



AGENDA

COUNCIL MEETING

TUESDAY, 19TH JULY 2022 – 5.30 PM

Members of the Council are summoned to a meeting of the Babergh District Council at the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Tuesday, 19th July, 2022 at 5.30 pm.

For those wishing to attend, there will be time for reflections 5 minutes prior to the commencement of the Council meeting.

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

Arthur Charvonja
Chief Executive



BABERGH COUNCIL	
DATE:	TUESDAY, 19 JULY 2022 5.30 PM
VENUE:	KING EDMUND CHAMBER, ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH

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 to the possible use of the images and sound recordings 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**

Page(s)

1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATION OF INTERESTS BY COUNCILLORS

To receive declarations of disclosable pecuniary interests, other registrable or non-registrable interests by Members.

3 BC/22/11 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21 JUNE 2022 7 - 14

4 BC/22/12 ANNOUNCEMENTS FROM THE CHAIRMAN AND LEADER 15 - 16

In addition to any announcements made at the meeting, please see Paper BC/22/12 attached, detailing events attended by the Chairman and Vice-Chairman.

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

In accordance with Council Procedure Rule No. 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 THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES**

The Chairman of the Council 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.

7 **QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES**

The Chairman of the Council, the Chairmen 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 No. 13.

8 **TO RECEIVE REPORTS FROM CABINET MEMBERS**

Digital Platform briefing from the Cabinet Member for Customers, Digital Transformation and Improvement

9 **BC/22/13 CAPITAL INVESTMENT FUND COMPANY (CIFCO CAPITAL LTD) BUSINESS TRADING AND PERFORMANCE REPORT 2021/22 AND BUSINESS PLAN**

17 - 72

Cabinet Member for Assets and Investments

10 **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.

PART 2

11 **RESTRICTED APPENDIX - CIFCO CAPITAL LTD BUSINESS PLAN (Exempt information by virtue of Paragraph 3 of Part 1)**

73 - 138

Cabinet Member for Assets and Investments

12 **RE-ADMITTANCE OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)**

- 13 **BC/22/14 COMMUNITY INFRASTRUCTURE LEVY (CIL) - EXPENDITURE FRAMEWORK - FOURTH REVIEW** 139 - 304

Cabinet Member for Planning

- 14 **BC/22/15 BMSDC SUSTAINABLE TRAVEL VISION & LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)** 305 - 308

Cabinet Member for Climate Change, Biodiversity and Sustainable Transport

- 15 **BC/22/16 URGENT ACTION TAKEN BY THE CHIEF EXECUTIVE UNDER DELEGATED POWERS IN ACCORDANCE WITH PART 2 OF THE CONSTITUTION** 309 - 312

Chief Executive

- 16 **COUNCILLOR APPOINTMENTS**

- 17 **MOTIONS ON NOTICE**

- a **TO CONSIDER THE MOTION ON NOTICE RECEIVED FROM COUNCILLOR JAMIESON**
Motion

Funding the retrofit of housing is going to be expensive as was set out in the recent HRA Business Plan. Lewes Council have set up a model with six other councils in their area to facilitate the retrofitting of up to 40,000 homes. This motion is calling on Babergh Council to look at this model and to start dialogue with other local Councils and external Stakeholders to investigate if this model can be used to help fund the retrofitting aspects of the HRA Business Plan.

Proposer: Cllr Leigh Jamieson
Seconder: Cllr Jane Gould

Date and Time of next meeting

The next meeting is scheduled for Tuesday, 20 September 2022 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 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.

Domestic Arrangements:

- Toilets are situated opposite the meeting room.
- Cold water is also available outside opposite the room.
- Please switch off all mobile phones or turn them to silent.

Evacuating the building in an emergency: Information for Visitors:

If you hear the alarm:

1. Leave the building immediately via a Fire Exit and make your way to the Assembly Point (Ipswich Town Football Ground).
2. Follow the signs directing you to the Fire Exits at each end of the floor.
3. Do not enter the Atrium (Ground Floor area and walkways). If you are in the Atrium at the time of the Alarm, follow the signs to the nearest Fire Exit.
4. Use the stairs, not the lifts.
5. Do not re-enter the building until told it is safe to do so.

Agenda Item 3

BABERGH DISTRICT COUNCIL

Minutes of the meeting of the **BABERGH COUNCIL** held in the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Tuesday, 21 June 2022

PRESENT:

Councillor: Kathryn Grandon (Chair)
Derek Davis (Vice-Chair)

Councillors:	Clive Arthey	Sue Ayres
	Melanie Barrett	Simon Barrett
	Peter Beer	David Busby
	Siân Dawson	Mick Fraser
	Jane Gould	Richard Hardacre
	John Hinton	Bryn Hurren
	Leigh Jamieson	Elisabeth Malvisi
	Margaret Maybury	Alastair McCraw
	Mary McLaren	John Nunn
	Adrian Osborne	Jan Osborne
	Alison Owen	Lee Parker
	Stephen Plumb	John Ward

In attendance:

Officers: Chief Executive (AC)
Monitoring Officer (EY)
Corporate Manager – Governance & Civic Office (JR)
Assistant Director – Housing (GF)
Assistant Director – Environment & Commercial (CC)

Apologies:

Sue Carpendale
Trevor Cresswell
Michael Holt
Mark Newman

The Chairman, Councillor Kathryn Grandon made her Declaration of Office. She thanked Councillor Adrian Osborne who had done such an excellent job as Babergh Chairman. During her speech, the Chairman announced that her chosen charity for her term of office was the Ipswich Hospital Blossom Appeal and that a JustGiving page had been created for donations.

16 DECLARATION OF INTERESTS BY COUNCILLORS

16.1 There were no declarations of interests by Councillors.

17 BC/22/5 TO CONFIRM THE MINUTES OF THE ANNUAL MEETING HELD ON 25 MAY 2022

It was RESOLVED:-

That the Minutes of the meeting held on 25th May 2022 be confirmed and signed as a true record.

18 BC/22/6 ANNOUNCEMENTS FROM THE CHAIRMAN AND LEADER

- 18.1 The Chair referred Councillors to Paper BC/22/6 and also informed Councillors that she had attended an event earlier in the day in Framlingham to mark the official start of Suffolk Day.
- 18.2 The Chair also draw Councillors' attention to the forthcoming Armed Forces Day event due to be held in Hadleigh on Thursday 23rd June.
- 18.3 Councillor Ward made the following announcements:

Gt Yarmouth Market

It was a busy month for me. It started on the 1st with an invitation to the official opening of the first phase of the new market in Great Yarmouth. The total project cost was £4.6m, partly funded by the council but also with Future High Streets Fund support. The town was bustling and thriving, having had a bumper tourism season last year due to travel restrictions and expecting similar this Summer. It was bit galling that they are category 1 for the Levelling Up Fund, which they hope to take advantage of, while we languish in category 3.

And on the evening of the 1st, I was invited to attend a major road accident training exercise by the Suffolk Fire and Rescue Service at Assington Autos. This was their biggest training drill in two decades and it was very interesting to see the detail and complexity that goes into a response – and to see the variety of equipment that they can draw on to help the victims and save lives.

Jubilee

Like many of you, I attended several Jubilee events in my ward, all of which were very well attended and enjoyable. The weather threatened on the Sunday, but it did remain dry, if a little chilly. We had about 200 at the Polstead beacon lighting on a warm Thursday evening in an idyllic location with views across to Stoke by Nayland where we could see their beacon.

6th June

On 6th June, along with Cllr Davis, I was invited to the mast lowering ceremony at HMS Ganges. After several years of inactivity, this site is now on the way to being redeveloped into a vibrant new community with residential, commercial, retail and leisure facilities. The mast will be renovated and returned to its position at the centre of the site.

Later, I watched the Women's Tour speed through Raydon in a slight drizzle at lunchtime as I headed for Shimpling to see Mount Farm Vineyard with Cllr Holt and Michelle Gordon. They have a great idea for a tourism theme linking all the vineyards along the Stour valley. This would sit well with the artistic and heritage offerings in Babergh.

Sudbury

On Thursday last week, I attended the preview of the 'What's Next for Sudbury?' exhibition. A lot of work was put into this, and it is gratifying to know that it was so well attended over the three days it was on. There was a total of 442 visitors – members of the public, business representatives and county, district and town councillors. We have had a huge amount of positive feedback. The online survey is open until 18th July.

On Friday evening last week, I attended the official opening of the Sudbury Innovation Lab in Borehamgate. This is part of our Innovate Local initiative and offers businesses a co-working space, access to cutting edge technologies, business support services, funding advice and network opportunities in the heart of the town. It opened to businesses yesterday.

LGA Annual Conference

Next week I will be attending the LGA Annual Conference in Harrogate with Cllr McCraw. This is the first time this has been held as a physical event since 2019 and I am looking forward to seeing many of my colleagues in person for the first time in a long while. I will provide a summary of what took place on my return.

Net Zero Carbon Toolkit

I just wanted to take a few minutes to let you know about the Net Zero Carbon Toolkit.

This was commissioned by local authorities in Oxfordshire and funded by the LGA Housing Advisers' Programme and has been made available to be adapted and shared by other local authorities. The Suffolk Climate Change, Environment & Energy Board has taken the opportunity to publish it for the county and earlier this year SPSL approved its county-wide use.

It has been created to make Net Zero carbon new build and retrofit more accessible for all building professionals and is also relevant to self-builders, planning officers and other housing professionals. Although it can be used by homeowners, it is aimed at those who already have some knowledge or experience of construction.

The primary focus is on small to medium scale housing projects, but the principles are generally applicable to projects of any scale. It covers all stages of building design and construction, including maintenance and operation.

Suffolk Day

As our Chairman has already mentioned, today is Suffolk Day and yet again we have had the perfect mid-summer's day for it. This year it is particularly special – not just because we can enjoy it fully for the first time in 3 years, but also because it is part of the ongoing Festival of Suffolk, the county's own special celebration of Her Majesty's Platinum Jubilee year.

Gavin and Cas

And finally...I just want to mention two of our SLT who will be leaving us soon. I know Jan will be saying a few words about Gavin later. We will miss his professionalism and hard work – he has built a great team in what is a very large and complex Housing service. Yesterday's excellent all-member briefing has given us all a great insight into what he has achieved. Cas, too, will be sorely missed. The Environment service is also wide-ranging and complex, made more so with all the new work we are doing as we face the climate change and biodiversity challenges. Her enthusiasm and humour have made working with her a sheer delight.

I think I speak on everyone's behalf in saying that we will miss them both greatly and wish them the very best for their new challenges at Ipswich Borough Council and East Suffolk Council.

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

19.1 None received.

20 QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

20.1 The Chair invited Mr Riley to ask his question to Councillor Ward, Leader of the Council.

Question 1 Mr Riley to Councillor Ward, Leader of the Council

What possible justification is there for £9,000 a month to be spent every month on security for the Corks Lane properties?

Response

Thank you for your question, Mr Riley.

The justification is to protect the premises. It has been necessary to have 24/7 security in operation at Corks Lane in Hadleigh due to the level of break-ins and anti-social behaviour that was occurring at the vacant site. I am sure you will agree that we couldn't leave it unattended.

The security presence on site has reduced this activity: it has protected the listed buildings from damage and vandalism and reduced the impact of any anti-social behaviour on the immediate neighbours and community.

Security will be provided by our contractors as part of the development once the works commence on site in August.

Supplementary Question

If Babergh is not making money out of the project, who is?

Response

Mr Riley you have stated that Babergh would break even or make a slight loss, Babergh has never said that. This Council has always said we will break even or make a profit. We are redeveloping the site, we will break even or make a profit more likely the latter. It is a project which has been delayed unfortunately but we are finally making progress with it and indeed it will allow me to honour a commitment that I and my colleagues opposite made in our manifesto in 2019.

21 QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

21.1 None received.

22 BC/22/7 THE DEVELOPMENT OF THE HOUSING REVENUE ACCOUNT BUSINESS PLAN

22.2 The Chair invited Councillor Jan Osborne – Cabinet Member for Housing to introduce Paper BC/22/7.

22.3 Councillor Beer referred to several pages within the report and asked when improved car parking, the satisfaction of residents and other priorities would be addressed.

22.4 Councillor Jan Osborne replied that the council was working with Suffolk County Council to make improvements to car parking provision, a garage review was underway, and an update was scheduled to be tabled at the September Cabinet meeting. Also, a lot of work was being undertaken alongside partners regarding anti-social behaviour.

22.5 Councillor Beer stated that he would appreciate more information regarding the improvements to car parking.

22.6 Councillor Hinton referred to page 35 of the report where it mentioned both rent increases and a rent freeze and asked for this to be clarified. He also asked why there was no mention of solar panels within the environmental section of the report.

22.7 Councillor Osborne advised councillors to watch the recording of the housing briefing held on 20th June which gave a thorough update on what the housing team had done over the last 12 months and what was planned for the next 12 months.

- 22.8 Gavin Fisk – Assistant Director for Housing thanked the councillors for their kind words regarding him leaving the council and stated that solar panels were going to be key to improving energy performance of existing homes and apologised for any confusion regarding rent freezes. He clarified that on page 43, scenario 2 looked at the impact of a potential rent freeze in 2023/24, this was one of a number of alternative impact examples.
- 22.9 Councillor Ward thanked the Assistant Director for Housing for the clarity regarding a likely rent freeze and stated that more than 65 houses a year for the next 5 years would need to be built to fulfil the numbers of social and affordable housing outlined in the Joint Local Plan.
- 22.10 Councillor Ayres expressed her concern regarding digital transformation and asked what support would be given to those unable to use or access the service digitally.
- 22.11 Councillor Jan Osborne gave assurance that ongoing support would be given and that choices on how to access the housing services were being increased not decreased.
- 22.12 The Assistant Director – Housing stated that people skill training was being embarked on in some sheltered housing schemes and an update on that would be brought to a future meeting.
- 22.13 Councillor Beer enquired why grass cutting was being reduced.
- 22.14 Councillor Jan Osborne replied that grass cutting was being reduced as part of the biodiversity plans to avoid and encourage wildflower areas.
- 22.15 Councillor Melanie Barrett commented that an increase in council owned properties would also mean an increase in maintenance costs, and it was not clear if this was reflected in the report, she also asked if the measures available to councils to ask residents to renew their tenancy agreement after five years was being used to good effect to address those on the waiting list.
- 22.16 Councillor Jan Osborne stated that maintenance costs were high at the moment as there were a lot of older houses that required upgrading and that was a reason for developing a design guide for the new houses to try and prevent this in the future.
- 22.17 The Assistant Director – Housing stated that Babergh and Mid Suffolk Councils have not adopted a policy to provide fixed term tenancies, tenancies were provided on a secure tenancy basis which gave any tenant the opportunity to stay in that property for their lifetime subject to not breaching the terms of the tenancy.
- 22.18 Councillor Melanie Barrett sought clarification of rights to pass on tenancies to children.

- 22.19 The Assistant Manager – Housing clarified that every council tenant had the right to one succession of their tenancy but the succession was to the tenancy not the property, when a tenancy was succeeded, the Housing Team would work with the individual that had the succession to the tenancy to find them suitable accommodation.
- 22.20 Councillor Dawson sought clarification on the introduction of additional zero carbon works and the possible introduction of a rent and service charge policy as detailed on page 44 and 45 of the report.
- 22.21 The Assistant Director – Housing clarified that scenario 1 was in relation to the investment to bring all of the councils social housing up to zero carbon standard in addition to meeting EPC and the rent and service charge policy was due to be presented to Cabinet in July.
- 22.22 Councillor McCraw asked if the fundamental drive of the HRA Business Plan and its overarching aims were similar to those in the original plan which was adopted in 2017.
- 22.23 The Assistant Director – Housing replied that the proposed plan was about development in terms of the housing service building on sound foundations that had been built since 2017 and taking the HRA Business Plan forward for the next 6 years.
- 22.24 Councillor Busby stated that it was an ambitious and challenging plan and that there were a lot of competing demands on funds but increasing the number of houses would mean increasing rents and more money to help achieve the council's objectives.
- 22.25 Councillor Jamieson gave some details of a retrofitting model adopted by Lewes Council and wondered if this model could be explored as an option.
- 22.26 Councillor Hurren stated that it was a positive report, and he was thrilled that climate change was addressed and allotments were included.
- 22.27 Councillor Simon Barrett stated that the standard of new housing needed to be looked at.
- 22.28 Councillor Maybury asked if it was possible for broadband to be supplied in sheltered housing schemes.
- 22.29 Councillor Osborne thanked councillors for their comments.

23 BC/22/8 OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2021/22

- 23.1 The Chair invited Councillor McLaren to introduce Paper BC/22/8.
- 23.2 Councillor Maybury asked why the review of Shared Legal Services was only monetary and not a review of the whole service.
- 23.3 Councillor McLaren replied that this was because a member of the public had raised concerns regarding the Shared Legal Services costs.

- 23.4 The Monitoring Officer said that any issue regarding the Shared Legal Services could be directed to her.
- 23.5 Councillor Maybury enquired about the increased funding for Citizens Advice.
- 23.6 Councillor McLaren replied that the recommendation from Overview and Scrutiny regarding the index linked increase of funding for Citizens Advice was due to be presented at the September Cabinet Meeting.
- 23.7 Councillor Melanie Barrett asked if the call-in process was sufficient when the option can be removed by Cabinet.
- 23.8 Councillor McLaren stated that there was some misunderstanding regarding the call-in process and detailed the 3 options available.
- 23.9 The Chair thanked Councillor McLaren for her report.

24 BC/22/9 OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN 2022/23

- 24.1 The Chair invited Councillor Hinton to introduce Paper BC/22/9 which detailed the upcoming works planned for Overview and Scrutiny.
- 24.2 Councillor Simon Barrett stated that he was looking forward to working with Councillor Hinton as the new Chair of Overview and Scrutiny.
- 24.3 The Chair thanked Councillor Hinton for his report.

25 BC/22/10 GENERAL EXCEPTION DECISION TAKEN BY CABINET UNDER DELEGATED POWERS IN ACCORDANCE WITH PART 2 OF THE CONSTITUTION

- 25.1 The Chair invited Councillor Ward to introduce Paper BC/22/10 which detailed the general exception decision taken by Cabinet under delegated powers.

26 COUNCILLOR APPOINTMENTS

- 26.1 There were no new councillor appointments.

27 MOTIONS ON NOTICE

- 27.1 There were no Motions on Notice.

The business of the meeting was concluded at 7.14 pm.

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Chair

BABERGH DISTRICT COUNCIL - 19 JULY 2022

CHAIRMAN'S ANNOUNCEMENTS

EVENT	LOCATION	DATE	CHAIRMAN	VICE CHAIR
JUNE 2022				
West Suffolk Civic Service	St Edmundsbury Cathedral	26-Jun	✓	
JULY 2022				
Royal Hospital School's 2022 Prize Giving and Commemoration Day	Royal Hospital School, Holbrook	02-Jul	✓	
The Ipswich Mayor's 'At Home' Event	The Ipswich Transport Museum	08-Jul		✓
Stowmarket Mayor's Civic Service	St Peter & St Mary's Church, Stowmarket	17-Jul	✓	
The Ipswich Mayor's Charity Fundraiser – Mandela Day BBQ	The Orangery & Walled Garden, Holywells Park, Cliff Lane, Ipswich	18-Jul	✓	

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Agenda Item 9

BABERGH AND MID SUFFOLK DISTRICT COUNCILS

TO:	BDC Council MSDC Council	REPORT NUMBER: BC/22/13
FROM:	Cllr Dave Busby, Cabinet Member Assets & Investments Cllr Peter Gould, Cabinet Member Assets & Investments	DATE OF MEETINGS: BDC: 19 July 2022 MSDC: 21 July 2022
OFFICER:	Emily Atack – Director Assets & Investments, Managing Director CIFCO	KEY DECISION REF NO. N/A

CAPITAL INVESTMENT FUND COMPANY ('CIFCO CAPITAL LTD') BUSINESS TRADING AND PERFORMANCE REPORT

1. PURPOSE OF REPORT

- 1.1 This report presents the trading activity for CIFCO Capital Ltd (CIFCO) for 2021/22. Appended to the report (Confidential Appendix C) is the draft business plan 2022/23 which, subject to Council approval, will form the basis of CIFCO's trading in 2022/23. A redacted copy of the business plan is attached as Appendix B. CIFCO's performance against its business plan is monitored quarterly by the Holding Companies. The board of CIFCO directors continually assess the market and appropriately apply and adapt the guidelines of the business plan throughout each trading year.

2. OPTIONS CONSIDERED

- 2.1 The options available are to approve the 2022/23 CIFCO business plan for its adoption by CIFCO or to recommend amendments to the business plan.
- 2.2 The business plan has been prepared by the Board of CIFCO in consultation with its fund managers Jones Lang LaSalle (JLL). The Business Plan has been approved by the Holding Companies and the Councils' Joint Overview & Scrutiny Committee on the 2th June 2022 confirmed that:-
- the current performance of CIFCO delivers good value to the Councils
 - the KPIs are appropriate measures of performance
 - the business plan is robust and appropriate for the next 12 months
 - there is sufficient confidence in the management of CIFCO

3. RECOMMENDATIONS

- 3.1 That Council notes CIFCO Capital Ltd trading activity and performance for the year to 31st March 2022.
- 3.2 That Council approves CIFCO Capital Ltd's 2022/23 Business Plan for adoption by CIFCO Capital Limited.
- 3.3 That future CIFCO business plans are scrutinised by the Councils' Joint Overview & Scrutiny Committee and only reported to Council if the Committee is not satisfied with the Company's business plan and performance or if a decision is required that is reserved to Full Councils.

REASON FOR DECISION

To provide appropriate governance and performance monitoring for the operation of CIFCO Capital Ltd.

4. KEY INFORMATION

- 4.1 CIFCO has been trading since 2017, CIFCO has completed the second phase of investment which was approved by Council in 2019. CIFCO now holds 21 diverse commercial assets primarily in the industrial and office sectors. Details of these assets can be found on the CIFCO website <https://cifcocapital.com/our-portfolio/>.
- 4.2 A summary of the portfolio is set out below:

Category	Q1 2022
Total Asset Value	£94,110,000
Contracted Rent p.a.*	£5,355,618
ERV	£5,912,985
Number of Assets	21
Number of Tenants (Units)	78 (88)
WAULT	To break: 6 years 6 months To expiry: 6 years 7 months
Initial Yield	5.00%
Equivalent Yield	5.86%
Reversionary Yield	6.28%
Void Rate (ERV)	2.01%
Running Yield**	5.36%

ERV = Estimated Rental Value. WAULT = Weighted Average Unexpired Lease Term

Notes:

Asset values Knight Frank valuation as at 31.03.2022.

* As at 1.5.22

** Yield on gross purchase price.

- 4.3 CIFCO is a trading company that was set up jointly by Babergh and Mid Suffolk District Councils to acquire commercial property to generate a revenue stream. CIFCO is jointly owned by BDC (Suffolk Holdings) Ltd and MSDC (Suffolk Holdings) Ltd which in turn are each 100% owned by their respective councils. An ownership structure chart is set out at Appendix B. Commercial properties are acquired by CIFCO with funding provided by the Councils by way of loans (90%) and equity investments (10%). The loans are secured against the properties acquired and shares are issued in respect of equity investments made with each new acquisition. The value of the shares (equity investment) fluctuates in line with the value of the portfolio. As the portfolio matures and the costs of acquisition (fees, stamp duty etc) are recovered, dividends will be payable to the Holding Companies and their respective Council owners as a return on the equity investment as well as revenue being generated through loan repayment.
- 4.4 Overall, the portfolio is recovering well from the impacts of the pandemic, due to the work of the board and professional team, the quality of the assets and diverse portfolio. Rent collection on a quarterly basis has been well above industry norms and exceeds our KPI, the company has continued to make full debt repayment to our shareholders.

