



AGENDA

COUNCIL MEETING

THURSDAY, 25TH MARCH 2021 – 5.30 PM

Members of the Council are summoned to a meeting of the Mid Suffolk District Council at Virtual Meeting on Thursday, 25th March, 2021 at 5.30 pm.

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

Arthur Charvonja
Chief Executive



| MSDC COUNCIL | |
|--------------|------------------------------------|
| DATE: | THURSDAY, 25 MARCH 2021 5.30 PM |
| VENUE: | VIRTUAL MEETING |

This meeting will be broadcast live to Youtube and will be capable of repeated viewing. The entirety of the meeting will be filmed except for confidential or exempt items. If you attend the meeting in person you will be deemed to have consented to being filmed and that the images and sound recordings could be used for webcasting/ training purposes.

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

PART 1
MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT

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1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATION OF INTERESTS BY COUNCILLORS

3 MC/20/27 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18 FEBRUARY 2021 9 - 32

4 LEADER'S ANNOUNCEMENTS

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

In accordance with Council Procedure Rule 11, The Chief Executive will report the receipt of any petitions. There can be no debate or comment upon these matters at the Council meeting.

6 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 13.

- 7 **QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES**
- The Chairmen of Committees to answer any questions by 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 No. 12.
- 8 **MC/20/28 OVERVIEW AND SCRUTINY COMMITTEE REPORT** 33 - 36
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- 9 **MC/20/29 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE FRAMEWORK THIRD REVIEW - MARCH 2021** 37 - 180
- Cabinet Member for Planning
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- Leader of the Council
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- Monitoring Officer
- 13 **COUNCILLOR APPOINTMENTS**
- 14 **MOTIONS ON NOTICE**

a **To consider the Motion on Notice received from Councillor Eburne**

Motion on green space in Mid Suffolk:

Mid Suffolk District Council recognises the significant impact of green space* on the health and wellbeing of its citizens and notes that many communities are calling for green spaces to be enhanced and protected. The Council also notes that green space can contribute significantly to the climate change and biodiversity targets in the district in line with the Council's climate change reduction and biodiversity action plans, and also contribute greatly to the health and wellbeing of residents.

Motion:

That the Council carries out a review of green space to ensure that it is optimising the biodiversity and wellbeing aspects of natural and amenity green space in Mid Suffolk.

The Council has already agreed to prepare supplementary planning guidance to support its biodiversity commitments, and inclusion of well-designed green spaces as a material consideration for all new housing developments would add a health and wellbeing element to the biodiversity programme; the Council is urged to set out a timeframe which is consistent with the new Joint Local Plan implementation.

*Green space is defined with reference to Natural England 'Accessible Natural Green Space' Standard, and as discussed in the Open Space Study supporting the Joint Local Plan: <https://www.midsuffolk.gov.uk/assets/Strategic-Planning/Current-Evidence-Base/Babergh-and-Mid-Suffolk-Open-Space-Study-May-2019.pdf>:

- i) Accessible natural and semi-natural green space covers a variety of partly or wholly accessible spaces including meadows, woodland and copses all of which share a trait of having natural characteristics and wildlife value, but which are also open to public use and enjoyment; and
- ii) 'Amenity green space' which can provide important local opportunities for play, exercise and visual amenity that are almost immediately accessible.
- iii) Additionally and as a practical matter, in the countryside access to public rights of way or publicly accessible land should be considered to meet the proposed definition of green space.

Proposer: Councillor Rachel Eburne
 Secunder: Councillor Jessica Fleming

Date and Time of next meeting

Please note that the next meeting is scheduled for Monday, 24 May 2021 at 5.30 pm.

Webcasting/ Live Streaming

The Webcast of the meeting will be available to view on the Councils Youtube page:

https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, Committee Services on: 01473 296472 or Email: Committees@baberghmidsuffolk.gov.uk

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.

Protocol for Virtual Meetings

Live Streaming:

1. The meeting will be held on TEAMS and speakers will be able to join via invite only. Any person who wishes to speak at the meeting must contact Committee Services at: committees@baberghmidsuffolk.gov.uk at least 24 hours before the start of the meeting.
2. The meeting will be live streamed and will be available to view on the Council's YouTube page as detailed below:

https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg

Recording of proceedings:

1. Proceedings will be conducted in video format.
2. A Second Governance Officer will be present and will control the TEAMS call and Livestreaming.

Roll Call:

1. A roll call or electronic confirmation of attendance of all Members present will be taken during the Apologies for Absence/Substitution to confirm all Members are present at the meeting.

Disclosable Pecuniary Interests:

1. A Councillor declaring a disclosable pecuniary interest will not be permitted to participate further in the meeting or vote on the item. Where practicable the Councillor will leave the virtual meeting, including by moving to a 'lobby' space and be invited to re-join the meeting by the Committee Officer at the appropriate time. Where it is not practicable for the Councillor to leave the virtual meeting, the Committee Officer will ensure that the Councillor's microphone is muted for the duration of the item.

Questions and Debate:

1. Once an item has been introduced, the Chair will ask if there are any questions. The Chair will either ask each Member in turn if they have any questions or Members of the Council / Committee will be asked to use the "Hands Up" function within teams. The Chair will then ask Members to speak.

2. Any Councillors present who are not part of the Committee will then be invited to ask questions by using the “Hands up function” within teams. The Chair will then ask Members to speak.
3. At the end of the questions the Chair will ask Members whether they have any further questions before entering into debate.
4. In the instance where a Member of the Committee would like to formally make a proposal, they should raise their hand using the Hands Up function. At this point the Chair would go directly to them and take the proposal. Once the proposal has been made the Chair would immediately ask if there was a seconder to the Motion. If there is it would become the substantive Motion and the Chair would again continue down the list of Councillors until there is no further debate.
5. Upon completion of any debate the Chair will move to the vote.

Voting:

1. Once a substantive motion is put before the Council / Committee and there is no further debate then a vote will be taken.
2. Due to circumstances the current voting by a show of hands would be impractical - as such the Governance Officer will conduct the vote by roll call or the vote will be conducted via an electronic voting method.
3. The total votes for and against and abstentions will be recorded in the minutes not the individual votes of each Councillor. Except where a recorded vote is requested in accordance with the Rules of Procedure.
4. The governance officer will then read out the result for the Chair to confirm.
5. A Councillor will not be prevented from voting on an item if they have been disconnected from the virtual meeting due to technical issues for part of the deliberation. If a connection to a Councillor is lost during a regulatory meeting, the Chair will stop the meeting to enable the connection to be restored. If the connection cannot be restored within a reasonable time, the meeting will proceed, but the Councillor who was disconnected will not be able to vote on the matter under discussion as they would not have heard all the facts.

Confidential items:

1. The Public and Press may be Excluded from the meeting by resolution in accordance with normal procedural rules. The Committee Officer will ensure that any members of the public and press are disconnected from the meeting.

Agenda Item 3

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK COUNCIL** held as a Virtual Meeting on Thursday, 18 February 2021 at 5:30pm

PRESENT:

Councillor: Barry Humphreys MBE (Chairman)
Paul Ekpenyong (Vice-Chair)

| | | |
|--------------|-------------------|------------------|
| Councillors: | Oliver Amorowson | Gerard Brewster |
| | David Burn | Terence Carter |
| | James Caston | Rachel Eburne |
| | John Field | Julie Flatman |
| | Jessica Fleming | Dr Helen Geake |
| | Peter Gould | Kathie Guthrie |
| | Lavinia Hadingham | Matthew Hicks |
| | Sarah Mansel | John Matthissen |
| | Andrew Mellen | Richard Meyer |
| | Suzie Morley | David Muller |
| | Mike Norris | Penny Otton |
| | Timothy Passmore | Stephen Phillips |
| | Dr Daniel Pratt | Harry Richardson |
| | Keith Scarff | Andrew Stringer |
| | Wendy Turner | Rowland Warboys |
| | Keith Welham | John Whitehead |

In attendance:

Officers:

- Chief Executive (AC)
- Strategic Director (KN)
- Assistant Director Law and Governance and Monitoring Officer (EY)
- Assistant Director – Corporate Resources and Section 151 Officer (KS)
- Assistant Director - Assets and Investments (EA)
- Assistant Director - Environment and Commercial Partnerships (CC)
- Assistant Director - Economic Development & Regeneration (FD)
- Assistant Director - Housing (GF)
- Assistant Director - Customer, Digital Transformation and Improvement (SW)
- Corporate Manager - Housing Solutions (HT)
- Corporate Manager - Governance and Civic Office (JR)
- Member Support Officer - Democratic Services (MS)
- Senior Governance Officer (HH)

Apologies:

None.

55 DECLARATION OF INTERESTS BY COUNCILLORS

- 55.1 In accordance with the delegated authority the Monitoring Officer had granted dispensation to all Members in respect of the 2021/22 Budget papers.

There were no other declarations made by Members.

56 MC/20/23 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21 JANUARY 2021

It was RESOLVED:-

That the Minutes of the meeting held on 21 January 2021 be confirmed and signed as a true record at the next practicable opportunity.

57 LEADER'S ANNOUNCEMENTS

57.1 The Chairman invited the Leader of the Council to make her announcements.

57.2 Councillor Morley announced the following:

Covid-19

The progress that had been made in recent weeks with regard to the delivery of the vaccine had been amazing. Despite the snow, this progress had catapulted Suffolk up the league tables in terms of delivery of the first doses to the first 4 cohorts.

The Leader had met with Ed Garrett from CCGs to ensure that the Council was working as closely as possible with the NHS to support the delivery of the vaccine. Together they would be targeting the Council's resources in getting to the minority that qualify but have not yet received their jab.

It was also fantastic to see the new asymptomatic testing site being rolled out in Stowmarket, which will shortly be followed by even more local sites too.

The Leader was also proud that the Council have been able to extend the Council tax hardship scheme to further help the most vulnerable in the district who have been most impacted by Covid.

In terms of Covid, she was sure the Council would all be glued to the TV on Monday to hear the PM outline the Government's plans for leading us out of this lockdown. There were lots of reasons to be hopeful but in the meantime, she would like to reiterate the Suffolk wider messages that **Suffolk Needs You...** to follow the guidance: hands, face, space; to get tested regularly if you are unable to work from home; and to get your Covid jab when it's your turn. In return **Suffolk Supports You...** through Home But Not Alone and our community involvement, the distribution of business grants, self-isolation payments and practical support for those most in need.

She wanted to pay tribute to our bin crews who were back out within 48 hours including working on Saturday, making collections and clearing the backlog as best they could despite the weather. They were currently 2 to 3 days behind and so unfortunately the delays would run into early next week even with working on Saturday again. This was particularly difficult since the Council had Covid related staff absences within the team which had caused the garden waste service to be suspended for now.

As it was half term, she also wanted to highlight the fantastic initiative in place, building on what had been done during the winter half term, to tackle **holiday hunger**.

This scheme involved food parcels containing ingredients for five meals for a family of four distributed to families during half term. The initiative, delivered on behalf of the Council by Abbeycroft Leisure's Explore Outdoor team, ensured no child went hungry when free school meals were paused during the school holidays. Families in need were identified by local schools and the food parcels also included ideas on how to make food stretch further in future – making a real difference to the lives of low-income families in our district.

Gateway 14.

She was really pleased to see that the planning application had been submitted. she wanted to make all Councillors aware that officers, together with the Council's development partner Jaynic, were meeting on a 4-weekly basis with the newly formed residents' group. Finally, she was of course really pleased to be able to lend the Council's support to Gateway 14 being part of the wider Freeport East bid to Government; alongside colleague Councils, businesses and our MPs in Suffolk and Essex. Members would all be continuing to lobby Government and keeping fingers crossed that the Council would be one of the 10 freeports that will be announced.

- 57.3 Councillor Passmore asked if the Leader of the Council and the Chairman would like to join him in expressing thanks and admiration to all involved in the roll out of the vaccination programme, including officers from the Council.
- 57.4 Councillor Morley agreed with Councillor Passmore and reported that in her meeting with the CCG she was informed that despite the snow, 57,000 people were vaccinated across Suffolk in one week. Councillor Morley also stated that she was enormously grateful for all the work that the NHS and CCG's were doing and was happy to support them in any way that the Council could.
- 57.5 Councillor Mansel enquired if there was any information available on the Covid-19 vaccination transport programme, which she had supported with monies from her locality budget.
- 57.6 Councillor Morley reported that over 150 community organisations had been contacted to assess the requirements and needs for the vaccination transport programme. However, only 2 had given information, the Council was working with these organisations and would continue to work with any other groups, who had an identified need.
- 57.7 Councillor Geake enquired how many families were in need of the half term food parcels across the district.
- 57.8 Councillor Morley informed Councillor Geake that she would provide that information after the meeting.
- 57.9 Councillor Eburne enquired what the Council was doing to help reach the minorities that were difficult to reach with regard to vaccinations. Also, with regards to the suspension of brown bin collections, would residents be getting further reductions to the cost of their brown bin subscription if there were any further suspensions.

57.10 Councillor Morley replied that the same process would be in place to make sure that no-one was paying for a service that they were not receiving. In response to Councillor Eburne's first question the Council was working closely with the CCG to resolve any issues to reach minorities.

57.11 Councillor Welham enquired what the makeup of the Gateway 14 Residents Group was and how Members would be informed of relevant discussions and agreements.

57.12 Councillor Morley informed Councillor Welham that she would clarify this information after the meeting.

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

58.1 None received.

59 QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

59.1 None received.

60 QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

Councillor Andrew Stringer to Councillor Fleming, Cabinet Member for the Environment

Given the justified public outcry of this Council cutting down three of the walnut trees planted by my former Head Teacher Mike Arbon in Walnut Tree Walk in Stowmarket, and the Council subsequently stating, incorrectly, that this was because Suffolk County Council Highways demanded their removal within 21 days. when will the Council offer an apology and admit it was wrong?

Councillor Fleming – Cabinet Member for the Environment

The District Council already have made a public statement in the EADT which makes it clear that the Council regrets the loss of the trees. I too personally regret the loss of 3 walnut trees which were cut down on Walnut Tree Walk following miscommunications and what appears to have been errors of judgement on site, the details of which have been publicly reported. Mistakes happen, as all of us know and this was one of them. Important lessons have been learned and measures are being put in place to avoid any similar error. As Cabinet Member for Environment including public realm, I am sorry that this happened and realise that the trees were planted by a former headmaster of the middle school, the Council intends to make amends by ensuring that healthy and well-located replacement trees are planted as soon feasible as part of the agreed planning conditions.

Supplementary Question from Councillor Stringer to Councillor Fleming:

Can I thank Councillor Fleming for saying the word sorry in that speech publicly. That helps me certainly to draw a line and move on, which I really hope to do. Would Councillor Fleming agree whether it would be a good idea to rethink our proposals on the site we own in Walnut Tree Walk to make sure we are bringing back better than we are taking away and communicate that to the wider area, so we avoid these mistakes in the future.

Councillor Fleming – Cabinet Member for the Environment

I am not sure anything that I can say about this particular site will help avoid anything in the future, I think the new procedures will. However, this particular site is scheduled for redevelopment for housing and the road along the close where the trees were cut is unfortunately going to be widened. The trees that were cut down, would have had to have been cut down anyway and the planning application which was determined earlier last year passed muster with about four or five objections. The plans have already been approved as far as I understand. I don't think there is anything I or anyone else can do to revisit planning conditions that have already been through the planning process.

Councillor Sarah Mansel to Councillor David Burn, Cabinet Member for Planning

The Healthy Homes Act calls for a set of Healthy Homes Principles to be made law and as such part of national planning policy. Since advising officers of this initiative in January we have not heard anything more. Will this Council support the Healthy Homes Act?

Councillor Burn – Cabinet Member for Planning

The homes we live in have a major impact on our health and wellbeing, and this Council is committed to delivering healthy new homes through our emerging Joint Local Plan.

The Town and County Planning Association's important campaign, to introduce new legislation in the form of a Healthy Homes Act, includes laudable aims and objectives which we are already seeking to implement, insofar as is possible under current national policy.

It is not yet certain how the Government may seek to implement and standardise the principles proposed by the Town and County Planning Association, so we do not know what the design and cost impacts would be on development in our area. But I welcome the Town and County Planning Association's efforts and this Council will continue to push for healthy new homes.

I will ask officers to monitor the progress of this campaign, and any subsequent Bill through parliament, in order that we can respond to changes at the national level and identify best practice for implementing the Joint Local Plan.

Supplementary question from Councillor Mansel to Councillor Burn:

I think it is very pleasing to hear from Councillor Burn that we are incorporating many features within the Joint Local Plan to make sure that the homes that are built in this district are as healthy as possible, but would it be possible for this Council to incorporate some of the exemplary features to ensure that healthy homes in some of our own developments in advance of it becoming adopted as law.

Councillor Burn – Cabinet Member for Planning

I think we presently do look to see how we can extend our implementation of these particular standards and we do try to optimise as much as possible. I think this will be, as design becomes more and more up to the forefront of planning which it is certainly going to do. I think I can reassure you that the likelihood is that the standards that we will be able to achieve in the future will be higher but certainly it is a laudable aim and I share your hope for it.

Councillor Penny Otton to Councillor Suzie Morley, Leader of the Council

This council agreed to establish a youth council as part of the Green Liberal Democrats amendment in 2020.

This current year, as a result of the pandemic, has been extremely difficult for young people, physically and mentally. This youth council could help to establish just what the most important issues are for them and start to put in place some of those issues identified.

What has the council done to implement this commitment?

Councillor Morley – Leader of the Council

As part of the 2020/21 budget setting, the Green and Liberal Democratic Group presented 10 key proposals to the Administration. It was agreed that some of these proposals would be progressed when the Council approved the budget. The Administration places a great deal of importance in engaging all citizens in democracy, including young people, however it was felt that a youth council wasn't the only option to achieve this. Therefore, officers have been working on research and a scoping document for a wider project on democratic engagement. This work has been delayed during the covid-19 pandemic as staff have been redeployed to priority response tasks but will recommence in May 2021.

I can assure you that I personally, and this administration, place the utmost importance on the wellbeing of all our citizens – you can see this from our vision and strategic priorities. We know from national statistics that this pandemic has had a particular effect on the mental health and wellbeing of younger people, and we continue to work with our partners across the system to provide support for them.

Supplementary question from Councillor Otton to Councillor Morley:

I am disappointed to hear Councillor Morley's response to this, I think it is very disappointing that we have had no indication of exactly what work has been done and I would hope that what she is saying is, that the proposal to implement a youth council has now been put on hold. I believe that we need to hear from her exactly what is being planned and to have details of any time scale of works that are planned to happen.

Councillor Morley – Leader of the Council

I have just said that it will recommence in May 2021 and I can't say any more than that at the moment.

Councillor John Matthissen to Councillor David Burn, Cabinet Member for Planning

What information do you have to give confidence that our housing delivery and build pipeline will continue to justify a 5- year housing land supply?

Councillor Burn – Cabinet Member for Planning

Mid Suffolk District Council currently has a housing land supply of 7.67 years as shown in the Housing Land Supply Position Statement (October 2020). The Council also passed the Government's annual Housing Delivery Test with a result of 103% for the 2020 Test, published in January 2021. We also maintain an up-to-date Housing Delivery Test Action Plan, which has been through Overview and Scrutiny.

The Joint Local Plan identifies a supply of development from April 2018 up to March 2037 and minimum housing requirement figures for those areas producing a Neighbourhood Plan. In order to maintain a consistent and favourable supply and delivery of development throughout the Plan period, the policies aim to identify and create flexibility for sufficient housing development, and a buffer of approximately 20% in the supply of new land has been identified.

I do carry concern around our land supply though and it is important that the Council continues to grant planning permissions that enable us to maintain and 'top up' supply.

Supplementary question from Councillor Matthissen to Councillor Burn:

I can't see that we should continue to grant planning permissions when I think we have something like 7000 that we have already approved. It is encouraging that the delivery test was most recently ok, but we still need to know frequently how that is going, October is now four months away. Do we know that we are still at seven years three months when there has been a lot of stops and starts in the building industry?

Councillor Burn – Cabinet Member for Planning

We have no indication that the healthy 7.67 years have slipped significantly over the past 3 months and when we fix the five-year land supply figure we will not be recalculating it every month just to make sure we are still managing to stay on the right side of five years. I think we can be fairly confident that we are still well within that figure and regarding granting permissions, whilst we have a certain level of control over the development delivery of housing the greater part of that is held by the developers. So, we are entirely in their hands as to whether it is delivered by them, which is why it is important that we maintain a supply of permissions so that if any do drop off the end because they are not delivered in time and their permissions lapse, we maintain our numbers.

Councillor Daniel Pratt to Councillor Jessica Fleming, Cabinet Member for the Environment

How are other local authorities separating Tetrapak from other recycle and why are we not doing the same at the MRF?

Councillor Fleming – Cabinet Member for the Environment

We stopped taking cartons/tetrapaks when the current Materials Recycling Facility (MRF) contract began in May 2019. This contract does not include managing cartons/tetrapaks.

Some other local authorities are still accepting 'cartons/tetrapaks' through a mix of kerbside collections, HWRC's and bring sites, however kerbside collections are being widely phased out.

If you go on the Tetra Pak UK company web page and ask where to recycle their product, you will be directed to a site in your area – in our case this is Stowmarket. You are not directed to your recycling bin! According to best information most local authorities in England are taking this approach and not collecting at kerbside. Essex still accepts cartons/tetrapaks but this is a function of its waste contract obligations and infrastructure age, the cartons are considered to be 'contaminants'. Most new waste recycling contracts exclude cartons/tetrapaks, and it is now illegal to include carton residues in recycled paper/ card for export.

Although Suffolk's LAs collect them, it is not cost effective and Suffolk Councils pay to have them removed and shipped by ACE UK (a related organisation to Tetra Pak UK) to Warrington. There they are broken down and separated into fibre which can be incorporated into paper products and a plastic/ aluminium mix which is more problematic in terms of its reuse.

This is in contrast to other recyclable materials for which there is a positive market value and an income stream back to the Council.

In addition to cartons/tetrapaks, coffee pods pose a similar dilemma as they too are a composite material and although technically 'recyclable', are in effect a contaminant and are best disposed in the black bin or taken to a HWRC where there are special containers.

Councillor Daniel Pratt to Councillor Jessica Fleming, Cabinet Member for the Environment

Will you raise this issue with the Suffolk Waste Partnership and jointly investigate how other local authorities (and waste partnerships) are sorting Tetrapak material from other recyclate?

Councillor Fleming – Cabinet Member for the Environment

Yes, I am in discussion with the SWP about this problem. As I have said, cartons/tetrapaks are not welcome in any recyclable materials stream as they need special treatment. Other local authorities are seeking to avoid mixing them.

Overall, the Suffolk Waste Partnership and other local authority bodies nationally have raised the problem posed by composite materials such as this to Central Government which is in turn in discussion with the packaging container industry to seek ways to improve the capacity to recycle their products while retaining their usefulness.

Supplementary Question from Councillor Daniel Pratt to Councillor Jessica Fleming, Cabinet Member for the Environment

During the interim could MSDC provide more bring-bank locations to enable our residents to recycle Tetrapak in their own locality.

Councillor Fleming – Cabinet Member for the Environment

The Suffolk Waste Partnership did investigate whether it would be possible to introduce carton banks at other public locations (such as alongside bottle banks at Supermarkets and Village Halls).

There is currently only one provider of these banks in the UK (to the best of our knowledge) and unfortunately this option proved to be prohibitively expensive as a standalone service where the quantities being collected (in individual banks) are likely to be relatively small. It already is an added cost to transport the current quantity of tetrapaks from HWRCs to the single UK recycling facility.

We therefore concluded that this approach would not have provided value for money for Suffolk taxpayers.

61 MC/20/24 GENERAL FUND BUDGET 2021/22 AND FOUR-YEAR OUTLOOK

61.1 The Chairman invited the Cabinet Member for Finance to introduce Paper MC/20/24 and to move the Recommendations within the report.

- 61.2 Before introducing the paper Councillor Whitehead expressed his sincere thanks to the Finance team.
- 61.3 Councillor Whitehead introduced the report and highlighted that the focus from Central Government had focused its attention on fighting Covid-9 and generous government assistance had meant that reserves did not have to be used to the extent that was originally anticipated. However, several finance reviews had been delayed making the future beyond March 2022 uncertain.
- 62.4 Councillor Whitehead **PROPOSED** Recommendations 3.1, 3.2, 3.3 and 3.4 in the report.
- 62.5 Councillor Morley **SECONDED** the proposal and stated that due to the careful management of the financial position in recent years under the stewardship of Councillor Whitehead, Mid Suffolk District Council was now seeing the benefits by avoiding many of the financial challenges being faced by other local authorities and that now was the time to use the Councils' financially strong position to invest back into communities to both stimulate and support swift recovery.
- 62.6 Councillor Field **PROPOSED** the Amendments which were detailed in the agenda reports pack.
- 62.7 Councillor Warboys **SECONDED** the Amendments and said that the Amendments supported the Mid Suffolk District Council's six strategic priorities and would help enable the Council to achieve its goal of being carbon neutral by 2030. They had also been scrutinised by the Section 151 Officer and were achievable without compromising the budget or increasing council tax or rents.
- 62.8 The Chairman asked Councillor Whitehead if he accepted the Amendments or any elements of the Amendments.
- 62.9 Councillor Whitehead stated that it was clear that the opposition had spent time and diligence in putting the Amendments together. However, at the last Cabinet meeting it had been announced that there were four pots of £1 million to be allocated for economy, housing, communities and wellbeing and it was intended for cross party discussions to decide how this money should be allocated. Councillor Whitehead asked if Councillor Field and the Opposition would be willing to withdraw the Amendments and take part in cross party workshops to work together to allocate the significant sums of money to the benefit of the Council's residents and communities.
- 62.10 To provide confidence to the Opposition around the cross party working, Councillor Whitehead suggested adding additional wording to Recommendation 3.1 so that it would now read *'That the General Fund Budget proposals for 2021/22 and four-year outlook set out in the report be approved, and that recommendations to Cabinet be prepared, using a balanced, cross-party approach, for the allocation of the additional £4m of funding for investment in our local economy, housing, the wellbeing of our*

residents and in our communities. This cross-party approach would also give consideration to the budget amendments proposed in 2020/21 and 2021/22.'

- 62.11 Councillor Field stated that there was a broad area of agreement between both halves of the Council and that a genuine offer to indulge in cross party working was always welcome. Therefore, he would be prepared to withdraw the Amendments.
- 62.12 Councillor Warboys welcomed the offer of genuine cross party working to deliver on strategic priorities and also agreed to withdraw the Amendments.
- 62.13 The Chairman asked Councillor Morley as seconder if she agreed to the additional wording to Recommendation 3.1 suggested by Councillor Whitehead.
- 62.14 Councillor Morley stated that she approved the proposed additional wording to Recommendation 3.1.
- 62.15 As there were no objections voiced by Members to the proposed amendment the Chairman took this as the meetings consensus and opened up questions on the amended substantive motion.
- 62.16 Councillor Eburne asked why the report had revealed an increase to the service charge for Endeavour House as staff had not been using the facilities due to the Pandemic. Secondly where in the budget did it show the plans for spending the £18 million currently shown in reserves.
- 62.17 Councillor Whitehead replied that the increase to the service charge for Endeavour House was a budgeted figure based on agreements made when the Councils first moved to the building. However, it was hoped that negotiations would take place with Suffolk County Council to bring the figure down to reflect the actual usage.
- 62.18 In reply to Councillor Eburne's second question, page 16 in Appendix D illustrated an extensive table of reserves earmarked for specific projects.
- 63.19 The Chief Executive commented that negotiations were taking place to bring down the service charge costs and explained that the reason that the service charge was budgeted to rise was a result of a discount which had been negotiated at the start of the rental agreement but was now due to expire. Also, a reduction in the Councils' current space in Endeavour House was being explored in terms of relinquishing the Members area and possibly compressing the Councils' footprint within the building onto one floor plate instead of the current two.
- 63.20 Councillor Eburne thanked the Chief Executive and Councillor Whitehead for their explanations and asked if all Members could be given an update regarding any reductions in the service charge or space in Endeavour House.

- 63.21 Councillor Mansel welcomed the £0.5 Million earmarked for the climate change and biodiversity reserve as detailed in Appendix D, page 16, and asked which of the projects were incorporated into the Carbon Reduction Management Plan following recommendations from the Climate Change Task Force.
- 63.22 Councillor Whitehead stated that he did not have that information and would get more detail outside of the meeting.
- 63.23 Councillor Mansel also enquired what future projects were being planned to make sure all the money was being spent.
- 63.24 Councillor Fleming assured Councillor Mansel that the monies available would be put to excellent use and there was a very ambitious programme of Climate Change and Biodiversity works set out in the action plan.
- 63.25 Councillor Passmore commented that he would be interested to hear how the workstreams for the additional monies would be implemented and any timescales for implementation.
- 63.26 The Chief Executive replied that it was early days, but his initial thoughts involved all Councillors, and that all issues should be dealt with holistically. It required to be driven by evidence and in light of the forthcoming elections, it was anticipated that work would start in earnest in early May for a June or July completion.
- 63.27 Councillor Matthissen enquired if there were any plans to recruit staff to manage the projects generated.
- 63.28 Councillor Whitehead agreed that the Assistant Directors had been stretched however, the current administration had no plans to recruit.
- 63.29 The Chief Executive thanked Councillor Whitehead for his comments and extended the comment regarding Assistant Directors being stretched to all Officers. Whilst he would not refuse the offer of more Officers it was vital to have the right resources at the right times to deploy in the right way.
- 63.30 Councillor Otton enquired about several issues including CIL Expenditure, Disability Grants, funding in the budget to provide safe elections and provisions being made for people unable to pay their council tax.
- 63.31 Councillor Whitehead invited the Assistant Director – Corporate Resources to respond to the query regarding CIL Expenditure.
- 63.31 The Assistant Director - Corporate Resources explained that it was difficult to predict what CIL money was available, but that the figures had been included in the budget for completeness.
- 63.33 The Chair invited the Chief Executive to answer the query regarding elections.

- 63.33 The Chief Executive replied that monies were available from the Government to support elections and as the District Council was running the elections for the County Council and the Police and Crime Commissioner, the majority of the costs would be their responsibility.
- 63.34 Councillor Whitehead invited the Assistant Director - Housing to provide an answer for the query regarding Disability Grants.
- 63.35 The Assistant Director - Housing gave a broad summary of the history of Disability Grants and announced that the current budget monitoring projections were showing that the budget was due to be overspent by £22,000 and the additional expenditure would be made from reserves.
- 63.36 Councillor Whitehead addressed the question regarding people who were unable to pay their council tax by stating that the Council had a generous scheme to assist the most vulnerable residents, which would result in them paying no more than 5% of their council tax and that a compassionate approach had been adopted for collection of council tax.
- 63.37 Councillor Field enquired what the rationale was for increasing council tax.
- 63.38 Councillor Whitehead responded that there was a lot of uncertainty going forward and the increases were small, but they would generate £104,000, which was being ringfenced to assist with business Covid-19 recovery.
- 63.39 Councillor Welham asked what allocation had been made in the budget for the provision of community benefit on Gateway 14.
- 63.40 Councillor Whitehead responded that he would provide a detailed answer outside of the meeting.
- 63.41 Councillor Welham enquired if the Council would work with Jaynic to investigate ways of providing community benefits on the development.
- 63.42 Councillor Whitehead responded that they would.
- 63.43 The Chair thanked the Officers and Councillors involved in providing comprehensive answers to the questions asked and moved into debate.
- 63.44 Members debated various issues including that:
- Working together to allocate the additional £4 Million in the budget was welcomed.
 - Despite a difficult year the budget was in a positive position.
 - Investments were also made into Cabinet portfolios.
 - Working with the opposition was a bit late in the day.
 - The Budget surplus were year on year increases.
 - The budget reserves should be used to support residents.
 - Technology was important as the District needed innovation to help support

recovery from Covid-19.

- The virtual high street programme was successful where it had been rolled out.
- The Council's funds could be used to support more environmental projects.
- The budget reserves allowed the Council to deal with unexpected events.
- The decision to increase council tax was not taken lightly.
- The Council had a responsibility to look after its residents.
- The budget was consistent, and a prudent approach had been taken for the coming year.

63.45 The meeting had reached the guillotine deadline and Members agreed to continue by consensus and none spoke against the proposal.

It was RESOLVED:-

That the meeting continue beyond the guillotine deadline until all the business of the meeting was concluded.

63.46 Members continued to debate the issues including that since the Council did not have a need for additional funding as there was a surplus in the budget, some Members therefore opposed the increase in Council Tax.

63.47 Councillor Whitehead summed up the points made by Members, which he had taken a note off and said that he believed that Council Tax increases should be kept to a minimum.

63.48 The Chair advised Members that they would be voting collectively on the substantive Recommendations 3.1 and 3.2, and put these to Members for voting.

By 17 votes for and 16 votes against, 1 abstention.

It was RESOLVED:-

1.1 That the General Fund Budget proposals for 2021/22 and four-year outlook set out in the report be approved, and that recommendations to Cabinet be prepared, using a balanced, cross-party approach, for the allocation of the additional £4m of funding for investment in our local economy, housing, the wellbeing of our residents and in our communities. This cross-party approach would also give consideration to the budget amendments proposed in 2020/21 and 2021/22.

1.2 That the General Fund Budget for 2021/22 is based on an increase to Council Tax of 1.66% which equates to £2.80 per annum (23p per month) for a Band D property.

