

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held in the King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich on Monday, 8 October 2018

PRESENT:

Councillor: Nick Gowrley (Chair)
John Whitehead (Vice-Chair)

Councillors: Gerard Brewster
Rachel Eburne
Glen Horn
Jill Wilshaw

David Burn
Julie Flatman
Penny Otton

In attendance:

Councillor Roy Barker

Strategic Director (KN)
Corporate Manager – Democratic Services (JR)
Governance Support Officer (HH – Notes)
Acting Governance Support Officer (CP)

57 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Diana Kearsley.

58 TO RECEIVE ANY DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST BY COUNCILLORS

There were no declarations of interest.

59 MCA/18/31 - CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 10 SEPTEMBER 2018

The minutes of the meeting held on 10 September 2018 were confirmed as a correct record.

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

None received.

61 QUESTIONS FROM COUNCILLORS

The following question was received:

Question:

Councillor John Matthissen to Councillor John Whitehead

“Staff vacancies and recruitment:

- **What is the current number of vacancies as at 30/9/18 and the comparative as at 31/3/18, analysed by department?**
- **What is the average time taken to fill vacancies since 31/12/17?**
- **What is the length of service of leavers, 1/4/18 to 30/9/18, analysed as in the attached previous answer, retaining those comparatives?**

Response from Councillor Whitehead

- *What is the current number of vacancies as at 30/9/18 and the comparative as at 31/3/18, analysed by department?*

Answer:

We do not have the historical information, but please see the attached spreadsheet as at 30/09/2018.

- *What is the average time taken to fill vacancies since 31/12/17*

Answer:

We do not record this specific information as it can vary greatly, dependent on the new starter and the actual type of job vacancy.

On average, the time line is as follows:

Time line

- ***Request recruitment authorisation form, check JD and PS is up to date and produce advert – up to 1 week***
- ***Out to redeployees – 1 week***
- ***Out to internal and/or external 2 weeks but could be longer***
- ***Shortlisting and interviews – 1- 3 weeks***
- ***Offer of job, taking up references 2 weeks overlapping with notice period – 1 to 3 months depending on level of job***
- ***Recruitment may be sooner if a new starter is out of work and is not required to give notice***

- *What is the length of service of leavers, 1/4/18 to 30/9/18, analysed as in the attached previous answer, retaining those comparatives?*

Answer:

Please see the report below:

Department and Job title	No of vacancies as at 30-09-2018
Corporate Resources	1
Customer and Public Access	7.4
Planning and Communities	15
Housing	5
Assets and Investments	1.15
Total vacancies	29.55

Councillor Eburne thanked Councillor Whitehead for his response.

Councillor Eburne then asked another question regarding if the Council had a five-year land supply?

Councillor Horn confirmed that an email reply to this question would be sent imminently.

62 MATTERS REFERRED BY OVERVIEW AND SCRUTINY OR THE JOINT AUDIT AND STANDARDS COMMITTEE

There were none.

63 MCA/18/32 - FORTHCOMING DECISIONS LIST

It was requested that the draft CAB38 – Community Strategy be distributed in advance. It was agreed that officers would be consulted regarding this.

A request was made for a draft of the Environment Strategy to be made available well in advance. It was agreed that this will be available.

A concern was raised over the Joint Housing Strategy as it was advised that a draft would be issued following the previous meeting. It was confirmed that this will be available by early next week.

It was RESOLVED:-

That the Forthcoming Decisions Notice be noted.

64 MCA/18/33 - EARMARKING OF FUNDS FROM THE BUSINESS RATES RETENTION PILOT

Councillor Whitehead, Cabinet Member for Economy, introduced report MCA/18/33 and moved the recommendations, which were seconded by Councillor Horn.

Concern was expressed over the length of time taken for this report to be presented to Cabinet. It was commented that better communication was required in future. It was also noted that the Proformas mentioned in the report have not been included as an Appendix to the report.

It was explained that although there appears to be a time lag in bringing this report to Cabinet following publication, approval from Suffolk County Council was required before action could progress.

It was agreed that the inclusion of the proformas would be beneficial. It was confirmed that each proposed scheme will have an individual business case.

Members were advised that the report relates to the process of allocating funds rather than to project content.

Some Members felt that it would have been valuable to know the cost of employing the Inclusive Growth Engagement Officer.

Members wanted to know what happened with the balance above the £980,000 due to Mid Suffolk and how this would be allocated.

It was explained that Strategic Directors and relevant Cabinet Members were to discuss and agree any future allocation for the balance of funds.

In response to questions regarding the creation of a Central Suffolk Chamber of Commerce the Leader reminded the Cabinet that this had already been agreed by Full Council.

Page 22, paragraph 4.9 was questioned and Councillor John Whitehead said there was plenty of time to identify projects and that the £20,000 which had been earmarked for each project did not prevent bigger projects to be approved.

By 9 votes to 0, 1 abstention.

It was RESOLVED:-

1.1 That funds are earmarked to the schemes as detailed in Appendix A.

- 1.2 That delegation be given to the Strategic Director, in consultation with the Finance Cabinet Member and other relevant Cabinet Members and Suffolk County Council, to change the approved projects or identify new projects for earmarked funds to a limit of £20,000 per project.

Reason for Decision: To enable the specific identified projects to be progressed and the conditions of the pilot status to be complied with.

65 MCA/18/34 - STRATEGIC PROPERTY AND LAND INVESTMENT FUND

Councillor Gowrley, Cabinet Member for Assets and Investments, introduced report MCA/18/34 and moved the recommendation which was seconded by Councillor Flatman.

It was commented that the report was to be commended and that it was good to see a written process in place.

A question was asked regarding recommendation 3.1 and what figure would be left in the Growth and Efficiency fund.

The figure remaining was confirmed as £1.429M.

By a unanimous vote:

It was RESOLVED:-

- 1.1 That Cabinet allocates the £3M from the Growth & Efficiency Fund for use by the Strategic Land and Property Fund as set out within this report and Appendices.
- 1.2 That the process for acquisitions, as set out in Appendix A of the report, in respect of the Strategic Property and Land Fund of £3million, be approved and the Strategic Director, with responsibility for Assets and Investments, in consultation with the Cabinet Members for Assets and Investments, Finance and Economy, be delegated the authority to make minor amendments to the process.
- 1.3 That the authority to pursue and finalise purchases of strategic property and land, is delegated to the Strategic Director, with responsibility for Assets and Investments, in consultation with the Cabinet Members for Assets and Investments, Finance and Economy.

Reason for Decision: To enable the Council to react and secure, when required, strategic property and land, as an investment opportunity, and to assist future house building and economic growth within the district.

66 DATE OF THE NEXT MEETING

The next meeting would be held on Monday 5th November 2018 at 2:30pm in the King Edmund Chamber, Second Floor, Endeavour House.

The business of the meeting was concluded at 2.58 pm.

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Chair (& date)