4.5 The 2022/23 business plan focuses on the on-going management of the fund and the company to maximise revenue and return to our shareholders and to seek out opportunities to enhance the value of the portfolio wherever possible. The board continues to seek to maximise the sustainability of its portfolio and has seen some successes this year as detailed in the business plan. The board is proposing to align its sustainability KPI to proposed changes to MEES /EPC legislation – namely to ensure all properties within the portfolio have an EPC rating of C or above by 2027.

4.6 The 2022/23 Business Plan contains all the elements of the previous Business Plan approved by both Councils last year. The Plan includes:

- A review of performance over the last 12 months against key performance indicators together with strategy for the year ahead.
- A summary of the full market conditions assessment and revised investment strategy commissioned by the Company's Fund Manager, JLL.
- The key portfolio risks and attributes.
- The Business Plan incorporates high level financial cashflow back to the Council through loan repayments. CIFCO borrows at a fixed rate so interest rate fluctuations are mitigated. Cashflow and operational finance is dealt with quarterly by the Board alongside quarterly risk analysis.
- In addition, the Board's future revisions to its investment strategy are influenced by the quarterly portfolio analysis report from JLL which covers:
 - Investment Guidelines
 - JLL IPD (a UK benchmarking index) Forecasts
 - Tenant Covenant Log
 - Critical Dates Schedule
 - Individual Property Business Plans
 - Tenancy Schedule
 - Arrears
 - EPC Schedule

5. KEY PERFORMANCE INDICATORS (KPI)

5.1 The key performance indicators were set within the **2021/22** Business Plan, these are set out below together with performance against these targets:

KPI	Description	Target	Actual
1	Increase contracted rent from £5m p.a. by 1 st April 2022	CPI + 1% (6.2%+1%=7.2%)	£5,368,674 (7.27%)
2	Equivalent Yield (EY)	6%	5.86%
3	Reduce EPC Portfolio Score from 7034 (Average D)	7034 (D)	6963 (D)
4	Quarterly Rent Arrears Measured by the amount of rent outstanding at the end of the quarter as a percentage of the total rent due that quarter.	<5%	Q June- 1.56% Q Sept- 1.76% Q Dec- 1.27% Q March- 2.00% *

*This figure will change by the end of the March quarter as monthly rental payments are made and further arrears collected.

6. KEY PERFORMANCE INDICATORS (KPIs) 2022/23

6.1 The board propose to change the key performance indicators to reflect the continuing emphasis on portfolio management, focusing on income growth, return on investment, sustainability and rent collection.

KPI	Description	Target
1	Increase contracted rent from £5,368,674 per annum by 1 st April 2023	>1%
2	Portfolio Equivalent Yield (EY) aligns with or above All Property Yield (currently 5.3%)	5.3%
3	All properties have an EPC rating (Currently 41.8% of portfolio are rated C or above)	C or above by 2027
4	Quarterly Rent Arrears Measured by the amount of rent outstanding at the end of the quarter as a percentage of the total rent due that quarter.	<5%

7. LINKS TO JOINT CORPORATE PLAN

- 7.1 A resilient and robust business plan for CIFCO Capital Ltd will contribute to the strong governance of the Company and its performance. The Business plan aligns with The Councils' Corporate Plan and Medium-Term Financial Strategies delivering an important income stream into our districts to support the delivery of services and projects within our districts.
- 7.2 The investment in CIFCO is a long-term investment which will create a legacy for future generations.

8. COMPANY STRUCTURE AND IN-YEAR REPORTING

- 8.1 The Board of CIFCO Capital Ltd ('CIFCO') is responsible to its shareholders MSDC (Suffolk Holdings) Ltd and BDC (Suffolk Holdings) Ltd for the proper performance of the company against the business plan previously reviewed by The Joint Overview & Scrutiny Committee and subsequently approved by the two parent Councils usually in July each year. Please see appendix A for a company ownership structure.
- 8.2 The Board meets regularly to review performance of the assets and fund, make portfolio decisions, appoint corporate advisers, and to put in place strategies and policies for company governance. A wide range of approvals have taken place throughout the year covering risk, performance management, governance, acquisitions, portfolio management, delegations and procurement. Since Lockdown in March 2020 the Board have been holding virtual Board meetings. This year the strategy day was held in person for the first time since 2019.
- 8.3 Each quarter the Chairman of CIFCO reports progress at a simultaneous Holding Company Boards' meeting. He presents his assessment of the market and company activity during the last quarter and performance data relating to that activity.
- 8.4 The CIFCO Board reviews its annual business plan and investment strategy continuously to ensure that it remains consistent with the marketplace and emerging risks and opportunities. Its investment strategy is developed with advice from JLL. The Business Plan is amended in full annually. The Business Plan is presented to both Holding Companies for consideration and approval before it progresses to Joint Overview & Scrutiny Committee and subsequently to both full Councils for final consideration. Subject to the approval, it is proposed that subsequent business plans will only be considered by Full Councils if required by Joint Overview & Scrutiny Committee. A redacted annual business plan will continue to be published on the CIFCO website.

9. FINANCIAL PERFORMANCE AND ACQUISITION PROGRESS

9.1 The Councils have received total net income of circa £9.27m since CIFCO's incorporation in 2017, details are set out in the table below:

CIFCO (Babergh)						
£ 000						
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Revenue Impact						
Interest Received	(86)	(782)	(1,245)	(1,551)	(2,209)	(5,873)
Interest Paid	11	119	316	277	235	958
Net Interest	(75)	(663)	(929)	(1,274)	(1,974)	(4,915)
Other income/ Recharge	(9)	(25)	(32)	(35)	(35)	(136)
Total Revenue	(84)	(688)	(961)	(1,309)	(2,009)	(5,051)
£ m						
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Capital Movement						
Capital Borrowed	12.38	13.71	4.05	19.44	-	49.58
Loans Repaid	-	-	-	-	-	-
Gross Borrowing	12.38	13.71	4.05	19.44	-	49.58
Loans Made to CIFCO	11.15	12.34	3.64	17.50	-	44.63
Loans Repaid	-	(0.08)	(0.12)	(0.15)	(0.22)	(0.57)
Equity	1.23	1.37	0.41	1.94	-	4.95
Gross Investment	12.38	13.63	3.93	19.29	(0.22)	49.01
Net Capital Movements	-	0.08	0.12	0.15	0.22	0.57

CIFCO (Mid Suffolk)						
	£ 000					
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Revenue Impact						
Interest Received	(86)	(782)	(1,245)	(1,551)	(2,209)	(5,873)
Interest Paid	11	235	541	533	468	1,788
Net Interest	(75)	(547)	(704)	(1,018)	(1,741)	(4,085)
Other income/ Recharge	(9)	(25)	(32)	(35)	(35)	(136)
Total Revenue	(84)	(572)	(736)	(1,053)	(1,776)	(4,221)
	£ m					
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Capital Movement						
Capital Borrowed	12.38	13.71	4.05	19.44	-	49.58
Loans Repaid	-	-	-	-	-	-
Gross Borrowing	12.38	13.71	4.05	19.44	-	49.58
Loans Made to CIFCO	11.15	12.34	3.64	17.50	-	44.63
Loans Repaid	-	(0.08)	(0.12)	(0.15)	(0.22)	(0.57)
Equity	1.23	1.37	0.41	1.94	-	4.95
Gross Investment	12.38	13.63	3.93	19.29	(0.22)	49.01
Net Capital Movements	-	0.08	0.12	0.15	0.22	0.57

9.2 The Councils have different treasury management approaches and as such whilst the gross amount receivable from CIFCO is the same, the net amounts differ depending upon the Councils' finance costs, as illustrated in the table below for 2021-22:

BDC	£m	MSDC	£m
<u>CIFCO Tranche 1 £26.097m</u>		<u>CIFCO Tranche 1 £26.097m</u>	
Interest Receivable (From CIFCO)	-1.156	Interest Receivable (From CIFCO)	-1.156
Interest Payable		Interest Payable	
Short term loans Average rate 0.05%	0.004	Short term loans Average rate 0.51%	0.003
£5m 10 Year loans @ 1.71%	0.065	£10m 10 Year loans @ 1.71%	0.13
£6.25m 50 Year loans @ 2.63%	0.16	£12.5m 50 Year loans @ 2.63%	0.32
Total Interest Payable	0.229	Total Interest Payable	0.453
Net Return	0.927	Net Return	0.703
<u>CIFCO Tranche 2 £23.492m</u>		<u>CIFCO Tranche 2 £23.492m</u>	
Interest Receivable (From CIFCO)	-1.053	Interest Receivable (From CIFCO)	-1.053
Interest Payable		Interest Payable	
Loans Average rate 0.05%	0.006	Loans Average rate 0.51%	0.014
Net Return	1.047	Net Return	1.039

BDC		MSDC	
Total Net Return Tranche 1 and 2	1.974	Total Return Tranche 1 and 2	1.741
Total Capital borrowed	49.58	Total Capital borrowed	49.58
Percentage return	3.98%	Percentage return	3.51%

- 9.3 The Councils' investment in CIFCO was completed by 31st March 2021, with a total of c.£99.2m being drawn down by CIFCO over the full investment period.
- 9.4 CIFCO's draft year end accounts for 2021/22 are set out in Appendix 3 of the Business Plan. These accounts are currently being audited and will be submitted to Companies House as soon as practical. CIFCO's annual accounts (year ending March 2022) show a profit of £6.5m because of the increase in value of the portfolio over the period. The accounts also show that operating costs including finance costs currently exceed income from the fund. This is primarily a consequence of CIFCO continuing to make full debt repayments to the Councils. It is anticipated that operating cost will exceed income for the next 2 years based on full debt repayments being made, thereafter fund income levels will exceed pre-pandemic levels and the Company's income will exceed operating costs.
- 9.5 The portfolio was revalued as at 31st March 2022 by Knight Frank as independent valuers for the fund. The portfolio value has increased in value by 12.15% overall (£10.192m). Capital growth has been seen primarily within our industrial assets and Princes Gate in Harlow which has recovered following the impact of the pandemic last year.
- 9.6 The Councils' total interest repayments in respect of loans taken out to fund CIFCO equated to £703,000 in 2021/22 which is equivalent to an average of approximately 13% of the current contracted rent payable to CIFCO (4.5% Babergh DC & 8.9% Mid Suffolk DC). Rental collection by CIFCO would need to fall significantly before it was insufficient to cover the Councils' related debt.
- 9.7 The capital investment for the first phase of funding from Babergh and Mid-Suffolk District Councils is scheduled to be repaid in full by December 2068 with the second phase being repaid by 2071. During 2020/21 and 21/22 CIFCO has been able to maintain full debt repayment to the Councils, however CIFCO is still recovering from the impacts of the pandemic and is looking to make further capital improvements to the portfolio to enhance its sustainability. It is therefore helpful to continue to have the flexibility agreed with its shareholders last year in relation to debt repayments for the subsequent 2 years, namely the opportunity, if required, to defer debt repayments of 11% in 22/23, and 6% in 2023/24. Any deferred repayments will be accrued in the Councils' accounts and additional interest will be payable to the Councils in relation to these delayed repayments. The table below sets out the debt repayment schedule for the next 2 years together with additional interest charges.

Financial Year	Amount of Repayments to be Deferred	Full Repayment	Adjusted Repayment	Additional Late Payment Interest Payable by CIFCO on deferred amount
2022/23	£538,570	£4,867,981.25	£4,329,410.93	£15,876.58
2023/24	£293,493	£4,869,970.99	£4,576,478.47	£2,982.78
			Total	£18,859.36

10. RISK MANAGEMENT

This report most closely links with the following Significant Risk:

Risk Description	Likelihood	Impact	Score	Mitigation Measures
10) If the Capital Investment Fund (CIFCO) does not generate forecast investment returns, we may be unable to meet the income projections for the Councils	2	3	6	The adoption of the proposed business plan will provide governance, accountability, and a framework for the management of the property fund. CIFCO activity continues to be closely monitored, together with market conditions and any changes or prospective changes in government legislation.

10.1 The Board of CIFCO Capital Ltd actively manages risk and considers the fund risk register formally at the Board meetings each quarter. There is a comprehensive risk management strategy in place which requires the Managing Director to attend a group risk panel each quarter to report on risk to the Holding Company Chairs and shareholder senior risk officers.

10.2 The Board continues to review the risk register regularly to ensure that risks were appropriately recorded and mitigated. This year the Board has undertaken a full review of the risk strategy and mechanism for quantifying risk to ensure that it robust and fit for purpose and has adopted some best practise improvements.

11. REVISED BUSINESS PLAN CONSULTATIONS

11.1 The Board of Directors together with the Chairs of the Holding Companies considered the 2022/23 business plan at its strategy day in March 2022 with its adviser JLL. The Business Plan has subsequently been developed with the Board of CIFCO and approved by both BDC and MSDC Holding Companies who recommend its approval by the Council for adoption by CIFCO.

11.2 The Joint Overview and Scrutiny Committee reviewed the CIFCO Business Plan on 27th June and supported the recommendations at 3.1 and 3.2 of this report. The committee did not support recommendation 3.3.

11.3 The Joint Overview & Scrutiny Committee confirmed that:-

- the current performance of CIFCO delivers good value to the Councils
- the KPIs are appropriate measures of performance
- the business plan is robust and appropriate for the next 12 months
- there is sufficient confidence in the management of CIFCO.

12. EQUALITY ANALYSIS

12.1 An Equality Impact Assessment was originally completed in September 2016. The outcome of the assessment was that the strategy itself will not impact residents, staff or any specific protected characteristics.

13. ENVIRONMENTAL IMPLICATIONS

Sustainability

13.1 During 20/21 CIFCO adopted a sustainability policy. Taking action on climate change and the greenhouse gas emissions which cause it, is a critical part of building a more sustainable future – and every business must play their part. Buildings account for 40% of emissions, creating an urgent need for the real estate sector to develop and implement plans to transition to net zero carbon.

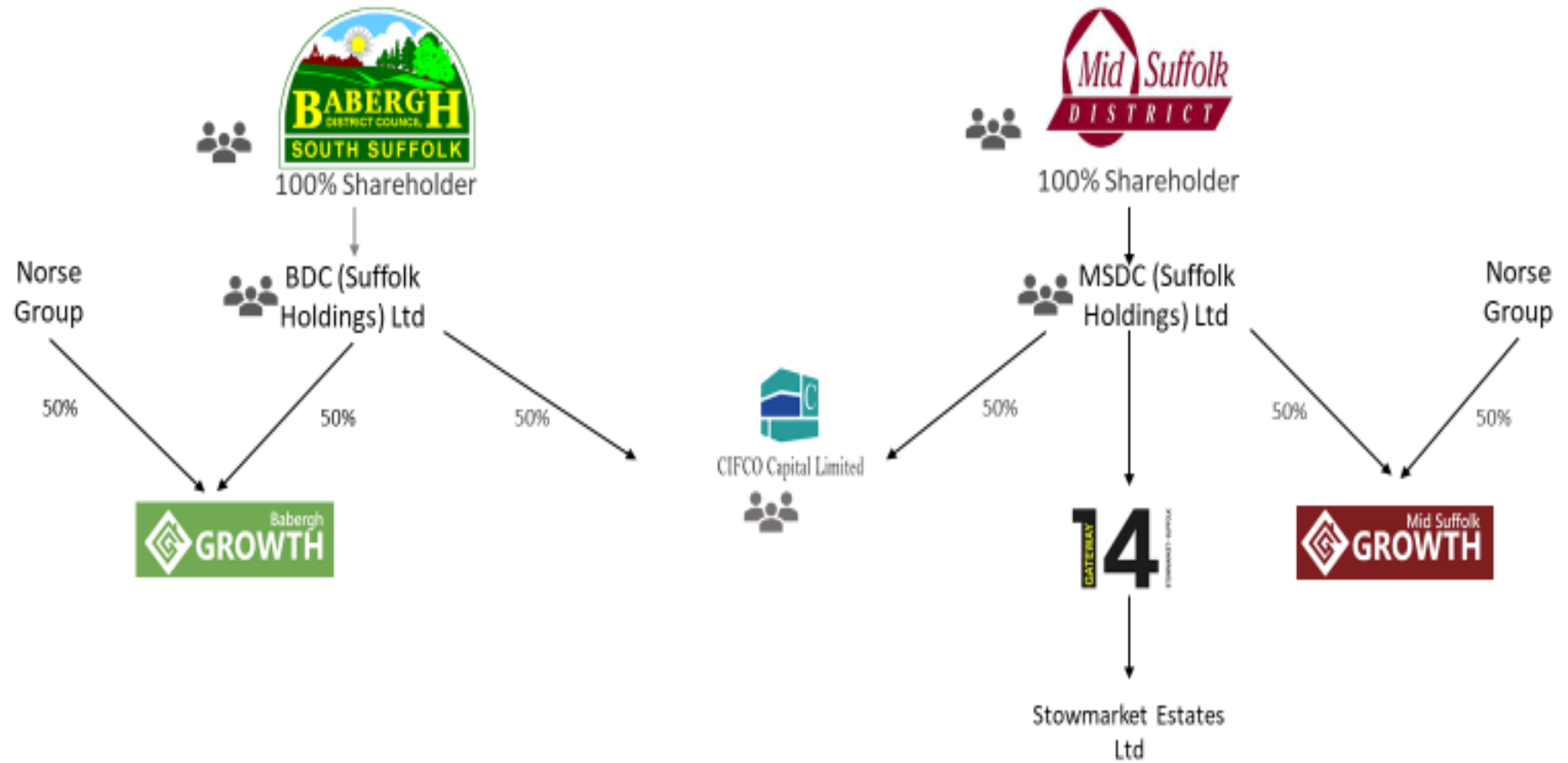
13.2 Please refer to section 14 of the Business Plan for further information.

14. APPENDICES

Title	Location
(a) Company ownership structure	Attached
(b) DRAFT CIFCO CAPITAL LTD Business Plan 2022/23 Commercially sensitive information REDACTED	Attached
(c) DRAFT CIFCO CAPITAL LTD Business Plan 2022/23 (CONFIDENTIAL)	Attached in Part 2
(d) Joint O&S Committee Minutes	Attached

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Trading Companies' Structure



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**COMMERCIALLY
SENSITIVE AND
STRICTLY
CONFIDENTIAL**

**CIFCO CAPITAL LTD
BUSINESS AND INVESTMENT PLAN
2022-23**

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DRAFT & CONFIDENTIAL

Chairman's Statement



This year marks the first full year of trading for CIFCO Capital Ltd following the acquisition phase of the portfolio. The portfolio comprises 21 assets, with circa 80 tenants and a total rent roll of just over £5.37m. The portfolio is well-spread geographically, with 41% of assets in the eastern region. In terms of sector spread, there is an emphasis on the industrial sector, which has seen strong growth, and the best performing asset measured by growth in value was Pasadena Trading Estate in Harlow. The portfolio continues to demonstrate a strong emphasis on secure, well-let, prime assets. Contracts were exchanged in the previous financial year for the acquisition of a small pre-let supermarket asset and completion of this final addition to the portfolio is expected during the coming year.

The year has seen the beginning of the return to normality, following the unprecedented conditions of the previous year due to the pandemic. We have continued to work with our tenants to ease any ongoing problems and this has been reflected in strong quarterly rental recovery, well in excess of the market norm. Most pandemic issues have now been resolved. There is a small amount of the portfolio currently vacant, but this equates to about 1.7%, following the letting of two vacant units at Braintree and Harlow.

I am pleased to be able to report that the capital value of the portfolio, as valued at the end of March by Knight Frank, has increased by more than £10m over the valuation for the previous year that had been significantly affected by the pandemic. The current value is £94.11m, which exceeds by over £3m the original net purchase price of the assets. This increase in value is a result of the strengthening of the industrial market, rental growth, and a stabilisation and some growth in certain retail values. There is still some uncertainty in the office sector following the pandemic and this is reflected in some decreases in value of these assets, due in part to the pandemic and in part to shortening lease terms.

The Board and its advisers, Jones Lang LaSalle and Workman, have worked hard to maximise the rent from the portfolio on rent reviews and re-lettings. Over the year, the contracted rent has increased by 7% to £5.37m. In view of this growth and the focus on rent collection, I am very pleased to report that CIFCO has been able to maintain its debt repayments in full to its shareholders, providing them with significant surplus income.

A key focus for the Board during the year has been to identify opportunities to improve the quality of the assets, to create rental income growth but particularly to improve the sustainability credentials of the portfolio. Several projects have been implemented, including the refurbishment of units 2/3 of the Pasadena Trading Estate in Harlow, at a cost of just over £400,000. This resulted in a letting of the combined units for a significantly increased rent and was a major factor in the increase in value of this asset by almost 60%. The installation of solar panels was also recently completed as part of the refurbishment.

A number of asset management negotiations are currently underway or completed, aimed particularly at reducing the impact of the 'spike' in lease end dates/break clauses which occurs in 2026. The Board's focus for the coming year will be on increasing rental income, improving the quality of the assets by focussed capital investment where appropriate, and continuing to improve the sustainability credentials of the portfolio.

My thanks go to the executive team for their hard work in delivering what has been a strong year for the Company, and in particular to Clêr Hobbs for her hard work behind the scenes.

Sir Christopher Haworth Bt- Chairman

1. Corporate Governance

- 1.1. CIFCO Capital continues to have robust corporate governance, reporting quarterly to the BDC (Suffolk Holdings) Ltd and MSDC (Suffolk Holdings) Ltd Boards, who in turn report to the Councils annually.
- 1.2. CIFCO Capital has complied fully with all Companies House registration and filing requirements.
- 1.3. The Non-Executive Directors have signed service agreements laying out individual obligations. These agreements are aligned to the Company's adopted Articles. All directors complete conflict of interest and related parties' declarations on an annual basis and comply with the directors' code of conduct, which was updated this year to include the Nolan principles of public life.
- 1.4. A self – evaluation and an evaluation of the Chair is undertaken by the Board annually to identify areas of improvement and training requirements.
- 1.5. The CIFCO website continues to be updated quarterly to include more information about the fund to increase transparency.

2. Corporate Advisers

- 2.1. During 2021/22, the Board worked with its corporate partners to support its investment activity:
 - JLL – Fund Manager and Investment Adviser
 - Birketts LLP - Legal Adviser
 - Zurich UK – Corporate Insurer
 - AXA- Portfolio Insurer
 - Aquilla Insurance Brokers Ltd - Insurance Broker
 - Lloyds Bank PLC – Corporate Banking
 - Ensors – Accountancy and Audit
 - Grant Thornton – Tax and Strategic Finance Advice
 - Workman LLP – Property Management
 - Knight Frank – Independent Portfolio Valuers
- 2.2. The performance of these advisors is monitored on an on-going basis by the Board with annual reviews being undertaken at the annual Strategy meeting. We will seek new portfolio valuers for the year ending 31st March 2023 in line with RICS recommendations to rotate valuers periodically.