In accordance with Council Procedure Rule 19.3, the vote was recorded as follows:

| For | Against | Abstain |
|-------------------|------------------|------------------|
| | | Oliver Amorowson |
| Gerard Brewster | | |
| David Burn | | |
| | Terence Carter | |
| James Caston | | |
| | Rachel Eburne | |
| Paul Ekpenyong | | |
| | John Field | |
| Julie Flatman | | |
| Jessica Fleming | | |
| | Helen Geake | |
| Peter Gould | | |
| Kathie Guthrie | | |
| Lavinia Hadingham | | |
| Matthew Hicks | | |
| Barry Humphreys | | |
| | Sarah Mansel | |
| | John Matthissen | |
| Andrew Mellen | | |
| Richard Meyer | | |
| Suzie Morley | | |
| David Muller | | |
| | Mike Norris | |
| | Penny Otton | |
| Timothy Passmore | | |
| | Stephen Phillips | |
| | Daniel Pratt | |
| Harry Richardson | | |
| | Keith Scarff | |
| | Andrew Stringer | |
| | Wendy Turner | |
| | Rowland Warboys | |
| | Keith Welham | |
| John Whitehead | | |
| TOTAL 17 | TOTAL 16 | TOTAL 1 |

63.45 Recommendations 3.3 and 3.4 as detailed in the report were put to Members for voting.

By 31 votes for and 2 votes against, 1 abstention

It was RESOLVED:-

- 1.1 That the Flexible Use of Capital Receipts Strategy at Appendix E be approved.
- 1.2 That the Ministry of Housing, Communities and Local Government

(MHCLG) be notified of the adoption of the Strategy.

In accordance with Council Procedure Rule 19.3, the vote was recorded as follows:

| For | Against | Abstain |
|-------------------|------------------|----------------|
| Oliver Amorowson | | |
| Gerard Brewster | | |
| David Burn | | |
| | | Terence Carter |
| James Caston | | |
| Rachel Eburne | | |
| Paul Ekpenyong | | |
| John Field | | |
| Julie Flatman | | |
| Jessica Fleming | | |
| Helen Geake | | |
| Peter Gould | | |
| Kathie Guthrie | | |
| Lavinia Hadingham | | |
| Matthew Hicks | | |
| Barry Humphreys | | |
| Sarah Mansel | | |
| John Matthissen | | |
| Andrew Mellen | | |
| Richard Meyer | | |
| Suzie Morley | | |
| David Muller | | |
| Mike Norris | | |
| Penny Otton | | |
| Timothy Passmore | | |
| | Stephen Phillips | |
| | Daniel Pratt | |
| Harry Richardson | | |
| Keith Scarff | | |
| Andrew Stringer | | |
| Wendy Turner | | |
| Rowland Warboys | | |
| Keith Welham | | |
| John Whitehead | | |
| TOTAL 31 | TOTAL 2 | TOTAL 1 |

Note: The meeting was adjourned between 8:27pm and 8:41pm.

62 MC/20/25 HOUSING REVENUE ACCOUNT (HRA) 2021/22 BUDGET AND FOUR-YEAR OUTLOOK

64.1 The Chair invited Councillor Whitehead to introduce Paper MC/20/25 and to

move the Recommendations in the report.

- 64.2 Councillor Whitehead encapsulated the main subjects in the report and **MOVED** Recommendations 3.1 to 3.7.
- 64.3 Councillor Hadingham **SECONDED** the Recommendations and reserved her right to speak.
- 64.4 Councillor Field **PROPOSED** the Amendment, which was detailed in the Agenda and made a short introduction of the Amendment.
- 64.5 Councillor Warboys **SECONDED** the Amendment and outlined the reasons behind the Amendment, including that Council had a responsibility, as a major provider for housing, and that this Amendment would bring economic resilience to the budget. The Amendment had been scrutinised by the Section 151 Officers and did not include any increases to council tax or rents.
- 64.6 The Chair asked whether Councillor Whitehead accepted the Amendment, and Councillor Whitehead replied that he did not accept the Amendment, as the Capital expenditure had a modest increase of £2.5m over two years and an ambitious 30 Year Housing Revenue Plan which would be brought forward later in the year.
- 64.7 Members debated the Amendment and Councillor Otton began by stating that she supported the Amendment, as there was a lack of good insulated social housing, which would be essential in the coming years, as an increasing number of families would be unable to provide housing for themselves.
- 64.8 Councillor Eburne thought that the Amendment would improve the lives of tenants and that the Council would need to look to the future when budgeting for the HRA. She was not aware of the referred Housing Revenue Plan and asked that this information was shared with Members.
- 64.9 Councillor Mansel said that the Council should be committed to build its own housing for social rent and not only affordable rent, which was only a reduction to 80% of the rent. Some tenants could not afford this. Mid Suffolk District Council had a high tenancy rent in comparison to income. It was important to undertake the work for retrofitting of council housing stock to reduce carbon emissions when heating up homes, as this would not only support tenants but also help the Council to meet the challenge of carbon neutral by 2030.
- 64.10 Councillor Geake stated that social housing was the only way to solve the housing crisis, and there was a need to provide good social housing, which would enable tenants to save up for a deposit to buy their own homes.
- 64.11 Councillor Amorowson thought this amendment would allow the Council to show leadership for the spirit of wellbeing and embrace those values.

64.12 The Chair asked if Councillor Field would like to provide a finishing statement before the vote, which he declined.

64.13 Councillor Whitehead informed Members that the HRA Business Plan would be presented to Members in due course.

64.14 The Amendment was put to Members for voting.

By 16 votes for and 18 against, the vote was **LOST**

To Vote on the amendment to the 2021/22 HRA Budget as proposed by the Green and Liberal Democrat Group.

In accordance with Council Procedure Rule 19.3, the vote was recorded as follows:

| For | Against | Abstain |
|------------------|-------------------|----------------|
| Oliver Amorowson | | |
| | Gerard Brewster | |
| | David Burn | |
| Terence Carter | | |
| | James Caston | |
| Rachel Eburne | | |
| | Paul Ekpenyong | |
| John Field | | |
| | Julie Flatman | |
| | Jessica Fleming | |
| Helen Geake | | |
| | Peter Gould | |
| | Kathie Gould | |
| | Lavinia Hadingham | |
| | Matthew Hicks | |
| | Barry Humphreys | |
| Sarah Mansel | | |
| John Matthissen | | |
| Andrew Mellen | | |
| | Richard Meyer | |
| | Suzie Morley | |
| | David Muller | |
| Mike Norris | | |
| Penny Otton | | |
| | Timothy Passmore | |
| | Stephen Phillips | |
| Daniel Pratt | | |
| | Harry Richardson | |
| Keith Scarff | | |
| Andrew Stringer | | |
| Wendy Turner | | |
| Rowland Warboys | | |
| Keith Welham | | |

| | | |
|-----------------|-----------------|--|
| | John Whitehead | |
| TOTAL 16 | TOTAL 18 | |

- 64.15 The Chair invited questions from Members on the Recommendations in the report.
- 64.16 Councillor Field queried the framework for increasing the tenant rents.
- 64.17 The Chief Executive explained that previously Central Government had set the policy by which the Council had been obliged to reduce the rents on a year-on-year basis. This was no longer the case and Council was no longer obliged to reduce rents.
- 64.18 Councillor Eburne referred to paragraph 5.12 in the report and queried if it was possible to amend the Capital Programme for social rent, as the Council was making purchases of houses on various housing developments but none of these was for social rent.
- 64.19 The Assistant Director – Housing, replied that it was unlikely to change as the funding was set out in advance by Homes England who provided the funding.
- 64.20 The Assistant Director – Assets and Investments informed Members that on the Needham Middle School site and the Stowmarket Middle School site, social and affordable rent housing was included in the developments.
- 64.21 Councillor Eburne followed up with a question for how many social rent properties there were in the HRA programme for the next three years and the Assistant Director - Assets and Investment said she would provide this information outside the meeting.
- 64.22 Members debated the issues and Councillor Field thought it would be an advantage if the Opposition was kept informed of developments. There was a reason for the Government to reduce the rent by 1% and he could therefore not support this budget.
- 64.23 Councillor Eburne said that cross party support would have been preferable for the HRA budget and could have been achieved if the opposition had been contacted in October to work on the budget. She thought that the Council must focus on social rent, as affordable rent was too high. As a result of furloughed workers and people losing their jobs, (especially women) an increasing need to provide housing with social rent was on the rise. The retrofit programme needed to be stronger to reduce the cost of living in these houses, and she questioned whether new build was truly highly sustainable as stated.
- 64.24 Councillor Scarff referred to the right to buy scheme from which the Council only kept 30% of these sales and had to find the remainder 70% to purchase additional housing stock. He commented that the Covid-19 pandemic had delayed the Council's Housing Development Programme.

- 64.25 Councillor Mansel referred to Recommendation 3.4 asked for clarification of the of the increase in rent percentages, and whether it was £1.25 increase in service charges and £1 in rent per week for sheltered housing.
- 64.26 Councillor Matthissen implored the Council to deliver the maximum social housing.
- 64.27 Councillor Stringer thought that the Council needed quite a radical programme for retrofitting, so that social housing was affordable to live in and to move with the times.
- 64.28 Councillor Hadingham, who had reserved her right to speak, thanked Councillor Whitehead for the HRA Budget, which supported the Council tenant programme. The work of the Council enabled tenants to manage their lives to be successful and thrive. The Covid-19 Pandemic had impacted on the housing delivery services; however, officers had managed to continue to work in innovative ways to maintain and deliver the services to the community housing. New ways of working had been developed to make the service more efficient. Investment in existing homes and capital investment in new homes was included in the budget in the short term, whilst the HRA business plan would provide investments for medium and long term for housing.
- 64.29 Councillor Whitehead in response to comments made during the debate, clarified that Mid Suffolk District Council had 285 units across 14 sites and all units had a common charge of £30.85 per week. The increase of £1 per week for service charges was a of total 3.24%. He reminded Members that the budget had been to Cabinet on the 4 January and scrutinised by the Overview and Scrutiny Committee on the 14 February and on both those occasions he had hoped for cross-party support for the modest increases.
- 64.30 The Chair informed Members that on the advice of the Section 151 Officer the Recommendations would be voted on block.
- 64.31 Recommendations 3.1 to 3.7 were put to Members for voting.

By 17 votes for and 16 against, 1 abstention.

It was RESOLVED: -

1.1 That the HRA Budget proposals for 2021/22 and four-year outlook set out in the report be approved.

1.2 That the CPI + 1% increase of 1.5% in Council House rents, equivalent to an average rent increase of £1.25 a week be implemented.

1.3 That garage rents are kept at the same level as 2020/21.

1.4 That Sheltered Housing Service charges be increased by £1 per week to ensure recovery of the actual cost of service.

1.5 That Sheltered Housing utility charges are kept at the same level as 2020/21.

1.6 That the budgeted surplus of £102k be transferred to the Strategic Priorities reserve in 2021/22.

1.7 That in principle, Right to Buy (RTB) receipts should be retained to enable continued development and acquisition of new council dwellings.

In accordance with Council Procedure Rule 19.3, the vote was recorded as follows:

| For | Against | Abstain |
|-------------------|------------------|----------------|
| | Oliver Amorowson | |
| Gerard Brewster | | |
| David Burn | | |
| | Terence Carter | |
| James Caston | | |
| | Rachel Eburne | |
| Paul Ekpenyong | | |
| | | John Field |
| Julie Flatman | | |
| Jessica Fleming | | |
| | Helen Geake | |
| Peter Gould | | |
| Kathie Guthrie | | |
| Lavinia Hadingham | | |
| Matthew Hicks | | |
| Barry Humphreys | | |
| | Sarah Mansel | |
| | John Matthissen | |
| | Andrew Mellen | |
| Richard Meyer | | |
| Suzie Morley | | |
| David Muller | | |
| | Mike Norris | |
| | Penny Otton | |
| Timothy Passmore | | |
| | Stephen Phillips | |
| | Daniel Pratt | |
| Harry Richardson | | |
| | Keith Scarff | |
| | Andrew Stringer | |
| | Wendy Turner | |
| | Rowland Warboys | |
| | Keith Welham | |
| John Whitehead | | |

| | | |
|-----------------|-----------------|----------------|
| TOTAL 17 | TOTAL 16 | TOTAL 1 |
|-----------------|-----------------|----------------|

63 RECOMMENDATIONS AND REPORTS FROM CABINET / COMMITTEES

64 MC/20/26 JOINT CAPITAL, INVESTMENT AND TREASURY MANAGEMENT STRATEGIES 2021/22

65.1 The Chair invited the Chair of the Joint Audit and Standards Committee, Councillor Muller to introduce Paper Mc/20/26 and to move the Recommendations in the report.

65.2 Councillor Muller provided Members with a summary of the report including the Appendices and **MOVED** Recommendations 3.1 to 3.7 in the report.

65.3 Councillor Caston **SECONDED** the Recommendations.

65.4 Councillor Eburne referred to the appendices and the Environment and Social Government report for Gateway 14 (ESG) (page 152). There seemed to be a reticence on behalf of the Council to implement the report. She asked why there was such a reticence and for the time frame for when the Council would be implementing the ESG on its investments.

65.5 The Assistant Director – Corporate Resources responded there was not reticence but that the Council would have to move funds to be able to implement the ESG and that Council was not in a position currently to do that. This had been discussed at the last Joint Audit and Standards Committee (JASC) meeting and the Committee had requested for a report for ESG to be presented at the May JASC meeting.

65.6 In response to Councillor Eburne's question concerning the implementation date for ESG, the Assistant Director responded that this would be a Cabinet decision, as this was a policy to be implemented and it would not be possible to provide a timescale until the report had been written and discussed.

65.7 Members move to debate and Councillor Matthiessen commented that the problem was that the Treasury Management Policy did not support the climate change policy. The County wide pension scheme had moved forward and had saved a great deal of pension fund staff money and he wished the Council would follow suit soon.

65.8 Recommendations 3.1 to 3.7 were put to Members for voting.

By 17 votes for and 17 votes against

The Chair used his casting vote, and the vote was **CARRIED**

It was RESOLVED:-

That the following be approved:

- 1.1 The Joint Capital Strategy for 2021/22, including the Prudential Indicators, as set out in Appendix A.
- 1.2 The Joint Investment Strategy for 2021/22, as set out in Appendix B.
- 1.3 The Joint Treasury Management Strategy for 2021/22, including the Joint Annual Investment Strategy as set out in Appendix C.
- 1.4 The Joint Treasury Management Indicators as set out in Appendix D.
- 1.5 The Joint Treasury Management Policy Statement as set out in Appendix G.
- 1.6 The Joint Minimum Revenue Provision Statement as set out in Appendix H.
- 1.7 That the key factors and information relating to and affecting treasury management activities set out in Appendices E, F, and I be noted.

65 COUNCILLOR APPOINTMENTS

The were no updates to Councillor appointments

66 MOTIONS ON NOTICE

There were no Motions on Notice.

The business of the meeting was concluded at 9:44pm

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Chair

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Agenda Item 8

MID SUFFOLK DISTRICT COUNCIL

| | |
|---|---------------------------------------|
| TO: Council | REPORT NUMBER: MC/20/28 |
| FROM: Chair of Overview and Scrutiny Committee | DATE OF MEETING: 25 March 2021 |

The Mid Suffolk Overview & Scrutiny Committee met on 14 January and considered the following items:

MID SUFFOLK DISTRICT COUNCIL'S DRAFT GENERAL FUND BUDGET 2021/22 AND FOUR-YEAR OUTLOOK

The Mid Suffolk Overview and Scrutiny Committee considered a report on the Council's Draft General Fund Budget and Four-Year Outlook and the considerable detail given in appendices to the report. Members asked a number of questions around the detail in the report and made suggestions where it was felt that greater clarity would assist Council in understanding the budget proposals.

The need for extra resources for planning enforcement and planning inquiries was discussed. Members also felt that extra resources for the legal costs associated with planning are required.

In respect of the over-arching principles set out in the report, members felt that staff welfare and mental health are of great importance and the principles should ensure a focus on the wellbeing of staff. Members asked for further clarification of the biodiversity fund to be included in the report to Council. Members recognised the uncertain financial future and concluded that the budget was sound, given the circumstances under which it has been prepared.

Members resolved:

- **That the Overview and Scrutiny Committee asks that Officers and Cabinet take into consideration the comments made at this meeting when submitting the General Fund Budget 2021/22 and Four-year Outlook for consideration at the Cabinet and Council meetings in February 2021;**
- **That the Overview and Scrutiny Committee asks that Cabinet considers funding be allocated for planning enforcement and legal costs associated with planning.**

MID SUFFOLK DISTRICT COUNCIL'S HOUSING REVENUE ACCOUNT (HRA) BUDGET 2021/22 AND FOUR-YEAR OUTLOOK

Members considered the report before them and the detail included in the appendices; they commended officers on the quality of the report. There were a number of queries around capital receipts and the right to buy, all of which were dealt with by officers. Members also queried the need to increase council house rents and utility charges but were satisfied that the explanations given for the increases were clear. Very few other comments were made.

Members resolved:

- **That the Overview and Scrutiny Committee endorses the Housing Revenue Account Budget 2021/22 and Four-Year Outlook but asks that Officers and Cabinet Members take into consideration the comments made at the meeting when submitting the budget for consideration at the Cabinet and Council meetings in February 2021.**

REVIEW OF REPRESENTATION ON OUTSIDE BODIES – ADDITIONAL RECOMMENDATION

Members considered an additional recommendation in respect of representation on outside bodies and resolved:

- **That the Mid Suffolk Overview and Scrutiny Committee recommends that Mid Suffolk District Council approaches the Suffolk Disabilities Forum to establish whether formal councillor representation on the forum would be appropriate and possible and that any appointment to the Suffolk Disabilities Forum be made by resolution of the Full Council.**

The Joint Overview & Scrutiny Committee met on 15 February and considered the following item:

REVIEW OF LOCAL CITIZENS ADVICE SERVICE

The Joint Committee received a report from the Corporate Manager, Communities and a presentation from the 3 chief executive officers of Mid Suffolk, Sudbury and District and Ipswich Citizens Advice.

Committee noted that the Citizens Advice service to Eye had not been provided from Diss and Thetford during the current year and Mid Suffolk CA are putting in place an outreach service into the former bank. Members suggested that the funding allocated to, but not claimed by, Diss and Thetford CA be re-allocated to Mid Suffolk CA as the sole CA provider in Mid Suffolk.

Committee heard how workload at CAs had increased during the COVID-19 restrictions. Some of the reasons are:

- Reduction in residents' income due to furloughing or reduced working hours;
- Redundancy;
- Debt, often due to loss of income;
- Fear of loss of home;
- Stress caused by spending more time indoors with family members;
- Fear of abuse, actual abuse;
- Lack of facilities for home schooling;
- Loss of free school meals causing financial pressures;
- Temporary closure of Ipswich Street, Stowmarket Customer Access Point.

CAs incurred additional costs for provision of IT for working from home and screens etc to allow some face to face consultations.

Committee also heard how CA income from some of their regular funders would not be forthcoming in 2021/22. Mid Suffolk CA stated that they have a funding shortfall for next year of around £30k.

Members agreed that it had been the intention arising from last year's review for Mid Suffolk CA and Sudbury and District CA to have a 3-year funding agreement with index linking. There seemed to be some uncertainty over whether the index linking was being applied for 2021/22.

The merits of a MSDC appointed observer to attend meetings at Mid Suffolk CA were discussed and it was concluded that such an appointment would be beneficial to the Council and the CA and welcomed by the CA.

At the end of a lengthy debate the following recommendations were agreed:

- **That the Joint Overview and Scrutiny Committee is satisfied and notes the content of the report and commends the work of the Mid Suffolk Local Citizens Advice and Sudbury and District Local Citizens Advice;**
- **That the Joint Overview and Scrutiny Committee confirm the previous resolution made at the last review that the three-year rolling funding review be subject to indexation on an annual review basis, finances permitting, as measures of the importance we attach to ongoing LCA funding.**

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Agenda Item 9

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

| | |
|---|--|
| TO: Council | REPORT NUMBER: MC/20/29 |
| FROM: Councillor Clive Arthey Councillor David Burn Cabinet Members for Planning | DATE OF MEETING: 23 March 2021 (BDC) 25 March 2021 (MSDC) |
| OFFICER: Tom Barker - Assistant Director Sustainable Communities | KEY DECISION REF NO. N/A |

COMMUNITY INFRASTRUCTURE LEVY (CIL) – CIL EXPENDITURE FRAMEWORK THIRD REVIEW – MARCH 2021

1. PURPOSE OF REPORT

- 1.1 The Community Infrastructure Levy (CIL) Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Timeline for Implementation and Review were all originally adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk). A first review of these documents took place and the changes were adopted at both Councils meetings on the 18th March 2019 (Mid Suffolk) and 19th March (Babergh). A second review took place in the winter 2019/20 and these changes were adopted by both Councils in April 2020. Both Councils agreed that they wished to keep the CIL Expenditure Framework under review and agreed the need for a third review which would take place at the same time as Bid round 6 (October 2020) with any amendments being adopted and in place before Bid round 7 (May 2021). (Background Documents refer)
- 1.2 It was also agreed that the Joint Member Panel who informed the content of the CIL Expenditure Framework (including the first and second review) would remain to inform the third CIL Expenditure Framework review process.
- 1.3 This third review process has taken place as follows: -
 - The involvement of the Joint Member Panel comprising the following Members; Clive Arthey, Lee Parker, Leigh Jamieson, Mary McLaren, David Burn, Gerard Brewster, Sarah Mansel and John Field.
 - Joint Member Panel meetings took place on the 1st 10th 18th and 31st October, 3rd and 17th November, 15th December and 1st February 2021 to discuss the scope of the review and to agree outcomes.
- 1.4 This report together with the attached Appendices A, (amended CIL Expenditure Framework) B, (amended CIL Expenditure Communications Strategy) C (Key CIL dates calendar) represent the conclusions and outcomes of the third CIL Expenditure Framework review process. These will be discussed in the report under Key information (see below) and constitute the foundation for the recommendations below.

- 1.5 Since the second review, a new provision within the CIL Regulations of 2019 has taken effect and an annual Infrastructure Funding Statement (including an Infrastructure List) for each Council has been produced and agreed by Cabinet in November 2020. These documents have replaced the CIL Position Statements for each Council which are abolished (under this new legislation). The Councils published their first Infrastructure Funding Statements (including the Infrastructure List) on the Councils website on the 12th December 2020. These documents (to be reviewed each year for each Council) are key documents that the CIL Expenditure Framework rest on.
- 1.6 A further recommendation under cover of this report involves the need for a further (fourth) CIL Expenditure Framework review (to be informed by the Joint Member Panel) whilst Bid round 8 is taking place (October 2021) so that any amended scheme is in place before Bid round 9 opens (May 2022).

2. OPTIONS CONSIDERED

- 2.1 There is a diverse spectrum of approaches to CIL expenditure across the country from Unitary Authorities who have absorbed CIL into their individual Capital Programmes to others who ringfence all funds to be spent locally. A range of different approaches was identified in Appendix A of the Framework for CIL Expenditure report provided to Cabinet's on the 5th and 8th of February 2018 and discussed in full during the workshops with the Joint Member advisory panel. Members adopted the documents set out in paragraph 1.1 above by Council decision in April 2018. Two reviews of the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy have subsequently taken place with changes informed by the Joint Member Panel that were adopted by both Councils in March 2019 and April 2020.

3. RECOMMENDATIONS

- 3.1 That Babergh and Mid Suffolk Councils approve the amendments to the CIL Expenditure Framework – March 2021 (arising from the third review) - (Appendix A) and the CIL Expenditure Framework Communications Strategy – March 2021 (Appendix B).

(Appendix C comprises the yearly Key CIL Dates Calendar which is produced under delegated powers (to the Assistant Director of Sustainable Communities in consultation with the Cabinet Members for Planning and the Cabinet Members for Communities) each year (as part of the outcomes of the first review of the CIL Expenditure Framework.) Appendix C (Key CIL dates for 2021/22) together with Appendices E and F (which comprise the current annual Babergh and Mid Suffolk Infrastructure Funding Statements - Infrastructure List) accompany the CIL Expenditure Framework and the Communications Strategy and are for reference purposes only).

- 3.2 That Babergh and Mid Suffolk agree that the CIL Expenditure Framework and the CIL Expenditure Framework Communications Strategy be reviewed again whilst Bid round 8 is being considered (October 2021) so that any amended scheme can be in place before Bid round 9 occurs (May 2022).
- 3.3 That Babergh and Mid Suffolk agree that the Joint Member Panel be retained to inform this (fourth) review.

REASON FOR DECISION

Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL in April 2016. There is no prescribed way for Councils to decide upon the spend of money collected through CIL, so Councils have to agree their own approach and review processes.

4. KEY INFORMATION

- 4.1 All the information captured in paragraph 4.5 has formed the substance of discussion by the Joint Member Panel at their meetings on the 1st 10th 18th and 31st October, 3rd and 17th November 2020, 15th December and 1st February 2021.
- 4.2 Since the first review of the CIL Expenditure Framework, the Infrastructure Delivery Plan (IDP) has been produced and published as evidence for the Joint Local Plan. This document significantly changes the context for CIL expenditure as it identifies infrastructure priorities for both Districts to support growth. It classifies the infrastructure as critical, essential or desirable and in doing so it signals that greater weight needs to be given to some infrastructure projects if compared with others as those listed as critical or essential are necessary where growth has taken place.
- 4.3 In addition since the second review, the provisions of the CIL Regulations 2019 have taken place requiring all Councils to produce a yearly Infrastructure Funding Statement (IFS). This document captures monitoring information about the income and expenditure of CIL and s106 together with the allocation of Neighbourhood CIL and its expenditure by Parishes on a yearly basis. In addition, the legislation requires all Councils to produce an Infrastructure List within the IFS which is a list of all specific infrastructure projects that the Council expect to spend CIL and s106 on. For Babergh and Mid Suffolk, this Infrastructure List (which is different for both Councils) is largely but not wholly comprised of infrastructure projects resulting from the Infrastructure Delivery Plan.
- 4.4 The Infrastructure Funding Statements for both Councils were considered by both Council's Cabinets in November 2020 and the separate IFS documents for Babergh and Mid Suffolk were published on the Councils web site in December 2020. (Appendices E and F comprise the Infrastructure List taken from the IFS for both Councils (with the whole IFS document capable of being read using the hyperlink in Background Papers - see below).
- 4.5 For the third review, the Joint Member Panel discussed revisions and have made the following suggestions for changes to the CIL Expenditure Framework and the CIL Expenditure Framework Communications Strategy (Appendices A and B) as follows:-

CIL EXPENDITURE FRAMEWORK (Appendix A)

Key recommended changes: -

- **New CIL Bid application form for requests for CIL funds from adjoining Local Authorities/Infrastructure Providers for CIL** to support infrastructure projects outside the Babergh and Mid Suffolk administrative boundaries where it can be satisfactorily proven that our growth impacts on infrastructure beyond the District's boundaries such that mitigation is required.

- **New additional criteria for dealing with such CIL Bids (from adjoining Local Authorities/Infrastructure Providers) as follows:-**
- **Must be collaborative Bids** – Babergh/Mid Suffolk will not contribute 100%
- **Babergh's and Mid Suffolk's CIL spend must be proportionate** to what is being provided and linked by way of evidence to impacts of growth within Babergh and Mid Suffolk and must address evidence based impacts.
- **Must be specific deliverable projects with timescales and oven ready schemes** with all necessary formal approvals in place.
- **Babergh and Mid Suffolk must be final part of the funding jig saw** so that CIL funds are not tied up in projects that will not be delivered.
- **Must be capital based specific projects** that address growth impacts.
- **Will not fund projects which are not classed as infrastructure.**
- **Specific infrastructure projects must be listed in the Infrastructure Delivery Plan and within the Infrastructure Funding Statement (Infrastructure List)** for Babergh and Mid Suffolk where spend is going to occur.
- **Same engagement process for Parish Councils Ward Members and County Councillors** (as already set out in the Framework) where CIL expenditure beyond each Districts administrative/geographical boundaries is over £50,000.
- **All such CIL expenditure beyond each Districts administrative/geographical boundaries shall be Cabinet decisions** with no delegated decisions.
- **Technical Assessment shall include an additional section** where CIL spend is outside the administrative/geographical boundaries of the Districts (in order to respond to these additional criteria).
- **Collaborative spend outside the District shall be limited to Infrastructure provider projects only.**
- **Normal Bid round process twice a year will apply.**
- **Submission of a CIL Project Enquiry form** before actual CIL Bid submission will be necessary and can be submitted year round.
- **Consider whether the required mitigation can be provided by other means** (through culminative growth impacts).
- **Is the infrastructure mitigation required classed as essential within the other Districts Infrastructure Delivery Plan, Infrastructure Funding Statement and Statements of Common Ground.**
- **All CIL Bids for expenditure beyond the Districts administrative/geographical boundaries must come from adjoining Local Authorities or Infrastructure Providers.** Any requests from Parishes Community Groups/other organisations (such as Health Hubs, Schools) outside BDC and MSDC administrative boundaries will be regarded as falling outside the terms of our CIL Expenditure Framework – not eligible for making CIL Bids.
- **CIL Bid requests direct from schools** – agreed we make position clear in the CIL Expenditure Framework that all education funding must be because of a proven education need and other Bids will be termed outside the CIL Expenditure Framework.

- **Use of CIL Project Enquiry Form** – regarded as very useful for building a programme of infrastructure delivery. Agreed all infrastructure projects must submit a CIL Project Enquiry Form before actual CIL Bid submission.
- **One transitional Bid round** – where circumstances warrant allow one transitional Bid round for all existing undetermined CIL Bids so that they are not disadvantaged by any changes in this review.
- **Agreement to keep CIL Expenditure Framework under review.** Agreed another review (fourth) whilst Bid round 8 is underway (October 2021) so that any revisions are adopted before Bid round 9 occurs in May 2022.
- **Agreed the Joint Member Panel remain to inform the fourth CIL Expenditure Framework review.**

CIL EXPENDITURE FRAMEWORK COMMUNICATION STRATEGY (Appendix B)

Key recommended changes: -

- **Include Parishes in the CIL Expenditure Framework Communication Strategy**
- **Abolition of the CIL Position Statements and their replacement by the Infrastructure Funding Statement (including an Infrastructure List) for each Council**
- **Inclusion of the Infrastructure Funding Statement on CIL Expenditure for Member Briefings.**
- **Inclusion of specific dates for the allocation of Neighbourhood CIL in April and October each year.**
- **Provide some clear key messages on a fact sheet type basis to cover different aspects of CIL for the web site.**
- **Continue with regular briefing sessions with Members and also Parishes** in line with the requirements for regular communication in the CIL Expenditure Framework Communication Strategy – 2 events each year.
- **Alteration of wording to reflect that Parish Briefings will take place in a virtual setting** (with the deletion of references to those Briefings being held in different locations within both Districts).

Key outcomes from the changes suggested by the Joint Member Panel

4.6 The key outcomes would be as follows:-

- New additional CIL Bid application form, determining criteria and procedural changes to address CIL expenditure outside Babergh and Mid Suffolk's geographical boundaries where such impacts warrant infrastructure mitigation
- Procedural and working practice changes to ensure that Babergh and Mid Suffolk secure s106 monies or CIL in respect of new development which occurs beyond the Districts administrative/geographical boundaries where this impacts upon Babergh

and Mid Suffolk's infrastructure so that any gained contributions can be invested in Babergh and Mid Suffolk infrastructure

- Monitor and review all CIL Bid expenditure on CIL Bids from adjoining local Authorities or infrastructure Providers by determination of these CIL Bids by Cabinet with no delegated decisions
- Procedural/process changes for CIL Bids.
- Continue to improve communication around CIL particularly for Members and Parishes.
- Continue to keep the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy under regular yearly review.

4.7 It is recommended that both Councils agree these changes under the recommendations in Section 3 above.

5. LINKS TO JOINT STRATEGIC PLAN

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

6. FINANCIAL IMPLICATIONS

6.1 The adopted CIL Expenditure Framework is critical to the funding of infrastructure to support growth and sustainable development.

6.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Before 1st September 2019, each Council was required to publish a list of infrastructure that they will put the CIL monies towards. These lists were known as the "Regulation 123 Lists". However, on the 1st September 2019, new CIL Regulations were enacted, with the CIL 123 Lists being abolished, and in order to provide clarity given this changing situation, each Council adopted a CIL Position Statement containing a list of infrastructure that it would spend its CIL monies on. The authority for this was provided by a Council decision in March 2019 when the first review of the CIL Expenditure Framework was undertaken and a revised scheme was agreed (by both Councils). The CIL Position Statements were identical for both Councils. Under the 2019 CIL Regulations each Council has to produce a yearly Infrastructure Funding Statement (IFS) ; the first one was agreed by both Councils Cabinets and they were published on the Councils web site in December 2020. The Infrastructure Funding Statements contain an Infrastructure List which is founded not wholly but partly on the Infrastructure Delivery Plan. Upon the publication of each Councils IFS under the 2019 CIL Regulations, each Council's CIL Position Statements were abolished.

6.3 CIL is collected and allocated in accordance with the CIL Regulations 2019 Each Council retains up to 5% of the total CIL income for administration of CIL. From the remainder, 15% (capped at £100 per Council Tax dwelling) is allocated to Parish or Town Councils but where there is a made Neighbourhood Plan in place this figure rises to 25% (with no cap). For those parishes where there is no Parish or Town Council in place the Council retains the monies and spends the CIL Neighbourhood funds through consultation with the Parish concerned.

- 6.4 At the time that the Parish pay-outs are made (by 28th April and 28th October each year), the 20% save for the Strategic Infrastructure fund is also undertaken as required by the CIL Expenditure Framework. The Strategic Infrastructure Fund money is stored separately to the Local Infrastructure Fund at this point. At the same time, the ringfencing of CIL monies (for developments of ten houses or more) occurs; these are known as Ringfenced Infrastructure Funds. This ringfencing of funds occurs in order to ensure that infrastructure provision for major housing developments is prioritised and ringfenced for spend. As this accounting requires Finance to verify the figures, daily accounting in this way would be too cumbersome and resource hungry to carry out. There is no adverse impact on the Bid Round process or cycle to this method of accounting. Indeed, these dates work well with the Bid round process.
- 6.5 The remaining 80% of the CIL monies comprises the Local Infrastructure Fund from which the majority of expenditure against the Bid round are taken. Each Bid round, the available funds for expenditure from the Strategic Infrastructure Fund, the Ringfenced Infrastructure Funds and the Local Infrastructure Fund are calculated. The CIL Bids are then paid for from these different funds of money.
- 6.6 Infrastructure delivery in CIL expenditure terms is as follows:- .

