

# Public Document Pack



<b>BABERGH CABINET</b>	
<b>DATE:</b>	<b>MONDAY, 5 OCTOBER 2020 2.30 PM</b>
<b>VENUE:</b>	<b>VIRTUAL TEAMS MEETING</b>

<b>Members</b>		
<u>Conservative</u> Jan Osborne John Ward (Chair) Michael Holt Elisabeth Malvisi	<u>Independent</u> Derek Davis Clive Arthey Lee Parker	<u>Liberal Democrat</u> David Busby

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.

## **AGENDA**

### **THIS IS A SIMULTANEOUS MEETING WITH MID SUFFOLK DISTRICT COUNCIL**

#### **PART 1**

#### **MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT**

Page(s)

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATION OF INTERESTS BY COUNCILLORS**
- 3 **BCa/20/01 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 07 SEPTEMBER 2020** 5 - 10
- 4 **TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME**
- 5 **QUESTIONS BY COUNCILLORS**
- 6 **MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**

## 7 FORTHCOMING DECISIONS LIST

Please note the most up to date version can be found via the website:

<https://www.babergh.gov.uk/the-council/forthcoming-decisions-list/>

## 8 EXCLUSION OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)

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

The author(s) of the report(s) proposed to be considered in Part 2 of the Agenda is/are satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## 9 BCA/20/02 BMSDC INDEPENDENT LIVING SERVICE - A NEW MODEL FOR DISABLED FACILITIES GRANTS 11 - 42

Cabinet Member for Housing

## 10 BCA/20/03 SALE OF LAND IN SUDBURY 43 - 60

Cabinet Member for Assets and Investments

### Date and Time of next meeting

Please note that the next meeting is scheduled for Thursday, 12 November 2020 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\\_0D13zmeqAf5Qv\\_aZSg](https://www.youtube.com/channel/UCSWf_0D13zmeqAf5Qv_aZSg)

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, Claire Philpot on: 01473 276936 or Email: [Committees@baberghmidsuffolk.gov.uk](mailto: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 Cabinet 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 on 01473 296376 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](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.
3. If you are experiencing slow refresh rates and intermittent audio you should turn off incoming video to improve your connection to the meeting.

### Roll Call:

1. A roll call of all Members present will be taken during the Apologies for Absence item 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 and proposed by the relevant Cabinet Member and been seconded, the Chair will ask if there are any questions. Each Member of the Cabinet will be asked, in alphabetical order, to put their questions.
2. Any Councillors present who are not part of the Cabinet will then be invited to ask questions but must alert the committee clerk/chair first using the chat function (to be unmuted). The questions must be related to the agenda item being discussed.
3. At the end of the questions the Chair will ask Cabinet Members whether they have any further questions before entering into debate.
4. Upon completion of any debate the Chair will move to the vote.

### Voting:

1. Once a substantive motion is put before the 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 electronic voting. 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.
3. The governance officer will then read out the result for the Chair to confirm.
4. 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.

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. All Councillors participating in the meeting will be asked to verbally declare that there are no other persons present who will be able to hear or observe proceedings.

# Agenda Item 3

## BABERGH DISTRICT COUNCIL

Minutes of the meeting of the **BABERGH CABINET** held as a Virtual Meeting on Monday, 7 September 2020 at 2:30pm

### **PRESENT:**

Councillor: John Ward (Chair)

Councillors: Jan Osborne  
David Busby  
Elisabeth Malvisi  
Clive Arthey  
Michael Holt  
Lee Parker

### **In attendance:**

Councillor(s): Alastair McCraw

Officers: Chief Executive (AC)  
Assistant Director – Corporate Resources (KS)  
Assistant Director – Housing (GF)  
Assistant Director – Environment and Commercial Partnerships (CC)  
Assistant Director – Customer Services (SW)  
Deputy Monitoring Officer (JR)  
Governance Officer (CP)

### **276 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **277 DECLARATION OF INTERESTS BY COUNCILLORS**

There were no declarations of interest declared.

### **278 BCA/19/58 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 06 JULY 2020 AT 09:00AM**

It was **RESOLVED:-**

**That the minutes of the meeting held on 06 July 2020 at 09:00am be signed as a true record.**

### **279 BCA/19/59 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 06 JULY 2020 AT 2:30PM**

It was **RESOLVED:-**

**That the minutes of the meeting held on 06 July 2020 at 2:30pm be signed as a**

true record.

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

There were no petitions received.

**281 QUESTIONS BY COUNCILLORS**

There were no questions received.

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

There were no matters referred.

**283 FORTHCOMING DECISIONS LIST**

The Forthcoming Decisions List was noted.

