

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, 6 January 2020

PRESENT:

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

Councillors: David Burn Julie Flatman
Peter Gould John Whitehead

In attendance:

Councillor(s): John Field
Sarah Mansel
Keith Welham

Officers: Chief Executive (AC)
Assistant Director – Planning and Sustainable Communities (TB)
Deputy Monitoring Officer (JS)
SRP Operations Manager (AW)
Schools Infrastructure Officer (JF)
Professional Lead – Key Sites and Infrastructure (CT)
Governance Officer (CP)

62 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Jessica Fleming.

63 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interest.

64 MCA/19/30 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 04 NOVEMBER 2019

The minutes of the meeting held on 04 November 2019 were confirmed as a correct record.

It was noted that report number MCA/19/28 Future Leisure Management Options, referred to at point 59 of the minutes, had been deferred to February 2020.

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

None received.

66 QUESTIONS BY COUNCILLORS

There were no questions received from Councillors.

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

There were no matters referred.

68 FORTHCOMING DECISIONS LIST

The Forthcoming Decisions List was noted.

69 MCA/19/31 THREE YEAR FUNDING FOR MID SUFFOLK CITIZENS ADVICE

The Cabinet Member for Communities and Housing introduced the report and moved the recommendations in paragraphs 3.1 and 3.2 of the report. Councillor Morley seconded the recommendations.

Councillor Field and Councillor Welham expressed their support for the report. Councillor Welham commented that raising the profile of Citizens Advice would help make people aware that the organisation is a charity which requires funding.

By a unanimous vote

It was RESOLVED:-

- 1.1 That a three-year funding agreement for the Mid Suffolk CA be approved.**
- 1.2 That authority be delegated to the Assistant Director, Planning and Communities to sign off the agreement following discussion with the Cabinet Member for Communities.**

Reason for Decision: To provide the Mid Suffolk CA with greater certainty about three-year funding from Mid Suffolk District Council, consistent with the Council's support for the value and impact that it achieves.

70 MCA/19/32 INTRODUCTION OF A COUNCIL TAX PENALTIES POLICY

The Cabinet Member for Finance introduced the report which had been prepared by the Shared Revenue Partnership. Councillor Whitehead explained the background to the policy and moved the recommendations. Councillor Gould seconded the recommendations.

Councillor Field expressed his concerns regarding the impact of the policy on residents who may find it difficult to fund council tax payments. Councillor Whitehead responded and explained that the policy would allow for discretion around how the

penalties would be applied.

Councillor Field went on to query if figures were available to demonstrate how many people would fall into the category of committing deliberate fraud. The SRP Operations Manager advised that work was currently focussing on the single persons discount and approximately 250 people had failed to update details in the past year. However figures regarding incidents of deliberate fraud were not available at this time.

By a unanimous vote

It was Resolved:-

1.1 That the implementation of a policy for the issuing of Council Tax penalties be approved.

Reason for Decision: The Council is committed to a pro-active approach in preventing and reducing the risks associated with fraud, error and other irregularities in the administration of Council Tax. Implementation of this policy supports this commitment.

71 MCA/19/33 COUNCIL TAX - CITIZENS ADVICE COLLECTION PROTOCOL

Report MCA/19/33 was introduced by the Cabinet Member for Finance who moved the recommendations. The recommendations were seconded by Councillor Brewster.

Councillor Field queried what action was taken to assist residents who may struggle to fund council tax payments, in particular those residents in receipt of Universal Credit payments. The SRP Operations Manager confirmed that customers in receipt of Universal Credit were entitled to a reduction in Council Tax payments.

By a unanimous vote

It was RESOLVED:-

1.1 That the adoption of the Citizen Advice Council Tax Protocol detailed at Appendix (a) of the report be approved.

Reason for Decision: The protocol reflects best practice at a local level and is intended to facilitate regular liaison with the Council, its Enforcement Agents and Citizens Advice on practices and policy concerning Council Tax collection.

