

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held in the Mead Room (Rose) - Endeavour House, 8 Russell Road, Ipswich on Wednesday, 28 August 2019

PRESENT:

Councillor: Suzie Morley (Chair)
Gerard Brewster (Vice-Chair)

Councillors: David Burn Julie Flatman
Peter Gould John Whitehead

In attendance:

Councillors: Rachel Eburne
John Field
Alistair McCraw

Officers: Chief Executive (AC)
Deputy Monitoring Officer (JS)
Assistant Director – Customer Services (SW)
Corporate Manager – Finance (ME)
Corporate Manager – Open for Business (LC)
Professional Lead – Key Sites and Infrastructure (CT)
Governance Support Officer (CP)

26 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Fleming and Councillor Welham.

27 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interest.

28 MCA/19/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 08 JULY 2019

The minutes of the meeting held on 08 July 2019 were confirmed as a correct record.

29 QUESTIONS BY COUNCILLORS

There were no questions received from Councillors.

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

None received.

31 MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES

Councillor Morley welcomed Babergh District Councillor Alistair McCraw, Joint Chair of the Joint Overview and Scrutiny Committee to present the recommendations from the Joint Overview and Scrutiny Committee.

Councillor McCraw advised Members that the Joint Overview and Scrutiny Committee had taken the decision to investigate the funding, services and impact of the Citizens Advice Bureau. Information was presented to the Committee by witnesses from the Citizens Advice Bureau.

Councillor McCraw went on to explain that the Committee's aim was to start a scrutiny process which would involve external Councils as detailed in the recommendations.

The Chief Executive clarified that no commitments had been made at this stage and a report would be produced recommending a formal three-year rolling funding arrangement for organisations.

Councillor Morley moved that the recommendations in the report be noted and this was seconded by Councillor Brewster.

By a unanimous vote

It was RESOLVED:-

That Cabinet noted;

- 1.1 That the Joint Overview and Scrutiny Committee recommended to both Cabinets that the current minimum funding by both Councils for Citizens Advice be maintained for the next three years.**
- 1.2 That the Joint Overview and Scrutiny Committee approached the Chairs of the Scrutiny Committees and Scrutiny Governance Officers of East Suffolk Council, West Suffolk Council, Ipswich Borough Council and Suffolk County Council, with a view of setting up a country-wide scrutiny process to examine funding and the impact on Citizens Advice and the services of Citizens Advice.**
- 1.3 That the Chairs of the said Scrutiny committees be supplied with a report from Babergh and Mid Suffolk Joint Overview and Scrutiny Committee on the topic of Citizens Advice based on this Committee meeting as a basis for the scrutiny process.**

Reason for Decision: The Joint Overview and Scrutiny Committee is concerned about the future funding for Citizens Advice.

32 FORTHCOMING DECISIONS LIST

The Forthcoming Decisions List was noted.

33 MCA/19/14 GENERAL FUND FINANCIAL MONITORING 2019/20 - QUARTER 1

The Cabinet Member for Finance introduced report MCA/19/14 and advised Members that the format of the report had been revised. Councillor Whitehead highlighted the major variances in the report which included ICT costs, PV panels, planning income and professional costs, CIL administration charges, and business rates.

The recommendations in the report were moved by Councillor Whitehead and seconded by Councillor Gould.

Councillor Eburne raised questions regarding the forecasting of future planning income. Councillor Whitehead advised that the planning budget would be reviewed in the next few months.

Councillor Eburne then queried the capital sites for sale within the District with outline planning permission, and if these sites are reviewed with regard to purchasing. The Strategic Director confirmed that these sites are regularly reviewed and that there were several sites currently under consideration.

The Assistant Director for Customer Services responded to questions from Councillor Field regarding the ICT costs overspend and advised that the budget for these costs was being reviewed.

By a unanimous decision

It was RESOLVED:-

- 1.1 That, subject to any further budget variations that arise during the rest of the financial year, the surplus funds of £180k, referred to in section 5.6 of the report, be noted;
- 1.2 That the revised 2019/20 Capital Programme referred to in Appendix E and section 5.16 be noted.

Reason for Decision: To ensure Members are kept informed of the current budgetary position for both General Fund Revenue and Capital.

34 MCA/19/15 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2019/20 QUARTER 1

The report was introduced by the Cabinet Member for Finance and Members were provided with an overview of the variances detailed within. Councillor Whitehead clarified that in Appendix A, page 31 of the report the fourth column should read April

to June and not April to March.

The recommendations in the report were moved by Councillor Whitehead and seconded by Councillor Flatman.

A query was raised by Councillor Eburne regarding the recent issues within BMBS. Councillor Flatman confirmed that external contractors had been undertaking work on void properties and that as a result of this it was expected the situation would improve.

By a unanimous vote

It was RESOLVED:-

- 1.1 That, subject to any further budgetary variations that arise during the rest of the financial year, the shortfalls in funds of £141k, referred to in section 5.5 of the report, be noted**
- 1.2 That the 2019/20 Capital Programme referred to in Appendix A and section 5.10 of the report be noted.**

Reason for Decision: To ensure that Members are kept informed of the current budgetary position for both the HRA Revenue and Capital Budgets.

35 MCA/19/16 QUARTER ONE PERFORMANCE OUTCOME REPORTING

The report was introduced by the Cabinet Member for Customers, Digital Transformation and Improvement who advised that bench marking information and comparative data on the performance measures with Babergh have been included in the report. Councillor Morley expressed her thanks to the Cabinet Members for the work they have undertaken with the Assistant Directors to achieve the performance outcomes.