**284 BCA/19/60 GENERAL FUND FINANCIAL MONITORING 2020/21 - QUARTER 1**

The Cabinet Member for Finance presented the report and highlighted the impact of the Covid-19 outbreak on the Councils finances. Councillor Ward thanked the Finance team for their work.

The recommendations in the report were moved by Councillor Ward and seconded by Councillor Osborne.

Following a question regarding the Disabled Facilities Grant, the Assistant Director for Housing confirmed that a report would be presented to Cabinet in October regarding expiry of the current service contract and proposed future plans.

In response to a question the Chief Executive confirmed that the staff vacancies detailed in the report were from a number of departments within the Authority.

Following a query from Councillor McCraw, Councillor Ward provided details of the Government Grants figures.

By a unanimous vote

**It was RESOLVED:-**

- 1.1 That, subject to any further budget variations that arise during the rest of the financial year, the surplus position of £62k, be referred to in section 6.6 and 6.7 of the report, be noted;**
- 1.2 The revised 2020/21 Capital Programme referred to in Appendix D and section 6.19 of the report be noted.**

**Reason for Decision: To ensure that Members are kept informed of the current**

**budgetary position for both General Fund Revenue and Capital.**

**285 BCA/19/61 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2020/21 - QUARTER 1**

The Cabinet Member for Finance introduced the report and moved the recommendations.

Councillor Osborne seconded the recommendations and commented on the work undertaken by the Housing Team.

In response to a question regarding the increasing number of Universal Credit Claimants, the Assistant Director for Housing advised that Officers work with the Department of Work and Pensions, and a new County wide group was being established to provide additional support to individuals where required.

By a unanimous vote

**It was RESOLVED:-**

- 1.1 That subject to any further budget variations that arise during the rest of the financial year, the shortfall in funds of £17k, referred to in section 6.3 of the report, be noted.**
- 1.2 The 2020/21 Capital Programme referred to in Appendix A and section 6.13 of the report be noted.**

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

**286 QUARTER 1 PERFORMANCE OUTCOME**

The Cabinet Member for Customers, Digital Transformation and Improvement advised Members that this was the first publication of the Performance Outcome Report in a revised format, and included the period covering the Covid-19 pandemic.

The Assistant Director for Customer Services provided Members with the Performance Outcome Reporting presentation, which was grouped around the Councils' six strategic priorities.

Following a question from Councillor Arthey, the Assistant Director for Customer Services confirmed that future reports would provide more clarity regarding whether figures contained in the presentation related to both Councils.

In response to a question, Members were advised by the Assistant Director for Customer Services that additional information relating to operational measures for individual departments was available via Connect.

Councillor McCraw commented that this data should be available to members of the public as well as internally. The Assistant Director for Customer Services advised that plans were in place for this detail to be made available publicly in the future.

The Assistant Director for Environment and Commercial Partnerships responded to a question regarding the mileage figures in the presentation and confirmed that the figures included Councillor mileage.

**287 BCA/19/62 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE PROGRAMME SEPTEMBER 2020**

The Cabinet Member for Planning introduced report BCa/19/62 and moved the recommendations. Councillor Ward seconded the recommendations in the report.

By a unanimous vote

It was RESOLVED:-

- 1.1 That the CIL Expenditure Programme (September 2020) and accompanying technical assessment of the CIL Bids -B20-01 and B20-02 (forming Appendices A and B of the report) be approved. This include decisions on valid Bids approved and noted by Cabinet as follows: -

Decision for Cabinet to note: Ringfenced funds for Hadleigh only

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Cabinet Decision
B20-01 HADLEIGH	Amount of CIL Bid £3526  Total costs £3526	Recommendation to Cabinet to note delegated decision on CIL Bid B20-01 for £3526 (from Ringfenced Fund – Hadleigh only)

Decisions for Cabinet to note: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Cabinet Decision



B20-02 HOLBROOK	Amount of CIL Bid	Recommendation to Cabinet to note delegated decision on CIL Bid B20-02 for £9,900 from Local Infrastructure Fund
	£9,900	
	Total costs	
	£13,210	

1.3 That Cabinet noted and endorsed the CIL Expenditure Programme which included the position in respect of approved CIL Bids from Rounds 1, 2, 3, 4 and 5.

Reason for Decision: Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11<sup>th</sup> April 2016. The CIL Expenditure Framework originally adopted in April 2018 and reviewed with amendments adopted on the 18<sup>th</sup> March 2019 and with further amendments on the 20<sup>th</sup> April 2020 requires the production of a CIL Expenditure Programme for each District which contains decisions for Cabinet to make or note on CIL Bids for CIL expenditure. These decisions relating to the expenditure of CIL monies form one of the ways in which necessary infrastructure supporting growth is delivered.

The business of the meeting was concluded at 4.25 pm.

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Chair

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# Agenda Item 9

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

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# Agenda Item 10

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of the Local Government Act 1972.

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