Total allocated expenditure for Babergh in Bid rounds 1-6 (including Cabinet spend in December 2020):

| CIL Expenditure | Total | 2018/19 | 2019/20 | 2020/21 |
|--|----------------------|-------------|-------------|-------------|
| Total CIL expenditure in Bid round 1 (May 2018) | | £75,217.55 | N/A | N/A |
| Total CIL expenditure in Bid round 2 (October 2018) | | £341,887.00 | N/A | N/A |
| Total CIL expenditure in Bid round 3 (May 2019) | | N/A | £289,163.48 | N/A |
| Total CIL expenditure in Bid round 4 (October 2019) | | N/A | £237,333.00 | N/A |
| Total CIL expenditure in Bid round 5 (May 2020) | | N/A | N/A | £312,849.90 |
| Total CIL expenditure in Bid round 6 (October 2020 including Cabinet spend in December 2020) | | N/A | N/A | £337,974.83 |
| TOTAL EXPENDITURE | £1,594,425.76 | | | |

Total allocated expenditure for Mid Suffolk for Bids rounds 1-6 (including Cabinet spend in December 2020):

| CIL Expenditure | Total | 2018/19 | 2019/20 | 2020/21 |
|---|----------------------|-------------|---------------|-------------|
| Total CIL expenditure in Bid round 1 (May 2018) | | £156,979.84 | N/A | N/A |
| Total CIL expenditure in Bid round 2 (October 2018) | | £78,297.15 | N/A | N/A |
| Total CIL expenditure in Bid round 3 (May 2019) | | N/A | £9,996.26 | N/A |
| Total CIL expenditure in Bid round 4 (October 2019) | | N/A | £3,637,779.00 | N/A |
| Total CIL expenditure in Bid round 5 (May 2020) | | N/A | N/A | £227,402.60 |
| Total CIL expenditure in Bid round 6 (October 2020 including Cabinet spend December 2020) | | N/A | N/A | £451,746.00 |
| TOTAL EXPENDITURE | £4,562,200.85 | | | |

7. LEGAL IMPLICATIONS

- 7.1 Both the original and amended CIL Expenditure Framework are legally sound and robust and were designed including a legal representative from the Councils Shared Legal Service (who also attended the Joint Member workshop sessions). This representative agreed the adopted CIL Expenditure Framework documents prior to adoption in April 2018 and amended (through the first review) in March 2019.
- 7.2 The same legal representative has also attended the workshop sessions for the Joint Member Panel in respect of this second review and has agreed that these amendments (adopted in April 2020) are legally sound and robust.
- 7.3 Regular monitoring reports required by the CIL Regulations have been produced for each year for both Councils on CIL expenditure as follows:-

Year 2016/17

Babergh

<https://www.babergh.gov.uk/assets/CIL-and-S106-Documents/Babergh-District-Council-CIL-Monitoring-Report-2016-17.pdf>

Mid Suffolk

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/Mid-Suffolk-District-Council-CIL-Monitoring-Report-2016-17.pdf>

Year 2017/18

Babergh

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

Mid Suffolk

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

Year 2018/19

Babergh

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

Mid Suffolk

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

- 7.4 Under the CIL Regulations of 2019 it is necessary for each Council to produce an Infrastructure Funding Statement (IFS) containing monitoring information in relation to income and expenditure of CIL and s106 and allocation and expenditure of neighbourhood CIL by Parishes on a yearly basis. This information can be seen using the following hyperlink for both Districts. In addition the IFS contains an Infrastructure List. These documents constitute Appendices E and F to this report.

Babergh

<https://baberghmidsuffolk.moderngov.co.uk/documents/s20601/Appendix%20A%20-%20Monitoring%20Report.pdf>

Mid Suffolk

<https://baberghmidsuffolk.moderngov.co.uk/documents/s20609/Appendix%20A%20-%20Monitoring%20Report.pdf>

8. RISK MANAGEMENT

- 8.1 This report is most closely linked with the Strategic Risk 3 – Housing Delivery. If we do not secure satisfactory investment in infrastructure (schools, health, public transport improvements etc) then development is stifled and /or unsustainable.
- 8.2 Key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|--------------|---------|---|
| Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), | Unlikely (2) | Bad (3) | Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). |

| | | | |
|--|---------------------|-----------------------|---|
| then development is stifled and/or unsustainable. Current Risk Score: 6 | | | Creating the Joint Corporate Plan, the Joint Local Plan with the Infrastructure Delivery Plan and the Infrastructure Funding Statement for both Councils (as part of the associated Infrastructure strategy) will ensure that infrastructure across both Councils is addressed, New Anglia LEP Economic Strategy, draft created together with the Councils Open for Business Strategy are also relevant. |
| Failure to produce a yearly Infrastructure Funding Statement (including the Infrastructure List) would result in non-compliance with the CIL Regulations and may mean that Members and the public are not aware of CIL income and expenditure activities. Each Councils annual Infrastructure Funding Statement (IFS) is required to address CIL and s106 developer contributions and allocation and expenditure Of Neighbourhood CIL by Parishes and this must be produced. The first IFS for each Council must be in place by December 2020. Failure to meet this yearly requirement will result in non-compliance with the CIL Regulations | Highly Unlikely (1) | Noticeable /Minor (2) | The Infrastructure Team produces the report which is checked and verified by Financial services/open to review by External Audit. Reminders are set to ensure the report is published by the statutory date. The format of the previous Regulation 62 Monitoring reports (now replaced by the Infrastructure Funding Statements) is laid out in the CIL Regulations, so there is no risk in relation to the way the information is presented |
| Failure to monitor expenditure such that CIL expenditure is not effective. | Unlikely (2) | Bad (3) | The software which supports CIL collection will be used to support CIL expenditure. In addition, it is envisaged that at least twice yearly the CIL Expenditure Programme will be produced which will include details of all allocated and proposed CIL expenditure and this together with the software will be used for effective monitoring. |

| | | | |
|---|--------------|--------------|---|
| If too high a value is allocated into the Strategic Infrastructure Fund, there is a risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development. | Unlikely (2) | Bad (3) | The Infrastructure Team will continue to monitor all allocations of CIL Funds. The CIL Expenditure Framework regular reviews will include this risk as a key element of the review to ensure the level set remains appropriate. |
| If 25% Neighbourhood CIL is automatically allocated to any Parish/Town councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient CIL Funding to allocate to the Strategic Infrastructure Fund and also the risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development. | Unlikely (2) | Bad (3) | The Infrastructure Team will continue to monitor all allocations of Neighbourhood CIL and other CIL Funds. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered. |
| If commencements of major housing developments were not correctly monitored or the incorrect apportionment of CIL monies were to occur such that monies could not be allocated towards major housing developments, inadequate infrastructure provision would result. | Unlikely (2) | Disaster (4) | The Infrastructure Team will continue to monitor all commencements of development through the service of the required Commencement Notice by developers such that correct apportionment of CIL funds can be undertaken. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered. |

Assurances (for collection of CIL monies)

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

Table 5

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

8.4 On the 18th December 2017 Joint Overview and Scrutiny received a fact sheet on collection and current thinking on CIL expenditure and questions were answered in relation to it. Members of that Committee were advised of the route map towards getting a framework for CIL expenditure formally considered. The resulting joint CIL Expenditure Framework, the CIL Expenditure Communications Strategy and the Timeline for the Expenditure of CIL and its Review were adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk).

8.5 In May 2018 the results of an investigation by Internal Audit on behalf of the Assistant Director Planning and Communities were produced following complaints regarding the CIL process in place for Babergh and Mid Suffolk. The investigation concluded:-

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

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

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

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

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

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

8.9 In line with the second review, both Councils agreed for the Joint Member Panel to inform a third review during Bid round 6 (in October 2020) so that any changes could be in place before Bid round 7 commences in May 2021. This report captures the work of the Joint Member Panel on the third review.

9. CONSULTATIONS

9.1 The amended CIL Expenditure Communications Strategy continues the requirement for both Councils to consult the following bodies or organisations (14 days) where Valid Bids for their Wards or Parish have been submitted: -

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

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

9.3 Regular Parish events (including Parish Liaison) and Member briefings will continue to be held to familiarise all with the CIL Expenditure Framework including amendments and how we can continue to work together to provide infrastructure for the benefit of both Districts communities.

10. EQUALITY ANALYSIS

10.1. Please see attached screening report

11. ENVIRONMENTAL IMPLICATIONS

11.1 It is important that appropriate infrastructure mitigates harm which could be caused by new development without its provision. CIL is one way in which infrastructure is provided. The CIL Expenditure Framework requires two Bid rounds per year supported by the provision of a CIL Expenditure Programme for each Bid round and Council report. The twice yearly CIL Expenditure Programme for Babergh and Mid Suffolk contains the CIL Bid decisions for each Bid round together with updates on progress of delivery on CIL Bids and details of emerging infrastructure projects. There is no EIA Assessment required.

12. APPENDICES

| Title | Location |
|--|----------|
| (A) Amended CIL Expenditure Framework – March 2021 | Attached |
| (B) Amended CIL Expenditure Framework Communications Strategy – March 2021 | Attached |
| (C) Key Dates for CIL Calendar 2021/2022 | Attached |
| (D) EQIA Screening report for Equality Analysis | Attached |
| (E) Infrastructure Funding Statement (Infrastructure List) for Babergh | Attached |
| (F) Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk | Attached |

13. BACKGROUND DOCUMENTS

13.1 The CIL Expenditure Framework (April 2020) the CIL Expenditure Framework Communications Strategy (April 2020), Key dates for the CIL Calendar 2020/21 all constitute background papers for this report. These are as follows: -

- **The CIL Expenditure Framework (adopted April 2020):**

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/CIL-Expenditure-Framework.pdf>

- **The CIL Expenditure Framework Communications Strategy (adopted April 2020)**

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/CIL-Expenditure-Framework-Communication-Strategy.pdf>

- **Key Dates in CIL Calendar 2020/21**

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/Key-CIL-Calendar-Dates-2020.pdf>

- **Infrastructure Funding Statement – Babergh (Monitoring report only) - Infrastructure List comprises Appendix E to this report)**

<https://baberghmidsuffolk.moderngov.co.uk/documents/s20601/Appendix%20A%20-%20Monitoring%20Report.pdf>

- **Infrastructure Funding Statement – Mid Suffolk (Monitoring report only) - Infrastructure List comprises Appendix F to this report)**

<https://baberghmidsuffolk.moderngov.co.uk/documents/s20609/Appendix%20A%20-%20Monitoring%20Report.pdf>

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Appendix A – Amended March 2021

The Community Infrastructure Levy Expenditure Framework

**Babergh and Mid Suffolk
District Councils**

The Community Infrastructure Levy Expenditure Framework.

1. BACKGROUND

- 1.1 The development of a detailed framework for Community Infrastructure Levy (CIL) expenditure for consideration and adoption by both Councils is required as there is no set approach for CIL expenditure prescribed either by Central Government or through the CIL Regulations 2010 (as amended).
- 1.2 As such all Councils across the country where a CIL charging regime has been adopted and is being implemented have brought in their own schemes for how CIL monies are spent.

CIL Expenditure – Key Documents

- 1.3 The CIL Regulations stipulate that CIL monies which are collected must be spent on infrastructure. On the 1st September 2019 new CIL Regulations were introduced. Prior to this each Council was required to publish a list of infrastructure types that would be funded wholly or partially through CIL. These lists, known as the “Regulation 123 Lists”, were adopted by Babergh and Mid Suffolk and published in January 2016. However, the new CIL Regulations abolished Regulation 123 and in order that both Councils had clarity over the infrastructure that it would provide through CIL funding, both Councils adopted a CIL Position Statement (identical in content) regarding CIL expenditure.
- 1.4 Under the CIL Regulations of 2019 there was a further new requirement for each Council to produce an Infrastructure Funding Statement (IFS) each year with a deadline for the production (and publication on the web site) of the first IFS (for each Council) by the 31st December 2020. The IFS comprise a yearly document containing data on the collection and expenditure of CIL and s106 together with details relating to the allocation of Neighbourhood CIL to Parishes and its expenditure by Parishes. In addition, the IFS for each Council has to include an Infrastructure List of specific projects that District CIL (and s106) would be spent on.
- 1.5 Under the 2019 CIL Regulations there was also a requirement placed on all Councils to abolish any existing general type of infrastructure lists once any IFS had been produced and published. Both Councils produced an Infrastructure Funding Statement in November 2020 and published them in December 2020 (on the Councils web site). In addition, both Councils abolished their CIL Position Statement and will be regularly reviewing and producing/publishing a new IFS each year. Consequently, the yearly Infrastructure Funding Statements for each Council represent key documents in relation to the CIL Expenditure and should be read in conjunction with this Framework.

Reviews of the CIL Expenditure Framework and Adoption of CIL Expenditure Arrangements

- 1.6 The CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy were originally agreed and adopted by both Councils (in April 2018). Since then, the key documents have been reviewed on three separate occasions as follows: -
- A first review was undertaken through consideration of the scheme by Babergh and Mid Suffolk's Joint Overview and Scrutiny (in November 2018) and then informed by a Joint Member Panel when changes were agreed by both Councils. These revisions (identified at the back of this document under first review) were adopted by both Councils in March 2019.
 - A second review was also undertaken by consideration of the scheme by Babergh and Mid Suffolk's Joint Overview and Scrutiny (in September 2019) and then informed by a Joint Member Panel when changes were proposed and ultimately agreed by both Councils. These second review revisions (identified at the back of this document) were adopted by both Councils in April 2020.
 - A third review of the CIL Expenditure Framework was undertaken by the Joint Member Panel from October 2020 through to February 2021. These third review revisions (identified at the back of this document) were adopted by both Councils in 2021.
- 1.7 This CIL Expenditure Framework key documents will be kept under periodic (likely yearly) review with details of any forthcoming review to be set out in the yearly CIL Key dates calendar published on the Councils' websites.

The Key CIL Expenditure Framework Documents for CIL Expenditure

- 1.8 The following documents comprise the key components of the CIL Expenditure Framework: -
- **CIL Expenditure Framework** - this document is the key document that sets out the parameters, processes and governance arrangements for spending CIL monies. It is available on the Councils' websites.
 - **CIL Expenditure Framework Communication Strategy** - this separate document is the key document that sets out the parameters and arrangements for communication around spending CIL monies. It is available on the Councils' websites.
 - **Key CIL dates calendar** - produced each year to allow all to understand important dates around CIL.
 - **Infrastructure Funding Statement (IFS) for Babergh** - produced each year and contains monitoring information for income and collection of CIL, s106 and the allocation and expenditure of Neighbourhood CIL. In addition, it contains an Infrastructure List which is a list of specific infrastructure

projects for Babergh that CIL can be spent on (which are largely but not wholly made up of infrastructure projects contained in the Infrastructure Delivery Plan. It is produced annually, and the current version represents the key document for allowing CIL expenditure.

- **Infrastructure Funding Statement (IFS) for Mid Suffolk** - produced each year and contains monitoring information for income and collection of CIL, s106 and the allocation and expenditure of Neighbourhood CIL. In addition, it contains an Infrastructure List which is a list of specific infrastructure projects for Mid Suffolk that CIL can be spent on (which are largely but not wholly made up of infrastructure projects contained in the Infrastructure Delivery Plan. It is produced annually, and the current version represents the key document for allowing CIL expenditure.

2. THE CIL EXPENDITURE FRAMEWORK

2.1 This document sets out the key elements, parameters and information relating to the CIL Expenditure Framework in a clear and concise format under the following headings: -

- **Key Principles of The CIL Expenditure Framework**
- **Processes of The CIL Expenditure Framework**
- **Validation and Screening of bids and Prioritisation Criteria of Bids Under the CIL Expenditure Framework (to Allow Bids to be Considered and Determined)**
- **Governance of The CIL Expenditure Framework**

2.2 Each of these sections are set out in detail below including funding parameters where appropriate.

KEY PRINCIPLES OF THE CIL EXPENDITURE FRAMEWORK

2.3 These are set out in the following Table 1.

Table 1 - Key Principles

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|--|---|
| 1. The process should encourage openness and transparency of decision taking. | The Infrastructure team publish all key information about CIL expenditure on the Councils web site. |
| 2. CIL data must be 100% accurate and software database must have integrity and be “trusted”. | The software that the Council uses is Exacom. There is a public facing module (known as PFM) which is accessible on the Councils website under the tab of developer Contributions database. |

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|--|---|
| 3. Decisions must be compliant with the CIL Regulations 2010 (as amended including the CIL Regulations of 2019) and expenditure must follow the yearly Infrastructure Funding Statement for each Council. | The yearly Infrastructure Funding Statement is a legal requirement for all Councils dating from the CIL Regulations 2019 (1 st September 2019). |
| 4. The expenditure approach must be legally sound | All reviews of the CIL Expenditure Framework review and CIL Expenditure Programme are reviewed by the Shared Legal Service. |
| 5.Deliverability and Timeliness – a “can do” approach towards delivery of infrastructure to be employed (subject to the infrastructure project being in accordance with the CIL Expenditure Framework and the yearly Infrastructure Funding Statement (Infrastructure List) for each Council. | Infrastructure officers can be contacted about all aspects of CIL including CIL expenditure. |
| 6.CIL expenditure should support the Joint Corporate Plan, other Council strategies, the Joint Local Plan objectives and the Infrastructure Delivery Plan (which is evidence that underpins the Joint Local Plan) and the Infrastructure Funding Statement for each Council. | This is a requirement of the CIL Expenditure Framework |
| <p>7.The apportionment of CIL monies into three separate funds: -</p> <ul style="list-style-type: none"> • Strategic Infrastructure Fund, • Ringfenced Infrastructure Fund and the • Local Infrastructure Fund <p>All such apportionment allows saving of monies towards infrastructure projects.</p> | <p>The Strategic Infrastructure Fund allows for monies to be saved towards strategic projects for the betterment of either or both Districts and facilitates the prospect of collaborative spend with other funding organisations and/or funding streams to achieve strategic infrastructure.</p> <p>The amount to be saved into the Strategic Infrastructure Fund occurs after the 5% administrative costs are removed and then the Neighbourhood CIL portion of monies is taken out (either 15% for Parishes – (subject to a cap) with no made Neighbourhood Plan or 25% for Parishes (without a cap) where a Neighbourhood Plan is made.</p> |

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|---|---|
| | Following this 20% of the remaining CIL monies would be saved into the Strategic Infrastructure Fund leaving the remaining 80% to go into the Local Infrastructure Fund (with the exception of the following paragraph which sets out the saving of monies into a Ringfenced Infrastructure Fund) |
| 8.Planning decisions which approve housing (ten dwellings and over) /employment which carries Infrastructure to be provided by CIL and necessary for an approved growth project (those with planning permission) shall be supported and considered a priority and these monies are ringfenced into the Ringfenced Infrastructure Fund. Infrastructure provided to support these schemes ensures that the approved development which is ultimately carried out is sustainable. | This is a requirement of the CIL Expenditure Framework |
| 9. Publication of all expenditure, the twice yearly CIL Expenditure Programme (formerly known as the CIL Business Plan) and the Technical Assessments on the website, means all CIL information is readily accessible and transparent. A list of all valid Bids for CIL monies from either the Strategic Infrastructure Fund Ringfenced Infrastructure Fund or the Local Infrastructure Fund will be published after each Bid round has been closed. | This is a requirement of the CIL Expenditure legislation |
| 10. CIL expenditure will be regularly audited, including the CIL Expenditure Framework Review process. | This is a requirement of the Councils regarding CIL |
| 11. A Communications Strategy for the CIL Expenditure Framework is necessary and constitutes a key document to this Framework and should be read alongside it. | This is a requirement of the CIL Expenditure Framework and is a key document that should be read alongside the CIL Expenditure framework |

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| <p>12. Infrastructure projects that are funded by each Council's CIL funds (whether from the Strategic, Ringfenced or Local Infrastructure Funds) shall be carried out on publicly owned or controlled land/buildings or where public access is guaranteed (unless exceptional circumstances apply). However where leased buildings or land is involved and a CIL Bid is made for infrastructure, the lease must be long (i.e. no shorter than 25 years with a break clause no sooner than 15 years). Shorter leases will normally be regarded as unacceptable.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>13. No Member referral of CIL Bid cases to Cabinet for decision taking</p> | <p>Governance arrangements contained in this CIL Expenditure Framework for CIL do not permit this.</p> |
| <p>14. Whilst Ward Member(s) of a CIL Bid can ask a question at Cabinet (at the discretion of the Chairman) they may not make representations or join in with the debate at Cabinet.</p> | <p>To ensure that the process satisfactorily addresses both Council's Constitution</p> |
| <p>15. Where offers of CIL funds are made to authors of Bids, the monies will be allocated to the infrastructure project for a period of no longer than 2 years whereupon the allocation of funds would be withdrawn and it would be necessary to reapply through the Bid process to secure CIL funds for that project.</p> | <p>The CIL Bid Offer letter is a contract and cannot be altered or extended.</p> <p>A new CIL Bid would need to be submitted to continue with the infrastructure project</p> <p>A template to assist with this and a guidance note is available.</p> |
| <p>16. Delivery of infrastructure projects where CIL monies are approved – Where problems arise which threaten the delivery or completion of a project (for reason which may include Covid or where delivery costs exceed Bid amounts or there are delivery issues for legal or other reasons and the scheme cannot be delivered within the 2 year period, it is open to authors of Bids to reapply stating the reasons why delivery has not been fully or partly possible.</p> <p>A template will be available for Bidders to complete so that their original information can be updated. However, it will be important to resubmit all financial information and complete a CIL Bid application form so that the details of this scheme can be both updated and considered against the Framework parameters.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |

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| <p>17. CIL funds can be used for an infrastructure project to make it Disability Discrimination Act compliant.</p> | <p>This is a stipulation of the CIL Expenditure Framework</p> |
| <p>18. All CIL Bids must be discussed with an Infrastructure officer before CIL Bid submission when Bid rounds open. Details of the Infrastructure to be provided must be submitted on a CIL Project Enquiry Form and be completed by all Infrastructure Providers, Parish or Community groups. This will allow for a discussion (and the involvement of District Ward Members, County Councillors and Parishes) and the approach towards the project should be in accordance with the procedures listed elsewhere in this Framework.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>19. Agreement to a structured approach to discussions at pre Bid stage for both large infrastructure projects (total costs over £250,000) and medium infrastructure projects (total costs between £50,000-under £250,000) with community engagement with Ward Member(s) Parish Council and Ward County Councillor together with reporting to an Infrastructure Sub Programme Board (of officers). Ward Members to be notified only of receipt of small infrastructure projects (total costs of 50,000 or less). This structured approach is set out in the diagram at the back of this document.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>20. Continue to ringfence funds for housing developments over 10 dwellings so that the infrastructure to support the growth is provided. However, such CIL monies will only continue to be held for that settlement in the Ringfenced Infrastructure Fund for 5 years.</p> <p>If no projects come forward for this ringfenced money within that period, it will be returned to the Local Infrastructure Fund for expenditure.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>21. Neighbouring communities need to contribute to larger infrastructure projects within settlements (through the use of Ringfenced Infrastructure Funds) where they would be used by the wider area (e.g. catchment areas of schools and together with catchment areas for health hubs and rail together with Strategic Leisure centres) will be considered and brought into the</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |

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| funding strategy so that ringfenced funds for the infrastructure project can be brought forward. | |
| 22. Evidence of need for the proposed Infrastructure project must be submitted with all CIL Bids. | This is a requirement of the CIL Expenditure Framework |
| 23. Parishes and Community groups should show at the time of the submission of any CIL Bids whether they have any of their own funds (including Neighbourhood CIL) that could be used. | This is a requirement of the CIL Expenditure Framework |
| 24. No 100% funding requests for CIL Bids by Parishes/Community groups for community infrastructure. Maximum limit of £75,000 and 75% (of the total costs) for CIL Bids (per project/CIL Bid) for infrastructure submitted by Parishes or Community groups with the exception of sporting leisure or recreation facilities (see below). | These are requirements of the CIL Expenditure Framework |
| 25. For sporting and recreation facilities no 100% funding requests and a. maximum funding limit on funding of these bids of £200,000 and up to 75% of the total costs of the project whichever is the smaller amount for such infrastructure listed within the IDP for CIL Bids (per project/CIL Bid. If the project is not listed in the IDP the maximum limit will be £75,000 and 75% (of the total costs) for CIL Bids (per project/CIL Bid). | This is a requirement of the CIL Expenditure Framework |
| 26. Minimum CIL Bid of not less than £2000 on Infrastructure submitted by all Infrastructure Providers and Parishes and Community groups. | This is a requirement of the CIL Expenditure Framework |
| 27. In respect of CIL Bids from Parishes and Community groups for Community Infrastructure, CIL Bids arising from a PIIP (Parish Investment Infrastructure Plan) will not be prioritised over those coming from a Parish without one. | <p>Parish Investment Infrastructure Plans (PIIPs) are a “conversation starter” and will not be mandatory to gain CIL funds. They are a tool for Parish Councils and are informal guidance documents only.</p> <p>They are encouraged as a useful way of prioritising local infrastructure.</p> <p>(The Councils will consider publishing PIIPs on the Website as help to other Parishes in the future).</p> |

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| <p>28. Monthly meetings between the Councils Infrastructure officers and Infrastructure providers will take place to develop an Infrastructure delivery programme (e.g. for Rail, Health and Suffolk County Council – Education and Bus Passenger transport). Monthly meetings may also occur with other Councils to discuss cross boundary infrastructure issues and to address infrastructure mitigation.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>29. Those CIL Bids that are within either the Infrastructure Delivery Plan (IDP), each Council's Infrastructure Funding Statement (IFS) and/or part of a Corporate Local Plan or as part of a Council Strategy will have greater weight when prioritisation criteria are used in the technical assessments of each CIL Bid. In addition, greater weighting towards Bids will be given where those CIL Bids align with spend with priorities designated in JLP/IDP/IFS and Neighbourhood Plans and District Council infrastructure projects.</p> <p>Agreed critical/ essential infrastructure identified in the IDP/IFS will carry more weight than desirable infrastructure.</p> | <p>These are requirements for judging CIL Bids under the CIL Expenditure Framework</p> |
| <p>30. No monies will be awarded through a CIL Bid towards costs which have already been paid for a project (i.e. no claiming retrospectively) -except where school extensions are planned as part of a pupil placement creation which is a statutory function on the part of Suffolk County Council – these costs to include design and build costs and costs for the making of a planning application – see paragraph 3.1 of the CIL Expenditure Framework).</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>31. Feasibility costs will be awarded for rail feasibility studies only where a rail infrastructure project is critical/essential in the Infrastructure Delivery Plan (IDP) and definite in delivery terms (and one which the Council would be likely to support (i.e. for instance it is listed as critical/essential in the IDP).</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |
| <p>32. Improvement or replacement of existing infrastructure (forming part of and /or total) must include a statement on additionality (some significant tangible betterment of the existing facility) must be involved otherwise the works would be termed to be maintenance or repair and</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |

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| therefore not eligible under the CIL Expenditure Framework. This must be more than the materials will represent an upgrade. For example, like for like replacement is not a strong enough example of an upgrade it must address additionality. | |
| 33. Churches are not excluded from CIL funding (despite there being many other funding opportunities for Churches) but proposed projects must be for infrastructure and the proposal must benefit the community in the widest sense by offering wide community benefits and be capable of being used by the whole community Any Bids must also address additionality (see above) and not include maintenance or church restoration costs. | This is a requirement of the CIL Expenditure Framework |
| 34. Public electric vehicle charging points will be classed as community facility infrastructure. However, they are seen as a District wide benefit and will therefore be treated as an exception to the maximum limit on community facility infrastructure. | This is a requirement of the CIL Expenditure Framework |
| 35. Best value criteria should include land values where CIL Bids involve purchase of land for infrastructure. | This is a requirement of the CIL Expenditure Framework |
| 36. CIL Bids that have green and sustainability characteristics shall carry greater weight in determination terms than those CIL Bids which do not. | These are requirements for judging CIL Bids under the CIL Expenditure Framework |
| 37. If a CIL Bid is invalid upon submission opportunity will be given for the next 12-month period (from the date of its submission) to be made valid. If it is still invalid after the expiry of the 12-month period, the CIL Bid will be treated as withdrawn and no formal decision (Cabinet or delegated) will be made on it. | This is a requirement of the CIL Expenditure Framework |
| 38. Spending outside each Councils geographical boundaries is acceptable where appropriate to the circumstances of the infrastructure to be provided and where there is clear benefit to the residents of either or both Districts. Additional parameters and criteria relating to this expenditure are contained in this Table 2 below. | These are requirements of the CIL Expenditure Framework |

In addition, it may be necessary for each Council to seek CIL or s106 contributions for infrastructure where impacts upon either Councils infrastructure is impacted upon by development outside its administrative geographical boundaries. The Councils approach to secure such contributions is set out in Table 3 below.

CIL Expenditure Outside of Each Councils Administrative Geographical Boundaries Where Development Occurs Within Babergh And Mid Suffolk And Which Results In An impact On Infrastructure Beyond Its Boundaries.

- 2.4 Where this occurs, it will be necessary to complete an appropriate CIL Bid application form and its consideration must adhere in all respects to the principles processes, prioritisation criteria and governance arrangements within this CIL Expenditure Framework. In addition, it will to necessary to provide information to meet the following requirements /parameters set out in the following Table (Table 2).

Table 2 - Key Principles of CIL Expenditure for Infrastructure Beyond Babergh And Mid Suffolk Administrative /Geographical Boundaries

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|---|---|
| 1. Must be collaboratively funded Bids – Babergh/Mid Suffolk will not contribute 100%. | This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework |
| 2. Babergh's and Mid Suffolk's spend must be proportionate to what is being provided and linked by way of evidence to impacts of growth within BDC and MSDC and must address evidence-based impacts. | This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework |
| 3. Must be specific deliverable projects with timescales and oven ready schemes with all necessary formal approvals in place. | This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework |
| 4. Babergh and Mid Suffolk must be final funding part of the jig saw so that money is not tied up in projects that will not be delivered. | This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework |
| 5. Must be capital based specific infrastructure projects that address growth impacts. | Otherwise this would be termed outside the CIL Expenditure Framework |
| 6. Will not fund projects which are not infrastructure. | This is termed outside the terms of the CIL Expenditure Framework |
| 7. Specific infrastructure projects must be listed in the Infrastructure Delivery Plan and within the Infrastructure Funding Statement (Infrastructure List) for Districts where spend is | These matters will be important considerations in any decision on any CIL Bid |

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|---|--|
| <p>going to occur and be developed through Statements of Common Ground or through collaborative work with neighbouring Local Authorities.</p> <p>Consider whether the infrastructure mitigation required is classed as essential within the other Districts Infrastructure Delivery Plan, Infrastructure Funding Statement and Statement of Common Ground.</p> <p>Collaborative spend outside the District shall be limited to Infrastructure Provider projects only.</p> | |
| <p>8. Same engagement process for spends over £50,000 with Parish Councils Ward Members and County Councillors as set out elsewhere in this Framework.</p> | <p>This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework</p> |
| <p>9. All spend shall be Cabinet decisions with no delegated decisions.</p> | <p>This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework</p> |
| <p>10. Technical Assessment for such CIL Bids shall include a separate section where spend outside the District to responds to the additional key principles in this Table (Table 2).</p> | <p>This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework</p> |
| <p>11. Normal Bid round process twice a year will apply.</p> | <p>This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework</p> |
| <p>12. CIL Project Enquiry form must be submitted to allow discussions to take place before formal CIL Bid submission.</p> | <p>This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework</p> |
| <p>13. It will be necessary to demonstrate that the infrastructure cannot be provided through other funding and practicable means (including through culminative growth means).</p> | <p>This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework</p> |
| <p>14. All such CIL Bids must come from adjoining Local Authorities or Infrastructure Providers. Any requests from Parishes Community Groups/other organisations (such as Health Hubs, Schools) outside Babergh and Mid Suffolk administrative boundaries will be regarded as falling outside the terms of our CIL Expenditure Framework and not eligible for the submission of CIL Bids.</p> | <p>This is a requirement of the CIL Expenditure Framework</p> |

- 2.5 Both Councils will seek to secure s106 monies or CIL for cross boundary development impacts upon infrastructure within our Babergh and Mid Suffolk where impacts are caused by development beyond Babergh and Mid Suffolk's administrative geographical boundaries. The following approach will be used as set out in Table 3.

Table 3 - Key Principles of Seeking to Secure s106 and /or CIL Contributions For Development Impacts Upon Infrastructure Within Babergh And Mid Suffolk Are Caused By Development Beyond Babergh And Mid Suffolk's Administrative Geographical Boundaries.

| Key Principles of the CIL Expenditure Framework | Further Detail where appropriate |
|--|--|
| 1. Proactively track developments that are submitted to our neighbouring Districts. | Proactive work required |
| 2. Proactively discuss the impacts with Districts and Counties where appropriate. | Proactive work required |
| 3. Ensure these views are captured in any responses to neighbouring Local authorities' consultations and ensure through discussion our infrastructure and s106 and CIL needs are met. | Proactive work required |
| 4. Track outcomes of these applications and monitor their commencement where appropriate to secure money (whether through s106 or CIL). | Proactive work required |
| 5. Secure s106 and CIL monies and work towards delivery of projects to deliver infrastructure when monies are secured. | This approach continues to be followed |
| 6. Hold regular meetings with adjoining Councils/Infrastructure Providers and work collaboratively. | Such meetings are being held and will continue |

Elements of CIL Bids That Will Not Be Classed As Eligible Under This CIL Expenditure Framework.