3. UK Economy and Property Market

3.1 UK Economic Overview

- 3.1.1 With inflation on the rise, central banks are moving to contain inflation as demand growth exceeds supply growth. US and UK inflation has risen to highest levels in almost 30 years at 7.5% and 6.2%.
- 3.1.2 Market expectations of future monetary policy moved sharply in Q4. In October 2021, the ECB announced a slowdown in its pandemic asset purchases. A small upward movement in its deposit rate is expected in 2022.
- 3.1.3 In December, the Bank of England raised its Bank Rate from 0.1% to 0.25%. There has since been further increases to 0.5% in February and 0.75% from 17th March 2022. With higher interest rates, borrowing will become more expensive which would encourage savings, which central banks will hope reduces inflation.
- 3.1.4 The latest CIPS/Markit PMIs indicate growth expectations have slowed slightly from the very strong levels at the end of last year. February's PMI was 57.3, marginally down from 58.5 in November and 57.9 in December, but still well above the 50 mark which indicates expansion. This is largely on the back of staff absences due to COVID-19 and shortages of candidates to fill vacancies putting constraints on production growth. Nonetheless, backlogs of work decreased at the fastest rate since June 2020 as a combination of stalling new order growth and rising inventories helped to reduce pressure on business capacity.

3.2 UK Property Market Overview

- 3.2.1 All Property monthly total returns saw a decrease from 3.9% in December to 1.2% in January. This was largely on the back of a drop in industrial returns from 7.1% in December to 1.8% in January. Cumulative total returns in the 12 months to January were 20.7%, up from 19.9% in December. This was the highest 12-monthly total returns seen since September 2010 (22.6%).
- 3.2.2 January saw decreasing monthly All Property capital values, from 3.5% in December to 0.8% in January. All sectors saw declining performance. Industrial capital values fell from 6.8% in December to 1.5% in January. Similarly, retail, hotel and residential monthly capital values dropped from 2.0%, 2.3% and 1.3% in December to 0.6%, 0.1% and 0.2% in January. Office monthly capital values fell from 0.4% in December to 0.1% in January. Despite this, annual All Property capital value growth increased from 13.9% in the 12 months to December to 14.8% in the 12 months to January.

3.2.3 All Property rental value growth fell from 0.7% in December to from 0.2% in January. Industrial and residential rental value growth declined from 1.9% and 0.7% in December to 0.5% and 0.3% in January. However, retail and office sectors saw improved or stable performance from -0.2% and 0.1% in December to 0.0% and 0.1% in January.

3.2.4 Income returns remained stable for All Property at 0.4% in January.

3.3 UK Investment Market Overview

3.3.1 Despite the first quarter being usually the quietest, Propertydata.com record some £13.275bn investment transactions over the Q1 2022 period. If this rate of transactions continues it should lead to a record year. A major contributor to the turnover has been the office sector, at circa £5.4bn of deals, boosted by some major Central London transactions including the £1.26bn acquisition of 5 Broadgate by NPS Korea, £762m purchase of Central St Giles by Google, and £718m at Lime Street by Ho Bee Land. Provincial offices remain a twin speed market, with well let quality assets competitively sought, but poorer quality, short-leased assets with weak ESG credentials harder to transact. Life science style assets in major centres, especially the “CAMKOX” arc are the height of investor fashion, commanding premium levels.

3.3.2 The industrial/logistics sector has proven competitive with yields continuing to tighten, still heavily driven by US Private Equity Capital, and the REIT Industrial/warehouse specialists who have raised funds in the market. The institutional investors remain active for the better quality assets, but arguably may be becoming slightly more selective. Yields for better SE estates are now +/- 3% - 3.5%, and better provincial assets 3.5% - 4.25%. Aggregators have until now sought to buy in bulk, with Cain International and Oxford Properties each acquiring portfolios of £550m and £202m respectively this year. However as economic headwinds start to prevail, certain major aggregator investors have started to “profit take” and seek to market bulk portfolios of assets acquired in recent years. The logistics occupational market has held up well in Q1 despite Amazon curtailing expansion, but investor sentiment is now indicating that the market may have now peaked.

3.3.3 High Street Retail seems to have found some solid ground with better assets finding selective buyers, whilst supermarkets and “essential retail” are in strong demand, especially where there are leases of a reasonable length to good tenants. Retail warehousing is the rising star however, with strong investor demand, despite bank reticence to provide funding. Investors have seen considerable yield growth over the last year, of between 100-150bps, and a recent signal deal of St Martins Retail Park in Basingstoke (next to the CIFCO holding) achieved 4.25% despite relatively high rental levels averaging £24.14 psf.

- 3.3.4 Alternative assets (where rent increases are often index linked) should be set to benefit, though the majority of transactions in this sector have been undertaken by specialist student investors (3 x £300m+ portfolios), and specialist care home investors – mainstream investors have found limited suitable stock to acquire.
- 3.3.5 Economic headwinds are increasingly apparent; the invasion of Ukraine (aside from the humanitarian catastrophe) has created some political and economic uncertainties which investors have yet to calibrate. The Chinese lockdowns continue to cause component shortages and high container costs. Rocketing fuel costs not only impact consumer spending but are major contributors to manufacturing cost inflation; diesel shortages and cost will impact on the logistics sector, and wage push inflation will also hurt employers. Inevitably the ability of tenants to afford rapidly rising rents will be questionable, and investors need to curtail rental growth projections. Utilities costs will not only affect occupiers, potentially challenging survival of the weakest, but also bring the ESG agenda into even sharper focus, with institutional investors now keener than ever to only consider efficient buildings. The announcement on 5th May by the Bank of England that inflation may reach 10% later this year and that a small recession may be likely has had a dramatic effect on sentiment, and whilst the market statistics look very healthy, it is clear active investors are curtailing their forward market projections.
- 3.3.6 Finally, whilst there is a substantial flow of investment equity in the market, and most deals are with “cash buyers” cost of debt is still important, with buyers gearing up thereafter. All in borrowing costs are rising rapidly, with rates and increased margins, reflecting the perception that bank rates will need to rise rapidly to battle surging inflation. Whilst investment property has always been deemed a “hedge against inflation”, the current low level of yields may be unsustainable in the medium term if rental growth is checked.

3.4 UK Occupier Market Overview

3.4.1 Retail

- A recent CBI survey has revealed that, while retailers reported slowing sales growth in February 2022, demand was stronger than normal for the time of year. The easing of COVID restrictions - including the end of work-from-home guidance – has clearly encouraged shoppers to return to retail destinations.
- The same survey revealed that online sales declined in the year to February (by 11%), only the second such fall in the survey's history. This follows recent data from ONS that showed online sales accounted for just 25% of all purchases in January, down from a peak of over 36% in early 2021.
- Online sales accounted less than 20% of total sales pre-pandemic, indicating that there has been a permanent shift in some consumers' shopping behaviour. However, there is

now mounting evidence that points to slowing online growth – Global Data forecasts that online penetration will reduce from 26.9% of total retail sales in 2021 to 26.5% by 2025. This slowing online growth is contributing to the tangible recovery that we are witnessing in physical retail and leisure, in the wake of the pandemic.

- The retail landscape has changed fundamentally, but it is now universally accepted that stores remain (and always will) an essential component of omni-channel supply chains. This view is reinforced by recent research from Local Data Company, which indicates that vacancy rates are stabilising across the market. While chain stores saw a net decline of over 10,000 stores in 2021, this was offset by a significant uptick in independent retail and leisure businesses. We are effectively seeing a redefinition of the retail market, with a shakeout of traditional brands, and the emergence of new independent operators that have the potential to become the chains of the future. Looking ahead, macro consumer headwinds appear to be strengthening, with the cost-of-living crisis potentially exacerbated by the Russian invasion of Ukraine. Analysts are predicting that the resultant hike in global energy prices could reduce household real income by 3.1% in 2022 compared with a year earlier. Consumer spending is therefore likely to come under pressure in the coming months, as households draw back from non-essential purchases.

3.4.2 Office

- The Big Six office markets (Birmingham, Bristol, Edinburgh, Glasgow, Leeds and Manchester) witnessed pick-up in leasing during Q3 and Q4 2021, with each quarter recording higher take-up than the previous three-month period.
- H2 2021 take up reached 2.4 million sq. ft which was 50% ahead of the first 6 months of the year and just 4% down on H2 2019 the last period prior to the pandemic. This brought annual leasing volumes to just under 4.1 million sq. ft, almost 1 million sq. ft more than leased in 2020 but still 11% below the ten-year average.
- The largest transaction occurred in Q4 and was Roku leasing 115,066 sq. ft at the new build Circle Square in Manchester. The most active business sector by floorspace transacted during 2021 was professional services, with 23% of all take-up, followed by TMT with a 21% share.
- There were tentative signs of flexible workspace operators starting to be more active, after the retreat from the market in 2020. The sector was responsible for 9% of leasing, up from 3% in the previous year.
- Supply increased during 2021, reaching 6.2% by year end which was up from 5.3% at the end of December 2020. Having said this, the uplift in vacancy rate was largely in Q1 and had essentially been stable during the year, although it remained ahead of the five-year average (5.5%). Bristol and Leeds ended H2 with a lower vacancy rate than was evident 6-months ago, but all other markets continued to see an upward trend in supply.
- The increase in supply was driven largely by speculative development coming to the market during the year. In total there was 1.3 million sq. ft of speculative development completed across the Big 6, marginally down on the previous 12 months as more space was pre-let. An estimated 480,000 sq. ft of space started

speculatively across the Big 6 in H2 2021, mainly in Bristol, where The Welcome Building (207,000 sq. ft) and Building B Assembly (30,000 sq ft) and Manchester, where Eden (Plot A3), New Bailey (110,000 sq. ft) began construction.

- Prime rents continued to increase across the Big 6 and rose by 2.4% in the year to December 2021 with Edinburgh and Glasgow seeing the strongest annual growth of 5.6% and 7.7%. All markets are characterised by rents and by the year end prime rents in three markets had reached £38.50 per sq. ft Birmingham, Bristol and Manchester.
- Looking ahead, prime rents are expected to see further growth and are forecast to increase on average by 2.4% per annum over the next 5 years, with several cities expected to reach £40.00 per sq. ft in the coming months

3.4.3 Industrial/Warehouse

- Around 6.0 million sq. ft of industrial and logistics floorspace was taken up in the Western Corridor in 2021, the second highest year on record and only surpassed by 2011 (6.1 million sq. ft).
- Available supply fell to a record low level over 2021. At the end of the year there was approximately 3.9 million sq. ft of industrial and logistics floorspace available, including space speculatively under construction. This figure was 31% lower than the end of 2020.
- Despite the strong levels of take-up, the market saw very little speculative development across the Western Corridor, which contributed to the fall in supply.
- Consequently, the market saw a surge in rental values in many locations. For example, prime standard industrial rents in Park Royal and Heathrow increased by more than 50% in the year and rents in Slough jumped by 28%. In the Thames Valley, prime rents stand at £22 in Slough, £16 in Maidenhead, £15 in Reading and £12.50 in Basingstoke. In addition, data from the MSCI Annual Index shows that industrial rental values rose by 16.1% in London during 2021 and by 9.2% in the South-East.
- Available supply across the UK fell by 19.3% over the year to 18.7 million sq. ft at the end of 2021, including 4.3 million sq. ft under offer. Total available supply represented a UK vacancy rate of 5.5%, or just 1.1% if speculative space under construction is excluded.
- With the current market dynamics, characterised by a lack of buildings and growing rents, investor and developer sentiment remain very positive but conditions remain challenging for businesses seeking to occupy space.

UK Economic Forecasts:

Bounce in GDP receding, inflation receding and interest rates up



UK Economic Forecasts

	2022	2023	2024
GDP	3.7	1.8	2.1
Retail Sales Index (volumes)	0.3	1.7	2.8
Inflation (CPI)	7.0	2.5	0.9
Bank of England Base Rate	0.8	1.0	1.1
10-year Gilt Yield	1.6	1.9	2.2

Source: Oxford Economics, February 22

Figure 1

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4. Portfolio Summary 1 May 2022

- The portfolio holds a total of 21 properties, with a conditional commitment to acquire a further property by Winter 2022. The portfolio core statistics are set out below with more detailed information available on the CIFCO website <https://cifcocapital.com/>

Category	Q1 2022
Total Asset Value	£94,110,000
Contracted Rent p.a.*	£5,355,618
ERV	£5,912,985
Number of Assets	21
Number of Tenants (Units)	78 (88)
WAULT	To break: 6 years 6 months To expiry: 6 years 7 months
Initial Yield	5.00%
Equivalent Yield	5.86%
Reversionary Yield	6.28%
Void Rate (ERV)	2.01%
Running Yield**	5.36%

ERV = Estimated Rental Value. WAULT = Weighted Average Unexpired Lease Term

Notes:

Asset values Knight Frank valuation as at 31.03.2022.

* As at 1.5.22

** Yield on gross purchase price.

Table 1

DRAFT

CIFCO Investment Portfolio – Core Statistics



CIFCO PORTFOLIO	31.3. 2022	31.3.2021	Comparison Movement
Net Asset Value	£94,110,000	£83,693,000	12.45%
Contracted Rent p.a.	£5,368,674	£5,004,824	7.27%
ERV	£5,912,985	£5,556,641	6.41%
No of Assets	21	21	0.00%
No of Tenants (units)	78 (88)	76 (90)	2 (-2)
WAULT (years)	To Break: 6.6	To Break: 7.0	-0.4
	To Expiry: 7.6	To Expiry: 8.6	-1
Initial Yield	5.00%	5.60%	-60 bps
Equivalent Yield	5.86%	6.15%	-29 bps
Reversionary Yield	6.28%	6.29%	-01 bps
Void Rate	1.72%	5.72%	-400 bps
Yield on Cost *	5.58%	5.20%	+38 bps

Notes:

1. Asset values represent Knight Frank valuation at 31.03.2022
2. Contracted rent includes rent on Units 2&3 Pasadena, Harlow and Unit 2 Princes Close, Harlow both of which are in rent free
3. * represents yield on gross purchase price

Table 2

Portfolio Five-Year Cashflow (including projected growth)

The net income figures are calculated on a projected 5-year cashflow which is based on ERV assumptions of the existing portfolio and known reversions but does not allow for forecast rental growth



Figure 2

5. Key Performance Indicators (KPI) 2021/22

KPI	Description	Target	Actual
1	Increase contracted rent from £5m p.a. by 1 st April 2022	CPI + 1% (6.2%+1%=7.2%)	£5,368,674 (7.27%)
2	Equivalent Yield (EY)	6%	5.86%
3	Reduce EPC Portfolio Score from 7034 (Average D)	<7034	6963
4	Quarterly Rent Arrears Measured by the amount of rent outstanding at the end of the quarter as a percentage of the total rent due that quarter.	<5%	Q June- 1.56% Q Sept- 1.76% Q Dec- 1.27% Q March- 2.00%

Table 3

6. Investment Guidelines

Investment Restrictions	%	Breach
No more than 10% of the gross income of the fund shall be derived from one tenant	8.0	No
Investment in UK Real Estate	100	No
No more than 15% of the portfolio to be invested in direct development at any one time	0	No
Maximum investment in one investment shall not exceed 20% of Gross Asset Value	11.0	No
No more than 20% of the portfolio to be invested in any one town	13.1	No
No more than 35% of the portfolio to be held in a specific sector at any one time	51	Yes

Table 4

6.1 Income

- There are currently no tenants over the 10% threshold. The largest tenant by income is the [REDACTED] which make up 8.0% of the total portfolio income.

6.2 Development

- No development properties have been acquired; however, the board did commit to acquiring a new build convenience store in 2021. The convenience store is yet to be completed and remains under review by the board.
- The Board completed the refurbishment of three properties within the portfolio during 2021/22 to enhance capital value and income.

6.3 Maximum Investment

- The largest asset in the portfolio is Hemel Hempstead which makes up 11% of the portfolio by value.

6.4 Location

- 11.1% of the Fund's total value is currently held in Epsom and 11.0% is held in Brentwood

6.5 Sector

- The portfolio is consciously weighted towards the industrial sector, which continues to deliver strong returns.

Q1 2022 Sector Splits		
Retail Warehouse	£5,150,000	5%
High Street Retail	£6,400,000	7%
Alternatives	£9,590,000	10%
Office	£25,070,000	27%
Industrial	£47,900,000	51%
Other		0%
Total	£94,110,000	100%

Table 5

7 Risk Management

7.1. The Board has a robust approach to risk assessment and management, at a corporate and portfolio level. The Board has a corporate risk register which it reviews at least quarterly. This year the Board has undertaken a full review of the risk strategy and mechanism for quantifying risk to ensure that it is robust and fit for purpose particularly in the light of the on-going pandemic, inflationary pressures, and war in Ukraine.

7.2. The Managing Director also attends a group risk panel each quarter to report risk to Holding Company Chairs and shareholder senior risk officers.

7.3. The board continues to assess and manage risks in relation to the on-going management of portfolio, seeking to mitigate voids and maximise income generation.

Key Portfolio Risks	Mitigation Actions
Potential short-term revenue risk due to COVID 19	Has largely been mitigated however rent roll not expected to return to pre-covid levels for a further 12 months
After shock of pandemic could see rise in business failures	Continue to monitor rent collection carefully and engage with tenants well & regularly. Tenant covenant strength reviewed at least quarterly.
Retail continues to decline in short-term	Decline is slowing and some retail property seeing growing demand (retail warehouses). CIFCO has limited exposure to retail assets –12%.
Income weighted towards 6 key tenants (42%)	All strong covenants- 58% of portfolio diverse tenant mix.
Cost of ESG agenda and limited access to capital	Incremental improvements budgeted, however larger programmes of work will need alternative funding (grants, private borrowing, asset sale)
Office sector- Cap. Ex. costs of maintaining Grade A specification	Large office properties within the portfolio are let to good covenants. Work with tenants throughout lease term to manage repairs and improvements made by tenants. Use dilapidation payments at lease end to good effect. Opportunity for rental and capital growth following refurbishment or change of use if more financially attractive.
[REDACTED]	[REDACTED]

Table 6

7.4. The board reviews changes in tenant covenant strength, voids and WAULT on a quarterly basis whilst income and tenant relationships are managed on an on-going basis to ensure a proactive approach to management. To control and limit risks within the portfolio, the following mitigation strategies are to be adopted:

7.5. Income security

- Spread risk through covenant diversification and lease length. A single tenant to account for no more than 10% of total income.

7.6. Covenant Risk Profile

- Covenant risk profile is weighted towards strong covenants providing a lower portfolio risk profile.

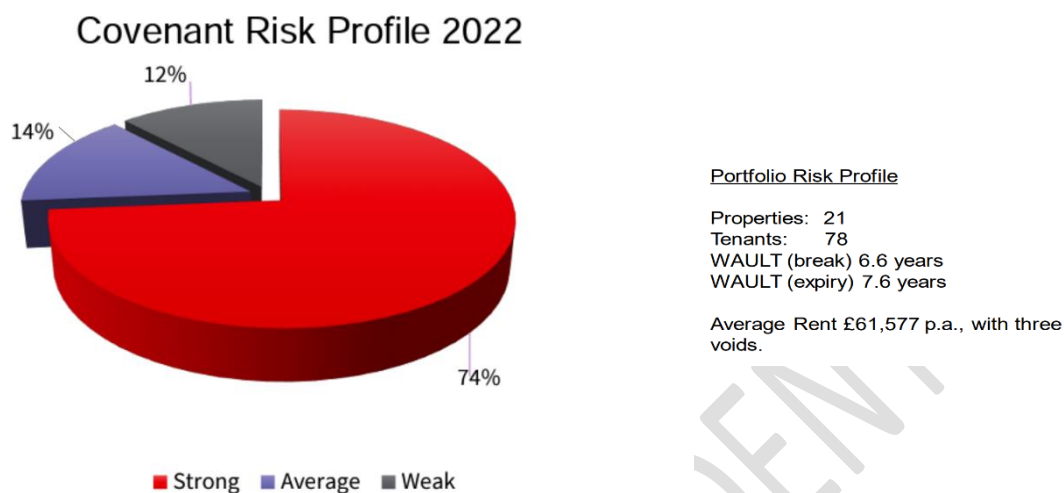


Figure 3

7.7. Value/Income volatility

- Invest in the portfolio for the long term to enhance and ensure it retains modern buildings fit for purpose, with a focus on income.

8. Key Portfolio Attributes

- The capital deployed is well balanced across the portfolio
- The current higher sector weighting to industrial (51%) is favoured by investors
- Good WAULT to expiry and break
- Diversification of income
- No development exposure
- Modern buildings on predominantly FRI leases
- Low weighting to leisure and retail
- Low void rate 1.7%
- No links to Russian companies.

9. Key Strategic Objectives 2022/23

- Retain all assets at the current time with no sales anticipated
- Maximise revenue through pro-active tenant engagement and lease events
- Enhance ESG & Sustainability credentials – deliver current action plan and demonstrate achievements

- Maintain tight budgetary and credit control
- Manage lease expiries and events to reduce void risk
- Strategic deployment of Capital Expenditure
- Implement individual asset initiatives creating measurable added value
- Monitor markets for opportunities to enhance value and income- maintain asset liquidity.

10. Key Performance Indicators (KPIs) 2022/23

10.1. The board propose to change the key performance indicators to reflect the end of the acquisition phase and to reflect the emphasis on portfolio management, focusing on income growth, return on investment, sustainability and rent collection.

KPI	Description	Target
1	Increase contracted rent from £5,368,674 per annum by 1 st April 2023	>1%
2	Portfolio Equivalent Yield (EY) aligns with or above All Property Yield (currently 5.3%)	5.3%
3	All properties have an EPC rating (Currently 41.8% of portfolio are rated C or above)	C or above by 2027
4	Quarterly Rent Arrears Measured by the amount of rent outstanding at the end of the quarter as a percentage of the total rent due that quarter.	<5%

Table 7

11. Financial Strategy

11.1. CIFCO Capital Limited was created in 2017 to provide Babergh and Mid Suffolk District Councils with additional income to respond to the reduction in funding from Central Government, thereby mitigating the need for cuts to services and enabling balanced budgets.