In setting down clear procedures and keeping these regularly under review, all parties to the protocol can ensure that arrears are dealt with appropriately whilst complaints are handled efficiently.

72 MCA/19/34 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE BUSINESS PLAN JANUARY 2020

The Cabinet Member for Planning introduced the report which sought approval for the CIL Expenditure Business Plan January 2020. Councillor Burn provided Members with details of the CIL Bid M14-18 Stowupland High School which was being determined independently of other CIL bid due to the housing growth which had already taken place.

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

The Professional Lead for Key Sites and Infrastructure responded to questions raised by Councillor Brewster regarding the catchment area of the proposed school and which fund the money would be provided from.

It was noted that paragraph 9.7 should read May 2020 and not May 2029.

In response to queries from Councillor Field, the Professional Lead for Key Sites and Infrastructure provided information regarding the forward funding of this CIL bid and the Department for Education's guidance surrounding Academy Schools and building ownership.

Joanne Fellowes, Schools Infrastructure Team, Suffolk County Council responded to Councillor Fields question regarding the school catchment areas and provided information regarding how infrastructure needs were identified.

Councillor Welham confirmed, in response to a comment by Councillor Field, that neither himself nor Stowupland Parish Council had any concerns regarding the academy status of the school. Councillor Welham went on to comment that the discussions around the Community User Agreement needed to be widened and take account of issues such as car parking provisions and further development of the site in the future. Christine Thurlow advised that a meeting would take place on 14th January with the Academy, the Parish Council and the Schools Infrastructure team to discuss these issues and the community use of the building.

Councillor Mansel enquired what financial guarantees were in place if an Academy school closed. The Chief Executive confirmed that as Academies have Charity status any supplementary money would remain charitable funds and used for that purpose.

The Assistant Director for Planning and Sustainable Communities responded to Members questions regarding the funding provision for libraries.

By a unanimous vote

It was RESOLVED:-

That the CIL Expenditure Business Plan (December 2019) and accompanying technical assessment of the CIL Bid (M14-18) forming Appendices A and B of the report and which includes a decision on that valid Bid for Cabinet to make and

approve as follows: -

Decision approved by Cabinet: Ringfenced funds for the Stowupland catchment only, Strategic Infrastructure Fund and Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Delegated Decision
M14-18 Stowupland High School Expansion to the High School (in the form of a new Sixth form block with 15 additional Sixth Form places) and the creation of 125 secondary school places at the High school.	Amount of CIL Bid £2,446, 575.00 Total cost £2,979,718.00 (excluding VAT costs which are recoverable by the SCC)	Cabinet approved CIL Bid M14-18 at Stowupland High School subject to the completion of a Community User Agreement.

Cabinet noted and endorsed this CIL Business Plan which includes the position in respect of approved CIL Bids from Rounds 1, 2 and 3.

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.

73 MCA/19/35 DECISIONS TAKEN BY THE CHIEF EXECUTIVE DURING THE PRE-ELECTION PERIOD UNDER DELEGATED POWERS IN ACCORDANCE WITH PART 2 OF THE CONSTITUTION

The Cabinet Member for Housing provided background information to the decision made by the Chief Executive in conjunction with the Chair of the Council under delegated powers during the pre-election period.

The recommendation was moved by Councillor Flatman and seconded by Councillor Brewster.

By a unanimous vote

It was RESOLVED:-

That the decision taken under delegated powers by the Chief Executive to approve the Regulatory Reform Order during the pre-election period be noted.

Reason for Decision: The Cabinet Meeting has been cancelled due to the 'pre-election period' for the General Election taking place on 12th December 2019. This meant that the Policy could not be considered until January 2020 which could result in funding being delayed.

Under Part 2 of the Constitution, Delegations to Officers, Paragraph 7.2 (page 68-69), the decision must be reported to the next ordinary meeting of the appropriate Committee/Cabinet.

The business of the meeting was concluded at 11.38 am.

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Chair (& date)