- 2.6 There are some elements of CIL Bids that will not be classed as eligible under this CIL Expenditure Framework. These are set out in the following Table (Table 4).

Table 4 – Elements of CIL Bids That Will Not Be Classed As Eligible Under This CIL Expenditure Framework.

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|---|---|
| 1. Feasibility studies for infrastructure projects (except for rail infrastructure). | These are termed outside the terms of the CIL Expenditure framework (except for rail infrastructure). |

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|--|---|
| 2. Maintenance or repair costs of buildings/ infrastructure/ projects. | These are termed outside the terms of the CIL Expenditure framework |
| 3. Interests on loans for projects. | This is termed outside the terms of the CIL Expenditure Framework |
| 4. No CIL funding for infrastructure that has already been carried out (i.e. retrospectively). | This is termed outside the terms of the CIL Expenditure Framework |
| 5. No payment towards costs which have already been paid and are sought for reimbursement as part of the CIL Bid (except where school extensions are planned as part of pupil placement creation which is a statutory function on the part of SCC). | This is termed outside the terms of the CIL Expenditure Framework |
| 6. Improvement or replacement of existing infrastructure as part of a project must include additionality (some significant tangible betterment of the existing facility otherwise it would be termed to be maintenance or repair. | This is a requirement of the CIL Expenditure Framework |
| 7. Portable equipment or resources (e.g. books desks tables shelving and associated portable equipment/tools). | These are termed outside the terms of the CIL Expenditure framework |
| 8. Lamp standards, light bulbs, information kiosks, parish notice boards, seats. | These are termed outside the terms of the CIL Expenditure framework |
| 9. Telephone boxes, fire alarms, public drinking fountains, refuse bins or baskets. | These are termed outside the terms of the CIL Expenditure framework |
| 10. Public art/ceremonial structures. | These are termed outside the terms of the CIL Expenditure framework |
| 11. No professional fees or contingency costs. | These are termed outside the terms of the CIL Expenditure framework |
| 12. CIL Bid requests direct from schools –all education funding must be because of a proven education need and CIL Bids will need to be submitted by the County Council. All other education Bids will be outside the CIL Expenditure Framework. | These are termed outside the terms of the CIL Expenditure framework |

For clarification, the following items are eligible for CIL funding.

2.7 The following items set out in Table 5 are eligible for CIL funding.

Table 5 - For Clarification, The Following Items Are Eligible for CIL Funding

| Key Principles of the CIL Expenditure Framework | Further detail where appropriate |
|---|---|
| 1. Hearing loops in village halls, sound bars and projectors which are permanently fixed. | This is termed within the CIL Expenditure Framework |
| 2. Permanent telephony and telecommunication infrastructure required to carry out health services. | This is termed within the CIL Expenditure Framework |

3. PROCESSES OF THE CIL EXPENDITURE FRAMEWORK

- 3.1 The CIL Expenditure Framework will operate with the following approach as set out in the following Table (Table 6).

Table 6 – Key Processes of the CIL Expenditure Framework

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|--|--|
| 1. Use of the Councils' existing software. | The software that the Council uses is Exacom. There is a public facing module (known as PFM) which is accessible on the Councils website under the tab of developer Contributions database |
| 2. The process is centred upon a bidding round with consideration on a twice-yearly basis, with email submission of bids by Infrastructure Providers (including officers of Babergh and Mid Suffolk where appropriate) and all Parishes including Community Groups. | See Diagram at Appendix B to the rear of this report. This is a requirement of the CIL Expenditure legislation |
| 3. Full documentation of the process for lodging, consideration, and determination of the bids with supporting guidance documents for bid submission, bid application forms and prioritisation criteria to be used for assessment of the bids will be made available on the Councils' websites. | This is a requirement of the CIL Expenditure legislation |
| 4. The timetable for the twice-yearly bid process will be clearly documented on the Councils' websites together with the inclusion of a flow chart. Three months of early advance notification of bid submission timescales (to facilitate bid submission) to all Infrastructure Providers (including officers of | The timetable can be found at Appendix B to the rear of this document. There is also a yearly Key dates CIL calendar which can be seen on the Councils web site |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|--|--|
| <p>Babergh and Mid Suffolk where appropriate) and all Parish/Town Councils. Bids from Community Groups can also be submitted.</p> | |
| <p>5. The apportionment of CIL monies into three funds; Strategic Infrastructure Fund, Ringfenced Infrastructure Fund and Local Infrastructure Fund will occur twice yearly.</p> <p>This apportionment in particular allows saving of monies towards strategic infrastructure projects for the betterment of either or both Districts and facilitates the prospect of collaborative spend with other funding organisations and or funding streams to achieve strategic infrastructure.</p> <p>The division of monies between the three funds occurs in April and October each year immediately after the apportionment of/ payment of Neighbourhood CIL.</p> | <p>Examples of the type of Infrastructure to be funded through the Strategic Infrastructure Fund, the Ringfenced Fund and the Local Infrastructure Fund can be found at Appendix A to the rear of this document.</p> <p>The way that both Councils store their money in separate names accounts is a requirement of the CIL Expenditure Framework.</p> |
| <p>6. All interest accrued on CIL monies will be paid into the Strategic Infrastructure Fund pot.</p> | <p>This is a requirement of the CIL Expenditure legislation</p> |
| <p>7. Distribution of CIL income - The Councils will retain up to 5% of the CIL income received within each District (for administrative costs). This will be apportioned at the same time as the Neighbourhood CIL allocation to Parishes. The Neighbourhood CIL allocation to Parish/Town councils (either 15% or 25% subject to a cap*) occurs in April and October each year. On the same 6 monthly basis, the CIL funds will be saved into three separate funding streams with the following apportionment and definitions: -</p> <ul style="list-style-type: none"> • Strategic Infrastructure fund – 20 % of the CIL funds will be held in this account • Ringfenced Infrastructure Fund - ringfenced monies to deliver infrastructure to support housing schemes of 10 dwellings and above) • Local Infrastructure fund – 80% of the CIL funds will be held in this account | <p>The Cap is explained in Appendix C to the rear of this document</p> <p>The way that both Councils store their money in separate names accounts is a requirement of the CIL Expenditure Framework.</p> |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|---|--|
| <p>8. Apportionment of Neighbourhood CIL. Currently six-monthly allocations to Parish/Town Councils (which occur in April and October) continue, and where Neighbourhood CIL is received, a proactive approach is used to encourage collaborative spend (using Parish Infrastructure Investment Plans (PIIP) documents if produced). The Parishes apportionment of CIL monies (set out in the CIL Regulations 2010 (as amended) will remain at 15% (where there is no Neighbourhood Plan) and 25% where a Neighbourhood Plan is made for three reasons: -</p> <ul style="list-style-type: none"> • to safeguard the ability to secure strategic infrastructure and make the 20% saving from the CIL funds into the Strategic Infrastructure Fund • to ensure that the CIL infrastructure requirements on the growth projects are met such that development is therefore sustainable • to meet legislative requirements. <p>9. Collaborative approach towards expenditure working with Infrastructure Providers and Parishes to get projects delivered and to “add value” is important and supported.</p> | <p>This is a requirement under the CIL Regulation legislation and the terms of the CIL Expenditure Framework</p> |
| <p>10. Explore and secure funding from other external funding streams (e.g. LEP and Government funding) and other internal funding streams (s106 monies Community Grants and where appropriate Locality funding) to spend alongside CIL where appropriate, especially in connection with Strategic Infrastructure projects but also for Ringfenced Infrastructure and Local Infrastructure Fund projects. Proactive work will be needed to identify and secure strategic infrastructure projects for both Districts.</p> | <p>This is a requirement under the CIL Expenditure Framework</p> |
| <p>11. Funding bids must provide adequate evidence/information to provide necessary certainty on timely delivery – “oven ready” schemes will be given priority.</p> | <p>This is a requirement under the CIL Expenditure Framework</p> |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|--|--|
| 12. Proactive work will also need to occur around CIL infrastructure such that the Infrastructure to be provided by CIL Funds (together with the s106 items) are known (and can be understood in terms of viability and the level of affordable housing to be provided). This work will provide clarity around Bids which are likely to come forward for growth projects in the future. | Proactive work required |
| 13. The production and publication of at least twice yearly CIL Expenditure Programmes for both Councils (normal production/publication within 6 months of the Bid rounds opening. | This is a requirement under the CIL Expenditure Framework |
| 14. CIL monies can be spent flexibly alongside s106 monies, Community grants and Locality monies and any other external or internal funding streams but expenditure of s106 monies must be in accordance with the terms of the s106 agreement. | This is a requirement under the CIL Expenditure Framework and the use of all s106 monies must be in accordance with the terms of the particular s106 Obligations where the monies are held |
| 15. Tiered approach to decision-taking involving some officer delegation and larger decisions by Cabinet. | This is a requirement under the CIL Expenditure Framework |
| 16. All CIL Bid decisions to be final. | This is a requirement under the CIL Expenditure Framework |
| 17. No appeals process in respect of any CIL Bid decisions. | This is a requirement under the CIL Expenditure Framework |
| 18. Only one Bid per project and per bidding round. | This is a requirement under the CIL Expenditure Framework |
| 19. After a refusal – no more Bids for this project unless funding circumstances are materially different and/or a time period passes of not less than 1 year. | This is a requirement under the CIL Expenditure Framework |
| 20. Where Bids are to be submitted, evidence of Community support shall be required (From Division County Councillor, District Ward Member and Parish Council). | This is a requirement under the CIL Expenditure Framework |
| 21. Validation - Once Bids are validated and screened (see below) Officers will direct any appropriate Bids towards other funding streams where this is considered to be more appropriate (each Councils unspent s106 | This is a requirement under the CIL Expenditure Framework |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|---|--|
| <p>monies – where the terms of the Legal Obligation would allow that spend to occur. In addition, work will be undertaken to see if other funding can be pulled into the scheme from internal (Community grants and Locality Funds - where appropriate) and external funds (LEP Government funding and other external sources) so that the CIL funds can be distributed as widely as possible.</p> | |
| <p>22. Yearly report on CIL and s106 expenditure will be required as part of the CIL Regulations 2019. This document known as an Infrastructure Funding Statement (IFS) will need to be produced by the 31st December each year for each Council in addition to the twice yearly CIL Expenditure Programme for each Council.</p> | <p>This is a requirement under the CIL Expenditure Framework</p> |
| <p>23. Payment of successful bids to be in accordance with CIL guidance to be published on the Councils' websites.</p> | <p>This is a requirement under the CIL Expenditure Framework</p> |
| <p>24. For all Community Infrastructure Bids three quotes to carry out the works will be required. These quotes must be offered to the Bidders and then submitted as part of the Bids on the basis that the cost of the works will remain held and not vary for a 6-month basis. (so as to be sure that when CIL monies are offered the project can be completed for the cost of the works submitted).Where Infrastructure Providers (such as Suffolk County Council -SCC) submit Bids for either education projects or bus passenger transport improvement proposals there will be no need to submit three quotes as Suffolk County Council is as an Infrastructure provider which has a contractual framework agreement in place. This ensures that the project will achieve Best value and thereby meet Best value objectives within the CIL Expenditure Framework. With regard to Bids for school extensions and education facilities (that are contained within the CIL Position Statement), the Infrastructure provider must pay for feasibility studies and planning application costs prior to the CIL Bid being made. Once any such Education CIL Bids are submitted these costs can then be included in the overall cost of the project (so these costs</p> | <p>This is a requirement under the CIL Expenditure Framework</p> |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|---|---|
| are recovered by SCC as part of the agreed project). | |
| 25. Consultation on valid CIL Bids - When Bids are made valid consultation will occur with the District Ward Member the Division County Councillor for the Ward affected and the Parish Council for that ward (except where the Parish Council is the Bidder for the Infrastructure project). The Consultation will occur by email and 14 days will be allowed for the submission of comments. A copy of the CIL Bid application form and a location plan will be sent to the consultee. Infrastructure officers will carry out a site inspection and photographs will be taken. | This is a requirement under the CIL Expenditure Framework |
| 26. Determination of especially important Strategic Infrastructure Fund, Ringfenced Infrastructure Fund or Local Infrastructure Fund CIL Bids by Cabinet or using delegated powers (requiring approval or refusal or noting by Cabinet) can occur in advance of the normal twice yearly CIL Expenditure Programme process where appropriate. | This is allowed under the requirements of the CIL Expenditure Framework |
| 27. Technical assessments of all CIL bids where decisions are being made will be undertaken and published as part of the CIL Expenditure Programme documentation so that decision taking is open and transparent. | This is a requirement under the CIL Expenditure Framework |
| 28. Infrastructure for Community use – a new CIL Project Enquiry form has been devised to allow early advice and support to be given to Parishes and Community groups where projects are identified (whether for CIL or other forms of funding) This must be used before any CIL Bid is submitted so that the structured approach towards infrastructure project development can commence before a CIL Bid is submitted and determined. | This is a requirement under the CIL Expenditure Framework |
| 29. Further amplification is contained in this document relating to the criteria for Value for money (or Best Value) - to address the internal Audit requirements of September 2018. | This is a requirement under the CIL Expenditure Framework |
| 30. CIL Bid application forms are available on the Councils web site as follows: - | The submission of CIL Bid application forms is required under the CIL Expenditure Framework |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|--|---|
| <ul style="list-style-type: none"> • CIL Bid application forms designed for community infrastructure projects both above and below the governance threshold of £10,000 to address different information requirements (e.g., a Business case where required) • CIL Bid application forms for Passenger Transport Improvement (shorter than before also recognizing and adapting the Framework such that three quotes are not required as there is a contractual framework agreement in place for delivery which meets best value objectives) • CIL Bid application forms for Health facilities /proposals • CIL Bid forms for Education facilities proposals • Rail Bid forms for Rail infrastructure projects • CIL Bid forms for adjoining Councils and Infrastructure Providers (outside of Babergh /Mid Suffolk's administrative geographical boundaries) | <p>and guidance forms are placed on the web site to help Bid authors.</p> |
| <p>31. Engagement process for all CIL Bids over £50,000 and all CIL Bids where expenditure is required beyond Babergh and Mid Suffolk's administrative and geographical boundaries as follows: -</p> <ul style="list-style-type: none"> • A structured approach to discussions at pre Bid stage for both large (over £250,000) and medium (between £50,000-under £250,000) infrastructure projects with stakeholder engagement with Ward Member(s) Parish Council and Ward County Councillor (Stage 1) together with development of the project with all those parties (Stage 2) with both stages being signed off by an Council Infrastructure Sub Programme Board together with a third stage which represents project sign off before a CIL Bid is submitted.(The inception stage (stage 1 will have a project Initiation Document). Stage 2 will have a Development of Infrastructure project | <p>This is a requirement under the CIL Expenditure Framework</p> |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|--|--|
| document. The third stage will have a Sign off stage document before the submission of the CIL Bid). | |
| 32. Copies of all CIL Bid application forms and a location plan for both Districts will be held on the Councils IT software (which is accessible to District Council Members only through Connect). | For ease of reference or all District Ward Members |
| 33. Different portions of funding making up the total cost of a project shall be included in the CIL Expenditure Programme. | This is a requirement under the CIL Expenditure Framework |
| 34. CIL Expenditure Programme should have Bid Offer date added so that the two year period for the offer is visible (so that the expiry of the CIL Bid offer letter and the ultimate delivery of the project is readily apparent and can be easily cross referenced). | This is a requirement under the CIL Expenditure Framework |
| 35. Continue with monthly meetings with Infrastructure providers to develop an Infrastructure delivery programme and publish a list of projects which is being developed called the Emerging Infrastructure Projects in the CIL Expenditure Programme. | This is a requirement under the CIL Expenditure Framework |
| 36. CIL Bid Guidance for application forms will include guidance on how the Council will pay the CIL monies, what information and approach is needed before monies are paid together with the need for photographs of part completed/completed infrastructure projects. This guidance will also explain the Ringfenced Infrastructure Fund and the role of the planning consultation responses on infrastructure Improved guidance on Neighbourhood CIL to be issued to Parishes and District Council Members. | These are requirements under the CIL Expenditure Framework |
| 37. Once CIL Bids are valid – the screening part of process commences– i.e. where CIL Bid is valid, screen all other opportunities for other forms of funding (external/unspent s106/community grant/neighbourhood CIL). Ensure that the outcomes of these other funding opportunities are known before committing to CIL expenditure so that CIL is last piece of jigsaw puzzle. Bidders are encouraged to explore all possible alternatives for other sources of | These are requirements under the CIL Expenditure Framework |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|--|---|
| <p>funding alongside requests for CIL funding including using crowd funding/encouraging donations/gifts. (Other sources of funding that could also be considered are loans or Public Works Loan Board funding).</p> <p>Ensure that all other sources of funding have been secured so that CIL funding is the last piece of the jigsaw so that the scheme can be delivered.</p> | |
| 38. CIL Bids will be treated as withdrawn if no progress is made after 12 months and no further action will be taken on them (does not stop a resubmission). | This is a requirement under the CIL Expenditure Framework |
| 39. Where a Bid is refused, the Councils will not reconsider an identical CIL Bid. | This is a requirement under the CIL Expenditure Framework |
| 40. Provide a list of changes following the first second and third reviews of the CIL Expenditure Framework at the rear of the document outlining key changes to the Framework | This is a requirement under the CIL Expenditure Framework |
| 41. Retain three advance emails to Parishes and infrastructure providers but stress the importance of the structured pre submission process. | This is a requirement under the CIL Expenditure Framework |
| 42. Where infrastructure being proposed also carries a dual use (such as education provision which would also be used by the community) the completion of a Community User Contract is required so that the community use can be guaranteed. (This will be a bespoke legal Contract designed to suit the circumstances of the CIL Bid case. | This is a requirement under the CIL Expenditure Framework |
| 43. Next (fourth) review to occur at the same time as Bid round 8 (October 2021) and be in place before Bid round 9 (May 2022). The Joint Member Panel will remain to inform this fourth review. | This is a requirement under the CIL Expenditure Framework |
| 44. All existing undetermined CIL Bids which are held over until CIL Bid round 7 – May 2021 (from Bid round 6 - October 2020 or any of the other earlier Bid rounds) and included as undetermined in the CIL Expenditure Programme will have a “one Bid round opportunity” to be determined following Bid | This is a requirement under the CIL Expenditure Framework |

| Key Processes of the CIL Expenditure Framework | Further detail where appropriate |
|---|----------------------------------|
| round 6 without reference to any newly imposed restrictions following the third review of this Framework. | |

4. Validation and Screening of Bids And Prioritisation Criteria of Bids Under The CIL Expenditure Framework (To Allow CIL Bids To Be Considered And Determined)

4.1 Each Bid will be validated, screened, and prioritised and a technical assessment will be completed (and ultimately published on the web site as part of the CIL Expenditure Programme documentation) taking the following into account:

4.2 **Validation criteria for CIL Bids** is set out in the following table (Table 7).

Table 7 – Validation Criteria

| Validation Criteria for CIL Bids | Further detail where appropriate |
|---|--|
| 1. The correct CIL Bid form must be submitted. All the questions on the Bid application form must be fully completed (where information known or where additional information is required (e.g. Business Case) together with evidence of need for the infrastructure). | These elements are the validation criteria for the CIL Bid process |
| 2. Valid Bids on Bid Submission template to new CIL Expenditure email address CILexpenditure@baberghmidsuffolk.gov.uk including the following: <ul style="list-style-type: none"> ▪ Description of infrastructure, location, purpose ▪ Need /Justification ▪ Costs and funding streams for provision ▪ Quotations for works ▪ How much financial support is sought from Babergh and Mid Suffolk District Councils and for what ▪ Collaborative spend – yes/no and if yes give details ▪ Who is leading on delivery | These elements are the validation criteria for the CIL Bid process |

| Validation Criteria for CIL Bids | Further detail where appropriate |
|--|---|
| <ul style="list-style-type: none"> ▪ Delivery proposal and timescales ▪ Will the Infrastructure be provided on Public or Private land – has the Bidder obtained all the necessary permissions to implement the infrastructure ▪ If the infrastructure needs planning permission - has this been sought and obtained ▪ has any State Aid already been received or offered from other government sources ▪ Consideration of future funding/maintenance once project is complete ▪ Business Plan required dependant on size of the project (see guidance documents) ▪ When Bids are made valid consultation will occur with the District Ward Member the Division County Councillor for the Ward affected and the Parish Council for that ward (except where the Parish Council is the Bidder for the Infrastructure project). The Consultation will occur by email and 14 days will be allowed for the submission of comments. A copy of the CIL Bid application form and a location plan will be sent to the consultee. Infrastructure officers will carry out a site inspection and photographs will be taken. | |
| <p>3. Any incomplete bids will be considered, and effort will be made to get the bid fully complete and capable of then being assessed against the screening and priority criteria.</p> | <p>These elements are the validation criteria for the CIL Bid process</p> |

4.3 **Screening process** is set out in the following table (Table 8).

Table 8 – Screening Criteria

| Screening Process for CIL Bids When Valid | Further detail where appropriate |
|--|--|
| 1. Must follow the Infrastructure Funding Statements for each Council where infrastructure to be provided. | These elements are the Screening criteria elements for the CIL Bid process |
| 2. Consider whether this infrastructure bid could be provided using other internal and external funding streams that the Councils can either submit Bids for or support others or where the Council has access to other funding (e.g. LEP Government funding or other external funders s106, Community Grants. and Locality funding where appropriate – if so, can it be delivered using this without complete or any reliance on CIL funds). | These elements are the Screening criteria elements for the CIL Bid process |
| 3. Where appropriate, information will be checked or sought to verify the information within the bid. | These elements are the Screening criteria elements for the CIL Bid process |
| 4. Where there are CIL infrastructure “asks” under Development Management decisions on major projects, these will be given consideration in terms of devising the CIL Expenditure Programme and through a programme of delivery working collaboratively with the Infrastructure Providers. | These elements are the Screening criteria elements for the CIL Bid process |

4.4 **Prioritisation criteria** is as set out in the following table (Table 9).

Table 9 - Prioritisation criteria

| Prioritisation Criteria | Further detail where appropriate |
|---|---|
| 1. Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable | This criteria is a requirement of the CIL Expenditure Framework |
| 2. Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh/Mid Suffolk Strategies or external strategies Babergh/Mid Suffolk support and/or input into | This criteria is a requirement of the CIL Expenditure Framework |

| Prioritisation Criteria | Further detail where appropriate |
|--|--|
| 3.It represents key infrastructure (critical /essential) | This criteria is a requirement of the CIL Expenditure Framework |
| 4.Value for money (or Best Value. | Guidance on Best Value is located at the rear of the document |
| 5.Clear community benefits | This criteria is a requirement of the CIL Expenditure Framework |
| 6.Community support | This criteria is a requirement of the CIL Expenditure Framework |
| 7.Deliverability (“oven ready” schemes) | This criteria is a requirement of the CIL Expenditure Framework |
| 8.Affordability (from Strategic/Local infrastructure or Ringfenced Infrastructure Funds) | Any infrastructure project must be affordable to gain favourable consideration |
| 9.Timeliness | This criteria is a requirement of the CIL Expenditure Framework |
| 10.By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh/Mid Suffolk infrastructure provision, or LEP/Government funding) | This criteria is a requirement of the CIL Expenditure Framework |
| 11.Supports housing and employment growth | This criteria is a requirement of the CIL Expenditure Framework |
| 12.Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured | This criteria is a requirement of the CIL Expenditure Framework |
| 13.Must be based on the developing/adopted Infrastructure Delivery Plan/current Infrastructure Funding Statement unless circumstances dictate otherwise | This criteria is a requirement of the CIL Expenditure Framework |
| 14.Does the provision of this infrastructure address a current inadequacy in infrastructure terms? | This criteria is a requirement of the CIL Expenditure Framework |
| 15.By releasing funds, it would allow infrastructure to be realised such that the CIL funds are like the last piece of the jigsaw puzzle | This criteria is a requirement of the CIL Expenditure Framework |

| Prioritisation Criteria | Further detail where appropriate |
|---|---|
| 16. Will the infrastructure be capable of being used by the wider community. | This criteria is a requirement of the CIL Expenditure Framework |
| 17. By provision of infrastructure it would unlock further opportunities within the District for housing and employment growth How does the proposal affect green infrastructure principles. | This criteria is a requirement of the CIL Expenditure Framework |
| 18. How does the project address green/sustainability principles/infrastructure. | This criteria is a requirement of the CIL Expenditure Framework |
| 19. How does the project affect state aid implications. | This criteria is a requirement of the CIL Expenditure Framework |
| 20. How does the project affect security and safety in the community. | This criteria is a requirement of the CIL Expenditure Framework |

5. GOVERNANCE OF THE CIL EXPENDITURE FRAMEWORK

5.1 All decisions once validated screened and assessed and considered against the priority criteria will be collated and presented to Cabinet in the biannual CIL Expenditure Programme for each District.

5.2 There will be tiered approach to decision taking in respect of bids submitted for Strategic Infrastructure Fund, Ringfenced Infrastructure Fund or Local Infrastructure Funds as follows: -

- **Delegated Decisions (to Assistant Director – Sustainable Communities)**
 - a) Decisions to approve infrastructure projects the subject of bids where the amount of monies sought from the Ringfenced Infrastructure Fund or the Local Infrastructure Fund is £10,000 or less
 - b) Decisions to refuse infrastructure projects the subject of bids where the amount of monies sought from the Ringfenced Infrastructure Fund or the Local Infrastructure Fund is £10,000 or less
 - c) Decisions to carry forward Infrastructure projects the subject of bids to the next Bid Round where the amount of monies sought from the Local Infrastructure Fund is £10,000 or less
 - d) Any decision which Officers consider may be of such significance or of a controversial nature such that Cabinet should take the decision in respect of the bid

- **Cabinet decisions**

- a) Decisions to approve or refuse all Strategic Infrastructure Fund bids
- b) All other decisions to approve or refuse all other Ringfenced and Local Infrastructure Fund bids which are not covered by the delegated decision taking outlined above under the delegated decisions listed above
- c) Noting by Cabinet of all decisions on bids where delegated decisions are taken
- d) All decisions on CIL Bids where CIL monies would be spent beyond the administrative and geographical boundaries of Babergh and Mid Suffolk.

Guidance Foot note on Value for money or Best Value

Best Value was government policy in the United Kingdom affecting the provision of public services in England and Wales. In Wales, **Best Value** is known as the Wales Programme for Improvement. **Best Value** was introduced in England and Wales by the Local Government Act 1999, introduced by the UK Labour Government. Its provisions came into force in April 2000.

[Best value - Wikipedia, the free encyclopaedia](#)

en.wikipedia.org/wiki/Best_value

BMSDC Procurement Manual

Pages 50 and 51

2.12 Social Value

2.12.1 The Councils have a duty to consider the creation of social value; which is to maximise the additional benefit that can be created by procuring the supplies, services and works above- and- beyond the benefit of merely the supplies and services themselves.

2.12.2 The delivery of Social Value aligns to the Councils' Joint Strategic Plan in the following areas: • Community Value – enabling communities to become more self -sufficient through the provision of self-help schemes, improvement of facilities, provision of education and employment opportunities.

- Regional Economic Development – subject to the test of fairness and equality for potential suppliers the opportunity to support the local economy.

- Environmental – using a solution which protects and /or enhances the environment.

2.16 Value for Money (Best Value)

2.16 Value for Money (Best Value) 2.16.1 The Councils have a duty to ensure that best value is provided in the delivery of its services and this obligation shall be reflected across all the Councils' commissioning and procurement.

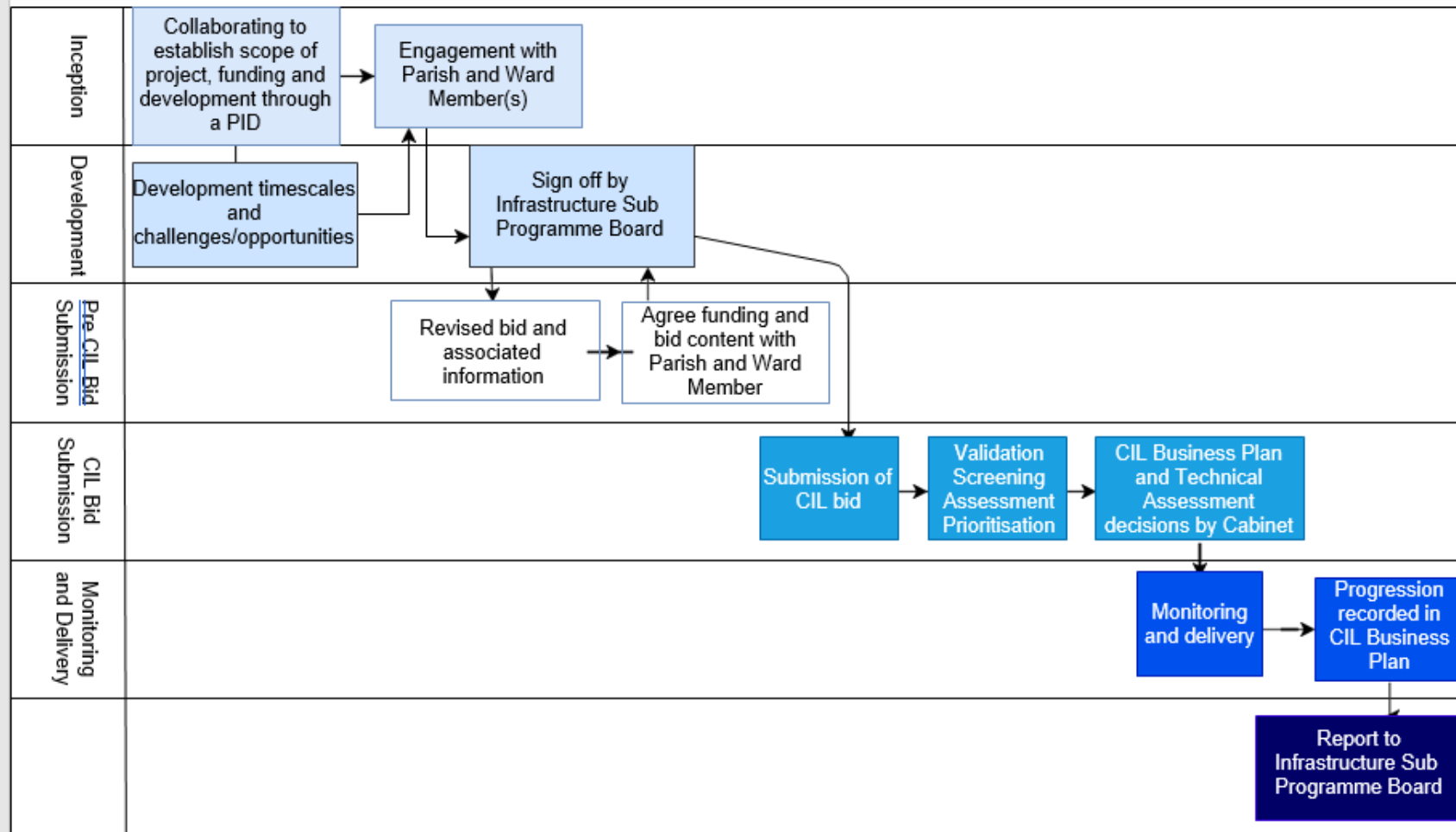
2.16.2 Achieving best value is about enabling the Strategic priorities of the Councils with the most effective use of financial resources and requires the consideration of quality factors in the evaluation of offers from suppliers as well as cost.

Babergh and Mid Suffolk District Councils
Endeavour House
8 Russell Road
IPSWICH
IP1 2BX.

THE CIL EXPENDITURE FRAMEWORK ENGAGEMENT PROCESSES

The following documents are part of the CIL Expenditure Framework and constitutes the diagram of the new structured process around engagement with Parishes, Ward Members and County Councillors on Infrastructure project development incorporating Stages 1,2 and 3 documentation before CIL Bid submission.

Delivery of Large/Medium Scale Infrastructure Projects



Engagement Process

Documentation to support **the inception stage, the development stage and the pre submission stage** of the new structured process for the development of infrastructure projects prior to their submission as a CIL Bid (stage 4) as follows: -

Infrastructure Delivery - Stage 1, 2 and 3 Documentation Template

| Task/Actions | Commentary | Lead Officer/Timescales | Activity/Outcomes |
|--|------------|-------------------------|-------------------|
| Project Initiation Document/ project Enquiry form for Community development - date completed | | | |
| Purpose | | | |
| Capacity of existing infrastructure and need for project | | | |
| Scale | | | |
| Shape | | | |
| Cost Multipliers | | | |
| Timescales and Delivery | | | |
| Local Issues through District Ward Member, | | | |
| Local Issues through Parish Council | | | |
| Local Issues through County Councillor | | | |
| Consider Joint Local Plan/IDP/NP/Other Council strategies | | | |
| Consider PIIPs | | | |
| Costs | | | |
| Funding opportunities What has been secured already What could be looked at to augment funding opportunities | | | |
| Other opportunities/ added value /additionality | | | |
| What other consultation is required/or is scheduled to take place together with timescales | | | |

APPENDIX A

EXAMPLES OF DEFINITIONS OF STRATEGIC INFRASTRUCTURE PROJECTS, RINGFENCED INFRASTRUCTURE PROJECTS AND LOCAL INFRASTRUCTURE PROJECTS.