11.2. Since 2017 Babergh District Council has benefited from net income (after borrowing costs) of circa £4.9m, whilst Mid Suffolk District Council has benefited from circa £4.2m. Annual income is set out in the tables below: -

CIFCO (Babergh)						
£ 000						
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Revenue Impact						
Interest Received	(86)	(782)	(1,245)	(1,551)	(2,209)	(5,873)
Interest Paid	11	119	316	277	235	958
Net Interest	(75)	(663)	(929)	(1,274)	(1,974)	(4,915)
Other income/ Recharge	(9)	(25)	(32)	(35)	(35)	(136)
Total Revenue	(84)	(688)	(961)	(1,309)	(2,009)	(5,051)
£ m						
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Capital Movement						
Capital Borrowed	12.38	13.71	4.05	19.44	-	49.58
Loans Repaid	-	-	-	-	-	-
Gross Borrowing	12.38	13.71	4.05	19.44	-	49.58
Loans Made to CIFCO	11.15	12.34	3.64	17.50	-	44.63
Loans Repaid	-	(0.08)	(0.12)	(0.15)	(0.22)	(0.57)
Equity	1.23	1.37	0.41	1.94	-	4.95
Gross Investment	12.38	13.63	3.93	19.29	(0.22)	49.01
Net Capital Movements	-	0.08	0.12	0.15	0.22	0.57

Table 8

CIFCO (Mid Suffolk)						
	£ 000					
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Revenue Impact						
Interest Received	(86)	(782)	(1,245)	(1,551)	(2,209)	(5,873)
Interest Paid	11	235	541	533	468	1,788
Net Interest	(75)	(547)	(704)	(1,018)	(1,741)	(4,085)
Other income/ Recharge	(9)	(25)	(32)	(35)	(35)	(136)
Total Revenue	(84)	(572)	(736)	(1,053)	(1,776)	(4,221)
	£ m					
	2017-18	2018-19	2019-20	2020-21	2021-22	Cumulative
Capital Movement						
Capital Borrowed	12.38	13.71	4.05	19.44	-	49.58
Loans Repaid	-	-	-	-	-	-
Gross Borrowing	12.38	13.71	4.05	19.44	-	49.58
Loans Made to CIFCO	11.15	12.34	3.64	17.50	-	44.63
Loans Repaid	-	(0.08)	(0.12)	(0.15)	(0.22)	(0.57)
Equity	1.23	1.37	0.41	1.94	-	4.95
Gross Investment	12.38	13.63	3.93	19.29	(0.22)	49.01
Net Capital Movements	-	0.08	0.12	0.15	0.22	0.57

Table 9

11.3. During 2021/22 CIFCO has invested circa £765,000 of capital in the portfolio as follows:

Property	Town	Tenant	Description	Capital Investment
Epsom	Renaissance House Common Parts	█	Common Parts Reception & WC refurbishment	£ 100,000
Harlow	2& 3 Pasadena Way	█	Full refurbishment including roof replacement. New solar panels being installed May 22	£ 475,000
Harlow	Unit 2 Princes Gate	█	Refurbishment	£ 60,000
Norwich	24 Kingsway	█	Full refurbishment enabling new lease to Wurth	£ 85,000
Coventry	2a & 2b Pilot Business Park	█	Removal of mezzanine and refurbishment	£ 45,000
			2021/22	£ 765,000

Table 10

11.4. Capital investment in the portfolio is essential to protect and enhance the value of the portfolio ensuring that the properties remain fit for purpose and attract the highest possible rent and best tenants. For example, the refurbishment of 2 & 3 Pasadena Way resulted in a new letting which led to an increase in the capital value of the property from £1.9m in 2021 to £3.025m in 2022 an increase of 59.21%. This investment has also improved the sustainability of the property improving the EPC rating from a C to a B. A further £235,000 of capital investment is planned for 2022/23 and will include the following:

Property	Description	Budget
Epsom 1st Floor Renaissance House	Refurb/ Sub division	£ 125,000
Epsom Renaissance House	External Repairs	£ 45,000
EPC Upgrades		£ 50,000
Brentwood Luteas House	Condition Survey	£ 8,500
Southampton West Park House	Condition Survey	£ 6,500
		£ 235,000

Table 11

11.5. This capital investment will be funded by CIFCO capital reserves. There is no further investment by the Councils planned within the Councils' Medium Term Financial Strategies.

11.6. 2021/22 has been a year of recovery for CIFCO and many of our tenants following the impacts of the pandemic. Rent collection levels have consistently been above industry benchmarks and typically averaging over 97% each quarter. There have been fewer business failures and some strong rental growth particularly in the industrial sector this year but contracted rental levels still remain below pre-pandemic levels, we expect to see contracted rent exceed pre-pandemic levels in 2023/24.

11.7. Total arrears across the portfolio as at 11th of May 2022 equate to approximately 1.5% (c. £83,794) of the annual contracted rent. A further £16,368.59 (0.3% of the current contracted rent) was written off in 2021/22 due to tenant failures that occurred in the previous year (██████████).

11.8. The portfolio void rate has reduced throughout the last year from 5.6% in April 2021 to 1.72% in April 2022. The table below sets out the current portfolio voids, both of which are at Renaissance House in Epsom. An options appraisal is being undertaken to review opportunities to improve the marketability of these units at this currently challenging time for some office properties.

Property	Date Void	Area (sq ft)	Comments
First Floor, Renaissance House, Epsom	16/09/2020	3,685	Letting agents appointed & Common parts refurbishment completed. Review sub-division.
Part Third Floor, Renaissance House, Epsom	24/06/2020	840	Letting agents appointed and Common parts refurbishment completed.
		4,525	Estimate Rental Value £90,000

Table 12

11.9. The capital investment for the first phase of funding from Babergh and Mid-Suffolk District Councils is scheduled to be repaid in full by December 2068 with the second phase being repaid by 2071. During 2020/21 and 21/22 CIFCO has been able to maintain full debt repayment to the Councils, however CIFCO is still recovering from the impacts of the pandemic and is looking to make further capital improvements to the portfolio to enhance its sustainability. It is therefore helpful to continue to have the flexibility agreed with its shareholders last year in relation to debt repayments for the subsequent 2 years, namely the opportunity if required to defer debt repayments of 11% in 22/23, and 6% in 2023/24.

11.10. Any deferred repayments will be accrued in the Councils' accounts and additional interest will be payable to the Councils in relation to these delayed repayments. The table below sets out the debt repayment schedule for the next 2 years together with additional interest charges. CIFCO will continue to make full debt repayments wherever possible.

Financial Year	Amount of Repayments to be Deferred	Full Repayment	Adjusted Repayment	Additional Late Payment Interest Payable on deferred amount
2022/23	£538,570	£4,867,981.25	£4,329,410.93	£15,876.58
2023/24	£293,493	£4,869,970.99	£4,576,478.47	£2,982.78
			Total	£18,859.36

Table 13

11.11. The costs of operating the portfolio are borne by CIFCO Capital Limited and these include finance costs, management, legal, audit and accountancy fees, director costs and staffing costs (paid to the Council) and any property expenses such as repairs that are not the responsibility of the tenants. The running costs for 2021/22 excluding finance costs, equated to approximately £1.1m including recharges of £70,000 paid to the Council for staff and premises overheads. Operating budgets for the next three years are set out within Appendix 4.

11.12.CIFCO's draft year end accounts for 2021/22 are set out in Appendix 3 these accounts are currently being audited and will be submitted to Companies House as soon as practical. CIFCO's annual accounts (year ending March 2022) show a profit of £6.5m because of the increase in value of the portfolio over the period. The accounts also show that operating costs including finance costs currently exceed revenue from the fund. This is primarily a consequence of CIFCO continuing to make full debt repayments to the Councils – CIFCO was set up to maximise payments back to its shareholders rather than to accumulate profits within the company. It is anticipated that operating cost will exceed income for the next 2 years based on full debt repayments being made, thereafter income levels will exceed pre-pandemic levels and the Company's income will exceed operating costs.

11.13.The portfolio was revalued as at 31st March 2022 by Knight Frank as independent valuers for the fund. The portfolio value has increased in value by 12.15% overall (£10.192m). Capital growth has been seen primarily within our industrial assets and Princes Gate in Harlow which has recovered following the impact of the pandemic last year. A summary of the portfolio valuations is set out below with a full breakdown in Appendix 6 which details valuation movement since date of purchase: -

Property	March 2022 Market Valuation					
	Value 2022	NIY	EQ	RY	Value Move	%
Harlow (Pasadena)					£1,125,000	59.21%
Basingstoke					£1,725,000	32.09%
Harlow (Go-Outdoors)					£1,150,000	28.75%
Coventry					£1,460,000	26.35%
Norwich					£475,000	26.03%
Ipswich (Olympus)					£700,000	25.69%
Hemel Hempstead					£2,100,000	25.61%
Ipswich (Cavendish)					£337,000	23.44%
Luton					£550,000	22.22%
Braintree					£1,650,000	19.88%
Nottingham					£100,000	3.28%
Milton Keynes (Johnsons)					£0	0.00%
Peterborough					£0	0.00%
Brentwood (M&S)					£0	0.00%
Southampton					£-50,000	-1.09%
Brentwood (Lutea)					£-100,000	-1.65%
Lincoln					£-30,000	-1.91%
Milton Keynes (Volvo)					£-50,000	-1.96%
Epsom (Horizon)					£-350,000	-4.39%
Milton Keynes (Omron)					£-250,000	-5.49%
Epsom (Renaissance)					£-350,000	-11.67%
	£94,110,000				£10,192,000	12.15%

Table 14

11.14. The portfolio profile is weighted towards core lower risk assets which is also reflected in the secure income flow and yield profile. Given current economic uncertainty we consider that this represents a stable/ defensive position for CIFCO to take.

11.15. In the short to medium term portfolio capital growth is expected to be through asset management and rental growth. The focus for the portfolio management therefore remains on income growth. CIFCO performance has been benchmarked by JLL against MSCI. MSCI is a property investment industry standard benchmarking tool. The tables below set out CIFCO's total return and relative performance over the last 3 years together with a graph showing JLL's projection of CIFCO returns against the benchmark, showing a trend of outperforming the benchmark and increasing returns as the portfolio matures. CIFCO out-performance reflects the focus on core and core plus assets and a sector split which has limited exposure to retail and leisure assets that have been particularly impacted by the pandemic.

Portfolio Total Return Vs MSCI All Property Returns



Portfolio

	Mar 2019	Mar 2020	Mar 2021	Mar 2022	3 year annualised TR	4 year annualised TR
Total Return	-2.9%	0.1%	-0.1%	16.7%	5.3%	3.2%
Income Return	5.1%	5.9%	5.7%	6.0%	5.9%	5.7%
Capital value	-8.0%	-5.8%	-5.8%	10.6%	-0.6%	-2.5%

Benchmark (MSCI All Property)

	Annual 2021/22	3 year annualised TR
Total Return	15.51%	4.29%
Income Return	4.40%	4.44%
Capital value	10.68%	-0.15%

Relative Performance

	Annual 2021/22	3 year annualised TR
Total Return	0.99%	0.97%
Income Return	1.57%	1.39%
Capital value	-0.05%	-0.45%

Table 15

Portfolio Total Return Projections



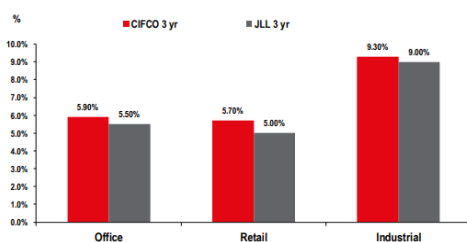
Total Return Projections

Total Return Projections	2022	3yr	5yr
Portfolio Returns	7.83%	7.67%	7.45%
JLL ALL Property	6.80%	6.48%	6.37%

Excess Return Against Benchmark

	2022	3yr	5yr
JLL ALL Property	0.96%	1.12%	1.02%

Sub-Sector Forecasts – 3yr avg TR



Sub-Sector Forecasts – 5yr avg TR

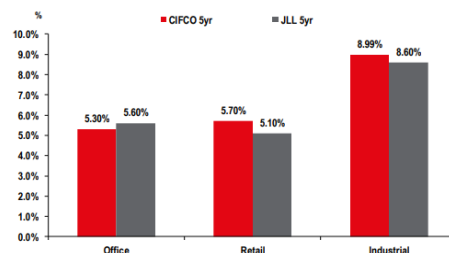


Figure 4

UK Real Estate – Components of Total Return

Income positive during periods of downturn

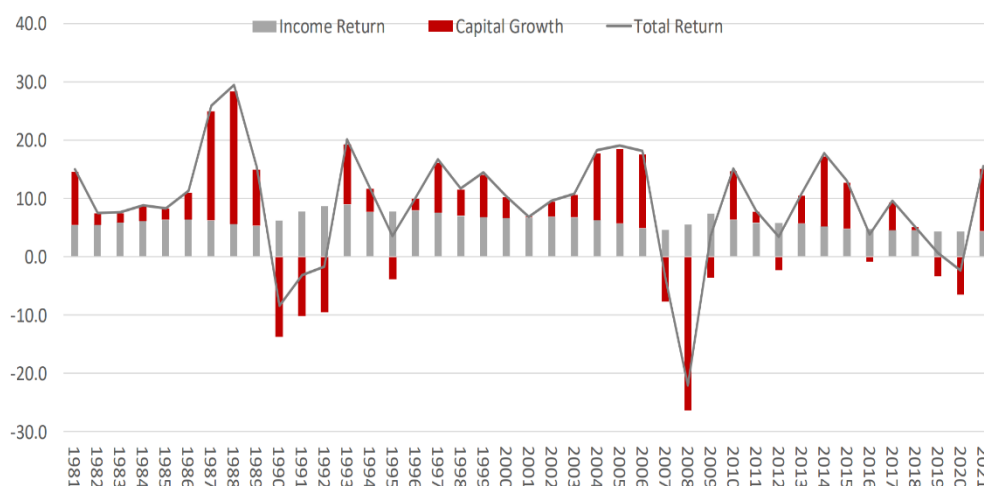


Figure 5

13. Property and Fund Management

13.1. The Board appointed Jones Lang LaSalle (JLL) as portfolio fund manager in October 2017. JLL report quarterly to the Board on asset management opportunities, capital expenditure predictions linked to asset management, rental streams, predicted growth and tenant covenant strength.

13.2. The day-to-day management of the portfolio is undertaken by Workman LLP. This includes rent collection, management of service charges, tenant liaison and other estate/property management matters. Workman were formally appointed by the board in Autumn 2018.

13.3. During 2021/22 there were 15 transactions within the portfolio as set out below. These combined transactions add £91,259 of rental income to the portfolio per annum and the majority were agreed ahead of expectations (ERV) as set out below.

Property	Deal Type	Rent (pa)	Rent (psf)	ERV (psf)	Above ERV (%)	Previous rent passing	Above previous rent passing	Completed
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Total		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Table 16

13.4. In the forthcoming year we anticipate approximately 20 transactions will occur including rent reviews, lease renewals and open market lettings, which provide opportunities to increase rents in line with ERV, which will have a positive impact on capital values. These are primarily in respect of small business units in Ipswich, Norwich and Basingstoke (Olympus Close, Kingsway, Basingstoke Business Centre) but also the reletting of void units at Renaissance House.

13.5. Rent Collection

13.5.1. Rent collection has continued to be a significant focus during the course of 21/22. There was limited recourse available to Landlord's to pursue debts throughout the majority of the trading year however Government restrictions limiting debt recovery were removed in March 2022.

13.5.2. In most situations our tenants have been keen to maintain a strong relationship with their landlord and have continued to make payments in line with their contractual commitments, in a limited number of cases payment terms have been varied for a period of time to allow monthly rather than quarterly payments or other concessions. The rent collection figures to date are set out below, against industry benchmarks (Alt Remit & Workman), these figures may increase further as arrears are recovered:

	June 2021 Qtr			September 2021 Qtr		
	CIFCO	Workman	Alt Remit	CIFCO	Workman	Alt Remit
Day 0	58.00%	47.00%	49.10%	81.00%	63.00%	57.40%
Day 7	78.00%	61.00%	66.50%	86.77%	77.00%	72.10%
Day 21	81.00%	71.00%	73.90%	93.00%	85.00%	81.90%
Day 35	83.00%	77.00%	78.60%	94.89%	88.00%	85.20%
Day 90	100.00%	88.15%	90.70%	99.06%	90.29%	93.00%
	December 2021 Qtr			March 2022 Qtr		
	CIFCO	Workman	Alt Remit	CIFCO	Workman	Alt Remit
Day 0	51.90%	63.13%	62.70%	43.00%	Data not available	
Day 7	72.46%	72.18%	71.80%	55.00%	Data not available	
Day 21	80.13%	83.79%	78.90%	87.10%	Data not available	
Day 35	81.04%	61.09%	83.30%	90.28%	Data not available	
Day 90	92.92%	92.66%	94.00%			

Table 177

14.Sustainability

14.1.CIFCO adopted its sustainability policy in 2021. Taking action on climate change and the greenhouse gas emissions which cause it, is a critical part of building a more sustainable future – and every business must play their part. Buildings account for 40% of emissions, creating an urgent need for the real estate sector to develop and implement plans to transition to net zero carbon.

14.2.Methods of measuring the sustainability of investment property portfolios are still developing, however whilst this is the case we will seek to measure the sustainability of our portfolio with the data currently available, namely EPC data. All the properties held within the portfolio have EPC ratings, which are summarised below

	Total	%
A	0	0.0%
B	15	17.4%
C	21	24.4%
D	28	32.6%
E	21	24.4%
F	1	1.2%
G	0	0.0%
Total	86	100.0%

Table 18

- 14.3. Last year we created a new target to reduce the average portfolio EPC rating. We have reduced the overall rating of the portfolio but it still remains an average D rating. We have made some significant progress with property refurbishments, the installation of our first solar panels including a power purchase arrangement with the new tenant and a shift towards green lease clauses being included in all new leases. On reflection the target set did not allow sufficient time to achieve and measure the improvements. We are therefore proposing a new target in line with proposed MEES/EPC legislation.
- 14.4. Current legislation requires all property let on new tenancies and the renewal of existing tenancies must have a minimum EPC rating of E. From 1st April 2023 there must be a minimum EPC rating of E for all properties, even those with existing tenancies. CIFCO currently has one property that falls below this requirement. By 2025 it is proposed that all landlords must present an EPC rating of at least a C. If the rating is below a C they have until 1st April 2027 to undertake improvements or register for an exemption. By 1st April 2028 Landlords will be required to present an EPC rating of B or above and will have until 1st April 2030 to undertake improvements or register for a valid exemption.
- 14.5. Whilst our tenants are largely responsible for maintaining and repairing their own demises, CIFCO must support tenants to improve their EPC ratings and to improve the ratings of buildings within our control, such as vacant properties and the common parts of multi-let buildings. For example, following the refurbishment of Pasadena Way we have reduced the EPC ratings from a C rating to a B rating. There are currently 12 EPC rating due for renewal, which will be undertaken along with improvement works during 22/23 including the current F rated property. A budget has been set aside for these works and a programme of EPC review and improvements will be undertaken with a view to achieving the proposed legislation changes by 2025 and 2028.
- 14.6. The action plan below details current, planned, or potential sustainability improvements and how they are to be measured. As initiatives are implemented JLL and Workman will record and measure the benefit for future reporting purposes.

Sustainability Action Plan 2022/23

Property	Initiative	Measurement	Action Plan/Targets
Renaissance House, Epsom	Energy improvements 1 st /third floors	EPC rating improvement/energy consumption	PIR LED lighting, thermostatic valves to radiators. Existing A/C units to be efficiency tested. Forms part of wider refurbishment assessment.
Renaissance House, Epsom	LED lighting to common parts	EPC rating improvement/energy consumption	Refurbishment common parts completed. New LED lighting installed. Measuring consumption.
Renaissance House, Epsom	Energy usage & EV Charging Points (2)	Smart Meters	Cost assessment being undertaken. Looking to install in 2022.
Horizon House, Epsom	Occupier and visitor wellbeing	Tenant feedback	Enhance external common areas with planting and seating.
Units 2&3 Pasadena Way, Harlow	Refurbishment works/materials/lighting/insulation	Identify specific green construction ratings. EPC rating improvement	Refurbishment completed. EPC rating enhanced from C70 to B46 = 52% rating improvement.
Units 2&3 Pasadena Way, Harlow	PV panels feasibility completed for new roof installation	Solar generated power measured through separately installed meters.	Solar panel installation programmed with a Power Purchase Agreement in place.
Unit 21 Norwich	Energy loss improvements combined with tenant refurbishment.	Energy consumption	Evaluating the installation of an insulated warehouse access door
Unit 24 Norwich	Refurbishment works/materials/lighting/insulation	Energy consumption and EPC improvement	EPC rating improved from D77 to C70 = 10% rating improvement plus 2027 compliant.
Olympus Park	Cycle Cage feasibility	Social and environ benefits	Installed - tenant survey on usage and benefit.
Omron House, Milton Keynes	Working with tenant on planned internal refurbishment. Energy improvements and EV Charging points	Energy consumption	PIR LED being installed throughout office areas. Four EV charging points installed (tenant cost). CIFCO evaluating contribution for toilet refurbishment plus disabled access doors and additional EV points
Green Leases	Workshop held with Birketts to review green covenants in leases and consents for alterations.	Tenant response and take up. Future energy consumption measurement	Environmental (green) clauses inserted in to standard commercial lease
Coventry	Established use of existing solar panels by occupiers	Measure take up and energy consumption	Monitor energy consumption levels generated solar power
EPC energy ratings	Programme to improve energy ratings on EPC's that do not currently meet requirement for C rating by 2027.	Energy Consultant advising and assessing environmental value benefit	Roll out a programme of EPC improvements over 2022/23 financial year

Table 19

Acknowledgement:

The market summary and all tables and charts reproduced in this document have been provided by Jones Lang Lasalle (JLL)

Appendix 1

Directors' Profiles



Chris Haworth (Non-Executive Director and Chair) - BSc in Estate management from Reading University, fellow of the Royal Institution of Chartered Surveyors, and a member of the National landlords Association. Partner of Carter Jonas for 12 years, until August 2012, and Head of the National Commercial Division for 8 years.



Emily Atack (Managing Director) – Emily is a Member of the Royal Institution of Chartered Surveyors (RICS). She has in excess of 20 years' experience in both private and public sector, primarily in dealing with commercial property transactions and asset management.



Henry Cooke (Non-Executive Director)- Investment banking professional with over 30 years' experience in roles across research, sales, trading, structuring, origination, syndication and asset management of US, UK, Australian and European mortgage backed, asset backed, whole-business and real estate financing



Mark Sargeantson (Non-Executive Director) – Fellow of the Royal Institution of Chartered Surveyors, partner of Cluttons, until early 1991. Acted for a wide range of property owners and investors mostly in portfolio and asset management in London and across the UK. Joined Fenn Wright, Ipswich in April 1991 and was a partner until 2008 and a consultant to the practice to the present day.

Elisabeth Malvisi (BDC Councillor Director)



Elisabeth has over 20 years' experience gained in the retail sector with such household names as Marks & Spencer and the university of Stirling Institute for Retail studies. Established a world leading provider of automotive waste. Elected as a District Councillor in May 2019.



Richard Meyer (MSDC Councillor Director)

Retired security risk management professional with senior management experience in: the Armed Forces, RAF Regiment; the Private Sector, De Beers; and the Public Sector with the British Library. He was elected as a District Councillor in May 2019.