The recommendations were proposed by Councillor Morley and seconded by Councillor Burn.

The Chief Executive responded to questions from Councillor Field and Councillor Eburne regarding the performance measures relating to staff sickness and advised that various mental health programmes have been introduced and this has contributed to a reduction in the number of people absent from work with mental health related illnesses. The Chief Executive then commented that the average number of days lost to sickness benchmarks favourably with other authorities.

Councillor Gould enquired what the figures would be if long term sicknesses were removed. The Chief Executive confirmed this information would be provided.

The performance measure relating to telephone calls and the time taken to answer was discussed by Members. The Assistant Director for Customer Services confirmed that the Quarter 1 figures were affected by increased calls following the

issuing of Council Tax bills, rent collection letters and calls relating to the recent elections.

By a unanimous vote

It was RESOLVED:-

That the performance report and the performance outcome information tabled at Appendices A to H of the report be agreed as reflecting Mid Suffolk District Council's performance for April – June 2019.

Reason for Decision: To provide assurance that the Council is meeting its performance objectives.

36 MCA/19/17 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE BUSINESS PLAN AUGUST 2019

The Cabinet Member for Planning introduced the report and provided an overview of the CIL bids detailed in the report. It was noted that bid numbers M13-18 and M16-18 had been withdrawn by Suffolk County Council, and provisions had been made to M14-18 involving new costings and details.

Councillor Burn moved the recommendations in the report. This was seconded by Councillor Flatman.

Councillor Burn confirmed that the final sentence of paragraph 8.9 of the report was to be deleted and all references to Babergh District Council amended to Mid Suffolk District Council. Councillor Eburne commented that the figures included in paragraph 6.8 of the report also refer to Babergh District Council. The Professional Lead – Key Sites and Infrastructure confirmed these would be amended.

Members were advised by the Professional Lead – Key Sites and Infrastructure that an Infrastructure Delivery Plan had been published which highlights where the authorities' priorities for infrastructure funding and spending will lie in relation to growth. It was also confirmed that an Expenditure Framework Review would be taking place before the beginning of bid round 5.

It was further noted that Recommendation 3.1 of the report was to be amended to read M19-04 Thurston Sandpit Lane.

By a unanimous vote

It was RESOLVED: -

1.1 That the CIL Expenditure Business Plan (September 2019) and accompanying technical assessments of the CIL Bids forming Appendices A and B of the report and which include decisions on valid Bids for Cabinet to make and those for Cabinet to note be approved as follows: -

Decisions for Cabinet to note: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Delegated Decision
M19-01 Stowupland Trinity Meadows Development Church Road New Parish Notice Board (revised specification to CIL Bid M10-18 (so as to match other Notice Boards in the village))	Amount of CIL Bid £396.26 Total cost £692.52	Cabinet to note Delegated decision taken on 6th August 2019 (on the proviso that CIL Bid M10-18 is not proceeded with)
M19-04 Thurston Sandpit Lane New Bus Shelters for Sandpit lane North and South Bus Stops	Amount of CIL Bid £9600.00 Total cost £9600.00	Cabinet to note: - Delegated decision taken on 6th August 2019

- 1.2 That Cabinet noted and endorsed the CIL Business Plan which included the position reached on all undetermined/outstanding Bids together with the up to date position in respect of approved CIL Bids from Rounds 1 and 2.

Reason for Decision: Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11th April 2016. The CIL Expenditure Framework originally adopted in April 2018 and reviewed with amendments adopted on the 18th March 2019 requires the production of a CIL Business Plan for each District which contains decisions for Cabinet to make or note on CIL Bids for CIL expenditure. These decisions relating to the expenditure of CIL monies form one of the ways in which necessary infrastructure supporting growth is delivered.

37 MCA/19/18 EQUALITY AND DIVERSITY POLICY

The Leader of the Council introduced the report and reminded Members that the report had previously been presented at Full Council.

The recommendations in the report were moved by Councillor Morley and seconded

by Councillor Flatman.

Subject to a minor typographical amendment, by a unanimous vote

It was RESOLVED:-

That following a recommendation from Full Council, Cabinet approved the Equality and Diversity Policy.

Reason for Decision: To adopt the Equality and Diversity Policy which meets the Council's responsibilities under the Equality Act 2010.

38 MCA/19/19 LOCAL INDUSTRIAL STRATEGY ENDORSEMENT

The Cabinet Member for Economic Delivery introduced the report which sought Cabinet approval for the draft Local Industrial Strategy for Suffolk and Norfolk. Members were advised that the final format of the strategy would be led by central government and that the proposed publication date of the document was October.

Councillor Brewster stated that Mid Suffolk and Babergh District Councils had requested further strengthening within the strategy with regard to localised energy production, innovation in agricultural sectors, upskilling of labour force, market town visioning, and workspace as a business retention.

The recommendations were moved by Councillor Brewster and seconded by Councillor Morley.

The Corporate Manager – Open for Business confirmed that the Local Industrial Strategy should be read alongside the New Anglia Economic Strategy which detailed many of the more delivery focussed points.

By a unanimous vote

It was RESOLVED:-

That Cabinet endorsed the draft version of the Local Industrial Strategy for the Suffolk and Norfolk (New Anglia LEP) area, as attached as Appendix A in the report.

Reason for Decision: To support the delivery of collaborative and inclusive strategic regional and national economy initiatives which will impact to local place level.

The business of the meeting was concluded at 3.56 pm.

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Chair and date