One or more of these elements constitute A PROJECT Strategic infrastructure:

- is of strategic economic or social importance to the local Authority Areas or region in which it would be located.
 - would contribute substantially to the fulfilment of any of the objectives of the Joint Corporate Plan, Joint Local Plan, Infrastructure Delivery Plan (IDP) and each Councils Infrastructure Delivery Plan (IFS), The Joint BMSDC Economic 'Open for Business' Strategy, the Suffolk Framework for Growth, the Government's Industrial Strategy or Local Enterprise Partnership (LEP) New Economic Strategy for Norfolk and Suffolk objectives or in any regional spatial and economic strategy in respect of the area or areas in which the development would be located;
 - would have a significant effect on the area of more than one planning authority.
 - requires authorisation at Cabinet level.
 - will routinely be the subject of collaborative spend
- Illustrated Examples include strategic flood defence, hospitals and new rail infrastructure

One or more of these elements constitute Ringfenced Infrastructure and Local infrastructure:

- Infrastructure (under the Ringfenced Infrastructure Fund) constitutes infrastructure projects detailed within the Infrastructure Delivery Plan (IDP) and the Infrastructure Funding Statement (Infrastructure List) - (IFS) of each Council and which has been identified as being required to support the grant of planning permissions (for developments of 10 dwellings and above) in order to make the development sustainable in planning terms

One or more of these elements constitute Local infrastructure:

- Local Infrastructure constitutes infrastructure projects which are detailed on the CIL Position Statement and which are meeting need at a local level, can easily be identified as compliant with the CIL Position Statement infrastructure types and which support the expansion, improvement, provision of local services for the people living or visiting within the local area
- Illustrated examples include: extensions to early years, primary, secondary, or further education; bus stops and Real Time Passenger Information notice boards (RTPI); expansion of libraries or enhancement of the mobile library service; expansion to GP practices (where approved by NHS England); provision of leisure and community facilities, such as extensions to community buildings and leisure centres, provision of play equipment and areas, sports facilities and open space; and waste recycling facilities.

March 2021

APPENDIX B – THE CIL BID ROUND CYCLE

The twice-yearly bid round cycle will be as follows:

| Bid Round 1 for the year | |
|---------------------------------|--|
| May | Open 1 st – 31 st May |
| June/July/August | Bids validated screened and assessed against prioritisation criteria |
| August | Information collated for production of CIL Expenditure Programme ready for presentation to Cabinet |
| September | Consideration of CIL Expenditure Programme by Cabinet. Letters issued confirming outcome of bids to applicants |
| Bid Round 2 for the year | |
| October | Open 1 st – 31 st October |
| November /December/January | Bids validated screened and assessed against prioritisation criteria |
| February | Information collated for production of CIL Expenditure Programme ready for presentation to Cabinet |
| March | Consideration of CIL Expenditure Programme by Cabinet. Letters issued confirming outcome of bids to applicants |

March 2021

APPENDIX C – THE DEFINITION OF THE CAP RELATING TO NEIGHBOURHOOD CIL

This cap is as follows: -

* 25% of Neighbourhood CIL is paid where permissions are granted on or after the Neighbourhood Plan is made. 15% Neighbourhood CIL is paid where a Neighbourhood Plan is not made. There is a financial cap which relates to the total amount of the 15% Neighbourhood CIL receipts passed to a parish council. Any payment must not exceed an amount equal to £100 per council tax dwelling in that parish in each financial year. This financial cap does not apply in Parishes where a Neighbourhood Plan is made.

March 2021

March 2019 (Amended)

FIRST COMMUNITY INFRASTRUCTURE LEVY (CIL) EXPENDITURE FRAMEWORK REVIEW (March 2019)

Edition Amendments (March 2019) - Key Changes

- The production of a yearly Key CIL Date calendar which will be published on the Councils web site each year.
- No CIL funding for infrastructure that has already been carried out (i.e. retrospectively).
- No payment towards costs which have already been paid and are sought for reimbursement as part of the CIL Bid (except where school extensions are planned as part of pupil placement creation which is a statutory function on the part of SCC).
- Improvement or replacement of existing infrastructure as part of a project must include additionality (some significant tangible betterment of the existing facility otherwise it would be termed to be maintenance or repair).
- No contingency costs will be eligible.
- CIL funds can be used for an infrastructure project to make it Disability Discrimination Act compliant.
- Three months of advance email notification before the Bid round opens to allow Bidders more Notice about Bid rounds opening in May and October each year.
- All interest accrued on CIL monies will be paid into the Strategic Infrastructure Fund pot.
- For all Community Infrastructure Bids three quotes to carry out the works will be required. These quotes must be offered to the Bidders and then submitted as part of the Bids on the basis that the cost of the works will remain held and not vary for a 6-month basis. (so as to be sure that when CIL monies are offered the project can be completed for the cost of the works submitted).
- Approach to CIL expenditure should be to secure funds alongside any CIL Bids from external (LEP Government funding and other sources) and internal funding sources (s106 Community grants and Locality funding where appropriate).
- Where Infrastructure Providers (such as Suffolk County Council -SCC) submit Bids for either education projects or bus passenger transport improvement proposals there will be no need to submit three quotes as Suffolk County Council as an Infrastructure provider has a contractual framework agreement in place which ensures that the project will achieve Best value and thereby meet Best value objectives. With regard to Bids for school extensions and education facilities (that are Regulation 123 list compliant), the Infrastructure provider must pay for feasibility studies and planning application costs prior to the CIL Bid being made. Once any such Education CIL Bids are submitted these costs can then be included in the overall cost of the project (so these costs are recovered by SCC as part of the agreed project).
- When Bids are made valid consultation will occur with the District Ward Member the Division County Councillor for the Ward affected and the Parish Council for that ward (except where the Parish Council is the Bidder for the Infrastructure project). The Consultation will occur by email and 21 days will be allowed for the submission of comments. A copy of the CIL Bid application form and a location plan will be sent to the consultee. Infrastructure officers will carry out a site inspection and photographs will be taken.
- Where infrastructure being proposed also carries a dual use (such as education provision to also be used by the community) the completion of a Community User Contract is required so that the community use can be guaranteed. (This will be a bespoke legal contract designed to suit the circumstances of the CIL Bid case).
- Determination of especially important Local Infrastructure Fund or Strategic Infrastructure Fund CIL Bids by Cabinet or using delegated powers (requiring approval or refusal or

noting by Cabinet) can be determined in advance of the biannual CIL Business Plan where appropriate.

- Infrastructure for Community use – a new CIL Project Enquiry form has been devised to allow early advice and support to be given to Parishes and Community groups where projects are identified (whether for CIL or other forms of funding).
- Further amplification contained in the document relating to the criteria for Value for money (or Best Value) - to address the internal Audit of September 2018.
- New CIL Bid application forms designed for community infrastructure projects both above and below the governance threshold of £10,000 to address different information requirements (for small/larger projects).
- The correct CIL Bid form must be submitted. All the questions on the Bid application form must be fully completed (where information known or where additional information is required e.g. Business Case).
- Business Plan required dependant on size of the project (see guidance documents).
- New CIL Bid application forms for Passenger Transport and Improvement (shorter than before also recognizing and adapting the Framework such that three quotes are not required as there is a contractual framework agreement in place for delivery - which meets best value objectives).
- New CIL Bid forms for Education facilities proposals.

March 2019

April 2020 (Amended)

SECOND COMMUNITY INFRASTRUCTURE LEVY (CIL) EXPENDITURE FRAMEWORK REVIEW (APRIL 2020)

Edition Amendments (April 2020) - Key Changes

- Abolition of the Regulation 123 Lists on the 1st September 2019 and the adoption of the CIL Position Statements for both Councils outlining what each Council will spend its CIL money on.
- Renaming of the CIL Business Plan to the CIL Expenditure Programme.
- Twenty five new key principles are inserted into Table 1 covering a wide range of subject matter including a new structured approach to resolving CIL Bids applications at pre submission of a CIL Bid including reporting to an Infrastructure Sub Programme Board at stages 1 and 2 and a stage 3 sign off stage (see diagram at the end of this document).
- Revised monitoring documents will be needed as part of the CIL Regulations 2019 where the need to produce an Infrastructure Funding Statement (IFS) is required for both Councils.
- New clarification inserted about permanent equipment which are eligible for CIL funds.
- Speaking at Cabinet - now altered in the Framework to reflect the Councils Constitution.
- Consultation period changed from 21 days to 14 days.
- Twenty-four new measures are inserted into Table 6 covering a wide array of process changes including new guidance, new rail forms, new limitations on expenditure on infrastructure submitted by the community together with recreations infrastructure projects.
- Four new prioritisation criteria added to Table.

- Deletion of one unused category which is not required from the original document as the remainder of the provisions adequately provide sound governance for CIL Bid determination.
- Addition of a Diagram to detail the new structured process around engagement for the development of infrastructure projects prior to their submission as a CIL Bid.
- Addition of documentation to support the inception stage, the development stage and the pre CIL submission stages of the new structured process for the development of infrastructure projects prior to the submission as a CIL Bid (stage 4).

April 2020

March 2021 (Amended)

THIRD COMMUNITY INFRASTRUCTURE LEVY (CIL) EXPENDITURE FRAMEWORK REVIEW (MARCH 2021)

Edition Amendments (March 2021) - Key Changes

- Abolition of the CIL Position Statements for both Councils and their replacement with the Infrastructure Funding Statement (IFS) for each Council. The IFS contains data on CIL and s106 income and expenditure together with details of the allocation and expenditure of Neighbourhood CIL. In addition, the IFS for each Council contains an Infrastructure List of infrastructure projects which CIL will be spent on. The IFS for each Council is different and will be updated each year. The IFS gives a list of specific infrastructure projects that CIL will be spent on and therefore its production for each Council each year is critical to the expenditure of CIL and should be read in conjunction with the CIL Expenditure Framework.
- New CIL Bid application form for requests for CIL funds from adjoining Local Authorities/Infrastructure Providers for CIL to support infrastructure projects outside the Babergh and Mid Suffolk administrative boundaries where it can be satisfactorily proven that our growth impacts on infrastructure beyond the District's boundaries such that mitigation is required.
- New additional criteria for dealing with such CIL Bids (from adjoining Local Authorities/Infrastructure Providers) as follows: -
 - Must be collaborative Bids – Babergh/Mid Suffolk will not contribute 100%.
 - Babergh's and Mid Suffolk's CIL spend must be proportionate to what is being provided and linked by way of evidence to impacts of growth within Babergh and Mid Suffolk and must address evidence-based impacts.
 - Must be specific deliverable projects with timescales and oven ready schemes with all necessary formal approvals in place.
 - Babergh and Mid Suffolk must be final part of the funding jig saw so that CIL funds are not tied up in projects that will not be delivered.
 - Must be capital based specific projects that address growth impacts.
 - Will not fund projects which are not classed as infrastructure.
 - Specific infrastructure projects must be listed in the Infrastructure Delivery Plan and within the Infrastructure Funding Statement (Infrastructure List) for Babergh and Mid Suffolk where spend is going to occur.
- Same engagement process for Parish Councils Ward Members and County Councillors (as already set out in the Framework) where CIL expenditure beyond each Districts administrative/geographical boundaries is over £50,000.

- All such CIL expenditure beyond each Districts administrative/geographical boundaries shall be Cabinet decisions with no delegated decisions.
- Technical Assessment shall include an additional section where CIL spend outside the administrative/geographical boundaries of the Districts to respond to these additional criteria.
- Collaborative spend outside the District shall be limited to Infrastructure provider projects only.
- Normal Bid round process twice a year will apply.
- Submission of a CIL Project Enquiry form before actual CIL Bid submission will be necessary and can be submitted year-round.
- Consider whether the required mitigation can be provided by other means (through culminative growth impacts).
- Is the infrastructure mitigation required classed as essential within the other Districts Infrastructure Delivery Plan, Infrastructure Funding Statement and Statements of Common Ground.
- All CIL Bids for expenditure beyond the Districts administrative/geographical boundaries must come from adjoining Local Authorities or Infrastructure Providers. Any requests from Parishes Community Groups/other organisations (such as Health Hubs, Schools) outside BDC and MSDC administrative boundaries will be regarded as falling outside the terms of our CIL Expenditure Framework – not eligible for making CIL Bids.
- CIL Bid requests direct from schools – agreed we make position clear in the CIL Expenditure Framework that all education funding must be because of a proven education need and other Bids will be outside the CIL Expenditure Framework.
- Use of CIL Project Enquiry Form – regarded as very useful for building a programme of infrastructure delivery. Agreed all infrastructure projects must submit a CIL Project Enquiry Form before actual CIL Bid submission.
- One transitional Bid round – where circumstances warrant one transitional Bid round for all existing undetermined CIL Bids so that they are not disadvantaged by any changes in this review.
- Agreement to keep CIL Expenditure Framework under review. Agreed another review (fourth) whilst Bid round 8 is underway (October 2021) so that any revisions are adopted before Bid round 9 occurs in May 2022.
- Agreed the Joint Member Panel remain to inform the fourth CIL Expenditure Framework review.

March 2021

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The Community Infrastructure Levy Expenditure Framework **Communications Strategy**

Babergh and Mid Suffolk
District Councils

The Babergh and Mid Suffolk Community Infrastructure Levy (CIL) Expenditure Framework Communications Strategy

1.0 Background

- 1.1 Following the decision by Babergh and Mid Suffolk Councils to implement Community Infrastructure Levy, both Councils have been charging for CIL liable development since 11th April 2016. A scheme for CIL expenditure has been devised and reviewed each year and sits alongside this Communications Strategy. Both the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy scheme were approved by both Councils in April 2018 and amended through the first review and adopted by both Councils in March 2019. A second and third review have also taken place and these changes were considered by both Babergh and Mid Suffolk and adopted in April 2020 and in2021.

CIL collection

- 1.2 CIL is collected and allocated in accordance with the CIL Regulations 2010 (as amended). Each Council retains 5% of the total CIL income for administration of CIL. From the remainder, 15% is allocated to Parish or Town Councils (subject to a financial cap) but where there is a Neighbourhood Plan in place this figure rises to 25%(with no financial cap).
- 1.3 Each year both Councils are required as CIL charging authorities to publish monitoring statistics for collection, allocation and expenditure of CIL monies by the 31st of December for each year (on the website for both Councils). The CIL Regulations 2019 introduced a requirement for both Councils to produce an Infrastructure Funding Statement (IFS) containing both section 106 and CIL expenditure and a list of infrastructure projects for both Councils (known as the Infrastructure List). The first one for each Council was considered by each Council's Cabinet in November 2020 and published on the web site for both Councils in December 2020. Under the CIL Regulations of 2019 it is a requirement to produce a yearly review of each Councils Infrastructure Funding Statement; this will be published each year on the Councils web site.

CIL Expenditure

- 1.4 The development of a detailed framework for CIL expenditure for consideration and adoption by both Councils has been devised as there is no set approach for CIL expenditure prescribed either by Central Government or through the CIL Regulations.
- 1.5 As such all Councils across the country, where a CIL charging regime has been adopted and is being implemented, have established their own schemes for how CIL monies are spent.
- 1.6 The CIL Regulations stipulate that CIL monies which are collected must be spent on infrastructure. Each Council has published a list of infrastructure projects known as the "Infrastructure List" within each Councils Infrastructure Funding Statement.(IFS) These lists are infrastructure projects that are largely but not

wholly derived from the Infrastructure Delivery Plan. However it is intended that they will all be partially/wholly funded through CIL or s106 or other funding means. The Infrastructure List taken from each Councils Infrastructure Funding Statement are not identical for both Councils.

- 1.7 The CIL Expenditure Framework which sits alongside this Communications Strategy is critical to the funding of infrastructure to support inclusive growth and sustainable development.
- 1.8 The CIL Expenditure Framework for both Babergh and Mid Suffolk was adopted in April 2018. The scheme was launched on the 27th April 2018 and the first Bid round commenced in May in 2018 (for the whole calendar month). The second Bid round took place in October 2018 (also for the whole calendar month). Thereafter the scheme operates on a twice-yearly Bid round; the Bid rounds will continue to be held during the calendar months of May and October each year. As this expenditure for the provision of infrastructure affects both Districts communities, it is considered necessary to have a Communications Strategy to sit alongside the CIL Expenditure Framework.
- 1.9 The CIL expenditure process will involve Bids being submitted for CIL monies (from Infrastructure Providers including Officers of Babergh and Mid Suffolk where appropriate) and Parish/Town Councils (including Community Groups) on a twice-yearly basis.
- 1.10 Whilst some Bids will be determined on a delegated basis (and be subsequently noted by the Council's Cabinet), some Bids will be determined by the Cabinet of the Council where the Bid falls geographically.
- 1.11 Some of the information (including financial information) around the Bids when submitted may be commercially sensitive. However, it is intended that basic information concerning the infrastructure to be provided by the Bid will be capable of being placed on the Council's website together with outcomes both when the Bids are determined and when the infrastructure project has been completed. This information will be placed in both Councils CIL Expenditure Programme including details of emerging infrastructure projects (issued and updated at least twice yearly).
- 1.12 The key messages of this Communications Strategy reflect this position and strike a balance between openness and transparency and the need to safeguard any commercial sensitivity that may apply.

2.0 Aims of the Strategy

2.1 These are: -

- To identify the key messages and ensure these remain consistent throughout all communications which this Strategy covers.
- Establish the key stakeholders and determine the communication channels and tools needed to convey the key message.

- Set out the framework for communication in terms of where and when and how to deliver key messages.
- Identify opportunities for proactive communication and address circumstances when communication is necessary to address any CIL collection and expenditure issues.
- Identify any potential risks and put in place communication counter measures to mitigate against these.

3.0 Key Messages and the Framework for Communication

General

- 3.1 These will relate to CIL expenditure (including CIL collection – see Background above). They will involve the process and any specific cases where Bids are made together with the outcome following decision taking.
- 3.2 Key messages will also include details of the completion of any infrastructure projects which are the outcome of successful Bids (for Strategic, Ringfenced or Local Infrastructure Fund expenditure. These infrastructure projects are likely to include different funding streams including CIL and are referred to in the CIL Expenditure Framework as collaborative spend. (see CIL Expenditure Framework)
- 3.3 There will be regular briefings each year in the following way for the following key organisations and people: -
 - Twice yearly briefings on CIL collection and the detail/processes of CIL expenditure (including a yearly production of an Infrastructure Funding Statement for each Council) for all District Members.
 - Twice yearly briefings on CIL collection and the detail/processes of CIL expenditure for all Parish and Town Councils within the two Districts (by holding Parish Briefings /Liaison meetings for both districts.
 - Babergh and Mid Suffolk Officers will hold regular meetings with appropriate infrastructure providers as needed throughout the year to ensure that infrastructure is planned for and provided as part of a developing a programme of infrastructure delivery linked to growth (funded either through s106 or CIL or other funding mechanisms).

Regular Communication - Frequency and type

- 3.4 As stated in paragraph 1.3 above, before the 1st September 2019 the CIL Regulations required CIL charging authorities to publish monitoring statistics for collection, allocation and expenditure of CIL monies by the

31st of December for each year – these have been published for both Councils on the website). From the 1st September 2019 the CIL Regulations introduced a new requirement for the production of an Infrastructure Funding Statement (IFS) for both Councils including s106 and CIL income and expenditure. In addition the IFS for both Councils also includes the allocation and expenditure of Neighbourhood CIL for each Council together with a list of Infrastructure projects for each Council that is largely but not wholly informed by the Councils Infrastructure Delivery Plan.

- 3.5 Details of and payment of Neighbourhood CIL monies from both Councils CIL income to both Councils Parish Councils /Town Councils (see paragraph 1.2 above) will be undertaken twice yearly (by the 28th of April and by the 28th October each year). For those Parishes where there is no Parish or Town Council in place both Councils retain the monies and spend it through consultation with the Parish affected. All Parishes (via the Clerks) and all Ward and District Members will be advised twice yearly of the allocation of these monies via email with the relevant CIL allocation reports published on the Web site (each April and October). All Babergh and Mid Suffolk staff will be notified either by email or through an internal newsletter.
- 3.6 Details of the Councils' CIL Expenditure Framework, (including details of the yearly cycle of Bid submission and consideration) supporting Guidance Documents, Bid Application forms and prioritisation criteria (which will be applied to Bid determination) will be available on the Councils' web site. A Key CIL date calendar will also be produced each year to facilitate Bid submission. Clear information of the process including a flow chart will also be provided on the Councils' web site.
- 3.7 For a period of three months before the Bid Rounds open, advance monthly email communications will be sent to all Infrastructure Providers (including relevant officers of Babergh and Mid Suffolk) and all Parish and Town Councils who are also infrastructure providers to advise of the Bid process being open for the submission of Bids twice yearly. This will also be communicated through the Councils web site.
- 3.8 Following validation of submitted Bids, the Ward Member(s), Division County Councilor for that Ward and the Parish Council (via the Clerk) shall be advised of the receipt of the validated Bid via email and be given 14 days to comment upon the submitted Bid. This will include the application form and a location plan in order to assist with the submission of a response. An officer site inspection will take place in respect of all CIL Bids (where photographs will be taken)
- 3.9 A list of all validated Bids received will be placed on each Councils web site at the time that local consultation takes place containing basic information only to safeguard any commercial sensitivity.

- 3.10 For the duration of the Bid when it is validated, during consultation and whilst being assessed until decision taking, there will be no comment on individual Bids or comments made following consultation except for required communication with affected Infrastructure Providers, the District and County Council for the Ward and the Parish or Community Group or the author of the Bid. (This will allow resources to be directed towards consideration of and determination of the Bids). No proactive press statements will be made during this time.
- 3.11 After the decisions have been made on the Bids whether delegated or by Cabinet all authors of the Bids, all Parishes, all Members and County Division Councilors affected by the Bids will be advised by email of the decision of the Bids (whether approved or not and/or whether held in abeyance and carried forward to the next Bid round for a particular reason).
- 3.12 All authors of successful Bids will receive an offer letter (for a 2-year period) and an acceptance form which would need to be signed and returned and which would make the terms of the Bid decision clear. The web site will be duly updated with the decisions on the Bid and appropriate press/media coverage will be undertaken involving joined up communication for all organisations where collaborative spend is involved. **When all press releases are devised – paragraphs 7.2 and 7.3 will be taken into account and the Communication will reflect the inclusion of District Ward Members and relevant Parish Councils and other key organisations (or funding bodies) particularly in the case of the latter where collaborative spend is involved.**
- 3.13 At least twice yearly, a CIL Expenditure Programme will be presented to each Council's Cabinets and determined within 6 months of the Bid round being opened. The CIL Expenditure Programme will contain details of CIL collection, details of all Bids approved or otherwise, any Bids carried forward for particular reasons, any allocated spend whether collaborative or not with details of delivery (of the infrastructure project) and timescales and any details of delegated decision or Cabinet decisions for infrastructure. It will include updates on any decisions already taken by Cabinet concerning delivery of infrastructure. In addition, it will also include basic information on emerging infrastructure projects (CIL Bids). Our key audience will be advised of decisions by email and each CIL Expenditure Programme will be made available on the Councils web site.
- 3.14 A yearly CIL Calendar will be issued outlining all the key dates in that year affecting CIL and this will also be publicised on the web site both in word and outlook format.

4.0 Key Audience

- 4.1 These are: -

- Infrastructure Providers (including Officers of Babergh and Mid Suffolk)
- All District Members
- County Council Members (of the Ward affected by any Bids)
- All Parish Councils
- Community Groups where Bids are made
- Local Residents in both Districts
- Leaders and Cabinet Members of both Babergh and Mid Suffolk
- Chief Executive
- All Staff (including all Strategic Directors, Assistant Directors, Corporate Managers and Professional Leads)
- Media

5.0 Communication Channels

5.1 These are: -

- District Councils websites
- Emails to our Key Audience
- Town and Parish Council Meetings
- Leader and Cabinet Member briefings
- District Council Member Briefings
- Parish and Town Council briefings and workshops
- Media releases
- Social media (Facebook, Twitter)
- Town and Parish Council newsletter
- Working Together, Connect.

6.0 Communication Tools

- 6.1 Many of our audience already receive a number of communications from us across a range of subjects and projects. To help ensure our communication on CIL is easily recognisable and read, it will be necessary to clearly identify the purpose of the communication at the top of the key message.
- 6.2 Templates for emails, and updates will also be developed to ensure clarity of message. Our website will identify through a flow chart about how the process will work and when Bid submission and decision taking will occur.
- 6.3 Social media will also be a key channel for communicating with our audiences and to help ensure these messages are recognised is intended to use the CIL expenditure and CIL collection hashtag for each Twitter and Facebook update where appropriate.

7.0 Spokespeople

- 7.1 For CIL collection information will be communicated through the Councils website and this will be regularly updated subject to the other requirements in this document.

For Strategic Infrastructure Expenditure – which has considerable impact on each District suggest the following: -

- Cabinet Member for Planning BDC
- Cabinet Member for Planning MSDC

For Ringfenced Infrastructure Expenditure – which has considerable/significant impact on each District suggest the following: -

- Cabinet Member for Planning BDC
- Cabinet Member for Planning MSDC

For Local Infrastructure Expenditure which has significant impact on the District suggest the following: -

- Cabinet Member for Planning BDC
- Cabinet Member for Planning MSDC

- 7.2 **With the exception of press announcements of the decisions on the CIL Bids after determination of the CIL Expenditure Programme by both Councils Cabinet, every decision on submitted Bids or where Infrastructure projects are delivered the District Ward Member for the Community where the Infrastructure is to be provided must be included**

in the Key message. In respect of press announcements of the decisions on the CIL Bids after determination of the CIL Expenditure Programme by both Councils Cabinet, the lead messages will be from the Cabinet Members for Planning of both Council. However, when such CIL Bids are determined, Ward Members affected will also be given the opportunity to offer a quote to support the press announcement.

7.3 Where proactive or reactive Key messages are delivered these must be managed so that where the Bids involve collaborative spend the different organisations working in collaboration including Parishes must be part of the Key message and the key message is effective and joined up (including the District Ward Member)

7.4 Every opportunity will be taken wherever possible to undertake joint communication messages with Infrastructure Providers and other funding bodies and partners including those carrying out the infrastructure project together with Parish/Town Councils. Members must always remain involved.

8.0 Risks

8.1 The successful delivery of Infrastructure projects across both District Councils are important for a number of reasons. Not only are these projects aligned with a range of our key strategic priorities but the infrastructure that is provided will mitigate any harm from new development and make that development sustainable. In addition, some infrastructure projects may address current infrastructure inadequacy or deliver a Parish or community infrastructure initiative. As such they will be the focus of a great deal of interest from our key audience and may generate media interest and engagement on a wider level.

8.2 All this audience is invested in the outcome of these projects for a variety of reasons. (financial, social and economic). This will bring these projects under very close scrutiny and we need to acknowledge that failure to effectively communicate with our audience could have a significant impact on its success and the reputation of both Councils.

8.3 It is also important to recognise that communication needs to be accurate and clear and both Councils will take appropriate measures to correct any factual inaccuracies should they occur.

**Babergh and Mid Suffolk District Councils
Endeavour House
8 Russell Road
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IP1 2BX**

Edition Amendments (March 2019) – First Review - The CIL Expenditure Framework Communication Strategy

Key changes

- Delete yearly event for all Infrastructure providers to regular meetings with Infrastructure providers as needed to devise a programme of capital expenditure for Infrastructure with each provider
- Publication of a yearly Key CIL date calendar
- Addition of three early email communications instead of Email communications (to reflect the recommendation of Overview and Scrutiny on the 19th November 2018)
- Consultation - the addition of an application form and a location plan in order to assist with a response
- An officer site inspection will take place in respect of all CIL Bids when valid (where photographs will be taken)"
- Retain quotes in press statements for every Ward Member about successful projects except for the reporting of Business plan decisions (twice yearly) where quotes from the Cabinet Member for Planning is to be used instead with other Ward Members affected being given the opportunity to submit a quote.

Edition Amendments - April 2020 – Second Review - The CIL Expenditure Framework Communication Strategy

Key changes

- Introduction of changed monitoring arrangements of s106 and CIL but the production of an Infrastructure Funding Statement (including an Infrastructure List) by both Councils in the CIL Regulations 2019
- Reference to the CIL Position Statements and their impending replacement by the Infrastructure Funding Statement (including an Infrastructure List)
- Deletion of requirement for a general press communication for Bid submission – this is done via email
- Change of consultation time period from 21 days to 14 days
- Every opportunity will be taken to undertake joint communication messages with infrastructure providers and other funding bodies and organisation including Parishes. Ward Member must remain involved

Edition Amendments – March 2021 – Third Review - The CIL Expenditure Framework Communication Strategy

Key changes

- Abolition of the CIL Position Statements and their replacement by the Infrastructure Funding Statement (including an Infrastructure List) for each Council
 - Inclusion of the Infrastructure Funding Statement on CIL Expenditure for Member Briefings.
 - Alteration of wording to reflect that Parish Briefings will take place in a virtual setting (with the deletion of references to those Briefings being held in different locations within both Districts)
 - Inclusion of specific dates for the allocation of Neighbourhood CIL in April and October each year.
-

Appendix C - CIL Expenditure 2021/22 Calendar Key Dates (in Bold)

| | |
|---|--|
| 1 st February 2021 | Last working group meeting of the Joint Member Panel in respect of the third review of the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy |
| 8 th February 2021 | Email alert for Bid round 7 - May 2021 – see Communications Strategy |
| 8 th March 2021 | Email alert for Bid round 7 - May 2021 – see Communications Strategy |
| 5 th April 2021 | Email alert for Bid round 7 - May 2021 – see Communications Strategy |
| 28 April 2021 | Neighbourhood CIL Payments made to Parish/Town Councils by this date |
| 1 May 2021 | CIL Expenditure Bid Round 7 opens |
| 31 May 2021 | Bid Expenditure Bid Round 7 closes |
| June 2021 | Validation of CIL Bids received in Bid round 7 (together with all outstanding undetermined CIL Bids) |
| 5 July 2021 | Email alert for Bid round 8 - October 2021 – see Communications Strategy |
| July/August 2021 | Publication of valid Bids on Web site and consultation of Valid Bids for 2-week period. Screening of all outstanding valid CIL Bids (including those received in Bid round 7 – May 2021) |
| August 2021 | Prioritisation of all valid undetermined CIL Bids (including those received during Bid round 7 – May 2021) |
| 9 August 2021 | Email alert for Bid round 8 – October 2021 – see Communication Strategy |
| August 2020 | Delegated decisions for all outstanding CIL Bids (including those received in Bid round 7 – May 2021) |
| 1 September 2020 | Email alert for Bid round 8 - October 2021 – see Communications Strategy |
| September 2021 | Babergh CIL Expenditure Programme to Cabinet (Bid round 7 – May 2021) |
| September 2021 | Mid Suffolk CIL Expenditure Programme to Cabinet (Bid round 7 – May 2021) |
| September/October /November 2021 | Preparation /production of Babergh Infrastructure Funding Statement (IFS) for collection and expenditure of s106 and CIL monies to Council together with publication of Infrastructure List (with date for publication on the web site) |

| | |
|---|--|
| September/October /November 2021 | Preparation /production of Mid Suffolk Infrastructure Funding Statement (IFS) for collection and expenditure of s106 and CIL monies to Council together with publication of Infrastructure List (with date for publication on the web site) |
| 1 October 2021 | CIL Expenditure Bid Round 8 opens – October 2021 |
| October 2021 | CIL Expenditure Framework Review 4 commences including consideration by Joint Member Panel |
| 28 October 2021 | Neighbourhood CIL Payments made to Parish/Town Councils by this date |
| 31 October 2021 | CIL Expenditure Bid Round 8 closes |
| November 2021 | Validation of undetermined CIL Bids (including those received in Bid round 8 – October 2021) |
| December 2021 | Publication of valid Bids on Web site and consultation of Valid Bids for 2-week period. Screening of all valid undetermined CIL Bids (including those received in Bid round 8 – October 2021) |
| Within 2021 | Member Briefing - 2 events - precise dates to be advised) |
| Within 2021 | Parish Briefing/ Liaison – 2 events - precise dates to be advised) |
| January 2022 | Prioritisation of CIL Bids in Bid round 8 – October 2021 |
| January/February 2022 | Last working group meeting of the Joint Member Panel in respect of the third review of the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy |
| 7th February 2022 | Email alert to announce Bid round 9 - May 2022 – see Communications Strategy |
| February 2022 | CIL Expenditure Framework Review 4 closes |
| 7th March 2022 | Email alert for Bid round 9 - May 2020 – see Communications Strategy |
| March 2022 | Babergh CIL Expenditure Programme to Cabinet (Bid round 8 – October 2021) |
| March 2022 | Mid Suffolk CIL Expenditure Programme to Cabinet (Bid round 8 – October 2021) |
| March/April 2022 | CIL Expenditure Review 4 presented to Babergh and Mid Suffolk Council meetings for adoption |
| 4th April 2022 | Email alert for Bid round 9 - May 2020 – see Communications Strategy |

Appendix D - Equality Impact Assessment (EIA) Initial Screening Form



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

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

| | |
|--|--|
| 1. Policy/service/function title | Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) - CIL Expenditure Review – March 2021 One separate report and four separate Appendices for Babergh and four separate Appendices for Mid Suffolk. |
| 2. Lead officer (responsible for the policy/service/function) | Christine Thurlow – Professional Lead – Key Sites and Infrastructure |
| 3. Is this a new or existing policy/service/function? | New - in terms of Review Existing: Existing (see 5 below) |
| 4. What exactly is proposed? (Describe the policy/service/ function and the changes that are being planned?) | <p>The Community Infrastructure Levy (CIL) - CIL Expenditure Framework– April 2018 was presented to both Councils Cabinets in March 2018 and at Council for both Councils in April 2018. It was reviewed and amended and the changes were adopted by both Councils in March 2019. A second review of all the documents took place over the winter of 2019/20 and was adopted by both Councils in April 2020.</p> <p>Both reports recommended approval of changes to the CIL Expenditure Framework, the CIL Expenditure Framework Communication Strategy and the timeline for the launch and review of the Framework, All documents were adopted by both Councils.</p> <p>However, it was also agreed that there would be a third review of these documents whilst Bid round six was being undertaken (in October 2020) so that any amendments to the Framework could be considered and put in place before Bid round seven commences in May 2021. This assessment considers the impact of this third review.</p> |

5. Why? (Give reasons why these changes are being introduced)

Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL in April 2016. There is no prescribed way for Councils to decide upon the spend of money collected through CIL, so the Council has to agree their own approach.

The adopted CIL Expenditure Framework, CIL Expenditure Communications Strategy and Timeline for its implementation and review were all agreed at Councils of both District Councils in April 2018 and amended through the first review in March 2019 and further amended through the second review in April 2020.

It was agreed at the same time that a further third review of the arrangements would be carried out at the same time as Bid Round six was in operation (October 2020) so that any changes to the scheme would be in place before Bid round seven (May 2021).

This report presents some amendments to the scheme designed by the Joint Member Panel who have also called for a further review whilst Bid round eight is in operation (October 2021) so that any changes can be in place before Bid round nine (May 2022) commences.

It is important that the scheme is kept under review to ensure that expenditure of the CIL is prioritised correctly particularly with the Infrastructure Delivery Plan and separate Infrastructure Funding Statement for both Councils which will sit alongside the emergent Joint Local Plan which will allocate sites for development up to 2036.

In this way the development that is carried out is sustainable as the harm from the development is mitigated by the infrastructure provision.

All the Bids submitted for CIL funding are different and relate to different Parishes, different types of infrastructure and as both Councils are sovereign Councils and monies are collected recorded and spent separately.

There are two Bid Rounds each year and once each Bid has been validated screened for other forms of funding and then prioritised according to the agreed criteria. Each CIL Bid dependant on whether the spend is above or below £10,000 will be determined by Cabinet (above £10,000) or made under delegated powers (under £10,000) where the decisions will be presented to Cabinet for the Cabinet to note.

| | |
|---|---|
| | At least two CIL Expenditure Programmes are produced each year for each Councils Cabinets to consider so that delivery of infrastructure can be responsive to demand, and focus can be maintained on outcomes related to delivery of infrastructure supporting growth. |
| 6. How will it be implemented? (Describe the decision-making process, timescales, process for implementation) | <p>The processes and procedure including governance arrangements for CIL expenditure are set out in the CIL Expenditure Framework and the CIL Expenditure Communications Strategy with timescales set out in the associated Timeline document.</p> <p>The amendments proposed under cover of this report all address all three documents. The processes are described in 5 above</p> |
| 7. Is there potential for differential impact (negative or positive) on any of the protected characteristics? | <p>Yes</p> <p>No Infrastructure provision is necessary to mitigate the harm from the impact of growth so that the development that is carried out is sustainable.</p> <p>Communities in general benefit from infrastructure provision and delivery and its provision generally causes positive impacts for that community that all can benefit from. It does not impact on a specific equality strand unless it has been particularly designed to do so</p> <p>Identify how the impact would affect the specific equality strand.</p> |
| 8. Is there the possibility of discriminating unlawfully , directly or indirectly, against people from any protected characteristic? | <p>Yes</p> <p>No No</p> |
| 9. Could there be an effect on relations between certain groups ? | <p>Yes</p> <p>No No</p> |
| 10. Does the policy explicitly involve, or focus on a particular equalities group , i.e., because they have particular needs? | <p>Yes</p> <p>No No</p> |

If the answers are 'no' to questions 7-10 then there is no need to proceed to a full impact assessment and this form should then be signed off as appropriate.

If 'yes' then a full impact assessment must be completed.

Authors signature Christine Thurlow

Date of completion 26th January 2021

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

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

Appendix E – Infrastructure List for Babergh.

Babergh District Council Infrastructure Funding Statement - Current and Emerging Projects in Babergh.

Projects - Current Funding.

| Bid Ref | Project | Project Ref (Exacom) | Amount of CIL Funding Allocated | Project Spend | Project Spend |
|---------|---|-------------------------|---------------------------------------|------------------|---|
| B02-18 | VILLAGE HALL - Monks Eleigh - Hearing Loop | 533 | £10,750.00 | £10,750.00 | Agreed by Cabinet in September 2018. CIL Bid offer letter issued 25/9/18. Offer accepted. Project completed. |
| B03-18 | OPEN SPACE – Cockfield Mackenzie Community Open Space Project | 228 | £27,843.51 | | Agreed by Cabinet in September 2018. CIL Bid offer letter issued 25/9/18. Offer accepted Commenced Land exchange and completed on the 19/6/19. Exchange documentation to be sent to the Infrastructure Team. Awaiting claim for part of the bid. Issues with access to site to complete the project. Will reapply if expiry date is reached before the project is complete. |
| B04-18 | OPEN SPACE – Cockfield Glebe Community Open Space Project | 539 | £21,160.94 | £20,356.02 | Agreed by Cabinet in September 2018. CIL Bid offer letter issued 25/9/18 Offer accepted. Glebe land purchased from Diocese on 19/6/19. Land Registry documentation will be sent to the Infrastructure Team. Project complete and under the allocated budget (Underspend of £804.92 returned to Local Infrastructure Fund) |

| Bid Ref | Project | Project Ref (Exacom) | Amount of CIL Funding Allocated | Project Spend | Project Spend |
|---------|---|----------------------|---------------------------------|---------------|--|
| B06-18 | COMMUNITY FACILITY – East Bergholt - Tiered Seating East Bergholt High School | 638 | £45,000.00 | £45,000.00 | Agreed by Cabinet in March 2019. CIL Bid offer letter issued 13/3/19.Offer accepted. Project Completed |
| B07-18 | VILLAGE HALL – Preston St Mary - Kitchen and Toilet Extension | 635 | £130,091.00 | | Agreed by Cabinet in March 2019 CIL Bid offer letter Issued 13/3/19 Offer accepted. Further funding being explored to reach the required costs of the project. No works will commence until the full amount of the project is funded. Update 28/07/2020, funding target has been reached. Selection of a contractor is underway and work due to commence in autumn 2020. |
| B09-18 | VILLAGE HALL - Cockfield kitchen & electric supply | 529 | £9,928.76 | £9,928.76 | Noted by Cabinet in September 2018. CIL Bid offer letter issued 25/9/19 Offer accepted Work commenced - Phase one of electrical works has begun in the kitchens. Materials & appliances being ordered. Remaining £7,738.64 to be claimed – Project Completed |
| B10-18 | GREEN ENERGY - Lindsey Electric Vehicle Charging Point | 532 | £5,534.34 | £5,534.34 | Noted by Cabinet in September 2018. CIL Bid offer letter issued 25/9/19 Offer accepted. Project Completed |
| B12-18 | COMMUNITY FACILITY - Lavenham Community Hub | 634 | £30,000.00 | £30,000.00 | Agreed by Cabinet in September 2018. CIL Bid offer letter issued 13/3/19 Offer accepted. Project Completed - Building transferred on 20/05/2019 |
| B13-18 | GREEN ENERGY - Lavenham Electric Vehicle Charging Point | 637 | £33,455.99 | £28,688.02 | Agreed by Cabinet in March 2019 |

| Bid Ref | Project | Project Ref (Exacom) | Amount of CIL Funding Allocated | Project Spend | Project Spend |
|---------|---|----------------------|---------------------------------|---------------|---|
| | | | | | <p>CIL Bid offer letter issued 13/3/19</p> <p>Offer accepted. Work commenced on 10 July but was aborted due to large number of tourists in the area.</p> <p>The contractor has applied to Suffolk CC to install traffic lights on Church Street. Expected</p> <p>restart of the works is September 2019. Project complete. Came in under budget, £4,767.97 returned to the Local Infrastructure Fund</p> |
| B14-18 | OPEN SPACE - Cockfield Culvert Open Space Project | 603 | £3,340.00 | | <p>Noted by Cabinet in March 2019. CIL Bid offer letter issued 13/3/19</p> <p>Offer accepted Started – Offered £3,340 (as per CIL Bid application)</p> <p>Land exchange completed on 19/6/19. Exchange documentation outstanding. .Update 28/07/2020, project at 50% completion, hopefully this will be completed by December 2020.</p> |
| B19-18 | SPORTS AND FITNESS – Sudbury Kingfisher Leisure Pool (Strategic Fund) | 636 | £100,000.00 | £100,000.00 | <p>Agreed by Cabinet in March 2019 .CIL Bid offer letter issued 13/3/19</p> <p>Offer accepted CIL monies paid towards the project in March 2020. Money transferred to offset expenditure to date – Project Complete for CIL purposes</p> |
| B19-01 | COMMUNITY FACILITY – Long Melford New roof (part-as part of wider programme of Village Hall improvements) | 474 | £6,808.00 | £5778.00 | <p>Noted by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19</p> |

| Bid Ref | Project | Project Ref (Exacom) | Amount of CIL Funding Allocated | Project Spend | Project Spend |
|---------|---|-------------------------|---------------------------------------|------------------|--|
| | | | | | Offer accepted Works undertaken and project completed and coming under the allocated budget (£1,030 returned to the Local Infrastructure Fund) |
| B19-02 | COMMUNITY FACILITY –Long Melford Village Hall New Car Park Chemist Lane | 244 | £26,044.16 | £21,536.80 | Agreed by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19 Offer accepted. Works undertaken and project completed coming in under allocated budget - £4,507.36 returned to Local Infrastructure Fund. |
| B19-04 | COMMUNITY FACILITY – Sudbury Gainsborough House | 621 | £200,746.00 | | Agreed by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19 Offer accepted. Update 28/07/2020, Project progressing well, working to a six-week delay on handover due to Covid 19. Handover estimated for end of August 2021. To be reopened late 2021- early 2022. |
| B19-07 | COMMUNITY FACILITY – Monks Eleigh Village Hall New car Park | 632 | £28,765.32 | £28,765.32 | Agreed by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19 Offer accepted – Project completed |
| B/17-18 | COMMUNITY FACILITY – Assington befriending scheme - Building to provide permanent toilets on site, disabled ramps storage | 416 | £26,800.00 | £2,913.78 | Agreed by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19 Offer accepted. Project underway, first instalment paid over to the scheme. Awaiting further requests for payment |

| Bid Ref | Project | Project Ref (Exacom) | Amount of CIL Funding Allocated | Project Spend | Project Spend |
|---------|--|----------------------|---------------------------------|---------------|---|
| B19 -10 | VILLAGE HALL - East Bergholt Constable Memorial Hall | 666 | £14,333.00 | | Agreed by Cabinet in March 2020. CIL Bid offer letter issued 19/3/20 Offer accepted. |
| B19 -15 | COMMUNITY FACILITY – Lavenham – Car Park Water Street | 667 | £190,000.00 | | Agreed by Cabinet in March 2020. CIL Bid offer letter issued 17/3/20. Offer accepted. 03/08/2020 Update – Work ongoing in relation to this bid, timescale being affected by Covid 19 restrictions |
| B19 -16 | OPEN SPACE – Cockfield Great Green | 665 | £25,000.00 | | Agreed by Cabinet in March 2020. CIL Bid offer letter issued 16/3/20.Offer accepted. Update 28/07/2020, Due to Covid 19 work has not yet commenced. Hopefully work will start on site Sept/Oct with completion by December. |
| B19 -17 | BUS PASSENGER TRANSPORT IMPROVEMENT Capel St Mary – Bus Shelter Thorney Road | 668 | £8,000.00 | | Noted by Cabinet in March 2020. CIL Bid offer letter issued 17/3/20.Offer accepted. |
| B19 -05 | OPEN SPACE AND RECREATION FACILITY - Newton – Play equipment | 673 | £87,891.90 | | Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20.Offer acceptance awaited . |
| B19 -06 | COMMUNITY FACILITY – Chelsworth – Community facility All Saints Church | 674 | £136,244.00 | | Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9 /6/20.Offer acceptance awaited |
| B19 -14 | COMMUNITY FACILITY – Sudbury – St Peters | 675 | £75,288.00 | | Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20.Offer acceptance awaited. |

| Bid Ref | Project | Project Ref (Exacom) | Amount of CIL Funding Allocated | Project Spend | Project Spend |
|---|---|----------------------|---------------------------------|--------------------|--|
| B20-01 | HEALTH – Hadleigh Health Centre | 684 | £3526 | | Agreed by Cabinet in September 2020. Bid offer letter issued. Offer accepted |
| B20-02 | COMMUNITY FACILITY – Holbrook Village Hall | 683 | £9900 | | Agreed by Cabinet in September 2020. Bid offer letter issued. Offer accepted |
| B19-18 | OPEN SPACE AND RECREATION FACILITY – Chattisham and Hintlesham – Improved surface for play area and new adult fitness equipment | 700 | £9,920.83 | | Agreed by delegated decision in September 2020. Bid offer letter issued. |
| | | | | | |
| Total CIL Position Statement funding allocated in Bid Rounds 1, 2, 3, 4 and 5 (September 2020) | | | £1,266,371.75 | £309,251.04 | £11,110.25 returned to the Local Infrastructure Fund. |
| | | | | | |

Infrastructure List for Babergh

Emerging Infrastructure Projects - Largely extracted from the Babergh and Mid Suffolk Infrastructure Delivery Plan - September 2020

EDUCATION

Early Years Settings Expansions

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-----------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP003 | Additional Pre School places at existing setting | Brantham | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £200,466 | CIL | unknown | | Short-medium term |
| IDP004 | Additional Pre School places at existing setting | Chelmondeston | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £161,616 | CIL | unknown | | Short-medium term |
| IDP005 | Additional Pre School places at existing setting | Copdock and Washbrook | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £391,608 | CIL | unknown | | Short-medium term |
| IDP007 | Additional Pre School places at existing setting | Holbrook | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £10,878 | CIL | unknown | | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP008 | Additional Pre School places at existing setting | Lavenham | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £31,080 | CIL | unknown | | Short-medium term |
| IDP009 | Additional Pre School places at existing setting at Primary School | Long Melford | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £233,100 | CIL | unknown | | Short-medium term |

New Early Years Settings

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|--|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP014 | New Pre School setting for 30 places with land allocation of 0.1ha (JLP policy LA055) | Capel St Mary | Essential | Suffolk County Council | £615,240 | Developer contributions from committed growth and from JLP growth. | £0 | £1,015,300 | s106 from LA055 | £0 | None | Short-medium term |
| IDP018 | 1 new Pre School setting for 30 places needed with land allocation of 0.1ha (JLP policy LA042) | Great Cornard | Essential | Suffolk County Council | £615,240 | Developer contributions from committed growth and from JLP growth. | £0 | £1,022,684 | s106 | £0 | None | Short-medium term |

| | | | | | | | | | | | | |
|--------|--|------------|-----------|------------------------|------------|--|------------|------------|------|-----------|--|-------------------|
| IDP019 | 1 new Pre School setting for 60 places needed [0.1ha of land to be allocated for the new setting, JLP policy LA028]. | Hadleigh | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth. £217,950 SCC ask for s106 build cost contribution planning application DC/17/03902 | £217,950 | £1,192,516 | s106 | £0 | None | Short-medium term |
| IDP020 | 2 new Pre School settings for 60 places each on Wolsey Grange 2 - (land north of A1071). A 60-place setting is already planned as part of new Primary School. [0.1ha land allocation needed] | Sproughton | Essential | Suffolk County Council | £2,460,960 | Developer contributions from committed growth and from JLP growth. s106 secured for Wolsey Grange planning permission B/15/00993 £276,924 | £276,924 | £1,857,076 | s106 | £326,960 | Suffolk County Council, s106 from future development | Short-medium term |
| IDP023 | New Pre School setting for 60 places at the new primary school for Chilton Woods. | Sudbury | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth. s106 secured for a new setting from PP: B/15/01718 (£1,000,000); DC/17/04052 (LA041) (£124,995) | £1,124,995 | £0 | s106 | £105,4850 | Suffolk County Council, s106 from future development | Short-medium term |

Primary School Expansions

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|---|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| IDP026 | Primary School expansion from 56 to 70 | Bentley | Essential | Suffolk County Council | £241,752 | Developer contributions from committed growth and from JLP growth | TBC | £86,340 | CIL | TBC | Suffolk County Council, CIL from future development | Short term |
| IDP028 | Primary School expansion from 210 to 315 | Brantham | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | £998,842 | £302,190 | CIL | £512,108 | Suffolk County Council, CIL from future development | Short term |
| IDP029 | Primary School expansion from 315 to 420 | Capel St Mary | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | TBC | £2,831,952 | CIL | £0 | None | Short term |
| IDP030 | Primary School expansion from 70 to 105 | Copdock | Essential | Suffolk County Council | £604,380 | Developer contributions from committed growth and from JLP growth | TBC | £60,438 | CIL | TBC | Suffolk County Council, CIL from future development | Medium term |
| IDP034 | Primary School expansion from 315 to 420 | Great Cornard (Pot Kiln Primary School) | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | TBC | £1,113,786 | CIL | TBC | Suffolk County Council, CIL from future development | Short to medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|---|---|------------------------|---|---|--------------------|--------------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| IDP035 | Primary School expansion from 420 to 525 | Great Cornard (Wells Hall Primary) | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | TBC | £1,277,832 | CIL | TBC | Suffolk County Council, CIL from future development | Short to medium term |
| IDP036 | Primary School expansion from 140 to 210 | Hadleigh (Beaumont CP School) | Essential | Suffolk County Council | £1,208,760 | Developer contributions from committed growth and from JLP growth | TBC | £2,749,929 (for Hadleigh as a whole) | CIL | TBC | Suffolk County Council, CIL from future development | Short term |
| IDP037 | Primary School expansion from 210 to 315 | Hadleigh (St Mary's Church of England Primary School) | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | TBC | See above for project IDP036. | CIL | TBC | Suffolk County Council, CIL from future development | Short term |
| IDP041 | Primary School expansion from 196 to 315 | Shotley | Essential | Suffolk County Council | £2,054,892 | Developer contributions from committed growth and from JLP growth | £437,000 | £215,850 | CIL | £1,402,042 | Suffolk County Council, CIL from future development | Short term |
| IDP042 | Primary School expansion from 105 to 140 | Sproughton | Essential | Suffolk County Council | £604,380 | Developer contributions from committed growth and from JLP growth | £0 | £539,625 | CIL | £64,755 | Suffolk County Council, CIL from future development | Short to medium term |

New Primary Schools

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|---|--|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| IDP046 | Sproughton - New Primary of 420 places for Wolsey Grange development | Sproughton | Essential | Suffolk County Council | £8,613,360 | Developer contributions from committed growth and from JLP growth | £276,924 (from LA014); £18,273 (from B/16/01216) | £5,321,826 | s106 | £2,996,337 | Suffolk County Council, s106 from future development | Short-medium term |
| IDP049 | Sudbury - New Chilton Woods Primary School of 420 places | Sudbury | Essential | Suffolk County Council | £8,613,360 | Developer contributions from committed growth and from JLP growth | £5,005,728 (from s106 B/15/01718) | £666,510 | s106 | £2,941,122 | Suffolk County Council, s106 from future development | Medium term |

Secondary School Expansions

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| IDP053 | Secondary School expansion from 930 to 1500 | East Bergholt | Essential | Suffolk County Council | £13,551,750 | Developer contributions from committed growth and from JLP growth | £422,165 | £5,482,680 | CIL | £7,646,905 | Suffolk County Council, CIL from future development | Medium term |
| IDP055 | Secondary School expansion from 840 to 1200 | Hadleigh | Essential | Suffolk County Council | £8,559,000 | Developer contributions from committed growth and from JLP growth | TBC | £3,453,960 | CIL | TBC | Suffolk County Council, CIL from future development | Medium term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|---|--------------------|---|--------------------------------|-----------------------|---|--------------------------------------|
| IDP056 | Secondary School expansion from 600 to 800 | Holbrook | Essential | Suffolk County Council | £4,755,000 | Developer contributions from committed growth and from JLP growth | TBC | £727,600 | CIL | TBC | Suffolk County Council, CIL from future development | Medium term |
| IDP057 | Chantry Academy - Secondary School expansion from 900 to 1200 | Ipswich | Essential | Suffolk County Council | £7,132,500 | Developer contributions from committed growth and from JLP growth | TBC | £4,442,640 | CIL | TBC | Suffolk County Council, CIL from future development | Medium term |
| IDP061 | Secondary School expansion of Ormiston from 1132 to 1500 | Sudbury | Essential | Suffolk County Council | £8,749,200 | Developer contributions from committed growth and from JLP growth | TBC | £1,883,200 (from 440 dwellings) and £2,782,000 (from 650 dwellings) | CIL | TBC | Suffolk County Council, CIL from future development | Medium to long term |

HEALTH

Primary Care

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|--|---|---|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP064 | Mitigation may be required towards the expansion of the practice. | Bildeston - Bildeston Health Centre | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £52,989 | CIL | unknown | unknown | Long term |
| IDP066 | Mitigation will be sought as a feasibility study has been undertaken looking at both Constable Country Medical Practice and Capel St Mary Surgery. A review of the report will be undertaken to determine a viable solution. | Capel St. Mary - The Surgery, Capel St. Mary and East Bergholt - Constable Country Rural Medical Practice, East Bergholt | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £415,852 | CIL | unknown | unknown | Short term |
| IDP069 | Mitigation will be requested for the cumulative growth in the area as it will put significant pressure on the local practice. | Hadleigh and Boxford - Hadleigh Practice, including branch practice in Boxford | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £426,220 | CIL | unknown | unknown | Short-medium term |

| IDP Project Unique Reference | Anticipation mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--|---|---|---|--|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | Work has been undertaken to broaden the services provided in the local community by the practice and this scheme was funded through CIL. | | | | | | | | | | | |
| IDP070 | Mitigation may be sought from planning applications submitted to facilitate the initial plans for expansion works at The Surgery, Shotley. Mitigation may also be sought for Holbrook and Shotley Practice. | Holbrook - The Holbrook and Shotley Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £66,813 | CIL | unknown | unknown | Short term |
| IDP071 | Mitigation will be requested to cover the growth in the areas closest to these surgeries. The feasibility study and option appraisal have been completed and | Ipswich Fringe (including Claydon, Sroughton) The Chesterfield Drive Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth. Existing funding source for | unknown | £1,667,441 | CIL | unknown | unknown | Short term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--|---|---|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | preferred location selected for a new health hub in which Hawthorn Drive is a key stakeholder. | <p>Tooks new surgery, planned to be in operation by 2021.</p> <p>Hawthorn Drive (206 Hawthorn Drive, Ipswich IP2 0QQ) and Pinewood Surgery (Branch of Derby Road Practice)</p> <p>The Barham & Claydon Surgery</p> | | | | the new Tooks GP Surgery, Whitton. | | | | | | |
| IDP072 | Mitigation will be requested for the cumulative growth in the areas of Long Melford and Lavenham as increasing capacity will be required to cover the expected population growth. | Lavenham - Lavenham (Branch of Long Melford) | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £11,519 | CIL | unknown | unknown | Medium term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|---|---|---|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP073 | Mitigation will be requested for the cumulative growth in the areas of Long Melford and Lavenham as increasing capacity will be required to cover the expected population growth. | Long Melford - The Long Melford Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £223,477 | CIL | unknown | unknown | Short term |
| IDP074 | Mitigation would be sought for cumulative growth in the vicinity of this practice. | Manningtree - Riverside Health Centre (North East Essex CCG) | Essential | North East Essex CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £40,318 | CIL | unknown | unknown | Short-medium term |
| IDP080 | Mitigation will be requested to create additional capacity within the practice. Options are currently being explored as to how this would be developed across the affected surgeries. | Sudbury, Great Cornard and Bures area Including: Siam Surgery (Sudbury Community Health Centre) | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £419,884 | CIL | unknown | unknown | Short term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--|---|---------------|---|-----------------|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | and Hardwick e House (which includes: Stour Street and Meadow Lane Surgery in Sudbury; Great Cornard Surgery; and the Bures branch.) | | | | | | | | | | |

TRANSPORT

Strategic Highways Improvements

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|----------------------------------|---|------------------|---|---|--------------------|---|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP082 | Junction improvements | A14 Junction 58 Seven Hills | Essential | Highways England | £5m | Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk | Unknown | Unknown Contributions may be required from future development in Babergh/Mid Suffolk. | s278 / s106 | Unknown | Unknown | Unknown |
| IDP083 | Junction improvements | A14 Junction 57 Nacton | Essential/Desirable | Highways England | £5-10m | Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk | Unknown | Unknown | s278/s106 | Unknown | Unknown | Unknown |
| IDP084 | Junction improvements | A14 Junction 56 Wherstead | Critical | Highways England | £5-10m | Developer contributions from development within the area. Approved scheme of DC/19/05093 includes proposed junction improvements. | £3-6m | Unknown Contributions may be required from future development in Babergh/Mid Suffolk. | s278 / s106 | TBC | Unknown | Unknown |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|--|---|---|--|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--|
| IDP085 | Junction improvements | A14 Junction 55 Copdock Interchange | Essential | Highways England | £65-100m | Mitigation to be dealt with through national intervention. <u>Currently identified for consideration in the Roads Investment Strategy 3 (RIS3). 2025-2030.</u> | TBC | N/A | N/A | Unknown | RIS and other governmental funding | Position to be reviewed at B&MSDC JLP Plan Review stage. |
| IDP086 | Junction improvements (potentially changes to the alignment and upgrades for pedestrians and cyclists) | A14 Junction 54 Sproughton | Essential/Desirable | Highways England | £1m-£2m | Further investigation required by SCC and Highways England regarding mitigation scheme. | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |
| IDP090 | Junction improvements in relation to on-slip roads (south on-slip road main issue) | A12 Junction 32 A Capel St Mary | Critical | Suffolk County Council / Highways England | £5-10m | Developer contributions from committed growth and from JLP growth | Unknown | Unknown | s278 / s106 | Unknown | Unknown | Unknown |
| IDP091 | Mitigation measures identified under current applications (Wolsey Grange proposals) in this area: - Footways | A1071 / B1113 AND A1071 / Hadleigh Road AND | Critical | Suffolk County Council | £500,000 per junction £1.2-£1.5m corridor | Developer contributions from committed growth and from JLP growth | Unknown | £1.2-£1.5m | s278 / s106 | Unknown | Unknown | Unknown |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|---|---|------------------------|---|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | improvements in Sproughton - Zebra crossing in Sproughton - Junction improvements A1071, - Improved pedestrian links between Sproughton and Bramford. | B1113 Burstall Lane / Lower Street (Sproughton) | | | | | | | | | | |
| IDP092 | Mitigation potentially introducing signalised junction and speed limit. Issue of cumulative growth impacting the area. | A1071 / A134 Assington Road (Near Newton) | Essential | Suffolk County Council | £300,000 | Developer contributions from committed growth and from JLP growth. Issue of cumulative growth impacting the area (from Sudbury, Hadleigh, Boxford, Newton, Assington, Leavenheath, Nayland, Colchester). | Unknown | Unknown | s278 / s106 | Unknown | Unknown | Unknown |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|--|---|------------------------|--|--|--------------------|----------------------------------|--|-----------------------|---------------------------------------|--------------------------------------|
| IDP093 | Reducing demand via modal shift. Pedestrian/Cycle bridge at Sugar Beet/Elton Park could be considered. | B1067 Bramford Road / Sproughton Road | Essential | Suffolk County Council | £1.5m | Further investigation required by SCC regarding mitigation scheme. | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |
| IDP094 | Need to monitor the outcomes of the Wolsey Grange phase 1 improvements. | A1214 / Scrivener Drive Roundabout | Critical | Suffolk County Council | Unknown | Further investigation required by SCC regarding mitigation scheme. | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |
| IDP095 | ISPA Transport Mitigation Strategy - Package of mitigation measures to deliver modal shift and mitigate impacts on the wider Ipswich highways network. | Ipswich town centre (Crown Street, Star Lane) and Ipswich Northern Ring Road (A1214) | Critical | Suffolk County Council | TBC - £3,621,800 (Babergh) (Further investigation required by SCC regarding mitigation scheme) | Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk | Unknown | Unknown | s278 / s106 / CIL / other forms of funding | Unknown | Unknown | Unknown |
| IDP097 | Pedestrian and cycle link | Capel St Mary – Copdock – Wolsey Grange, Ipswich (Phase 1: Copdock to Wolsey Grange; | Essential | Suffolk County Council | Circa £1.3m (from Park & Ride to Capel St Mary) Further investigation and | Developer contributions from committed growth and from JLP growth. | Unknown | Unknown | s278 / s106 | Unknown | Local Travel Plans, DfT, SCC | Medium |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--------------------------------------|---|---------------|---|---------------------------|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | Phase 2 Capel St Mary to Copdock) | | | detail costings required by SCC. | | | | | | | |

WALKING AND CYCLING INFRASTRUCTURE – Community projects

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|---|---|-------------------|---|----------------------|---|--|--------------------|--------------------------------|--|-----------------------|---------------------------------------|--------------------------------------|
| Refer to the Babergh and Mid Suffolk Sustainable Travel Action Plan (motion approved in July 2020) and the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework | All forms of walking and cycling infrastructure developed on a community wide basis | All parishes | Desirable | Dependant on project | Unknown | Developer Contributions including s106 and CIL and other funding sources | Unknown | N/A | CIL Expenditure on walking and cycling infrastructure developed on a community basis through the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework together with other forms of funding | Unknown | Unknown | Dependant on project |

POLICE

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|----------------------|---|--|--------------------|--------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| IDP130 | Hadleigh Police Safer Neighbourhood Team (SNT) | Hadleigh | Essential | Suffolk Constabulary | £2,235,605 | Suffolk Constabulary / Developer contributions | unknown | £1,258,143 | CIL and s106 | unknown | Suffolk Constabulary Capital Budget / Capital asset from existing facilities. | Medium - long term |
| IDP131 | Ipswich West Police Safer Neighbourhood Team (SNT) | Ipswich | Essential | Suffolk Constabulary | £673,692 | Suffolk Constabulary / Developer contributions | unknown | £417,388 | CIL and s106 | unknown | Suffolk Constabulary Capital Budget / Capital asset from existing facilities. | Medium - long term |
| IDP133 | Sudbury Police Safer Neighbourhood Team (SNT) | Sudbury | Essential | Suffolk Constabulary | £517,823 | Suffolk Constabulary / Developer contributions | unknown | £299,617 | CIL and s106 | unknown | Suffolk Constabulary Capital Budget / Capital asset from existing facilities. | Medium - long term |

COMMUNITY INFRASTRUCTURE - Libraries

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlements where preferred sites are located | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Agreed cost multiplier | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------------------------------|---|---|------------------------|-----------------------------------|---|--------------------|------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP134 | Additional provision for libraries | Acton | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP138 | Additional provision for libraries | Bildeston | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP140 | Additional provision for libraries | Boxford | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP142 | Additional provision for libraries | Brantham | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP143 | Additional provision for libraries | Bures St Mary | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP144 | Additional provision for libraries | Capel St. Mary | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP146 | Additional provision for libraries | Copdock & Washbrook | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlements where preferred sites are located | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Agreed cost multiplier | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------------------------------|---|---|------------------------|-----------------------------------|---|--------------------|------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP150 | Additional provision for libraries | Hadleigh | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP152 | Additional provision for libraries | Holbrook | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP153 | Additional provision for libraries | Lavenham | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP154 | Additional provision for libraries | Long Melford | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP157 | Additional provision for libraries | Shotley | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP158 | Additional provision for libraries | Sproughton | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP163 | Additional provision for libraries | Sudbury & Great Cornard | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |

COMMUNITY INFRASTRUCTURE - Strategic Leisure Centres

| IDP Project Unique Reference | Settlement | Leisure / Community Centre | Project description | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|----------------------------------|---|---|--------------------------|-----------------------------------|--|---|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--|
| IDP167 | Hadleigh | Hadleigh Pool and Leisure Centre | Replacement of swimming pool and other improvements. | n/a – current project | Babergh District Council | £4m | Capital Investment by BDC, CIL and other funds | £2,160,000 (BDC) | n/a – current project | N/A | N/A | N/A | Short term – live project |
| IDP170 | Sudbury | Kingfisher Leisure Centre | Improve and expand swimming, health and fitness facilities. | n/a – current project | Babergh District Council | £2.5m | Capital Investment by BDC and CIL funding | £2,356,000 Capital Investment by BDC and £100,000 from CIL funding. | n/a – current project | N/A | N/A | N/A | Short term – live project – completion expected summer 2020. |

COMMUNITY INFRASTRUCTURE - Provision of additional sporting facilities at existing Secondary Schools

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---------------|---------------------------|--|---|------------------------------|-----------------------------------|---|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP173 | East Bergholt | East Bergholt High School | To extend sports and recreation facilities available for community use. (Current CIL bid of £40,000) to provide tiered seating in main auditorium), subject to | Desirable | South Suffolk Learning Trust | £500,000 | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the | Unknown | Unknown | Unknown | Unknown | Unknown | Medium, Long Term |

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---------------|---------------------------------|--|---|------------------------------|-----------------------------------|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | Community Use Agreement being put in place. Abbeycroft Leisure currently manage site outside school hours. | | | | District Councils, central government funding (Sport England), National Lottery grants, etc. | | | | | | |
| IDP175 | Great Cornard | Thomas Gainsborough High School | To extend sports and recreation facilities available for community use. | Desirable | Unity Schools Partnership | Unknown | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |
| IDP176 | Hadleigh | Hadleigh High School | To extend sports and recreation facilities available for community use. | Desirable | South Suffolk Learning Trust | Unknown | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|--------------------------|---|---|------------------|-----------------------------------|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | | | | | Councils, central government funding (Sport England), National Lottery grants, etc. | | | | | | |
| IDP177 | Holbrook | Holbrook Academy | To extend sports and recreation facilities available for community use. | Desirable | Holbrook Academy | £100,000 | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | Unknown | Unknown | Unknown | Unknown | Unknown | Medium, Long Term |
| IDP181 | Sudbury | Ormiston Sudbury Academy | To extend sports and recreation facilities available for community use. | Desirable | Ormiston Trust | Unknown | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|------------------|--|---|---------------|-----------------------------------|---|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | | | | | central government funding (Sport England), National Lottery grants, etc. | | | | | | |

COMMUNITY INFRASTRUCTURE – COMMUNITY PROJECTS

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|--|-----------------------------------|-------------------|---|----------------------|---|--|--------------------|--------------------------------|---|-----------------------|---------------------------------------|--------------------------------------|
| Refer to the CIL Expenditure Programme (under the CIL Expenditure Framework) | All forms of community facilities | All parishes | Desirable | Dependant on project | Unknown | Developer Contributions including s106 and CIL and other funding sources | Unknown | N/A | CIL Expenditure on Community projects developed through the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework together with other forms of funding | Unknown | Unknown | Dependant on project |

WASTE

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|--|--|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| IDP183 | New provision for Ipswich Portman's Walk HWRC | Ipswich Area | Essential | Suffolk County Council | £3.25m | SCC and developer contributions from committed growth and from JLP growth and neighbouring authorities | unknown | £255,750 | CIL | unknown | SCC Capital Budget / Capital asset from existing facilities / SCC borrowings | Medium - long term |
| IDP185 | New provision for Sudbury HWRC | Sudbury Area | Essential | Suffolk County Council | £3.25m | SCC and developer contributions from committed growth and from JLP growth | £150,184 (s106 from Chilton Woods Development) | £116,490 | CIL | unknown | SCC Capital Budget / Capital asset from existing facilities / SCC borrowings | Medium - long term |

GREEN INFRASTRUCTURE AND OPEN SPACE

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated Cost | Funding Sources | Identified Funding | Estimated Developer Contribution (Derived from application of cost multipliers) | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--------------------|---|---|----------------|---|--------------------|---|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP186 | Recreational disturbance Avoidance Mitigation Strategy (RAMS) | Zone A of the RAMS | Essential | Babergh and Mid Suffolk District Councils, Ipswich Borough Council and East Suffolk Council (under the Recreational disturbance Avoidance Mitigation Strategy (RAMS)) | n/a | Developer contributions from committed growth and from JLP growth B&MSDC and neighbouring authorities | unknown | £121.89 per dwelling | S106 | n/a | n/a | Medium - long term |

WASTE (CHILTON DEPOT)

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated Cost | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|---------------|----------------|-------------------------|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP188 | Fuel tank for Waste Fleet HVO Biodiesel, above ground storage tank | Chilton | Desirable | BDC | £50,000 | Developer contributions | unknown | £50,000 | CIL | £0 | N/A | Short Term |

COMMUNITY INFRASTRUCTURE– COMMUNITY SAFETY

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated Cost | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|----------------------------------|----------------------|---|---------------|----------------|-------------------------|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP189 | CCTV Hadleigh and Sudbury | Hadleigh and Sudbury | Desirable | BDC | £150,000 | Developer contributions | unknown | £150,000 | CIL | £0 | N/A | Short Term |

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Appendix F – Infrastructure List for Mid Suffolk.

Mid Suffolk Infrastructure Funding Statement - Current and Emerging Projects in Mid Suffolk.

Projects – Current Funding.

| Bid Ref | Project | Project Ref (Exacom) | CIL Funding Allocated | Project Spend | Progress |
|---------|--|----------------------|-----------------------|---|---|
| M01-18 | COMMUNITY FACILITY Gislingham Silver Band Hall | 639 | 44,568.75 | | Agreed by Cabinet on 4th March 2019. CIL Bid offer letter dated 13 th March 2019. Offer accepted. Project currently stalled as planning permission expired and requires renewal together with issues with the Party Wall with neighbours. Update has been requested |
| M02-18 | PUBLIC TRANSPORT - Laxfield - Bus stops at Mill Lane | 556 | 5,000.00 | 3,627.63 1372.37 returned to Local Infrastructure Fund | Noted by Cabinet on 10 th September 2018. Delegated decision taken on 20 th August 2018. CIL Bid offer letter dated 25 th September 2018 Offer accepted. Project completed under budget. £1372.37 has been returned to the Local Infrastructure Fund. |
| M04-18 | PUBLIC TRANSPORT - Stowmarket - Bus Stops at Finborough Rd | 557 | 5,000.00 | 5,000 returned to Local Infrastructure Fund | Noted by Cabinet on 10 th September 2018. Delegated decision taken on 20 th August 2018. CIL Bid offer letter dated 25 th September 2018. Offer accepted. However, Scheme abandoned due to bus services ending. £5,000 returned to the Local Infrastructure Fund... |

| | | | | | |
|-------------------------|---|-----|-----------|--|--|
| M05-18 | PUBLIC TRANSPORT - Bus stop improvements Mortimer Road Stowmarket | 531 | 35,000.00 | | Agreed by Cabinet on 10 th September 2018. CIL Bid offer letter dated 5 th September 2018. Offer accepted. Project is at final design for ordering works. |
| M08-18 | HEALTH - Botesdale Heath Centre - Extension to increase provision and palliative care | 522 | 98,739.74 | 98.739.74 | Agreed by Cabinet on 10 th September 2018. CIL Bid offer letter dated 25 th September 2018. Offer accepted. Project completed. Building open and being used. |
| M10-18 | COMMUNITY FACILITY – Stowupland Notice Board Trinity Meadow | 640 | 641.35 | 641.35 returned to Local Infrastructure Fund | The Parish Council decided not to proceed with this Parish Notice Board and submitted a different CIL Bid (reference M19-01) which has been approved on the proviso that CIL Bid M10-18 is not proceeded with. Email received regarding withdrawal of this Bid. |
| M11-18 and M12-18 | VILLAGE HALL - Stowupland Village Hall Partial Refurbishment and development of the Sports and Social Club facilities | 543 | 13,240.10 | 13,240.10 | 2 Bids noted by Cabinet on 10 th September 2018. Delegated decisions taken on 20 th August 2018. CIL Bid offer letters dated 25 th September 2018. Offer letters accepted. Both projects completed. |
| M20-18 | PUBLIC TRANSPORT Thurston - Bus Shelters Norton Road | 641 | 13,000.00 | | Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March 2019. Awaiting scheduling of works – date uncertain due to Covid-19 outbreak restrictions. |
| M23-18 | GREEN ENERGY EV Charger at Cross St Car Park Eye | 642 | 20,728.40 | 14,287.16 | Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March |

| | | | | | |
|--------|--|-----|--------------|-------------|---|
| | | | | | 2019. Offer accepted. Wayleave agreement is required between MSDC and owner of the Queen's Head to allow the cables to be laid. This process is ongoing and legal are also working to resolve any issues. Work is now underway and should be completed by end of February. Project has been completed, awaiting claim for funds. Project completed under budget. £6,441.24 has been returned to the Local Infrastructure Fund. |
| M19-01 | COMMUNITY FACILITY– Stowupland Notice Board Trinity Meadow | 640 | 396.26 | 396.26 | Noted by Cabinet on 28th August 2019. CIL Bid offer letter dated 6 th September 2019.CIL Bid Offer made and accepted on the basis that CIL Bid M10-18 is not proceeded with. Notice Board completed and erected. Project now completed |
| M19-04 | PUBLIC TRANSPORT Thurston - Bus Shelters Sandy Lane | 649 | 9600.00 | | Noted by Cabinet on 28th August 2019. CIL Bid offer letter dated 5 th September 2019. Offer accepted. Awaiting scheduling of works – date uncertain due to Covid-19 outbreak restrictions. |
| M14-18 | EDUCATION – Stowupland High School | 656 | 2,446,575.00 | £973,016.02 | Agreed by Cabinet on the 6 th January 2020. CIL Bid offer letter dated 31 st January 2020. Offer accepted. First and second claim have been paid. Final claim to be made on completion of the project. |

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|----------|--|-----|------------|------------|--|
| M19-07 | COMMUNITY FACILITIES – Village Hall Enhancement Extension Occold | 664 | 19,190.00 | | Agreed by Cabinet on 9th March 2020. CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Anticipated start on the build in September 2020 |
| M19-10 | EDUCATION – Bramford Primary School | 663 | 645,593.00 | | Agreed by Cabinet on 9th March 2020. .CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Project in progress, handover at present due in October 2020 |
| M19-14 | EDUCATION – Claydon Primary School | 662 | 499,421.00 | 499,421.00 | Agreed by Cabinet on 9 th March 2020. CIL Bid offer letter dated 12 th March 2020.Offer accepted. Project complete. |
| M19-08 | COMMUNITY FACILITIES – Thornham – Car Park | 681 | 27,000.00 | | Agreed by Cabinet on 9 th March 2020. Legal position resolved and Bid offer letter dated 20 th May 2020.Offer accepted. |
| M21-18 | GREEN ENERGY -EV CHARGING POINTS -Stowmarket - Regal Car Park | 701 | 10,263.00 | | Agreed by Cabinet in September . Offer letter issued. Offer accepted |
| M19-12 | COMMUNITY FACILITIES – Eye- Play Facilities | 703 | 31,605.60 | | Agreed by Cabinet in September . Offer letter issued. Offer accepted |
| M19-03 - | COMMUNITY FACILITIES – Debenham Leisure Centre - Additional car Park | 704 | 47,000.00 | | Agreed by Cabinet in September . Offer letter issued. Offer accepted |
| M20-07 | RAIL – Thurston Rail Station - Feasibility Study by Network Rail | 702 | 100,000.00 | | Agreed by Cabinet in September . Offer letter issued. Offer accepted |

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|---|---|-----|----------------------|----------------------|--|
| M20-08 | COMMUNITY FACILITIES – Wingfield – Conversion of Granary barn to children's nursery | 705 | 34,000.00 | | Agreed by Cabinet in September . Offer letter issued. Offer accepted |
| B19-13 | COMMUNITY FACILITIES –Bedfield – new play area | 680 | 4,534.00 | | Noted by Cabinet in September . Offer letter issued. Offer accepted |
| Total CIL Funding allocated to MSDC projects in Bid Round 1, 2 ,3, 4 and 5 | | | £4,110,454.85 | £1,602,727.91 | £13,454.96 returned to the Local Infrastructure Fund |

Infrastructure List for Mid Suffolk

Emerging Infrastructure Projects – Largely extracted from the Babergh and Mid Suffolk Infrastructure Delivery Plan - September 2020

EDUCATION

Early Years Settings Expansions

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|---------------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP001 | Additional Pre School places at existing setting | Bacton | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £616,938 | CIL | unknown | | Short-medium term |
| IDP002 | Additional Pre School places at existing setting | Botesdale and Rickinghall | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £543,900 | CIL | unknown | | Short-medium term |
| IDP006 | Additional Pre School places at existing setting at primary school. | Debenham | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £380,730 | CIL | unknown | | Short-medium term |
| IDP010 | Additional Pre School places at existing setting | Needham Market | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £312,354 | CIL | unknown | | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP011 | Additional Pre School places at existing setting at Primary School (TBC) | Stonham Aspal | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £175,602 | CIL | unknown | | Short-medium term |
| IDP012 | Additional Pre School places at existing setting | Stradbroke | Essential | Suffolk County Council | unknown | Developer contributions from committed growth and from JLP growth | £0 | £430,458 | CIL | unknown | | Short-medium term |

New Early Years Settings

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|--|--------------------|--------------------------------|--------------------------------|--|--|--------------------------------------|
| IDP013 | New Pre School setting for 60 places needed with land allocation of 0.1ha JLP policy LA007 (DC/18/00233) | Bramford | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth. s106 secured for a new setting from PP: DC/18/00233 (LA007) (£281,293); DC/19/01401 (LA006) | £532,768 | £14,768 | s106 | £547,536 expected toward 1 st phase of 30 places setting at estimated cost of £615,240. Therefore, funding gap for 1 st phase: £67,704 | Suffolk County Council, s106 from future development | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|--|---|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| | | | | | | (£215,721); DC/19/00870 (LA107) (£35,754) | | | | | | |
| IDP015 | New Pre School setting for 60 places at the new Primary School (Planning Application 1856/17 and JLP policy LA002). | Claydon & Barham | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth. SCC ask for s106 build cost contribution planning application 1856/17 (LA002) | £1,084,314 for the complete build cost contribution towards the primary school and pre school | £1,209,130 | s106 | £0 | None | Short-medium term |
| IDP016 | New Pre School setting for 30 places needed in the area. 0.1ha land allocation needed (JLP policy LA065). (s106 secured for a new setting from PP: 3918/15 Former Grampian site £75,240.) | Elmswell | Essential | Suffolk County Council | £615,240 | Developer contributions from committed growth and from JLP growth. s106 secured for a new setting from PP: 3918/15 Former Grampian site £75,240. | £75,240 | £677,482 | s106 | £0 | None | Short-medium term |
| IDP017 | New Pre School setting for 60 places needed with land allocation of 0.1ha, JLP policy LA020 | Eye | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth. | £170,548 | £686,712 | s106 | £373,220 | Suffolk County Council, s106 from future development | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|--|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | | | | s106 secured for a new setting from PP: 3563/15 Land at Eye Airfield | | | | | | |
| IDP021 | 1 new Pre School setting for 60 places at the new Primary School at Chilton Leys (JLP policy LA034). And one more setting for 60 places needed with land allocation of 0.1ha (JLP policy LA035 – 'Ashes Farm'). | Stowmarket | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth. s106 secured for Chilton Leys planning permission: 2722/13 | £80,000 | £1,772,160 | s106 | £0 | None | Short-medium term |
| IDP022 | New Pre School setting for 30 places needed with land allocation of 0.1ha (JLP policy LA078). | Stowupland | Essential | Suffolk County Council | £615,240 | Developer contributions from committed growth and from JLP growth. s106 secured for a new setting from PP: DC/17/02755 Land between Gipping Road and Church Road | £103,547 | £851,006 | s106 | £0 | None | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP024 | New Pre School setting for 30 places at the relocated new primary school in Thurston. (The new setting opening in 2021 is able to expand to 60 places). | Thurston | Essential | Suffolk County Council | £615,240 | Developer contributions from committed growth and from JLP growth | TBC | £1,888,458 | s106 | £0 | None | Short-medium term |
| IDP025 | New Pre School setting for 60 places at the new primary school in Woolpit (JLP policy LA095). | Woolpit | Essential | Suffolk County Council | £1,230,480 | Developer contributions from committed growth and from JLP growth | TBC | £1,290,354 | s106 | £0 | None | Short-medium term |

Primary School Expansions

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|---|--|--------------------------------|--------------------------------|-----------------------|---|---|
| IDP027 | Primary School expansion from 210 to 315 | Bramford | Essential | Suffolk County Council | Actual Project cost: £1,490,522 | Developer contributions from committed growth and from JLP growth | Section 106: £401,973 SCC (Basic Need): £442,956 CIL Fund (agreed in March 2020): £645,593 | n/a | CIL | £0 | None | Project in progress, handover at present due in October 2020. |
| IDP031 | Primary School expansion from 210 to 315 | Debenham | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | £0 | £1,057,665 | CIL | £755,475 | Suffolk County Council, CIL from future development | Medium term |
| IDP032 | Primary School expansion from 315 to 420 | Elmswell | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | £1,023,204 | £1,312,368 | CIL | £0 | None | Short term |
| IDP033 | Primary School expansion from 210 to 315 | Eye | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | £1,235,675 | £1,670,679 | CIL | £0 | None | Short to medium term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| IDP038 | Primary School expansion from 119 to 140 | Laxfield | Essential | Suffolk County Council | £362,628 | Developer contributions from committed growth and from JLP growth | TBC | £267,654 | CIL | TBC | Suffolk County Council, CIL from future development | Medium term |
| IDP039 | Primary School expansion from 105 to 140 | Mendlesham | Essential | Suffolk County Council | £604,380 | Developer contributions from committed growth and from JLP growth | £200,877 | £323,775 | CIL | £79,728 | Suffolk County Council, CIL from future development | Short term |
| IDP040 | Primary School expansion from 315 to 360 | Needham Market | Essential | Suffolk County Council | £777,060 | Developer contributions from committed growth and from JLP growth | TBC | £1,053,348 | CIL | £0 | | Medium term |
| IDP043 | Primary School expansion from 210 to 315 (Freeman Community Primary) | Stowupland | Essential | Suffolk County Council | £1,813,140 | Developer contributions from committed growth and from JLP growth | TBC | £2,076,477 | CIL | TBC | Suffolk County Council, CIL from future development | Short to medium term |

New Primary Schools

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| IDP044 | Bacton - New Primary School of 315 places (relocation of current primary school). | Bacton | Essential | Suffolk County Council | £6,460,020 | Developer contributions from committed growth and from JLP growth | £158,353 | £1,548,354 | s106 | £4,753,313 | Sale of existing school site. Suffolk County Council, s106 from future development | Short term |
| IDP045 | Claydon - New Primary School of 210 places (Planning application 1856/17 (LA002)) | Claydon | Essential | Suffolk County Council | £4,306,680 | Developer contributions from committed growth and from JLP growth | £1,461,298 | £3,050,462 | s106 | £0 | | Short term |
| IDP047 | Stowmarket - New Chilton Leys Primary School of 420 places | Stowmarket | Essential | Suffolk County Council | £8,613,360 | Developer contributions from committed growth and from JLP growth | £589,245 | £8,203,200 | s106 | £0 | | Short term |
| IDP048 | Stowupland - potential new primary school of 210 | Stowupland | Essential | Suffolk County Council | Freeman CP currently planned to expand; this will be reviewed at Plan review stage. | n/a | n/a | n/a | n/a | n/a | n/a | n/a |
| IDP050 | Thurston - New Primary School of 420 places | Thurston | Essential | Suffolk County Council | £8,613,360 | Developer contributions from committed | £2,698,401 | £5,127,000 | s106 | £787,959 | Sale of existing school site. Suffolk | Short term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| | | | | | | growth and from JLP growth | | | | | County Council, s106 from future development. | |
| IDP051 | Woolpit - New Primary School of 210 places | Woolpit | Essential | Suffolk County Council | £4,306,680 | Developer contributions from committed growth and from JLP growth | £363,880 | £3,937,536 | s106 | £5,264 | Suffolk County Council, s106 from future development | Short term |

Secondary School Expansions

| IDP Project Unique Reference | Anticipation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| IDP052 | Secondary School expansion from 818 to 900 | Claydon | Essential | Suffolk County Council | £1,949,550 | Developer contributions from committed growth and from JLP growth | £550,650 | £6,021,960 | CIL | £0.0 | | Short |
| IDP054 | Secondary School expansion from 961 to 1200 | Eye | Essential | Suffolk County Council | £5,682,225 | Developer contributions from committed growth and from JLP growth | £1,190,240 | £3,274,200 | CIL | £1,217,785 | Suffolk County Council, CIL from future development | Medium to long term |
| IDP058 | Secondary School expansion from 1033 to 1460 | Stowupland | Essential | Suffolk County Council | £3,739,350 (Phase 2) | Developer contributions from committed growth and | £205,009 | £5,341,440 | CIL | £0 | Suffolk County Council, CIL from future development | Short |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---|--------------------------------------|
| | Phase 1 (under construction): 1033 to 1050 plus 6 th Form Block. CIL funds of £2,446,575 agreed in January 2020. Phase 2: masterplan from 1050 to 1200 places. | | | | | from JLP growth | | | | | | |
| IDP059 | Secondary School expansion from 1376 to 1400 | Stowmarket | Essential | Suffolk County Council | £570,600 | Developer contributions from committed growth and from JLP growth | £316,691 | £8,774,000 | CIL | £0 | Suffolk County Council, CIL from future development | Short |
| IDP060 | Secondary School expansion from 435 to 550 | Stradbroke | Essential | Suffolk County Council | £2,734,125 | Developer contributions from committed growth and from JLP growth | £0 | £1,592,160 | CIL | £1,141,965 | Suffolk County Council, CIL from future development | Medium to long term |
| IDP062 | Secondary School expansion from 1940 to 2190 | Thurston | Essential | Suffolk County Council | £5,943,750 | Developer contributions from committed growth and from JLP growth | £146,840 | £9,998,080 | CIL | £0 | Suffolk County Council, CIL from future development | Short |

HEALTH

Primary Care

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|--|---|---|---|---|--------------------|---|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP063 | Mitigation will be requested to cover the growth in both Mendlesham, Bacton and surrounding catchment areas. Options currently being looked at Mendlesham Medical Centre to increase capacity. | Bacton - Bacton Surgery (Branch of Mendlesham) | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £188,343 | CIL | unknown | unknown | Short term |
| IDP065 | Expansion work has been completed, therefore unlikely to request further contributions unless development of significant size as to put the practice over capacity. | Botesdale - Botesdale Health Centre | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | Actual project cost: £558,615 | NHS funds and Developer contributions from existing growth | £459,875 | Actual project cost: £558,615 Actual CIL contribution: £98,740 | CIL | £0 | unknown | Project completed in 2019 |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|---|---|---|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP067 | Mitigation will be sought for cumulative growth in the vicinity of this practice. | Debenham - Debenham Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £146,873 | CIL | unknown | unknown | Short term |
| IDP068 | Mitigation will be requested for the proposed developments in the area, options are being looked at as to how best to provide primary care services in the locality as the move to Hartismere Hospital is no longer attainable. | Eye - Eye Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £279,347 | CIL | unknown | unknown | Medium term |
| IDP071 | Mitigation will be requested to cover the growth in the areas closest to these surgeries. The feasibility study and option appraisal have been | Ipswich Fringe (including Claydon, Sproughton) The Chesterfield Drive Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth. Existing funding | unknown | £1,667,441 | CIL | unknown | unknown | Short term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--|---|---|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | completed and preferred location selected for a new health hub in which Hawthorn Drive is a key stakeholder. | <p>Tooks new surgery, planned to be in operation by 2021.</p> <p>Hawthorn Drive (206 Hawthorn Drive, Ipswich IP2 0QQ) and Pinewood Surgery (Branch of Derby Road Practice)</p> <p>The Barham & Claydon Surgery</p> | | | | source for the new Toaks GP Surgery, Whitton. | | | | | | |
| IDP075 | Mitigation will be requested to cover the growth in both Mendlesham, Bacton and surrounding catchment areas. Options currently being looked at Mendlesham | Mendlesham - Mendlesham Surgery (main surgery) | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £51,838 | CIL | unknown | unknown | Short term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|---|---|---|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | Medical Centre to increase capacity. | | | | | | | | | | | |
| IDP076 | Mitigation will be requested as options are currently being explored for increasing capacity, as stated in the Needham Market NP the CCG is happy to work with the local council in finding a solution. | Needham Market - Needham Market Country Practice | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £215,990 | CIL | unknown | unknown | Short term |
| IDP077 | Stanton Surgery is in the process of obtaining planning permission to increase capacity at the surgery and in the process of removing the portable cabin in the car park. Mitigation will be requested towards the expansion. | Stanton (LPA: West Suffolk) - Stanton Surgery, 10 The Chase Stanton | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £129,018 | CIL | unknown | unknown | Short term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--|---|---|---|---|--------------------|--------------------------------|---|-----------------------|---------------------------------------|--------------------------------------|
| IDP078 | Mitigation will be requested via either CIL or S106. The amount of development will require a new strategy for Stowmarket and immediate vicinity and a feasibility study has been commissioned to look into how best to provide primary care in the area for the duration of the JLP. | Stowmarket - Stow Health and Combs Ford (Combs Ford Surgery) | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £1,495,225 | CIL/s106 (s106 from existing commitments of strategic sites.) | unknown | unknown | Short term |
| IDP079 | Mitigation will be sought for cumulative growth in the vicinity of this practice. | Stradbroke - Stradbroke (Branch of Fressingfield) | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £123,834 | CIL | unknown | unknown | Short-medium term |
| IDP081 | Mitigation will be requested to increase capacity within the area. Current projects include the expansion of the car park | Woolpit - Woolpit Health Centre | Essential | Ipswich & East Suffolk CCG and West Suffolk CCG | unknown | NHS funds and developer contributions from committed growth and from JLP growth | unknown | £1,220,486 | CIL | unknown | unknown | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|---------------|---|-----------------|--------------------|--------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | for the Woolpit practice. | | | | | | | | | | | |

TRANSPORT

Strategic Highways Improvements

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|--|---|------------------------|---|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP087 | Improvements at the junction of the B1113/1113 (Bramford Road) - all movements junction | A14 Junction 52 Claydon | Essential | Suffolk County Council | £250k - £400k | Further investigation required by SCC regarding mitigation scheme. | Unknown | Unknown | Unknown | Unknown | unknown | Unknown |
| IDP088 | Mitigation for slip road improvements to be considered as part of the planning application process. Part of Bury Vision 2031 mitigation funding. | A14 Junction 43 Bury St Edmunds North East | Essential | Suffolk County Council | Unknown | Developer contributions from committed growth and from JLP growth | Unknown | Unknown | s278 / s106 | Unknown | unknown | Unknown |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|--|---|------------------------|--|--|--------------------|----------------------------------|--|-----------------------|---------------------------------------|--------------------------------------|
| IDP089 | Junction improvements | A11 Fiveways Junction Mildenhall | Essential | Suffolk County Council | Unknown | Mitigation to be dealt with through national intervention. <u>Currently identified for consideration in the Roads Investment Strategy 3 (RIS3), 2025-2030.</u> | Unknown | N/A | N/A | Unknown | RIS and other governmental funding | Medium term |
| IDP095 | ISPA Transport Mitigation Strategy - Package of mitigation measures to deliver modal shift and mitigate impacts on the wider Ipswich highways network. | Ipswich town centre (Crown Street, Star Lane) and Ipswich Northern Ring Road (A1214) | Critical | Suffolk County Council | TBC – £3,363,100 (Mid Suffolk) (Further investigation required by SCC regarding mitigation scheme) | Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk | Unknown | Unknown | s278 / s106 / CIL / other forms of funding | Unknown | unknown | Unknown |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement / Area (Stress Point) | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|----------------------------------|---|------------------------|---|---|--|--|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP096 | Pedestrian and cycle link | Elmswell - Woolpit | Essential | Suffolk County Council | £740,000 | Developer contributions from committed growth and from JLP growth. <u>Subject to planning permission being granted:</u> Land and build contribution from DC/18/02146 (LA065); £34,000 from DC/19/02656; £55,250 from DC/20/01677. | Identified land contributions and financial contributions from current planning applications and planning permissions. | £220,000 from planning permission DC/18/04247 (LA095). | s278 / s106 | Unknown | Local Travel Plans, DfT, SCC | Medium |

WALKING AND CYCLING INFRASTRUCTURE – COMMUNITY PROJECTS

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|---|---|-------------------|---|----------------------|---|--|--------------------|--------------------------------|--|-----------------------|---------------------------------------|--------------------------------------|
| Refer to the Babergh and Mid Suffolk Sustainable Travel Action Plan (motion approved in July 2020) and the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework | All forms of walking and cycling infrastructure developed on a community wide basis | All parishes | Desirable | Dependant on project | Unknown | Developer Contributions including s106 and CIL and other funding sources | Unknown | N/A | CIL Expenditure on walking and cycling infrastructure developed on a community basis through the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework together with other forms of funding | Unknown | Unknown | Dependant on project |

STRATEGIC RAIL STATION IMPROVEMENTS

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|----------------|---|----------------------------------|---|---|-----------------------------------|---|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP098 | Needham Market Railway Station improvements (Feasibility Study being carried out Autumn 2020. Two CIL bids submitted October | Needham Market | Essential | Network Rail and Greater Anglian | Unknown | 'Department for Transport' (DfT) 'Access for All' (AfA) fund; MSDC/SCC; | Unknown (£380,000 from DfT 'AfA') | Unknown (Current CIL bids total for £390,000) | CIL | TBC | M&SDC/ SCC | Short-medium term |

| IDP Project Unique Reference | Anticipated mitigation / Infrastructure Project | Settlement | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Potential Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|------------|---|----------------------------------|--|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | 2019. Two stages: 1- estimated cost of £400,000; 2- estimated cost of 780,000). | | | | | developer contributions from committed growth and from JLP growth. | | | | | | |
| IDP099 | Stowmarket Railway Station – Step-free access to include bridge built to contain lifts either side. Delivery by 2024. | Stowmarket | Essential | Network Rail and Greater Anglian | TBC | Department for Transport 'Access for All' fund | TBC | n/a | n/a | n/a | n/a | Short-medium term |
| IDP100 | Thurston Railway Station – passenger level crossing improvements (CIL bid for £100,000 agreed September 2020 for feasibility study. Feasibility Study being carried out September 2020 to March 2021.) | Thurston | Critical | Network Rail | TBC (Further investigation required by Network Rail and SCC regarding mitigation scheme) | Developer contributions from committed growth and from JLP growth. | Unknown | TBC | CIL | TBC | Network Rail/SCC | Short-medium term |

POLICE

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|----------------------|---|--|--------------------|--|--------------------------------|-----------------------|---|--------------------------------------|
| IDP129 | Eye Police Safer Neighbourhood Team (SNT) | Eye | Essential | Suffolk Constabulary | £185,862 | Suffolk Constabulary / Developer contributions | unknown | £180,544 | CIL and s106 | unknown | Suffolk Constabulary Capital Budget / Capital asset from existing facilities. | Medium - long term |
| IDP131 | Ipswich West Police Safer Neighbourhood Team (SNT) | Ipswich | Essential | Suffolk Constabulary | £673,692 | Suffolk Constabulary / Developer contributions | unknown | £417,388 | CIL and s106 | unknown | Suffolk Constabulary Capital Budget / Capital asset from existing facilities. | Medium - long term |
| IDP132 | Stowmarket Police Safer Neighbourhood Team (SNT) | Stowmarket | Essential | Suffolk Constabulary | £3,251,428 | Suffolk Constabulary / Developer contributions | unknown | £1,960,826 CIL bid currently submitted for £500k | CIL and s106 | unknown | Suffolk Constabulary Capital Budget / Capital asset from existing facilities. | Short - medium term |

COMMUNITY INFRASTRUCTURE - Libraries

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlements where preferred sites are located | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Agreed cost multiplier | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------------------------------|---|---|------------------------|-----------------------------------|---|--------------------|------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP135 | Additional provision for libraries | Bacton | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP136 | Additional provision for libraries | Badwell Ash | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP137 | Additional provision for libraries | Barham | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP139 | Additional provision for libraries | Botesdale & Rickingham | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP141 | Additional provision for libraries | Bramford | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP145 | Additional provision for libraries | Claydon | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP147 | Additional provision for libraries | Debenham | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlements where preferred sites are located | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Agreed cost multiplier | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------------------------------|---|---|------------------------|-----------------------------------|---|--------------------|------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP148 | Additional provision for libraries | Elmswell | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP149 | Additional provision for libraries | Eye | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP151 | Additional provision for libraries | Haughley | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP155 | Additional provision for libraries | Mendlesham | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP156 | Additional provision for libraries | Needham Market | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP159 | Additional provision for libraries | Stonham Aspal | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP160 | Additional provision for libraries | Stowmarket | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlements where preferred sites are located | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Agreed cost multiplier | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------------------------------|---|---|------------------------|-----------------------------------|---|--------------------|------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP161 | Additional provision for libraries | Stowupland | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP162 | Additional provision for libraries | Stradbroke | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP164 | Additional provision for libraries | Thurston | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |
| IDP165 | Additional provision for libraries | Woolpit | Desirable | Suffolk County Council | unknown | SCC and developer contributions from committed growth and from JLP growth | unknown | £216 / dwelling | CIL | unknown | unknown | Medium - long term |

COMMUNITY INFRASTRUCTURE – STRATEGIC LEISURE CENTRES

| IDP Project Unique Reference | Settlement | Leisure / Community Centre | Project description | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/ unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|--|--|---|------------------------------------|--|--|---|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP166 | Debenham | Debenham Sport & Leisure Centre | To improve indoor health and fitness facilities (£50,000), access and car parking. (Funds for modifications to front car park and additional car parking at rear of building £90,000). | Desirable | Village Hall & Playing Field Trust | £140,000 | Capital Investment by B&MSDC, CIL and other funds | £47,000 CIL fund approved in September 2020 towards a new car park to the rear of the leisure centre. | Unknown | CIL | Unknown | Unknown | Medium, Long Term |
| IDP168 | Stowmarket | Mid Suffolk Leisure Centre | Investment options from the leisure strategy. Improve and expand health and fitness, swimming and outdoor facilities. | n/a – current project | Mid Suffolk District Council | £2.2m (from MSDC Growth and Efficiency Fund) Project plans at outline stage. Leisure management contract currently under review (to be completed by 2020). | Open Space and Social Infrastructure (OSSI) Policy funding. Invest to Save – B&MSDC providing capital with repayment by Leisure Operator. | £200,000 (OSSI) | n/a – current project | N/A | N/A | N/A | Short term – live project |
| IDP169 | Stradbroke | Stradbroke Swimming and Fitness Centre | Business case to be developed to consider future of the swimming pool and potential for expansion. | n/a – current project | Mid Suffolk District Council | Unknown cost. Leisure management contract currently under | Invest to Save – B&MSDC providing capital with repayment by Leisure Operator. | Unknown | n/a – current project | N/A | N/A | N/A | Short term – live project |

| IDP Project Unique Reference | Settlement | Leisure / Community Centre | Project description | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|----------------------------|---------------------|---|---------------|-----------------------------------|-----------------|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | | | | review (to be completed by 2020). | | | | | | | |

COMMUNITY INFRASTRUCTURE - Provision of additional sporting facilities at existing Secondary Schools

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|------------------------|---|---|------------------------------|----------------------------------|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP71 | Claydon | Claydon High School | To extend sports and recreation facilities available for community use. Considering f/s AGP, increased fitness & access to school facilities. | Desirable | South Suffolk Learning Trust | Unknown | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | Unknown | Unknown | CIL / s106 | Unknown | Unknown | Unknown |
| IDP172 | Debenham | Debenham High School | Sporting facilities are independent from the school but shared with the school. Please see Debenham Sport & Leisure Centre in table above. | | | | | | | | | | |
| IDP174 | Eye | Hartismere High School | To extend sports and recreation facilities available for | Desirable | Hartismere Family of Schools | £1.1m | Developer Contributions from potential JLP site | Unknown | Unknown | Unknown | Unknown | Unknown | Medium, Long Term |

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|------------------------|--|---|---------------------------|----------------------------------|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | community use. (Funds for new sports centre & modifications to existing main auditorium). Subject to CUA being put in place. | | | | allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | | | | | | |
| IDP178 | Stowmarket | Stowmarket High School | Provision of a Compact Athletics Track with leisure centre agreement for shared use. | Desirable | Stowmarket High School | £150,000 | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | Unknown | Unknown | Unknown | Unknown | Unknown | Medium, Long Term |
| IDP179 | Stowupland | Stowupland High School | To extend sports, arts & cultural and recreational facilities | Desirable | John Milton Academy Trust | £250,000 | Developer Contributions from potential JLP site | Unknown | Unknown | Unknown | Unknown | Unknown | Medium, Long Term |

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|----------------------------|--|---|----------------------------|------------------------------------|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | available for community use. (Funds for improved outdoor changing rooms. | | | | allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | | | | | | |
| IDP180 | Stradbroke | Stradbroke High School | To extend sports and cultural and recreational facilities available for community use. | Desirable | Stradbroke High School | Unknown | Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | Unknown | Unknown | Unknown | Unknown | Unknown | Unknown |
| IDP182 | Thurston | Thurston Community College | To extend sports and recreation facilities available for | Desirable | Thurston Community College | £20,000 for Thurston Sixth, Beyton | Developer Contributions from potential JLP site | Unknown | Unknown | Unknown | Unknown | Unknown | Medium, Long Term |

| IDP Project Unique Reference | Settlement | Secondary School | Project description, and evidence source | Priority (Critical, Essential, Desirable) | Lead Provider | Project cost where known/unknown | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|------------|------------------|--|---|---------------|--|--|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| | | | community use. Opportunity to include increased sports facilities at site subject to planning decision regarding the school expansion. New f/s AGP (School) plus skatepark (Parish) Possible reopening of outdoor pool & facility improvement programme at Beyton Campus (6 th form). | | | Campus from OSSl (Open Space and Social Infrastructure) Policy funding. (Subject to Community Use Agreement (CUA) being put in place.) | allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc. | | | | | | |

COMMUNITY INFRASTRUCTURE – COMMUNITY PROJECTS

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|---|-----------------------------------|-------------------|---|----------------------|--|--|--------------------|--------------------------------|---------------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| Refer to the CIL Expenditure Programme (under the | All forms of community facilities | All parishes | Desirable | Dependant on project | Unknown | Developer Contributions including s106 and CIL and | Unknown | N/A | CIL Expenditure on Community projects | Unknown | Unknown | Dependant on project |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|----------------------------------|-------------------|---|---------------|---|-----------------------|--------------------|--------------------------------|---|-----------------------|---------------------------------------|--------------------------------------|
| CIL Expenditure Framework) | | | | | | other funding sources | | | developed through the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework together with other forms of funding | | | |

WASTE

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|-------------------|---|------------------------|---|--|--------------------|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| IDP183 | New provision for Ipswich Portman's Walk HWRC | Ipswich Area | Essential | Suffolk County Council | £3.25m | SCC and developer contributions from committed growth and from JLP growth and neighbouring authorities | unknown | £255,750 | CIL | unknown | SCC Capital Budget / Capital asset from existing facilities / SCC borrowings | Medium - long term |

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated project cost where known/ unknown | Funding Sources | Identified Funding | Use of agreed cost multipliers | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|----------------------------------|-------------------|---|------------------------|---|---|--------------------|--------------------------------|--------------------------------|-----------------------|--|--------------------------------------|
| IDP184 | Relocation of Stowmarket HWRC | Stowmarket Area | Essential | Suffolk County Council | £4m | SCC and developer contributions from committed growth and from JLP growth | unknown | £562,870 | CIL | unknown | SCC Capital Budget / Capital asset from existing facilities / SCC borrowings | Medium - long term |

GREEN INFRASTRUCTURE AND OPEN SPACE

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated Cost | Funding Sources | Identified Funding | Estimated Developer Contribution (Derived from application of cost multipliers) | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|---|--------------------|---|---|----------------|---|--------------------|---|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP186 | Recreational disturbance Avoidance Mitigation Strategy (RAMS) | Zone A of the RAMS | Essential | Babergh and Mid Suffolk District Councils, Ipswich Borough Council and East Suffolk Council (under the Recreational disturbance Avoidance Mitigation Strategy (RAMS)) | n/a | Developer contributions from committed growth and from JLP growth B&MSDC and neighbouring authorities | unknown | £121.89 per dwelling | S106 | n/a | n/a | Medium - long term |

WASTE (STOWMARKET DEPOT)

| IDP Project Unique Reference | Anticipated mitigation / Project | Settlement / Area | Priority (Critical, Essential, Desirable) | Lead Provider | Estimated Cost | Funding Sources | Identified Funding | Estimated Developer Contribution | Type of Developer Contribution | Potential Funding Gap | Potential Funding Sources to Fill Gap | Timescale (Short, Medium, Long Term) |
|------------------------------|--|-------------------|---|---------------|----------------|-------------------------|--------------------|----------------------------------|--------------------------------|-----------------------|---------------------------------------|--------------------------------------|
| IDP187 | Fuel tank for Waste Fleet HVO Biodiesel, above ground storage tank | Stowmarket | Desirable | MSDC | £50,000 | Developer contributions | unknown | £50,000 | CIL | £0 | N/A | Short Term |

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Agenda Item 10

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

| | |
|--|---|
| TO: Council | REPORT NUMBER: MC/20/30 |
| FROM: Cabinet Member for Finance | DATE OF MEETING: 23 March 2021 (BDC) 25 March 2021 (MSDC) |
| OFFICER: Katherine Steel – Assistant Director for Corporate Resources | KEY DECISION REF NO. N/A |

RESPONSE TO THE CONSULTATION ON THE FUTURE OF NEW HOMES BONUS

1. PURPOSE OF REPORT

- 1.1 This report seeks the approval of the formation of a joint cross-party working group of Babergh and Mid Suffolk Councillors to develop the Councils' response to the consultation on the Future of the New Homes Bonus and to delegate authority to the Assistant Director for Corporate Resources to formally submit the consultation response agreed by the working group.

2. OPTIONS CONSIDERED

- 2.1 The other options considered and not recommended were:
- 2.1.1 That the Full Council agrees a response to the consultation. This option is not feasible due to the timing of the consultation with planned Council meetings and the commencement of the pre-election moratorium period. There was insufficient time for officers to prepare proposed responses to the consultation questions before the March Council meetings.
- 2.1.2 That no response is submitted. This option is not recommended as it denies the Councils the opportunity to influence the reform of the New Homes Bonus scheme.

| |
|--|
| 3. RECOMMENDATIONS |
| 3.1 That a joint cross-party working group be appointed to formulate the Councils' response to the Future of the New Homes Bonus Consultation and that the membership of the working group be agreed as detailed in paragraph 4.6. |
| 3.2 That delegated authority be given to the Assistant Director for Corporate Resources to formally submit the consultation response agreed by the working group on the Council's behalf. |
| REASON FOR DECISION |
| To ensure that the Councils are able to have their say and influence the reform of the New Homes Bonus scheme. |

4. KEY INFORMATION

- 4.1 The New Homes Bonus was introduced in 2011 to provide an incentive for local authorities to encourage housing growth in their areas. The aim of the bonus was to provide a financial incentive to reward and encourage local authorities to help facilitate housing growth.
- 4.2 On 10 February 2021 the Ministry of Housing, Communities and Local Government (MHCLG) published a consultation on the Future of New Homes Bonus: <https://www.gov.uk/government/consultations/the-future-of-the-new-homes-bonus-consultation>. The deadline for consultation response is 7 April 2021.
- 4.3 The consultation covers a number of options for reforming the programme to provide an incentive which is more focused and targeted on ambitious housing delivery, complements the reforms outlined in the government's Planning White Paper, and dovetails with the wider financial mechanisms the government is putting in place, including the infrastructure levy and the Single Housing Infrastructure Fund.
- 4.4 The Councils' constitutions delegate responsibility for responding to consultations to the relevant Assistant Director, except where the consultation is deemed to be of "sufficient significance" which must be referred to Council, Cabinet or the relevant Committee. Matters that are likely to be of sufficient significance are consultation documents on national, regional or local issues which have been or are likely to be high profile, complicated and controversial.
- 4.5 The Monitoring Officer has concluded that this consultation is of sufficient significant for it to be referred to the Full Council for response. However, due to the timescales for response, the timing of the consultation coinciding with other key events in the corporate workplan and the number of questions to be considered, it is proposed that a working group of the Council is established to agree a response with the Assistant Director for Corporate Resources.
- 4.6 The proposed membership of the working group is as follows:

Babergh District Council

- Cabinet Member for Finance
- Cabinet Member for Housing
- 2 Councillors (total) from the Independent, Green, Liberal Democrat or Labour groups (to be agreed by the Group Leaders)

Mid Suffolk District Council

- Cabinet Member for Finance
- Cabinet Member for Housing
- Opposition Spokesperson for Finance
- Opposition Spokesperson for Housing

- 4.7 All Councillors are entitled to make their own personal response to the consultation.

5. LINKS TO CORPORATE PLAN

5.1 The New Homes Bonus has an impact on all of the Councils' strategic priorities.

6. FINANCIAL IMPLICATIONS

6.1 There are no direct financial implications that result from responding to this consultation, however the working group will need to consider the financial implications to the Councils of any of the proposals contained within the consultation when formulating the Councils' response.

7. LEGAL IMPLICATIONS

7.1 There are no legal implications arising from responding to the consultation.

8. RISK MANAGEMENT

| Risk Description | Likelihood | Impact | Mitigation Measures |
|--|------------|--------|--|
| That the Council is unable to influence the Future of the New Homes Bonus Consultation | Low | Low | Creating a working group to submit a response to the consultation. |

9. CONSULTATIONS

9.1 No consultation is required.

10. EQUALITY ANALYSIS

10.1 There are no equality impacts arising from responding to the consultation.

11. ENVIRONMENTAL IMPLICATIONS

11.1 The meetings of the working group will be held virtually and the consultation response will be submitted electronically which will avoid any unnecessary negative environmental impacts.

12. APPENDICES

12.1 None.

13. BACKGROUND DOCUMENTS

13.1 None.

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Agenda Item 11

MID SUFFOLK DISTRICT COUNCIL

| | | |
|-----------------|---|---------------------------------------|
| TO: | Council | REPORT NUMBER: MC/20/31 |
| FROM: | Councillor Suzie Morley, Leader of the Council | DATE OF MEETING: 25 March 2021 |
| OFFICER: | Katherine Steel, Assistant Director, Corporate Resources | KEY DECISION REF NO. N/A |

PAY POLICY STATEMENT 2021/22 & GENDER PAY GAP

1. PURPOSE OF REPORT

- 1.1 The Councils are required to produce a Pay Policy Statement for each financial year under Section 38 (1) of the Localism Act 2011. The Pay Policy Statement being recommended for adoption is attached at Appendix A. Babergh and Mid Suffolk District Councils have a single organisational structure with harmonised pay, grades, terms and conditions of service and have a single pay policy statement which covers both Councils. This report contains details of the Councils' 2021/22 pay policy statement for Councillors to consider and approve.
- 1.2 Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, the Councils are required to report on their gender pay gap. The report based on data as of 31st March 2020 has been prepared, and this, with accompanying narrative, will be published on both the Councils' websites under the transparency requirements. The date for reporting has been extended from 31st March 2021 to 31st October 2021 to take into account the impact of Covid.

As the two Councils are sovereign bodies, a report must be published for each Council, but the combined data is more relevant due to the workforce being fully integrated. This report does not have to be approved by Council, but when published will be available using the links for Babergh and for Mid Suffolk [Transparency Agenda » Babergh Mid Suffolk](#) and [Transparency Agenda » Babergh Mid Suffolk](#)

OPTIONS CONSIDERED

- 1.3 Approving the Councils' annual pay policy statement is a statutory requirement; therefore, no other options are appropriate in respect of this.
- 1.4 Publishing the Councils' gender pay gap is a statutory requirement; therefore, no other options are appropriate in respect of this.

| | |
|-----------|---|
| 2. | RECOMMENDATIONS TO COUNCIL |
| 2.1 | That the proposed pay policy statement for 2021/22 as set out in section 4 be approved. |
| 2.2 | That publication of the Council's gender pay gap, as of 31 st March 2020, be noted. |
| | REASON FOR DECISION |
| 2.3 | To bring together all the relevant information to enable Councillors to approve the Council's pay policy statement for 2021/22. This must be formally approved by Full Council. |

3. KEY INFORMATION

- 3.1 The Localism Act 2011 and supporting guidance provides information and detail on the matters that must be included within this statutory pay policy. However, they also emphasise that each local authority has the autonomy to take its own decisions on pay and pay policies. The Pay Policy Statement must be formally approved by Full Council. The statement must be published on the Councils' websites, and when setting the terms and conditions of those in Chief Officer posts, the policy must be complied with.
- 3.2 In the context of managing scarce public resources, remuneration at all levels needs to be adequate to secure and retain high quality employees, but at the same time needs to recognise that it is public money.
- 3.3 This Pay Policy Statement includes a policy on:
 - a) Level and elements of remuneration for each chief officer (for the Councils this is defined as Chief Executive, Strategic Director and Assistant Directors)
 - b) The remuneration of the Councils' lowest paid employees
 - c) The relationship between the remuneration of the Councils' chief officers and other officers
 - d) Other specific aspects of chief officers' remuneration, use of performance related pay and bonuses, termination payments and transparency.
- 3.4 No changes have been made to the policies within Appendix A. However as of 10th March 2021, the second Strategic Director vacant post has been removed from the Councils' structure and an additional Assistant Director post created. This new Assistant Director for Communities & Wellbeing is being shared with, and jointly funded by, the Councils and two Clinical Commissioning Groups. Recruitment to this post will commence at the end of March 2021.
- 3.5 Also, under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, the Councils are required to report on their gender pay gap. The report based on data as of 31st March 2020 has been prepared, and this, with accompanying narrative, will be published on both the Councils' websites under the transparency requirements by 31st October 2021. This deadline has been extended from 31st March to 31st October to take into account Covid impact.

As the two Councils are sovereign bodies, it is a requirement to publish a report for each council, but the combined data is more relevant due to the workforce being fully integrated. This report does not have to be approved by Council, but when published will be available on our website.

4. LINKS TO THE CORPORATE PLAN

- 4.1 The Pay Policy Statement is one of a range of factors that support the attraction and retention of employees with the right skills, knowledge and experience to deliver the outcomes and outputs in the Joint Corporate Plan.

5. FINANCIAL IMPLICATIONS

- 5.1 An estimation of the financial impact of the NJC pay increases, effective 1 April 2021, have been built into the 2021/22 budgets.

6. LEGAL IMPLICATIONS

- 6.1 Under Section 38(1) of the Localism Act councils are required to produce an annual Pay Policy Statement that is approved by Council and published.

It should set out:

The remuneration of its chief officers

The remuneration of its lowest paid employees, and

The relationship between the remuneration of the Councils' chief officers and others

- 6.2 Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, the Councils are required to report on their gender pay gap.

7. RISK MANAGEMENT

- 7.1 This report is not directly linked with the Councils' Corporate / Significant Business Risks but they key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|--|-------------------|---------------|---|
| If the salary ranges for the Chief Officers are set too low to attract suitable candidates or too high, then it could result in failure to recruit, or attract adverse publicity | Probable - 3 | Bad - 3 | Chief Officer pay (apart from the Chief Executive) was last reviewed ten years ago. We have been advised by an LGA pay consultant that the current senior manager pay levels are lower than similar councils. We will therefore need to keep this under review. |
| If the pay policy legal framework is not complied with, then it could make any appointments null and void. | Unlikely - 2 | Bad - 3 | Formal approval required and through annual reviews. |

| Risk Description | Likelihood | Impact | Mitigation Measures |
|---|-------------------|---------------|---|
| If the salary ranges for the Chief Officers are set too low to attract suitable candidates or too high, then it could result in failure to recruit, or attract adverse publicity | Probable - 3 | Bad - 3 | Chief Officer pay (apart from the Chief Executive) was last reviewed ten years ago. We have been advised by an LGA pay consultant that the current senior manager pay levels are lower than similar councils. We will therefore need to keep this under review. |
| If the pay policy is not applied fairly to all staff, then this could lead to equal pay claims which could also result in successful tribunal claims, leading to reputational damage and costs to the organisation. | Unlikely - 2 | Bad - 3 | HR involvement to ensure that policy is applied equally. |

8. CONSULTATIONS

- 8.1 The trade unions have been informed of the contents of the pay policy, but as there are no significant changes there is no requirement to consult.

9. EQUALITY ANALYSIS

- 9.1 An EIA is not required for the pay policy as it is substantively the same as in previous years. An EIA will be carried out on any new pay and reward policy or process that is proposed.
- 9.2 The publication of the pay policy statement supports the Council in delivering its equality duty and links closely with the duty to publish workforce data such as the gender pay gap.

10. ENVIRONMENTAL IMPLICATIONS

- 10.1 None.

11. APPENDICES

| Title | Location |
|--|-----------------|
| Appendix A – Babergh and Mid Suffolk District Councils' Pay Policy Statement 2021/22 | Attached |

1. PAY POLICY STATEMENT

Requirements

- 1.1 The Councils are required to produce a Pay Policy Statement for each financial year under Section 38 of the Localism Act 2011. Should it be necessary to amend this 2021/22 Statement during the year that it applies, an appropriate resolution will be made to Full Council.
- 1.2 Babergh and Mid Suffolk District Councils have a single organisational structure with harmonised pay, grades, terms and conditions of service and have a single pay policy statement which covers both Councils.
- 1.3 The Localism Act 2011 and supporting guidance provides information and detail on the matters that must be included within this statutory pay policy. However, they also emphasise that each local authority has the autonomy to take its own decisions on pay and pay policies. The Pay Policy Statement must be formally approved by Full Council. The statement must be published on the Councils' websites, and when setting the terms and conditions of those in Chief Officer posts the policy must be complied with.
- 1.4 In the context of managing scarce public resources, remuneration at all levels needs to be adequate to secure and retain high quality employees, but at the same time needs to recognise that this is public money.
- 1.5 The Pay Policy Statement must include a policy on:
 - Level and elements of remuneration for each chief officer (for the Councils this is defined as Chief Executive, Strategic Director and Assistant Directors)
 - The remuneration of the Councils' lowest paid employees
 - The relationship between the remuneration of the Councils' chief officers and other officers
 - Other specific aspects of chief officers' remuneration, use of performance related pay and bonuses, termination payments and transparency.

Remuneration of Employees Who Are Not Chief Officers

- 1.6 For employees subject to the National Agreement on Pay and Conditions of Service of the National Joint Councils for Local Government Services (commonly known as the 'Green Book'), the Councils currently use a total of 8 pay grades. Posts have been allocated to a pay band through a process of job evaluation.
- 1.7 Each grade has between 2 and 7 increments. The value of the pay increments (known as the 'Spinal Column Points') increases when the Councils are notified of pay awards by the National Joint Council (NJC) for Local Government Services. In addition, the Councils review all pay levels every April to determine who is eligible for incremental progression.

- 1.8 There is also a group of staff on the 'National Agreement on Pay and Conditions of Services for Local Authority Craft and Associated Employees (commonly known as the 'Red Book')'. The Councils use a spot salary payment for this staff group of £29,179.
- 1.9 For the purposes of this Policy Statement, employees on the lowest increment within the Grade 1 pay band are defined as our lowest paid employees. This is because no employee of the Council is paid at an hourly salary level that is lower than this grade. On 31st March 2021, the full time equivalent (FTE) annual value of the lowest increment used within Grade 1 is £17,842. This rate exceeds the National Minimum Wage and the Living Wage set by the Living Wage Foundation. Apprentices are paid £9.24 per hour which is significantly higher than the National Minimum Wage rates for apprentices. This enables us to attract and retain more apprentices.

Remuneration of Chief Officers

- 1.10 The Councils share the following posts, which fall within the definition of 'Chief Officer' for the purposes of this Pay Policy *:
- Chief Executive (the Councils' Head of Paid Service)
 - Strategic Director x 1
 - Assistant Directors x 9
- 1.11 The Chief Executive post was evaluated in 2016; the remaining posts were evaluated in 2011 using the Local Government Senior Managers' evaluation scheme. The pay grades for these posts were established following recommendations by an independent Local Government Association (LGA) consultant who drew on current data on salary levels within the sector.
- 1.12 The value of the incremental points (Spinal Column Points) within each of the pay grades will be increased by the pay awards notified from time to time by the Joint Negotiating Committees for Local Authorities.
- 1.13 Chief Executive
- The Chief Executive is the Councils' Head of Paid Service. As of 31 March 2021, the annual full time equivalent (FTE) salary range for the grade of this post is £118,767 to £138,202. There are five incremental points in the grade.
 - **It is the Councils' policy that the FTE salary range for the post of Chief Executive will normally be no greater than 8 x the FTE salary range of a Grade 1 'Green Book' employee.** This is well within the recommended multiplier of no more than 12 x the lowest paid employee.
 - The Chief Executive also receives a Returning Officer fee in respect of District and Parish Council Elections, and a Deputy Returning Officer fee for County Council elections. Each Council has agreed a scale of fees for this function dependent upon the number of contests at any given election. Fees for conducting UK Parliamentary Elections, Police & Crime Commissioner Elections and national referenda are determined by way of a Statutory Instrument.

1.14 Strategic Director and Assistant Directors

- The Strategic Director reports to the Chief Executive. The Assistant Directors report to the Strategic Director and the Chief Executive. As of 31 March 2021, the annual FTE range for the Strategic Director grade is £82,170 to £96,804. There are five incremental points in the grade.
- It is the Councils' policy that the FTE salary range for Strategic Directors will normally be no greater than 7 x FTE salary range of a Grade 1 'Green Book' employee. The FTE salary for the Strategic Director does not exceed this range.
- The Assistant Directors report to the Strategic Director. As of 31 March 2021, the annual FTE salary range for the Assistant Director grade is £58,658 to £74,292. There are five incremental points in this grade.
- It is the Councils' policy that the FTE salary range for the Assistant Director posts will normally be no greater than 5 x the FTE salary range of a Grade 1 'Green Book' employee. The FTE salary for Assistant Directors does not exceed this range.
- The Councils' Monitoring Officer and Section 151 Officer are shared between both councils at Assistant Director grade. In addition, there is an allowance for the Councils' Monitoring Officer and Section 151 Office for undertaking a statutory officer role across two councils within the range of £8,359 and £12,259 per annum.

General Principles Applying to Remuneration of Chief Officers and Employees

1.15 Recruitment

- On recruitment individuals (including Chief Officers) will be placed on an appropriate pay increment within the pay grade for the post that they are appointed to. Access to appropriate elements of the Councils' Relocation Scheme may also be granted in certain cases when new starters need to move to the area.

1.16 Pay Increases

- The value of pay increments within the grades may increase because of the Joint Negotiating Committee for Local Authorities negotiating pay rises. Individuals (including Chief Officers) may also progress within their pay grade. Individuals cannot progress beyond the top increment within their pay grade. Progression arrangements within the grade will be dependent upon competency and performance.

1.17 Termination of Office/Employment

- On ceasing to hold office or be employed by the Councils, individuals (including Chief Officers) will only receive compensation:
 - in circumstances that are relevant (e.g., redundancy)

- that is in accordance with council policies on how to exercise the various employer discretions provided by the Local Government Pension Scheme (LGPS), and/or
- that complies with the specific term(s) of a settlement agreement.

1.18 Additional Remuneration

- The Councils pay market supplements to some posts. A policy has been agreed to ensure that these are relevant, appropriate, and regularly reviewed.
- The Councils do not pay honoraria awards.
- The Councils pay Essential and Casual Car User allowances in accordance with agreed policy. Following review in 2019/20 Essential Car User allowances are now only paid to grades 6 and below. The rates for essential car user mileage are based on the rates set by the National Joint Consultative Council for Local Government Services. The Councils only apply the rates up to a 1199cc engine size; and do not pay the 1200cc to 1450cc (i.e., the top band). The rates for casual car user mileage are based on the rates set by HMRC. There are also rates in force for individuals who use their bicycle or motorcycle which are also based on the rates set by HMRC.
- Subsistence allowances that are paid are in accordance with our subsistence policy.
- None of the Councils' employees are paid a bonus or any other performance-related pay.

Gender Pay Gap

1.19 Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, the Councils are required to report on their gender pay gap. The report based on data as of 31st March 2020 has been prepared, and this, with accompanying narrative, will be published on both the Councils' websites under the transparency requirements. The date for reporting is 31st October 2021.

1.20 As the two Councils are sovereign bodies, a report must be published for each Council, but the combined data is more relevant due to the workforce being fully integrated. This report does not have to be approved by Council, but when published will be available using the link www.babergh.gov.uk/the-council/your-right-to-information/transparency-agenda/

Agenda Item 12

MID SUFFOLK DISTRICT COUNCIL

| | |
|--|---------------------------------------|
| TO: Council | REPORT NUMBER: MC/20/32 |
| FROM: Monitoring Officer | DATE OF MEETING: 25 March 2021 |
| OFFICER: Janice Robinson – Corporate Manager, Governance & Civic Office | KEY DECISION REF NO. N/A |

APPOINTMENT OF THE INDEPENDENT REMUNERATION PANEL

1. PURPOSE OF REPORT

- 1.1 To consider a proposal to appoint a new Independent Remuneration Panel (IRP) for Babergh and Mid Suffolk District Councils.

2. OPTIONS CONSIDERED

- 2.1 Under the Local Authorities (Members Allowances) (England) Regulation 2003 (the Regulations) the Council is required to establish and maintain an Independent Remuneration Panel to make recommendations to it about the allowances to be paid to Members. Therefore, no other options were considered.

| |
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| 3. RECOMMENDATIONS |
| <p>3.1 That the following persons be appointed to the Council's Independent Remuneration Panel:</p> <ul style="list-style-type: none">• Amanda Orchard• Sarah Way• Monica Calbio• John Clough• Sue Putters |
| <p>3.2 That the IRP members each be paid £500 for each review carried out and be reimbursed any expenses reasonably incurred in the performance of their duties.</p> |
| <p>3.3 That the IRP be appointed for a period of 4 years with the option to extend this for another period of 4 years if required.</p> |
| REASON FOR DECISION <p>The Council is required to establish and maintain an Independent Remuneration Panel to make recommendations to it about the allowances to be paid to Members.</p> |

4. KEY INFORMATION

- 4.1 The Council is required to establish a panel, known as the Independent Remuneration Panel (IRP), to make recommendations on the making and amendment of the Members Allowances Scheme.
- 4.2 It is proposed that a panel of five members be appointed. This provides the Council with a pool of panel members to draw on for individual reviews – with each review being conducted by a minimum of three members. Panel members should be experienced in dealing with remuneration issues and at least some of the members should be knowledgeable about local government affairs and the public sector.
- 4.3 Councillors (on any principal area authority) and any person disqualified from being a Councillor cannot be panel members. Employees of this Council and co-opted members are also not permitted to sit on the panel.
- 4.4 The current panel appointed by the Council in 2016 have now all reached the end of their term of employment necessitating the appointment of a replacement panel.
- 4.5 A recruitment exercise was undertaken with adverts being placed on the Councils' web site, in the local press and on Suffolk Jobs Direct.
- 4.6 Candidates were selected from applicants who had made a formal application, and who were selected for interview after matching the criteria set out in the selection pack.
- 4.7 A Senior Officer panel was convened to conduct the interviews and, based upon the applications and interviews conducted, the following persons are recommended to be appointed to the panel:
- **Amanda Orchard**
 - **Sarah Way**
 - **Monica Calbio**
 - **John Clough**
 - **Sue Putters**
- 4.8 A short biography for each of the recommended appointees has been included, with their permission, at appendix A. The Council is asked to approve the formal appointment of the recommended panel members and to reconfirm the fee payable for each review and the reimbursement of expenses.
- 4.9 This report and recommendations are also being presented to Babergh District Council so that the IRP can carry out a joint review in line with previous reviews undertaken by the Councils.

5. LINKS TO CORPORATE PLAN

- 5.1 The Members Allowances Scheme is a key part of the Council's governance arrangements and forms part of constitution. Open and transparent governance underpins all of the Council's strategic priorities.

6. FINANCIAL IMPLICATIONS

- 6.1 It is proposed that panel members are paid a flat rate fee for each review they undertake at a rate of £500 per review and reimbursed any expenses reasonably incurred in the performance of their duties. This level of fee and expenses is consistent with the approach taken by other local councils. Appropriate budget provision is made for scheduled reviews of the allowances scheme.

7. LEGAL IMPLICATIONS

- 7.1 Under the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations"), the Council is required to establish and maintain an Independent Remuneration Panel to make recommendations to it about the allowances to be paid to Members. It is, therefore, a statutory requirement that the Council appoints an Independent Remuneration Panel, and has regard to the views of the panel before any decisions are made in respect of changes to the scheme of allowances for members.

8. RISK MANAGEMENT

- 8.1 Key risks are set out below:

| Risk Description | Likelihood | Impact | Mitigation Measures |
|--|------------|--------|--|
| The Council would not be able to review the Scheme of Allowances for Councillors if an IRP was not appointed | Low | Medium | The IRP must consist of a minimum of 3 members. By appointing 5 panel members the Council maintains a degree of flexibility and resilience over panel members for each review. |

9. CONSULTATIONS

- 9.1 There is no requirement for formal consultation in respect of this decision.

10. EQUALITY ANALYSIS

- 10.1 The Council's equality and diversity policy was complied with when advertising for and interviewing panel members. A full Equality Impact Assessment is not required for this decision.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 The application process for the IRP members was fully digital – via an online application form – and the interviews were conducted virtually. Therefore, avoiding any unnecessary carbon production. The reviews carried out by the panel will be conducting virtually, wherever possible, to further reduce the carbon footprint of the process.

12. APPENDICES

| Title | Location |
|------------------------------|----------|
| (a) Panel member biographies | |

13. BACKGROUND DOCUMENTS

- 13.1 Local Authorities (Members Allowances) England Regulations 2003
- 13.2 Recruitment Pack

14. REPORT AUTHORS

Jan Robinson Corporate Manager, Governance and Civic Office.

Appendix A: Biographies of recommended appointees

John Clough

A resident of Suffolk for over 35 years, currently living in the Mid Suffolk district. His career has spanned both private and public sectors, with the majority being spent working within the public sector. John is now retiring from his current role at the end of March 2021 after 15 years as Director of Active Suffolk, a not-for-profit organisation hosted within the public sector and one of a network of 43 active partnerships across England. Active Suffolk works extensively with all local authorities in Suffolk, amongst others, to promote physical activity and support the wider sport and physical activity sector.

Before this he worked for 21 years in various senior roles including head of service, operational management, finance, policy and support services in a district council and immediately prior to his current role was employed as Head of Leisure Development for Ipswich Borough Council.

Amanda Orchard

Amanda has a background in marketing and communications, with over 20 years' experience within large and medium sized FMCG businesses running large scale advertising campaigns and managing numerous teams.

Since then, she has held a range of roles within the healthcare, regulation, local government and national sport sectors. She is a non- executive director for a non -statutory accredited register of health professionals and works with three medical Royal Colleges at a national level – most notably with the Royal College of Surgeons where she is a lay member of their invited review team and the Royal College of Obstetricians and Gynaecologists where she is a lay examiner.

She is a member of the judiciary, being a magistrate, on the Cambridgeshire bench as well as sitting on disciplinary panels at a national level for England Netball and British Canoeing.

She is the Independent Person for a number of authorities including The Broads Authority and City of London Corporation where she is consulted on member complaints as well as sitting on several local government remuneration, appeals and grant funding panels. Amanda is passionate about localised decision making and full transparency of this.

Amanda is actively engaged within her local community as a trustee for several charities and CICs – most notably a cancer charity and a recently formed foodbank.

Monica Calbio

Monica describes herself as happily retired from paid employment but said that prior to the pandemic she was quite busy in voluntary services and in her Church.

Having spent much of her working life within Adult Social Care Management she worked as a Probation Officer for the last six years prior to retirement.

Monica currently spends her time reading, keeping up-to-date with local and world news and cooking and said that she has recently started baking and gardening.

Sarah Way

Sarah is an accomplished and qualified HR professional with 14 years' experience.

She is a chartered member of the CIPD, having gained her postgraduate qualification.

Sarah has worked in senior leadership roles in both public sector, private sector and as a self-employed consultant. This experience gives a great variety and depth of how organisations operate within different contexts.

Susan Putters

Susan worked for 15 years as a Global Chief HR Officer with specialist experience in strategy and operational excellence in complex, dynamic environments. She has led >40 M&A transactions as well as organic growth and business transformation across 6 continents and within listed and private company settings. Many of these transactions required remuneration policy and instruments harmonisation along with pension alignment.

She was the Chief HR Officer at ALS Limited from January 2008 – July 2020 and previously Executive Director – HR & Corporate Policy at Worley Limited for 9 years, which are publicly listed companies. At both she was a member of the Board's Remuneration Committees and responsible for remuneration & benefits strategy, along with design and management of all remuneration instruments.

She is currently a Trustee with Abbeyfields Highland Care Home in Woodbridge and on the Advisory Board of a London based M&A & Strategy Consulting firm Red Swan Partners. Oversight and design of remuneration approaches is a feature of these current roles.