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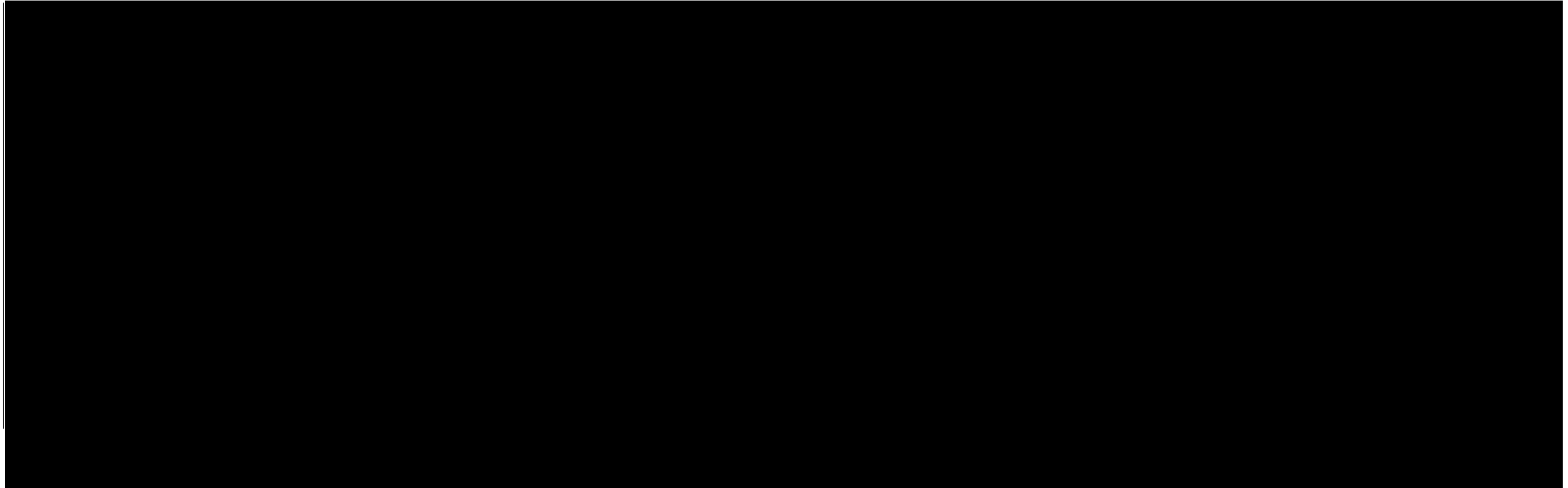
Appendix 2

DRAFT Annual Accounts (accounts currently being audited)

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Appendix 4

Loan Repayment Schedule



Appendix 5
Valuation movements

				March 2019 Market Valuation	March 2020 Market Valuation (Covid-19)	March 2021 Market Valuation	March 2022 Market Valuation				
Property (Town)	Address	Purchase Date	Net Purchase Price	Value 2019	Value 2020	Value 2021	Value 2022	NIY	EQ	Value Move (2021-22)	% Diff
Basingstoke	Basingstoke Business Park	Dec-20	£5,375,000								32.09%
Braintree	Kestrel Park	Mar-21	£8,300,000								19.88%
Brentwood	Lutea House	Mar-19	£6,175,000								-1.65%
Brentwood	43-45 High Street (M&S)	Jan-18	£6,722,000								0.00%
Coventry	Pilot Trade Park	Jan-21	£5,540,000								26.35%
Epsom	Renaissance House	Jan-20	£2,990,000								-11.67%
Epsom	Horizon House	Nov-20	£7,970,000								-4.39%
Harlow	2-4 Pasadena Way	Feb-18	£1,825,000								59.21%
Harlow	Princes Gate (Go-Outdoor)	Mar-18	£6,900,000								28.75%
Hemel Hempstead	2 Eastman Way	Jul-18	£7,800,000								25.61%
Ipswich	Olympus Way	Aug-18	£2,250,000								25.69%
Ipswich	Cavendish Street	Apr-21	£1,438,000								23.44%
Lincoln	SDI Fitness, Tritton Road	May-19	£2,200,000								-1.91%
Luton	Cosgrove Way	Oct-20	£2,475,000								22.22%
Milton Keynes	Honda, Greyfriars Court	Jan-20	£2,400,000								0.00%
Milton Keynes	Omron House	Jan-19	£4,735,000								-5.49%
Milton Keynes	Volvo Greyfriars Court,	Jan-18	£3,100,000								-1.96%
Norwich	20-25 Kingsway	Feb-18	£1,500,000								26.03%
Nottingham	Upper Parliament St	Jul-20	£2,750,000								3.28%
Peterborough	36.39 Long Causeway	Dec-17	£3,525,000								0.00%
Southampton	Westpark House	Dec-18	£5,095,000								-1.09%
Total			£91,065,000	£50,250,000	£52,490,000	£83,918,000	£94,110,000			£10,192,000	12.15%

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TO:	BDC COUNCIL	APPENDIX D to PAPER BC/22/13
FROM:	Joint Overview and Scrutiny Committee	DATE OF MEETING: 19 July 2022
OFFICER:	Henriette Holloway Governance Support Officer	KEY DECISION REF NO. N/A

COUNCIL ARE ASKED TO CONSIDER THE RECOMMENDATIONS BELOW FROM THE JOINT OVERVIEW AND SCRUTINY COMMITTEE HELD ON 27 JUNE 2022

RECOMMENDATIONS TO COUNCIL
<ol style="list-style-type: none"> 1. That the Overview and Scrutiny Committee recommend to Full Council that future CIFCO business plans continue to be scrutinised by the Councils' Joint Overview & Scrutiny Committee and then reported to Council. 2. That the Joint Overview and Scrutiny committee notes the CIFCO Business Plan and Business Trading and Performance and ask that the minutes of this meeting be taken into account at Full Council. 3. That the Joint Overview and Scrutiny Committee is satisfied that the CIFCO Business Plan and Business Trading and Performance is robust for 2022 – 2023. 4. That the Joint Overview and Scrutiny Committee approves the statement as detailed in paragraph 2.2 in the report.

APPENDICES

Title	Location
Draft Minute from the Joint O&S Committee	Attached

DRAFT MINUTE RELATING TO THE RECOMMENDATION TO COUNCIL FROM THE JOINT OVERVIEW AND SCRUTINY COMMITTEE HELD ON 27 JUNE 2022

6 JOS/22/2 CAPITAL INVESTMENT FUND COMPANY ('CIFCO CAPITAL LTD') BUSINESS TRADING AND PERFORMANCE REPORT

- 6.1 Councillor David Busby introduced the report to the Committee including outlining that the value of the portfolio had risen over the previous year, that there had been greater investment in improving sustainability of the properties within the portfolio, and that the councils had received £3.75 million in income over the previous year.
- 6.2 The Director - Assets and Investments and Christopher Haworth presented a summary of the Business Plan to Members including the purpose of the Business Plan, the split of the portfolio between sectors, the Key Performance Indicators (KPI) for the next year, the Councils income for the previous year, and refurbishment that had been undertaken in properties over the last year.
- 6.3 Councillor Grandon questioned whether, in a changed marketplace following the pandemic, the balance of the portfolio was suitable going forward. Christopher Haworth responded that whilst the retail sector had struggled, retail warehousing had a rise in demand. Also, there had still been a demand for office space despite the rise in working from home. Neville Pritchard added that as the portfolio was balanced, where one sector may be in decline it was balanced out by other sectors.
- 6.4 Councillor Muller queried how arrears were dealt with. The Director for Assets and Investment responded that tenant engagement had been the most effective method, when dealing with arrears, as it gave reminders to the tenant and allowed for the set up of payment plans where necessary. In cases where this had not worked other methods, such as bailiffs, had been used.
- 6.5 Councillor Scarff questioned what the equivalent yield had been based on. The Director - Assets and Investments responded that it was a benchmark that had been used across the industry and reflected market conditions.
- 6.6 Councillor Barrett questioned whether CIFCO had been using grants and additional funding for sustainability updates. The Director for Assets and Investment responded that where possible external funding would be used, options such as solar panels that gave a return would also be considered.
- 6.7 Members asked questions on the improvements to EPC (Energy Performance Certificate) ratings of properties and how these would be achieved, whether tenants' needs were considered during the improvement process, and whether there were short term targets ahead of the 2027 goal. The Director for Assets and Investments responded to these questions stating that there was currently £50,000 allocated in the budgets for improvements, and when tenants carried out their own refurbishments, suggestions were made by CIFCO on ways that sustainability could be improved. Additionally, EPC assessors took tenants needs into account when suggesting improvements.

Lastly whilst there were no intermediate targets for improvements, progress would be monitored annually.

6.8 Councillor Welham questioned why the interest paid was different for both Councils. The Director - Assets and Investment responded that due to the different borrowing strategies of the Councils there were different interest rates, therefore the cost of debt was different.

6.9 Members debated whether the Business Plan should continue to be reported to Full Council following scrutiny by the Committee, or whether the Committee should only refer the Business Plan to Full Council if they were not satisfied with the performance.

6.10 Councillor Barry Humphreys proposed the recommendation as follows:

6.11 That the Overview and Scrutiny Committee recommend to Full Council that future CIFCO business plans are scrutinised by the Councils' Joint Overview & Scrutiny Committee and only reported to Council if the Committee is not satisfied with the Company's business plan and performance.

6.12 Councillor David Muller seconded this motion.

By 5 votes for and 6 votes against.

The motion was lost.

6.13 Councillor John Hinton proposed the recommendation as follows:

6.14 That the Overview and Scrutiny Committee recommend to Full Council that future CIFCO business plans continue to be scrutinised by the Councils' Joint Overview & Scrutiny Committee and then reported to Council.

6.15 Councillor Sian Dawson seconded this motion.

By 6 votes for, 4 votes against, and 1 abstention.

It was RESOLVED: -

That the Overview and Scrutiny Committee recommend to Full Council that future CIFCO business plans continue to be scrutinised by the Councils' Joint Overview & Scrutiny Committee and then reported to Council.

6.16 Councillor Kathryn Grandon proposed the following recommendations:

6.17 That the Joint Overview and Scrutiny committee notes the CIFCO Business Plan and Business Trading and Performance and ask that the minutes of this meeting be taken into account at Full Council.

6.18 That the Joint Overview and Scrutiny Committee is satisfied that the CIFCO Business Plan and Business Trading and Performance is robust for 2022 – 2023

6.19 Councillor Terence Carter seconded the motion.

By a unanimous vote.

It was RESOLVED: -

That the Joint Overview and Scrutiny committee notes the CIFCO Business Plan and Business Trading and Performance and ask that the minutes of this meeting be taken into account at Full Council.

That the Joint Overview and Scrutiny Committee is satisfied that the CIFCO Business Plan and Business Trading and Performance is robust for 2022 – 2023

6.20 Members considered paragraph 2.2 in the report:

The Business Plan has been approved by the Holding Companies and we seek the Councils' Joint Overview and Scrutiny Committee to consider whether:

- *the current performance of CIFCO delivers good value to the Councils*
- *the KPIs are appropriate measures of performance*
- *the business plan is robust and appropriate for the next 12 months*
- *there is sufficient confidence in the management of CIFCO*

6.21 Councillor James Caston proposed that the Joint Overview and Scrutiny Committee approves the statement as detailed in paragraph 2.2 in the report.

6.22 Councillor Barry Humphreys seconded the motion.

By a unanimous vote.

It was RESOLVED: -

That the Joint Overview and Scrutiny Committee approves the statement as detailed in paragraph 2.2 in the report.

6.23 A short comfort break was taken between 12:15 pm – 12:20 pm.

Agenda Item 11

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

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

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Agenda Item 13

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

TO: BDC Council MSDC Council	REPORT NUMBER: BC/22/14
FROM: Councillors Clive Arthey and David Burn, Cabinet Members for Planning	DATE OF MEETINGS: BDC: 19 July 2022 MSDC: 21 July 2022
OFFICER: Tom Barker Director - Planning and Building Control	KEY DECISION REF NO. N/A

COMMUNITY INFRASTRUCTURE LEVY (CIL) – CIL EXPENDITURE FRAMEWORK FOURTH REVIEW – JULY 2022

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). Second and third reviews took place in the winter 2019/20 and 2020/21 and changes were agreed and adopted by both Councils in April 2020 and March 2021. Both Councils agreed that they wished to keep the CIL Expenditure Framework under review and agreed the need for a fourth review which would take place at the same time as Bid round 8 (October 2021) with any amendments being adopted and in place before Bid round 9 (May 2022). The fourth review was carried out in June 2022 and this report sets out the changes being proposed through this review (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, second and third reviews) would remain to inform the fourth CIL Expenditure Framework review process.
- 1.3 This fourth review process has taken place as follows: -
- The involvement of the Joint Member Panel comprising the following Members: Clive Arthey, Peter Beer, Leigh Jamieson, Mary McLaren, David Burn, Gerard Brewster, Sarah Mansel and John Field.
 - Joint Member Panel meetings took place on the 7th 9th and 14th June 2022 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 (amended Key CIL dates calendar) represent the conclusions and outcomes of the fourth 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 (IFS - including an Infrastructure List) for each Council has been produced and agreed by Cabinet in November 2020 and November 2021. These documents have replaced the CIL Position Statements for each Council which were abolished (under this new legislation). The Councils published their Infrastructure Funding Statements (including the Infrastructure List) on the Councils website in December 2020 and November 2021. These documents (to be reviewed each year for each Council) are key documents that the CIL Expenditure Framework rest on. (The updated IFS documents for the year 21/22 will be produced in November 2022, hence the current IFS (Infrastructure List) for each Council has been attached as Appendices E and F to this report).
- 1.6 A further recommendation under cover of this report involves the need for a further (fifth) CIL Expenditure Framework review (to be informed by the Joint Member Panel) whilst Bid round 10 is taking place (October 2022) so that any amended scheme is in place before Bid round 11 opens (May 2023).

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. Three 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, April 2020 and March 2021.

3. RECOMMENDATIONS

- 3.1 That Babergh and Mid Suffolk Councils approve the amendments to the CIL Expenditure Framework – July 2022 (arising from the fourth review) - (Appendix A) and the CIL Expenditure Framework Communications Strategy – July 2022 (Appendix B).

(Appendix C comprises the yearly Key CIL Dates Calendar which is produced under delegated powers (to the Assistant Director of Planning and Building Control 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 2022/23) 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 10 is being considered (October 2022) so that any amended scheme can be in place before Bid round 11 occurs (May 2023).
- 3.3 That Babergh and Mid Suffolk agree that the Joint Member Panel be retained to inform this (fifth) 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 must 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 7th 9th and 14th June 2022.
- 4.2 Since the first review of the CIL Expenditure Framework, the Infrastructure Delivery Plan (IDP) has been produced and updated in 2020 and is 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 2021 and the separate IFS documents for Babergh and Mid Suffolk were published on the Councils web site in November 2021. (Appendices E and F comprise the Infrastructure List taken from the IFS for both Councils (with the remaining IFS documents capable of being read using the hyperlink in Background Papers - see below).

- 4.5 For the fourth review, the Joint Member Panel discussed revisions and have made the following suggestions for changes to the CIL Expenditure Framework (Appendix A) and the CIL Expenditure Framework Community Strategy (Appendix B) as follows:

CIL EXPENDITURE FRAMEWORK (Appendix A)

Key recommended changes: -

- **Parish/Heating system** – Suggestion that a community building element (e.g. Village Hall) would be eligible for District CIL funding (even if part of a wider parish scheme). It is suggested that this element and wider parish heating systems would be kept under review by the Joint Member Panel as part of the fifth review and the suggested increased community threshold limit of £100,000 applies together with any District CIL funding not exceeding more than 75% of the total project costs.
- **Clarity around charging admittance by the organisation for the infrastructure funded by CIL (museums/art galleries)** - Continue to support Infrastructure for museums/art galleries but limited to suggested increased community threshold levels (of £100,000 and not more than 75% of the total cost of the project). Organisation must have a charitable status and have a 25-year lease and/or the land is public land capable of access by the public.
- **Clarity around charging admittance by the organisation for the infrastructure funded by CIL (public open space)** - For such CIL Bids to be considered as acceptable in principle the land must be in public ownership or leased for 25 years as public open space and the users of the public open space or play equipment should not be required to pay for admittance and the facility must be capable of use by all.
- **Catchment areas for proposed infrastructure (e.g., schools, rail, health hubs) – Use of Ringfenced monies** Where infrastructure delivery is proposed through the submission of CIL Bids, the financing of these Bids when recommended to Cabinet or through delegated decisions will be undertaken by using Ringfenced monies first, supplemented by use of Strategic or Local Infrastructure Funds secondly if necessary (if additional funds required). Catchment areas where defined **for education projects** will be used (e.g., education). **For rail projects** agreed that we look as widely as possible for funding for rail projects including from Network Rail. Rail infrastructure is strategic in nature (see CIL Expenditure Framework) so this fund together with Ringfenced funds in a reasonable catchment area together with s106 funds from the adjoining Councils would be the way forward as a funding strategy. **For health projects** investigate where patients come from attending the health hub and take a proportionate approach towards contributions from the Ringfenced funds for those parishes served by the extended Hub including the parish where the health hub is based. Investigate whether any s106/CIL can be secured from adjoining Councils for health hubs expansions which are close to both Districts boundaries.

- **Catchment areas for proposed infrastructure (infrastructure by the Community) – Use of Ringfenced monies** - no change to current arrangement for Infrastructure by the Community – use Ringfenced funds for that Parish, and where insufficient or no funds exist use Local Infrastructure fund.
- **Continuing review of the current £75,000 threshold and 75% of total costs of the project for Infrastructure Bids submitted by the Community** – agreed increase to £100,000 and 75% of total costs of the project to address rising infrastructure and materials costs.
- **Changes to the CIL project enquiry form** to allow for submission of more information and more effective starts to project development for CIL funding.
- **Improvements to the Website** by the inclusion of a district wide map for both Districts to show where District CIL has been spent and a photographic reel of infrastructure projects showing before and after pictures and information of completed infrastructure projects where District CIL has been used.
- **Funding for Cycling and footpaths – projects in the LCWIP, IDP and IFS – suggested that a pilot period/scheme be operated with new community threshold of £100,000.** Suggested the undertaking of proactive work for bringing LCWIP schemes forward. Position on the pilot scheme /period to be reviewed at next (fifth) CIL Expenditure Framework review to measure progress methodology and outcomes for deliverability of schemes.
- **Clarity around highway traffic calming and highway/traffic equipment** – suggested that these matters lie outside the CIL Expenditure Framework and Parishes that have Neighbourhood CIL could consider using this for these projects. Position to be kept under review (fifth review of the CIL Expenditure Framework).
- **Rising costs of building works and difficulty of getting committed prices for CIL Bids (for infrastructure led by the community).** Suggested that the current 6 month held period for quotes for infrastructure led by the community be reduced to 4 months and updated quotes are sought, if necessary, before decisions made on CIL Bids. Increase from £75,000 to £100,000 threshold with 75% of total of project costs limit retained.
- **CIL monies collected need to be spent. Encourage greater spending of CIL (including Neighbourhood CIL).** Continue with current proactive approaches towards expenditure and progression of CIL Bids and in addition, produce capital project workplans (for next 5 years) with other infrastructure providers (Health, SCC Waste etc). In addition, number of CIL briefings per year to increase from two to three for both Members and also Parishes (with Members in attendance at Parish events, if desired).

Review alongside the IFS where Neighbourhood CIL spend is occurring and if necessary, carry out focused discussion with the Parish about capital CIL projects that are underway. Better targeted website advice with specific guidance note to aid project development as well as PIIPs (Parish Investment Infrastructure Plans) development. Look at the “chipping in” of Neighbourhood CIL – on a case-by-case basis and keep this matter under review for the next (fifth) review of CIL Expenditure Framework.

- **Eligibility for green infrastructure (Infrastructure which reduces the carbon footprint)** – currently EV charging points are supported for 100% of project costs. However now suggested that it should be **up to 100%** and that other items should be included such as District CIL funding for upgrades or additionality for community buildings (but not for repair or maintenance); for example, heating systems, toilet handwashing systems, better roof/wall insulation and roof lights and ventilation (which could replace use or need for air conditioning). Walking and cycling infrastructure through the pilot/period scheme (LCWIPs).
- **Agreement to keep CIL Expenditure Framework under review.** Suggested that another CIL Expenditure Framework review (fifth) should occur whilst Bid round 10 is underway (October 2022) so that any revisions are adopted before Bid round 11 occurs in May 2023.
- **Agreed the Joint Member Panel remain to inform the fifth CIL Expenditure Framework review.**

CIL EXPENDITURE FRAMEWORK COMMUNICATION STRATEGY (Appendix B)

- **Three briefings each year (instead of two) on CIL collection and the detail/processes of CIL expenditure for District Members** – to improve knowledge and facilitate expenditure of District and Neighbourhood CIL.
- **Three briefings each year (instead of two) on CIL collection and the detail/processes of CIL expenditure for all Parish and Town Councils within both Districts (by holding Parish Briefings /Liaison meetings for both districts).** – to improve knowledge and facilitate expenditure of District and Neighbourhood CIL. (Members will be invited to these parish sessions to allow the opportunity for Members to attend with their parishes if desired).

KEY OUTCOMES FROM THE CHANGES SUGGESTED BY THE JOINT MEMBER PANEL

4.6 The key outcomes would be as follows: -

- New eligibility for green infrastructure (Infrastructure which reduces the carbon footprint) for community buildings and continued EV charging - funding of up to 100% of eligible items (with increased community thresholds but exclusion of repairs/maintenance). Inclusion of heating systems as infrastructure for parish community buildings (e.g., Village Halls), even if part of a wider Parish scheme, recognising industry improvements to heating systems and need for reduction in carbon footprint in the interests of the environment.

- Greater clarity around charging admittance by an organisation for the infrastructure to be funded by District CIL (museums/art galleries and public open space)
- Clarify approach to utilisation of District CIL from the Strategic, Ringfenced and Local Infrastructure Funds for CIL eligible projects for the purposes of being consistent between CIL Bids.
- Increase to thresholds for CIL Bids for infrastructure led by the community to £100,000 and not more than 75% of the total project costs to address increase rising infrastructure and materials costs
- Changes to the CIL project enquiry form to allow for more effective starts to project development for infrastructure led by the community and all other CIL Bid projects.
- Web site improvements to include a district wide map of both Districts to show where District CIL has been spent and a photographic reel of infrastructure projects showing before and after pictures to aid better understanding of District CIL expenditure and the delivery of infrastructure projects across both Districts.
- Establishment of a pilot period/scheme for CIL funding for Walking and cycling schemes (from the LCWIP for each District) to be operated with new community threshold of £100,000 to aid walking and cycling initiatives. The success of the pilot scheme/period to be evaluated at the next (fifth) CIL Expenditure Framework review.
- Process of CIL Bids altered to satisfactorily address Bidders difficulty for held prices and number of quotes for the provision of infrastructure led by the community
- Continue with current proactive approaches towards expenditure and progression of CIL Bids and in addition, produce capital project workplans (for next 5 years) with other infrastructure providers (Health, SCC Waste etc). This will ensure that a programme of infrastructure to be delivered by the Infrastructure providers can be developed. This will provide for a planned investment programme of infrastructure which will allow for budgeting and forecasting of CIL funds (subject to fluctuating levels of housing growth). Proactive measures for expenditure of CIL and Neighbourhood CIL suggested to assist with expenditure and delivery of infrastructure.
- Continue to improve communication around CIL particularly for Members and Parishes by increasing number of briefing sessions in the year to three per year for Parishes and three for Members (to improve knowledge and facilitate expenditure of both District and Neighbourhood CIL)
- Continue to keep the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy under regular yearly review. Continue the work of the Joint Member Panel to inform changes through the yearly reviews.

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 of 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 indexed linked) 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 Neighbourhood CIL 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. 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 1-8:

CIL Expenditure	Total	2018/19	2019/20	2020/21	2021/22
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)		£341,886.99	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)		N/A	N/A	£469,214.19	
Total CIL expenditure in Bid round 7 (May 2021)		N/A	N/A	N/A	£356,749.99
Total CIL expenditure in Bid round 8 (October 2021)		N/A	N/A	N/A	£345,360.00
TOTAL ALLOCATED EXPENDITURE	£2,427,775.10	£417,104.54	£526,496.48	£782,064.09	£702,109.99
Monies returned to Infrastructure Funds due to projects being completed underbudget	£202,747.40				
TOTAL EXPENDITURE	£2,225,027.70				

Total allocated expenditure for Mid Suffolk for Bids rounds 1-8:

CIL Expenditure	Total	2018/19	2019/20	2020/21	2021/22
Total CIL expenditure in Bid round 1 (May 2018)		£156,979.84	N/A	N/A	N/A
Total CIL expenditure in Bid round 2 (October 2018)		£78,297.15	N/A	N/A	N/A
Total CIL expenditure in Bid round 3 (May 2019)		N/A	£10,637.61	N/A	N/A
Total CIL expenditure in Bid round 4 (October 2019)		N/A	£3,637,779.00	N/A	N/A
Total CIL expenditure in Bid round 5 (May 2020)		N/A	N/A	£227,402.60	N/A
Total CIL expenditure in Bid round 6 (October 2020)		N/A	N/A	£822,072.10	N/A
Total CIL expenditure in Bid round 7 (May 2021)		N/A	N/A	N/A	£1,987,081.00
Total CIL expenditure in Bid round 8 (October 2021)		N/A	N/A	N/A	£1,836,296.21
TOTAL ALLOCATED EXPENDITURE	£8,756,545.51	£235,276.99	£3,648,416.61	£1,049,474.70	£3,823,377.21
Monies returned to Infrastructure Funds due to projects being completed underbudget	£121,639.07				
TOTAL EXPENDITURE	£8,634,906.44				

7. LEGAL IMPLICATIONS

- 7.1 Both the original and amended CIL Expenditure Frameworks 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, third and fourth reviews and has agreed that these proposed amendments 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 for years 19/20 and 20/21 can be seen using the following hyperlinks for both Districts. In addition, the IFS for each Council contains an Infrastructure List. These documents for years 20/21 constitute Appendices E and F to this report.

Babergh 2019/20 and 2020/21

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

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/IFS-20-21-Appendix-B-Infrastructure-List-Babergh.pdf>

Mid Suffolk 2019/20 and 2020/21

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

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/IFS-20-21-Appendix-B-Infrastructure-List-Mid-Suffolk.pdf>

8.0 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
<p>Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), then development is stifled and/or unsustainable.</p> <p>Current Risk Score: 6</p>	Unlikely (2)	Bad (3)	<p>Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). 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.</p>
<p>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.</p> <p>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.</p>	Highly Unlikely (1)	Noticeable /Minor (2)	<p>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</p>

Failure to meet this yearly requirement will result in non-compliance with the CIL Regulations			
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 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 (post title changed subsequently to Planning and Building Control) 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 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.

9.0 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 – July 2022	Attached
(B) Amended CIL Expenditure Framework Communications Strategy – July 2022	Attached
(C) Key Dates for CIL Calendar 2022/2023	Attached
(D) EQIA Screening report for Equality Analysis	Attached
(E) Infrastructure Funding Statement (Infrastructure List) for Babergh 2021	Attached
(F) Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk 2021	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 2021):**

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/CIL-Expenditure-Framework-Babergh-and-Mid-Suffolk-March-2021.pdf>

- **The CIL Expenditure Framework Communications Strategy (adopted April 2021)**

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/CIL-Expenditure-Framework-Communication-Strategy-March-2021.pdf>

- **Key Dates in CIL Calendar 2021/22:**

<https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/Key-Dates-CIL-Expenditure-Calendar-2021and-2022.pdf>

- **Infrastructure Funding Statement – Babergh 2021 (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 2021 (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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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.

<p>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.</p>	<p>The yearly Infrastructure Funding Statement is a legal requirement for all Councils dating from the CIL Regulations 2019 (1st September 2019).</p>
<p>4. The expenditure approach must be legally sound</p>	<p>All reviews of the CIL Expenditure Framework review and CIL Expenditure Programme are reviewed by the Shared Legal Service</p>
<p>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.</p>	<p>Infrastructure officers can be contacted about all aspects of CIL including CIL expenditure</p>
<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<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> <p>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)</p>

<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is a requirement of the CIL Expenditure legislation</p>
<p>10. CIL expenditure will be regularly audited, including the CIL Expenditure Framework Review process.</p>	<p>This is a requirement of the Councils regarding CIL</p>
<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework and is a key document that should be read alongside the CIL Expenditure framework</p>
<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>
<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. 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 funding strategy so that ringfenced funds for the infrastructure project can be brought forward.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>22. Evidence of need for the proposed Infrastructure project must be submitted with all CIL Bids.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>24. No 100% funding requests for CIL Bids by Parishes/Community groups for community infrastructure.</p>	<p>These are requirements of the CIL Expenditure Framework</p>

<p>Maximum limit of £100,000 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).</p>	<p>(The previous infrastructure threshold for infrastructure led by the community of not more than £75,000 was increased to £100,000 as a result of the fourth review of the CIL Expenditure Framework.)</p>
<p>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).</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>26. Minimum CIL Bid of not less than £2000 on Infrastructure submitted by all Infrastructure Providers and Parishes and Community groups.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>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>	<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>
<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.</p>	<p>These are requirements for judging CIL Bids under the CIL Expenditure Framework</p>

<p>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>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 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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>

<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>35. Best value criteria should include land values where CIL Bids involve purchase of land for infrastructure.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>36. CIL Bids that have green and sustainability characteristics shall carry greater weight in determination terms than those CIL Bids which do not.</p>	<p>These are requirements for judging CIL Bids under the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>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.</p> <p>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.</p>	<p>These are requirements of the CIL Expenditure Framework</p>

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
<p>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 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>	These matters will be important considerations in any decision on any CIL Bid
8. Same engagement process for spends over £50,000 with Parish Councils Ward Members and County Councillors as set out elsewhere in this Framework.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework

Key Principles of the CIL Expenditure Framework	Further detail where appropriate
9. All spend shall be Cabinet decisions with no delegated decisions.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
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).	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
11. Normal Bid round process twice a year will apply.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
12. CIL Project Enquiry form must be submitted to allow discussions to take place before formal CIL Bid submission.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
13. It will be necessary to demonstrate that the infrastructure cannot be provided through other funding and practicable means (including through culminative growth means).	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
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.	This is a requirement of the CIL Expenditure Framework

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).
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

Key Principles of the CIL Expenditure Framework	Further detail where appropriate
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
13. Highway traffic calming and highway/traffic equipment	<p>These are termed outside the terms of the CIL Expenditure framework</p> <p>Parishes that have Neighbourhood CIL could consider using this for these projects.</p>

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. Parish/Heating system – Suggestion that a community building element (e.g. Village Hall) would be eligible for District CIL funding (even if part of a wider parish scheme). Community infrastructure threshold of £100,000 and not more than 75% of the project costs applies, together with other provisions of the CIL expenditure about being final funder and scheme being oven ready.	This is termed within the CIL Expenditure Framework
4. Eligibility for green infrastructure (Infrastructure which reduces the carbon footprint) – currently EV charging points are supported for up to 100% of project costs with a community infrastructure threshold of £100,000 together with other types of community infrastructure such as District CIL funding for upgrades or additionality for community buildings (but not for repair or maintenance); for example, heating systems, toilet handwashing systems, better roof/wall insulation and roof lights and ventilation (which could replace use or need for air conditioning). Walking and cycling infrastructure through the pilot/period scheme (LCWIPs).	These are termed within the CIL Expenditure Framework
5. Walking and cycling infrastructure through the pilot/period scheme (LCWIPs) - projects in the LCWIPs, IDP and IFS –agreed that a pilot period/scheme be operated with new community threshold of £100,000. Proactive work will occur for bringing LCWIP schemes forward.	These are termed within the CIL Expenditure Framework. Position on the pilot scheme /period to be reviewed at next (fifth) CIL Expenditure Framework review to measure progress methodology and outcomes for deliverability of schemes.

Key Principles of the CIL Expenditure Framework	Further detail where appropriate
6. Clarity around charging admittance by the organisation for the infrastructure funded by CIL (museums/art galleries) - Continue to support Infrastructure for museums/art galleries but limited to community threshold levels (of £100,000 and not more than 75% of the total cost of the project). Organisation must have a charitable status and have a 25-year lease and/or the land is public land capable of access by the public.	This is termed within the CIL Expenditure Framework
7. Clarity around charging admittance by the organisation for the infrastructure funded by CIL (public open space) - For such CIL Bids to be considered as acceptable in principle the land must be in public ownership or leased for 25 years as public open space and the users of the public open space or play equipment should not be required to pay for admittance and the facility must be capable of use by all.	This is termed within the CIL Expenditure Framework on the set out parameters

5. PROCESSES OF THE CIL EXPENDITURE FRAMEWORK

5.1 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

Key Processes of the CIL Expenditure Framework	Further detail where appropriate
<p>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.</p>	<p>This is a requirement of the CIL Expenditure legislation</p>
<p>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 Babergh and Mid Suffolk where appropriate) and all Parish/Town Councils. Bids from Community Groups can also be submitted.</p>	<p>The timetable can be found at Appendix B to the rear of this document.</p> <p>There is also a yearly Key dates CIL calendar which can be seen on the Councils web site</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.</p>	<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>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>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>
<p>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.</p>	<p>Proactive work required</p>
<p>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.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>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.</p>	<p>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</p>
<p>15. Tiered approach to decision-taking involving some officer delegation and larger decisions by Cabinet.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>16. All CIL Bid decisions to be final.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>17. No appeals process in respect of any CIL Bid decisions.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>18. Only one Bid per project and per bidding round.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>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.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>20. Where Bids are to be submitted, evidence of Community support shall be required (From Division County Councillor, District Ward Member and Parish Council).</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>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 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>This is a requirement under the CIL Expenditure Framework</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 at least 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</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>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 are recovered by SCC as part of the agreed project).</p>	
<p>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.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is allowed under the requirements of the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>28. Infrastructure for Community use – a 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.</p>	<p>This is a requirement under the CIL Expenditure Framework. Under the fourth review of the CIL Expenditure Framework this CIL project enquiry form has been amended to allow for submission of more information and thereby more effective starts to project development for CIL funding.</p>

<p>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.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>30. CIL Bid application forms are available on the Councils web site as follows: -</p> <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 recognising 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>The submission of CIL Bid application forms is required under the CIL Expenditure Framework 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 	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>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 document. The third stage will have a Sign off stage document before the submission of the CIL Bid).</p>	
<p>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).</p>	<p>For ease of reference or all District Ward Members</p>
<p>33. Different portions of funding making up the total cost of a project shall be included in the CIL Expenditure Programme.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>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).</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>35. Continue with monthly meetings with Infrastructure providers to develop an Infrastructure delivery programme (of five years). Publish a list of projects which is being developed called the Emerging Infrastructure Projects in the CIL Expenditure Programme.</p>	<p>These are requirements under the CIL Expenditure Framework. (Five year Infrastructure delivery programme requirement with Infrastructure providers brought in during the fourth review of the CIL Expenditure Framework)</p>
<p>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.</p> <p>This guidance will also explain the Ringfenced Infrastructure Fund and the role of the planning consultation responses on infrastructure</p> <p>Improved guidance on Neighbourhood CIL to be issued to Parishes and District Council Members.</p>	<p>These are requirements under the CIL Expenditure Framework</p>

<p>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.</p> <p>Bidders are encouraged to explore all possible alternatives for other sources of 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>	<p>These are requirements under the CIL Expenditure Framework</p>
<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).</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>39. Where a Bid is refused, the Councils will not reconsider an identical CIL Bid.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>40. Provide a list of changes following the first second, third and fourth reviews of the CIL Expenditure Framework at the rear of the document outlining key changes to the Framework</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>41. Retain three advance emails to Parishes and infrastructure providers but stress the importance of the structured pre submission process.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>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.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>43. Next (fifth) review to occur at the same time as Bid round 10 (October 2022) and be in place before Bid round 11 (May 2023). The Joint Member Panel will remain to inform this fourth review.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>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 round 6 without reference to any newly imposed restrictions following the third review of this Framework.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>45. Improvements to the Website by the inclusion of a district wide map for both Districts to show where District CIL has been spent and a photographic reel of infrastructure projects showing before and after pictures and information of completed infrastructure projects where District CIL has been used.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>46. Catchment areas for proposed infrastructure (e.g., schools, rail, health hubs) – Use of Ringfenced monies Where infrastructure delivery is proposed through the submission of CIL Bids, the financing of these Bids when recommended to Cabinet or through delegated decisions will be undertaken by using Ringfenced monies first, supplemented by use of Strategic or Local Infrastructure Funds secondly if necessary (if additional funds required). Catchment areas where defined for education projects will be used (e.g., education). For rail projects agreed that we look as widely as possible for funding for rail projects including from Network Rail. Rail infrastructure is strategic in nature (see CIL Expenditure Framework) so this fund together with Ringfenced funds in a reasonable catchment area together with s106 funds from the adjoining Councils would be the way forward as a funding strategy. For health projects investigate where patients come from attending the health hub and take a proportionate approach towards contributions from the Ringfenced funds for those parishes served by the extended Hub including the parish where the health hub is based.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

Investigate whether any s106/CIL can be secured from adjoining Councils for health hubs expansions which are close to both Districts boundaries.	
47. Catchment areas for proposed infrastructure (infrastructure led and provided by the Community) – Use of Ringfenced monies for that Parish, and where insufficient or no funds exist use Local Infrastructure fund.	This is a requirement under the CIL Expenditure Framework
48. Encourage greater spending of CIL (including Neighbourhood CIL). Continue with current proactive approaches towards expenditure and progression of CIL Bids and in addition, produce capital project workplans (for next 5 years) with other infrastructure providers (Health, SCC Waste etc). In addition, number of CIL briefings per year to increase from two to three for both Members and also Parishes (with Members in attendance at Parish events, if desired). Review alongside the IFS where Neighbourhood CIL spend is occurring and if necessary, carry out focused discussion with the Parish about capital CIL projects that are underway. Better targeted website advice with specific guidance note to aid project development as well as PIIPs (Parish Investment Infrastructure Plans) development. Look at the “chipping in” of Neighbourhood CIL – on a case-by-case basis.	This is a requirement under the CIL Expenditure Framework Changes made to the associated CIL Expenditure Framework Community Strategy (in respect to frequency of member and Parish briefings) as a result of the fourth review of the CIL Expenditure Framework

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

6.1 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:

6.2 **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
<p>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).</p>	<p>These elements are the validation criteria for the CIL Bid process</p>
<p>2. Valid Bids on Bid Submission template to new CIL Expenditure email address CILexpenditure@baberghmidsuffolk.gov.uk including the following:</p> <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 ▪ 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) 	<p>These elements are the validation criteria for the CIL Bid process</p>

Validation Criteria for CIL Bids	Further detail where appropriate
<ul style="list-style-type: none"> ▪ 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>

6.3 **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
<p>1. Must follow the Infrastructure Funding Statements for each Council where infrastructure to be provided.</p>	<p>These elements are the Screening criteria elements for the CIL Bid process</p>
<p>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).</p>	<p>These elements are the Screening criteria elements for the CIL Bid process</p>
<p>3. Where appropriate, information will be checked or sought to verify the information within the bid.</p>	<p>These elements are the Screening criteria elements for the CIL Bid process</p>
<p>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</p>	<p>These elements are the Screening criteria elements for the CIL Bid process</p>

Expenditure Programme and through a programme of delivery working collaboratively with the Infrastructure Providers.	
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6.4 **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
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

Prioritisation Criteria	Further detail where appropriate
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
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

7. GOVERNANCE OF THE CIL EXPENDITURE FRAMEWORK

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

7.2 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 – Planning and Building Control)**

- 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](https://en.wikipedia.org/wiki/Best_value)

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

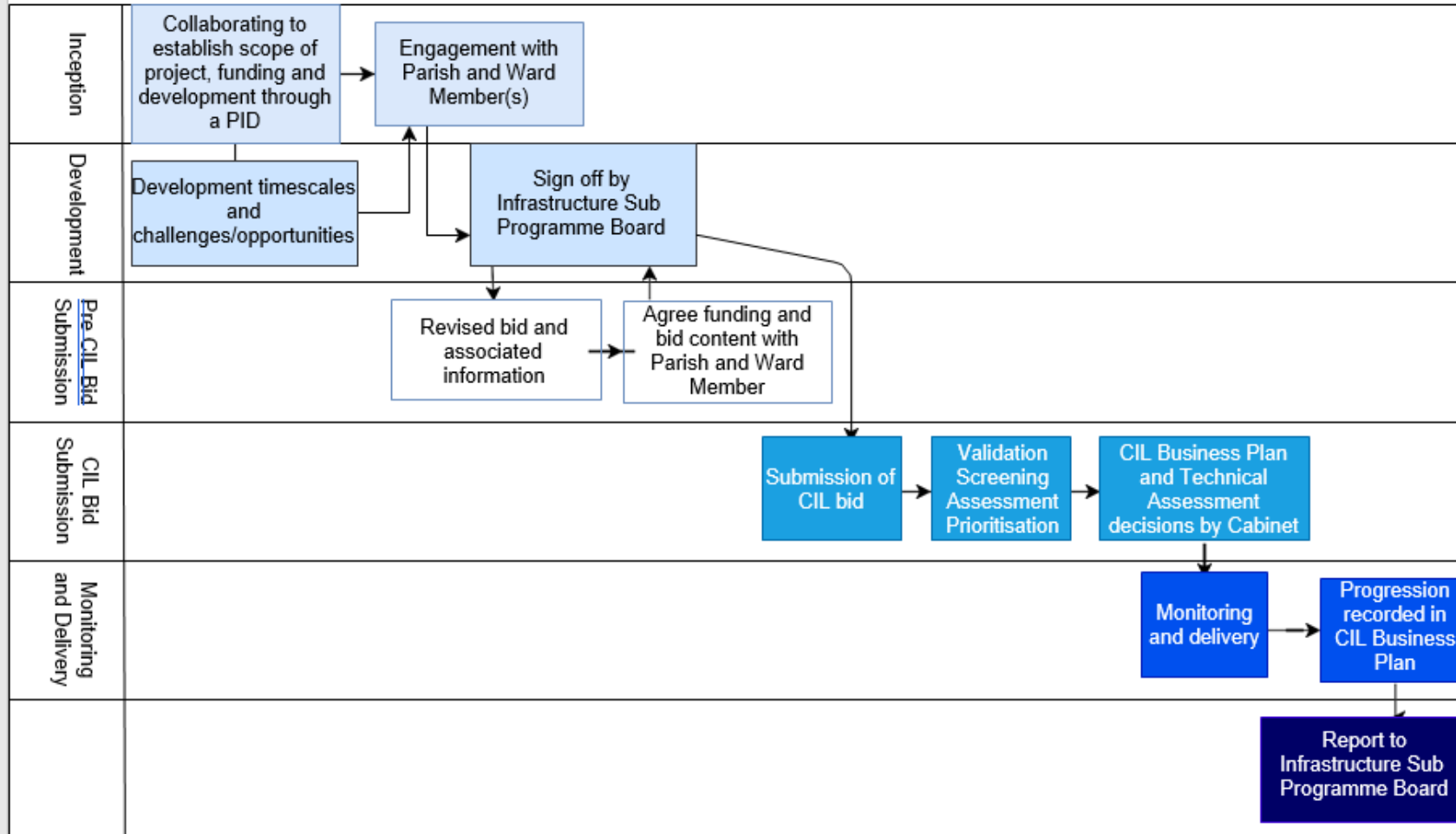
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THE CIL EXPENDITURE FRAMEWORK ENGAGEMENT PROCESSES

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			

Other miscellaneous matters			
STAGE 2 DEVELOPMENT STAGE (to be completed in a bespoke way with different issues for each project)	Commentary	Lead Officer/Timescales	Activity/Outcomes
STAGE 3 PRE CIL SUBMISSION - SIGN OFF STAGE (to be completed for each project)	Commentary	Lead Officer/Timescales	Activity/Outcomes
WARD MEMBER(S)			
PARISH COUNCIL			
COUNTY COUNCILLOR			
INFRASTRUCTURE PROVIDER			
AUTHOR OF BID			
OTHER INVOLVED PARTIES			

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

July 2022 (Amended)

FOURTH COMMUNITY INFRASTRUCTURE LEVY (CIL) EXPENDITURE FRAMEWORK REVIEW (JULY 2022)

Edition Amendments (July 2022) - Key Changes

- Parish/Heating system – Suggestion that a community building element (e.g. Village Hall) would be eligible for District CIL funding (even if part of a wider parish scheme) with an agreed increased community threshold limit of £100,000 together with any District CIL funding not exceeding more than 75% of the total project costs.

- Clarity around charging admittance by the organisation for the infrastructure funded by CIL (museums/art galleries) - Continue to support Infrastructure for museums/art galleries but limited to suggested increased community threshold levels (of £100,000 and not more than 75% of the total cost of the project). Organisation must have a charitable status and have a 25-year lease and/or the land is public land capable of access by the public.
- Clarity around charging admittance by the organisation for the infrastructure funded by CIL (public open space) - For such CIL Bids to be considered as acceptable in principle the land must be in public ownership or leased for 25 years as public open space and the users of the public open space or play equipment should not be required to pay for admittance and the facility must be capable of use by all.
- Catchment areas for proposed infrastructure (e.g., schools, rail, health hubs) – Use of Ringfenced monies. Where infrastructure delivery is proposed through the submission of CIL Bids, the financing of these Bids when recommended to Cabinet or through delegated decisions will be undertaken by using Ringfenced monies first, supplemented by use of Strategic or Local Infrastructure Funds secondly if necessary (if additional funds required). Catchment areas will continue to be used for education, health hubs and agreed need to collect evidence pointing towards a catchment area for rail. No change to current arrangement for Infrastructure by the Community – use Ringfenced funds for that Parish, and where insufficient or no funds exist use Local Infrastructure fund.
- Agreed increase to £100,000 threshold and 75% of total costs of the project for Infrastructure Bids submitted by the Community
- Changes to the CIL project enquiry form
- Improvements to the Website by the inclusion of a district wide map for both Districts to show where District CIL has been spent and a photographic reel of infrastructure projects showing before and after pictures and information of completed infrastructure projects where District CIL has been used.
- Funding for Cycling and footpaths – projects in the LCWIP, IDP and IFS – suggested that a pilot period/scheme be operated with new community threshold of £100,000. Suggested the undertaking of proactive work for bringing LCWIP schemes forward. Position on the pilot scheme /period to be reviewed at next (fifth) CIL Expenditure Framework review to measure progress methodology and outcomes for deliverability of schemes.
- Highway, traffic calming and highway/traffic equipment – these matters lie outside the CIL Expenditure Framework and Parishes that have Neighbourhood CIL could consider using this for these projects.
- For infrastructure led by the community, the current six month held period for quotes for infrastructure led by the community be reduced to four months and updated quotes are sought, if necessary, before decisions made on CIL Bids.
- Encourage greater spending of CIL (including Neighbourhood CIL). Continue with current proactive approaches towards expenditure and progression of CIL Bids and in addition, produce capital project workplans (for next five years) with other infrastructure providers (Health, SCC Waste etc). In addition, number of CIL briefings per year to increase from two to three for both Members and also Parishes (with Members in attendance at Parish events, if desired). Review alongside the IFS where Neighbourhood CIL spend is occurring and if necessary, carry out focused discussion with the Parish about capital CIL projects that are underway. Better targeted website advice with specific guidance note to aid project development as well as PIIPs (Parish Investment Infrastructure Plans) development.

Look at the “chipping in” of Neighbourhood CIL – on a case-by-case basis and keep this matter under review for the next (fifth) review of CIL Expenditure Framework.

- Eligibility for green infrastructure (Infrastructure which reduces the carbon footprint) – currently EV charging points are supported for 100% of project costs. However now suggested that it should be up to 100% and that other items should be included such as District CIL funding for upgrades or additionality for community buildings (but not for repair or maintenance); for example, heating systems, toilet handwashing systems, better roof/wall insulation and roof lights and ventilation (which could replace use or need for air conditioning).
- Agreement to keep CIL Expenditure Framework under review. Agreed another review (fifth) whilst Bid round 10 is underway (October 2022) so that any revisions are adopted before Bid round 11 occurs in May 2023.
- Agreed the Joint Member Panel remain to inform the fifth CIL Expenditure Framework review.
- Change of job title from Assistant Director of Planning and Communities to Assistant Director of Planning and Building Control (paragraph 5.2)

July 2022

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

Babergh and Mid Suffolk District Councils

Appendix B - Amended July 2022

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 in March 2021.

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: -
 - Three briefings each year 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.
 - Three briefings each year on CIL collection and the detail/processes of CIL expenditure for all Parish and Town Councils within both Districts (by holding Parish Briefings /Liaison meetings for both districts). Members will be invited to these sessions so as to allow the opportunity for Members to attend with their parishes if desired.
 - 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 Councilor 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
IPSWICH
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.

Edition Amendments – March 2022 – Fourth Review - The CIL Expenditure Framework Communication Strategy

Key changes

- Change from twice yearly briefings for Members to three briefings each year on CIL collection and the detail/processes of CIL expenditure
 - Change from twice yearly briefings to three briefings each year on CIL collection and the detail/processes of CIL expenditure for all Parish and Town Councils within both Districts (by holding Parish Briefings /Liaison meetings for both districts). Members will be invited to these sessions so as to allow the opportunity for Members to attend with their parishes if desired.
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Appendix C – CIL Expenditure 2022/23 Calendar Key Dates (in Bold)

28 April 2022	Neighbourhood CIL Payments made to Parish/Town Councils by this date
1 May 2022	CIL Expenditure Bid Round 9 opens
31 May 2022	Bid Expenditure Bid Round 9 closes
June 2022	Validation of CIL Bids received in Bid round 9 (together with all outstanding undetermined CIL Bids)
29 June 2022	Member Briefing – s106 and CIL
4 July 2022	Email alert for Bid round 10 - October 2022 – see Communications Strategy
July/August 2022	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 9 – May 2022)
August 2022	Prioritisation of all valid undetermined CIL Bids (including those received during Bid round 9 – May 2022)
8 August 2022	Email alert for Bid round 10 – October 2022 – see Communication Strategy
August 2022	Delegated decisions for all outstanding CIL Bids (including those received in Bid round 9 – May 2022)
5 September 2022	Email alert for Bid round 10 - October 2022 – see Communications Strategy
September 2022	Babergh CIL Expenditure Programme to Cabinet (Bid round 9 – May 2022)
September 2022	Mid Suffolk CIL Expenditure Programme to Cabinet (Bid round 9 – May 2022)
September/October /November 2022	Preparation /production of Babergh Infrastructure Funding Statement (IFS) for collection and expenditure of s106 and CIL monies together with publication of Infrastructure List (with date for publication on the web site)
September/October /November 2022	Preparation /production of Mid Suffolk Infrastructure Funding Statement (IFS) for collection and expenditure of s106 and CIL monies together with publication of Infrastructure List (with date for publication on the web site)
1 October 2022	CIL Expenditure Bid Round 10 opens – October 2022
28 October 2022	Neighbourhood CIL Payments made to Parish/Town Councils by this date
31 October 2022	CIL Expenditure Bid Round 10 closes
November 2022	CIL Expenditure Framework Review 5 commences including consideration by Joint Member Panel
November 2022	Validation of undetermined CIL Bids (including those received in Bid round 10 – October 2022)
December 2022	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 10 – October 2022)
Within 2022	Member Briefing - 3 events per year – 29 June 2022 and other precise dates to be advised)
Within 2022	Parish Briefing/ Liaison – 3 events per year - precise dates to be advised)

January 2023	Assessment/prioritisation of CIL Bids in Bid round 10 – October 2022
7 th February 2023	Email alert to announce Bid round 11 - May 2023 – see Communications Strategy
February/March 2023	CIL Expenditure Framework Review 5 closes
7 th March 2023	Email alert for Bid round 11 - May 2023 – see Communications Strategy
March 2023	Babergh CIL Expenditure Programme to Cabinet (Bid round 10 – October 2022)
March 2023	Mid Suffolk CIL Expenditure Programme to Cabinet (Bid round 10 – October 2022)
March/April 2023	CIL Expenditure Review 5 presented to Babergh and Mid Suffolk Council meetings for adoption
4 th April 2023	Email alert for Bid round 11 - May 2023 – see Communications Strategy

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	<p>Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) - CIL Expenditure Review – July 2022</p> <p>One separate report and four separate Appendices for Babergh and four separate Appendices for Mid Suffolk.</p>
2. Lead officer (responsible for the policy/service/function)	<p>Christine Thurlow – Professional Lead – Key Sites and Infrastructure</p>
3. Is this a new or existing policy/service/function?	<p>New - in terms of Review</p> <p>Existing: Existing (see 5 below)</p>
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 and third review of all the documents took place and was adopted by both Councils in April 2020 and March 2021.</p> <p>All the 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 fourth review of these documents would take place. This assessment considers the impact of this fourth 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. A further review took place and the changes were adopted in March 2021. It was agreed at the same time that a fourth review would take place.

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 10 is in operation (October 2022) so that any changes can be in place before Bid round 11 (May 2023) 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, monies are collected recorded and spent separately.

There are two Bid Rounds each year and 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 Cabinet to note.

	<p>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.</p>
<p>6. How will it be implemented? (Describe the decision-making process, timescales, process for implementation)</p>	<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>
<p>7. Is there potential for differential impact (negative or positive) on any of the protected characteristics?</p>	<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>
<p>8. Is there the possibility of discriminating unlawfully, directly or indirectly, against people from any protected characteristic?</p>	<p>Yes</p> <p>No No</p>
<p>9. Could there be an effect on relations between certain groups?</p>	<p>Yes</p> <p>No No</p>
<p>10. Does the policy explicitly involve, or focus on a particular equalities group, i.e., because they have particular needs?</p>	<p>Yes</p> <p>No No</p>
<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.</p>	

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

Authors signature Christine Thurlow

Date of completion 13th June 2022

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

Projects funded by CIL (Updated with CIL Expenditure Programme of October 2021)

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B02-18	VILLAGE HALL - Monks Eleigh - Hearing Loop	533	£10,750.00	£10,750.00	£0.00	Agreed by Cabinet in September 2018.CIL Bid offer letter issued 25/9/18. Offer accepted. Project complete.
B03-18 Page 221	OPEN SPACE – Cockfield Mackenzie Community Open Space Project	228	£27,843.51	£19,809.00	£8,034.51 Local Infrastructure Fund	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.Issues with access to site which prevented completion of the project. Will reapply if expiry date is reached before the project is complete. Project not complete but deadline for spend reached so part payment made.
B04-18	OPEN SPACE – Cockfield Glebe Community Open Space Project	539	£21,160.94	£20,356.02	£804.92 Local Infrastructure Fund	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 Project completed

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						under budget and monies returned to the Local Infrastructure Fund.
B06-18	COMMUNITY FACILITY – East Bergholt - Tiered Seating East Bergholt High School	638	£45,000.00	£45,000.00	£0.00	Agreed by Cabinet in March 2019.CIL offer issued 13/3/19.Offer accepted. Project Complete.
B07-18	VILLAGE HALL – Preston St Mary - Kitchen and Toilet Extension	635	£130,091.00	£0.00	£130,091.00 Local Infrastructure Fund	Agreed by Cabinet in March 2019 CIL Bid offer letter Issued 13/03/19. Offer accepted. CIL Bid has expired , and the money has been returned to the Local Infrastructure Fund. New bid approved in Cabinet Reports June 2021.
B09-18	VILLAGE HALL - Cockfield kitchen & electric supply	529	£9,928.76	£9,928.76	£0.00	Noted by Cabinet in September 2018. CIL Bid offer letter issued 25/9/19Offer 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 Complete.
B10-18	GREEN ENERGY - Lindsey Electric Vehicle Charging Point	532	£5,534.34	£5,534.34	£0.00	Noted by Cabinet in September 2018.CIL Bid offer letter issued 25/9/19Offer accepted. Project Complete.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B12-18	COMMUNITY FACILITY - Lavenham Community Hub	634	£30,000.00	£30,000.00	£0.00	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	£4,767.97 Local Infrastructure Fund	Agreed by Cabinet in March 2019 CIL Bid offer letter issued 13/3/19 Offer accepted. Work commenced on 10 July but was aborted due to large number of tourists in the area. The contractor has applied to Suffolk CC to install traffic lights on Church Street. Expected restart of the works is September 2019. Project complete. Came in under budget.
B14-18	OPEN SPACE - Cockfield Culvert Open Space Project	603	£3,340.00	£2803.50	£536.50 Local Infrastructure Fund	Noted by Cabinet in March 2019. CIL Bid offer letter issued 13/3/19 Offer accepted Started – Offered £3,340 (as per CIL Bid application) 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. Project Complete.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B19-18	SPORTS AND FITNESS – Sudbury Kingfisher Leisure Pool (Strategic Fund)	636	£100,000.00	£100,000.00	£0.00	Agreed by Cabinet in March 2019 .CIL Bid offer letter issued 13/3/19 Offer accepted CIL monies paid towards the project in March 2020. Money transferred to offset expenditure to date – Project Complete for CIL purposes
B19-01	COMMUNITY FACILITY – Long Melford New roof (part-as part of wider programme of Village Hall improvements)	474	£6,808.00	£5,778.00	£1,030.00 Local Infrastructure Fund	Agreed by Cabinet in September 2019. CIL Bid offer letter issued 18/9/19. Offer accepted Works undertaken and project completed and coming under the allocated budget.
B19-02	COMMUNITY FACILITY –Long Melford Village Hall New Car Park Chemist Lane	244	£26,044.16	£21,536.80	£4,507.36 Local Infrastructure Fund	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.
B19-04	COMMUNITY FACILITY – Sudbury Gainsborough House	621	£200,746.00	£0.00		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.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						Update Jan 2021 – Work progressing well although there have been some hold ups due to Covid. Handover is due to take place Nov 2021 with opening planned for Spring 2022.
B19-07	COMMUNITY FACILITY – Monks Eleigh Village Hall New car Park	632	£28,765.32	£28,765.32	£0.00	Agreed by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19. Offer accepted – Project complete.
B17-18	COMMUNITY FACILITY – Assington befriending scheme - Building to provide permanent toilets on site, disabled ramps storage	416	£26,800.00	£26,800.00	£0.00	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 Project complete.
B19 -10	COMMUNITY FACILITIES -- East Bergholt Constable Memorial Hall – Village hall improvements	666	£14,333.00	£14,333.00	£0.00	Agreed by Cabinet in March 2020. CIL Bid offer letter issued 19/3/20 Offer accepted. Project Complete.
B19 -15	COMMUNITY FACILITY – Lavenham – Car Park Water Street	667	£190,000.00	£0.00		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. Update Jan 2021 – Site

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						has not been acquired yet due to discussions with National Grid as to the restoration work on the gas holder. Background work is in place so that work can start as soon as the site is acquired.
B19 -16	OPEN SPACE – Cockfield Great Green	665	£25,000.00	£25,000.00	£0.00	Agreed by Cabinet in March 2020. CIL Bid offer letter issued 16/3/20.Offer accepted. Project Complete.
B19 -17	BUS PASSENGER TRANSPORT IMPROVEMENT Capel St Mary – Bus Shelter Thorney Road	668	£8,000.00	£6,348.99	£1,651.01 Ringfenced Infrastructure Fund	Noted by Cabinet in March 2020. CIL Bid offer letter issued 17/3/20.Offer accepted. Project Completed under budget. Funds returned to the Ringfenced Infrastructure Fund.
B19 -05	OPEN SPACE AND RECREATION FACILITY - Newton – Play equipment	673	£87,891.90	£21,031.06		Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20.Offer accepted 11/06/2020 First staged payment made. Update Jan 2021 – project has started with stage payments made.
B19 -06	COMMUNITY FACILITY – Chelsworth – Community facility All Saints Church	674	£136,244.00	£136,243.22	£0.78 Local Infrastructure Fund	Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9 /6/20.Offer accepted 23/06/2020. Project Completed under budget with funds returned to the Local Infrastructure Fund.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B19 -14	COMMUNITY FACILITY – Sudbury – St Peters	675	£75,288.00	£0.00		Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20. Offer accepted 26/06/2020 Update June 2021 Main contractors due on site in September, enabling work to be undertaken in August 2021.
B20-01	HEALTH – Hadleigh Health Centre	684	£3,526	£3,526.00	£0.00	Agreed by Cabinet in September 2020. Bid offer letter issued. Offer accepted. Project Complete.
B20-02	COMMUNITY FACILITY – Holbrook Village Hall	683	£9,900	£9,900.00	£0.00	Agreed by Cabinet in September 2020. Bid offer letter issued. Offer accepted Project Complete.
B19-18 Page 227	OPEN SPACE AND RECREATION FACILITY – Chattisham and Hintlesham – Improved surface for play area and new adult fitness equipment	700	£9,920.83	£9,920.83	£0.00	Agreed by delegated decision in September 2020. Bid offer letter issued. Offer accepted. Cabinet to note decision in December 2020. Update Jan 2021 - Delegated decision noted at December 2020 Cabinet. Work has started but is now delayed due to the current lockdown. Project completion now estimated for June 2021. Project Complete.
B20-04	COMMUNITY FACILITY - Lavenham Tenter Piece Sheltered Accommodation	715	£36,054.00	£20,625.00		Agreed by Cabinet in December 2020. Bid offer letter issued. Offer accepted. Project started and first stage payment made.
B20-05	COMMUNITY FACILITY - Lavenham Prentice Street Car Park	716	£109,000.00	£91,496.76		Agreed by Cabinet in December 2020. Bid offer letter issued. Offer accepted. Costs for Car Park works paid out, EV charger part of bid as yet to be completed

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B20-11	COMMUNITY FACILITY – Sudbury and Hadleigh CCTV Arrangements	714	£183,000.00	£54,661.00		Agreed by Cabinet in December 2020. Bid offer letter issued. Works have started.
B20.06	WASTE INFRASTRUCTURE – Sudbury – HVO Fuel Tank	722	£50,000.00	£0.00		Agreed by Cabinet in March 2021 – Bid offer letter issued. Order has been made.
B20-12	COMMUNITY FACILITY - Long Melford – Upgrade to Old School car park including additional spaces lighting and drainage and EV charging	727	£22,000.00	£22,000.00	£0.00	Agreed by Cabinet in March 2021 – Bid offer letter issued. Offer accepted 23/03/2021 Project Complete.
B20-15	COMMUNITY FACILITY - Lavenham Upgrade to public toilets including new room for Parish Office - Church Street Car Park	726	£43,440.00	£32,678.00		Agreed by Cabinet in March 2021 – Bid offer letter issued. Offer accepted 16/03/2021. Works have commenced.
B20-16	OPEN SPACE FACILITY – Cockfield Green Ridge Howe Lane	723	£15,799.36	£0.00		Agreed by Cabinet in March 2021 – Bid offer letter issued. Offer accepted 25/03/2021.
B20-14	EDUCATION – Holbrook - School extension for the creation of 10 places	733	237,750.00	£0.00		Agreed by Cabinet in June 2021 – Bid offer letter issued. Offer accepted
B21-01	COMMUNITY FACILITY - Extension to Preston St Mary Village Hall	734	£109,000.00	£0.00		Agreed by Cabinet in June 2021 – Bid offer letter issued. Offer accepted and works started on site
Total CIL funding allocated in Bid Rounds 1, 2, 3, 4, 5, 6 and 7 (including Cabinet decisions in June 2021)			£2,072,415.11	£803,513.35	£151,424.05	

Infrastructure List for Babergh

Emerging Infrastructure Projects - Largely extracted from the Babergh and Mid Suffolk Infrastructure Delivery Plan of September 2020 and including minor updates in relation to CIL funds agreed since 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	Chelmondston	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	£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)
						from JLP growth						
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 Mary St	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	Great Cornard	Essential	Suffolk County Council	£615,240	Developer contributions from	£0	£1,022,684	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)
	needed with land allocation of 0.1ha (JLP policy LA042)					committed growth and from JLP growth.						
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

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)
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	£998,842	£302,190	CIL	£512,108	Suffolk County Council, CIL from future	Short 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)
						from JLP growth					development	
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
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

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)
IDP037	Primary School expansion from 210 to 315 (St Mary's CE) OR from 546 to 630 (Hadleigh CP)	Hadleigh - St Mary's Church of England Primary School OR Hadleigh Community 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
IDP191	Primary School expansion from 210 to 315	Long Melford	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and from JLP growth	TBC	£647,550	CIL	TBC	Suffolk County Council, CIL from future development	Medium 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 870 to 1200	Hadleigh	Essential	Suffolk County Council	£8,559,000	Developer contributions from committed growth and	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)
						from JLP growth						
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 (£237,750 in CIL funding agreed in June 2021 for extension to create 10 extra spaces).	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. The outcome of the feasibility study is yet to be determine for 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	£547,750	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)
IDP069	Mitigation will be requested for the cumulative growth in the area as it will put significant pressure on the local practice. Work has been undertaken during 2020-21 to broaden the services provided in the local community by the practice and this scheme was funded through CIL	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 (£3,526 in CIL funding agreed in September 2020 for a Clinical Room).	unknown	unknown	Short-medium term
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	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

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 Shotley Practice.											
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 preferred location selected for a new health hub in which Hawthorn Drive is a key stakeholder. Hawthorn Drive practice expansion - Phase 1 porta cabin project complete during spring 2021. Phase 2 expansion	Ipswich Fringe (including Claydon, Sproughton) The Chesterfield Drive Practice Tooks new surgery, planned to be in operation by 2021. Hawthorn Drive (206 Hawthorn Drive, Ipswich IP2 0QQ) and Pinewood Surgery	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 the new Tooks GP Surgery, Whitton.	unknown	£1,667,441	CIL/s106	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)
	currently at business case (summer 2021).	(Branch of Derby Road Practice) The Barham & Claydon Surgery										
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
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	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

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)
	population growth.											
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) and Hardwick House (which includes: Stour Street and Meadow Lane	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/s106	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)
		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	Essential	Highways England	£6.7m	Developer contributions from development within the area. Approved scheme of DC/19/0279 8 and DC/19/0509 3 includes proposed	£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)
						junction improvements.						
IDP085	Junction improvements	A14 Junction 55 Copdock Interchange	Critical	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	Further investigation required by SCC and Highways England regarding mitigation scheme. Potential mitigation schemes to discourage junction hopping to also be investigated.	A14 Junction 54 Sproughton	Essential /Desirable	Highways England	Unknown	Further investigation required by SCC and Highways England regarding mitigation scheme.	Unknown	Unknown	Unknown	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)
IDP090	Mitigation through proposed Joint Local Plan site allocation LA055 and other sites within the area.	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 improvements in Sproughton - Zebra crossing in Sproughton - Junction improvements A1071, - Improved pedestrian links between Sproughton and Bramford.	A1071 / B1113 AND A1071 / Hadleigh Road AND B1113 Burstall Lane / Lower Street (Sproughton)	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
IDP092	Mitigation potentially introducing signalised	A1071 / A134 Assington Road	Essential	Suffolk County Council	£300,000	Developer contributions from committed	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)
	junction and speed limit. Issue of cumulative growth impacting the area.	(Near Newton)				growth and from JLP growth. Issue of cumulative growth impacting the area (from Sudbury, Hadleigh, Boxford, Newton, Assington, Leavenheath , Nayland, Colchester).						
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

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)
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) and £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
IDP097	Pedestrian and cycle link	Capel St Mary – Copdock – Wolsey Grange, Ipswich (Phase 1: Copdock to Wolsey Grange; Phase 2 Capel St Mary to Copdock)	Essential	Suffolk County Council	Circa £1.3m (from Park & Ride to Capel St Mary) Further investigation and detail costings required by SCC.	Developer contributions from committed growth and from JLP growth.	Unknown	Unknown	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

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

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)
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
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

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)
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	£2.4m	Capital Investment by B&MSDC, CIL and other funds	£2,160,000 (B&MSDC)	N/A	N/A	N/A	N/A	Completed – April 2021
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 B&MSDC and CIL funding	£2,356,000 Capital Investment by B&MSDC and £100,000 from CIL funding.	N/A	N/A	N/A	N/A	Completed – Spring 2021

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 Community Use Agreement being put in place. Abbeycroft Leisure currently manage site outside school hours.	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 District Councils, central government funding (Sport England), National Lottery grants, etc.	Unknown	Unknown	Unknown	Unknown	Unknown	Medium, Long Term
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	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)
							direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc.						
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 Councils, central government funding (Sport England), National Lottery grants, etc.	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
IDP177	Holbrook	Holbrook Academy	To extend sports and recreation facilities available for	Desirable	Holbrook Academy	£100,000	Developer Contributions from potential JLP site allocations	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.				(CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc.						
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, central government funding (Sport England), National Lottery grants, etc.	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown

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 RC	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 RC	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	Agreed cost multiplier	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 – Babergh District Council Depots

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 Depot	Chilton	Desirable	BDC	£50,000	Developer contributions	unknown	£50,000	CIL (CIL bid agreed 11/03/2021 for £50,000)	£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	£183,000	Developer contributions	unknown	£183,000	CIL (CIL bid agreed December 2020 for £183,000)	£0	N/A	Short Term

**Appendix F – Infrastructure List for Mid Suffolk.
Mid Suffolk District Council Infrastructure Funding Statement - Current and Emerging Projects in Mid Suffolk**

**Projects - Current Funding
Projects funded by CIL (Updated with CIL Expenditure Programme of October 2021)**

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M01-18	COMMUNITY FACILITY Gislingham Silver Band Hall	639	£44,568.75	£0	£44,568.75 Local Infrastructure Fund	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 requested in January 21 but no update received and CIL Bid Offer expired in March 2021. Monies returned to the Local Infrastructure Fund
M02-18	PUBLIC TRANSPORT - Laxfield - Bus stops at Mill Lane	556	£5,000.00	£3,627.63	£1,372.37 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 and monies returned to the Local Infrastructure Fund.
M04-18	PUBLIC TRANSPORT - Stowmarket - Bus Stops at Finborough Rd	557	£5,000.00	£0.00	£5,000.00 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. Monies returned to the Local Infrastructure Fund

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M05-18	PUBLIC TRANSPORT - Bus stop improvements Mortimer Road Stowmarket	531	£35,000.00	£0.00	£35,000.00 Local Infrastructure Fund	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. Scheme abandoned due to issues with the design and monies returned to the Local Infrastructure Fund
M08-18	HEALTH - Botesdale Heath Centre - Extension to increase provision and palliative care	522	£98,739.74	£98,739.74	£0.00	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	£0.00	£641.35 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. Monies returned to the Local Infrastructure Fund.
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	£0.00	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.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M18-20	PUBLIC TRANSPORT Thurston - Bus Shelters Norton Road	641	£13,000.00	£13,000.00	£0.00	Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March 2019. Project completed
M23-18	GREEN ENERGY EV Charger at Cross St Car Park Eye	642	£20,728.40	14,287.16	£6441.24 Local Infrastructure Fund	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. Monies returned to the Local Infrastructure Fund
M19-01	COMMUNITY FACILITY– Stowupland Notice Board Trinity Meadow	640	£396.26	£396.26	£0.00	Noted by Cabinet on 28 th 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 completed.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M19-04	PUBLIC TRANSPORT Thurston - Bus Shelters Sandy Lane	649	£9,600.00	£4,800.00	£4,800.00 Local Infrastructure Fund	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. Project complete. Only one shelter provided under this CIL Bid as second shelter provided by developer through s106 contributions instead. Therefore, monies returned to the Local Infrastructure Fund.
M14-18	EDUCATION – Stowupland High School	656	£2,446,575.00	£2,417,764.17		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. Project completed and handover has occurred with staged payment made in April 2021. Small balance left to pay in early 2022.
M19-07	COMMUNITY FACILITIES – Village Hall Enhancement Extension Occold	664	£19,190.00	£16,297.76		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 January 21 Update – First stage payment made

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M19-10	EDUCATION – Bramford Primary School	663	£645,593.00	£645,593.00	£0.00	Agreed by Cabinet on 9th March 2020. CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Project completed
M19-14	EDUCATION – Claydon Primary School	662	£499,421.00	£499,421.00	£0.00	Agreed by Cabinet on 9 th March 2020. CIL Bid offer letter dated 12 th March 2020. Offer accepted. Project completed.
M19-08	COMMUNITY FACILITIES – Thornham – Car Park	681	£27,000.00	£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. Project completed
M20-18	GREEN ENERGY -EV CHARGING POINTS -Stowmarket - Regal Car Park	701	£10,263.00	£6,590.25		Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Awaiting final costings.
M19-12	COMMUNITY FACILITIES – Eye- Play Facilities	703	£31,605.60			Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted
M19-03 -	COMMUNITY FACILITIES – Debenham Leisure Centre - Additional car Park	704	£47,000.00	£42,840.00		Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. First staged payment made
M20-07	RAIL – Thurston Rail Station - Feasibility Study by Network Rail	702	£100,000.00			Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Preparatory work occurring for the scope of the Feasibility study
M20-08	COMMUNITY FACILITIES – Wingfield – Conversion of Granary barn to children’s nursery	705	£34,000.00	£33,960.00	£39.58 Local Infrastructure Fund	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project Complete and under budget. Monies returned to the Local Infrastructure Fund

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M19-13	COMMUNITY FACILITIES –Bedfield – new play area	680	£4,534.00	£4,534.00	£0.00	Agreed by Cabinet in September2020. Offer letter issued. Offer accepted – Project Completed
M20-09	COMMUNITY FACILITIES - Ringshall Village Hall Installation of sewerage treatment works.	712	£16,651.00	£16,122.97	£528.03 Local Infrastructure Fund	Agreed by Cabinet in December 2020. Offer letter issued. Project completed under budget. Monies returned to the Local Infrastructure Fund
M20-21	COMMUNITY FACILITIES – Thornham Walks overflow car park – Covid Complications - further grant funding	709	£3,355.00	£3,344.75	£10.25 Local Infrastructure Fund	Agreed by Cabinet in December 2020. Offer letter issued. Project completed and under budget. Monies returned to the Local Infrastructure Fund
M20-10	COMMUNITY FACILITIES – Stowmarket Creation of a Stowmarket Emergency Services Hub	713	£431,740.00			Agreed by Cabinet in December 2020. Offer letter issued.
M20-25	HEALTH - Mendlesham Health. Administration Hub /Clinical Capacity reconfiguration including 2 EV charging points	721	£239,306.60	£133,026.96		Agreed by Cabinet in March 2021. Email confirming Cabinet decision issued. Offer letter to be issued upon NHS confirming the PID. June 21 Update Project underway, two Claims processed
M20-24	COMMUNITY FACILITIES – Gislingham running track	728	£18,487.50			Agreed by Cabinet in March 2021. Awaiting signed Community User agreement before Offer letter is sent.
M20-22	COMMUNITY FACILITIES – Haughley - Storage Unit Crascall Pavilion, Green Road	725	£39,937.00			Agreed by Cabinet in March 2021. Offer letter issued. Signed acceptance letter received 16/03/21
M20-19	COMMUNITY FACILITIES – Haughley - Car Park Crascall Pavilion, Green Road	724	£22,595.00			Agreed by Cabinet in March 2021. Offer letter issued. Signed acceptance letter received 16/03/21

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M20-20	WASTE INFRASTRUCTURE – Fuel Tank at Creting Road Depot	720	£50,000.00			Agreed by Cabinet in March 2021. Offer letter issued.
M21-01	HEALTH – Woolpit Car Park Land South of Old Stowmarket Road	735	£917,240.00			Agreed by Cabinet in June 2021. Offer letter issued. Project started in August 2021
M19-06	EDUCATION – Thurston - Land Option CIL Bid for purchase of land for education (for a forthcoming College extension) and an associated car park	738	£1,069,841.00			Agreed by Cabinet in June 2021. Awaiting signed Community User agreement before Offer letter is sent.
Total CIL Funding allocated to MSDC projects in Bid Round 1, 2 ,3, 4, 5, 6 and 7 (including Cabinet decisions in June 2021).			£6,920,249.30	£3,994,586.17	£98,401.57	

Infrastructure List for Mid Suffolk

Emerging Infrastructure Projects - Largely extracted from the Babergh and Mid Suffolk Infrastructure Delivery Plan of September 2020 and including minor updates in relation to CIL funds agreed since 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	£388,500	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

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)
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
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.	£532,768	£14,768	s106	£547,536 expected toward 1 st phase of 30 places setting at estimated cost of	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: DC/18/00233 (LA007) (£281,293); DC/19/01401 (LA006) (£215,721); DC/19/00870 (LA107) (£35,754)				£615,240. Therefore, funding gap for 1 st phase: £67,704		
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	Elmswell	Essential	Suffolk County Council	£615,240	Developer contributions from committed growth and from JLP growth. s106 secured for a new setting from	£75,240	£677,482	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)
	setting from PP: 3918/15 Former Grampian site (£75,240.)					PP: 3918/15 Former Grampian site £75,240.						
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. s106 secured for a new setting from PP: 3563/15 Land at Eye Airfield	£170,548	£686,712	s106	£373,220	Suffolk County Council, s106 from future development	Short-medium term
IDP021	1 new Pre School setting for 60 places at the new Primary School at Chilton Leys (named 'Grace Cook Primary School' and granted planning permission in April 2021) (JLP policy LA034). And one more setting for 60 places needed with land	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 (setting at Grace Cook Primary School' - anticipated completion by Sept. 2022)

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)
	allocation of 0.1ha (JLP policy LA035 – 'Ashes Farm').											
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
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	Woolpit	Essential	Suffolk County Council	£1,230,480	Developer contributions from committed	TBC	£1,290,354	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)
	primary school in Woolpit (JLP policy LA095).					growth and from JLP growth						

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 completed Autumn 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

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)
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
IDP190	Primary School expansion from 105 to 140	Haughley	Essential	Suffolk County Council	£604,380	Developer contributions from committed growth and from JLP growth	TBC	£828,864	CIL	TBC	Suffolk County Council, CIL from future development	Short 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

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)
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	Claydon	Essential	Suffolk County Council	£4,306,680	Developer contributions from committed	£1,461,298	£3,050,462	s106	£0		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)
	(Planning application 1856/17 (LA002))					growth and from JLP growth						
IDP047	Stowmarket - New Chilton Leys Primary School (named 'Grace Cook Primary School', and granted planning permission in April 2021) 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 (anticipated completion by Sept. 2022)
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 growth and from JLP growth	£2,698,401	£5,127,000	s106	£787,959	Sale of existing school site. Suffolk County Council, s106 from future development.	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)
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	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)
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	£2,846,200	CIL	£1,217,785	Suffolk County Council, CIL from future development	Medium to long term
IDP058	Secondary School expansion from 1033 to 1460 Phase 1 (: 1033 to 1050 plus 6 th Form Block.	Stowupland	Essential	Suffolk County Council	£3,739,350 (Phase 2)	Developer contributions from committed growth and from JLP growth	£205,009	£5,341,440 (Phase 1 expansion completed with CIL funds of £2,446,575)	CIL	£0	Suffolk County Council, CIL from future development	Phase 1 completed March 2021 Phase 2 – Long 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)
	CIL funds of £2,446,575 agreed in January 2020. Phase 1 completed. Works completed and new Sixth Form Centre opened in March 2021. Phase 2: masterplan from 1050 to 1200 places.											
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	yes	£188,343	CIL (CIL Bid agreed in March 2021 for £239,306 for Mendlesham Health Centre, which provides additional capacity for both Mendlesham and Bacton.	none	unknown/a	Short term (anticipated completion by Sept. 2021)
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	Ipswich Fringe (including Claydon, Sproughton) The Chesterfie	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth.	unknown	£1,667,441	CIL/s106	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)
	appraisal have been completed and preferred location selected for a new health hub in which Hawthorn Drive is a key stakeholder. Hawthorn Drive practice expansion - Phase 1 porta cabin project complete during spring 2021. Phase 2 expansion currently at business case (summer 2021).	Id Drive Practice Tooks new surgery, planned to be in operation by 2021. Hawthorn Drive (206 Hawthorn Drive, Ipswich IP2 0QQ) and Pinewood Surgery (Branch of Derby Road Practice) The Barham & Claydon Surgery				Existing funding source for the new Tooks GP Surgery, Whitton.						

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)
IDP075	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.	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	yes	£51,838	CIL (CIL Bid agreed in March 2021 for £239,306 for Mendlesham Health Centre, which provides additional capacity for both Mendlesham and Bacton).	none	n/a	Short term (anticipated completion by Sept. 2021)
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	Stanton (LPA: West Suffolk) - Stanton Surgery, 10 The	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and	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)
	capacity at the surgery and in the process of removing the portable cabin in the car park. Mitigation will be requested towards the expansion.	Chase Stanton				from JLP growth						
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	unknown	£123,834	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)
						from JLP growth						
IDP081	Mitigation will be requested to increase capacity within the area. Current projects include the expansion of the car park for the Woolpit practice. Anticipated delivery of the new car park is November 2021.	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 (Anticipated delivery of the new car park is November 2021.)

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	Potential 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 44 Bury St Edmunds South East	Essential	Suffolk County Council	Unknown	Developer contributions from development within West Suffolk, and Babergh and Mid Suffolk	Unknown	Unknown	s278 / s106	Unknown	Unknown	Unknown
IDP089	This is primarily a Local Road Network (LRN) issue on Compiegne Way which has a knock-on effect on the	Junction 43 Bury St Edmunds North East	Essential	Suffolk County Council	Unknown	Developer contributions from development within West Suffolk, and Babergh and Mid Suffolk	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)
	Strategic Road Network (SRN). The slip road is relatively short, which reduces resilience on the SRN. Mitigation schemes are part of Bury St Edmunds Vision 2031 to unlock this local highway pinch point.											
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) and £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
IDP096	Pedestrian and cycle link	Elmswell - Woolpit	Essential	Suffolk County Council	£740,000	Developer contributions from committed growth and	Identified land contributions and financial	£220,000 from planning permission	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)
						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.	contributions from current planning applications and planning permissions.	DC/18/04247 (LA095).				

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	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	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)
the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework									the Project Enquiry Form and CIL Expenditure Programme under the CIL Expenditure Framework together with other forms of funding			

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 2019. Two stages: 1- estimated cost of £400,000; 2- estimated cost of 780,000).	Needham Market	Essential	Network Rail and Greater Anglian	Unknown	'Department for Transport' (DfT) 'Access for All' (AfA) fund; MSDC/SCC; developer contributions from committed growth and from JLP growth.	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)
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	£1.9m from DfT "AfA"	£1.9m	Section 106	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 2020-21.)	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 (CIL bid for £100,000 agreed September 2020 for feasibility study. Feasibility Study being carried out 2020-21.)	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 agreed in December 2020 for £431,740)	CIL and s106 (CIL bid agreed in December 2020 for £431,740)	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 & Rickinghall	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	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)
						and from JLP growth						
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 Aspall	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)
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
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 Sports & Leisure Centre	To improve in-door 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	Improve and expand health and fitness, swimming and outdoor facilities.	n/a – project completed June 2021	Mid Suffolk District Council	£2.2m	Open Space and Social Infrastructure (OSSI) Policy funding. Invest to Save – B&MSDC providing capital with repayment by Leisure Operator.	£2.2m	N/A	N/A	N/A	N/A	Completed – June 2021
IDP169	Stradbroke	Stradbroke Swimming and Fitness Centre	Business case to be developed to consider future of the swimming pool and	n/a – current project	Mid Suffolk District Council	Unknown cost. Leisure management contract currently	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)
			potential for expansion.			under 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

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)
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 community use. (Funds for new sports centre & modifications to existing main auditorium). Subject to CUA being put in place.	Desirable	Hartismere Family of Schools	£1.1m	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
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	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)
							government funding (Sport England), National Lottery grants, etc.						
IDP179	Stowupland	Stowupland High School	To extend sports, arts & cultural and recreational facilities available for community use. (Funds for improved outdoor changing rooms.	Desirable	John Milton Academy Trust	£250,000	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
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	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)
							from the District Councils, central government funding (Sport England), National Lottery grants, etc.						
IDP182	Thurston	Thurston Community College	To extend sports and recreation facilities available for 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	Desirable	Thurston Community College	£20,000 for Thurston Sixth, Beyton Campus from OSSI (Open Space and Social Infrastructure) Policy funding. (Subject to Community Use Agreement (CUA) being put in place.)	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

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)
			Campus (6 th form).										

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 RC	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
IDP184	Relocation of Stowmarket RC	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	Agreed cost multiplier	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 – Mid Suffolk District Council Depots

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 Depot	Stowmarket	Desirable	MSDC	£50,000	Developer contributions	unknown	£50,000	CIL (CIL bid agreed 08/03/2021 for £50,000)	£0	N/A	Short Term

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Agenda Item 14

BABERGH DISTRICT COUNCIL

TO: BDC Council	REPORT NUMBER: BC/22/15
FROM: Cabinet Member for Climate Change, Biodiversity and Sustainable Transport	DATE OF MEETING: 19 July 2022
OFFICER: Fiona Duhamel, Director for Economic Growth and Climate Change	KEY DECISION REF NO. N/A

BMSDC SUSTAINABLE TRAVEL VISION & LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)

1. PURPOSE OF REPORT

- 1.1 To inform members that, following Cabinet endorsement earlier in the year, the Babergh and Mid Suffolk District Councils Joint Sustainable Travel Vision and Local Cycling and Walking Infrastructure Plan (LCWIP) are now published.

2. RECOMMENDATION

- 2.1 It is recommended that these documents are ‘for noting’
- 2.2 It is recommended that all members are aware that these documents, and their associated supporting documents, have been published on the council’s website and are therefore in the public domain. These documents, hosted on the councils’ sustainable travel webpage, will be utilised within the councils sustainable travel workstream going forwards, and feedback/local knowledge is welcomed at any time with regards to the dynamic/live document elements of the LCWIP. Members can signpost to these documents/this webpage, in the first instance, when any queries regarding active travel arise.

3. KEY INFORMATION

- 3.1 Babergh, along with Mid Suffolk, District Council have been working to consolidate and refine their aims and ambitions around active and sustainable travel across the districts. This is summarised, in an accessible public-facing format, in the councils’ Sustainable Travel Vision which sets out our key values around active and sustainable travel and how we will work to achieve them.
- 3.2 The Sustainable Travel Vision includes input from members, given during interactive all-member workshops delivered in 2021.
- 3.3 Alongside this, and specifically related to active travel, the councils have published a Local Cycling and Walking Infrastructure Plan (LCWIP).
- 3.4 LCWIPs, as set out in the Government’s Cycling and Walking Investment Strategy, are a strategic approach to identifying cycling and walking improvements required at the local level.

- 3.5 LCWIPs enable a long-term approach to developing local cycling and walking networks, ideally over a 10 year period, and form a vital part of the Government's strategy to increase the number of trips made on foot or by cycle.
- 3.6 LCWIPs are considered key in obtaining funding to deliver active travel schemes.
- 3.7 SCC Highways have encouraged District and Boroughs to develop their own LCWIPs, to inform and enhance the county-wide LCWIP, and assist investment decision making with a strong evidence base.
- 3.8 The LCWIP has been developed in accordance with the national government technical guidance for producing LCWIPs, adapted where necessary to better reflect the needs of our more rural landscape.
- 3.9 The key outputs of our LCWIP are; a network plan for walking and cycling which identifies preferred routes and core zones for further development, a prioritised programme of infrastructure improvements for future investment, and a report which sets out the underlying analysis carried out and provides a narrative which supports the identified improvements and network.
- 3.10 The process of producing the LCWIP included identifying potential infrastructure schemes via public consultation (which received over 1,880 responses) and prioritising them according to a range of different factors/criteria. The full methodology is detailed in the LCWIP technical report.
- 3.11 The development of the LCWIP was overseen by a cross-district, cross-ward, cross-party 'Task and Finish' member group.
- 3.12 The technical guidance recommends that the LCWIP will need to be reviewed and updated approximately every four to five years, and should also be updated if there are significant changes in local circumstances, such as the publication of new policies or strategies, major new development sites, or new sources of funding. This updating should also capture any delivery of infrastructure improvements and the identification of new infrastructure needs.
- 3.13 The LCWIP can also be refined and benefit from further feedback and local knowledge, which is welcomed at any time.
- 3.14 The LCWIP is hosted in the public domain on the council's website, on a dedicated sustainable travel webpage, and is accompanied with information about how key stakeholders and interested parties can get in touch with the Sustainable Travel Officer to provide feedback and/or relevant information. Amendments can be made to the proposed scheme lists (and accompanied mapping) following further discussion, as long as this remains in line with the processes laid out in the LCWIP methodology.
- 3.15 As such, the prioritised scheme list (and accompanied mapping) remains a dynamic element of the LCWIP.

4. FINANCIAL IMPLICATIONS

- 4.1 The only associated costs in bringing forward the LCWIP have been officer time, and the small-scale procurement of the 'Commonplace' platform to carry out the consultation which provided the evidence to then develop the LCWIP list of schemes.

The LCWIP will be utilised to gain funding for the delivery of schemes, providing the evidence needed to advocate for investment from any arising funding opportunities.

5. LEGAL IMPLICATIONS

There are no expected legal implications.

6. RISK MANAGEMENT

It is important that council now retains momentum within this workstream, so that the Sustainable Travel Vision is backed up with action.

It is important that the council now continues to advocate for, and help facilitate, the progress and implementation of LCWIP schemes, but also manages expectations when it comes to the delivery of those schemes, in terms of funding limitations, the need to work with partners, and the impact this has on timescales.

7. CONSULTATIONS

The LCWIP was developed by public consultation. The active travel infrastructure schemes included in the LCWIP were identified through a 'Commonplace' community consultation, which collected public comments and suggested during a six week period between May and July 2021. The consultation website (which included information about why the councils were collecting information and suggestions, and how this would be developed in an LCWIP) was accessed by 3431 visitors. There were 1881 responses/contributions to the consultation itself. 328 people signed up to receive news and updates about the ongoing development of the LCWIP and the Councils' active travel workstream.

8. EQUALITY ANALYSIS

An EQIA is not required at this stage because these documents are a steer towards investment priorities, rather than specific delivery action which will need to be taken forwards with partners. However, it has been noted by the EQIA team that these strategies will have positive impacts on equality by providing improved active travel options for local communities.

9. ENVIRONMENTAL IMPLICATIONS

Encouraging and facilitating more active and sustainable travel will have a positive impact on the local environment and air quality, and is very much in line with the ambitions laid out within the joint councils' Environment Delivery Plan, Carbon Reduction Management Plan and the Suffolk Climate Change Partnership.

10. BACKGROUND DOCUMENTS

The following associated documents are collated on the councils' website:

www.babergh.gov.uk/environment/sustainable-travel

- The BMSDC Sustainable Travel Vision
- The BMSDC Local Cycling and Walking Infrastructure Plan (LCWIP) Methodology Report
- The BMSDC LCWIP Prioritised lists of schemes
- The LCWIP network zone & active travel desire lines mapping

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Agenda Item 15

BABERGH DISTRICT COUNCIL

TO: Council	REPORT NUMBER: BC/22/16
FROM: Chief Executive	DATE OF MEETING: 19 July 2022
OFFICER: Janice Robinson, Deputy Monitoring Officer	

URGENT ACTION TAKEN BY THE CHIEF EXECUTIVE UNDER DELEGATED POWERS IN ACCORDANCE WITH PART 2 OF THE CONSTITUTION

1. PURPOSE OF REPORT

- 1.1 This report details an urgent action taken by the Chief Executive in consultation with the Chair of the Council using his delegated powers.
- 1.2 The Chief Executive is required by the Constitution to report these decisions to Council meetings under Part 2 of the Constitution.

2. RECOMMENDATION

- 2.1 That Council notes the Urgent Action taken under delegated powers by the Chief Executive as detailed in Appendix A.

REASON FOR DECISION

Under Part 2 of the Constitution, Delegations to Officers, Paragraph 7.2 the decision must be reported Council.

3. KEY INFORMATION

- 3.1 Detailed in Appendix A.

4. LINKS TO THE CORPORATE PLAN

- 4.1 N/A

5. FINANCIAL IMPLICATIONS

Detailed in Appendix A.

6. LEGAL IMPLICATIONS

6.1 To comply with the Councils Constitution.

7. RISK MANAGEMENT

7.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
That the Urgent Action in Appendix A taken under delegated powers do not follow the Council's Constitutional Decision process thereby making them unlawful and open to challenge.	Unlikely (2)	Noticeable (2)	To follow the Constitutional decision process

8. CONSULTATIONS

8.1 N/A

9. EQUALITY ANALYSIS

9.1 N/A

10. ENVIRONMENTAL IMPLICATIONS

10.1 N/A

11. APPENDICES

Title	Location
(a) Power to act out of Council Meeting – General Power	Attached

12. BACKGROUND DOCUMENTS

[Decision - BDC Urgent Action - S91 Order for Freston Parish Council »](#)

BABERGH DISTRICT COUNCIL

POWER TO ACT OUT OF COUNCIL MEETING – GENERAL POWER

ACTION FOR WHICH CHIEF EXECUTIVE HAS DELEGATED POWERS SUBJECT TO CONSULTATION WITH CHAIRMAN OF THE DISTRICT COUNCIL

SERIAL NO: BDC - 0021

SUBJECT MATTER:

Appointment of Councillors to Freston Parish Council under s.91 of the Local Government Act 1972.

MEETING TO WHICH MATTER RELATES:

Full Council

REASON FOR ACTION BEING TAKEN OUT OF MEETING:

Freston Parish Council is currently inquorate and is therefore unable to act. This decision is urgent as the Parish Council needs to be able to discharge its functions as soon as possible.

BACKGROUND:

Due to a number of factors, Freston Parish Council has not held a formal council meeting for a period of more than 6 months. This means that the current four councillors have vacated office through non-attendance at meetings, in accordance with s.85 of the Local Government Act 1972. The Parish Council now has no elected councillors and is inquorate.

Under Section 91 of the Local Government Act 1972 the District Council may by order appoint persons to fill all or any of the vacancies until other councillors are elected and take up office or until the appointees resign.

All four former Freston Parish Councillors have indicated that they would like to be appointed to the Council.

FINANCIAL IMPLICATIONS:

There are no financial implications to the District Council in respect of this decision.

ACTION AUTHORISED:

To appoint Henry Stogdon, Russell Ross-Smith, Vanessa Penna and Gemma Stronach to Freston Parish Council in accordance with Section 91 of the Local Government Act 1972 and make the necessary Order.

Report prepared by the Monitoring Officer, 16 June 2022.

DATE ACTION AUTHORISED:

I have been consulted on this matter details of which are given above and have no observations to make.



Signed:
Chair of Babergh District Council

Dated: 22 June 2022

I being the duly authorised officer authorise the taking of the action referred to above.



Signed:
Chief Executive

Dated: 22 June 2022

Details reported to Council for noting.

- (NOTE: (i) *This form to be completed and given to Committee Services for inclusion in the Register of Delegated Action and for reporting to the appropriate Committee. The signature of the Chief Executive should be obtained prior to the form being sent to Committee Services.*
- (ii) *If the Chairman is not available within a day to sign the form, please send it to Committee Services who will then arrange the necessary signature.)*