIL (5.30)		
W	4	DEVELOPMENT CONTROL B (9.30)	11	PLANNING (9.30)	18	DEVELOPMENT CONTROL A (9.30)	25	PLANNING (9.30)		
T	5		12	BDC CABINET (5.30) (SCC pm)	19	MSDC OVERVIEW & SCRUTINY (9.30)	26	MSDC COUNCIL (5.30)		
F	6		13		20		27			
Oct-19										
M			7	MSDC CABINET (2.30)	14		21	BDC OVERVIEW & SCRUTINY (9.30)	28	
T	1		8		15		22	BDC COUNCIL (5.30)	29	
W	2	DEVELOPMENT CONTROL B (9.30)	9	PLANNING (9.30)	16	DEVELOPMENT CONTROL A (9.30)	23	PLANNING (9.30)	30	DEVELOPMENT CONTROL B (9.30)
T	3		10	BDC CABINET (9.30)	17	MSDC OVERVIEW & SCRUTINY (9.30) (SCC pm)	24	MSDC COUNCIL (5.30)	31	
F	4	MSDC LICENSING & REG (10.30)	11	BDC LICENSING & REG (9.30)	18		25			
Nov-19										
M			4	MSDC CABINET (2.30)	11		18	BDC OVERVIEW & SCRUTINY (9.30)	25	JOINT AUDIT (9.30)
T			5		12		19		26	
W			6	PLANNING (9.30)	13	DEVELOPMENT CONTROL A (9.30)	20	PLANNING (9.30)	27	DEVELOPMENT CONTROL B (9.30)
T			7	BDC CABINET (5.30)	14	MSDC OVERVIEW & SCRUTINY (9.30)	21		28	
F	1		8		15		22		29	

Page 59

Dec-19										
M	2	MSDC CABINET (2.30)	9		16	BDC OVERVIEW & SCRUTINY (9.30)	23		30	
T	3		10		17	BDC COUNCIL (5.30)	24		31	
W	4	PLANNING (9.30)	11	DEVELOPMENT CONTROL A (9.30)	18	PLANNING (9.30)	25	BANK HOLIDAY		
T	5	BDC CABINET (9.30) (SCC pm)	12	MSDC OVERVIEW & SCRUTINY (9.30)	19	MSDC COUNCIL (5.30)	26	BANK HOLIDAY		
F	6	MSDC LICENSING & REG (10.30)	13	BDC LICENSING & REG (9.30)	20		27			
Jan-20										
M			6	MSDC CABINET (2.30)	13		20	BDC OVERVIEW & SCRUTINY (9.30)	27	JOINT AUDIT (9.30)
T			7		14		21		28	
W	1	BANK HOLIDAY	8	DEVELOPMENT CONTROL B (9.30)	15	PLANNING (9.30)	22	DEVELOPMENT CONTROL A (9.30)	29	PLANNING (9.30)
T	2		9	BDC CABINET (5.30)	16	MSDC OVERVIEW & SCRUTINY (9.30)	23		30	
F	3		10		17		24		31	
Feb-20										
M	3		10	MSDC CABINET (2.30)	17		24	BDC OVERVIEW & SCRUTINY (9.30)		
T	4		11		18		25	BDC COUNCIL (5.30)		
W	5	DEVELOPMENT CONTROL B (9.30)	12	PLANNING (9.30)	19	DEVELOPMENT CONTROL A (9.30)	26	PLANNING (9.30)		
T	6		13	BDC CABINET (9.30) (SCC pm)	20	MSDC OVERVIEW & SCRUTINY (9.30)	27	MSDC COUNCIL (5.30)		
F	7	MSDC LICENSING & REG (10.30)	14	BDC LICENSING & REG (9.30)	21		28			
Mar-20										
M	2		9	MSDC CABINET (2.30)	16		23	BDC OVERVIEW & SCRUTINY (9.30)	30	JOINT AUDIT (9.30)
T	3		10		17		24		31	
W	4	DEVELOPMENT CONTROL B (9.30)	11	PLANNING (9.30)	18	DEVELOPMENT CONTROL A (9.30)	25	PLANNING (9.30)		
T	5		12	BDC CABINET (5.30)	19	MSDC OVERVIEW & SCRUTINY (9.30) (SCC pm)	26			
F	6		13		20		27			
Apr-20										
M			6	MSDC CABINET (2.30)	13	BANK HOLIDAY	20	BDC OVERVIEW & SCRUTINY (9.30)	27	
T			7		14		21	BDC COUNCIL (5.30)	28	
W	1	DEVELOPMENT CONTROL B (9.30)	8	PLANNING (9.30)	15	DEVELOPMENT CONTROL A (9.30)	22	PLANNING (9.30)	29	DEVELOPMENT CONTROL B (9.30)
T	2		9	BDC CABINET (9.30)	16	MSDC OVERVIEW & SCRUTINY (9.30)	23	MSDC COUNCIL (5.30)	30	
F	3	MSDC LICENSING & REG (10.30)	10	BANK HOLIDAY	17	BDC LICENSING & REG (9.30)	24			
May-20										
M			4	BANK HOLIDAY	11	JOINT AUDIT (9.30)	18	BDC OVERVIEW & SCRUTINY (9.30) MSDC ANNUAL COUNCIL (5.30)	25	BANK HOLIDAY
T			5	MSDC CABINET (2.30)	12		19	BDC ANNUAL COUNCIL (5.30)	26	
W			6	PLANNING (9.30)	13	DEVELOPMENT CONTROL A (9.30)	20	PLANNING (9.30)	27	DEVELOPMENT CONTROL B (9.30) (Suffolk Show)
T			7	BDC CABINET (5.30)	14	MSDC OVERVIEW & SCRUTINY (9.30)	21	(SCC Annual Council)	28	(Suffolk Show)
F	1		8		15		22		29	

Agenda Item 15

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank