

# Public Document Pack



<b>COMMITTEE:</b>	<b>BABERGH CABINET</b>
<b>DATE:</b>	<b>MONDAY, 5 SEPTEMBER 2022 2.00 PM</b>
<b>VENUE:</b>	<b>FRINK ROOM (ELISABETH) - ENDEAVOUR HOUSE</b>

<b>Members</b>		
<u>Independent Conservatives</u> Jan Osborne John Ward (Chair) Mary McLaren	<u>Independent</u> Clive Arthey Elisabeth Malvisi Alastair McCraw	<u>Liberal Democrat</u> David Busby  <u>Green Party</u> Jane Gould

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## **AGENDA**

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

Page(s)

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATION OF INTERESTS BY COUNCILLORS**
- 3 **BCa/22/16 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 5 JULY 2022** 5 - 12
- 4 **BCA/22/17 TO CONFIRM THE MINUTES OF THE MEETING HELD ON THE 8 JULY 2022** 13 - 18
- 5 **TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME**
- 6 **QUESTIONS BY COUNCILLORS**
- 7 **MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**

## 8 FORTHCOMING DECISIONS LIST

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

[Forthcoming Decisions List » Babergh](#)

### 9 **BCA/22/18 GENERAL FUND FINANCIAL MONITORING 2022/23 - QUARTER 1** 19 - 30

Cabinet Member for Finance, Assets and Investments.

### 10 **BCA/22/19 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2022/23 - QUARTER 1** 31 - 38

Cabinet Member for Finance, Assets and Investments.

### 11 **BCa/22/20 QUARTER 1 PERFORMANCE** 39 - 72

To note the information contained within the papers for the performance across the whole Council for the period 1 April to 30 June 2022 giving the opportunity to reflect and comment on progress made against the key priorities aligned to the Corporate Plan 2019 – 2027.

Cabinet Member for Customers, Digital Transformation and Improvement.

### 12 **BCa/22/21 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE PROGRAMME SEPTEMBER 2022** 73 - 168

Cabinet Member for Planning.

### 13 **BCa/22/22 OVERVIEW AND SCRUTINY COMMITTEE RECOMMENDATIONS - ANNUAL REVIEW OF SUDBURY & DISTRICT CAB** 169 - 174

Cabinet Member for Communities and Wellbeing

### 14 **BCa/22/23 TREE CANOPY COVER SURVEY - PROPOSALS TO CABINET** 175 - 248

Cabinet Member for Environment

## Date and Time of next meeting

Please note that the next meeting is scheduled for Monday, 3 October 2022 at 2.00 pm.

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, H. Holloway on: 01449 724681 or Email: [Committees@baberghmidsuffolk.gov.uk](mailto:Committees@baberghmidsuffolk.gov.uk)

### **Introduction to Public Meetings**

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# Agenda Item 3

## BABERGH DISTRICT COUNCIL

Minutes of the meeting of the **BABERGH CABINET** held in the Frink Room (Elisabeth) - Endeavour House on Tuesday, 5 July 2022

### PRESENT:

Councillors:	Jan Osborne	Clive Arthey (Deputy Chair)
	David Busby	Jane Gould
	Alastair McCraw	Mary McLaren

### In attendance:

Councillor(s):	Melanie Barrett
	Simon Barrett
Officers:	Chief Executive (AC)
	Monitoring Officer (EY)
	Director – Corporate Resources and Section 151 Officer (ME)
	Director – Housing (GF)
	Director – Assets and Investments (EA)
	Director – Environment and Commercial Partnerships (CC)
	Corporate Manager – Tenant Services (RL)
	Corporate Manager – Councils' Companies (HB)
	Housing and Standards Manager (JK)
	Senior Empty Homes Officer (AT)
	Senior Governance Support Officer (HH)

### Apologies:

John Ward (Chair)  
Elisabeth Malvisi

### 10 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interests declared by Councillors.

### 11 BCA/22/5 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 8 JUNE 2022

#### It was RESOLVED:

**That the minutes of the meeting held on the 8 June 2022 be confirmed and signed as true record.**

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

None received.

### 13 QUESTIONS BY COUNCILLORS

None received.

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

There were no matters referred by the Overview and Scrutiny or Joint Audit and Standards Committee.

**15 FORTHCOMING DECISIONS LIST**

There were no comments for the Forthcoming Decisions List.

**16 BCA/22/6 GENERAL FUND FINANCIAL OUTTURN 2021/22**

16.1 The Chair, Councillor Arthey invited the Cabinet Member for Finance, Councillor Busby to introduce the report.

16.2 The Cabinet Member for Finance provided an overview of the report and moved the recommendations as detailed in the report, which was seconded by Councillor Osborne.

16.3 In response to other Members attending the meeting Councillor Busby detailed the issues with delivery of the Capital Programme and the development currently undertaken by Babergh District Council.

16.4 The Chief Executive provided a response to staff matters and that the budgeting for the staff pay review would be in the budgets set for the 2023-2024 financial year.

16.5 Councillor McLaren referred to paragraph 4.6, page 15 in relation to the reduction of income for garden waste and the Corporate Manager – Finance Operations responded that refunds caused by missed collections during the Covid Pandemic were included in quarter four in this year's Financial Outturn.

16.6 The Director for Environment and Commercial Partnerships added that there was a continued growth in the uptake of the garden waste collections.

16.7 During the debate Councillor Osborne stated that the Sudbury Access point provided a good service to residents and that opening hours of the access point were not a cost cutting measure but were combined with other customer services available to residents including support through the website and direct access through the Customer Service call-centre.

**It was RESOLVED: -**

**1.1 That the 2021/22 General Fund financial outturn of £1.382m surplus as set out in this report be noted.**

**1.2 That the revenue carry-forward requests totalling £420k be noted.**

**1.3 That the following transfers be approved;**

- a) Surplus of £394k be transferred to the Strategic Priorities Reserve**
- b) £500k be transferred to a new Inflationary Pressure Reserve**
- c) £345k to be transferred to the Planning Legal Reserve**
- d) £143k to be transferred to the Waste Reserve**

**1.4 That the total capital carry-forward of £17.306m be noted.**

#### **REASON FOR DECISION**

To ensure that Members are kept informed of the outturn position for both General Fund Revenue and Capital and to approve earmarked reserve transfers.

#### **Alternative Options Considered and Rejected:**

The recommended option is set out in the Recommendations. There are no other available options.

**Any Declarations of Interests Declared:** None

**Any Dispensation Granted:** None

#### **17 BCA/22/7 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL DRAFT OUTTURN 2021/22**

**17.1** The Chair, Councillor Arthey invited the Cabinet Member for Finance, Councillor Busby to introduce the report.

**17.2** The Cabinet Member for Finance provided an overview the report and moved the recommendations as detailed in the report. This was seconded by Councillor Osborne.

**17.3** In response to questions from other Members attending the meeting the Director for Housing outlined the financial details for delivering 65 new homes a year to in the District.

**17.4** Councillor Gould referred to paragraph 13.2 and that air source heat pumps were installed in new homes.

**It was RESOLVED:-**

**1.1 That the 2021/22 HRA financial outturn as set out in this report be noted.**

**1.2 That the transfer of £409k, being the HRA revenue surplus for the year (£282k more than planned) as per paragraph 6.4, to the Strategic**

**Priorities Reserve be approved.**

- 1.3 That the HRA capital carry-forward requests referred to in paragraph 6.19 of this report totalling £5.51m be approved.**

#### **REASON FOR DECISION**

To ensure that Members are kept informed of the outturn position for both Housing Revenue and Capital and to approve earmarked reserve transfers and carry forward requests.

### **18 BCA/22/8 THE APPROVAL OF THE HOUSING REVENUE ACCOUNT BUSINESS PLAN**

- 18.1 The Chair, Councillor Arthey invited the Cabinet Member for Housing, Councillor Osborne to introduce the report.
- 18.2 The Cabinet Member for Housing provided a detailed introduction to the report and moved the recommendations in the report.
- 18.3 Councillor McLaren seconded the recommendations.
- 18.4 Councillor Osborne thanked the Director for Housing, Gavin Fisk for how he had led the team through the tough covid pandemic, and all his hard work whilst working for the Council and wished him well in his new role.
- 18.5 In response to other Members attending the meeting the Cabinet Member for Housing Councillor Osborne, stated that 98 new homes were delivered last year. The 65 new homes in the report were an aspirational target set for the Council to achieve whilst the HRA Business Plan would be reviewed going forward.
- 18.6 In response to questions from other Members attending the meeting the Director for Housing clarified that Fixed Term Tenancies had not been adopted, however work was being undertaken to review and update the Strategic Tenancy Policy and he would look at the references report and respond further outside of the meeting.
- 18.7 Councillor McLaren queried homes acquired under Section 106 in relation to the new Design guide and the Cabinet Member for Housing responded that the Design Guide would be relevant for the houses built by the Council whilst being made available to developers in the District.
- 18.8 The Assistant Director for Assets and Investments provided details of the Section 106 properties and the related agreements with developers.
- 18.9 In response to Councillor Busby's question with regards to the CPI and how this was mitigated by the HRA, the Director for Housing responded that the Council would have to wait until April 2023 for the Government to decide on how to manage the CPI in the future, however the HRA would be able to absorb any increases in the CPI.



- 18.10 Councillor McCraw queried the annual review of the HRA Business plan, and the Director for Housing clarified that the Business Plan was a framework and would be updated on an ongoing basis. The Financial budget for next year would be set in the coming weeks.
- 18.11 Councillor Gould referred to the 'My Home Portal' and the digital transformation in relations to consultation and how engagement with residents were progressing.
- 18.12 The Cabinet Member for Customers, Digital Transformation and Improvement, Councillor McCraw detailed the recent developments and that work for a new IT platform was being undertaken. Improvements were being implemented to make tenants more aware of the options available to them. The Director for Housing added that there had been an increase of the uptake of users for the 'My Home Portal' and that staff were encouraged to promote it to tenants. He listed the current projects, which involved tenancy engagement and further that several consultations had taken place in the past year to identify areas for improvements.

**It was RESOLVED: -**

- 1.1 That Cabinet approved the proposed HRA Business Plan along with the overarching aims as set out in this report.**
- 1.2 That an annual review of the HRA Business Plan takes place, and any amendments, changes, or updates were reported to Cabinet as part of the annual budget setting process.**

#### **REASON FOR DECISION**

To ensure Babergh have an HRA Business Plan, which will be meet the Councils overarching Housing aims over the next five years

#### **19 BCA/22/9 EMPTY HOMES POLICY 2022**

NOTE: The meeting was adjourned between 11:00 am and 11:10 am.

- 19.1 The Chair, Councillor Arthey invited the Cabinet Member for Housing Councillor Osborne to introduce the report.
- 19.2 The Cabinet Member for Housing provided an overview of the policy and thanked the Director for Housing for the work involved to produce the Empty Homes Policy.
- 19.3 Councillor Osborne moved the recommendations in the report, which was seconded by Councillor McLaren.
- 19.4 Councillor Busby asked for clarification of what was classed as an empty home, what happened if the lease was tied to a probate and council tax was

still being paid.

- 19.5 The Senior Empty Homes Officer detailed the implications of a probate in relation to a tenant lease and defined what classed as an empty home.
- 19.6 Councillor Arthey queried the Empty Homes Renovation loan offered to landlords and whether it was sufficient to help. The Director for Housing responded that 15 Empty Homes Renovation loans had been issued in the last six years, and that the loans might be sufficient depending on the state of the property. There was an annual budget for Empty Homes Renovation loans, and this was reviewed each year. The Renovation loans to landlords were regarded as an incentive to get empty homes back into use.
- 19.7 In a further response to questions, the Cabinet Member for Housing, Councillor Osborne stated that if the Council was to use the funding to bring its own Empty Homes back into use, then it would depend on the conditions of the property.
- 19.8 The Senior Empty Homes Officer clarified that not all empty homes were owned by landlords but could be owned by first time buyers. She then detailed the process for identifying an empty property and how the Council assessed the cost of repairs, when an application for an Empty Homes Renovation loan was made. Loans were never released until the work and cost were agreed.
- 19.9 The Director for Housing added that of the sixteen Empty Homes Renovation Loans paid out since 2016 only a handful had been repaid fully, however full repayment would be received by the Council when the property was sold.

**It was RESOLVED: -**

- 1.1 That Option 1 - the new Empty Homes Policy, as set out in Appendix A of this report and considering the recommendations from Overview & Scrutiny Committee held on 25<sup>th</sup> April 2022 be approved**
- 1.2 The Assistant Director for Housing, in consultation with the Portfolio Holder for Housing had delegated authority to make minor changes to the Empty Homes Policy.**

#### **REASON FOR DECISION**

- 1.1 There is a demand for housing in the Babergh District and long- term empty properties, which could otherwise be made available for; sale, rent or owner occupation are a wasted housing resource and give rise to complaints.
- 1.2 If a Compulsory Purchase Order (CPO) is applied for, the Empty Homes Policy will help satisfy the Secretary of State of the process the Council has taken.

- 20.1 The Chair, Councillor Arthey invited the Cabinet Member for Housing, Councillor Osborne to introduce the report
- 20.2 The Cabinet Member for Housing provided an overview of the Rent and Service Charge policy and corrected paragraph 4.7.3, page 278 in the draft Rent and Service Charge Policy, which should refer to 'appendix a'.
- 20.3 The Cabinet Member moved the recommendations in the report, which was seconded by Councillor Busby.

**It was RESOLVED: -**

**That Cabinet approved the Rent and Service Charge Policy attached in Appendix A with the following decisions:**

**A – That rent flexibility is not applied.**

**B – That rents in certain Temporary Accommodation, which is excluded from the rent standard, may be set at LHA rates**

**C – That service charges are de-pooled.**

#### **REASON FOR DECISION**

A – That rent flexibility is not applied. Due to the current economic climate and challenges around affordability for the Council's tenants, Rent Flexibility will not be used for any new tenancies. Should there be a requirement to change this decision and adopt any level of Rent Flexibility, a decision will be taken by full Council and will have a clear rationale, considering local circumstances and affordability. Tenants will be consulted about the proposals and their views taken into account by the Councils.

B - That rents in certain Temporary Accommodation, which is excluded from the rent standard, may be set at LHA rates. The Policy provides for both BMSDC to continue to set rents at LHA in circumstances such as this, where the Rent Standard and Rent Policy Statement do not apply. Doing so provides greater opportunity to provide temporary accommodation in new settings and maximise income for the HRA.

C - That service charges are de-pooled. It is generally considered to be inequitable to fund or to subsidise the cost of services from the general rent pool, and fairer to charge the cost of services to those tenants who benefit directly, referred to as 'de-pooling'. De-pooling service charges will free-up limited funds of within the HRA budgets which are currently subsidising services to meet changes in national housing policy which benefit all tenants. Exemptions to this rule could be made if its application meant that a service became unaffordable, as could be the case with some support services. In these cases, the service charges would be pooled across multiple locations.

- 21.1 The Chair, Councillor Arthey, invited the Cabinet Member for Housing, Councillor Osborne to introduce the report.
- 21.2 The Cabinet Member for Housing introduced the report and moved the recommendations, as detailed in the report.
- 21.3 Councillor Busby seconded the recommendations.
- 21.4 In response to Councillor Busby's question regarding the seven authorities in the Consortium, the Cabinet Member for Housing responded that four members of the Consortium had already agreed the Strategy for the Gateway. The Policy was a transparent and fair way forward for allocations of accommodations across the County including meeting the needs of victims of domestic violence and care leavers. She added that the Gateway to Homechoice Board met on a regular basis.
- 21.5 The Cabinet Member for Housing thanked the team for all the work they had undertaken, which had been challenging, as they have had to make some hard choices to make the policy fair.

**It was RESOLVED: -**

- 1.1 To approve the Allocations Policy amendments, as set out in Appendix A of this report.**
- 1.2 The Assistant Director for Housing, in consultation with the Portfolio Holder for Housing had delegated authority to make minor changes to the Allocations Policy.**

**REASON FOR DECISION**

- 1.1 To ensure that the Allocations Policy meets legal requirements.
- 1.2 To clarify wording in the policy so that key decisions are made fairly and consistently by all Gateway Local Authorities.
- 1.3 Delegated Authority for minor changes to reduce the burden of committee work, improve efficiency and be more responsive to minor changes required.

The business of the meeting was concluded at 11:57 a.m.

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Chair

# Agenda Item 4

## **BABERGH DISTRICT COUNCIL**

Minutes of the meeting of the **BABERGH CABINET** held in the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Friday, 8 July 2022

### **PRESENT:**

Councillors:             Jan Osborne                                     Clive Arthey  
                                  David Busby   Alastair McCraw  
                                  Mary McLaren

### **In attendance:**

Councillors:             John Hinton – Chair of Overview and Scrutiny  
                                  Sian Dawson  
                                  Michael Holt  
                                  Alison Owen

Officers:                 Chief Executive (AC)  
                                  Monitoring Officer (EY)  
                                  Director – Customers, Digital Transformation and Improvements (SW)  
                                  Director – Economic Growth and Climate Change (FD)  
                                  Director – Environment and Commercial Partnerships (CC)  
                                  Corporate Manager – Economy and Business (MG)  
                                  Regeneration and Capital Projects Manager (LC)  
                                  Senior Governance Support Officer (HH)

### **Apologies:**

John Ward (Chair)  
Jane Gould  
Elisabeth Malvisi

The Chair, Councillor Arthey informed Members that due to illness the Leader, Councillor Ward was absent at the meeting. However, he would join via a hybrid link and present his cabinet reports and respond to questions. He would not be debating nor voting as this did not comply with the statutory requirements for the Cabinet meeting.

## **22         DECLARATION OF INTERESTS BY COUNCILLORS**

Councillor Busby declared an Other Registrable Interest in Item 9, as Chair of Babergh Growth Ltd, and that the Monitoring Officer had granted dispensation for this role.

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

None received.

## **24         QUESTIONS BY COUNCILLORS**

None received.

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

There were no matters referred from the Overview and Scrutiny or Joint Audit and Standards Committees.

## **26 FORTHCOMING DECISIONS LIST**

There were no comments made for the Forthcoming Decisions List.

## **27 BCA/22/12 Q4 PERFORMANCE**

- 27.1 The Chair invited the Cabinet Member for Customers, Digital Transformation and Improvements, Councillor McCraw to introduce Quarter 4 Performance to Members.
- 27.2 Other Members present questioned the car ports in Sudbury and whether there was a timeframe for completion of this project. The Director for Economic Growth and Climate Change responded that due to supply chain issues the timeline had been delayed.
- 27.3 Councillor Osborne queried what was being done to reduce the increased number of abandoned calls. The Director for Customer Services responded that since the pandemic there had been an increase in the number of calls received, and to combat this staff had been offered overtime to respond to calls. In addition, recruitment had also taken place to increase capacity.
- 27.4 Councillor McLaren questioned whether, with the cost of living crisis, would there be a reduction in the ability for residents to access digital services. Councillor McCraw responded that internet service providers had reduced price packages for those in need, and that additionally discretionary payments might also be used to help residents.
- 27.5 Councillor Busby queried whether following the postponement of the Joint Local Plan, communities would still be able to have an input ahead of sign off from the inspectorate. Councillor Arthey stated that this would be possible.
- 27.6 Councillor Osborne outlined that the Disabled Facilities Grant now had 104% of the funds committed, which had increased from the 60% committed 18 months previously.
- 27.7 The Q4 Performance was noted.

## **28 BCA/22/13 UK SHARED PROSPERITY FUND**

- 28.1 The Chair, Councillor Arthey invited the Cabinet Member for Economic Growth Councillor Ward, and the Cabinet Member for Communities and

Wellbeing, Councillor McLaren, to introduce the UK Shared Prosperity Fund report.

- 28.2 The Cabinet Member for Communities and Wellbeing moved the recommendations in the report, which was seconded by Councillor Osborne.
- 28.3 Councillor Busby questioned whether the six project themes helped towards achieving economic objectives 1, 2 and 3. The Director for Economic Developments and Regeneration responded that due to the short timescale, existing priorities were used from existing plans including the economic recovery.
- 28.4 Councillor McLaren questioned whether the recent resignation of Government Ministers would affect the proposal. The Director for Economic Developments and Regeneration responded that there may be some delays in the process however, it would not have an effect on the funding received.

By a unanimous vote.

**It was RESOLVED: -**

- 1.1 To note progress on the development of the draft investment plan which is attached at Appendix A.**
- 1.2 To note the consultation process underway that will inform the final Investment Plan.**
- 1.3 To agree delegation to the Assistant Director for Economy and Regeneration in consultation with the Portfolio holders for Economic Development & Communities to finalise the Investment Plan prior to submission to government.**

## **REASON FOR DECISION**

The receipt of Shared Prosperity Funding to implement the initiatives contained within the draft Investment Plan will provide a unique opportunity to support economic growth and community activities for our Districts.

This key funding opportunity could help to address the substantial loss of funding following the UK's EU Exit and loss of access to European Funding for employment & skills projects.

A robust set of investment priorities in the draft plan will enable the Council to provide funding for skills, employment, culture and community projects in the local area and wider county to support the Levelling Up agenda and create opportunities for all bringing true inclusive growth to local communities.

- 29.1 The Chair, Councillor Arthey invited the Cabinet Member for Economic Development, Councillor Ward to introduce Hamilton Road Quarter (Sudbury) Regeneration Scheme report.
- 29.2 In the absence of the Cabinet Member for Economic Growth, Councillor Osborne moved the recommendations in the report, which was seconded by Councillor McLaren.
- 29.3 Other Members present at the meeting queried whether Babergh Growth had the experience to undertake the project, and what the timeline for the delivery of the project would be. Councillor Busby responded that Babergh Growth had worked with the Norse Group, who did have experience delivering these projects. The Regeneration and Capital Projects Manager added that the timeline for the delivery of Phase 1 was March 2025, and Phase 2 was November 2025.
- 29.4 Councillor Osborne queried what the plan was if the bid for the levelling up fund was unsuccessful. The Director for Economic Development and Regeneration responded that the scheme would either be scaled down, or alternative funding would be sought.
- 29.5 Councillor Busby raised concern about the design of the scheme and that the layout of the residential buildings may block the light for the green area. The Director for Economic Development and Regeneration responded that the plan would be updated to the best layout when the planning application was made.

By a unanimous vote.

**It was RESOLVED: -**

- 1.1 That Cabinet endorsed 'in principle' the draft masterplan scheme design layout attached as Appendix A.**
- 1.2 That Cabinet confirmed its preference for a two-phased approach towards developing the whole site, including its preference to explore a partnership with Babergh Growth Ltd to deliver Phase 1 of the site - which would be primarily residential.**
- 1.3 That Cabinet approved up to a maximum of £500k from the strategic priorities reserve, with all capital elements funded from the capital regeneration fund. This would be used for progressing the regeneration scheme design to RIBA 3 Stage equivalent. It would also include the development of a high-level cost plan and property and development strategies, including spatial co-ordination, as part of a full business case to be presented to Cabinet later in the year.**
- 1.4 That the Assistant Director for Economic Development and Regeneration be delegated authority to agree heads of terms following any successful negotiations with Babergh Growth in respect of**



**delivering Phase 1 of the site.**

- 1.5 That Cabinet noted the summary information contained within Appendix B to this report relating to the Council's re-submission of proposals to UK Government for Levelling Up Funding at Round 2 stage.**

## **REASON FOR DECISION**

This decision will assist the opportunity, within Sudbury, to gain much needed investment to deliver part of the Sudbury Vision Programme, with the development of the Hamilton Road Quarter.

### **30 BCA/22/15 HADLEIGH A1071 ROADSIDE COMMERCIAL WORKSPACE DEVELOPMENT**

- 30.1 The Chair invited the Cabinet Member for Economic Development, Councillor Ward to introduce the Hadleigh A1071 Roadside Commercial Workspace Development report.
- 30.2 In the absence of Cabinet Member for Economic Growth, Councillor McCraw moved the recommendations in the report, which was seconded by Councillor McLaren.
- 30.3 Other Members present at the meeting questioned what the timeline for delivery on the development was. The Director - Economic Development and Regeneration responded that work had already commenced on the site and would continue, however the timeline was dependent on negotiations with purchasers.
- 30.4 Councillor Busby queried what would happen if a purchaser decided a change of use. The Director for Economic Development and Regeneration responded that there was a condition in the contract that would require the purchaser to obtain planning consent.

By a unanimous vote.

**It was RESOLVED: -**

- 1.1 That Cabinet endorsed 'in principle' the draft masterplan scheme design layout attached as Appendix A.**
- 1.2 That Cabinet confirmed its preference for a two-phased approach towards developing the whole site, including its preference to explore a partnership with Babergh Growth Ltd to deliver Phase 1 of the site - which would be primarily residential.**
- 1.3 That Cabinet approved up to a maximum of £500k from the strategic priorities reserve, with all capital elements funded from the capital**

regeneration fund. This would be used for progressing the regeneration scheme design to RIBA 3 Stage equivalent. It would also include the development of a high-level cost plan and property and development strategies, including spatial co-ordination, as part of a full business case to be presented to Cabinet later in the year.

- 1.4 That the Assistant Director for Economic Development and Regeneration be delegated authority to agree heads of terms following any successful negotiations with Babergh Growth in respect of delivering Phase 1 of the site.
- 1.5 That Cabinet noted the summary information contained within Appendix B to this report relating to the Council's re-submission of proposals to UK Government for Levelling Up Funding at Round 2 stage.

### **REASON FOR DECISION**

This decision will assist the opportunity, within Sudbury, to gain much needed investment to deliver part of the Sudbury Vision Programme, with the development of the Hamilton Road Quarter.

### **31 EXCLUSION OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)**

The meeting did not require to enter a closed session.

### **32 BCA/22/15 HADLEIGH A1071 ROADSIDE COMMERCIAL WORKSPACE DEVELOPMENT - RESTRICTED APPENDICES A - D**

### **33 RE-ADMITTING MEMBERS OF THE PUBLIC (TERM WHICH INCLUDES THE PRESS)**

The business of the meeting was concluded at 2:40 p.m.

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Chair

# Agenda Item 9

## BABERGH DISTRICT COUNCIL

<b>COMMITTEE:</b> Cabinet	<b>REPORT NUMBER:</b> <b>BCa/22/18</b>
<b>FROM:</b> Councillor David Busby, Cabinet Member for Finance	<b>DATE OF MEETING:</b> 5 September 2022
<b>OFFICER:</b> Melissa Evans, Director - Corporate Resources	<b>KEY DECISION REF NO.</b> CAB372

### GENERAL FUND FINANCIAL MONITORING 2022/23 – QUARTER 1

#### 1. PURPOSE OF REPORT

- 1.1 This report considers the revenue and capital financial performance for the period April to June and highlights any significant variances expected for the financial year 2022/23.
- 1.2 As at 30<sup>th</sup> June an overspend of £782k on net expenditure is forecast. The Council set up an Inflationary Pressure Reserve of £500k in 2021/22 to mitigate against the impact of inflation in 2022/23. This would be used to fund part of the forecast overspend and the budgeted contribution of £527k to the Strategic Priorities Reserve would be reduced to £245k, as shown in section 5.5.

#### 2. OPTIONS CONSIDERED

- 2.1 At this stage in the year, the financial position is for noting only.

<b>3. RECOMMENDATIONS</b>
3.1 That, subject to any further budget variations that arise during the rest of the financial year, the net expenditure overspend position of £782k and forecast reserve movements, referred to in section 5.5 and Appendix A of the report, be noted;
3.2 The revised 2021/22 Capital Programme referred to in Appendix B and section 5.9 be noted.
<b>REASON FOR DECISION</b>
<b>To ensure that Members are kept informed of the current budgetary position for both General Fund Revenue and Capital.</b>

#### 4. KEY INFORMATION

##### Background

- 4.1 In February 2022 Babergh District Council approved the General Fund Budget 2022/23 and Four-Year Outlook. The budget setting approach for 2022/23 recognised that the Council has tended to underspend the budget that has been set in recent years, generally due to additional income being received.

- 4.2 Managers have traditionally used a worst case scenario when putting their budget proposals together. Amalgamating these assumptions across the whole organisation has, in recent years, resulted in underspends. The unintended consequence is that resources are committed during the budget process that could be used for other priorities or alternatively savings have to be made that are not actually needed.
- 4.3 For 2022/23 stretching, but realistic, assumptions were used when putting budget proposals together across both expenditure and income. There is a risk that this approach and events that happen during the year could result in an overspend position, but this will be monitored through the regular quarterly reporting to Cabinet and action taken if necessary.

### **Inflationary pressures**

- 4.4 The UK rate of inflation increased to 9% in April 2022 due to higher food, energy and petrol prices with the Bank of England warning that it is on course to reach 11%. An initial assessment of the potential impact of inflation has been undertaken and the following have been identified as areas where inflation could have a significant impact during 2022/23:

#### Employees

- 4.5 Employee costs are approximately 40% of the Councils revenue expenditure budget and an increase of 2.2% is included in the budget. The national pay award offer for 2022/23 was tabled on 25 July 2022 and is £1,925 from 1 April 2022. This equates to an increase of approximately 8% and an additional cost of £580k.

#### Electricity

- 4.6 The Council procures electricity via Vertas. The price for summer 2022 has been agreed and is 207% higher than summer 2021. The price for winter 2022/23 is projected to be 280% higher than the previous year. This would give a budget pressure of £265k. Of this, £208k is for leisure centres and is due to be repaid by the operators. However, there is a significant risk that the operators will not be able to cover the full cost and request additional support.

#### Gas

- 4.7 Prices have increased significantly, however the price that the Council pays is fixed until September 2023 through its contract via Vertas.

#### Fuel

- 4.8 Petrol and diesel prices increased by over 40% in the year to 13<sup>th</sup> June 2022. A 40% increase in fuel prices gives a budget pressure of around £20k. HVO prices have not been affected to the same extent and a 10% increase in cost is expected.

#### Contracts

- 4.9 Many of the Council's contracts are fixed and will not be impacted by inflation in 2022/23. There may be an impact from the Shared Revenues Partnership (SRP) from the pay award. A pay increase of 3.1% is included in the SRP budget but it is currently expected that a pay award up to 5% could be absorbed within the budget. Based on the tabled award any increase in costs will be clarified in Q2.

- 4.10 Budget Carry Forwards from 2021/22, approved at July Cabinet of £420k have been included in the overall forecast and will be incorporated into the Service Area budgets in Q2.

Interest

- 4.11 Rates for 1-year borrowing have increased from 0.10% in July 2021 to 2.1% in July 2022. It is currently expected that any increase in borrowing costs due to this change in rates will be offset by slippage in the capital programme in the previous year, but this will be closely monitored during the year. It is anticipated that there will be further increases in Bank of England Base Rates as The Bank moves to tackle inflation.

Other costs

- 4.12 Inflation is also expected to push up costs in other areas with the most significant being professional and consultancy fees, repairs, software licences and waste gate fees.

Income

- 4.13 Fees and charges are fixed for 2022/23 and will not rise for inflation. However, demand could be negatively impacted by the cost of living crisis for services such as garden waste, trade waste, planning fees and car park income. The situation will be kept under review and officers will make a case for any increase in fees to members for approval if required.
- 4.14 The current estimate of the impact of inflation on the General Fund is shown in the table below. These will be monitored as the year progresses.

Area	Forecast inflation rate %	2022/23 Budget £'000	Estimated impact £'000
Employee costs (2.2% included in budget)	8%	9,983	580
Electricity	244%	32	57
Petrol & Diesel	40%	49	19
HVO	10%	72	7
Repairs	9%	257	23
Equipment, tools & materials	10%	137	14
Professional & consultancy fees & contracted services	6.40%	1,000	65
Software licences	6.40%	176	11
Waste gate fees	12.80%	278	36
<b>Estimated total impact</b>			<b>812</b>
<u>Funding available</u>			
Waste Reserve: for Gate Fees & HVO			- 43
Inflationary Pressures Reserve			- 500
<b>Potential balance to fund</b>			<b>269</b>

\*The £812k of additional pressures, are reflected in the variances to budget in the Table in section 5.5 and Appendix A.

## 5. 2022/23 OUTTURN POSITION

5.1 The report covers:

- The General Fund Revenue Budget
- The General Fund Capital Programme.

5.2 Budget monitoring is a key tool and indicator on the delivery of the Council's plans and priorities for the year. There will, of course, always be reasons why there are variances such as:

- Economic conditions and those services that are affected by demand
- Uncertainties relating to funding or other changes that were not known at the time the budget was approved.

5.3 Based upon financial performance and information from April to June (with emerging trends extrapolated to the end of the financial year) and discussions with budget managers and the Senior Leadership Team, key variations on expenditure and income compared to budget have been identified.

5.4 The key projected variances for 2022/23 at Quarter 1 are shown below:

	Full Year Budget £000's	Forecast £000's	Forecast v Budget £000's
Assets & Investments	450	496	46
Communities & Wellbeing	628	626	(2)
Corporate Resources	2,050	2,371	321
Customers, Digital Transformation & Improvement	1,910	1,951	41
Economic Development & Regeneration	277	271	(6)
Environment & Commercial Partnerships	3,943	3,887	(56)
Housing	559	559	0
Law & Governance	918	946	28
Planning & Building Control	1,218	1,336	118
Senior Leadership Team	692	836	144
<b>Net expenditure on services</b>	<b>12,645</b>	<b>13,279</b>	<b>634</b>
Recharge to HRA/Capital	(1,347)	(1,359)	(12)
Capital financing costs	(868)	(868)	0
Transfers to (from) reserves not included in above*	527	527	0
Inflationary Pressures on Salaries		580	580
Carry forwards from 2021/22	0	(420)	(420)
<b>Total budget requirement</b>	<b>10,957</b>	<b>11,738</b>	<b>782</b>
Council Tax	(6,185)	(6,185)	0
Collection fund (Surplus)	(116)	(116)	0
Business Rates less Tariff	(1,555)	(1,555)	0
Business Rates - Pooling Benefit	(333)	(333)	0
20/21 distribution of deficit	218	218	0
Rural Services Delivery Grant	(238)	(238)	0
S31 Grant	(1,486)	(1,486)	0
New Homes Bonus	(802)	(802)	0
Lower Tier Services Grant and Council Tax Support Grant	(96)	(96)	0
Services Grant	(147)	(147)	0
Business rates - Enterprise Zone	(216)	(216)	0
<b>Total funding</b>	<b>(10,957)</b>	<b>(10,957)</b>	<b>0</b>
Inflationary Pressures Reserve	0	(500)	(500)
Strategic Priorities Reserve	527	245	(282)
<b>Total variance</b>	<b>527</b>	<b>527</b>	<b>(0)</b>

## Earmarked Reserves

- 5.5 Earmarked reserve balances were £13.743m as at 1 April 2022. The table below shows the projected balance at 31<sup>st</sup> March 2023.

Reserve	Balance 31/03/22 £'000	Forecast To/From	Balance 31/03/23 £'000
Business Rates & Council Tax	4,967	(2,837)	2,130
Business Rates Retention Pilot (BRRP)	812	(265)	547
Carry Forwards	420	(420)	-
Climate Change and Biodiversity	309	(21)	288
Community Housing Fund	140	(29)	111
Commuted Maintenance Payments	937		937
COVID 19	1,674	(374)	1,300
Elections Equipment	35		35
Elections Fund	70	20	90
Government Grants	164	(23)	142
Homelessness	277	(89)	188
Joint Local Plan	100	(100)	-
Neighbourhood Planning Grants	48	127	175
Planning (Legal)	668	(20)	648
Planning Enforcement	93	40	133
Rough Sleepers	88		88
Strategic Planning	93		93
Strategic Priorities	1,704	(676)	1,028
Temporary Accommodation	238	(43)	194
Waste	230	(35)	195
Well-being	176	(80)	97
Inflationary Pressures Reserve	500	(500)	-
<b>Total</b>	<b>13,743</b>	<b>(5,324)</b>	<b>8,419</b>

## Capital

- 5.6 Use of capital and one-off funds is critical and needs to be linked into our future delivery plans.
- 5.7 With complex capital schemes it is difficult to accurately assess the level of payments that will be made during the financial year. The Council continues to embark on new projects relating to investments and commercial delivery where it is difficult to accurately predict how payments will fall. Members should therefore focus on whether overall outcomes are being achieved because of the capital investment rather than variances against the plan for a particular year.
- 5.8 Capital expenditure for the period April to June 2022 totals £515k, against a revised programme (including carry forwards) of £23.6m, as set out in Appendix B. The profile of the anticipated spend for 2022/23 is difficult to assess at this stage of the year and it is likely that there will be slippage in the delivery of some programmes.

5.9 Some items in the capital programme, such as the Strategic Investment Fund and, Regeneration Fund are unlikely to be fully spent in year, and some projects may be delayed due to the general supply and delivery issues, so the figures in Appendix B anticipate that a request will be made to carry forward any unspent balance at year-end.

## 6. LINKS TO THE CORPORATE PLAN

6.1 Ensuring that the Council makes best use of its resources is what underpins the ability to achieve the priorities set out in the Corporate Plan. Specific links are to financially sustainable Councils, managing our corporate and housing assets effectively, and property investment to generate income.

## 7. FINANCIAL IMPLICATIONS

7.1 These are detailed in the report.

## 8. LEGAL IMPLICATIONS

8.1 There are no specific legal implications.

## 9. RISK MANAGEMENT

9.1 This report is most closely linked with the Council's Significant Risk No. 4 – We may be unable to respond in a timely and effective way to financial demands and Significant Risk No. 13 – Additional cost pressures may result in a significant overspend that needs to be funded from reserves. Other key risks are set out below:

<b>Risk Description</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation Measures</b>
If the forecast savings and efficiencies are not delivered, then it will have a detrimental impact on the resources available to deliver services and the strategic priorities	3 - Probable	2 - Noticeable	Monitored throughout the year by Finance Teams, Corporate Managers, Assistant Directors and the Senior Leadership Team
If economic conditions and other external factors are worse than budgeted for it could have an adverse effect on the Councils 2022/23 and medium-term financial position (MTFS).	3 - Probable	2 - Noticeable	The impact of inflation is being closely monitored. An Inflationary Pressure reserve was set up at the end of 21/22 to mitigate against additional costs.  Ongoing pressures will be considered when setting the 2023/24 budget and MTFS.



<b>Risk Description</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation Measures</b>
If the cost of living crisis increases demand for the Council's services it could have an adverse effect on the Councils 2022/23 and medium-term financial position (MTFS).	3 - Probable	2 - Noticeable	Work being undertaken to determine risk of increasing demand across the Councils services and will be included in financial monitoring.  Ongoing pressures will be considered when setting the 2023/24 budget and MTFS.

## **10. CONSULTATIONS**

10.1 Consultations have taken place with Assistant Directors, Corporate Managers and other Budget Managers as appropriate.

## **11. EQUALITY ANALYSIS**

11.1 An equality analysis has not been completed because there is no action to be taken on service delivery as a result of this report.

## **12. ENVIRONMENTAL IMPLICATIONS**

12.1 There are a number of areas where COVID19 has had a positive effect on the Council's environmental impact as well as the financial position. They include for example, reduced travel, less printing and reduced utility costs.

12.2 Directors, Corporate Managers and other Budget Managers continue to consider the environmental impact of their budgets and take the opportunity to reduce their carbon footprint as opportunities arise.

12.3 In subsequent years to support the Council's commitment to be Carbon Neutral by 2030, several initiatives have and are being undertaken from a combination of the Council's own resources and those secured from external sources. Some of these are set out below.

12.4 A solar multi-function carport to generate electricity is being installed at Kingfisher Leisure Centre, Sudbury. The CO<sub>2</sub> savings are 4.4 times the volume of the Royal Albert Hall and it will generate enough power to supply 24 average homes in Sudbury.

12.5 The Council's leisure centres have been successfully transferred to certified low carbon tariffs for electricity use.

12.6 We have also installed a new pool water cleaning system at Kingfisher Leisure Centre which is expected to reduce annual CO<sub>2</sub> emissions by between 6.4 and 8.6 tonnes per annum and reduce combined gas and electricity consumption by 1.1% - 1.5%.

12.7 £398k of funding has been secured from the Government's Public Sector Decarbonisation Fund for carbon-saving measures at council leisure centres and Wenham Depot, including solar panels and air source heat pumps.

### 13. APPENDICES

Title	Location
Explanation of Major Variances	APPENDIX A
Capital Programme	APPENDIX B

### 14. BACKGROUND DOCUMENTS

21 February 2022 General Fund Budget 2022/23 and Four-Year Outlook – BC/21/31

## Explanation of Major Variances

	Full Year Budget £000's	Forecast £000's	Forecast v Budget £000's	Explanation of Major Movements
Assets & Investments	450	496	46	• Increase in utility costs
Communities & Wellbeing	628	626	(2)	
Corporate Resources	2,050	2,371	321	• £16k adverse to budget largely for resource for new Finance Management System implementation • £15k adverse on Audit Fees not included in 21/22 Outturn • £289k to balance budgeted Salary Contingency savings recognised in service areas.
Customers, Digital Transformation & Improvement	1,910	1,951	41	• £16k adverse in Communications with vacancies in Q1 being offset by Corporate Manager role starting in Q2. • £29k adverse in Customer Services. Staff underspend will be offset by additional roles later in year. • £45k adverse in ICT due to agency staff & request to make fixed term role permanent. • (£49k) favourable in Business Improvement due to staff vacancies.
Economic Development & Regeneration	277	271	(6)	
Environment & Commercial Partnerships	3,943	3,887	(56)	• Public Protection (£56k) favourable to budget largely due to vacancies and Corporate Manager recruitment. Some roles also supported by Covid funding. • (£20k) Favourable in licencing income • £20k Adverserise in Public Realm due to utility costs and Ranger/locking up duties supplied by Sudbury Common Trust • Inflationary Pressures on recycling and waste disposal costs are mitigated by income on MRF disposal fees.
Housing	559	559	0	
Law & Governance	918	946	28	• £19k Focus group currently reviewing printing, post & contracting costs. • Employee costs will end the year £9k adverse to budget following role evaluations.
Planning & Building Control	1,218	1,336	118	• (£70k) increase of applications in building control submitted before changes implemented. • £256k adverse to budget in Development Management - predicted fall in application income in line with National Picture. Mitigated partly by staff vacancies. • (£75k) vacancies in Strategic Planning.
Senior Leadership Team	692	836	144	Vacancies in Q1 expected to be filled by Q3: 6 months vacancies (underspend £114k). Offset by executive search recruitment fees (£39k each Council) and cost for Interims including additional position for 12 months to support Building Services £219k adverse.
<b>Net expenditure on services</b>	<b>12,645</b>	<b>13,279</b>	<b>634</b>	
Recharge to HRA/Capital	(1,347)	(1,359)	(12)	
Capital financing costs	(868)	(868)	0	
Transfers to (from) reserves not included in above*	527	527	0	
Inflationary Pressures on Salaries		580	580	
Carry forwards from 2021/22	0	(420)	(420)	
<b>Total budget requirement</b>	<b>10,957</b>	<b>11,738</b>	<b>782</b>	

## 2022/23 Capital Programme

BABERGH DC CAPITAL PROGRAMME 2021/22	Original Budget	Carry Forwards / Budget Adjustments	Current Budget	Actual Spend to date	Full Year Forecast at Q1	Full Year Forecast LESS Budget (favourable)/ adverse Variance	Comments
GENERAL FUND	£'000	£'000	£'000	£'000	£'000	£'000	
<b>General Fund Housing</b>							
Mandatory Disabled Facilities Grant	760	937	1,697	197	1,697		
Renovation/Home Repair Grant (formerly Discretionary Housing Grants)	100	(10)	90	6	90		
Empty Homes Grant	100	241	341	-	341		
Grants for Affordable Housing	-	400	400	-	400		
<b>Total General Fund Housing</b>	<b>960</b>	<b>1,568</b>	<b>2,528</b>	<b>203</b>	<b>2,528</b>	<b>-</b>	
<b>Environment and Projects</b>							
Replacement Refuse Freighters - Joint Scheme	2,060	-	2,060	-	2,060	-	
Recycling Bins	75	-	75	66	75	-	
<b>Total Environment and Projects</b>	<b>2,135</b>	<b>-</b>	<b>2,135</b>	<b>66</b>	<b>2,135</b>	<b>-</b>	
<b>Communities and Public Access</b>							
Planned Maintenance / Enhancements - Car Parks	7	13	20	-	20	-	
Vehicle and Plant Renewals	100	144	244	74	244	-	
Pin Mill hard and toilet refurbishment	115	-	115	-	115	-	
<b>Total Community Services</b>	<b>222</b>	<b>157</b>	<b>379</b>	<b>74</b>	<b>379</b>	<b>-</b>	
<b>Economic Development and Regeneration</b>							
Belle Vue	-	1,927	1,927	1	1,927	-	Progress depends on planning applications listed for 10th August 22.
<b>Total Economic Development and Regeneration</b>	<b>-</b>	<b>1,927</b>	<b>1,927</b>	<b>1</b>	<b>1,927</b>	<b>-</b>	

## 2022/23 Capital Programme

BABERGH DC CAPITAL PROGRAMME 2021/22	Original Budget	Carry Forwards / Budget Adjustments	Current Budget	Actual Spend to date	Full Year Forecast at Q1	Full Year Forecast LESS Budget (favourable)/ adverse Variance	Comments
GENERAL FUND	£'000	£'000	£'000	£'000	£'000	£'000	
<b>Sustainable Communities</b>							
<b>Play Equipment</b>	50	199	249	-	249		
<b>Community Development Grants</b>	117	80	197	-	197		There is an increase in work being undertaken to more actively publicise and promote available Grants
<b>Total Sustainable Communities</b>	<b>167</b>	<b>279</b>	<b>446</b>	<b>0</b>	<b>446</b>	<b>-</b>	
<b>Leisure Contracts</b>							
<b>Kingfisher Leisure Centre - Improvements</b>	100	641	741	47	741		
<b>Hadleigh Pool and Leisure - Improvements</b>	50	661	711	-	711		
<b>Battery Storage and Solar Car Ports</b>	-	-	-	0	-		Timescales have slipped to possible completion in Sept 2022 due to component shortage. Outstanding invoices were accounted for in 2021/22.
<b>Total Leisure Contracts</b>	<b>150</b>	<b>1,302</b>	<b>1,452</b>	<b>47</b>	<b>1,452</b>	<b>-</b>	
<b>Assets and Investments</b>							
<b>Planned Maintenance / Enhancements - Corporate Buildings</b>	330	26	356	-	356		
<b>CIL Funded Infrastructure Grants</b>	-	-	-	80	-		To be financed from CIL
<b>Strategic Investment Fund</b>	-	2,906	2,906	-	2,906		
<b>Regeneration Fund</b>	64	6,475	6,539	44	6,539		Hamilton Road project - more viability work to be undertaken
<b>Regeneration Fund - Former Council Offices</b>	-	2,841	2,841	-	2,841		
<b>Hadleigh 1071 Workspace</b>	1,075	(46)	1,029	-	1,029		Business case on progress will be reported to cabinet in the Autumn
<b>Babergh Growth</b>	500	-	500	-	500		
<b>Total assets and Investments</b>	<b>1,969</b>	<b>12,202</b>	<b>14,171</b>	<b>124</b>	<b>14,171</b>	<b>-</b>	
<b>Total Customers, Digital Transformation and Improvement</b>	<b>475</b>	<b>115</b>	<b>590</b>	<b>-</b>	<b>590</b>	<b>-</b>	
<b>Total General Fund Capital Spend</b>	<b>6,078</b>	<b>17,550</b>	<b>23,628</b>	<b>515</b>	<b>23,628</b>	<b>-</b>	

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# Agenda Item 10

## BABERGH DISTRICT COUNCIL

<b>COMMITTEE:</b> Cabinet	<b>REPORT NUMBER:</b> BCa/22/19
<b>FROM:</b> Councillor David Busby, Cabinet Member for Finance	<b>DATE OF MEETING:</b> 5 September 2022
<b>OFFICER:</b> Melissa Evans, Director - Corporate Resources	<b>KEY DECISION REF NO.</b> CAB373

### HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2022/23 – QUARTER 1

#### 1. PURPOSE OF REPORT

- 1.1 This report considers the revenue and capital financial performance for the period April to June and highlights significant variances expected for the financial year 2022/23. As at 30<sup>th</sup> June the revenue position is forecast to be an adverse variance of £527k.

#### 2. OPTIONS CONSIDERED

- 2.1 At this stage in the year, the financial position is for noting only.

#### 3. RECOMMENDATIONS

- 3.1 That, subject to any further budget variations that arise during the rest of the financial year, the adverse variance of £527k, referred to in section 6.5 of the report, be noted.
- 3.2 The 2022/23 revised Capital Programme referred to in Appendix A and section 6.12 be noted.

#### REASON FOR DECISION

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

#### 4. KEY INFORMATION

##### Strategic Context

- 4.1 The financial position of the HRA for 2022/23 should be viewed in the context of the 30-year business plan. The budget set in February 2022 showed a forecast surplus position for 2022/23 of £511k.
- 4.2 The Housing Service continuously identifies savings, efficiencies and income generation opportunities that will achieve a sustainable business plan into the future. The business plan sets out the aspiration of the Council to increase the social housing stock by either buying existing dwellings or building new ones.
- 4.3 Following a period of five years that saw annual rent reductions, which ended in March 2020, councils are allowed to increase rents by the maximum of the

Consumer Price Index (CPI) +1% for a period of five years from April 2020. Subject to Compliance with the Regulator of Social Housings Rent Standard, this begins to mitigate the impact of the 1% reduction on the 30-year plan.

- 4.4 With the Council's housing stock at 3,501 homes there will always be unplanned events that affect the level of income and expenditure in any one financial year. Members should therefore consider annual variances in the context of the medium-term outcomes that the Council wishes to achieve.

## **5. Inflationary pressures**

- 5.1 The UK rate of inflation increased to 9% in April 2022 due to higher food, energy and petrol prices with the Bank of England warning that it is on course to reach 11%. An initial assessment of the potential impact of inflation has been undertaken and the following have been identified as areas where inflation could have a significant impact during 2022/23:

### Employees

Employee costs within the 2022/23 budget are £2.9m. An increase of 2.2% is included in the budget but the national pay award for 2022/23 is yet to be agreed and could be significantly higher. For every 1% above the 2.2% included in the budget there would be an additional cost of approximately £28k. Taking an assumption of an 8% increase that would represent a further £162k to the Council.

### Electricity

The Council procures electricity via Vertas. The price for summer 2022 has been agreed and is 207% higher than summer 2021. The price for winter 2022/23 is projected to be 280% higher than the previous year. This would give a budget pressure of £250k.

### Repairs, servicing, tools and equipment

The Council has already seen increases in costs relating to repairs and servicing. Current information suggests that 8-9% is a reasonable estimate for inflation for these costs in 2022/23.

- 5.2 The impact of inflation will continue to be closely monitored.

## **6. Quarter 1 Position**

- 6.1 The report covers:

- The Housing Revenue Account (HRA) Revenue Budget
- The Housing Revenue Account (HRA) Capital programme

- 6.2 Budget monitoring is a key tool and indicator on the delivery of the council's plans and priorities for the year. There will, of course, always be reasons why there are variances such as:

- Economic conditions and those services that are affected by demand.
- Uncertainties relating to funding or other changes that were not known at the time the budget was approved.



6.3 Based upon financial performance and information from April to June 2022 (with trends extrapolated to the end of the financial year) and discussions with budget managers and the Senior Leadership Team, key variations on expenditure and income compared to budget have been identified.

6.4 Taking each area in turn, the position on key aspects of the 2022/23 budget is summarised below:

### Revenue

6.5 The original budget set for the HRA for 2022/23 shows a surplus of £511k, which would be transferred to reserves to achieve a balanced budget position. The forecast position for the year as at June is deficit of £16k, an adverse variance of £527k, as detailed in the table below.

	Budget £'000	Outturn 2022/23 £'000	Variance (favourable) / adverse £'000	% variance
Dwelling Rents	(17,273)	(17,445)	(172)	1%
Service Charges	(598)	(573)	24	-4%
Non Dwelling Income	(183)	(190)	(7)	4%
Other Income	(48)	(66)	(19)	39%
Interest Received	(10)	(4)	7	-65%

<b>Total Income</b>	<b>(18,111)</b>	<b>(18,279)</b>	<b>(168)</b>	<b>1%</b>
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Housing Management	3,032	3,187	155	5%
Building Services	4,087	4,626	540	13%
Depreciation	4,548	4,548	-	0%
Interest payable	3,161	3,161	-	0%
Revenue Contribution to Capital	2,633	2,633	-	0%
Bad Debt Provision	139	139	-	0%
<b>Total Expenditure</b>	<b>17,600</b>	<b>18,294</b>	<b>695</b>	<b>4%</b>

<b>Deficit / (Surplus) for Year</b>	<b>(511)</b>	<b>16</b>	<b>527</b>	
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6.6 The forecast variances identified within this report will be taken into consideration when setting the budgets for 2023/24.

6.7 The main items that are included in the overall adverse variance are detailed below:

### 6.8 Housing Management – an adverse variance of £155k

- £37k new positions - Shared Ownership Officer and Defects Co-ordinator
- £36k increased employment costs for agency surveyors in Building Services to give time to fill permanent positions.
- £36k 2021/22 Care Plus invoices received in this year.
- £16k Docusign and Total Mobile software costs that weren't originally included in the budget
- £13k increased costs for software

- £8k completion of electrical Improvement works on William Wood House
- £7k additional Repairs work
- £2k small unbudgeted spends

**Building Services (Responsive Repairs and Maintenance) – an adverse variance of £540k**

- £949k Repairs overspend on the use of Sub-Contractors to support the Trades Team in completing substandard void properties and a significant increase in cost of materials with some items going up by up to 130%
- (£408k) increased recharges of above repairs work
- Other small favourable variances totalling £1k.

6.9 The net £527k adverse position means that the total HRA balances as at 31 March 2023 would be £15.661m. This includes a minimum working balance of £1m, £15.545m in the Strategic Priorities Reserve and £116k in other earmarked reserves.

**Capital**

6.10 Use of capital and one-off funds is critical and needs to be linked into our future delivery plans. A zero-based approach was adopted for the capital programme for 2022/23 to ensure that resources are aimed at delivering the Council's strategic priorities.

6.11 With complex capital schemes it is difficult to accurately assess the level of payments that will be made during a particular financial year. The Council continues to embark on new projects e.g., building new homes, where it is difficult to accurately predict at the planning stage how payments will be scheduled. Members should therefore focus on whether overall outcomes are being achieved as a result of the capital investment rather than variances against the plan for a particular year.

6.12 Actual capital expenditure for the period April 2022 to June 2022 totals £2.37m, against the budget (including carry forwards) of £22.64m, as set out in Appendix A.

6.13 For the capital programme the full year forecast is currently equal to the budget. It is difficult to predict what the full year position will be at this stage of the year, We will continue to monitor this position as the year progresses.

**7. LINKS TO CORPORATE PLAN**

7.1 Ensuring that the Council makes best use of its resources is what underpins the ability to achieve the priorities set out in the Corporate Plan. Specific links are to a financially sustainable Council, managing our housing assets effectively, and property investment to generate income.

**8. FINANCIAL IMPLICATIONS**

8.1 These are detailed in the report.

**9. LEGAL IMPLICATIONS**

9.1 There are no specific legal implications.

## 10. RISK MANAGEMENT

- 10.1 This report is most closely linked with the Council's Significant Risk No. 4 – We may be unable to respond in a timely and effective way to financial demands and Significant Risk No. 13 – Additional cost pressures may result in a significant overspend that needs to be funded from reserves. Other key risks are set out below:

<b>Risk Description</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation Measures</b>
If there are increases in inflation and other variables, then Council Housing self-financing could result in a greater risk to investment and service delivery plans.	Unlikely - 2	Noticeable – 2	Inflation and interest rate assumptions have been modelled in the HRA business plan. Capital receipts and capital programme funding have been reviewed.
If we fail to spend retained right-to-buy (RTB) receipts within the 5-year period, then it will lead to a requirement to repay to the Government with interest.	Unlikely - 2	Bad - 3	Provision has been made in the budget and Investment Strategy to enable match funding and spend of Right To Buy receipts.
If we borrow too much to fund new homes, we will not be able to pay the loan interest.	Unlikely - 2	Bad - 3	Follow the CIPFA Prudential Code which states capital investment plans must be affordable, prudent and sustainable.
If economic conditions and other external factors are worse than budgeted for it could have an adverse effect on the Council's 2022/23 and medium-term financial position.	Probable – 3	Noticeable - 2	Maintain the focus and momentum on reducing the budget deficit throughout the financial year. Impact of inflation is being carefully monitored and Ongoing pressures will be considered when setting the 2023/24 budget and MTFS. Maintain sufficient minimum reserve level to withstand the impact.
If capital data is inaccurate it could lead to problems with treasury management debt and cashflows.	Unlikely - 2	Bad - 3	Work closely with treasury management when setting capital budgets and how this will be financed. Monitor the capital spend quarterly and raise any changes with treasury management.

## **11. CONSULTATIONS**

- 11.1 Consultations have taken place with the previous Director of Housing, Corporate Managers and other Budget Managers as appropriate

## **12. EQUALITY ANALYSIS**

- 12.1 An equality analysis has not been completed because there is no action to be taken on service delivery as a result of this report.

## **13. ENVIRONMENTAL IMPLICATIONS**

- 13.1 In support of the Council's commitment to be Carbon Neutral by 2030, several initiatives have and are being undertaken in relation to the housing and sheltered accommodation stock. These are set out in more detail below.
- 13.2 Since 2020, Babergh has installed 85 Air Source Heat Pumps in council owned homes.
- 13.3 Working alongside the Energy Savings Trust, every property within our housing stock (via a desktop exercise) has been evaluated, which has provided the council with current energy efficiency levels compared with what could be achieved and the level of investment required to achieve improved energy efficiency. The 'hardest to heat' homes will be targeted first. This now allows us to quantify the cost of capital environmental works to existing homes.
- 13.4 Oil fired / storage communal heating has been replaced with individual heat pumps.
- 13.5 The new homes 'design and technical specification' that incorporates carbon saving solutions will be launched alongside our 30-year Housing Business Plan in 2022.
- 13.6 Surveyors have been studying for the Retrofit Co-ordinators Diploma by the Retrofit Academy to better support the Council's ambition to retrofit existing properties.

## **14. APPENDICES**

Title	Location
APPENDIX A – Capital Programme	Attached

## **15. BACKGROUND DOCUMENTS**

21 February 2022 Housing Revenue Account (HRA) Budget and Four-Year Outlook Report 2022/23 – BC/21/32

2022/23 Capital Programme

CAPITAL PROGRAMME 2022/23	Original Budget	Carry Forwards / Budget Adjustments	Current Budget	Actual to date	Full Year Forecast at Q1	Explanation of Variances
	£'000	£'000	£'000	£'000	£'000	
<b>HOUSING REVENUE ACCOUNT</b>						
<b>Housing Maintenance</b>						
Planned maintenance	6,100	2,054	8,155	830	8,155	
ICT Projects	111	-	111	33	111	
Neighbourhood Improvements	500	872	1,372	-	1,372	
Council House Adaptations	200	23	223	83	223	
Horticulture and play equipment	70	60	130	-	130	
<b>New Build and Acquisitions</b>						
New Build programme and Acquisitions	5,361	7,293	12,654	1,421	12,654	Delays in some projects have occurred due to difficulties in getting supplies of materials, contractor staff absences due to Covid and planning issues resulting in deferred expenditure of just under £4m. It is possible that some of these projects may not be completed in the year. Some projects were scheduled to complete in the next 2-3 years, so it is likely that final delivery will be later than planned.
<b>Total HRA Capital Spend</b>	<b>12,342</b>	<b>10,302</b>	<b>22,643</b>	<b>2,367</b>	<b>22,643</b>	

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Customers



Communities



Wellbeing



Environment



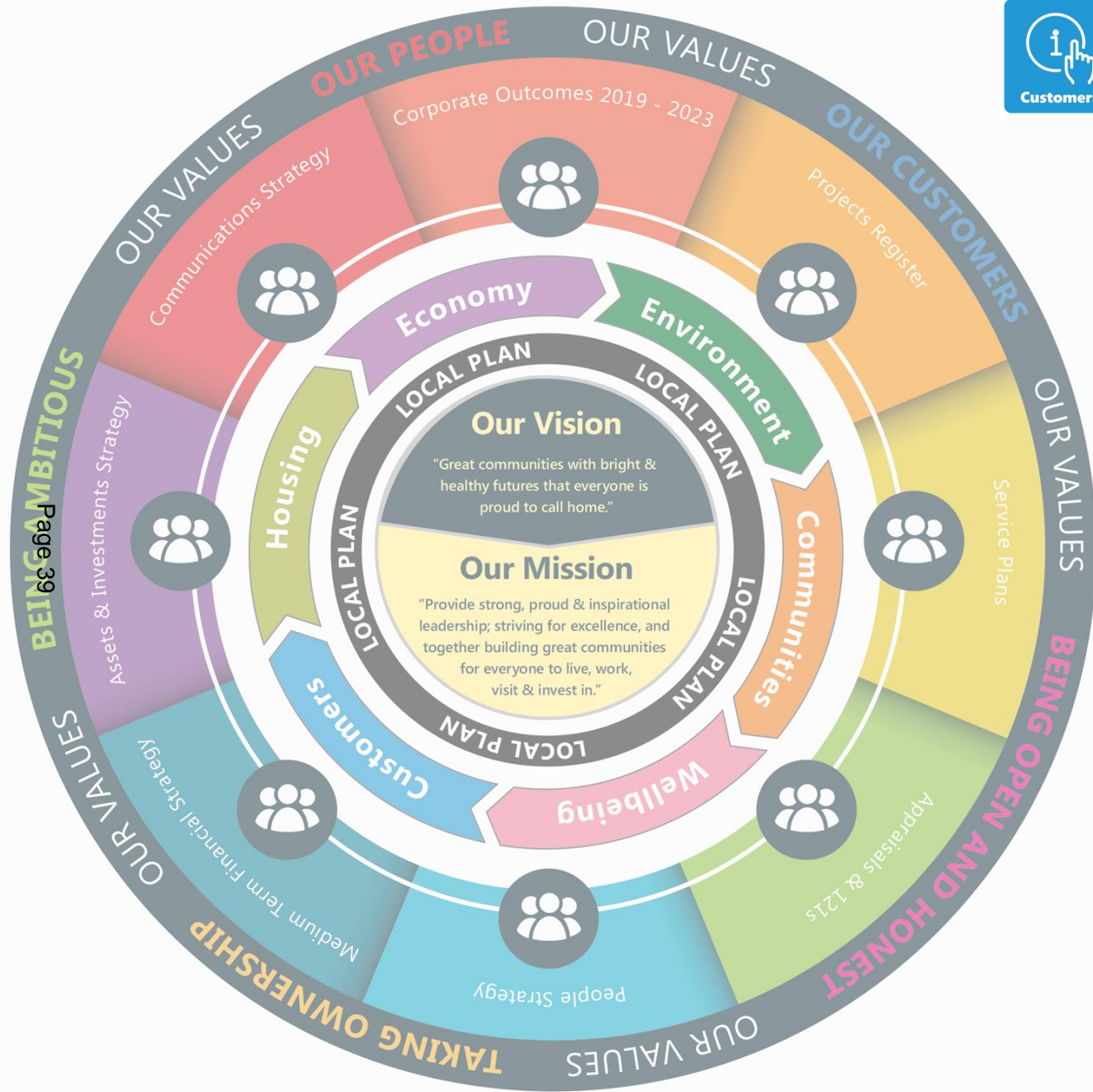
Housing



Economy



Health of the Organisation



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# Quarter 1 Performance

## Babergh District Council

### September 2022 Cabinet

Agenda Item 11





This performance report has been developed in collaboration with Cabinet members, Senior Leadership Team and corporate managers. It covers the period from April to June 2022 (Quarter 1).

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Please note:

- This is a high-level report, highlighting how the council is performing against its six key priority areas from the Corporate Plan (2019-27). It also gives a snapshot of the overall health of the organisation (including headline performance indicators) and looks in brief towards projects commencing in the next quarter.
- The report provides high level assurance that the council is delivering against the Corporate Plan.



# Babergh Economy

## Headline Performance Indicators

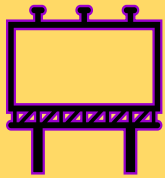


All Covid business support grant programmes closed with auditing and reporting on-going.

**Total Covid Business**

**Grant Support = £43,841,415**

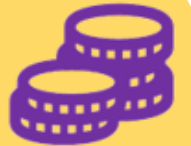
Page 41



**442**

Attendees to What's Next for Sudbury Event

*Engagement event held between 16th- 18th June in Sudbury Town Centre*



**22** applications received to the Business Innovation Support Scheme.

**10** grant offers made.

# Economy

**Objective 1:** To be one of the best-connected places in the East of England and be a testbed for new innovation in clean growth industries

## Progress:

- Progressing design and feasibility study for off road cycle route for Freston Hill scheme (delivered with CIL funding, ISPA Traffic Mitigation Strategy)
- Local Cycling and Walking Infrastructure Plan is published and receiving feedback.
- Page 42 Solar Carports project in Sudbury 90% completed. Parking being partially released into public use until completion late Summer.
- Public Engagement event at 'What's Next for Sudbury' for the Hamilton Road Quarter Regeneration has received good feedback and funding bid to government is drafted.
- Planning application for park entrance submitted and pending determination for Belle Vue.
- Belle Vue Café now in the design process, a review will be undertaken following feedback from the What's Next for Sudbury event.
- Negotiations ongoing with potential tenants for the Hadleigh employment site.

# Economy

**Objective 1:** To be one of the best-connected places in the East of England and be a testbed for new innovation in clean growth industries

## **What we plan to do next quarter:**

- Develop intelligence to inform investment and business support in Clean Growth.
- Develop costed pipeline of projects in conjunction with the Local Enterprise Partnership.
- Sign Legal Agreement with Ipswich Borough Council for the use of retained business rates at Sproughton Enterprise Zone.
- Work with Suffolk County Council (SCC) to develop projects linked to Active Travel phase 2 funding.
- Work with SCC on next steps for Bus Back Better initiatives.
- Work started on tendering packs for changing place facilities at Flatford Mill.
- Progress update to be taken to Cabinet on Hadleigh workspace scheme in Q2.
- Draft masterplan for a two-phased mixed-use regeneration scheme at Hamilton Road/Borehamgate with Cabinet in Q2.

# Economy

## Objective 2: We will become a growing area for Innovation, Enterprise and Creativity in the East

### Progress:

- Innovation Labs in Sudbury opened as part of the Innovate Local initiative supported by SIGIF and BDC
- Brief developed for our first 'Cultural Strategy' encompassing visitor economy and heritage sectors.
- Updated draft Brantham screen cluster report received for discussion with developer.
- Marketing campaign promoting attractions and holidays within Babergh developed in association with Visit Suffolk and Retreat East.

Page 44 Virtual High Street post pilot agreement and MOU finalised for continued collaboration. Now 391 across the 2 districts. Sale of licenses to South Staffordshire and Bury Greater Manchester confirmed with BDC gaining small income on investment.

- Innovate Local market stalls running again free to new businesses in Hadleigh and new to Sudbury.
- Project planning commenced for 2<sup>nd</sup> Innovation Awards – 22<sup>nd</sup> October 2022 at Wherstead Park.
- “What’s Next for Sudbury” engagement event completed with 442 people attending.
- £20,000 Arts Council funding awarded to Local Cultural Education Partnership to develop a secondary school’s project in Sudbury and Hadleigh.
- Expansion of the Love Explore digital platform to include additional trails across the AONB, Hadleigh, Lavenham, Sudbury, East Bergholt and Nayland.

# Economy

**Objective 2:** We will become a growing area for Innovation, Enterprise and Creativity in the East

## **What we plan to do next quarter:**

- Publication of refreshed Economic Evidence Base.
- Commence development of new Economic Strategy to sit alongside Recovery Plan.
- Begin project planning for Local Energy Showcase in Spring 2023.
- Develop an Inward Investment website to ensure the District is promoted to investors.
- Support plans for redevelopment of key employment sites including Vanners, Brantham, and Sproughton.
- "What's Next for Sudbury" survey collation.
- Appoint consultants to develop a Cultural Strategy.
- Appoint the Belle Vue Park Public Art coordinator and develop an engagement plan.
- LCEP project starts across two secondary schools until July 2023.
- Produce content for Visit Suffolk and promote locations for Screen Suffolk locations database.
- Hadleigh Market road closure to be signed off.
- Continue to develop the Love Explore platform to include walks in Shotley Peninsula.

# Economy

**Objective 3:** We will raise levels of aspiration and ambition in our districts and recognise and celebrate our success

## Progress:

- Innovate Local – Market stall scheme relaunched in Hadleigh and Sudbury supporting new businesses in the District.
  - Final claims and moderating of Welcome Back funding across the two districts, first half for Babergh repaid and awaiting final sign off.
  - ‘Careeriosity’ events held during Easter and May half term holiday in Sudbury – focus on screen and marketing careers with amazing feedback and a number of job offers and work experience placements offered as a result of attendance at the event
- Internal and Suffolk-wide working groups set up to develop Local Investment Plan for the new Shared Prosperity Fund.
- Ongoing development of Knowledge Transfer Partnership (KTP) "Lite" programme with University of Essex

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## What we plan to do next quarter:

- Launch a “trade local” scheme to celebrate the innovation from our businesses during Covid-19 and maintain ongoing local business to business trade.
- Scope an innovation futures pilot with a local school.
- Development of workspace strategy and delivery plan across the District to ensure we have sufficient workspace.
- Further Careeriosity sessions held in the Summer.
- Local Investment Plan for Shared Prosperity Fund submitted
- Full reconciliation of Welcome Back Fund and receipt of all outstanding payments
- Launch KTP “Lite” for small businesses

# Babergh Environment

## Headline Performance Indicators



**16,991**

Garden waste subscribers

*Subscriptions continues to increase, rising by 222 subscriptions this quarter*

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**60**

Standard trees planted as part of the Queen's Green Canopy

*Planted at Broom Hill Hadleigh*



**90**

Incidents of fly tipping

*Overall trend for fly tipping incidents shows a return to pre pandemic levels*



**13.23%**

of recycling collected was identified as contaminated or too small to process (under 45mm)

*This is a reduction in contamination rate of 4.42% compared to last quarter*



**98%**

of fly tips cleared in 48 hours

*Fly tipping data relates to tips on public land only*

# Environment

**Objective 1:** To achieve the Councils' ambition to become carbon neutral by 2030, following the adoption of the Carbon Reduction Management Plan.

## Progress:

- Ongoing performance monitoring of the new water filtration system at Kingfisher leisure centre, to assess the possibility of rolling out the technology to the Councils' other leisure centres.
- A preliminary bid has been submitted to the Office of Zero Emission Vehicles (OZEV) for 75% of the capital funding for electric vehicle charging points in 7 Babergh carparks.
- Progress work on the feasibility of further potential decarbonisation works at leisure centres.
- The process of converting fleet vehicles from diesel to HVO fuel is a rolling programme. To date we have converted a total of 24 vehicles from waste and public realm.

## What we plan to do next quarter:

- Recruitment underway for the Climate Change Manager role with interviews in early July 2022.
- Progress work on bid to OZEV for funding of EV charging points (6-week response time)
- Commission the solar car ports at the Kingfisher leisure centre car park.



# Environment

**Objective 2:** Improve the biodiversity of the district, consistent with the biodiversity pledge adopted by the Council

## **Progress:**

- Trial changes to mowing regimes has resulted in significant new populations of orchids and other wildflowers being discovered. Sites are actively managed to ensure all residents are content.
- Bid submitted for tree and hedge funding from the Local Authority Treescapes Fund
- Following selection to become a trial organisation for Natural England's Green Infrastructure tool, officers have attended training workshops.
- Parish tree, hedge and wildflower planting application form and guidance updated ready for publication in July.

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## **What we plan to do next quarter:**

- Working on mapping sites where changes in mowing regimes will enhance wildflower potential.
- Tree Canopy Report presented to Cabinets for approval. Start of Tree Planting Strategy development.
- Launch of Tree Canopy Survey web maps to provide the public with online access to ward by ward tree canopy data.
- Recruit a Geography Graduate to work on a tree strategy data project – using Natural England Green Infrastructure tools and tree data to identify land suitable for tree planting across the district.
- Launch of 2022/23 Tree, Hedge and Wildflower planting programme with all parishes

# Environment

## Objective 3: To promote a safe, healthy, and sustainable environment for our districts

### Progress:

- We are ahead of schedule with the Food Standards Agency's (FSA) Recovery Plan, to tackle interventions and food registrations.
- Parking Strategy – roadshow events took place between 21<sup>st</sup>–28<sup>th</sup> June with engagement from apx 200 people. The online survey closed on 31<sup>st</sup> July and received over 2,000 responses.
- Working alongside the Suffolk Waste Partnership, we are developing a workplan as well as an educational and promotional campaign to reduce contamination in recycling and to increase glass recycling performance.
- Working on a new model for Waste Services to implement the requirements of the Resource and Waste Strategy
- Clean Air Day promoted on 16th June, running sessions for local primary school children to design air quality superheroes and learn more about the issue. A video was produced in collaboration with partners highlighting the links between air quality and health.

### What we plan to do next quarter:

- Parking Strategy – analyse the outputs of the online survey and take the draft strategy to Cabinet in October 2022.
- Climate change and biodiversity annual report – to be published on the Councils website
- Installation of solar compactor smart bins in 3 locations
- Inspections to be carried out following the FSA's Recovery Plan and resume at a frequency that is not less than that determined by the Food Safety Act Code of Practice

# Customers

## Headline Performance Indicators

*Combined data for both councils*



**1,750**  
daily  
web visits (av.)

*43% decrease from last quarter. Stricter cookie controls are masking a proportion of visits. We have also seen 31,978 online forms submitted during Q1 (an increase of 27% from Q4).*



**630/685**  
calls per day (av.) total  
visits to the CAP

*6% call increase from Q4. Total of 170 customers attended the Stowmarket CAP (increase due to energy rebate). We have offered staff overtime to try and support with the increase in demand.*



**81**  
email responded to  
per day (av.)

*6% decrease from last quarter. We look to prioritise e-mails in quieter periods or outside of working hours.*



**50**  
compliments

*Decrease of 11% from Q4 (or 6 compliments)*



**150**  
Social media responses  
issued

*Decrease of 51% from Q4*

# Customers

## Headline Performance Indicators

*Combined data for both councils*



**4.56**

**out of 5**

77% of customers rated 5/5 for our online form process (no change from Q3)



**26%**

**abandon rate**

4% increase from Q4. We have seen a higher than usual level of staff successful in secondment positions (particularly in housing) and are currently recruiting to backfill these positions to improve abandon rates.



**210**

**stage 1 complaints**

Increase of 3% from Q4. Of these, 43% were closed as service requests (90) the top 3 areas of complaints were: Repairs, public realm (grass cutting schedules, littering and waste services (missed collections)



**5 min & 03 sec**

**wait time (av.)**

Wait time has increased (from 3 mins 55 Q4). This is due to energy rebate activity and CT billing.



**8,781/2,950**

**chatbot and automated telephone sessions**

Chatbot activity increased by 91% from Q4 and automated telephony up 12% from Q4.

# Customers

**Objective 1:** We will implement the technology capabilities that support and enhance customer and employee experience, invest in our people to give them confidence to use and promote digital services and tools, and underpin this with an ethos and culture of listening and engagement.

## Progress:

- We launched and published our complaints policies on the website, and we have implemented a new satisfaction survey at the end of our complaints process, which we will monitor customer satisfaction to drive improvements to our service.
- Our chatbot use has increased by 91% since the navigation bot implementation with waste and recycling, Council tax and garden waste in the top 3 customer enquiries.
- We developed the cost-of-living action plan which was agreed at cabinet.

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## What we plan to do next quarter:

- Monitor feedback from our new complaints survey to drive further improvements.
- Continue to monitor the use of the navigation bot and continue to make improvements, given the bot learns through being asked more questions.
- Once the cost-of-living coordinator has joined, we will commence the work as agreed in the plan with pace and urgency.

# Customers

**Objective 2:** We will develop and deliver a phased approach to supporting customers with digital inclusion and digital upskilling by working with like-minded community partners and using insight and intelligence to baseline our approach and measure our success.

## Progress:

- We selected 2 sheltered schemes to commence our digital tenants skills work and attended a site visit to check the feasibility of running sessions at these locations.
- We presented at the SCC Policy Development Panel, providing information on the Digital Journey and our work in the digital inclusion space, which will feed into their review of digital inclusion work across Suffolk.
- We are providing support in the Customer Access Points, assisting our customers in uploading evidence via iPads and using this opportunity to further understand the digital skills support required by our customers.

## What we plan to do next quarter:

- Digital Skills pilot at sheltered accommodation sites to be further developed, with a view to have pilot sessions
- Our Digital Journey webpages will include an events page, listing digital skills events taking place across the Districts.
- Finalise our Digital Journey framework, compile information on all elements of the offer, including digital heatmap data summary and a compilation of best practice in the digital skills space from across the country.

# Customers

**Objective 3:** We are committed to putting our customers first by reviewing our current processes and re-designing them to ensure that they are simple, intuitive and maximise the use of technology.

## Progress:

- We created a Business Process Reengineering (BPR) Framework to help deliver efficiencies and improved customer satisfaction.
- SCC is in the final stages of building a shared device for BMSDC and Citizens advice, to be replicated for our digital hubs approach.
- We commenced the early stages of our digital platform project (replacement of the websites and online forms) with the successful supplier to be selected by the end of July.

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## What we plan to do next quarter:

- Roll out the BPR framework and start delivering projects focused on the key online processes to support our digital platform work.
- Test the SCC device late August, within an existing hub location for wider roll out thereafter.
- Create a more detailed plan regarding our digital platform roll out and explore opportunities for customers to test some of the new processes to capture feedback.



# Babergh Communities

## Headline Performance Indicators



### Community Grants

Q1 allocations



**£25,000**

Capital Grant Allocation

Page 56

**£12,055.40**

Minor Grant Allocation

**£54,000**

S106 Funds Allocated

**17**

Voluntary, Community & Social Enterprise (VCSE) supported



### Community Safety

*Anti-Social Behaviour cases reviewed by the ASB partnership in Q1;*

**9**

ASB cases reviewed

**0%**

of ASB cases open more than 6 months

**0**

ASB community triggers called for

*Allocation - Grants that have formally been offered to projects/groups.*

*The Anti-Social Behaviour (ASB), Crime and Policing Act 2014 introduced the Community Trigger. The trigger is designed to give victims of ongoing ASB the right to request a review of their case, and bring agencies together to take a collaborative approach to finding a solution.*



# Communities

**Objective 1:** To create great places to live and to empower local people and communities to shape what happens in their area

## **Progress:**

- Connect & Catch up sessions continue to be held monthly with a variety of learning topics across statutory and voluntary services.
- Flag raising photo opportunity on 20<sup>th</sup> June at Wattisham Flying station followed by the Thanks to Suffolk Armed Forces event which took place 23<sup>rd</sup> June in Hadleigh. School activity packs were provided to 950 primary pupils and 5 medal design competition winners were selected.
- The Women's Tour came to Babergh on 6<sup>th</sup> June. Banners were exposed and Activity Packs were distributed to schools on the route. Abbeycroft Leisure hosted a bike challenge in Hadleigh. Officers secured a viewing space in Bildeston which saw The Women's Tour pass through twice.
- Torch relay took place from 13<sup>th</sup> May – 1<sup>st</sup> June and parishes were supported to participate along the route.
- Results from the Youth Forum survey were collected and work around the survey's outcomes will commence.
- Suffolk Volunteering Strategy: Officers are attending working groups to help its development.

# Communities

**Objective 1:** To create great places to live and to empower local people and communities to shape what happens in their area

## **What we plan to do next quarter:**

- Virtual "Connect & Catch Up" sessions to be held 2-3 times a month for statutory and voluntary organisations.
- Complete the scoping on the Community Awards.
- Youth Forum: commence work with Student Life to gain a better understanding of needs across the District and support the development of the forum.
- A draft of the Employer Supported Volunteering policy is under development for the Councils with an accompanying paper outlining any key decisions to be made.
- Developing Family Fun event in Sudbury to offer an informal place where families can enjoy activities and access information from agencies addressing various life issues.

# Communities

**Objective 2:** To effectively deliver our Community Safety Statutory responsibilities deliver on the priorities agreed within the Western Suffolk Community Safety Partnership (WSCSP) Action Plan

## **Progress:**

- A WSCSP meeting was held with the aim to understand how the CSPs Strategic Assessment is completed, to agree the partnerships strategic priorities for 2022/23, and to contribute to ideas to help formulate the annual Action Plan.
- Officers continue to represent BDC at the Suffolk Violence and Abuse Partnership, partner discussions held around the new VAWG Strategy, and the actions required to drive the strategy.
- A total of 9 ASB cases were reviewed by the Anti-Social Behaviour partnership in Q1 and further 30 lower risk ASB cases by our officers
- A 'Situational Risk Assessment' has now been completed, in collaboration with the Prevent Delivery Group.
- Regular representation from officers at the Modern Slavery Network. Current work includes consulting with CSPs and wider partners, to develop a Suffolk Strategy and Action Plan. A Modern Slavery Awareness Week took place at the end of June with the campaign focusing around raising awareness of Modern Slavery, spotting the signs, and signposting.

## **What we plan to do next quarter:**

- Officers will participate in the ASB Awareness Week at the end of July in Sudbury.
- Further Ecins (case management system) training to be delivered to new and existing users. 3 sessions to be delivered throughout July.
- Continue to support the WSCSP to drive forward the Action Plan.

# Communities

**Objective 3:** To deliver a Community Grants Services that is inclusive and transparent, supports community participation & activity and works with Voluntary and Community Sector organisations to develop thriving communities

## Progress:

- Capital grants: 12.7% allocated towards 1 project.
- Minor grants: 81.1% allocated to 13 projects. Of this, £3,500 spent towards 4 Jubilee projects.
- Revenue Grants: £161,868 awarded to 17 organisations. All offer letters have been returned by applicants and Q1 uplift spent.
- Community Restart Funding: Remains fully allocated and closed for new applications.
- Locality Awards: 9 applications processed and 5.8% of total funding spent. Training was provided to the Locality Officers
- S106: Glemsford Parish Council allocated £41,000 toward Play Equipment and Long Melford Parish Council allocated £13,000 toward Play Equipment Cordell Place.

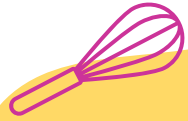
## What we plan to do next quarter:

- Continue to progress pipeline projects.
- Locality Awards to be administered by Locality Officers instead of the Grants Team.
- Process applications for the new Community Development Grant.



# Babergh Wellbeing

## Headline Performance Indicators



**14**

Children attended Family Park Cooking in Sudbury during Easter

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**123**

Children attended free swimming sessions during May Half Term

*Attendances between Sudbury Kingfisher Leisure Centre and Hadleigh Pool and Leisure*

**12**



Families supported in Hadleigh through Chill, Chat and Play.



**85**

Children attended free swimming sessions during Easter Holidays

*Attendances between Sudbury Kingfisher Leisure Centre and Hadleigh Pool and Leisure*



**28**

Children attended Adventure Days in Sudbury during Easter



**17**

Mums took part in Chill, Chat and Play buggy walks.



# Babergh Wellbeing

## Headline Performance Indicators



**31,727**

Households supported  
with Council Tax Energy  
Rebate under the  
mandatory scheme

*A total of £4,759,050 spent*



**79**

Households supported  
with Council Tax Energy  
Rebate under the  
discretionary scheme

*A total of £11,850 spent*

# Wellbeing

**Objective 1:** To develop the Council's first Wellbeing Strategy to ensure that we put the wellbeing of our communities at the heart of everything we do.

## Progress:

- Holiday Activity Fund (HAF) Easter: 30 activities across the districts, 1,904 free spaces available, 1,734 places booked.
- HAF May Half Term: 123 children enjoyed free swims at Abbeycroft Leisure, 42 children attended activity sessions with Maxim Sports.
- ICOPE project is underway with assessments taking place with participants.
- Sporting Memories programme: The first session was attended by 25 people with talks from ex-Ipswich Football Club players.
- Holbrook Academy has opened their fitness studio to the public. The £7,700 grant will see the fitness studio open for 2 sessions a week.
- Positive feedback received from the Health & Wellbeing event in Bildeston, working with a range of stakeholders.
- Chill, Chat and Play programme: 12 mothers attended the Hadleigh group, 5 took advantage of the home visiting service. Two buggy walks were offered, with 9 mothers and babies on one week and 8 on the other.
- Suffolk Walking Festival: 26 walks in BDC with 65% of the walks sold out.

# Wellbeing

**Objective 1:** To develop the Council's first Wellbeing Strategy to ensure that we put the wellbeing of our communities at the heart of everything we do.

## **What we plan to do next quarter:**

- The Summer HAF Programme will be launched with a wide range of free activities and food for children across schools.
- ICOPE: Continuing to work with key partners on gaining further participants for the project (100 participants required).
- Chill, Chat and Play – working with the group to look at future funding opportunities.
- Officers are working with the AFC Sudbury to develop a Men's Health Day. If successful we will seek to work with other clubs in the area to roll out 'road-show' style information and support.
- Working with Communities Together East Anglia to develop a pilot programme to support the social prescribing provision in the peninsula area.



# Babergh Housing

## Headline Performance Indicators



Households placed into temporary accommodation

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*Demand for Temporary Accommodation has increased since Q4.*



New Affordable Homes Built or Acquired

*There continue to be issues with the availability of materials and labour which is delaying handover of properties*



cases where homelessness has successfully been prevented or relieved

*Performance has remained steady*

**63**



Properties relet (not temporary accommodation)

*There continues to be a good supply of properties available for reletting*

**42**



average number of days for standard VOID re-lets

*Void times continue to be affected by supply and COVID issues.*

# Housing

**Objective 1:** Enabling delivery and provision of homes within the Districts.

## **Progress:**

- Cabinet approved extending the peak debt threshold for Babergh Growth to deliver the development at Corks Lane, Hadleigh and the construction contract has been awarded.
- 16 housing specific planning applications granted, which will deliver 34 homes.
- Handover of 8 new affordable homes for the Council on a developer led site and 1 buy back.
- Initial garage review completed with potential to deliver housing in the short-term.
- New homes defects co-ordinator started in post and is currently working on the end of defects liability periods and resolving issues on new builds with contractors and developers.

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## **What we plan to do next quarter:**

- Adoption of design guide and housing technical specification and joint affordable homes development strategy
- Appoint a Shared Ownership Officer and a Sales and Marketing agent to oversee the delivery of shared ownership homes for the Council
- Start on site at Corks Lane in August
- Continue legal work to acquire further site in Babergh and set out the timeline for engagement

# Housing

## Objective 2: Digital transformation to improve services to our residents

### Progress:

- An online reporting form for damp, mould and processes for direct referral have been developed.
- Issued our first targeted e-bulletin to those on universal credit to encourage tenants to update their gov.uk accounts.
- Voids and Workflow module in Open Housing went live and rolled out the first vans with the van stock module.
- The Customer Relationship Management Open Housing module is built and ready to launch in April 2023 with new Housing system.
- Remote Assist (video call with tenants) rolled out to teams. The service was promoted to tenants via our My Home Bulletin.
- Designed a notification form for relatives to use to inform of a tenant's death. To go live Q2.

### What we plan to do next quarter:

- Complete procurement exercise to bring on board a company to support us for five years in delivery satisfaction survey with tenants – using a mixture of digital and telephone.
- Analyse results from the recent Tenant Engagement survey to write Strategy for adoption in October 2022.

# Babergh Health of the Organisation

## Headline Performance Indicators

*Combined data for both Councils if not specified*



**7.80**

average no. of days  
sickness per FTE

*Slightly down from 1.74 in Q4*



**1219**

Total number of days  
lost to sickness

*Top 2 reasons for absence*

*Remained the same – COVID and Muscular  
Skeletal*



**64,600**

Babergh Twitter  
impressions

*'impressions' are the number of times a  
Twitter user sees our Tweets*



**93,445**

Babergh Reach for  
Facebook

*'reach' is the number of unique users  
who had any content from our Facebook  
page or about the page enter their screen*



**924**

Babergh Committee /  
Council meeting views

*There were 10 meetings in Q4, with  
10 members of the public attending and 3  
joint meetings with 49 YouTube Views*

# Health of the Organisation

**Objective 1:** Develop and implement a comprehensive 'People' Strategy that ensures we are a great organisation to work for, that our people are supported to learn and grow, energised and enabled to deliver our ambitions

## **Progress:**

- The 2<sup>nd</sup> employee pulse survey was launched. Results available in July.
- All employee wellbeing modules to support employees with mental health were launched in June.
- Our internship programme started in June and we welcomed 4 interns to work across the Councils
- Our annual organisation development proposition was agreed at People Board and work commenced on scoping out modules relating to change.

Delivered sessions to our people from our Employee Assistance Provider and the Money and Pension Service relating to financial support and wellbeing.

## **What we plan to do next quarter:**

- Pull together action plans based on feedback from our 2nd pulse survey.
- Scope the overall programme around Equality, Diversity and Inclusion and commence equality, diversity and inclusion workshops.
- Continue to work through our overall reward proposition.
- Continue with our review of all HR policy and processes.
- Start the transition of data over to our new HR Information system ready to go live in October.

# Health of the Organisation

**Objective 2:** Provide robust effective management of the Councils finances, including our capital projects and contracts. We will use our resources in a sustainable way and prioritise based upon our Corporate Plan.

## **Progress:**

- Tender evaluation completed for the replacement Financial Management System and bidders notified of the intention to award the contract to the successful bidder.
- Information prepared for the General Fund and HRA Outturn and presented to SLT.
- Work started on the 2021/22 Statement of Accounts.
- Final COVID impact returns completed for the Department for Levelling Up, Housing and Communities.

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## **What we plan to do next quarter:**

- Publish the 2021/22 Draft Statement of Accounts (2020/21 audit to resume)
- 2021/22 General Fund and HRA Outturn to be presented to Cabinet
- 2021/22 Treasury Management Outturn to be presented to Joint Audit & Standards Committee
- Onboarding with supplier of replacement Financial Management System and further communication with SLT & ELT

# Health of the Organisation

**Objective 3:** Effective and efficient management of our property portfolio to make the best use of our assets.

## **Progress:**

- Technical Plans and specification to reconfigure the Gold floorplate at Endeavour House have been progressed to next gateway.
- Developed Project Team to review Depot and touchdown requirements.
- Council Owned Companies completed business plan process for approval
- Acquired residential flats at Borehamgate Shopping Centre
- CIFCO continued to make full debt repayments to the Council and its rent collection continue to exceed KPI.

## **What we plan to do next quarter:**

- Plan decant of Gold floorplate in preparation for reconfiguration works to commence. Develop detailed programme.
- Develop options for the Depot and Touchdown Projects
- Continue programme of assets reviews, including a compliance review and compiling an asset inventory for general fund held land and property
- Commence works on site at Corks Lane, former HQ site in Hadleigh.

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# Agenda Item 12

## BABERGH DISTRICT COUNCIL

<b>TO:</b> Cabinet	<b>REPORT NUMBER:</b> BCa/22/21
<b>FROM:</b> Councillor Clive Arthey- Cabinet Member for Planning	<b>DATE OF MEETING:</b> 5 <sup>th</sup> September 2022
<b>OFFICER:</b> Tom Barker - Director Planning and Building Control	<b>KEY DECISION REF NO.</b> CAB360

### COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE PROGRAMME SEPTEMBER 2022

#### 1. PURPOSE OF REPORT

- 1.1 The CIL Expenditure Framework and the CIL Expenditure Framework Communications Strategy were adopted by Mid Suffolk on the 21st July 2022. These documents were also accompanied by the CIL Key Dates calendar 2022/23 (see background Papers). All these documents are due to be considered by Babergh at its next Council meeting on the 20<sup>st</sup> September 2022.
- 1.2 The processes and governance around CIL expenditure is set out in these documents and the type of infrastructure that CIL monies can be spent on is set out in each Councils Infrastructure Funding Statement – Infrastructure List. (Background Documents refer).
- 1.3 CIL expenditure operates using a process of twice-yearly bid rounds which occur on the 1<sup>st</sup> - 31<sup>st</sup> May and 1<sup>st</sup> - 31<sup>st</sup> October each year. Once all the Bids have been validated, all valid Bids are then screened for the availability of s106 funds and other funding streams. Following this all valid Bids are prioritised using criteria set out in the CIL Expenditure Framework and recommendations on Valid Bids are included within a CIL Expenditure Programme for each District. The CIL Expenditure Programme for that District will be considered by that Councils Cabinet with decisions on all valid Bids either for Cabinet to make or for Cabinet to note (if the Bid has been determined using delegated powers).
- 1.4 This report seeks to obtain approval by Cabinet for Babergh' s CIL Expenditure Programme – September 2022 which forms Appendix A to this report. This report contains the assessment of 6 CIL Bids (B21-03, B21-05, B22-02, B22-04, B22-05 B22-06) including the judgements around the prioritisation criteria for those Bids (Appendix B).

#### 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 5<sup>th</sup> and 8<sup>th</sup> 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 which were subsequently reviewed and adopted on the 19<sup>th</sup> March 2019 (Babergh) and 18<sup>th</sup> March 2019 (Mid Suffolk) and then reviewed for the second and third time and adopted by both Councils on the 20<sup>th</sup> April 2020 and 23<sup>rd</sup> March 2021 (Babergh) and 25<sup>th</sup> March 2021 (Mid Suffolk) respectively. The fourth review took place in June 2022 and Mid Suffolk approved the changes on the 21<sup>st</sup> July 2022. All the changes/documents will be considered by Babergh on the 20<sup>th</sup> September 2022.

### 3. RECOMMENDATIONS

- 3.1 That the CIL Expenditure Programme (September 2022) and accompanying technical assessment of the CIL Bids (forming Appendices, A and B) which include decisions on this CIL Bid for Cabinet to make and to note as follows: -

**Decisions for Cabinet to approve: - Ringfenced Infrastructure Funds and Local Infrastructure Fund.**

<b>CIL Bid, Location and Infrastructure Proposed</b>	<b>Amount of CIL Bid and total cost of the infrastructure</b>	<b>Cabinet Decision</b>
B22-02 CAPEL ST MARY upgrade to Children's Play Area at Playing field and Provision of Additional Car parking	<p>Amount of CIL Bid £100,000.00</p> <p>Total cost of the project £143,116.00 Net Cost (Parish can reclaim VAT)</p> <p>Total of other funding obtained from Community Grant funding - £15,000.00 and funding from the Parish Council and Capel Community Trust - £28,116.00</p>	<b>Recommendation to Cabinet to approve CIL Bid B22-02 for £100,000.00 from the Ringfenced Infrastructure Fund (Capel St Mary)</b>
B22-05 COCKFIELD - Provision of Bus Shelter	<p>Amount of CIL Bid £25,028.08</p> <p>Total cost of the project £35,028.08</p> <p>Total of other funding obtained through Parish Council Neighbourhood CIL £10,000</p>	<b>Recommendation to Cabinet to approve CIL Bid B22-05 for £25,028.08 from the Ringfenced Infrastructure Fund (Cockfield) subject to the prior completion of a lease for the land (not less than 25 years)</b>

B22-06 SUDBURY Gainsborough House	<p>Amount of CIL Bid £152,504.86</p> <p>Total cost of remainder of the project £2,016,000 to November 2022,</p> <p>Total cost of the completed project £10.628,838</p>	<p><b>Recommendation to Cabinet to approve CIL Bid B22-06 for £152,504.86; £43,618.07 from the Ringfenced Infrastructure Fund (Sudbury) and £108,886.79 from the Local Infrastructure Fund.</b></p>
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**Decisions for Cabinet to note: Delegated Decisions – Ringfenced and Local Infrastructure Funds.**

<b>CIL Bid, Location and Infrastructure Proposed</b>	<b>Amount of CIL Bid and total cost of the infrastructure</b>	<b>Cabinet Decision</b>
B21-03 SUDBURY – to provide a Community Bus Transport parking area - Alexander Road Chilton Industrial Estate	<p>Amount of CIL Bid £2,024.72</p> <p>Total cost of the project £2,689.72</p> <p>Total of other funding obtained by Bid applicants from BDC Communities – Minor Grant - for £665</p>	<p><b>Recommendation to Cabinet to note the Delegated decision for CIL Bid B21-03 for £2,024.72 from the Local Infrastructure Fund</b></p>
B21-05 BENTLEY	<p>Amount of CIL Bid £5706.00</p> <p>Total cost of the project ££9,988.00</p> <p>Total of other funding obtained by Bid applicants from BDC Communities – s106 for ££1,159.59</p> <p>Bentley Parish Council Funds - £3,122.41</p>	<p><b>Recommendation to Cabinet to note the Delegated decision for CIL Bid B21-05 for £5706.00 from the Local Infrastructure Fund</b></p>

<p>B22-04 SUDBURY – Provision of CCTV facilities for Kingfisher Leisure Centre</p>	<p>Amount of CIL Bid £5416.21 Total cost of the project £6,499.45 including VAT (which can be claimed back)</p>	<p><b>Recommendation to Cabinet to note the Delegated decision for CIL Bid B22-04 for £5,416.21 from the Ringfenced Infrastructure Fund (Sudbury)</b></p>
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3.2 Cabinet are also asked to note and endorse this CIL Expenditure Programme which includes the position in respect of approved CIL Bids from Rounds 1, 2, 3, 4, 5, 6, 7, 8 and 9. (Appendix A Section B) together with details of emerging infrastructure /CIL Bids (Appendix A Section C).

### REASON FOR DECISION

Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11<sup>th</sup> April 2016. The CIL Expenditure Framework (originally adopted in April 2018 and reviewed with amendments adopted on the 18<sup>th</sup> March 2019 and with further amendments on the 20<sup>th</sup> April 2020, March 2021 (and suggested for consideration in September 2022) requires the production of a CIL Expenditure Programme for each District which contains decisions for Cabinet to make or note on CIL Bids for CIL expenditure. These decisions relating to the expenditure of CIL monies form one of the ways in which necessary infrastructure supporting growth is delivered.

## 4. KEY INFORMATION

4.1 Given the determination of “available monies” (paragraphs 6.8 - 6.9 inclusive) Members are advised:

- Bid round 9 opened on the 1<sup>st</sup> May and closed on the 31<sup>st</sup> of May 2021 and all bids received are listed in Appendix A. All new Bids received to date have been acknowledged. Under the CIL Expenditure Framework all Bids are examined and validated, and where valid they are then screened, consulted upon, and assessed against prioritisation criteria (under the agreed procedures). The decisions are then presented to Cabinet to make and/or note (where delegated decisions have been made). These are included in the CIL Expenditure Programme and the Technical Assessments and both are presented to Cabinet to consider.
- This CIL Expenditure Programme document focuses on the following six CIL Bids. Further key information about these Bids is set out below (augmented by the Technical Assessments comprising Appendix B) as follows-

- **B22-02 Capel St Mary - Upgrade to Children’s Play Area and Provision of Additional Car parking**

- A cross party, cross Council Joint Member Panel has recently carried out a fourth review of the CIL Expenditure Framework (coupled with the CIL Expenditure Framework Communication Strategy. This work was carried out in June 2022 and was due to be presented to Babergh's Council meeting on the 19<sup>th</sup> July which was cancelled. The outcomes of the Joint Member Panel will be presented to Babergh's next Council meeting on the 20<sup>th</sup> September 2022. One of the proposed changes following this fourth review is an increase in the community threshold figure for CIL Bids from £75,000 to £100,000 per project (subject to the retained % figure of 75% of the total project costs) so as to address rising infrastructure and materials costs. On this basis it is considered appropriate to offer the uplifted sum of £100,000 for this project as an acceptable exception to the CIL Expenditure Framework (particularly as the date of Cabinet is the 5<sup>th</sup> September 2022 and Babergh's Council will consider all the changes to the CIL Expenditure Framework and associated Communication Strategy including the new uplifted community threshold figure of £100,000 on the 20<sup>th</sup> September 2022).
- This proposal represents an "oven ready" scheme with evidence of wide community support that would provide additional leisure and community facilities for the community and encourages active outdoor play for the children. The project will be funded through collaborative spend, with the CIL fund portion being 70% of the costs, together with funding contributions from the Capel Community Trust and the Parish Council along with funds from a Community Grant.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £100,000.00 represents 70% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Babergh.
- **B22-05 Cockfield – provision of Bus Shelter**
- This proposal seeks to replace an existing longstanding bus shelter which is beyond its shelf life and means of repair but includes significant tangible benefits as it is larger and of improved design with safety rails and has a full maintenance schedule (under guarantees) together with the financial support going forward through Parish Council precept. 28 dwellings are being built through the Jeffreys Green development which is part complete and part under construction. This includes a substantive element of affordable "Local Needs" homes. The Bus stop is on the west bound service and has been in place for many years. Some time ago a local business enterprise donated to the Parish Council an informal shelter for

the site, but this now requires replacement. The East bound service has no formal drop off point with the vehicles alighting passengers in a safe location on the adjacent footway. The bus stop is associated with the Chamber Buses Routes 753 and 754 Sudbury – Bury St Edmunds. The service typically operates 15 return journeys on working days and 13 return journeys on a Saturday. As with many stopping points along the route these are ad hoc and not necessarily compliant to modern standards. The Parish Council however see an increased use and a desire to make the new provision “accessible” and compliant.

- Although the land is not within the ownership of the Parish Council it is land (and a structure that is maintained by them) and therefore there is no need for planning permission for the structure. The CIL Expenditure Framework requires that CIL expenditure is on public land or land that is the subject of a 25 year old lease. In this case neither is applicable as the land is privately owned. However the existing structure was donated together with agreement to use the land as a bus shelter for approximately 25 years and the written agreement of the land owner has now been received to allow for its replacement in the manner proposed. The land has been maintained by the Parish Council for the last 25 years. Advice is being taken about whether this would need any reinforcement in law (through a licence approach or by a lease) and the Shared legal Service consider that a lease is appropriate. This is being discussed with the CIL Bid applicant and a further report will be made to Cabinet on this matter. However a Street Furniture Licence has been issued by Suffolk County Council Highways and a Minor Works Licence will be obtained before works begin on site in accordance with highway requirements. Subject to these matters being satisfactorily addressed through the signing of a lease (as required by the Shared Legal Service) it is considered that the proposal can be supported.
- This proposal represents an “oven ready” scheme with evidence of community support that would provide an improved facility of benefit to its residents. The project will be funded through collaborative spend, with the CIL fund portion (£25,028.08) being 71% of the costs funded from the Ringfenced Fund for Cockfield, together with funding contributions from the Parish Council through their Neighbourhood CIL .It lies within the suggested new community infrastructure thresholds of not exceeding £100,000 and retained figure of 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement - Infrastructure List - for Babergh.
- **B22-06 Sudbury Gainsborough House**
- This second CIL Bid of **£152,504.86** (which follows the original approved CIL Bid in 2019 for £ 200,746) relates to a unique project at Gainsborough House which goes to the heart of Sudbury as a town and is a central part of the Towns Vision through the Sudbury Partnership which Gainsborough

House is part of. Costs for the renovation project (which were originally expected to be approximately £7 million) have now risen to £10.6 million which is largely attributable to rising infrastructure costs and covid issues as set out in the Technical Assessment (see Appendix B). In addition, the covid pandemic has significantly altered the original funding strategy and it has meant that there has been a need to update the funding strategy over the lifespan of the project and approach funders for further monies so the project can be completed. The outstanding infrastructure works to allow the project to be completed by November 2022 amount to approximately £2million and this second CIL Bid seeks to secure **£152,504.86** which would represent the penultimate piece of the jigsaw for funding purposes with the exception of **£154,545** which is as yet unsecured. However, Gainsborough House have confirmed that confidence is extremely high that this money will be secured by November 2022. This confidence is based upon Gainsborough House's record of fundraising to date and the conversations that Gainsborough House have had with individual donors and trusts. This project ultimately amounts to a large amount of investment effort and energy aimed at renovating Gainsborough House so that the aim of creating a national centre that is dynamic, sustainable and forward looking can be realised. The whole project of an historic house, galleries, learning spaces and collections of international significance represent a great force for regeneration in Sudbury

- A cross party, cross Council Joint Member Panel has recently carried out a fourth review of the CIL Expenditure Framework (coupled with the CIL Expenditure Framework Communication Strategy). This work was carried out in June 2022 and was due to be presented to Babergh's Council meeting on the 19<sup>th</sup> July which did not take place. The outcomes of the Joint Member Panel will be presented to Babergh's next Council meeting on the 20<sup>th</sup> September 2022. One of the proposed changes following this fourth review is an increase in the community threshold figure for CIL Bids from £75,000 to £100,000 per project (subject to the retained % figure of 75% of the total project costs) so as to address rising infrastructure and materials costs. In this particular case the amount of money required to complete the infrastructure costs for this project is **£152,504.86**. Whilst this figure exceeds the current and suggested uplift to the community threshold for community projects and also represents a second CIL Bid against the same project, there are extenuating reasons for supporting this CIL Bid for this very large and unique project which are set out in this technical assessment. It is therefore considered that this CIL Bid should be approved as an acceptable exception to the CIL Expenditure Framework, It is not expected that any decision on this second CIL Bid should set a precedent for other CIL Bids going forward.
- However any offer of further CIL monies to this project must be seen against the value and timings of the state aid that has already been given

such that the Council is not in any breach of any restrictions or regulations in making a decision to award further funds. A legal opinion has been sought and obtained; the following conclusions of which are set out below

- Gainsborough House Society will seek funding from the CIL fund from BDC in the sum of £152,504.86 for the purpose of funding the remaining works to Gainsborough's House. Existing contractors will undertake the works and those works have been costed by the retained Quantity Surveyor. It is understood that due to severe time constraints, it has not been possible for GH to seek alternative quotes.
- Whilst Gainsborough House Society as an economic actor has received support from BDC, it may not constitute a subsidy because the support does not have the potential to cause a distortion in or harm to competition, trade or investment either within the United Kingdom or between the United Kingdom and another country.
- All four limbs of the TCA test (see above) must be met for the support to be a subsidy. This support represents a subsidy to a local, small tourist attraction and is unlikely to affect trade internationally (e.g., trade with any World Trade Organisation member or between the UK and a country with whom it has a Free Trade Agreement) or within the UK. As such, the fourth limb is not met, and the CIL award does support the existence of a subsidy.
- Once a public body has awarded a subsidy more than £100,000, it (here, BDC) will be required under the forthcoming Subsidy Control Act to publish certain information such as the subsidy's purpose, recipient name, date granted and subsidy amount on the subsidies transparency database within 3 months of the award. BEIS currently maintains this transparency database.
- The recommendation of approval for this CIL Bid above takes into account this legal opinion and its conclusions (see above) from the Shared Legal Service.
- **B21-03 Sudbury - Parking area for Community Buses at Alexander Road industrial estate depot**
- The project relates to Go Start Community Transport and the provision of parking spaces suitable for their larger minibuses removing the congestion at their current site at the South Suffolk Business Centre.



- The project is supported by other teams within BDC including full local Councillor support. As well as contributing to the Suffolk County Council, county wide Bus Service Improvement Plan, particularly in rural areas.
- The project will allow Go Start to continue to provide affordable, accessible transport for the elderly, infirm and isolated residents of Sudbury and the surrounding areas.
- The project will make improvements to a currently un-used and overgrown piece of council owned waste ground.
- As such the decision to approve this project was taken under delegated powers and Cabinet are asked to note this decision only.
- **B21-05 - Bentley – improvements to Playing Field Case Lane**
- The Trustees of Bentley Playing Field (Bentley Parish Councillors) after consultation with local residents are proposing to upgrade and provide additionality to the local play area equipment based at the Bentley Play Park. During the local resident consultation, it was identified that the present Play Park had no facilities for a wide range of children and young adults. Therefore, this project and the CIL funding proposes to create a brand new area suitable for a wide range of age groups, this includes adults who would be able to make use of the new gym equipment on the new site.
- CIL is funding the purchase of apparatus for this new site which will provide the local residents with an area that can be used year-round for play and fitness. In separate phases of this project the Parish Council are fully funding the improvement of the drainage of the playing field and providing a suitable ground surface for the new equipment to be based on.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £5,706.00 represents 75% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £75,000 and 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Babergh. This project has been approved under delegated powers and Cabinet are asked to note this decision only.
- **B22-04.05 - Sudbury - Provision of CCTV, Kingfisher leisure Centre**
- This project is a minor addition to the previous infrastructure project which sought to safeguard community safety through a CCTV system for Sudbury. That particular project has been delivered and came in as an underspend and this proposal to introduce further CCTV equipment in the Kingfisher Leisure Centre area of the town is regarded as acceptable in principle, detail and costs. It supports the District Councils ambitions of creating safe, healthy and vibrant communities, with a strong and diverse local economy. It also supports the strategic partnership aims of the Town

Vision Delivery Group for attracting inward investment, enhancing environmental credentials and proving confidence to those who live, work and visit the town.

- The main objective is to prevent and detect crime within the town centre of Sudbury and to make the community safer for residents, businesses, and visitors. Through the technological advances in CCTV crime can be deterred.
- This project is included in the Infrastructure Delivery Plan and in the Infrastructure Funding Statement for Babergh through it being classed as a community infrastructure project. The project albeit quite minor in scale supports the strategic CCTV system for the town and safeguards community safety in Sudbury. As such it represents an acceptable exception to the community infrastructure thresholds (being a 100% CIL funded project) and is recommended for approval.

4.2 This CIL Expenditure Programme also provides an up-to-date progress position on all those CIL Bids which have previously been approved in Bid rounds 1, 2, 3, 4, 5, 6,7 8 and 9 (including Cabinet decisions – December 2021) together with a section which outlines the progress of emerging CIL Bids which are being discussed at pre submission stage (Appendix A section C).

## **5. LINKS TO JOINT CORPORATE 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 inclusive growth and sustainable development.

6.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Before 1<sup>st</sup> 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 1<sup>st</sup> 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.

6.3 However, these replacement documents (known as the CIL Position Statement) were replaced by separate Infrastructure Funding Statements (Infrastructure List) for both Councils. They were both approved by each Councils Cabinet in November 2020.

6.4 CIL is collected and allocated in accordance with the CIL Regulations 2010 (as amended). Each Council retains up to 5% of the total CIL income for administration

of CIL. From the remainder, 15% is allocated to Parish or Town Councils (subject to a cap) but where there is a made Neighbourhood Plan in place this figure rises to 25% (without a cap). For those parishes where there is no Parish or Town Council in place the Council retains the monies and spends the CIL Neighbourhood funds through consultation with the Parish.

6.5 Since the implementation of CIL for both Councils on the 11<sup>th</sup> April 2016 there have been ten payments to Town/Parish Councils; these have taken place in October 2016, April and October 2017, April and October 2018, April and October 2019, April and October 2020 and April 2021. At the time that the Neighbourhood payments are made, the 20% set aside for Strategic Infrastructure fund is also undertaken. The Strategic Infrastructure Fund money is stored separately to the Local Infrastructure Fund at this point. In addition, money is also stored in a Ringfenced Infrastructure Fund (explained in Paragraph 6.7 below). 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. (Paragraph 1.3 refers).

6.6 The remaining 80% of the CIL monies comprises the Local Infrastructure Fund (with the exception of the monies held in the Ringfenced Infrastructure Fund - explained in paragraph 6.7 below).

6.7 Within the CIL Expenditure Framework, infrastructure provision for major housing developments is prioritised and ringfenced for spend against these housing projects. In this way housing growth occurring within the Districts is supported by infrastructure provision. When commencement of these major housing schemes occurs, monies are collected according to the CIL payment plan in place. If the scale of development is large the CIL payment plan could be up to 5 equal payments collected over a two-year timescale. Smaller developments are required to pay the money in less instalments and over a shorter timescale. The monies (accrued from developments of 10 dwellings and above) are held in a Ringfenced Infrastructure Fund account separate from the Strategic and Local Infrastructure Funds to ensure the monies are safeguarded towards infrastructure supporting these developments. The remaining unallocated monies are known as the “available funds” and it is these that can fund the majority of CIL bids.

6.8 These available funds are: -

- Strategic Infrastructure Fund (including interest) as of 31st March 2022 = £1,914,481.07
- Total Ringfenced Fund as of 31st March 2022 = £4,501,794.28
- Local Infrastructure Fund available as of 31st March 2022 = £2,638,298.21

6.9 These are expressed as follows:

<b>EXPENDITURE</b>	<b>TOTAL</b>
Total Expenditure allocated in Bid Rounds 1-8 (Strategic Infrastructure Fund only –	£531,103.56

including delegated decisions for bid round 9)  Percentage of fund allocated to projects	22%
Total Expenditure allocated in Bid Rounds 1-8 (Ringfenced Fund only - including delegated decisions for bid round 9)  Percentage of fund allocated to projects	£196,273.37  4%
Total Expenditure allocated in Bid Rounds 1-8 (Local Infrastructure Fund - only including delegated decisions for bid round 9)  Percentage of fund allocated to projects	£1,713,545.10  39%
<b>AVAILABLE FUNDS FOR BID ROUND 9 – September 2022</b>	<b>TOTAL</b>
Total amount available for Bid round 9 (September 2022) (Strategic Infrastructure Fund)	£1,914,481.07
Total amount available for Bid round 9 (September 2022) (Ringfenced Infrastructure Fund)	£4,501,794.28
Total amount available for Expenditure for Bid round 9 (September 2022) (Local Infrastructure Fund)	£2,638,298.21

## 7. LEGAL IMPLICATIONS

- 7.1 The detailed framework for CIL expenditure is legally sound and robust and was designed including a legal representative from the Councils Shared Legal Service (who also attended each of the Joint Member workshop sessions) and agreed the adopted CIL Expenditure Framework documents (prior to consideration by Cabinet and Council of both Districts).

- 7.2 This report and the accompanying CIL Expenditure Programme for Babergh District Council – September 2022 – Appendix A (including the technical assessments comprising Appendix B) have also been endorsed as being sound and legally compliant by the Councils Shared Legal Service.
- 7.3 Governance arrangements agreed in April 2018 and which have remained largely unchanged as part of the first second and third CIL Expenditure Framework reviews are clear in respect of the determination of these Bids. They are Cabinet decisions.
- 7.4 Regulation 62 of the CIL Regulations 2010 (as amended) required CIL charging authorities to publish monitoring statistics for collection allocations and expenditure of CIL monies by the 31st of December for each year. The 2017, 2018 and 2019 Monitoring Report for Babergh are published on the website (see below).

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

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

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

- 7.5 Under the new CIL Regulations 2019, each Council has produced and approved an annual Infrastructure Funding Statement (dealing with both income and expenditure for both CIL, s106 developer contributions and Neighbourhood CIL). There is also a requirement for each Council to produce an “Infrastructure List” – a list of infrastructure projects that each Council is /or will be funding going forward. (Under the new CIL Regulations this must be produced annually by both Councils with the first one meeting a deadline of 31<sup>st</sup> December 2020.
- 7.6 For Babergh the annual Infrastructure Funding Statement was approved by Cabinet in November 2021. This document (which includes the “Infrastructure List”) was published on the Councils Website in November 2021. ( Background Papers refer).

## 8. RISK MANAGEMENT

- 8.1 The following have been identified as key risks pertaining to this report.
- 8.2 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), then development is stifled and/or unsustainable.	Unlikely (2)	Bad (3)	Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). Creating the Joint Corporate Plan, the emerging Joint Local Plan with associated Infrastructure strategy and Infrastructure

Current Risk Score: 6			Delivery Plan and Infrastructure Funding Statement will ensure that infrastructure across both Councils is addressed. New Anglia LEP Economic Strategy, draft created together with the Councils Open for Business Strategy.
Failure to produce a yearly Regulation 62 report would result in non-compliance with the CIL Regulations 2010 (as amended) and may mean that Members and the public are not aware of CIL income and expenditure activities. Under the CIL Regulations 2019 an annual Funding Statement is required to address CIL and s106 developer contributions and a list of infrastructure projects ("Infrastructure List") with the first one meeting a deadline of the 31st December 2020. Failure to do so will also result in non-compliance with the CIL Regulations (as amended)	Highly Unlikely (1)	Noticeable/Minor (2)	The Infrastructure Team produces the required 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 Monitoring report which in future will be known as the annual Infrastructure Funding Statement (IFS) is laid out in the CIL Regulations, so there is no risk in relation to the way the information is presented
Failure to monitor expenditure such that CIL expenditure is not effective.	Unlikely (2)	Bad (3)	The software which supports CIL collection will be used to support CIL expenditure. In addition, it is envisaged that a twice yearly (at least) 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.

<p>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.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The Infrastructure Team will continue to monitor all allocations of CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure the level set remains appropriate.</p>
<p>If 25% Neighbourhood CIL is automatically allocated to any Parish/Town councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient CIL Funding to allocate to the Strategic Infrastructure Fund and also the risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The Infrastructure Team will continue to monitor all allocations of Neighbourhood CIL and other CIL Funds and 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.</p>
<p>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.</p>	<p>Unlikely (2)</p>	<p>Disaster (4)</p>	<p>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.</p>

## 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. Members were advised that this would be a key decision for both Councils and would need to go to Cabinet and then full Council. The resulting joint CIL Expenditure Framework, the CIL Expenditure Communications Strategy and the Timeline for the Expenditure of CIL and its Review were adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk).

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

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

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



- 8.6 In September 2018 Internal Audit conducted a review of CIL Expenditure 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.
- 8.7 On the 19<sup>th</sup> 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 informed the second review of the CIL Expenditure Framework. The changes agreed under this review process were adopted by both Councils on the 20<sup>th</sup> April 2020. The CIL Expenditure Framework documents were reviewed for a third and fourth time with changes being approved in March 2021(both Councils) and 19<sup>th</sup> July 2022 (mid Suffolk) and suggested changes will be considered by Babergh’s Council on the 20<sup>th</sup> September 2022.

### **Assurances (for collection and expenditure of CIL Monies)**

- 8.8 It is expected that Internal Audit will continue to regularly audit CIL collection allocation and expenditure processes and actual expenditure once any schemes are developed and implemented.
- 8.9 As Members will recall there is a timeline for implementation of CIL and its review which contains key dates for the remainder of the CIL expenditure year cycle (Background papers referred.)
- 8.10 The first review of the CIL Expenditure Framework took place in 2018 following consideration by Joint Overview and Scrutiny in November 2018. The Joint Member Panel also informed the review, and the conclusions were presented to both Councils and adopted in March 2019. This decision by both Councils planned for a further review of the CIL Expenditure Framework. This second review of the CIL Expenditure Framework was adopted by both Council in April 2020. In making this decision Members agreed that a further third review would take place amendments were considered and adopted by both Councils in March 2021.a fourth review occurred in June 2022 and these changes were adopted by Mid Suffolk o0n the 21<sup>st</sup> July 2022. Babergh will consider these suggested changes at its meeting on the 20<sup>th</sup> September 2022
- 8.11 Mid Suffolk agreed that a further (fifth) review would take place at the same time as Bid round 10 (October 2022) so that it is in place before Bid round 11 occurs (in May 2023). Babergh will consider this proposal when it considers the matter at its meeting on the 20<sup>th</sup> September 2022.

## **9. CONSULTATIONS**

- 9.1 The CIL Expenditure Communications Strategy contains a requirement for both Councils to consult the following bodies or organisations (for a period of 14 days) where valid Bids for their Wards or Parish have been submitted as follows: -
- District Member(s)
  - Parish Council
  - Division County Councillor

- 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 and Member briefings will continue to be held to familiarise all with the Expenditure Framework and how we can continue to work together to provide infrastructure for the benefit of our 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 and the CIL Expenditure Framework requires two bid rounds per year supported by the provision of a CIL Expenditure Programme for each Bid round. There is no EIA Assessment required.

**12. APPENDICES**

Title	Location
A. Appendix A - CIL Expenditure Programme for Babergh – September 2022	ATTACHED
B. Appendix B - Technical Assessment of CIL Bids (B22-02, B22-04, B22-05, B22-06, B21-03 and B21-05) – September 2022	ATTACHED
C. Appendix C Screening report for Equality Analysis	ATTACHED

**13. BACKGROUND DOCUMENTS**

13.1 The CIL Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Infrastructure Funding Statement (including the Infrastructure List) together with the Key CIL Calendar dates for 2022/23 constitute background papers for this report. The original documents were adopted by both Councils in April 2018. They were reviewed, amended and adopted by both Councils in March 2019 and April 2020. They were further reviewed, amended and adopted by both Councils in March 2021 and with further changes agreed by Mid Suffolk on the 19<sup>th</sup> July 2022 and further changes are suggested for Babergh’s Council to consider on the 20<sup>th</sup> September 2022.

13.2 The following documents are to be considered by Babergh’s Council at its meeting on the 20<sup>th</sup> September 2022 unless otherwise stated. They represent background documents to this report: -

- The CIL Expenditure Framework (amendments suggested for consideration by Council on the 20<sup>th</sup> September 2022):

<https://baberghmidsuffolk.moderngov.co.uk/documents/s27832/Appendix%20A%20CIL%20Expenditure%20Framework%20Babergh%20and%20Mid%20Suffolk.pdf>

- Current approved CIL Expenditure Framework March 2021

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

- The CIL Expenditure Framework Communications Strategy (amendments suggested for consideration by Council on the 20<sup>th</sup> September 2022 ):

- <https://baberghmidsuffolk.moderngov.co.uk/documents/s27833/Appendix%20B%20CIL%20Expenditure%20Framework%20Communication%20Strategy.pdf>

- Current approved CIL Expenditure Framework Communications Strategy March 2021

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

- Key CIL Calendar dates - 2022/23 (included in documentation alongside amendments to the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy suggested for consideration by Council on the 20<sup>th</sup> September 2022)

- <https://baberghmidsuffolk.moderngov.co.uk/documents/s27834/Appendix%20C%20CIL%20Expenditue%20Calender.pdf>

- Current Key CIL Calendar dates - 2021/22

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

- Infrastructure Funding Statement for Babergh – Infrastructure List - November 2021.

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

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# **The Community Infrastructure Levy (CIL) Expenditure Programme**

**Babergh District Council**

**September 2022**

**Appendix A**

## CIL EXPENDITURE PROGRAMME SEPTEMBER 2022

### KEY FACTS

- The CIL Expenditure Framework, the CIL Communications Strategy were reviewed and changes have been suggested which will be considered by Babergh on 20<sup>th</sup> September 2022 (Babergh) and the changes were approved on the 21<sup>st</sup> July 2022 by Mid Suffolk. A Key dates for CIL calendar document 2022/23 has also been published on the website. These can be viewed on the web site using the following hyperlink:  
<https://www.babergh.gov.uk/planning/community-infrastructure-levy-and-section-106/community-infrastructure-levy-cil/spending-cil/>
- Bid Round 9 (for Infrastructure providers including Officers from BMSDC, Parishes and Community Groups) occurred between the 1<sup>st</sup> to 31<sup>st</sup> May 2022. Previous bid rounds were in May and October 2018, May and October 2019, May and October 2020, May and October 2021.
- The above documents contain the processes, criteria for consideration and governance of the scheme which includes the production of a CIL Expenditure Programme (at least twice yearly – after each Bid Round). This document contains the decisions to be made by Cabinet on Bids and for Cabinet to note decisions which have been made under delegated powers (all as detailed in the Governance section of the CIL Expenditure Framework)
- 20% of all CIL collected (after the 5% Admin charge and the Parish apportionment has been deducted) is being saved for Strategic Infrastructure expenditure (definition in the CIL Expenditure Framework)
- Infrastructure for new housing growth (ten dwellings and over) is prioritised in the CIL Expenditure Framework and the CIL monies collected against such schemes are saved in a different Ringfenced Infrastructure Fund in order that these monies are available for infrastructure for those housing projects in that settlement.
- An Infrastructure Funding Statement – Infrastructure List (IFS) has been produced in December 2021 and is largely but not wholly based on the Councils Infrastructure Delivery Plan (IDP). The remainder of the CIL monies are available for Local Infrastructure expenditure (as defined in the CIL Expenditure Framework) and are saved in the Local Infrastructure Fund. These three Infrastructure Funds (Strategic, Ringfenced and Local) comprise the “**available funds**” for CIL expenditure.
- The “**available funds**” are stated below together with details of all new starts on new major housing growth projects (10 dwellings and over) within the specified period so that Ringfenced Infrastructure Funds can be understood. Also contained in this CIL Expenditure

programme are details of progress on already approved infrastructure projects (Section B below) together with details of emerging/developing infrastructure projects (Section C below)

- All CIL expenditure must be in accordance with the Infrastructure Funding Statement – Infrastructure List publicised on the Website on the November 2021. The timetable for consideration of CIL bids and the next review of the CIL Expenditure Framework is also on the website: [-https://www.babergh.gov.uk/planning/community-infrastructure-levy-and-section-106/community-infrastructure-levy-cil/spending-cil/](https://www.babergh.gov.uk/planning/community-infrastructure-levy-and-section-106/community-infrastructure-levy-cil/spending-cil/)

## CONSIDERATION OF BIDS

- All received bids are acknowledged and all missing or outstanding information must be submitted before the bid can be made valid or progressed to formal determination.
- When a bid is made valid consultation will occur with the Ward District Member(s), the Parish Council, and the Division County Councillor for a period of 14 days.
- All valid bids will be assessed against the Validation Screening and Prioritisation criteria set out in the CIL Expenditure Framework. For each bid there will be a technical assessment which can be viewed in Appendix B.
- The technical assessment of each valid bid contains a conclusion section which the recommendation to Cabinet based on the CIL Expenditure Programme is founded upon.
- The CIL Expenditure Programme for each Council contains decisions to be made by the Cabinet together with bids approved under delegated powers for Cabinet to note as detailed in the Governance section of the Councils CIL Expenditure Framework.

## PRIORITISATION OF FUNDS

- The CIL Expenditure Framework requires all planning decisions which approve housing/employment development, and which carry Infrastructure to be provided by CIL and necessary for an approved growth project (those with planning permission and considered by Planning Committee) to be considered a priority so that the approved development which is ultimately carried out is sustainable.
- As such those major planning applications (over 10 dwellings), which have been commenced and for which CIL monies have been received, shall have the CIL monies kept in a Ringfenced Infrastructure Fund so that the spend against these priority infrastructure projects

can be safeguarded for the community receiving the growth. These monies and the Strategic and Local Infrastructure Fund monies shall be known as the “**available funds**” for expenditure in the bid round process. These schemes where works have started and are subject to CIL will be listed below in this document together with the amount of CIL collected so far. Infrastructure officers continue to work with Infrastructure Providers to ensure that bids are received for infrastructure projects to support these schemes.

**PRIORITY HOUSING/EMPLOYMENT SCHEMES (commenced since adoption of CIL – 11<sup>th</sup> April 2016 to 15<sup>th</sup> July 2022)**

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
HADLEIGH	Former Brett Works	B/16/00760	65	£9,638.18	£9,638.18	Libraries = £14,256.00 Health = £20,580.00
RAYDON	Land east of King Georges Field, The Street	DC/17/06289	24	£287,750.43	£287,750.43	Affordable housing 8 units
CAPEL ST MARY	Land north and west of Capel Community Church, Days Road	B/17/00122	97	£1,023,576.96	£1,023,576.96	Health (amount unspecified) Travel; Plan Evaluation (£1,000 per annum) Travel Plan Implementation (£74,071.00)
LONG MELFORD	Land on the south side of Bull Lane	B/16/00777	71	£719,000.79	£719,000.79	Education - £219,258.00 Early Years - £42,637.00 Health - £22,360.00 Passenger Transport - £35,000.00 Libraries - £15,336.00
ASSINGTON	Land north of the Hollies The Street	DC/17/06170	10	£178,411.15	£178,411.15	None
SUDBURY	Walnut tree Hospital Walnut tree Lane	DC/17/03677	Variation to 55	£42,319.46	£42,319.46	None – Comments made under B/14/00449/FUL



Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate) (P)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
SUDBURY	Walnut tree Hospital Walnut tree Lane	B/16/01192	49	£9,072.48	£9,072.48	None
BRANTHAM	Land North of Windy ridge, Brantham Hill	DC/18/01020	13	£693.41	£693.41	None
SUDBURY	Easterns, 31 Station Road	B/16/01670	15	£46,203.58	£46,203.58	Primary School: £12,181.00 Library Contribution: £3,240.00
LAVENHAM	Land adjacent to Bear's Lane	DC/17/04024	24	£264,990.44	£264,990.44	Primary School: £146,172.00 Secondary School: £91,755.00 Secondary School 16+: £19,907.00 CIL funding at a minimum cost of £73,086 Library Contribution: £5,184.00 Public Transport: £3,000.00 (Bus Stops)
STUTTON	Land West Of 35 - 40 Stutton Close	DC/19/01708	34	£439,950.41	£439,950.41	Affordable rented dwellings 7 Ecological Mitigation £5,722.88
GREAT WALDINGFIELD	Land Off Bantocks Road	DC/18/04309	32	£249,070.03	£249,070.03	None

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate) (P)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
COCKFIELD	Land To The West Of The Plough And Fleece Inn, Great Green	DC/19/02020	10	£185,368.30	£148,294.64	Response to DC/18/00306 consultation 02.02.2018: Primary School: £36,543.00 Secondary School: £36,710.00 Secondary School 16+: £19,907.00 Library Contribution: £2,160.00
LAVENHAM	Land South Of Howlett Of Lavenham, Melford Road	DC/19/03185	25	£271,572.19	£217,257.19	Primary School: £97,448.00 Secondary School: £110,130.00 Secondary School 16+: £19,907.00 Pre-School Provision: CIL contribution for early years of £18,273.00 Library Contribution: £6,480.00
MONKS ELIEGH	Site of Former Monks Eleigh C P School, Churchfield, Monks Eleigh, Colchester, Suffolk, IP7 7JH	DC/19/01463	17	£200,437.51	£40,087.50	Response to B/16/01718 consultation 16.01.2017: Primary School: £48,724.00 Pre-School: £12,182.00 Library Contribution: £3,672.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate) (P)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
HADLEIGH	Land South of Ipswich Road, Hadleigh, IP7 6BE	DC/17/03902	170	£655,973.33	£655,973.33	Early Years - £196,110.00 Open Space - £67,216.00 Public Rights of Way - £100,00.00 Highways – £250,000.00 Travel Plan - £70,460.00
WHERSTEAD	Klondyke Field, West of Bourne Hill, Wherstead, Suffolk	DC/20/00701	75	£736,468.42	£589,521.52	SPA Contribution – £15,000.00 Sustainable Transport Contribution - £22,000.00
ACTON	Land South Of Tamage Road, Acton, Suffolk	DC/19/03126	100	£919,621.86	£919,621.86	Bus Stop Kerbs Contribution - £5,000.00 Footpath Improvement Works Contribution - £12,500.00 Public Transport Contribution - £50,000.00 School Transport Financial Contribution - £165,347.00
SHOTLEY	Former Peninsula Boatyard, King Edward VII Drive, Shotley, Suffolk	DC/19/05538	12	£14,740.37	£14,740.37	None
CAPEL ST MARY	Land East Of Longfield Road And Little Tufts, Capel St Mary, IP9 2UD	DC/19/02877	100	£959,235.10	£767,388.16	Habitat Mitigation - £14,000

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate) (P)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
LAVENHAM	Land North West And South West Of, Norman Way, Lavenham, Suffolk	DC/18/03615	25	£574,207.07	£316,033.14	Transport - £8,000 Public Rights of Way – £2,379 Shared ownership - £80,000
HADLEIGH	1 Middle Meadow, Hadleigh, Ipswich, Suffolk, IP7 6FW	DC/19/04128	15	£102,133.93	£81,707.14	None
BENTLEY	Oakleigh, Capel Road, Bentley, Ipswich, IP9 2DW	B/17/00003	16	P1-£0.00 P2-£75,077.98 P3-£87,124.35 P4-£0.00 P5-£72,764.63	P1-£0.00 P2-£0.00 P3-£0.00 P4-£0.00 P5-£0.00	Habitats Contribution - £1,200
BRANTHAM	Brantham Place, Church Lane, Brantham, Manningtree, Suffolk, CO11 1QA	DC/18/05177	15	P1 -£129,125.63 P2 -£39,845.77	P1-£51,650.26 P2-£0.00	Footpath – £25,000 Habitat Contribution - £121.89 Habitat Sites Contribution - £2,437.80
LONG MELFORD	Land To The East Of, Station Road, Long Melford, Suffolk, CO10 9HP	DC/21/02319	150	£1,380,036.43	£345,009.11	Early Years - £1,182.20 per dwelling Footpath - £30,030.00 Resident Travel Pack - £115 per dwelling
SUDBURY	Land North of Woodhall Business Park, Sudbury, Suffolk	B/15/01718	1150	Pre-CIL	Pre-CIL	Preschool - £1,000,000 Primary School - £5,005,728 Temporary Classroom – £250,000 Crossing Contribution – £75,000

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate) (P)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
						Bus Service - £600,000 Northern Road Crossing - £75,000 Highways - £45,000 Pedestrian & Cycle - £130,000 Rights of Way - £225,340 RTPI - £60,000 Travel Plan - £50,000 Travel Plan - £1,000 Town Centre Bus - £250,000 Waldingfield Road Crossing - £75,000 Play Spaces - £340,500 Sports Pavilion Commuted Sum - £811,540 Sports Pavilion - £1,320,000 Village Hall - £50,000 Village Hall Commuted Sum - £1,105,000 Library - £187,000 NHS - £417,151 Police - £141,847 Top Up Police - £422,500 Waste - £126,500 Woodhall - £12,900
HINTLESHAM	Land To The East Of, Duke Street, Hintlesham, Suffolk	DC/21/03718	14	£247,794.11	£0.00	RAMS - £121.89 per dwelling

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated where appropriate)	CIL received to 15 July 2022	Infrastructure Requirements at the time of the Planning Application
BRANTHAM	Land South Of, Slough Road, Brantham, Suffolk	DC/21/04359	65	£832,910.59	£0.00	None

#### AVAILABLE FUNDING FOR BID ROUND NINE (May 2022)

**Total Amount of CIL monies available up to 31/03/2022** (after deduction of the 5% CIL admin charge, the making of Neighbourhood CIL payments including payments made by 28<sup>th</sup> October 2021, allocation of 20% save for the Strategic Infrastructure Fund, the prioritisation of funds to meet the infrastructure costs associated with major housing developments (Ringfenced Infrastructure Fund) and approved Bids from Bid Rounds 1,2 ,3 ,4 ,5, 6, 7 and 8: -

- **Strategic Infrastructure Fund** (including bank interest) - £1,914,481.07
- **Ringfenced Infrastructure Fund** – (Prioritisation of funds for major housing growth projects) £4,501,794.28
- **Local Infrastructure Fund** - £2,638,298.21

#### Total expenditure of CIL Bids in this programme in September 2022

- Strategic Infrastructure Fund - £0
- Ringfenced Infrastructure Fund - £168,646.15 (Capel St Mary, Sudbury, Cockfield)
- Local Infrastructure Fund - £122,033.72

## Conclusions

6 CIL Bids are included in this CIL Expenditure Programme with spend from the Ringfenced and Local Infrastructure Funds. The remaining CIL Bids which are as yet undetermined will continue to be worked on. However, all will be subject to the amendments made to the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy through the fourth review approved in July 2022. Any changes affecting those Bids will be discussed with the Bid authors. If the above recommendations to Cabinet to approve and note the CIL Bids at this stage in round 9 are accepted, the remaining unspent CIL monies will be carried forward for spending in Bid round 10 in October 2022 (Bid round 9 opened on the 1<sup>st</sup> May 2022) as set out as below: -

- **Strategic Infrastructure Fund** (including bank interest) for Bid round 10 (Cabinet March 2023 or earlier) - £1,914,481.07
- **Ringfenced Infrastructure funds** (Prioritisation of funds for major housing growth projects) for Bid round 10 (Cabinet March 2023 or earlier) - £4,333,148.13
- **Local Infrastructure Fund** for Bid round 10 (Cabinet March 2023 or earlier) - £2,516,264.49

### **A. LIST OF BIDS TAKEN FORWARD INTO AND/OR RECEIVED FOR BID ROUND NINE (1<sup>ST</sup> May to 31<sup>ST</sup> May 2022) FOR BABERGH DISTRICT COUNCIL (including recommendations for Cabinet to make decisions or for Cabinet to note the delegated decisions already made).**

The following table comprises a list of CIL Bids received before or within Bid Round Nine (1<sup>st</sup> May- 31<sup>st</sup> May 2022). Not all the Bids are valid; with either missing information, no formal approvals for the proposed infrastructure or further investigation or clarification being sought. Those bids where no decision can be made or where they are invalid will be carried forward to the next CIL Expenditure Programme or bid round (unless no substantive progress has been made in a 12-month period from submission at which point, they will be treated as withdrawn).

**This list should be read in conjunction with Appendix B which comprises the technical assessments upon which the recommendations are based.**

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B19-13	SHOTLEY Kidzone,	Shotley Kidzone Building Extension	Yes - Provision of additional pre-school places at existing establishments	£146,000	No	Net cost £150,000. £1,500 Parish Council (decision due 30/11/19) £2,500 Shotley Kidzone	N/A	No	Bid is invalid - No business case has been provided. Only one quote received. Planning permission not yet granted for the works so not all formal approvals are in place. Further investigation is required over the lease and the relationship with the primary school needs full understanding as Kidzone currently use space from the school. Matter is being	<b>Held over whilst education need established for the project with SCC including any timescales for delivery based on committed growth in the locality. Project scope/ costings/ need/ formal approvals are awaited. Outstanding issues require consideration and resolution. Cabinet decision ultimately</b>



Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									discussed with SCC in respect any future expansion of the primary School given committed development in Shotley and catchment of school . The start of development being built out at the Ganges site is likely to be critical to this assessment.	
B21-03	SUDBURY Go Start Community Transport	To provide a minibus car park in Sudbury for Go Start Community Transport	Yes, Provision of Community Facilities	£2,024.72	No - 75% (of the total costs)	Total costs £2665.00 BDC Communities Minor Grant £665.00	Yes, Consultation complete	Valid	N/A	<b>Recommendation to Cabinet to note approved CIL Bid B21-03 (delegated decision) for £2,024.72 from the Local Infrastructure Fund.</b>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B21-05	BENTLEY - Bentley Village Playing Field,	Trustees of Bentley Playing Field (Bentley Parish Cllrs)	Yes – Provision of Community Facilities	£5706.00	N	£106 – £1,159.59	Yes Consultation complete	Yes	N/A	Recommendation for Cabinet to note the delegated decision for CIL Bid B21-05 for £5,706.00 from the Local Infrastructure Fund
B21-06	ACTON Primary School, Lambert Drive, Acton, Sudbury, Suffolk	Acton Playgroup	No	£9,000	Yes	£9,000	No Bid invalid at present	No	Bid is submitted for a school premises but not received from SCC as Infrastructure Provider as CIL Expenditure requires. Also Bid is for 100% District CIL funds and should be collaborative - Bid being discussed	Delegated decision on CIL Bid should result in a favourable outcome

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B21-0	SUDBURY Provision of new entrance and new café/visitor facility	BDC Regeneration Team	Yes	£100,000	No	To be advised	No Bid invalid at present	No	No grant of planning permission for any design of the café which is currently being considered. Costings will also need to be provided with three quotes.	<b>Bid held in abeyance until it can be validated, and consultation can occur The Bid will be determined by Cabinet ultimately</b>
B22-01	BURSTALL- Village Hall improvements	Community Bid – The Burstall Village Hall Committee	Yes - Provision of community facilities	Unknown at this stage	unknown	Unknown at this stage	No, Bid invalid at present	No	Form incomplete No Costings or funding detail given No business case provided No quotes received No delivery timescale provided Planning permission required?	<b>Held over until later Cabinet meeting. Cabinet decision ultimately</b>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B22-02	CAPEL ST MARY – Play Area Improvements and additional car parking spaces at the Community Centre	Community Infrastructure Bid – Capel St Mary Community Trust and Capel St Mary Parish Council	Yes Provision of community facilities	£100,000.00	No – 70% of total project cost	Total project cost - £143,116.00 Community Grant Funding - £15,000.00 Parish Council and Community Trust - £28,116.00	Yes, consultation to commence 21st July 2022. Expiry date 4th August 2022 (pending planning permission)	Yes	Planning permission now granted	<b>Recommendation to Cabinet to approve CIL Bid B22-02 for £100,000.00 (pending planning application approval) from the Ringfenced Fund for Capel St Mary</b>
B22-03	CAPEL ST MARY – Play Area Improvements at the Playing Field	Community Infrastructure Bid – Capel St Mary Community Trust and Capel St Mary Parish Council	Yes Provision of community facilities	£100,000.00	No – 62% of total project cost	Total project cost - £160,180.64 S106 Funding - £25,483.23 Parish Council and Community Trust - £34,697.41	Yes, consultation to commence 19 <sup>th</sup> July 2022. Expiry date 2 <sup>nd</sup> August 2022 (pending planning permission)	No	Planning application awaiting approval	<b>Held over until later Cabinet meeting. Cabinet decision ultimately</b>
B22-04	SUDBURY – provision of CCTV – Kingfisher Leisure Centre	Babergh (Communities team)	Yes Provision of community facilities	£5,416.21	Yes	£5,416.21 (net costs excluding VAT)	Yes consultation for 14 days commenced 8 <sup>th</sup> July 2022	Yes	N/A	<b>Recommendation to Cabinet to note approved CIL Bid B22-04 (delegated decision) for £5,416.21 from the</b>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
										Local Infrastructure Fund.
B22-05	COCKFIELD – Provision of a bus shelter	Cockfield Parish Council	Yes, Provision of bus passenger transport facilities	£25,028.08	No	Total cost of project £35,028.08 (net costs Parish can claim back VAT) £10,000 Cockfield Parish Council Neighbourhood CIL	Yes consultation for 14 days commenced 8 <sup>th</sup> July 2022	No	Advice received from the Shared Legal Services states that a lease for the land should be secured	Recommendation to Cabinet to approve CIL Bid B22-05 for £25,028.08 from the Ringfenced Infrastructure Fund (Cockfield) subject to the prior completion of a lease for the land (of at least 25 years).
B22-06	SUDBURY – Provision of Community facilities Gainsborough House	Gainsborough House	Yes Provision of community facilities	£152,504.86	No	Total CIL Bid £152,504.86 Other sources of funding for the remainder of project are set out in the Technical Assessment for the CIL Bid	Yes consultation for 14 days commenced 8 <sup>th</sup> July 2022	Yes	N/A	Recommendation to Cabinet to approve CIL Bid B22-06 for £152,504.86 with £43,618.07 from the Ringfenced Infrastructure Fund (Sudbury) and £108,886.79 from the Local Infrastructure Fund.

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B22-07	GREAT CORNARD – Upgrade of Parking Facilities at the Great Cornard Allotment Car Park	Community Infrastructure – Great Cornard Parish Council	Yes Provision of community facilities	£51,000.00	No – 73% of total project cost	Total project cost - £70,000.00 Parish Council Neighbourhood CIL funding £19,034.38	No, Bid invalid at present	No	Form incomplete Only estimated costs given No business case provided Only one quote received	<b>Bid held in abeyance until it can be validated, and consultation can occur</b> <b>The Bid will be determined by Cabinet ultimately</b>
B22-08	GREAT WALDINGFIELD – Village Hall Car Park Extension	Community Infrastructure – Great Waldingfield Village Hall Management committee with Great Waldingfield Parish Council	Yes Provision of community facilities	£26,352.51	No – 73% of total project cost	Total project cost - £36,352.51 Great Waldingfield Village Hall Reserves £10,000.00	No, Bid invalid at present	No	No business case received No quotes received	<b>Held over until later Cabinet meeting decision</b> <b>Cabinet ultimately</b>
B22-09	LINDSEY – Red Rose Friends Community Farm	Community Infrastructure – The Befriending Scheme	Yes Provision of community facilities	£79,064.00	No – 70% of total project cost	Total project cost - £113,064.00 Portacabin Grant	No, Bid invalid at present	No	Insufficient quotes received Planning permission granted?	<b>Held over until later Cabinet meeting decision</b> <b>Cabinet ultimately</b>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
						funding £16,500 Colchester Catalyst £10,000 Fundraising £7,500				
B22-10	MONKS ELEIGH – Play Area Improvements	Community Infrastructure – Monks Eleigh Parish Council	Yes Provision of community facilities	?	?	Total project cost - £28,284.48 Community Grants £?	No, Bid invalid at present	No	Form incomplete No business case received Only one quote per item of play equipment received Confirmation of Grants allocation required No delivery timescale provided	<b>Held over until later Cabinet. Cabinet decision ultimately</b>
B22-11	STUTTON – New Activity Room	Community Infrastructure – Stutton	Yes Provision of community facilities	£75,000.00	No – 74% of project costs	Total project cost - £102,000.00	No, Bid invalid at present	No	Only one quote provided	<b>Bid held in abeyance until it can be validated, and consultation can occur</b>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
		Community Association				Parish Council £25,000.00 Stutton Community Association £2,000.00			Planning permission required.	<b>The Bid will be determined by Cabinet ultimately</b>
B22-12	SUDBURY – Refurbishment of Mill Acre	Community Infrastructure – Sudbury Town Council	Yes Provision of community facilities	£25,000.00	No – 50% of project cost	Total project cost - £50,000.00 Benefactor £25,000.00	No, Bid invalid at present	No	Form incomplete Project costs not confirmed No business case has been provided No quotes provided Planning permission required?	<b>Bid held in abeyance until it can be validated, and consultation can occur</b> <b>The Bid will be determined by Cabinet ultimately</b>

**B. PROGRESS OF BIDS APPROVED IN PREVIOUS BID ROUNDS (Bid Rounds 1,2,3,4, 5, 6, 7 and 8**



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. <b>Project completed.</b>
B03-18	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. <b>Project not complete but deadline for spend reached so part payment made.</b>
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 <b>Project completed under budget and monies returned to the Local Infrastructure Fund.</b>

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
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. <b>Project Complete</b>
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 included in this report for Cabinet approval. <b>Project time deadline expired.</b>
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 – <b>Project Completed</b>
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. <b>Project Completed</b>
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

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						13/3/19. Offer accepted. <b>Project Completed - Building transferred on 20/05/2019</b>
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. <b>Project complete. Came in under budget.</b>
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. <b>Project Complete</b>
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.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						<b>Money transferred to offset expenditure to date – Project Complete for CIL purposes</b>
B19-01	COMMUNITY FACILITY – Long Melford (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 <b>Works undertaken and project completed and coming under the allocated budget.</b>
B19-02 Page 116	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. <b>Works undertaken and project completed coming in under allocated budget.</b>
B19-04	COMMUNITY FACILITY – Sudbury Gainsborough House	621	£200,746.00	£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. <b>Update 2021</b> – Work progressing well although there have been some hold ups due to Covid. Handover is due to take place Nov 2021 with opening

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						planned for Spring 2022. Funds have been claimed so this <b>project complete</b> from a finance perspective. Another bid in for additional funds to complete project.
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 – <b>Project completed</b>
B17-18 Page 117	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 <b>Project complete</b>
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. <b>Project Complete</b>
B19 -15	COMMUNITY FACILITY – Lavenham – Car Park Water Street	667	£190,000.00	£155,914.15	£34,085.85 Local Infrastructure Fund	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. <b>Update Jan 2021</b> – Site has not been acquired yet due to discussions with National

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						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. <b>Project Complete</b>
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. <b>Project Complete.</b>
B19 -17 Page 118	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. <b>Project Completed under budget. Funds returned to the Ringfenced Infrastructure Fund.</b>
B19 -05	OPEN SPACE AND RECREATION FACILITY - Newton – Play equipment	673	£87,891.90	£82,213.33		Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20.Offer accepted 11/06/2020 First staged payment made. <b>Update Jan 2021</b> – 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. <b>Project Completed under budget with funds returned to the Local Infrastructure Fund.</b>

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	£75,288.00	£0.00	Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20. Offer accepted 26/06/2020 <b>Update June 2021</b> Main contractors due on site in September, enabling work to be undertaken in August 2021. <b>Project complete</b> from a finance perspective
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. <b>Project Complete.</b>
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 <b>Project Complete.</b>
B19-18	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. <b>Update Jan 2021</b> - 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. <b>Project Complete.</b>
B20-04	COMMUNITY FACILITY - Lavenham Tenter Piece Sheltered Accommodation	715	£36,054.00	£36,054.00	£0.00	Agreed by Cabinet in December 2020. Bid offer letter issued. Offer accepted. Project started and first

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						stage payment made. <b>Project complete</b>
B20-05	COMMUNITY FACILITY - Lavenham Prentice Street Car Park	716	£109,000.00	£108,496.76		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
B20-11	COMMUNITY FACILITY – Sudbury and Hadleigh CCTV Arrangements	714	£183,000.00	£154,379.89		Agreed by Cabinet in December 2020. Bid offer letter issued. Staged payments made
B20-06	WASTE INFRASTRUCTURE – Sudbury – HVO Fuel Tank	722	£50,000.00	£32,762.50	£17,237.50 Strategic Infrastructure Fund	Agreed by Cabinet in March 2021 – Bid offer letter issued. <b>Project Complete</b>
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 <b>Project Complete.</b>
B20-15	COMMUNITY FACILITY - Lavenham Upgrade to public toilets including new room for Parish Office - Church Street Car Park	726	£43,440.00	£43,440.00	£0.00	Agreed by Cabinet in March 2021 – Bid offer letter issued. Offer accepted 16/03/2021. <b>Project Complete</b>
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.



Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
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	£104,267.08	£0.00	Agreed by Cabinet in June 2021 – Bid offer letter issued. Offer accepted and works started on site. Awaiting final claim.
B21-02	COMMUNITY FACILITY LAVENHAM Prentice Street Car Park – Power Supply to EV Charging points	732	£9,999.99	£9,999.99	£0.00	Bid offer letter issued. Offer accepted and works started on site <b>Project Complete</b>
B21-03	COMMUNITY FACILITY SUDBURY Go Start Community Transport (Registered Charity) Provision of Community Facilities and Transport Improvements	774	£2,024.72	£2,024.72	£0.00	Delegated Decision included in this report to be noted by Cabinet on the 5 <sup>th</sup> of September 2022 Bid offer letter issued. Offer accepted and works started on site <b>Project Complete</b>
B21-04	EDUCATION – BRANTHAM - Brooklands Primary School Education – Suffolk County Council	768	£345,360.00			Bid offer letter issued. Offer accepted and works started on site
B21-05	COMMUNITY FACILITY – BENTLEY - Bentley Village Playing Field, Bentley	775	£5,706.00			Delegated Decision included in this report to be noted by Cabinet on the 5 <sup>th</sup> of September 2022 Offer letter sent and accepted
B22-04	COMMUNITY FACILITY – SUDBURY – CCTV at Kingfisher Leisure Centre	781	£5,416.21			Delegated Decision included in this report to be noted by Cabinet on the 5 <sup>th</sup> of September 2022 Offer letter sent.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
Total CIL funding allocated in Bid Rounds 1, 2, 3, 4, 5, 6, 7,8 and 9 (including delegated decisions from Bid Round 9)			£2,440,922.03	£1,599,504.03	£202,747.40	



**C. LIST OF EMERGING INFRASTRUCTURE PROJECTS / CIL BIDS (prior to CIL Bid Submission)**

Project Ref	Project	Parties involved	CIL Funding if known	Project costs if known	Progress
EPB 20-01	HEALTH – Capel St Mary	Clinical Commissioning Group (Health), East Bergholt Practice, Capel St Mary Parish Council	Unknown at this stage	Unknown at this stage	Capel St Mary are interested in securing some health provision in Capel by using their Neighbourhood CIL funds. Health have agreed to undertake a feasibility study which is in progress. No outcome known at this stage.
EPB 20-04	EDUCATION – Shotley Primary School	Suffolk County Council	Unknown at this stage	Unknown at this stage	Once any start is made at Ganges the need for this may become triggered. Needs to continue to be monitored and assessed going forward. Discussions taking place with Suffolk County Council. Need to include early settings.
EPB 20-09	COMMUNITY FACILITY – Capel St Mary – Football Artificial Grass Pitch and Community Hub	Councillor David Busby	Unknown at this stage	Unknown at this stage	Project Enquiry form submitted. First meeting took place on 15 <sup>th</sup> October 2020. Project being scoped and developed.
EPB 20-12	EDUCATION – Early Years - Long Melford	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started with a potential CIL Bid being made in Bid round 8 - October 2021. Project Enquiry form submitted
EPB 21-04	COMMUNITY FACILITY – Copdock - Cycleway	Copdock Parish Council	Unknown at this stage	Unknown at this stage	Discussions have commenced. Project Enquiry form submitted
EPB 21-06	COMMUNITY FACILITY – Hadleigh - Layham Road Sports ground project	Hadleigh Town Council and Councillor Beggerow	Unknown at this stage	Unknown at this stage	Discussions have started with a potential CIL Bid being made in the future. Project Enquiry form submitted
EPB 22-03	COMMUNITY FACILITY – New MUGA to replace tennis courts	Chris Whitley – Capel Community Trust	£75,000.00	£150,000.00	Discussions have started. Project being progressed by the applicant. Applicant is working with planning concerning permissions that may be required for the project.

Project Ref	Project	Parties involved	CIL Funding if known	Project costs if known	Progress
EPB 22-04	COMMUNITY FACILITY – Capel Playing Field New Emergency Access to the playing field	Chris Whitley – Capel Community Trust	£15,000.00	£20,000.00	Discussions have started. Project being progressed by the applicant. Applicant is working with planning concerning permissions that may be required for the project
EPB 22-05	COMMUNITY FACILITY – New Skate Park to serve Capel St Mary and surrounding villages	Chris Whitley – Capel Community Trust	£75,000.00	£100,000.00	Discussions have started. Project being progressed by the applicant. Applicant is working with planning concerning permissions that may be required for the project
EPB 22-07	COMMUNITY FACILITY – Freston Hill Cycling Lane	Shotley Peninsula Cycling Campaign	£75,000.00	£160,000.00	Discussions have started for this project with the Cycling group, Suffolk County Council and internal departments in conjunction with the LCWIP.
EPB 22-09	COMMUNITY FACILITY – Holbrook Pre-School Extension	Holbrook Pre-School	Unknown at this stage	£15,000.00	CIL Project Enquiry Form sent to the applicants to complete 18/03/2022. Awaiting response to this request.
EPB 22-12	COMMUNITY FACILITY – Sudbury FC – Second 3G Pitch	Sudbury FC	£75,000.00	£904,450.00	Site Visit completed and CIL information provided. CIL enquiry form to the football club who are looking to complete a application form for October bid round. 2022.05.10 - Enquiry form received.
EPB 22-15	HEALTH – Sproughton, Hawthorn Drive Extension	Chris Crisell - ICB	Unknown at this stage	Unknown at this stage	Discussions taking place with the ICB. Cross Boundary Impact
EPB 22-16	WOLSEY GRANGE – Wolsey Grange Two – IBC Chantry Park Leisure Project		Unknown at this stage	Unknown at this stage	Discussions taking place. Cross Boundary Impact
EPB 22-19	COCKFIELD – Footpath	Steve Ball – Parish Clerk	Unknown at this stage	Unknown at this stage	Discussions have started
EPB 22-22	ACTON – Upgrade to Bun Meadow Byway No. 29	Acton Parish Council	£15,000.00	£20,000.00	Project to be discussed

<b>Project Ref</b>	<b>Project</b>	<b>Parties involved</b>	<b>CIL Funding if known</b>	<b>Project costs if known</b>	<b>Progress</b>
EPB 22-23	GLEMSFORD Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started
EPB 22-24	LONG MELFORD Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started
EPB 22-25	CAPEL ST MARY Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started
EPB 22-26	SUDBURY - Waste project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started
EPB 22-27	IPSWICH - Waste project (cross boundary impact)	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started

**Appendix B – Babergh – CIL Bids under the Ringfenced Infrastructure Fund (Capel St Mary, Cockfield and Sudbury) and the Local Infrastructure Fund**

**Technical Assessment of Bid – B21-03 – Sudbury - Go Start Community Transport from the Local Infrastructure Fund**

**ASSESSMENT**

**Validation**

<b>VALIDATION</b>	<b>ASSESSMENT</b>
Need /Justification	<p>Go Start Community Transport provide affordable, accessible transport for the elderly, infirm and isolated residents of Sudbury and the surrounding area. They would like to improve their parking facilities for the minibuses by clearing a piece of out-of-town wasteland.</p> <p>Go Start are current tenants within one of the units on the South Suffolk Business Centre. Unfortunately, the Centre has limited parking capacity, particularly for larger vehicles. The community benefits this project will provide are by allowing Go Start to continue to carry out their charitable objective in providing transport to less fortunate sectors of society. Relieve pressure on parking at the already busy South Suffolk Business Centre – which will benefit all other tenants on the site. Assist Go Start to contribute to the Suffolk County Council county-side bus service improvement plan, particularly in rural areas.</p>
Delivery /timescales	Project aims to start and be delivered once funding has been approved.
Necessary other approvals	Planning permission approved – DC/21/06134.
Public or private land	Babergh District Council are the landowner – Licence issued for continuous use until termination by either side.
State aid details if any	N/A
Details of future funding maintenance	Maintenance will be very little but will be dealt with by Go Start funds.

**SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)**

<b>BIDS SCREENED</b>	<b>ASSESSMENT</b>
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes

Can the infrastructure be provided using s106 funds	No S106 funds available.
Is Bid complete	Yes
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

### PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes - The project scores positively against objectives. This project supports Go Start's objectives which, in turn, support the Babergh Communities Strategy 2019-2036. "Our population is getting older, more people are experiencing frailty and loneliness, and this places greater pressure on social care and health interventions. By enabling and supporting individuals at greatest risk to take care of themselves and their health, this will take pressure off the system and assist in reducing social care and healthcare costs."
It represents key infrastructure (essential)	No.
Value for money	Yes – Supported by the Asset Management and Public Realm Teams.
Clear community benefits	Yes – Beneficiaries are Go Start, Go Start's 500 individual registered passengers and 50 affiliated non-profit organisations as well as the other tenants at the Babergh-owned South Suffolk Business Centre.
Community support (including results of Consultation exercise.)	Yes – Support given by the following parties: <ul style="list-style-type: none"> <li>• Tenants at South Suffolk Business Centre for whom the project will mitigate parking shortage (verbal complaints via the Centre reception staff who are employees of NWES).</li> <li>• Site manager at Serco whose vehicles cross the car park to reach their depot.</li> </ul>



	<ul style="list-style-type: none"> <li>• Sara Cameron, Corporate Manager – Strategic Property, BMSDC, who has inspected the site, approved the outline plan, initiated preparation of the necessary licence, and commissioned work from BMSDC Public Realm.</li> <li>• Cllr Bryn Hurren, Babergh DC (Box Vale).</li> <li>• Cllr Robert Lindsay, Babergh DC (North West Cosford), Suffolk CC (Cosford).</li> <li>• Cllr Adrian Osborne, Babergh DC (Sudbury South East), Sudbury TC (Sudbury South).</li> <li>• Cllr Steve Hall, Sudbury TC (Sudbury South).</li> </ul>
Deliverability (“oven ready” schemes)	Yes – This is a low-risk ground-work project and does not involve any significant technological requirements.
Affordability (from CIL Funds)	Yes
Timeliness	Project aims to start and be delivered once funding has been approved. The need is urgent.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The total cost of the project - £2689.72</p> <p>Grant aid offered - £665.00</p> <p>CIL Funding required - £2024.72</p>
Community Bid – Funding percentage of project	75%
Supports housing and employment growth	N/A
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Maintenance to be dealt with through Go Starts financial resources and funds.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	Go Start’s objectives and this project support the Babergh Communities Strategy 2019-2036. This will help Go Start support and provide a service for over 500 registered passengers.
How does the proposal affect green infrastructure principles?	This project would contribute positively towards achieving the District Councils green objectives. Also, removing parking congestion from Sudbury Town Centre and the South Suffolk Business Centre.

How does the project address green/sustainability principles/infrastructure?	Current parking provisions at the South Suffolk Business Centre are not suitable for this service and the other BDC tenants on site so this will relieve parking pressure and congestion from the town centre.
How does the project affect state aid implications?	State aid implications do not apply.
How does the project affect security and safety in the community?	There are no adverse impacts to security or safety in the community.

## CONCLUSIONS

- The project relates to Go Start Community Transport and the provision of parking spaces suitable for their larger minibuses removing the congestion at their current site at the South Suffolk Business Centre.
- The project is supported by other teams within BDC including full local Councillor support. As well as contributing to the Suffolk County Council, county wide Bus Service Improvement Plan, particularly in rural areas.
- The project will allow Go Start to continue to provide affordable, accessible transport for the elderly, infirm and isolated residents of Sudbury and the surrounding areas.
- The project will make improvements to a currently un-used and overgrown piece of Council owned waste ground.

## RECOMMENDATION

Recommendation for Cabinet to note approved CIL Bid for £2,024.72 from the Local Infrastructure Fund

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## Technical Assessment of Bid B21-05 - Bentley - Playing Field from the Local Infrastructure Fund

### ASSESSMENT

#### Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>This CIL funding is part of a larger project taking place at the Bentley Playing Field. The first part of the project will be providing drainage to the site to ensure that the new play and gym equipment will be usable all year round. This part of the project and the installation of a suitable surface are being provided and funded by Bentley Parish Council.</p> <p>The CIL funding will be used in the purchase of the outdoor play and gym apparatus. This new apparatus will provide facilities for up to 16-year-olds and adults alike. The Parish have undertaken on-line surveys to ascertain what the new area should have placed on it and have tailored there plans to meet these suggestions. While ensuring that the apparatus has longevity and is easy to maintain.</p> <p>The Parish Council have confirmed that all maintenance requirements will be met by themselves.</p>
Delivery /timescales	Project aims to start and be delivered once funding has been approved.
Necessary other approvals	Planning permission not required. Confirmed by planning via email.
Public or private land	The land is owned by the Parish Council and is public land.
State aid details if any	None
Details of future funding maintenance	The Parish Council have confirmed that all maintenance requirements will be met by themselves.

#### **SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)**

BIDS SCREENED	ASSESSMENT
Must follow the CIL Position Statement	Yes
Can the infrastructure be provided using s106 funds	Section 106 has been accessed and approved by the Community Grants team. The Section 106 amount is £1,159.59
Is Bid complete	Yes
Has information been verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

**PRIORITISATION (Using criteria from the CIL Expenditure Framework)**

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No.
Positively scores against provisions /objectives of Joint Strategic Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other BMSDC Strategies or external strategies BMSDC support and/or input into	Yes – Community Provision. The aim is to provide a safe area, where young adults up to 16 will have a place to engage in outdoor activities and play.
It represents key infrastructure (essential)	No.
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money and that the most cost-effective quote has been used. The amount of CIL funding is £5,706.00 and represents 75% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £75,000 and 75% of the total costs.
Clear community benefits	The new area will be beneficial to families in Bentley and those living nearby. A wide range of children and young adults will now have a safe outdoor area where they can meet up with friends and family members. These new facilities will help in supporting the health and wellbeing and can be used by the local youth football teams that use the playing field for league matches.
Community support (including results of the Consultation exercise)	Yes – The local residents were consulted on the future of the space and requested that it be upgraded and with new equipment to cover a larger range of age groups. This is a Parish Council run project that has local Cllr support.
Deliverability (“oven ready” schemes)	Yes – The Parish Council are ready to begin purchasing the equipment that will be based on site.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Parish Council NCIL and Section 106 funds. The Parish Council has advised that they will pick up any additional costs.
Timeliness	Project aims to start and be delivered once funding has been approved.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure	The total cost of the project - £9,988.00 (Parish can reclaim VAT)  Section 106 - £1,159.59

providers, Parish/Town Councils, BMSDC infrastructure provision, or LEP/Government funding)	Bentley PC Funds - £3,122.41 <b>CIL Funding required - £5,706.00</b>
Supports housing and employment growth	N/A
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Maintenance to be dealt with by Bentley Parish Council.
Must be based on the developing/adopted Infrastructure Delivery Plan unless circumstances dictate otherwise	Yes – The Parish Council has always funded the rent, maintenance of the equipment and the grounds plus the necessary safety inspections of the park. The Parish Council will continue to do so in future.
How does the proposal affect green infrastructure principles?	This project will enhance the current area with all new equipment which will be easier to maintain and have increased longevity.
How does the project address green/sustainability principles/infrastructure?	The project will be looking to use sustainable materials which will ensure longevity.
How does the project affect state aid implications?	The project will be looking to use sustainable materials which will ensure longevity.
How does the project affect security and safety in the community?	State aid implications do not apply.

## CONCLUSIONS

- The Trustees of Bentley Playing Field (Bentley Parish Councillors) after consultation with local residents are proposing to upgrade and provide additionality to the local play area equipment based at the Bentley Play Park. During the local resident consultation it was identified that the present Play Park had no facilities for a wide range of children and young adults. Therefore this project and the CIL funding proposes to create a brand new area suitable for a wide range of age groups, this includes adults who would be able to make use of the new gym equipment on the new site.

- CIL is funding the purchase of apparatus for this new site which will provide the local residents with an area that can be used year round for play and fitness. In separate phases of this project the Parish Council are fully funding the improvement of the drainage of the playing field and providing a suitable ground surface for the new equipment to be based on.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £5,706.00 represents 75% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £75,000 and 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Babergh. This project has been approved under delegated powers.

## RECOMMENDATION

Recommendation to Cabinet to note the delegated decision for CIL Bid for £5,706.00 from the Local Infrastructure Fund

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## Technical Assessment of Bid Project B22-02 – Capel St Mary - Upgrade to Children’s Play Area and Provision of Additional Car parking from the Ringfenced Infrastructure Fund (Capel St Mary)

### ASSESSMENT

#### Validation

VALIDATION	ASSESSMENT
Need /Justification	This project is to address an out-of-date play area at the Community Centre and to address inadequate car parking facilities for a growing community. The existing play area and parking provision will be rearranged to make the space more efficient with the addition of five additional parking spaces which includes three disabled spaces. Public consultation has taken place and the project is also included in the parish infrastructure investment plan as a priority for the community.
Delivery /timescales	The project aims to start in October 2022 and to be completed by end November 2022.
Necessary other approvals	Planning permission has recently been granted and Bid is now valid
Public or private land	The land is owned Freehold by the Capel Community Trust who have submitted this bid with the Parish Council
State aid details if any	N/A

Details of future funding maintenance	Capel Community Trust will maintain the new provision as they do at present for the existing site. This will include regular inspections and repairs where necessary.
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**SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)**

<b>BIDS SCREENED</b>	<b>ASSESSMENT</b>
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes – Provision of leisure and community facilities
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

**PRIORITISATION (Using criteria from the CIL Expenditure)**

<b>PRIORITISATION CRITERIA</b>	<b>ASSESSMENT</b>
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – contributes to the promotion of community activities within the locality.
It represents key infrastructure (essential)	No
Value for money	Yes
Clear community benefits	Yes

Community support (including results of Consultation exercise.)	Yes – public consultation has been sought and the project is listed in the Parish’s Infrastructure Investment Plan (PIIP)
Deliverability (“oven ready” schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	Yes – the project is aimed to be delivered by the end of November 2022
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	The total cost of the project - £143,116.00 Net Cost (Parish can reclaim VAT)  Community Grant funding - £15,000.00  Funding from the Parish Council and Capel Community Trust - £28,116.00  <b>CIL Funding required - £100,000.00</b>
Community Bid – Funding percentage of project	70%
Supports housing and employment growth	Yes – contributes to the promotion of community activities within the locality and encourages active play for the children. Provision for additional parking within the village centre.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Capel Community Trust will maintain the site and address maintenance, repair and site inspections as required.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	Project not listed in the Infrastructure Delivery Plan; however, the project would be of benefit to existing and new residents and ensure increased usage of outdoor play facilities and provide the needed additional car parking provision for the community of Capel St Mary.
How does the proposal affect green infrastructure principles?	The construction materials being used in the project.
How does the project address green/sustainability principles/infrastructure?	N/A
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	Perimeter fencing is being installed or security



## CONCLUSIONS

- A cross party, cross Council Joint Member Panel has recently carried out a fourth review of the CIL Expenditure Framework (coupled with the CIL Expenditure Framework Communication Strategy. This work was carried out in June 2022 and was due to be presented to Babergh's Council meeting on the 19<sup>th</sup> July which did not take place. The outcomes of the Joint Member Panel will be presented to Babergh's next Council meeting on the 20<sup>th</sup> September 2022. One of the proposed changes following this fourth review is an increase in the community threshold figure for CIL Bids from £75,000 to £100,000 per project (subject to the retained % figure of 75% of the total project costs) so as to address rising infrastructure and materials costs. On this basis it is considered appropriate to offer the uplifted sum of £100,000 for this project as an acceptable exception to the CIL Expenditure Framework (particularly as the date of Cabinet is the 5<sup>th</sup> September 2022 and Babergh's Council will consider all the changes to the CIL Expenditure Framework and associated Communication Strategy including the new uplifted community threshold figure of £100,000 on the 20<sup>th</sup> September 2022).
- This proposal represents an "oven ready" scheme with evidence of wide community support that would provide additional leisure and community facilities for the community and encourages active outdoor play for the children. The project will be funded through collaborative spend, with the CIL fund portion being 75% of the costs funded from the Ringfenced Fund for Capel St Mary, together with funding contributions from the Capel Community Trust and the Parish Council along with funds from a Community Grant.
- In view of the above the amount of CIL funding is regarded as an acceptable exception under the terms of the current CIL Expenditure Framework as this CIL Bid of £84,673.01 represents 75% of the total project costs. It lies within the community infrastructure threshold of not exceeding 75% of the total project costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement - Infrastructure List - for Babergh.

## RECOMMENDATION

Recommendation to Cabinet is to approve CIL Bid for £100,000.00 as per CIL bid application from the Ringfenced Infrastructure Fund (Capel St Mary).

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**Technical Assessment of Bid Project B22-05 – Cockfield - Bus Shelter from the Ringfenced Infrastructure Fund (Cockfield)**

**ASSESSMENT**

**Validation**

VALIDATION	ASSESSMENT
Need /Justification	<p>The Parish Council are exploring upgrading the bus stop provision serving Mackenzie place and surrounding area. Funding options include Parish CIL, Precept allowance and potential further CIL bid. The location has a 28 properties within the immediate locality. However, the stimulus for the refurbishment works is the new Jeffreys Green Local develop which is part complete and part under construction. This includes a substantive element of affordable “Local Needs” homes. The Bus stop is on the west bound service and has been in place for many years. Some time ago a local business enterprise donated to the Parish Council an informal shelter for the site, and this is now at the end of its economic life and requires replacement. The East bound service has no formal drop off point with the vehicles alighting passengers in a safe location on the adjacent footway. The bus stop is associated with the Chamber Buses Routes 753 and 754 Sudbury – Bury St Edmunds. The service typically operates 15 return journeys on working days and 13 return journeys on a Saturday. As with many stopping points along the route these are ad hoc and not necessarily compliant to modern standards. The Parish Council however see an increased use and a desire to make the new provision “accessible” and compliant. The Parish Council believe a sympathetic and in keeping new shelter should be provided to the existing site. It is not an urban utilitarian steel / glass design. The Parish Council believe that this equally will be the requirement of the Planning Authority. As such investigations have concluded that a timber structure similar to the Littlethorpe Ltd “Snowden” shelter is built. It will be erected on a concrete base (including kerbing etc) designed by Structural engineers to meet SCC’s specification. The land falls away at the rear of the shelter, so a barrier will be installed to improve public safety. The new shelter and base has a footprint approximately twice the size of the existing base so has required the consent of the Land owner, which has been provided. Cockfield residents and visitors will benefit from a safe area that is protected from the elements, provides accessibility for wheelchairs and pushchairs and will accommodate up to 20 people, giving visibility in both directions.</p>

Delivery /timescales	October/November 2022 – completion will be 20 weeks from start date
Necessary other approvals	The CIL Bid states that planning permission is not required. A Minor Works Licence will be obtained from SCC Highways before works start on site.
Public or private land	The land is adjacent to the public highway and a Street Furniture licence has been granted by Suffolk County Council for the works to go ahead. Suffolk County Council Highways have confirmed that neither a TRO nor a Section 278 Licence is required, however the Parish Council's chosen groundworks contractor will obtain a Minor Works Licence on behalf of the Parish Council to undertake the work. The land is in private ownership. Written confirmation has been received by the landowner to confirm that the works are acceptable. However a legal view has been received from the Shared Legal Service that a lease would be appropriate and necessary given the investment into the structure and land through CIL. Discussions are therefore taking place with the CIL Bid applicant to secure a 25 year lease (required by the CIL Expenditure Framework) for the proposal..
State aid details if any	N/A
Details of future funding maintenance	<p>The Snowdon Bus Shelter is guaranteed for 5 years against fire and damage from kicking impact. The Toughened glass is guaranteed for 1-year against breakage. The Substructure Contractor has allowed for replacing any damaged or missing kerbs for a period of 1 year.</p> <p>During the 1-year guarantee period, there should not be any need for any other maintenance of the Bus Shelter or concrete slab, but they will be added into the Asset Register and included on the Annual Maintenance Calendar from Year 2 onwards.</p> <p>Funding for all future maintenance costs (Shelter, Slab, Bench and Barrier) will be Precepted by the Parish Council.</p>

**SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)**

<b>BIDS SCREENED</b>	<b>ASSESSMENT</b>
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes Project not listed in the Infrastructure Delivery Plan; however, the project would be of benefit to existing and new residents and is allowed for in the provision of community facilities within the Infrastructure Funding Statement (Infrastructure List) for Babergh

Can the infrastructure be provided using s106 funds	No none available
Is Bid complete	Yes
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No but it would be located in close proximity to the Jeffreys Green development

**PRIORITISATION (Using criteria from the CIL Expenditure)**

<b>PRIORITISATION CRITERIA</b>	<b>ASSESSMENT</b>
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	It helps to sustain the Jeffreys Green Development by improving the Bus service infrastructure
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Supports initiatives to increase use of public transport and reduce reliance on private transport
It represents key infrastructure (essential)	Bus stops are essential in the country to support village life
Value for money	It is considered to be Value For Money in the current escalating cost climate and with a shortage of willing contractors
Clear community benefits	Yes, it has safety, public welfare and increased usage benefits
Community support (including results of Consultation exercise.)	Yes, It has the support of existing bus users, the Parish Council, An email was submitted to accompany the CIL Bid from Councillor Arthey stating- I welcome the news that you will be submitting a CIL application for a replacement bus shelter for the new Jeffreys Green development. Given that new development provides funding through CIL for required

	<p>infrastructure, your project is a perfect example of how this can be delivered. A new bus shelter will provide a modern and fit-for-purpose structure to serve the increased need in this part of the village. I offer my full support to the project.</p> <p>Margaret Maybury states:- Whilst I am content to support this initiative, I am surprised there is no provision for a second bus shelter for when the Jeffreys Green development was proposed, applied for or granted. A second bus shelter on the opposite side of the road would, in my opinion, give safety to users when travelling towards Sudbury.</p> <p>Suffolk County Cllr Robert Lindsay: - is in full support of this proposal</p> <p>.</p>
Deliverability (“oven ready” schemes)	Suppliers and subcontractors are ready to proceed
Affordability (from CIL Funds)	The Parish Council are part funding the project through utilising some of its Neighbourhood CIL funding
Timeliness	The Scheme has been designed and tendered and is waiting the funding approval to enable it to proceed
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>This is a collaborative spend using District CIL and Parish Neighbourhood CIL</p> <p><b>The total cost of the project - £35,028.08 Net Cost (Parish can reclaim VAT)</b></p> <p><b>Funding from the Parish Council through Neighbourhood CIL- £10,000</b></p> <p><b>CIL Funding required - £25,028.08</b></p>
Community Bid – Funding percentage of project	71% (of the Net costs)
Supports housing and employment growth	Yes, supports the increased usage by the new Jeffreys Green Housing development which is not yet fully built or occupied yet

Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	Project not listed in the Infrastructure Delivery Plan; however, the project would be of benefit to existing and new residents and is allowed for in the provision of community facilities within the Infrastructure Funding Statement (Infrastructure List) for Babergh
How does the proposal affect green infrastructure principles?	The Project directly supports the increased use of public transport
How does the project address green/sustainability principles/infrastructure?	The Project directly supports the increased use of public transport
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	Yes, it greatly improves the safety of passengers using the current shelter

## CONCLUSIONS

- This proposal seeks to replace an existing longstanding bus shelter which is beyond its shelf life and means of repair but includes significant tangible benefits as it is larger and of improved design with safety rails and has a full maintenance schedule (under guarantees) together with the financial support going forward through Parish Council precept. 28 dwellings are being built through the Jeffreys Green development which is part complete and part under construction. This includes a substantive element of affordable “Local Needs” homes. The Bus stop is on the west bound service and has been in place for many years. Some time ago a local business enterprise donated to the Parish Council an informal shelter for the site, but this now requires replacement. The East bound service has no formal drop off point with the vehicles alighting passengers in a safe location on the adjacent footway. The bus stop is associated with the Chamber Buses Routes 753 and 754 Sudbury – Bury St Edmunds. The service typically operates 15 return journeys on working days and 13 return journeys on a Saturday. As with many stopping points along the route these are ad hoc and not necessarily compliant to modern standards. The Parish Council however see an increased use and a desire to make the new provision “accessible” and compliant.

- Although the land is not within the ownership of the Parish Council it is land (and a structure that is maintained by them) and therefore there is no need for planning permission for the structure. The CIL Expenditure Framework requires that CIL expenditure is on public land or land that is the subject of a 25 year old lease. In this case neither is applicable as the land is privately owned . However the existing structure was donated together with agreement to use the land as a bus shelter for approximately 25 years and the written agreement of the land owner has now been received to allow for its replacement in the manner proposed. The land has been maintained by the Parish Council for the last 25 years. Advice is being taken about whether this would need any reinforcement in law (through a licence approach or by a lease) and the Shared legal Service consider that a lease is appropriate. This is being discussed with the CIL Bid applicant and a further report will be made at Cabinet. However a Street Furniture Licence has been issued by Suffolk County Council Highways and a Minor Works Licence will be obtained before works begin on site in accordance with highway requirements. Subject to these matters being satisfactorily addressed it is considered that the proposal can be supported.
- This proposal represents an “oven ready” scheme with evidence of community support that would provide an improved facility of benefit to its residents. The project will be funded through collaborative spend, with the CIL fund portion (£25,028.08) being 71% of the costs funded from the Ringfenced Fund for Cockfield, together with funding contributions from the Parish Council through their Neighbourhood CIL .It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Babergh.

## **RECOMMENDATION**

Recommendation to Cabinet to approve CIL Bid for £25.028.08 as per CIL bid application from the Ringfenced Infrastructure Fund (Cockfield)subject to the prior completion of a lease for the land (for at least 25 years).

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**Technical Assessment of Bid – Project B22-04 – Provision of CCTV facilities Kingfisher Leisure Centre from the Local Infrastructure Fund**

## **ASSESSMENT**

### **Validation**

<b>VALIDATION</b>	<b>ASSESSMENT</b>
Need /Justification	<p>The additional CCTV will extend part of the Babergh CCTV estate and link to the existing infrastructure. It is proposed to use the same supplier as the CCTV upgrade used in Sudbury. The Council has installed solar PV canopy car ports within Babergh owned and controlled surface car park at the Kingfisher Leisure Centre Station Road car park. The solar PV Canopy will power EV chargers, battery storage and micro-generate electricity to the leisure centre. Additional CCTV points are required to ensure EV user safety, prevent crime and fear of crime in the locality and enable identification/prosecution of offenders</p> <p>Additional CCTV points are required to ensure EV user safety, prevent crime and fear of crime in the locality and enable identification/prosecution of offender. In particular the PTZ (Zoom facility is required to provide more effective deterrence and detection). There are other Town developments in progress and pipeline which will also benefit</p> <p>Install 4x 4k static cameras to the area to cover all the EV charging and PV roof areas. £ 3,591.21</p> <p>Install 1x 4k PTZ to LC 161 to enable extra cover and tracking for the area.</p>
Delivery /timescales	Start as soon as funds agreed; completion end of August 2022
Necessary other approvals	None
Public or private land	Public
State aid details if any	N/A
Details of future funding maintenance	The ongoing running costs would be paid for by Babergh DC as part of the existing CCTV contract

**SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)**

<b>BIDS SCREENED</b>	<b>ASSESSMENT</b>
Must follow the Infrastructure Funding Statement (Infrastructure List)	Community infrastructure
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No



**PRIORITISATION (Using criteria from the CIL Expenditure)**

<b>PRIORITISATION CRITERIA</b>	<b>ASSESSMENT</b>
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	Additionality to existing CCTV system project plus green energy micro-gen system
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Supports initiatives to improve community safety Health and Well Being and has linkages to Climate Action Plan and Asset Management
It represents key infrastructure (essential)	Key Town Centre security and deterrent
Value for money	Yes – additionality + existing supplier/procurement
Clear community benefits	Yes – public safety and crime prevention
Community support (including results of Consultation exercise.)	Yes – through CCTV system Business Case Consultation with Town Council Ward Members and County Council Member – support received from Councillor Jan Osbourne and Adrian Osbourne
Deliverability (“oven ready” schemes)	Yes no formal approvals are required and scheme would be provided through supplier with track record of supplying the existing Council system
Affordability (from CIL Funds)	This is affordable infrastructure from the Local Infrastructure Fund; the earlier CIL funded Infrastructure project for the whole of Sudbury had an underspend. This minor addition is well within the underspend limits
Timeliness	Oven ready project to be undertaken by existing supplier and under £10,000 and therefore a delegated decision

By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	This is an addition to the previously agreed CCTV scheme for Sudbury and Hadleigh. The earlier scheme was awarded at 100% funding as an exception to the terms of the CIL Expenditure Framework and this minor addition falls in line with the approved scheme and the earlier decision and is therefore awarded at 100% as an exception to the CIL Expenditure Framework <b>Total costs of CIL Bid £5,416.21 (Net costs only)</b> <b>Total costs of project including VAT 6,499.45 (which can be claimed back)</b>
Community Bid – Funding percentage of project	<b>100% - considered as an acceptable exception to the CIL Expenditure Framework</b>
Supports housing and employment growth	Linked to supporting improved community safety and security of the Town
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Within CCTV programme. The ongoing running costs would be paid for by Babergh DC as part of the existing CCTV contract
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project has been submitted as a community infrastructure project provided for by the Infrastructure Delivery Plan and the Infrastructure List from Babergh's Infrastructure Funding Statement
How does the proposal affect green infrastructure principles?	Green infrastructure support
How does the project address green/sustainability principles/infrastructure?	Green infrastructure support
How does the project affect state aid implications?	N/A
How does the project affect security and safety in the community?	Improvement to community safety and adds to CCTV coverage + monitoring/deterrence

## CONCLUSIONS

- This project is a minor addition to the previous infrastructure project which sought to safeguard community safety through a CCTV system for Sudbury. That particular project has been delivered and came in as an underspend and this proposal to introduce further CCTV equipment in the Kingfisher Leisure Centre area of the town is regarded as acceptable in principle, detail and costs. It supports the District Councils ambitions of creating safe, healthy and vibrant communities, with a strong and diverse local economy. It also supports the strategic partnership aims of the Town Vision Delivery Group for attracting inward investment, enhancing environmental credentials and proving confidence to those who live, work and visit the town.

- The main objective is to prevent and detect crime within the town centre of Sudbury and to make the community safer for residents, businesses, and visitors. Through the technological advances in CCTV crime can be deterred.
- This project is included in the Infrastructure Delivery Plan and in the Infrastructure Funding Statement for Babergh through it being classed as a community infrastructure project . The project albeit quite minor in scale supports the strategic CCTV system for the town and safeguards community safety in Sudbury. As such it represents an acceptable exception to the community infrastructure thresholds (being a 100% CIL funded project) and is recommended for approval.

## RECOMMENDATION

Recommendation to Cabinet to note the delegated decision for CIL Bid B22-04 for £5,416.21 from the Local Infrastructure Fund

## Technical Assessment of Bid – Project B22-06 – Gainsborough House (GH) Sudbury from the Ringfenced Infrastructure Fund (Sudbury) and Local Infrastructure Fund

### ASSESSMENT

#### Validation

VALIDATION	ASSESSMENT
Need /Justification /Terms of the CIL Bid	<p>The aim for the community is to build a national centre that is dynamic, sustainable, and forward looking. The whole project of an historic house, galleries, learning spaces and collections of international significance is a great force for regeneration in Sudbury.</p> <p><b><u>THE WIDER PROJECT: INFRASTRUCTURE</u></b></p> <p>In order to achieve its aims the project has four main elements, which includes renovation and a new build so that it can better serve its audiences and communities:</p> <ol style="list-style-type: none"> <li>1. <b>HISTORIC HOUSE:</b> The renovation and redisplay of Gainsborough's House to interpret, entertain, and inspire around the life of Gainsborough, Constable, Sudbury and Silk.</li> </ol>

2. **VISITOR SERVICES:** The major improvement of visitor services, cafe, toilets, garden, shop, print workshop and Hills Room (education and events space);
3. **NEW GALLERIES:** a major extension with four large galleries and learning spaces.
4. **AUDIENCE DEVELOPMENT & TRAINING:** dynamic activities that create better public engagement; a centre for scholarship and a hub for training. The organisation would create a vibrant and dynamic centre for activity with the physical heritage as the hub and diversify and increase audiences.

**INFRASTRUCTURE:** The three new temporary exhibition spaces means that GH now have a space to cater for national and international exhibitions, works on paper and a Community Gallery for local and community exhibitions. The balance between local and national is critical to the success of the project and that although it has international partnerships it is firmly rooted within the community.

**The COMPLETION of the infrastructure that is described below is at a critical point. The builders have been working on the project for 26 months and are in the final 10% of the project. Already it is earmarked as an award-winning project and has enormous local support. There have been some major and unexpected delays increased costs and loss of income that were beyond the control of Gainsborough House. In summary:**

#### **COVID**

COVID has had a direct and devastating impact on Gainsborough's House. Covid-19 hit in March 2020 with a national lockdown and although the contractor is reluctant to be fully open about the impact given the question of financial culpability it has impacted in the following way and will continue to be a risk going forward:

#### **Supply Chains**

- The local brick makers who are producing over 45,000 Bulmer Bricks for the project were locked down. This has had a significant impact on the critical path.
- The on-going impact on supply chains has become more critical.

**Loss of Fundraising Income**

- Promised and potential funds were diverted by trusts and foundations into COVID response funding. This includes the loss of a £250,000 grant from the CLORE Foundation, Gainsborough House had been favourably assessed and was to be granted at the board meeting until COVID meant grants to new venues were halted.
- Gainsborough's House were not eligible to apply for many COVID funds because it was closed for capital works. This meant that we were ineligible for Cultural Recovery Fund 1, which would have been in the region of £180,000.
- Gainsborough's House have stated in their CIL Bid that Covid created 'donor fatigue', which has meant less success in fundraising despite having increased reliance on it due to delay and loss of income. Funders were unable to visit and funds that were anticipated were not realised.

**Gainsborough House further state: -****ARCHAEOLOGY**

Archaeology is a critical part of the construction project and was planned into the programme. Unfortunately, it was subject to:

- A critically slow response from archaeology.
- When work did start on the archaeology some Anglo-Saxon artefacts were discovered, which significantly added to the delay.
- This added around £170,000 to the cost of the project.

**POOR SOIL**

Structural engineers were appointed early in the process and made investigations of the ground conditions of the site. It was only when work commenced it was discovered that:

- The ground conditions were excessively uneven and soils conditions were radically different at points of the site where trial pits had not been dug.

## **ASBESTOS**

An important element of the project is the crinkle-crankle wall, which is a vernacular design using handmade local bricks and bricks used in workshops with Suffolk prisons. The wall is to be built on the northern perimeter of the garden and it was not known that:

- The ground upon which the wall was built was full of asbestos, probably deposited there over 50 years before. This meant it needed to be carefully contained, excavated and removed causing significant delay.

## **LOSS OF EARNED INCOME**

A delayed delivery of re-opening of the capital project, which has meant:

- increased costs
- major loss of income
- fundraising resources being directed to the capital project

**Gainsborough House have submitted the following statement to address these issues:-**

### **THE IMPACT AND EXHAUSTED ALL AVENUES**

Resources are exhausted. Gainsborough's House has been closed for two and half years, with negligible earned income and every avenue of funding sought and returned to. Options have run out. We have returned to all our major funders who have given again, but unlikely to give a third time and we have exhausted all other avenues of funding. ***Completing a National Centre for Gainsborough is the last piece in the jigsaw.***

### **WHAT GAINSBOROUGH HOUSE HAVE DONE TO MITIGATE THIS**

#### ***Capital costs***

In order, to keep the budget capped for the previous four years, Gainsborough's House has undertaken major Value Engineering. We have made every effort to

mitigate the capital costs and have embarked upon looking at all aspects of the project for value engineering without changing the scope of the project. This has included £30,000 of savings on the staircase and £10,000 savings on the canopy and numerous smaller modifications to make around £200,000 worth of savings. The fact that it is only now, four years into the project and a worldwide pandemic, that extra project costs have become an issue is due to the strong management of the project.

**Revenue costs**

Gainsborough House have mitigated this by reducing expenditure. Since 2020 GH have reduced expenditure by just over £100,000. This has been done in a number of areas including redundancy, not securing operating staff for re-opening until it is critical and reducing the level of activity, GH can deliver allowing focus upon delivery of the capital project and fundraising.

In respect of the capital project costs that remain and fundraising the following table is taken from the CIL Bid; -

TYPE OF COSTS	COST	COST REMAINING TO COMPLETION
Pre-Development Costs	£118,020	£0 Fully funded
Project Development Costs	£426,318	£0 Fully funded
Site Acquisition Costs	£235,000	£0 Fully funded
Capital Costs	£4,654,225	£0 Fully funded
Activity Costs	£1,221,860	£0 Fully funded
Other Costs	£80,000	£0 Fully funded

Volunteer Time	£25,000	£0 Fully funded
Contingency & Inflation	£852,415	£0 Fully funded
<b>Net Capital Costs (Subtotal)</b>	<b>£7,612,838</b>	<b>£0 Fully Funded</b>
Endowment	£1,000,000	£0 Fully funded
(VAT is recoverable) VAT	£0	£0 Fully funded
<b>ORIGINAL TOTAL COSTS</b>	<b>£8,612,838</b>	£0 Fully funded
Capital Costs to Completion	£1,720,000	£1.25m realised, pledged, and applying for further funds leaving a shortfall of <b>£152,504.86</b>
Activity Costs to Completion	£146,000	Pledged and applying for funds
Other Costs to Completion	£132,000	Pledged and applying for funds
Volunteer Time to Completion	£18,000	Pledged and given
<b>COMPLETION COSTS</b>	<b>£2,016,000</b>	<b>£152,504.86</b>
<b>TOTAL COSTS</b>	<b>£10,628,838 (including £1m endowment)</b>	<b>REMAINING TO FIND £152,504.86</b>



This completion funding costs that has been secured (or remains unsecured in emboldened type) has come from the following sources:-

**FUNDING REQUIRED TO COMPLETE THE PROJECT**

Funding Source	Secured Yes/No	If not secured - when will you know	Amount£
NLHF additional grant	Yes		£641,933
Private Donations/Trusts/ Foundations	Yes		£610,507
Private Donations/Trusts/ Foundations	Yes	June/July 2022 – now received	£332,951
Other Fundraising	Yes		£123,560
<b>Other Fundraising</b>	<b>No</b>	<b>November 2022</b>	<b>£154,545</b>
Total Funds Raised			£1,848,951
Shortfall of Funding			<b>£152,504.86</b>
<b>Amount being applied for from CIL</b>			<b>£152,504.86</b>
<b>Total Funding</b>			<b>£2,016,000</b>

The infrastructure that still requires to be delivered on site before opening in November 2022 is set out in a Quantity Surveyors letter with works to be carried out by existing contractors as follows: -

<u>Item of work</u>	<u>Remaining to be paid</u>
Balustrade	13,070.30
Moveable Walls	11,565.00
Picture Rail to Gainsborough Gallery	7,000.00
Fixtures and Fittings in Livanos Study Room	26,000.00
Lift Reveals	10,903.20
Tarmacing, kerbs and roadworks to front of GH	22,816.36
Rear Gate and railing	17,405.00
New signage (external and internal)	16,000.00
Garden landscaping	17,745.00
Picture racking in Art picture store	10,000.00
<b>TOTAL</b>	<b>152,504.86</b>

Delivery /timescales

Remainder of the project is estimated to be completed by November 2022 when the facility is expected to open.

Project started January 2020 and ends November 2022

**Key Milestones/Payment Stages:**

- Building Commences January 2020

	<ul style="list-style-type: none"> <li>• Completion of building (practical completion) June 2022</li> <li>• Fit out and first exhibition installed July-September 2021</li> <li>• Re-opening November 2022</li> </ul>																		
Necessary other approvals	Formal approvals for the overall project have been secured																		
Public or private land	Gainsborough House is a museum which allows public access																		
State aid details if any	<p><b>The following state aid has already been given to this project: -</b>  Decision made on Building and land being gifted to Gainsborough House on 8<sup>th</sup> February 2018 by Babergh. This had a value of £235,000.00  £200,746.00 District CIL agreed by Babergh Cabinet in 2019 to be paid at the end of a three-year period (monies paid on 23<sup>rd</sup> March 2022).  In addition a statement has been received by GH that states the following in relation to state aid: -</p> <p><b><u>State Aid (CAPITAL)</u></b></p> <table> <tr> <td>Sudbury Town Council</td> <td>£5,000</td> </tr> <tr> <td>CIL</td> <td>£200,746</td> </tr> <tr> <td>Local Enterprise Partnership</td> <td>£250,000</td> </tr> </table> <p><b><u>State Aid (REVENUE)</u></b></p> <table> <tr> <td>Sudbury Town Council</td> <td>£19,500</td> </tr> <tr> <td>Suffolk County Council</td> <td>£85,680</td> </tr> </table> <p><b><u>State Aid Covid Support (REVENUE)</u></b></p> <table> <tr> <td>10 COVID recovery grants totaling</td> <td>£46,481</td> </tr> <tr> <td>Cultural Recovery Fund (2)</td> <td>£121,164</td> </tr> <tr> <td>Cultural Recovery Fund (4)</td> <td>£175,733</td> </tr> </table> <p><b>TOTAL:</b></p> <p><b><u>State Aid Covid Support (CAPITAL)</u></b></p> <table> <tr> <td>Arts Council England Kickstart Fund</td> <td>£28,822</td> </tr> </table>	Sudbury Town Council	£5,000	CIL	£200,746	Local Enterprise Partnership	£250,000	Sudbury Town Council	£19,500	Suffolk County Council	£85,680	10 COVID recovery grants totaling	£46,481	Cultural Recovery Fund (2)	£121,164	Cultural Recovery Fund (4)	£175,733	Arts Council England Kickstart Fund	£28,822
Sudbury Town Council	£5,000																		
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Cultural Recovery Fund (4)	£175,733																		
Arts Council England Kickstart Fund	£28,822																		

	<b>A legal opinion has been sought and obtained from the Shared Legal Service about state aid considerations given the amount of support and monies already offered to this project set out elsewhere in this Technical Assessment together with the timings of payments/transfer of land and building. The recommendation of approval of this CIL Bid to Cabinet reflects this content of this received advice.</b>
Details of future funding maintenance	<p>The business plan ensures that there are sufficient running costs going into the future. Maintenance will be achieved through a detailed Management and Maintenance Plan produced by the architect, which will be fulfilled through: -</p> <ul style="list-style-type: none"> <li>• Contract with a mechanical and engineering company</li> <li>• Appointment of a Facilities/Building Manager for Gainsborough's House</li> <li>• Appointment of a Building Apprentice for Gainsborough's House</li> </ul>

**SCREENED (for possible s106 expenditure with the opportunity being taken to secure other funding if available)**

<b>BIDS SCREENED</b>	<b>ASSESSMENT</b>
Must follow the Infrastructure Funding Statement (Infrastructure List)	It is classed as a community infrastructure project under the Infrastructure Funding Statement (Infrastructure List) and therefore complies with this criteria
Can the infrastructure be provided using s106 funds	No
Is Bid complete	Yes
Has information been verified	<p>Yes albeit there is (in addition to the CIL Bid) an unsecured sum of money for this project which is still outstanding - £154,545 is expected in November 2022. This together with this CIL Bid request for District CIL funds would enable the project to be completed with all parts of the jigsaw of funding being realised.</p> <p>Gainsborough House state the following in this regard: -</p> <p>Regarding the £154,545 that we are planning in securing in November. We are highly confident that this will be achieved. The confidence is based upon our record of fundraising to date and the</p>

	<p>conversations that we have had with individual donors and trusts. The amount will be made up of the following:</p> <ul style="list-style-type: none"> <li>• Trusts and foundations</li> <li>• Individual donors</li> <li>• Trustees</li> <li>• Remaining Buy a Brick campaign</li> </ul> <p><b>The substance of the £152,504.86 CIL Bid is outlined in the Quantity Surveyor letter (see above) and fits within the criteria of infrastructure only with no professional fees or contingency.</b></p>
Is this infrastructure linked to a major housing project which has priority?	No

#### PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No but planning permission was approved for the GH project and the infrastructure was considered essential to GH's vision for the future
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	<p>The project is essential to Babergh plans and Strategies going forward for the town. GH state:- <i>'The visitor economy is of significant importance to the region and especially Babergh. Research has shown that in 2016 the overall economic impact of tourism to the Babergh District was £188.5m (tourism related employment accounting for 11% of all employment) (source Destination Research Ltd Economic Impact of Tourism Reports 2016).'</i></p> <p><i>Within that context Gainsborough's House's economic impact will be considerable. The project itself will create 94.9fte jobs, some temporary, others permanent and some indirect. The project will create a Gross Added Value of <b>£10,572,883</b> in spend on goods and services for the local economy (using the Association of Independent Museums GVA Toolkit). The expanded museum, once opened in Autumn 2022, will spearhead much-needed economic revival in Sudbury with increased footfall of day trippers and overnight visitors, generating up</i></p>

	<p><i>to an estimated <b>£3,025,640</b> annually in visitor spend and spend on goods and services for the local and regional economy, based on the conservative estimate of 50,000 visitors and more incrementally as GH expect to exceed these visitor targets. This is an overall increase of <b>200%</b> on 016/17. For Sudbury, this project aims to be a place-changer with more visitors spending in the own; more pride of place, enhancing Sudbury as a more vibrant place to live, work and set up business and attracting more investment. The project will elevate Suffolk's international branding and offer to the world as a place to visit.</i></p> <p><b>Sudbury Vision for Prosperity</b></p> <p>Gainsborough's House is central to Sudbury's Vision for Prosperity and the regeneration of the centre of the town as well as the economic, pride of place and health benefits that the project provides.</p>
It represents key infrastructure (essential)	<p>No. It is not critical or essential infrastructure in respect of the Councils Infrastructure Delivery Plan. However GH state in this regard:-</p> <p><i>The expansion of Gainsborough's House represents key infrastructure: Without this project, the organisation would decline as it is would be an unsustainable model and lack the infrastructure required to:</i></p> <ul style="list-style-type: none"> <li><i>• ensure future sustainability</i></li> <li><i>• its critical education and learning work</i></li> <li><i>• be the arts resource that the Town and the County so desperately needs.</i></li> </ul>
Value for money	<p>The Quantity Surveyors letter (see above ) advises on the precise sums that would remain for the outstanding infrastructure work, for completion of the project Gainsborough House states in relation to Value for Money:-</p> <p><i>The benefits of this investment would ensure the value of the whole project would not be lost; or every £1 donated will effectively release £50, and that it would reach over 50,000 people a year and an annual GVA impact to £3m value of employment, goods, services and tourist spend</i></p>

Clear community benefits	<p>There are a large number of community benefits in relation to health, wellbeing, recreation, financial stability of GH and quality of life. All the ways in which GH have stated earlier providing:-</p> <ul style="list-style-type: none"> <li>• <i>Art of international quality on the doorstep,</i></li> <li>• <i>Employment opportunities, creating increased educational resources and opportunities,</i></li> <li>• <i>increasing the opportunity to exhibit work created by the community,</i></li> <li>• <i>giving pride to the community,</i></li> <li>• <i>the local area/community being a better place to live, work or visit and negative environmental impacts will be reduced, events and activities for all backgrounds and ages, creating positive attitudes and behavior and giving opportunities for those who are often excluded,</i></li> <li>• <i>creating more volunteering opportunities and boosting the local economy .</i></li> </ul>
Community support (including results of Consultation exercise.)	<p>Gainsborough House state:- <i>Community support has been consistently demonstrated through consultation, open days, exhibitions and market surveys.</i></p> <p>In respect of the Consultation on the CIL Bid, both Ward Councillors Jan Osbourne and Adrian Osbourne have supported the CIL Bid together with support from Sudbury Town Council, Councillor Jessie Carter has stated “Gainsborough's House will be an asset to the town once it is completed and we should be supporting this in any way that we can, I see this to be a perfect example of what CIL monies should be being spent on”.</p>
Deliverability (“oven ready” schemes)	Yes. This project has started and no further formal approvals are necessary. Completion of the project is expected in November 2022
Affordability (from CIL Funds)	Yes .albeit the CIL Bid ask is greater than the current community threshold of £75,000 and the proposed suggested uplift as part of the fourth review of the CIL Expenditure Framework of £100,000
Timeliness	The project is expected to complete in November 2022 whereupon Gainsborough House would re-open.

<p>By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)</p>	<p>This is a unique CIL Bid with huge collaborative expenditure with monies coming from a wide array of sources. The project originally estimated at £7 million approximately (when CIL funds were awarded in 2019) has resulted in a project spend to date of £8.6 million with £2 million approximately (see above) of work left in order to complete the project. <b>The total project costs would then total £10,628,838.</b></p> <p><b>The release of CIL funds for the outstanding infrastructure works would allow the project to complete subject to the realisation of the outstanding unsecured monies in November 2022 which equates to £154,545</b></p>
<p>Community Bid – Funding percentage of project</p>	<p>The original CIL Bid was £200,746 (this was agreed at a time when there were no community threshold limits); the project costs were estimated at that time to be approximately £7 million.</p>
<p>Supports housing and employment growth</p>	<p>See above/ GH state:-  <i>Museums make important contributions to local economic development, learning and skills, a stronger community, along with health and wellbeing, environment and climate change, and cultural diplomacy. Museums have a number of routes by which indirect economic impact may be achieved, through procurement and visitor spend, place-making and regeneration, but also in other forms of indirect impact such as collaborative business partnerships and economic spill-overs through co-location.</i></p>
<p>Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured</p>	<p>Yes see above</p>
<p>Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise</p>	<p>No, it is not listed as critical or essential infrastructure in the Infrastructure Delivery Plan but it is classed as a community infrastructure project under the Infrastructure Funding Statement (Infrastructure List) and therefore CIL monies can be spent on the project subject to resolution of the state aid considerations.</p>



How does the proposal affect green infrastructure principles?( natural/ biodiversity considerations)	The capital project has included locally sources construction materials, maximizing the use of daylight and LED and reduced plant room and high specification insulation. The garden is maintained on organic principles and GH have made provision for bird boxes in the garden.
How does the project address green/sustainability principles/infrastructure? ( sustainable modes of transport including connectivity to cycle paths footpaths	GH state: – <i>Our 3-year ambition to make a significant step change in reducing our carbon footprint. To increase visitors travelling to Gainsborough's House by public transport ten times from 3% to 30%. We are looking to partnerships locally and regionally within business and community Groups to look at joint initiatives such as shared transport. To be a green champion within the regional museums of Suffolk and establish a strong plan going forward.</i>
How does the project affect state aid implications?	A legal opinion has been sought and obtained regarding state aid considerations and this recommendation takes these conclusions reproduced elsewhere in this technical assessment fully into account in the recommendation on the CIL Bid.
How does the project affect security and safety in the community?	GH state:- <i>By creating a safe, stimulating and creative environment for visitors; providing employment opportunities and a visitor attraction creating pride of place in the Town. Our work with disadvantaged groups demonstrates cultural engagement as alternative routes.</i>

## CONCLUSIONS

- This second CIL Bid of **£152,504.86** (which follows the original approved CIL Bid in 2019 for £ 200,746) relates to a unique project at Gainsborough House which goes to the heart of Sudbury as a town and is a central part of the Towns Vision through the Sudbury Partnership which Gainsborough House is part of. Costs for the renovation project (which were originally expected to be approximately £7 million) have now risen to £10.6 million which is largely attributable to rising infrastructure costs and covid issues as set out above. In addition the covid pandemic has significantly altered the original funding strategy and it has meant that there has been a need to update the funding strategy over the lifespan of the project and approach funders for further monies so the project can be completed. The outstanding infrastructure works to allow the project to be completed by November 2022 amount to approximately £2 million and this second CIL Bid seeks to secure **£152,504.86** which would represent the penultimate piece of the jigsaw for funding purposes with the exception of **£154,545** which is as yet unsecured. However, Gainsborough House have confirmed that confidence is extremely high that

this money will be secured by November 2022. This confidence is based upon Gainsborough House's record of fundraising to date and the conversations that Gainsborough House have had with individual donors and trusts. This project ultimately amounts to a large amount of investment effort and energy aimed at renovating Gainsborough House so that the aim of creating a national centre that is dynamic, sustainable and forward looking can be realised. The whole project of an historic house, galleries, learning spaces and collections of international significance represent a great force for regeneration in Sudbury

- A cross party, cross Council Joint Member Panel has recently carried out a fourth review of the CIL Expenditure Framework (coupled with the CIL Expenditure Framework Communication Strategy). This work was carried out in June 2022 and was due to be presented to Babergh's Council meeting on the 19<sup>th</sup> July which did not take place. The outcomes of the Joint Member Panel will be presented to Babergh's next Council meeting on the 20<sup>th</sup> September 2022. One of the proposed changes following this fourth review is an increase in the community threshold figure for CIL Bids from £75,000 to £100,000 per project (subject to the retained % figure of 75% of the total project costs) so as to address rising infrastructure and materials costs. In this particular case the amount of money required to complete the infrastructure costs for this project is **£152,504.86**. Whilst this figure exceeds the current or suggested uplift to the community threshold for community projects and also it represents a second CIL Bid against the same project, there are extenuating reasons for supporting this CIL Bid for this very large and unique project which are set out in this technical assessment. It is therefore considered that this CIL Bid should be approved as an acceptable exception to the CIL Expenditure Framework, It is not expected that any decision on this second CIL Bid should set a precedent for other CIL Bids going forward.
- However any offer of further CIL monies to this project must be seen against the value and timings of the state aid that has already been given such that the Council is not in any breach of any restrictions or regulations in making a decision to award further funds.. A legal opinion has been sought from the Shared Legal Service with the following conclusions:-
  - Gainsborough House Society will seek funding from the CIL fund from BDC in the sum of £152,504.86 for the purpose of funding the remaining works to Gainsborough's House. Existing contractors will undertake the works and those works have been costed by the retained Quantity Surveyor. It is understood that due to severe time constraints, it has not been possible for GH to seek alternative quotes.
  - Whilst Gainsborough House Society as an economic actor has received support from BDC, it may not constitute a subsidy because the support does not have the potential to cause a distortion in or harm to competition, trade or investment either within the United Kingdom or between the United Kingdom and another country.

- All four limbs of the TCA test (see above) must be met for the support to be a subsidy. This support represents a subsidy to a local, small tourist attraction and is unlikely to affect trade internationally (e.g., trade with any World Trade Organisation member or between the UK and a country with whom it has a Free Trade Agreement) or within the UK. As such, the fourth limb is not met, and the CIL award does support the existence of a subsidy.
- Once a public body has awarded a subsidy more than £100,000, it (here, BDC) will be required under the forthcoming Subsidy Control Act to publish certain information such as the subsidy's purpose, recipient name, date granted and subsidy amount on the subsidies transparency database within 3 months of the award. BEIS currently maintains this transparency database.
- The recommendation of approval for this CIL Bid above takes into account this legal opinion and its conclusions (see above) from the Shared Legal Service.

#### **RECOMMENDATION**

Recommendation to Cabinet is to approve CIL Bid B22-06 for £152,504.86 with £43,618.07 from the Ringfenced infrastructure Fund and £108,886.79 from the Local Infrastructure Fund.

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# Equality Impact Assessment (EIA) Initial Screening Form



Screening determines whether the policy has any relevance for equality, i.e., 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

<p><b>1. Policy/service/function title</b></p>	<p>Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) - CIL Expenditure Programme. – March 2022 One separate report and one separate CIL Expenditure Programme for Mid Suffolk together with a technical assessment for each of the CIL Bids.</p>
<p><b>2. Lead officer (responsible for the policy/service/function)</b></p>	<p>Christine Thurlow – Professional Lead – Key Sites and Infrastructure.</p>
<p><b>3. Is this a new or existing policy/service/function?</b></p>	<p>New  Existing: Existing (see 5 below)</p>
<p><b>4. What exactly is proposed? (Describe the policy/service/ function and the changes that are being planned?)</b></p>	<p>The Community Infrastructure Levy (CIL) - CIL Expenditure Business Plan – September 2018 was presented to both Councils Cabinets in September 2018 (relating to CIL Bids submitted in Bid Round 1 (in May 2018). The report recommended decisions by both Councils Cabinet and delegated decisions for Cabinet to note and endorse on the Bids in their Districts for delivery of infrastructure. Subsequent changes were made to the CIL Expenditure Framework through the second review (April 2020),third review (March 2021)and fourth review (July 2022).</p> <p>The Community Infrastructure Levy (CIL) - CIL Expenditure Business Plan – March 2019 was presented to both Councils Cabinets in March 2018 (relating to CIL Bids submitted in Bid Round 2 (in October 2018). The report recommended decisions by both Councils Cabinet and delegated decisions for Cabinet to note on the Bids in their</p>

	<p>Districts for delivery of infrastructure.</p> <p>The Cabinet decisions relating to infrastructure projects made in respect of Bids rounds 3 (May 2019) 4 (October 2019) 5 (June 2020) and 6 (October 2020), 7 (May 2021) 8 (October 2021) and 9 (May 2022) were made in August/September 2019 and March, June September and December 2020 and March, October 2021 and December 2021, respectively.</p> <p>This report focuses on Bids made in CIL Bid Round 9 (in May 2022) at the time of writing the reports However it also includes a delivery update for CIL Bids submitted in Bid Rounds 1, 2, 3, 4, 5, 6, 7, 8 and 9 including decisions at (December 2021) together with a list of emerging infrastructure projects being developed for future Bid submission (in accordance with the revisions to the CIL Expenditure Framework)</p>
<p><b>5. Why? (Give reasons why these changes are being introduced)</b></p>	<p>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.</p> <p>There are two Bid Rounds each year and each Bid is validated screened for other forms of funding and then prioritised according to the agreed criteria, for each Bid. Dependant on whether the spend is above or below £10,000 the decision will either be made by Cabinet (£10,000 and above) or under delegated decision (under £10,000) where the decisions will be presented to Cabinet to be noted.</p> <p>At least two CIL Expenditure Programmes are produced for both Council's Cabinets to consider each year 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>In this way the development that is carried out is sustainable as any harm from the development is mitigated by the infrastructure provision.</p>
<p><b>6. How will it be implemented? (Describe the decision-making process, timescales, process for implementation)</b></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 Key CIL calendar document. 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><b>No</b> 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 <b>discriminating unlawfully</b>, directly or indirectly, against people from any protected characteristic?</p>	<p>Yes</p> <p>No <b>No</b></p>
<p>9. Could there be an effect on <b>relations between certain groups</b>?</p>	<p>Yes</p> <p>No <b>No</b></p>
<p>10. Does the policy explicitly involve, or <b>focus on a particular equalities group</b>, i.e. because they have particular needs?</p>	<p>Yes</p> <p>No <b>No</b></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> <p>If 'yes' then a full impact assessment must be completed.</p>	
<p>Authors signature Christine Thurlow</p> <p>Date of completion 7<sup>th</sup> July 2022.</p>	

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.

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# Agenda Item 13

## BABERGH DISTRICT COUNCIL

<b>TO:</b> BDC Cabinet	<b>REPORT NUMBER:</b> BCa/22/22
<b>FROM:</b> Cllr Mary McLaren Cabinet Member for Communities & Wellbeing:	<b>DATE OF MEETING:</b> 5 <sup>th</sup> September 2022
<b>OFFICER:</b> Director for Communities & Wellbeing, Di Robinson Corporate Manager for Communities, Vicky Moseley	<b>KEY DECISION REF NO.</b> CAB359

### OVERVIEW AND SCRUTINY COMMITTEE RECOMMENDATIONS – ANNUAL REVIEW OF SUDBURY & DISTRICT CAB

#### 1. PURPOSE OF REPORT

- 1.1 To respond to the recommendations from the Joint Overview and Scrutiny Committee on 20<sup>th</sup> December 2021 that resolved:
- a) To thank the Local Citizens Advice Chief officers and their respective staff for the work that they have carried out in the last year. Particularly during the pandemic.
  - b) The Committee are reassured that both CABs are operating effectively and efficiently and responded well to all questioning from members.
  - c) That the Councils take a single view of debt and implement an integrated system for dealing with housing rent, and council tax debt.
  - d) That contact be made with foodbanks with a request that their clients are referred to the CAB for advice on nutrition and budgeting and cookery skills classes.
  - e) Remote virtual operation capability for CAB and other bodies should be provided on an accelerated programme as a matter of urgency defining locations, IT equipment and applications, training, and connectivity.
  - f) That Cabinets be asked to consider the previous resolution of Joint Overview and Scrutiny Committee that the 3 year rolling funding arrangements review be subject to indexation on an annual review basis.
  - g) That the Joint Overview and Scrutiny Committee review the CAB in December 2022
  - h) That extra funding be provided to Sudbury Citizens Advice to enable greater provision for debt advice across the whole district.

## 2. OPTIONS CONSIDERED

### Joint Overview and Scrutiny Committee on 20<sup>th</sup> December 2021

- 2.1 Recommendation A & B: The O & S Committee thanked both CABs at the December meeting and were assured both CABs are operating effectively and efficiently and responded well to all questioning from members
- 2.2 To accept or reject:
- Recommendation C: The Councils take a single view of debt and implement an integrated system for dealing with housing rent and council tax debt;
  - Recommendation D: Contact be made with foodbanks with a request that their clients are referred to the CAB for advice on nutrition and budgeting and cookery skills classes; and
  - Recommendation E: Remote virtual operation capability for CAB and other bodies should be provided on an accelerated programme as a matter of urgency defining locations, IT equipment and applications, training, and connectivity.
  - Recommendation F: That the 3-year rolling funding arrangement in place for Sudbury & District CA be subject to indexation on an annual review basis.
  - Recommendation G: That the Joint Overview and Scrutiny Committee review the CAB in December 2022
  - Recommendation H: That extra funding be provided to Sudbury Citizens Advice to enable greater provision for debt advice across the whole district.

The Councils Cost of Living 5 Point Plan and appointment of a dedicated Cost of Living Co-ordinator, agreed at Cabinet (BCa/22/3) on 8<sup>th</sup> June 2022, will address recommendations C-F & H, and identifies a 'one off' 30% uplift provided to the Sudbury and District CAB 2022/23 annual revenue grant.

### RECOMMENDATIONS

- 3.1 That Cabinet considers the report from Joint Overview and Scrutiny and agrees its response to the recommendations in the report as detailed in paragraph 4, and in line with the Council's response to the Cost of Living Crisis and the five point plan that will look at a better system of connectivity between partners, including the CAB, the Council and system wide partners.

### REASON FOR DECISION

To respond to the recommendations in the report from the Joint Overview and Scrutiny Committee.

#### 4. KEY INFORMATION

4.1 At the Joint Overview and Scrutiny Committee on 20th December 2021, a review of the Annual work programme of Sudbury and District and Mid Suffolk CAB was conducted.

4.2 The recommendations for Babergh proposed and agreed included:

Recommendation	Response
The Councils take a single view of debt and implement an integrated system for dealing with housing rent, and council tax debt’.	Officers have been working with CABs at locality level and is looking to appoint a specific post that will focus on Cost of living – titled Cost of Living Co-ordinator. This post will build on the excellent operations we already have in place – ranging from customer services, housing and welfare support, external partnerships etc to ensure that all systems talk to each other in meeting the needs of people. This work will be developed further as part of the delivery of the Cost of Living 5 Point Plan.
That contact be made to foodbanks with a request that their clients are referred to the CAB for advice on nutrition and budgeting and cookery skills classes	Officers work closely with Foodbanks at District level but also as part of wider system activity. Officers encourage Foodbanks to link in with CABs regularly and recent reports prepared by Community Action Suffolk show that a significant no. of referrals to Foodbanks are made by CABs. Further work has also taken place and will continue to take place to ensure that Foodbanks signpost and offer additional advice where needed.
Remote virtual operation capability for CAB and other bodies should be provided on an accelerated programme as a matter of urgency defining locations, IT equipment and applications, training, and connectivity.	This piece of work has also been identified as part of the Cost-of-Living Action Plan. At present Suffolk County Council are building the shared devices, which will then be tested in locations identified through the data scoping exercise, described within the plan. Initial conversations have taken place with Suffolk libraries as possible host locations for some of the devices. Once the locations have been agreed, through the data scoping exercise taking place in the summer, this approach can be scoped out and agreed with cabinet members.
That Cabinets be asked to consider the previous resolution of Joint Overview and Scrutiny Committee	A rolling three-year funding agreement is in place with Sudbury & District CAB but is not indexed linked. The work developed in

that the 3 year rolling funding arrangements review be subject to indexation on an annual review basis.

the Cost of Living 5 Point Plan and additional support already provided by Babergh to provide an additional uplift to their revenue grant for 2022/23 demonstrates the Councils ongoing support. Suffolk Public Sector Leaders has agreed to underwrite £1m of hardship funding which is also expected to provide direct support to CABs and the Local Welfare Assistance Service.

That the Joint Overview and Scrutiny Committee review the Local Citizens Advice in December 2022

The annual review of CABs is already part of the Joint Overview & Scrutiny Committees annual work programme.

That extra funding be provided to Sudbury Citizens Advice to enable greater provision for debt advice across the whole district

A 'one off' 30% uplift to the Sudbury and District CAB 2022/23 annual revenue grant as set out in the Cost of Living Plan.

4.3 The vital relationship between the CAB and Babergh District Council is recognised, hence its inclusion within the Homes and Housing Strategy Delivery Plan and established rolling three-year revenue grant agreement. Housing issues may be only one of multiple issues the CAB may be working with a household to resolve and so a holistic approach to problem solving is only possible where there is a strong working relationship between the CAB and the Council.

4.4 Teams across the Council have a good working relationship with the CAB and where improvements need to be made these are discussed via regular meetings.

4.5 Babergh District Council and the CABs are part of the Suffolk Information Partnership (SIP), this allows customers' personal information to be shared between partner organisations via referrals, so individuals can get the help they need. Further mechanisms for increasing integrated working are currently being explored.

4.6 Dialogue between the Council and the CABs has included the need for:

- A resource to better co-ordinate and connect established systems through a multi-agency case work partnership; and
- Better intelligence gathering that enables the potential deployment of "pop up" services where there is a need.

4.7 Supporting people to access a wide range of opportunities that are impacted by the emerging crisis to maintain resilience, health and wellbeing.

This will prevent people from falling into crisis and support people's mental health, which was the principal recommendation in the Director of Public Health's annual report.

4.8 There are already mechanisms in place for the CAB and Babergh Council to work together, and this will be further built upon. The proposed Cost of Living Co-ordinator

will ensure that partners continue to work together effectively and will build on the existing relationships and systems formed.

4.9 The Cost of Living 5 Point Plan will address the many of the recommendations the Joint Overview and Scrutiny Committee made at its meeting on 20<sup>th</sup> December 2021 meetings.

## 5. LINKS TO CORPORATE PLAN

5.1 The provision of advice and assistance by the CABs strengthened by effective working relationships between the CAB and Babergh District Council aligns with both the vision set out in the:

- Homes and Housing Strategy (2019), that everyone should have a suitable home, which enables them to build settled, safe and healthy lives within sustainable and thriving communities; and
- Wellbeing Strategy (2021), that the residents of Babergh have the best possible conditions for good wellbeing and have lives that are healthy, happy and rewarding.

## 6. FINANCIAL IMPLICATIONS

The £60K identified to fund the Cost-of-Living Coordinator will be ringfenced specifically for this project from funding provided by the Department of Levelling Up, Housing and Communities. There will be no direct cost to the council

## 7. LEGAL IMPLICATIONS

7.1 None.

## 8. RISK MANAGEMENT

8.1

Risk Description	Likelihood	Impact	Mitigation Measures
The impacts of the Cost of Living Crisis reduces the overall wellbeing and resilience of our communities	High	High	Maximise partnership working and established systems to provide targeted support in localities where there is a particular trend and need, implementing a targeted family-first approach. Appointment of a dedicated officer to co-ordinate

			work and maintain strong partnership arrangements
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## 9. CONSULTATIONS

9.1 Due to many of the responses being further wrapped up in the Proposed Cost of Living 5 Point Plan, many of the issues raised in this paper have been discussed more broadly at all member briefings, with cabinet members, internal teams and partners organisations.

## 10. EQUALITY ANALYSIS

10.1 Equality Impact Assessment (EIA) not required.

## 11. ENVIRONMENTAL IMPLICATIONS

11.1 There are no environmental implications in this report.

## 12. APPENDICES

Title	Location
(a) Babergh Mid Suffolk District Council Joint Homes and Housing Strategy 2019 – 2024.	<a href="https://www.babergh.gov.uk/assets/Housing-and-Homelessness/Housing-Strategy/Home-Housing-Strategy-Final-21032019-.pdf">https://www.babergh.gov.uk/assets/Housing-and-Homelessness/Housing-Strategy/Home-Housing-Strategy-Final-21032019-.pdf</a>
(b) Babergh Mid Suffolk District Council Joint Wellbeing Strategy 2021 - 2027	<a href="#">Microsoft Word - Wellbeing Strategy 2021-27.docx (babergh.gov.uk)</a>

## 13. BACKGROUND DOCUMENTS

13.1 None.

## 14. REPORT AUTHORS

Vicky Moseley, Corporate Manager for Communities

# Agenda Item 14

## BABERGH DISTRICT COUNCIL

<b>TO:</b> Cabinet	<b>REPORT NUMBER:</b> BCa/22/23
<b>FROM:</b> Cllr Jane Gould Cabinet Member for Climate Change, Biodiversity and Sustainable Travel	<b>DATE OF MEETING:</b> 5 September 2022
<b>OFFICER:</b> Anita Cacchioli – Director for Operations	<b>KEY DECISION REF NO.</b> CAB357

### TREE CANOPY COVER SURVEY – PROPOSALS TO CABINET

#### 1. PURPOSE OF REPORT

- 1.1 Following adoption of the Biodiversity Action Plan by Babergh District Council, officers have been working with specialists to identify and map habitat networks across the district.
- 1.2 One area of this data collection work has focused on tree canopy cover within the district, using new technology to create an accurate inventory of trees within each ward and quantify ecosystem services these trees provide.
- 1.3 The tree canopy cover survey work has been completed. This report details the results of the survey, outlines how the data will be used to strategically develop future Babergh District tree planting programmes and details the method proposed to make collected data available to the public.
- 1.4 The purpose of this report today is therefore to present the results of the tree canopy survey to Cabinet and for the Cabinet to agree the recommendations informed by the data collected.

#### 2. OPTIONS CONSIDERED

- 2.1 Option One: Publication of the ward-by-ward Babergh Tree Canopy data online in the form of interactive web maps and a detailed report, attached in Appendix a

Option Two: Internal use of the data only. This is not the recommended option as the canopy cover data encompasses the entire land area in the district and provides information which could benefit other organisations, parishes, and individual residents.

#### 3. RECOMMENDATIONS

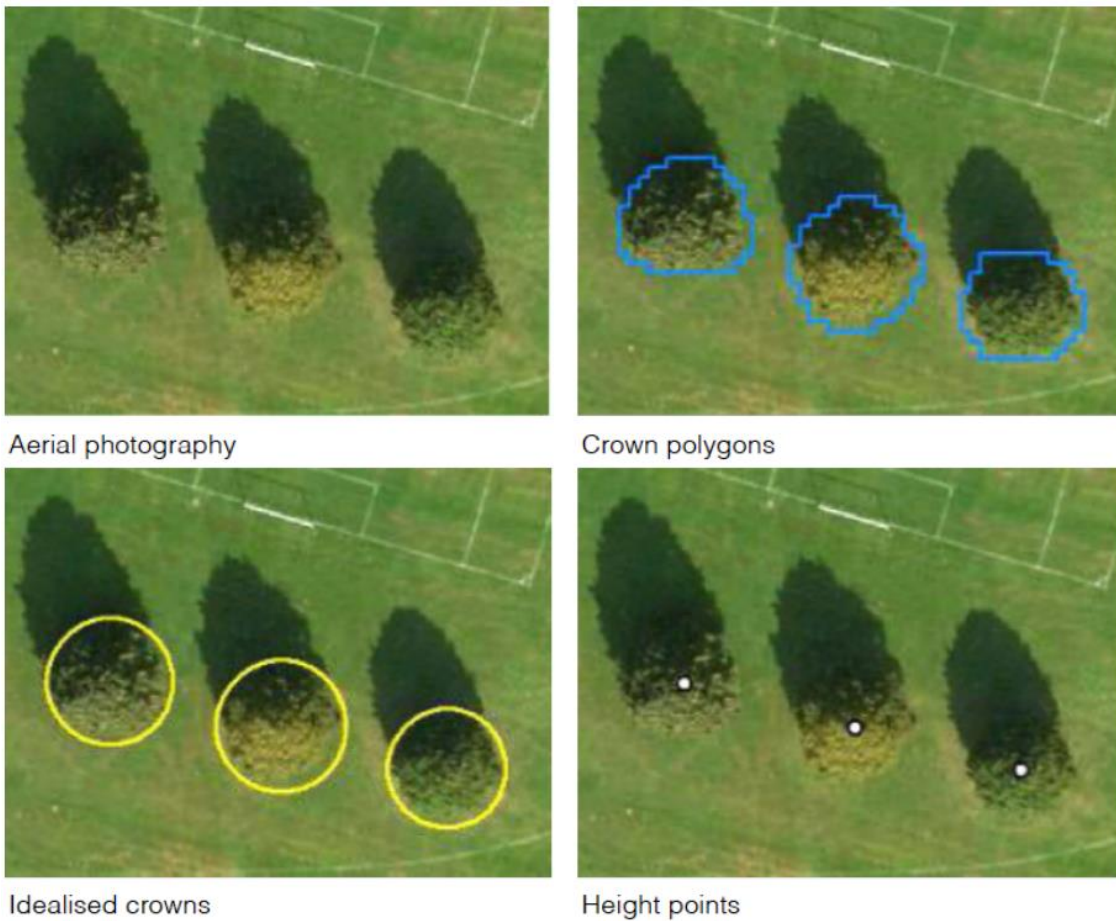
- 3.1 The Cabinet resolves to publish in full the web maps and canopy cover survey data on the Babergh and Mid Suffolk District Councils' website.
- 3.2 The Cabinet resolves to develop a formal Tree Planting Strategy to guide all future tree planting within the District to ensure that, where possible, the greatest benefit is achieved.

3.3	The Cabinet resolves to identify feasible canopy cover percentages for each ward, options for delivery of planting to achieve this target and the creation of a vision for the future.
3.4	The Cabinet resolves to delegate authority to the Portfolio Holder for Climate Change, Biodiversity and Sustainable Travel along with the Director of Operations to complete these actions.
<b>REASON FOR DECISION</b>	
<p>The Tree Canopy Survey has, for the first time, provided quantifiable evidence to prove the value of trees as an incredible natural capital asset. Publishing the data will be invaluable in helping people understand the benefits of trees. Developing a strategic delivery model for increasing canopy cover across Babergh District ensures we are planting the right tree in the right place to provide benefits to residents and wildlife.</p>	

#### **4. KEY INFORMATION**

- 4.1 Trees provide a multitude of benefits to people and are also implicitly linked to other key concepts that are emphasised and highlighted within The National Planning Policy Framework (NPPF). Sustainability, ecosystem services and green infrastructure are all dependent on the significant contribution that trees in the urban forest make. Of the 16 sections in the NPPF, trees can contribute to meeting the objectives of 11.
- 4.2 Whilst some of the social and aesthetic benefits can be difficult to measure, there are tools which help quantify and value some of the environmental benefits provided by trees, including carbon storage, carbon sequestration, stormwater reduction, and pollution removal.
- 4.3 In July 2021, consultants from Treeconomics Ltd. were employed to carry out a tree canopy survey of each ward in Babergh District and produce a tree planting strategy.
- 4.4 Tree canopy cover can be defined as the area of leaves, branches, and stems of trees covering the ground when viewed from above. Using the National Tree Map (NTM) by Bluesky International Ltd it is possible to identify all trees and shrubs in England and Wales over 3m in height using stereo aerial photography. This produces three data sets, Crown Polygons, Idealised Crowns and Height Points.





- 4.5 Quantifying the spatial extent of the canopy cover allows further evaluation of the ecosystem services provided through use of software (i-Tree Canopy) which produces data around carbon storage, sequestration, pollution removal and avoided runoff.
- 4.6 Once the quantities of ecosystem services are known, the monetary benefits and the savings to the local public sector can be estimated. Pollution damage costs are calculated using DEFRA’s UK Social Damage Cost values. Carbon values calculated using the UK’s centrally non-traded value for CO<sub>2</sub> which is currently £70/tonne. Avoided runoff is calculated from the household sewerage volumetric charge by Anglian Water.
- 4.7 Headline figures:

Babergh tree canopy cover for all trees within the district (includes private and BDC land)

<b>Average Tree Canopy Cover</b>		10.4%
<b>Carbon Storage (t)</b>	612,000	£157,000,000
<b>Annual Carbon Sequestration (t)</b>	24,000	£6,260,000
<b>Annual Pollution Removal (t)</b>	1,103	£20,523,000
<b>Annual Avoided Runoff (m<sup>3</sup>)</b>	2,337,000	£3,658,000
<b>Total Annual Benefits</b>		<b>£30,441,000</b>

## Babergh owned trees (only trees within BDC land)

Babergh tree inventory - Headline Figures		
Number of Trees Measured	10,403	
Most Common Tree Species	<i>Acer platanoides, Sorbus aucuparia, Acer campestre</i>	
Replacement Cost	£9.5 million	
CAVAT Valuation	£99 million	
Species Recorded	132	
Amounts and Values - Trees		
Carbon Storage	3,660 tonnes	£3.3 million
Carbon Sequestration	96 tonnes	£87,200
Pollution Removal	1,730 kg	£17,000
Avoided Runoff	3100 m <sup>3</sup>	£2,420
<b>Total Annual Benefits</b>	<b>£106,620</b>	

Full details available in the canopy cover report attached in Appendix a.

- 4.8 In addition to the maps available in the tree canopy report document (Appendix a), digital maps and an accompanying website have been created to allow publication and easy access to the ward-by-ward data. Screen shots of the pre-release (beta) version of the website site are attached in Appendix b.
- 4.9 **Achievable tree canopy cover in Babergh District**
- 4.9.1 The average canopy cover in Babergh is 10.4% with wards ranging from 5.5% in Lavenham, to 19.0% in Orwell ward.
- 4.9.2 Using data from the canopy cover survey and the Ordnance Survey, it is possible to calculate land available for planting, considering artificial surfaces, private gardens and existing canopy cover.
- 4.9.3 The total actual plantable space available on public land (council owned) in Babergh is 2,850Ha.
- 4.9.4 Planting trees across all this plantable space would increase canopy cover in Babergh to 15.1% However, this assumes trees planted on all open space, which is not viable.
- 4.9.5 The next phase of work is to calculate the achievable % canopy cover for the district at ward level, along with determining tree planting locations which will achieve the greatest impact to society. This will include identifying suitable sites for establishing new woodland and options for strategic land purchase.

4.9.6 This will be done using a Multi Criteria Decision Analysis (MCDA) with Geographic Information System (GIS) software. Planting locations will be assessed according to the following criteria.

- Areas with high levels of pollution
- Areas with high social deprivation
- Areas within 10m of a road (increased air pollution removal by trees)
- Areas at risk of flooding
- Areas of poor health
- Areas with greater surface temperature
- Areas of low grade agricultural land over 1000m<sup>2</sup>

4.10 These criteria will be used to create a prioritised tree planting opportunity map of 'potential' and 'actual' plantable space' across private and publicly owned land. This will include a breakdown of necessary costs to meet the achievable canopy cover target and identify potential sources of funding.

#### 4.11 **Potential pests and diseases**

4.11.1 Pests and diseases are a serious threat to our trees with risks exacerbated by our changing climate. Of all current threats to tree health, there are two main concerns.

4.11.2 Acute Oak Decline (AOD) is a recent disease only observed in the UK over the last 20 years. It affects mature trees which suffer thinning of leaves and an inability to fight off pests.

4.11.3 Ash dieback, caused by a destructive fungus (*H. fraxineus*) has had a major impact on ash populations.

4.11.4 The European Ash (*Fraxinus excelsior*) is the most susceptible to dieback and using tree survey data it has been possible to quantify the replacement cost of these trees.

4.11.5 Across Babergh District Council land, 8.1% of the tree inventory is European Ash, with a replacement cost of £716,000.

4.11.6 A prime objective of the tree planting strategy will be to create a strong population consisting of a wide variety of species to increase the resilience of trees through population diversity.

#### 4.12 **How we will use this data**

4.12.1 The Council's 'Tree and Hedgerow Planting Programme' for parishes will be open for application later in 2022 and trees will be available for all parishes. However, the canopy cover data allows identification of areas where there is low % cover or gaps in existing habitat corridors and enables the biodiversity project manager to target specific areas where additional planting will be most beneficial.

4.12.2 Trees can contribute to meeting the objectives of the National Planning Policy Framework, improving journey quality, and encouraging use of alternative transport corridors along with improving the ‘liveability’ of urban areas. They also provide valuable habitat, increasing biodiversity and therefore recreational value. Data from this study will be used to guide planners and developers to improve green infrastructure within developments, targeting resources to the areas that need it most, filling gaps in habitat networks and advocating sustainability and resilience.

4.12.3 Grant funding is available for woodland creation through the Forestry Commission, but to date this hasn’t been explored due to the difficulty of identifying suitable sites. Using GIS to overlay tree canopy, land use and land type data allows more strategic identification of areas which could provide space for woodland creation - either through working with landowners or strategic land purchase.

## 5. LINKS TO CORPORATE PLAN

5.1 The Joint Corporate Plan (2019-27) is designed to address the challenges and seize the opportunities facing the districts and their organisations for the foreseeable future. The Councils’ vision is to have ‘great communities with bright & healthy futures that everyone is proud to call home.’

5.2 The Joint Corporate Plan identifies six strategic priorities as set out in the visual below. Environment is one of those six, and the success of the Councils’ ambitions on climate change and biodiversity are intrinsically interlinked with the strategies that underpin the other five priority areas of Housing, Communities, Well-Being, Economy and Customers. The response to Climate Change is not just the business of Environment but of every part of the Councils’ strategic framework. Conversely, Environment plays a key part in every priority within the Corporate Plan.



## 6. FINANCIAL IMPLICATIONS

- 6.1 The expenditure to employ consultants to create the tree canopy cover survey and produce a tree planting strategy was approved by Portfolio holders in June 2021.
- 6.2 For Babergh, this cost was £20,599 funded from the Transformation Fund.
- 6.3 There will be additional financial implications associated with the delivery of aspirations to increase tree canopy cover. We will explore opportunities to mitigate some of these costs through accessing external grant funding.
- 6.4 As work develops and further funding is required there will need to be a future request to the environment reserve to support delivery. It is difficult to set out clear and actual costs at this stage. Any actions and schemes will be subject to individual business cases and financial evaluation to assess associated costs as required.
- 6.5 Individual business cases for each proposal will be presented to Cabinet for discussion and approval.

## 7. LEGAL IMPLICATIONS

- 7.1 Tree canopy cover maps were created using National Tree Map data from BlueSky International Ltd. We have licenced permission for the use of the data until 30/05/2024 at which time a further licence fee will need to be paid, or the data removed from our systems. This would affect any online digital mapping data only, not published documentation.

## 8. RISK MANAGEMENT

- 8.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
1.The Councils do not meet their aspiration to enable net biodiversity gain, habitat and species decline continues unchecked.	Unlikely (2)	Bad (3)	Biodiversity Action Plan provides a robust set of options for delivery of beneficial actions.. Approaches are evidence based. The impact of initiatives is monitored closely. The release of finance is based on business cases.

2. The effects of habitat loss results in irreversible damage to numbers of native species and loss of biodiversity.	Unlikely (2)	Disaster (4)	Continue to work alongside our peers both in Suffolk and nationally, collaborating where appropriate and sharing best practice and lessons learned.
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## 9. CONSULTATIONS

9.1 No formal consultation has been undertaken to date.

## 10. EQUALITY ANALYSIS

10.1 In preparing this report, due consideration has been given to the Councils' statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010.

## 11. ENVIRONMENTAL IMPLICATIONS

11.1 The collection and mapping of accurate ecological data will allow the Public Realm team to deliver a range of appropriate, targeted interventions which improve habitats of all kinds for plants and animals across Babergh District and will add to our understanding of natural capital.

11.2 Trees are implicitly linked to key concepts within the National Planning Policy Framework (NPPF). Sustainability, ecosystem services and green infrastructure are all dependent on the significant contribution that the trees in our district make.

11.3 Well-designed new woodlands not only capture Carbon dioxide (CO<sub>2</sub>) but deliver a wide range of other benefits too. Sustainably managed woodlands perform a vital role as carbon sinks and reservoirs by capturing CO<sub>2</sub> from the atmosphere and storing it as a component of wood itself.

11.4 Roadside green infrastructure, particularly hedges or a combination of hedges and trees help to cut down the spread of air pollution from roads, including black carbon, harmful heavy metals, and microscopic particles.

## 12. APPENDICES

Title	Location
(a) Babergh and Mid Suffolk Tree Canopy Cover Assessment	Attached
(b) Snapshots of draft tree canopy cover web pages	Attached

**13. BACKGROUND DOCUMENTS** (*Papers relied on to write the report but which are not published and do not contain exempt information*)

13.1 Babergh and Mid Suffolk District Councils Carbon Reduction Management Plan  
<https://baberghmidsuffolk.moderngov.co.uk/documents/s19374/Appendix%20A%20-%20Carbon%20Reduction%20Management%20Plan.pdf>

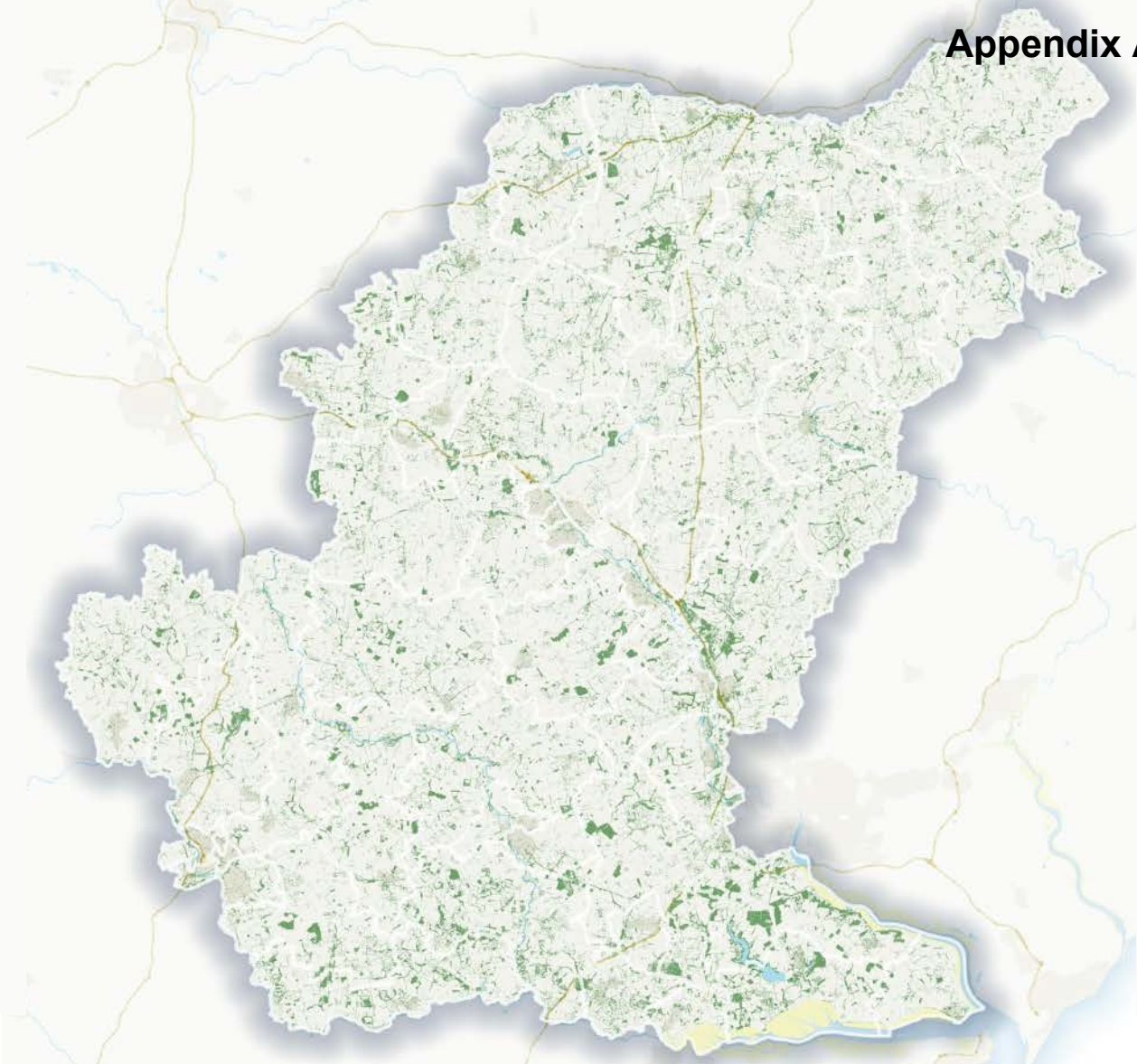
13.2 Babergh and Mid Suffolk District Councils Biodiversity Action Plan  
<https://baberghmidsuffolk.moderngov.co.uk/documents/s20689/Appendix%20A%20-%20Biodiversity%20Action%20Plan.pdf>

**14. REPORT AUTHOR**

Will Burchnall, Corporate Manager, Public Realm

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# Babergh & Mid Suffolk



## Canopy Cover Assessment Report

Of Babergh & Mid Suffolk District Councils' Tree Cover

September 2021



## The Authors

James Ruddick - Treeconomics

Catherine Vaughan-Johncey - Treeconomics

This assessment was carried out by Treeconomics

September 2021

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# Executive Summary

## Babergh

Across the wards of Babergh, tree canopy cover varies significantly, ranging from 5.5-19.0%. On average, canopy cover sits at 10.3%, which is below the average for England of 16%. Forest Research suggest that 15% tree canopy cover is an appropriate target for coastal areas, and 20% is appropriate for localities outside of coastal areas. This being said, it is also well documented that rural areas in the UK often have lower canopy cover than urban areas as historically, land has been cleared for farming leaving tree cover mostly confined to hedgerows. Given Babergh's location and rural setting, and the existing canopy cover, it would be suggested that 15% is a sensible and attainable target for the area, though a reasonable time frame for achieving this should be set. The 20% target should be a longer term aspiration for the area.

The trees in Babergh contribute significantly to the health and wellbeing of the local people, the local environment, and the wider global environment by providing a range of ecosystem services; the trees store 612,000 tonnes of carbon and sequester an additional 24,000 tonnes annually. They also remove over 1,100 tonnes of pollution from the atmosphere, worth over £20.5 million in associated service costs, and saves local public sector service providers around £3.7 million in avoided sewerage charges by intercepting rainfall.

## Mid Suffolk

Across the wards of Mid Suffolk, tree canopy cover varies significantly, ranging from 5.5-19.0%. On average, canopy cover sits at 8.5%, which is below the average for England of 16%. Similarly to Babergh, the rural setting of Mid Suffolk may be one of the main reasons for this low canopy cover. Though it may be a challenge, it would be suggested that 15% canopy cover is an attainable target for the area, and a reasonable time frame for achieving this should be set. The 20% target should still be a longer term aspiration to work towards in the future.

The trees in Mid Suffolk contribute significantly to the health and wellbeing of the local people, the local environment, and the wider global environment by providing a range of ecosystem services. Though percentage canopy cover is lower than in Babergh, the trees in Mid Suffolk provide more ecosystem services; the trees store 723,000 tonnes of carbon and sequester an additional 29,000 tonnes annually. They also remove over 1,300 tonnes of pollution from the atmosphere, worth over £21.8 million in associated service costs, and saves local public sector service providers around £4 million in avoided sewerage charges by intercepting rainfall.

# Headline Figures

Babergh's Tree Canopy Headline Figures		
Average Tree Canopy Cover	10.4%	
Carbon Storage (t)	612,000	£157,000,000
Annual Carbon Sequestration (t)	24,000	£6,260,000
Annual Pollution Removal (t)	1,100	£20,523,000
Annual Avoided Runoff (m <sup>3</sup> )	2,337,000	£3,658,000
<b>Total Annual Benefits</b>	<b>£30,441,000</b>	

**Table 1: Headline figures for Babergh's tree canopy cover**

Mid Suffolk's Tree Canopy Headline Figures		
Average Tree Canopy Cover	8.5%	
Carbon Storage (t)	723,000	£186,000,000
Annual Carbon Sequestration (t)	29,000	£7,417,000
Annual Pollution Removal (t)	1,310	£21,831,000
Annual Avoided Runoff (m <sup>3</sup> )	2,513,000	£3,934,000
<b>Total Annual Benefits</b>	<b>£33,182,000</b>	

**Table 2: Headline figures for Mid Suffolk's tree canopy cover**

Babergh & Mid Suffolk's Combined Tree Canopy Headline Figures		
Average Tree Canopy Cover	9.4%	
Carbon Storage (t)	1,335,000	£343,000,000
Annual Carbon Sequestration (t)	53,000	£13,677,000
Annual Pollution Removal (t)	2,410	£42,354,000
Annual Avoided Runoff (m <sup>3</sup> )	4,850,000	£7,592,000
<b>Total Annual Benefits</b>	<b>£63,623,000</b>	

**Table 3: Headline figures for Babergh and Mid Suffolk's combined tree canopy cover**

\*The monetary benefits shown above are the estimated savings to local public sector services thanks to the tree canopy ecosystems. Pollution values have been calculated using UKSDC values (NO<sub>2</sub>-£11.74/kg, SO<sub>2</sub>-£6.79/kg, PM2.5-£220.12/kg), and USEC values (CO-£0.96/kg, and O<sub>3</sub>-£1.06/kg). Carbon values calculated using the UK's central non-traded value for CO<sub>2</sub> (£70/tonne). Avoided runoff is calculated from the household measured sewerage treatment volumetric charge by Anglian Water (£1.57/m<sup>3</sup>).

# 1. Introduction

Tree canopy cover can be defined as the area of leaves, branches, and stems of trees covering the ground when viewed from above. It is a two-dimensional metric indicating the spread of tree canopy across an area.

In the production of this report two data collection methods were used. National Tree Map (NTM) data was used to collect information on canopy cover of trees above three meters in height. This figure is used when stating percentages of tree canopy cover across Babergh and Mid Suffolk. i-Tree Canopy was used to collect information more widely covering both tree canopy cover and shrub cover. This gives a picture of the entirety of the urban forests benefits when considering its ecosystem service provisions. In order to report on the benefits of trees only, the values for ecosystem services have been scaled to the canopy cover percentages established by the NTM data. This scaled data is resultantly used when considering carbon storage, carbon sequestration, pollution removal and avoided runoff.

Quantifying the spatial extent of canopy cover in this way is one of the first steps in ‘measuring to manage’ urban forests, recognised by many authors.<sup>1</sup> It answers the fundamental questions: ‘How much urban forest does our area have?’, ‘Where is it?’ and ‘How has it changed over time?’. These concepts are useful in communicating messages about the urban forests to both the public and policy makers. Further evaluation and appreciation can be given to canopy cover in considering its relationship with other environmental and social indicators. The benefits it provides are known as ecosystem services, which contribute to natural capital when assigned monetary values. Adding this perspective allows the urban forest to be viewed as an asset, encouraging city planners, urban foresters, and residents to consider trees as key components of community planning, sustainability, and resilience.

Urban trees and forests also contribute to green infrastructure, as networks of new and well-established natural spaces within urban areas. This can encompass river and coastal systems, sometimes referred to as ‘blue infrastructure’. Green spaces should thread through and surround the built environment, connecting urban areas to its wider rural hinterland:

‘Green Infrastructure is a strategically planned and delivered network comprising the broadest range of high quality green spaces and other environmental features. It should be designed and managed as a multifunctional resource capable of delivering those ecological services and quality of life benefits required by the communities it serves and needed to underpin sustainability. Its design and

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<sup>1</sup> Britt and Johnston, 2008; Escobedo and Nowak, 2009; Schwab, 2009

management should also respect and enhance the character and distinctiveness of an area with regard to habitats and landscape types.’<sup>2</sup>

The importance of green infrastructure in urban areas has long been recognised. Among a plethora of beneficial ecosystem services, vegetation provides shading, evaporative cooling, and rainwater interception. Tree canopy cover also has a strong influence on several social factors including reducing energy demand, improving air quality and noise pollution, promoting biodiversity, mitigating high urban summer temperatures, and enhancing human health and wellbeing.

There is a growing body of international research and literature which supports the theory that tree cover in our towns and cities provides multiple benefits at little cost. For example, a study in Torbay found that for every £1 spent on an Oak tree, £4.96 was returned in benefits, accounting for all the costs of management and maintenance, whilst only being able to value just 2 of the associated benefits (pollution removal and carbon sequestration - Sunderland *et al.*, 2012). A similar study in New York found that for every \$1 spent on its street trees, \$5 were returned in benefits (Wells, 2012).

Trees and urban tree cover are also implicitly linked to other key concepts that are emphasised and highlighted within The National Planning Policy Framework (NPPF). Sustainability, ecosystem services and green infrastructure are all dependent on the significant contribution that trees in the urban forest make. Of the 16 sections in the NPPF, trees can contribute to meeting the objectives of 11. For example, increased tree cover can increase economic growth<sup>3</sup> and prosperity as leafier environments improve consumer spending.<sup>4</sup> Additionally, businesses are prepared to pay greater ground rents associated with higher paid earners who are also more productive,<sup>5</sup> house prices increase, and crime is reduced; thereby ‘building a strong, competitive economy’. This is also directly linked to ‘ensuring the vitality of town centres’. A full summary of how trees benefit local communities within the context of the NPPF is provided in Appendix II. In addition to the above, these include:

- Improving journey quality and encouraging use of alternative transport corridors
- Improving the ‘liveability’ of urban areas, increasing happiness and reducing stress
- Providing habitat, increasing biodiversity and therefore recreational value

Therefore, investigating the extent and understanding the benefits of canopy cover in Babergh and Mid Suffolk will allow the area’s urban forest to be improved and maintained. Data from this study can be used to target resources to the areas that need it most, therefore advocating sustainability and resilience.

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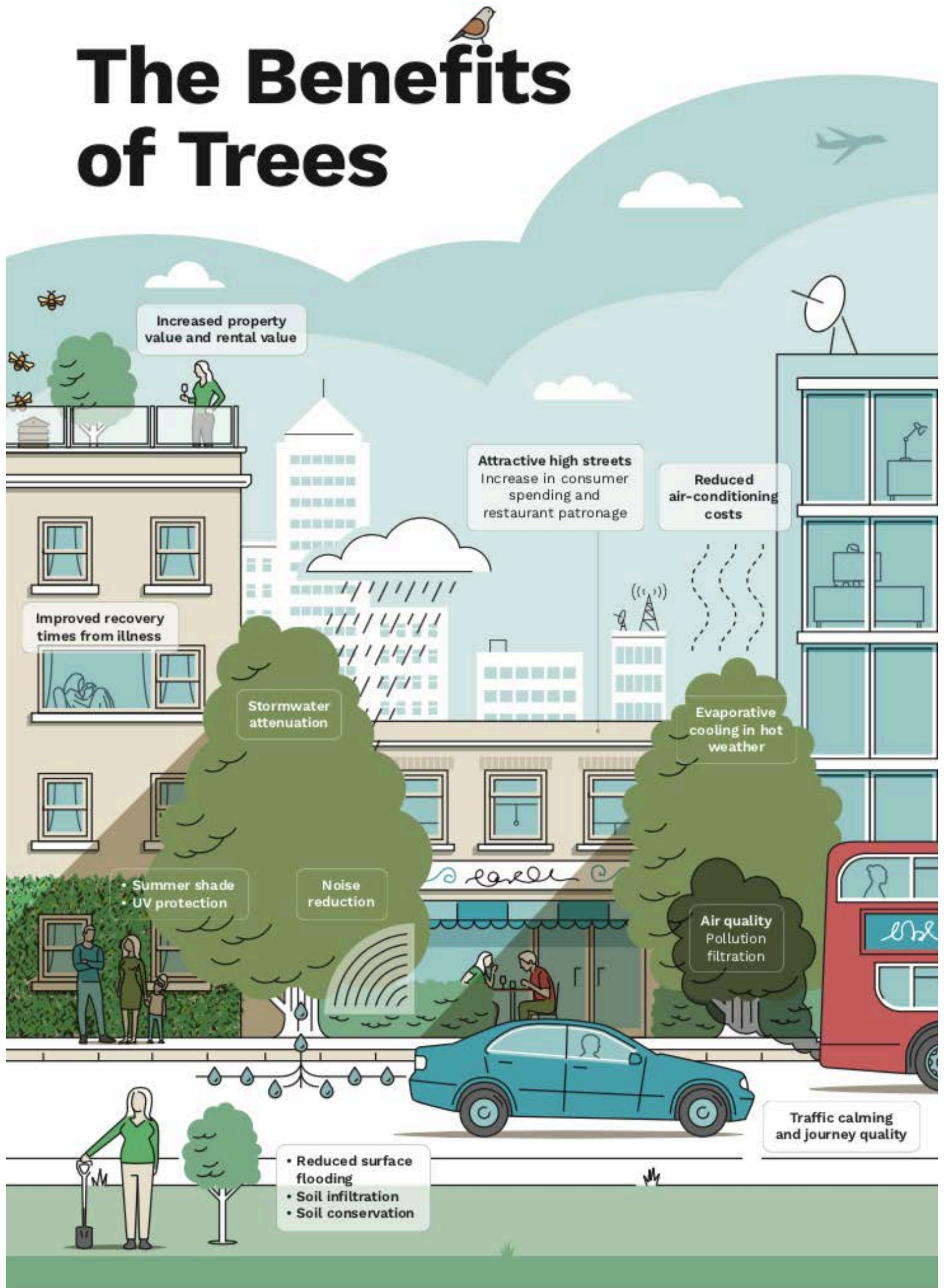
<sup>2</sup> Natural England Green Infrastructure Guidance, 2009

<sup>3</sup> Rolls and Sunderland, 2014

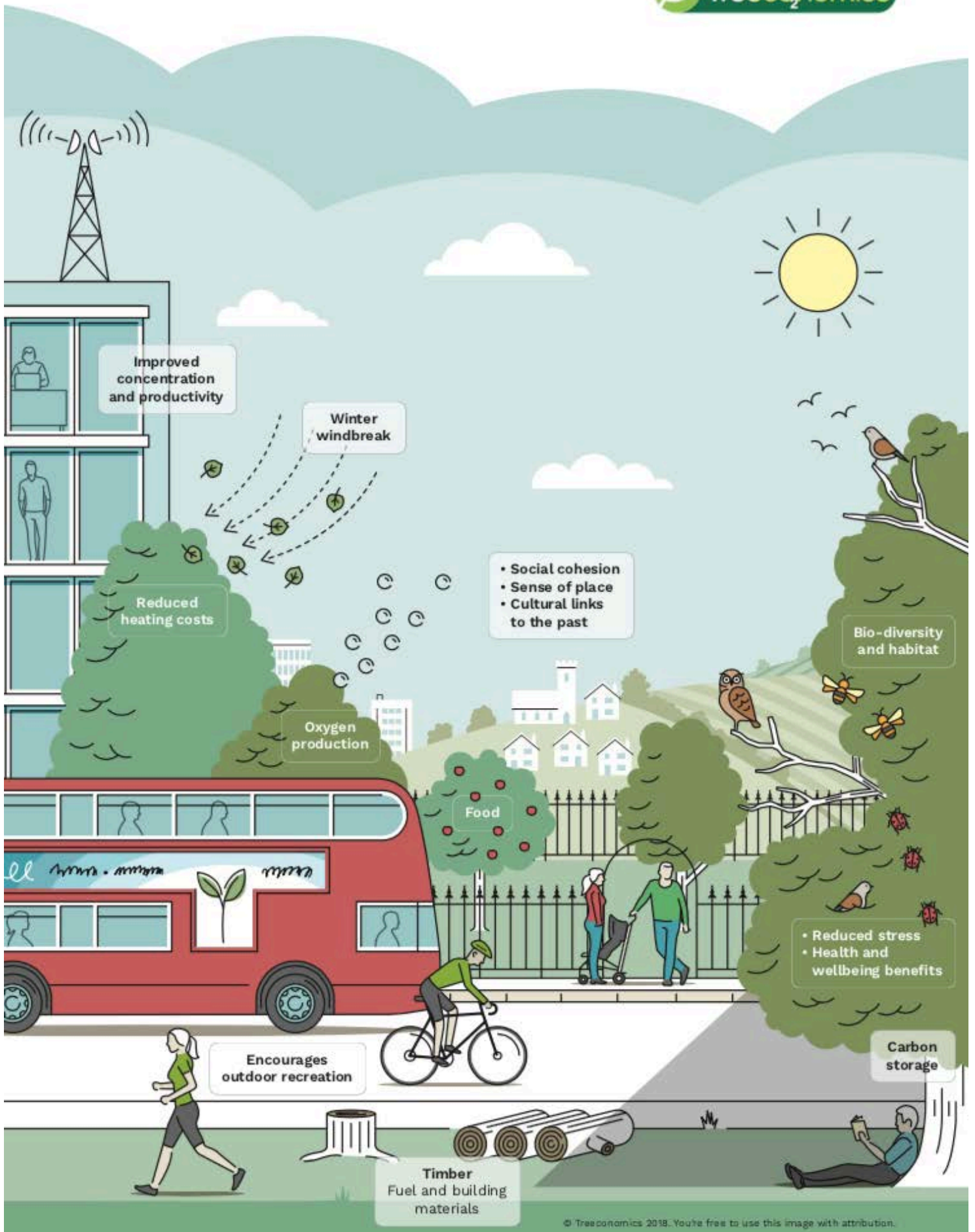
<sup>4</sup> Wolf, 2005

<sup>5</sup> Kaplan, 1993, Wolf. 1998; Laverne and Winson-Geideman, 2003

# The Benefits of Trees







## 2. Babergh and Mid Suffolk District Councils

Babergh and Mid Suffolk District Councils provide services for total area of 146,300 ha with an estimated combined population of over 184,000,<sup>6</sup> and across Babergh and Mid Suffolk, more than half the population live in villages and rural areas. Though the countryside is on the doorstep of most residents of Babergh and Mid Suffolk, this study indicates that in reality, tree cover is unfortunately low in many areas. Trees and green infrastructure should be an integral part of any landscape, in particular in towns and cities where buildings and grey infrastructure can quickly dominate and overwhelm residents and visitors alike.

Though separate and sovereign councils in their own rights, Babergh and Mid Suffolk District Councils have established a partnership to tackle the difficulties facing local governments. The 'Working Together' co-operative has facilitated the development of a shared vision and allowed both the councils to benefit whilst retaining their autonomy.

Mid Suffolk District Council covers an area made up of 26 wards with a total area of around 871,100 ha. The landscape of Mid Suffolk is rural for the most part, with a patchwork of productive farmland and hedgerows, and its largest town is Stowmarket.

Babergh District Council is situated south of Mid Suffolk and consists of 24 wards. It is bordered by the River Stour to the south, and the River Orwell to the Northeast. Its eastern-most ward, Ganges is coastal, which presents a number of difficulties for the tree population; tree canopy cover is frequently lower in coastal areas due to the environmental factors. Whilst most of Babergh is rural, the two largest towns are Sudbury and Hadleigh.

This project has been commissioned on behalf of both Babergh District Council and Mid Suffolk District Council to allow both councils to better understand their tree stock and therefore provide a baseline for future environmental policy and management strategies. As part of this study, we have analysed canopy cover, ecosystem services and population-level statistics in each of the 50 wards which Babergh and Mid Suffolk District Councils provide services for.

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<sup>6</sup> Census (2011)



**Figure 1: Babergh and Mid Suffolk Map of Tree Canopy Cover by Ward**

# 3. Results

## 3.1 Average Canopy Cover

National Tree Map (NTM) data from Bluesky has been used to produce canopy cover estimates for the areas of Babergh and Mid Suffolk. The average canopy cover across both districts was calculated at **9.4%** using BlueSky's National Tree Map data (NTM). Canopy cover stands at **10.4% in Babergh** and **8.5% in Mid Suffolk**. Canopy cover across Babergh varies significantly, from 5.5% in Lavenham, to 19% in Orwell, whilst in Mid Suffolk it ranges from 6% in Stow Thorney to 12.8% in Claydon & Barham.

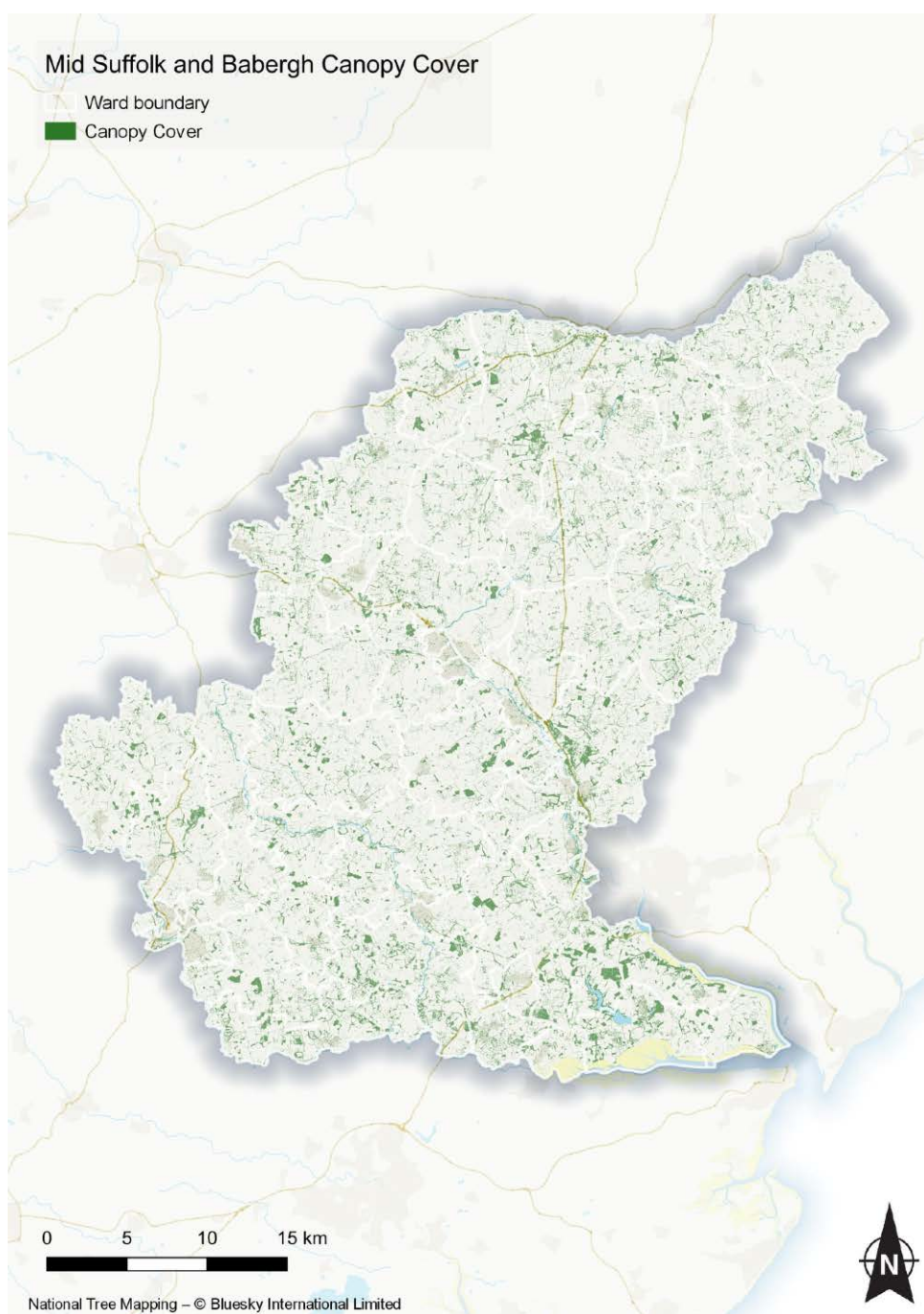
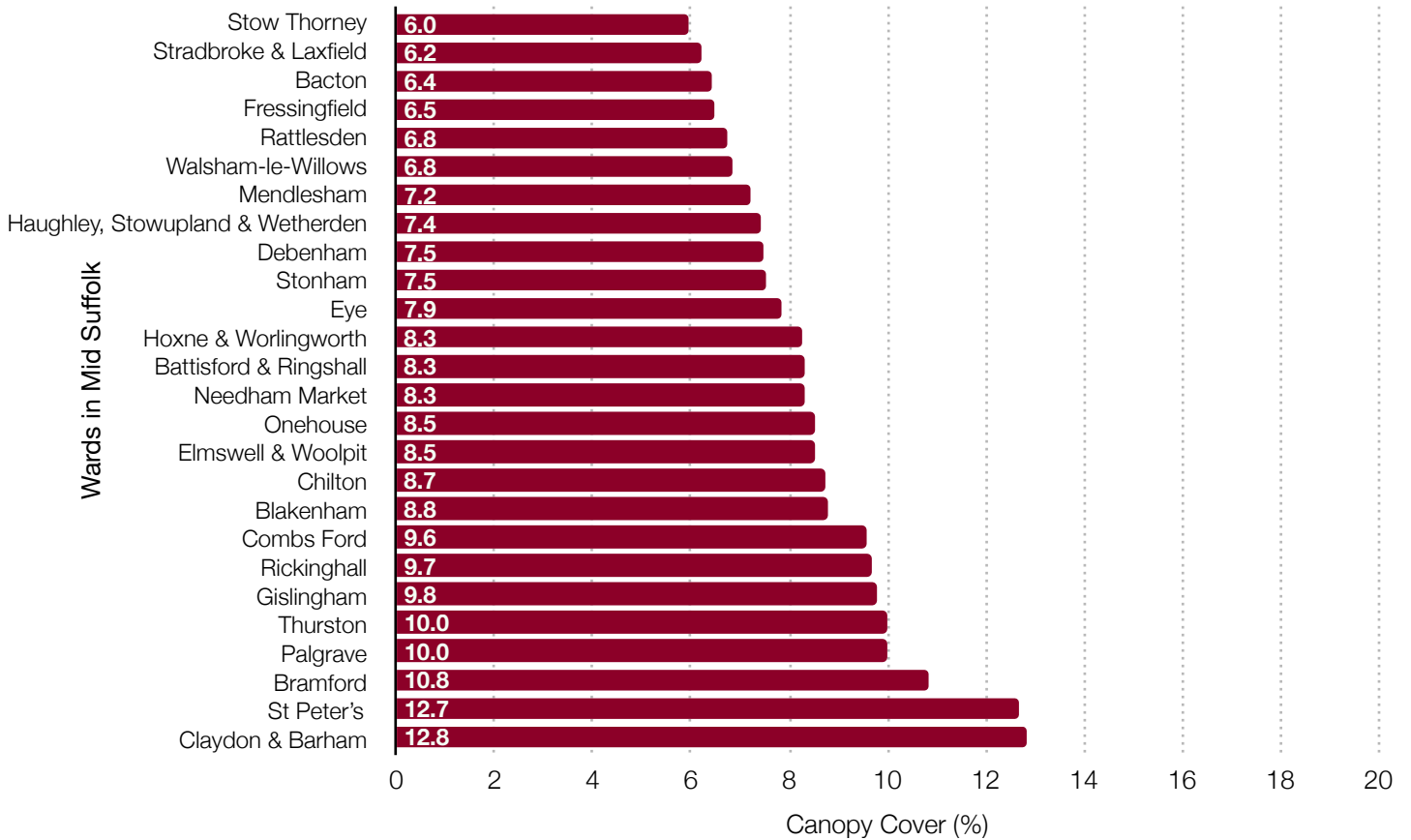
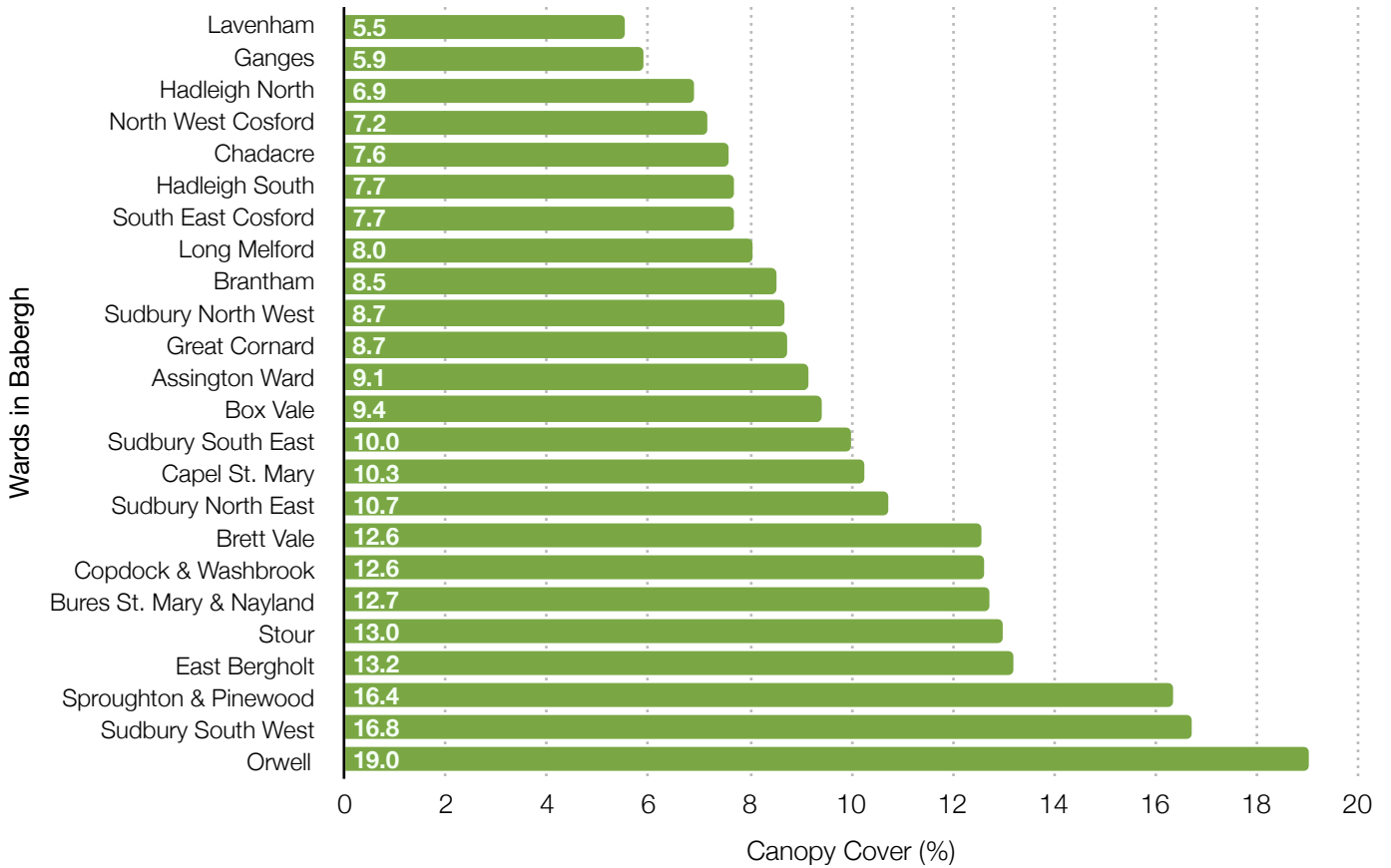


Figure 2: Canopy Cover Across Babergh and Mid Suffolk





**Figure 4: Canopy Cover by % area across Babergh and Mid Suffolk**

A study of 283 UK towns and cities<sup>7</sup> reported that the average canopy cover value for England stands at 16%. Currently Babergh and Mid Suffolk's canopy cover is below this average at 9.4%, and it would be recommended that a target to increase canopy cover across the districts is included within strategic plans and policies for the development. The study recommend a canopy cover target of 20% for non-coastal towns and cities. This being said, Mid Suffolk and Babergh have a significant area of rural land, and these areas typically do struggle for tree canopy cover as trees are frequently confined to hedgerows, highways, and small corners of woodland. A more realistic target would be the average for England of 16% canopy cover.

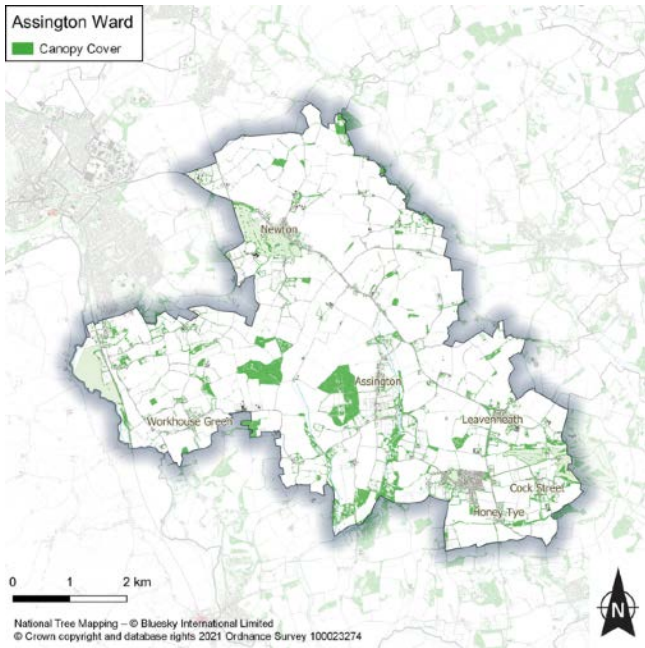
City/District	% Tree cover	Source
Cambridgeshire	13.9	Forest Research; Canopy Cover Map UK 2021
Fenland	12.5	Forest Research; Canopy Cover Map UK 2021
Torbay	12.0	i-Tree Canopy 2011
Cambridge	11.6	Forest Research; Canopy Cover Map UK 2021
Peterborough	10.3	Forest Research; Canopy Cover Map UK 2021
<b>Babergh</b>	<b>10.3</b>	<b>Blue Sky NTM Survey 2021</b>
Huntingdonshire	10.2	Blue Sky NTM Survey 2021
Aberdeen	10.0	i-Tree Canopy 2016 <sup>2</sup>
York	9.8	i-Tree Canopy 2016
Sunderland	9.2	i-Tree Canopy 2016
<b>Mid Suffolk</b>	<b>8.5</b>	<b>Blue Sky NTM Survey 2021</b>

**Table 4: A selection of UK districts, cities and towns and their estimated canopy cover.**

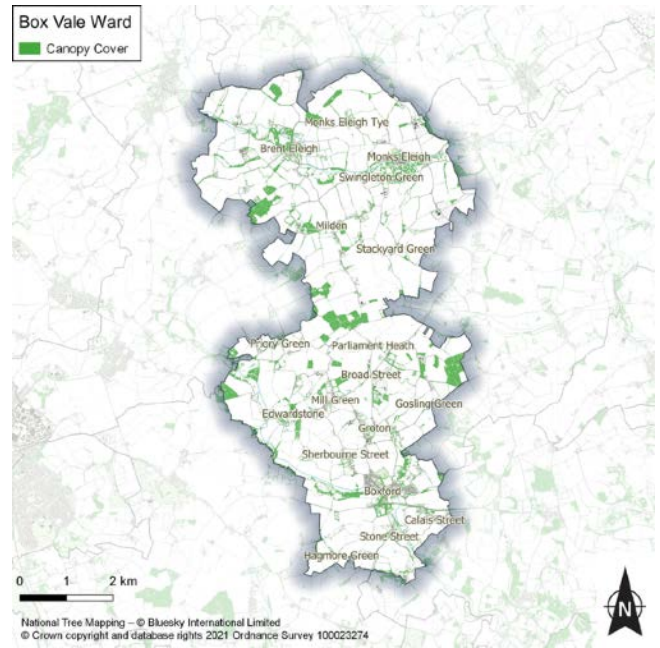
<sup>7</sup> Doick et al. (2017)

<sup>8</sup> Treeconomics (2016)

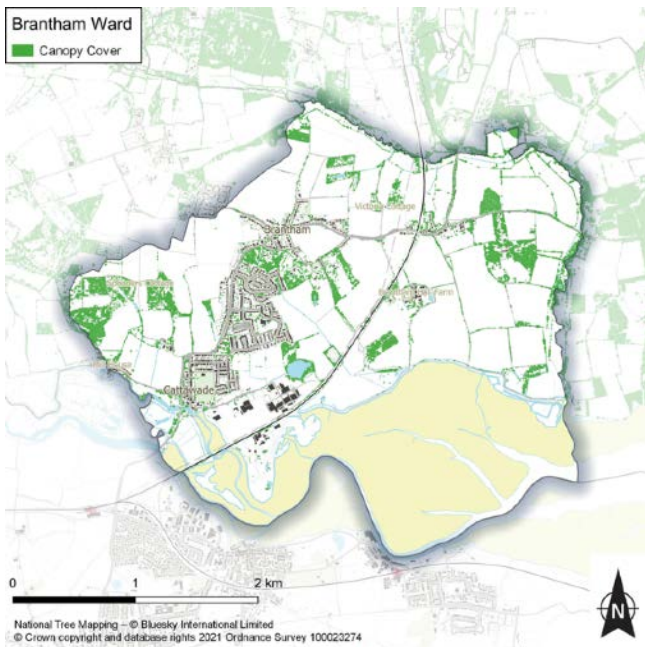
### 3.3 Babergh's Individual Ward Canopy Cover Maps



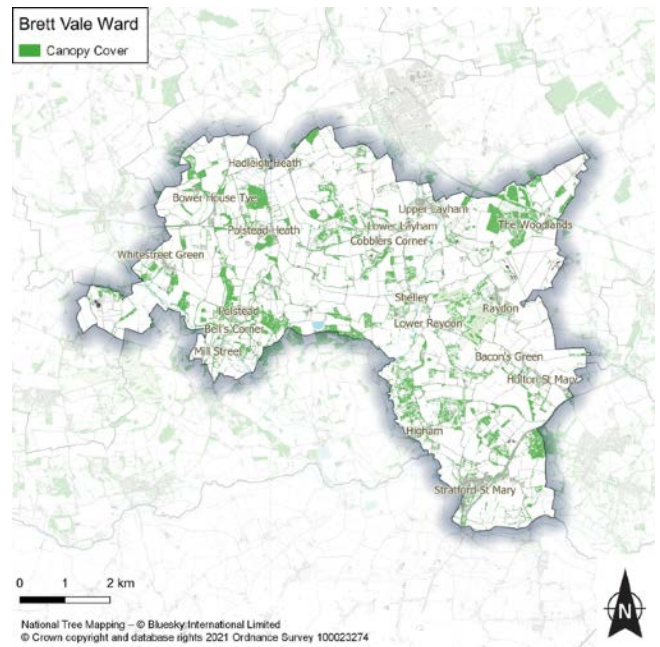
Assington Ward: **9.1%** canopy cover



Box Vale Ward: **9.4%** canopy cover

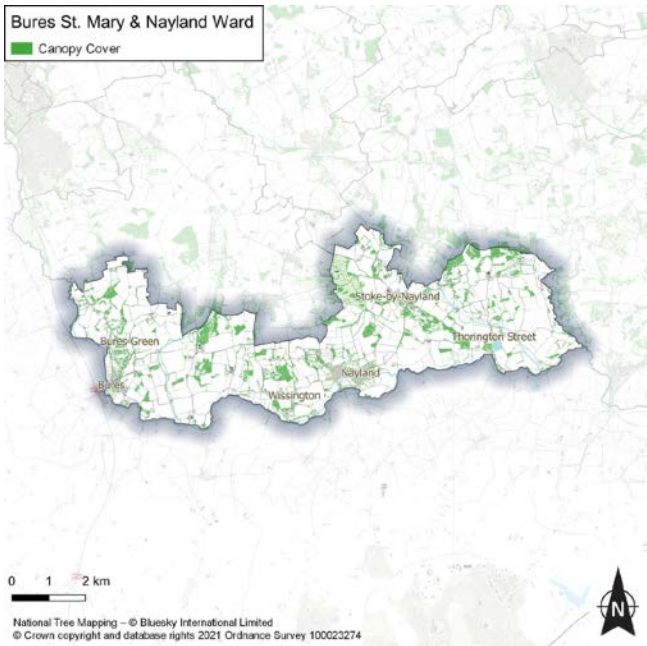


Brantham Ward: **8.5%** canopy cover

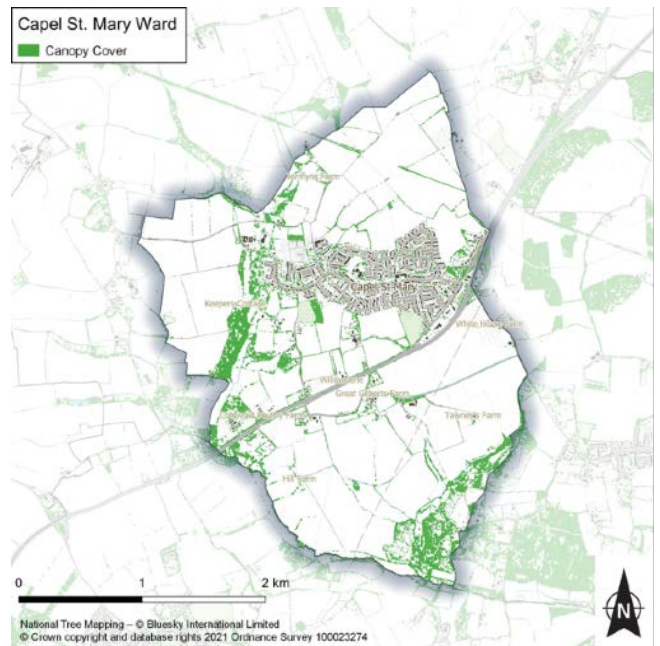


Brett Vale Ward: **12.6%** canopy cover

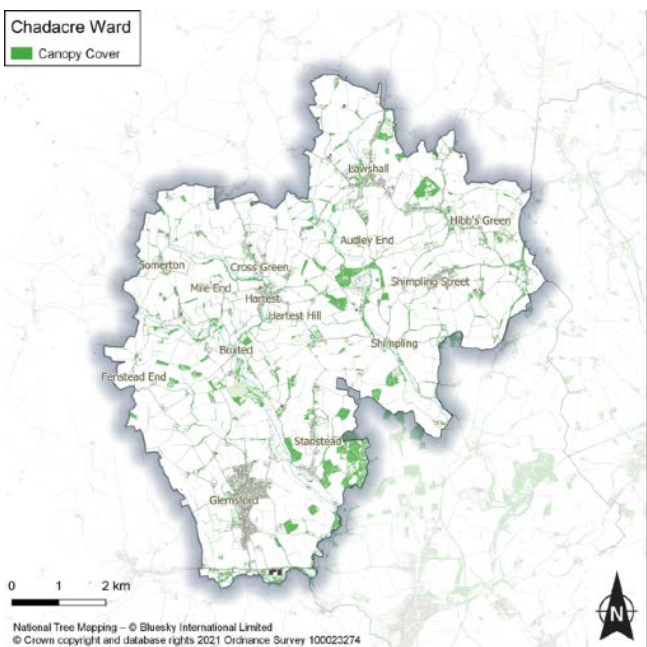




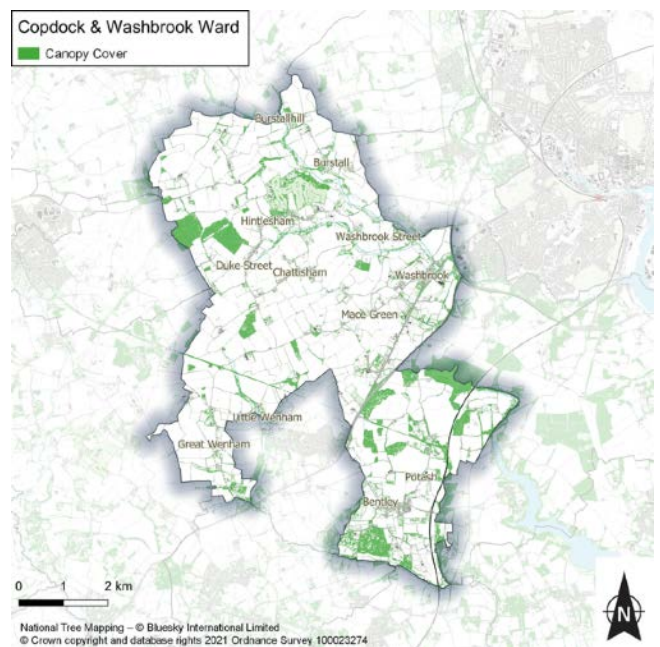
Bures St. Mary & Nayland Ward: **12.7%** canopy cover



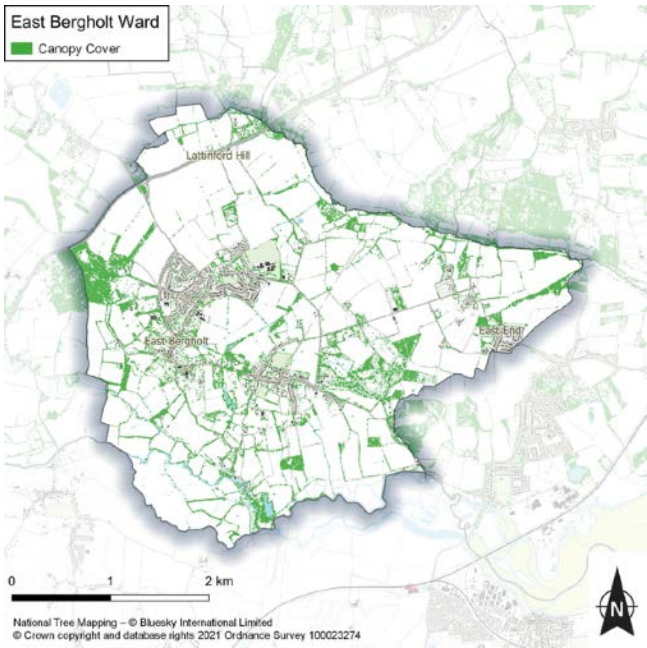
Capel St. Mary Ward: **10.2%** canopy cover



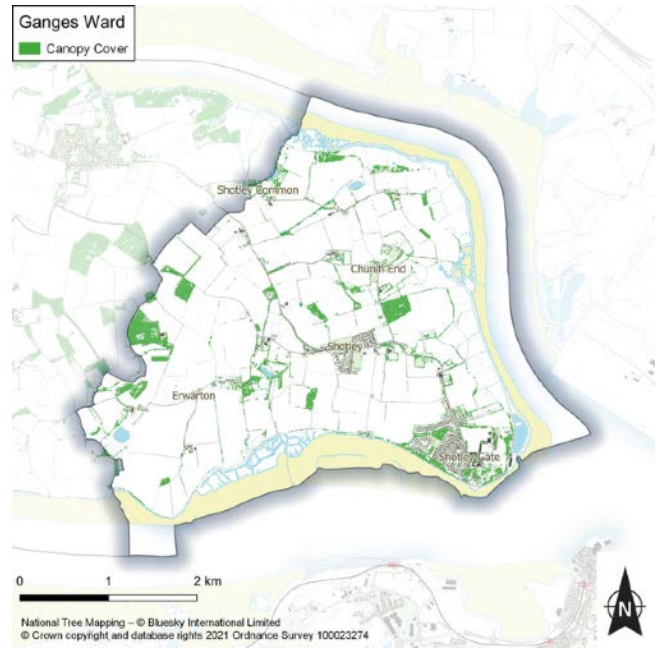
Chadacre Ward: **7.6%** canopy cover



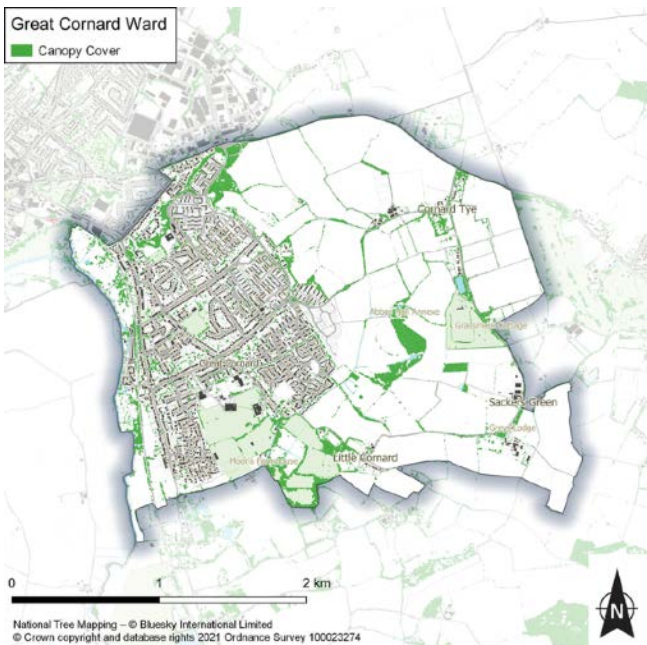
Copdock & Washbrook Ward: **12.7%** canopy cover



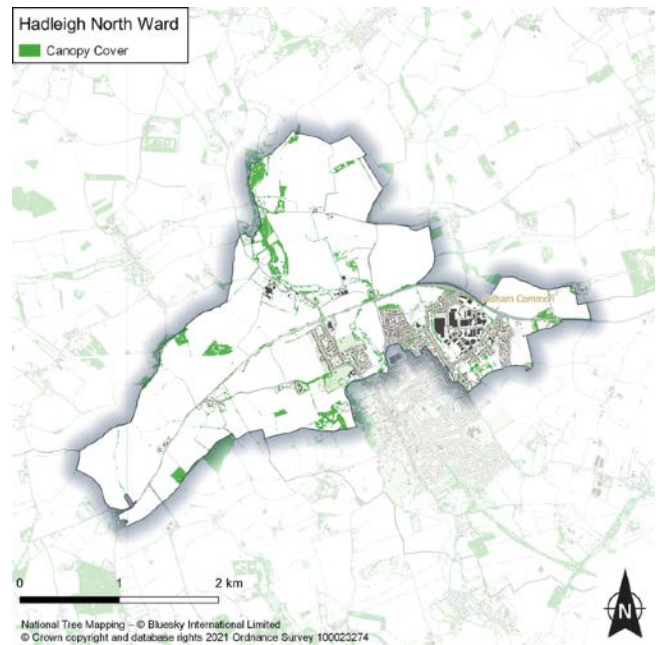
East Bergholt Ward: **13.2%** canopy cover



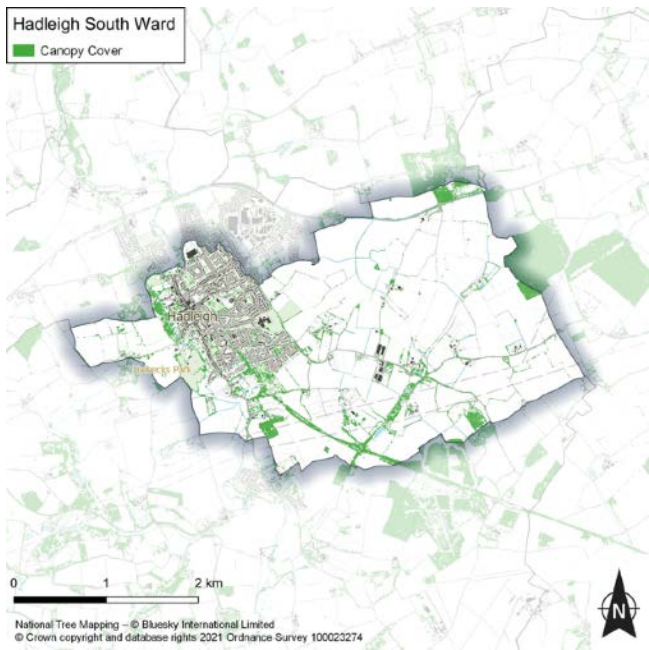
Ganges Ward: **5.9%** canopy cover



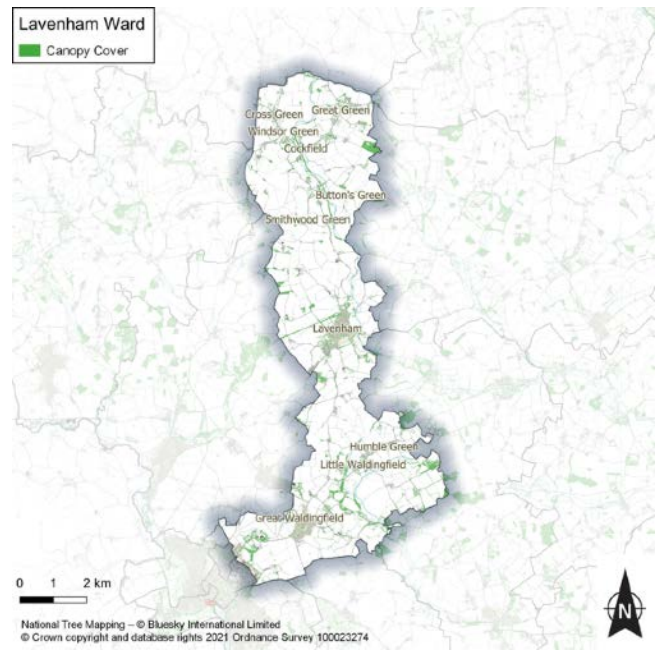
Great Cornard Ward: **8.7%** canopy cover



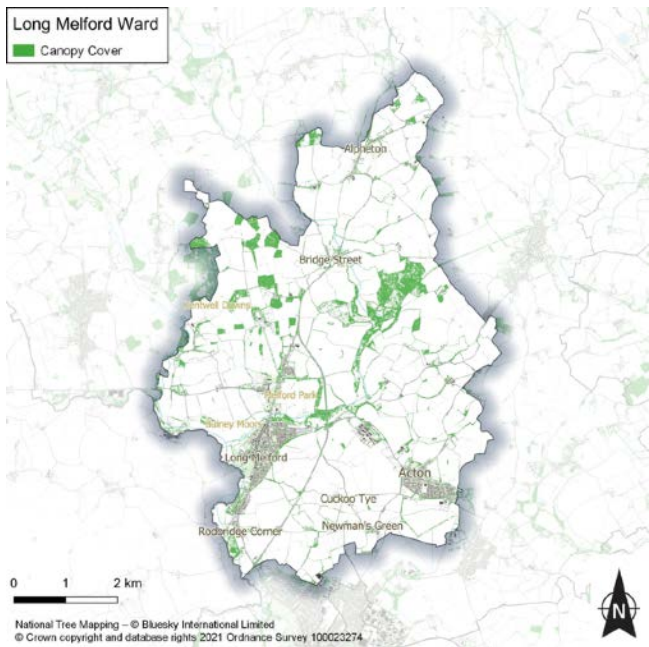
Hadleigh North Ward: **6.9%** canopy cover



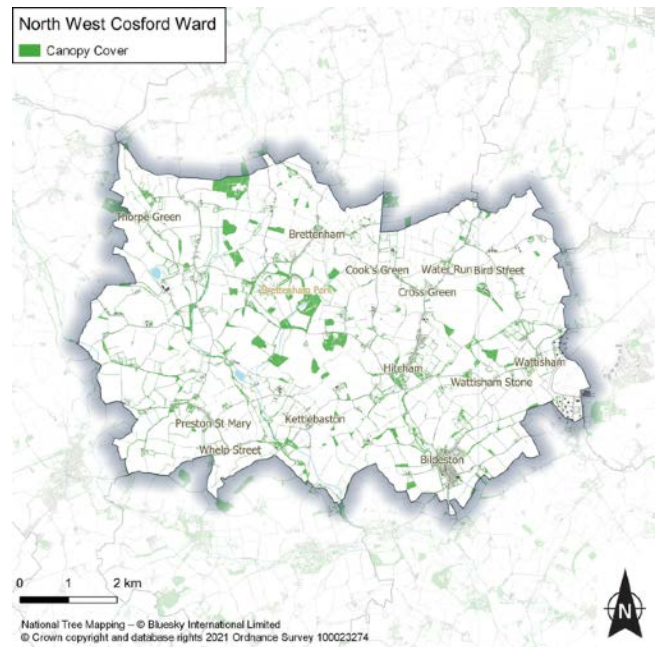
Hadleigh South Ward: **7.7%** canopy cover



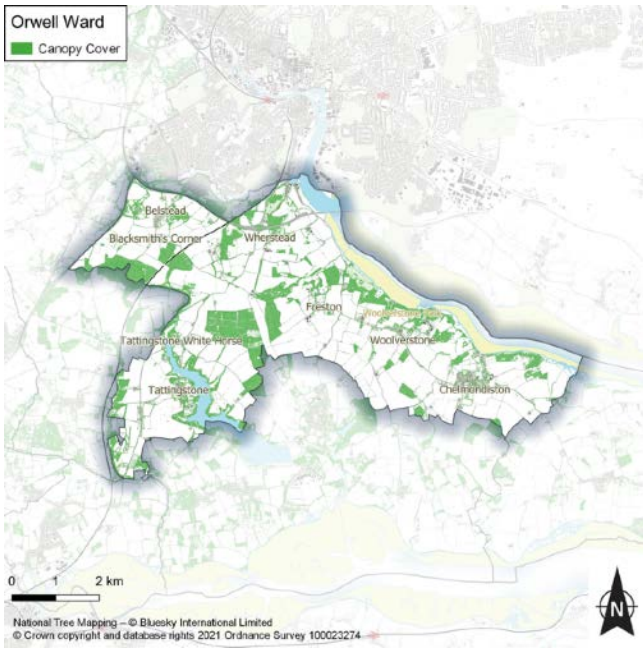
Lavenham Ward: **5.5%** canopy cover



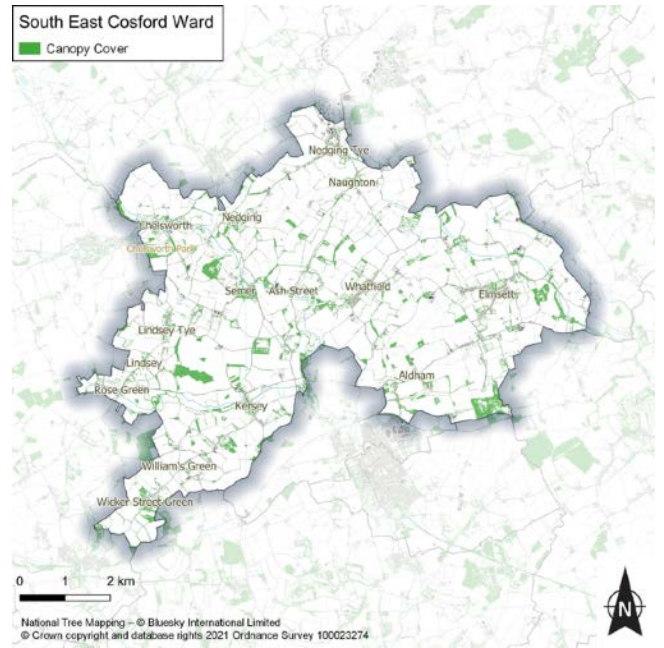
Long Melford Ward: **8.0%** canopy cover



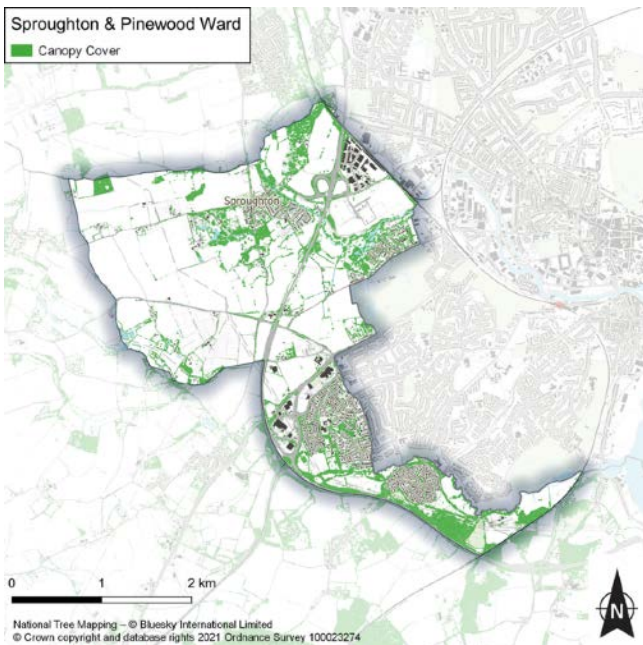
North West Cosford Ward: **17.2%** canopy cover



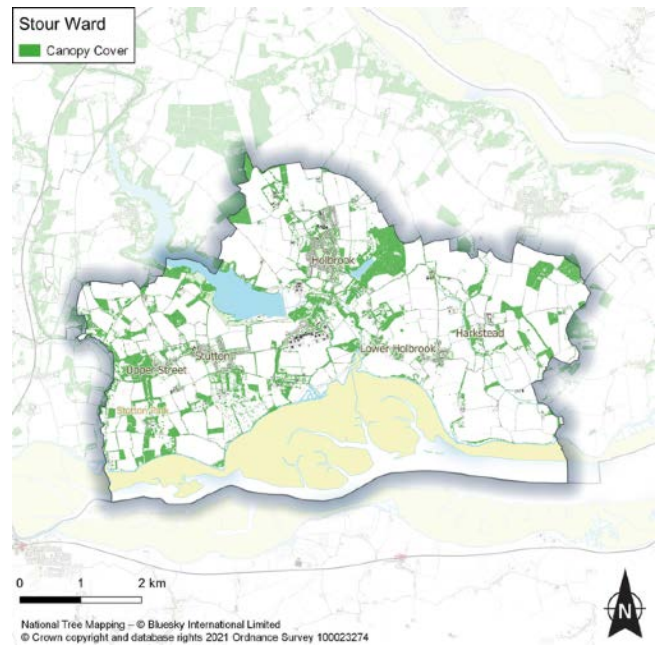
Orwell Ward: **19.0%** canopy cover



South East Cosford Ward: **7.7%** canopy cover



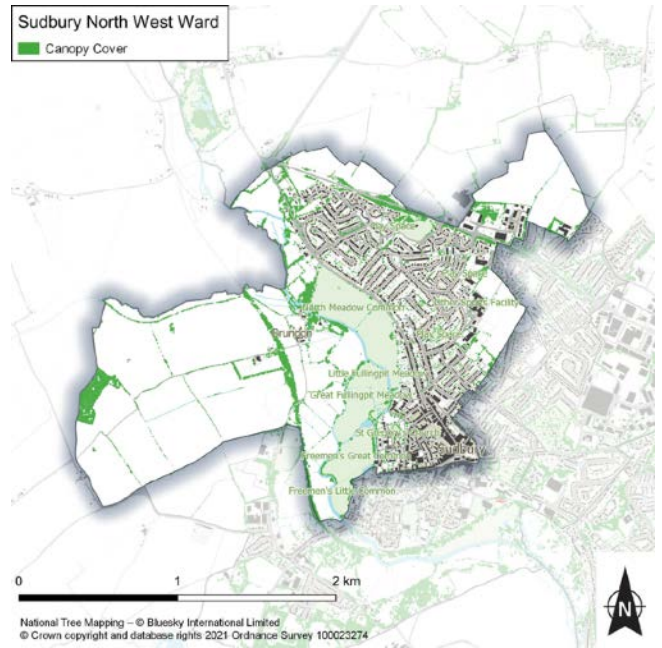
Sproughton & Pinewood Ward: **16.4%** canopy cover



Stour Ward: **13.0%** canopy cover



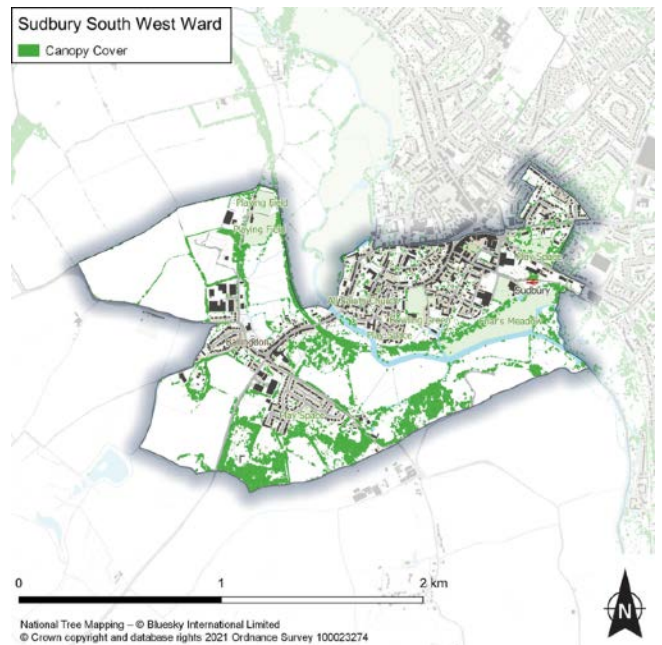
Sudbury North East Ward: **10.7%** canopy cover



Sudbury North West Ward: **8.7%** canopy cover

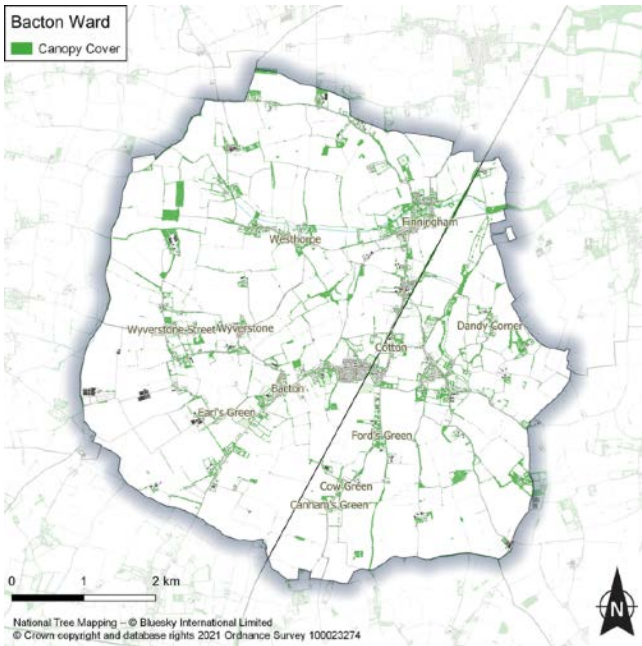


Sudbury South East Ward: **10.0%** canopy cover

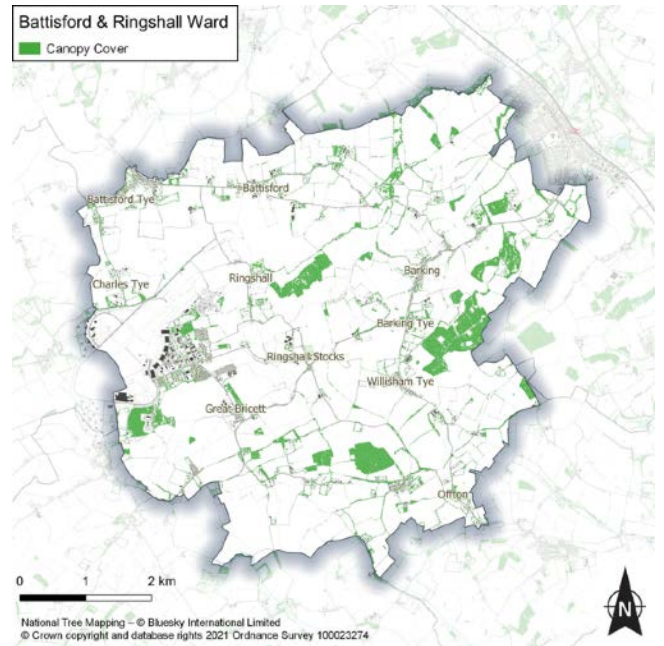


Sudbury South West Ward: **16.8%** canopy cover

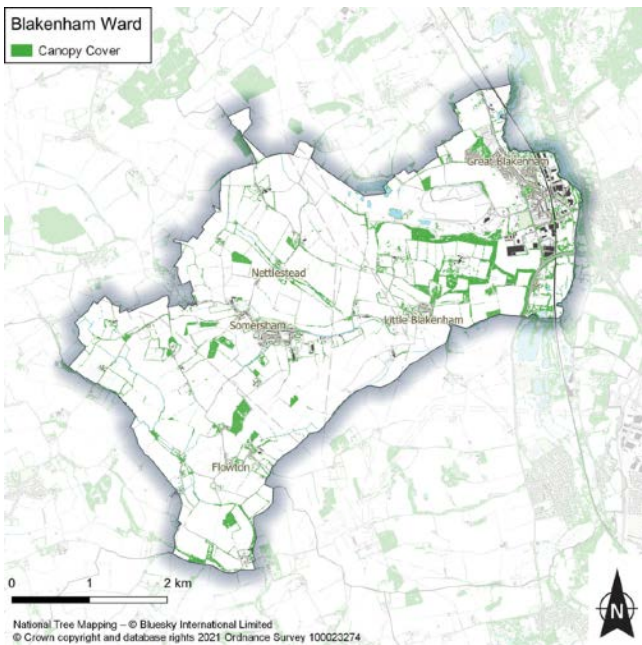
### 3.4 Mid Suffolk District Council's Individual Ward



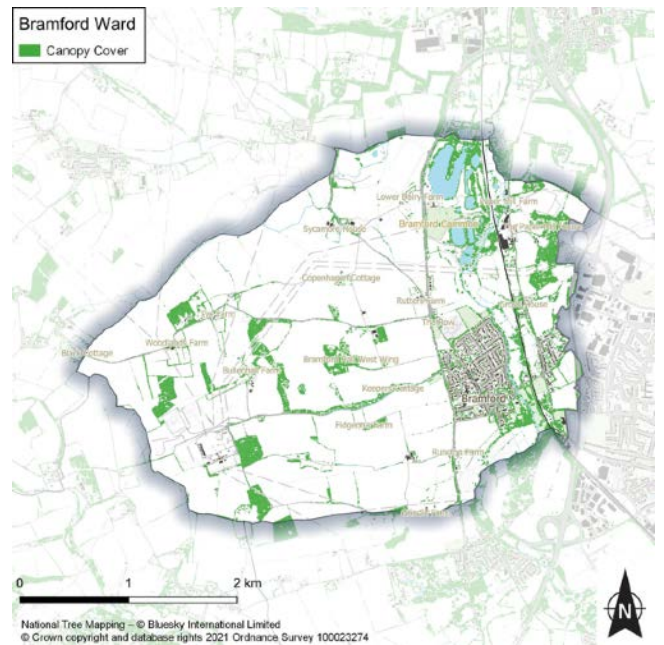
Bacton Ward: **6.4%** canopy cover



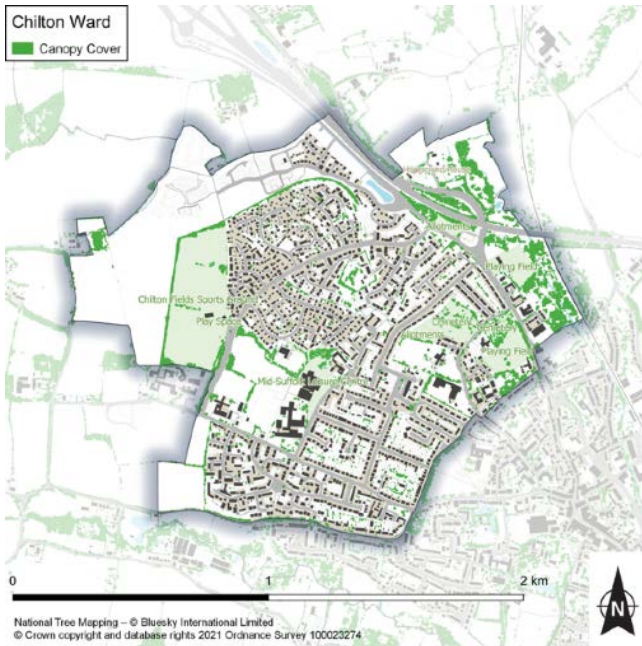
Batisford & Ringshall Ward: **8.3%** canopy cover



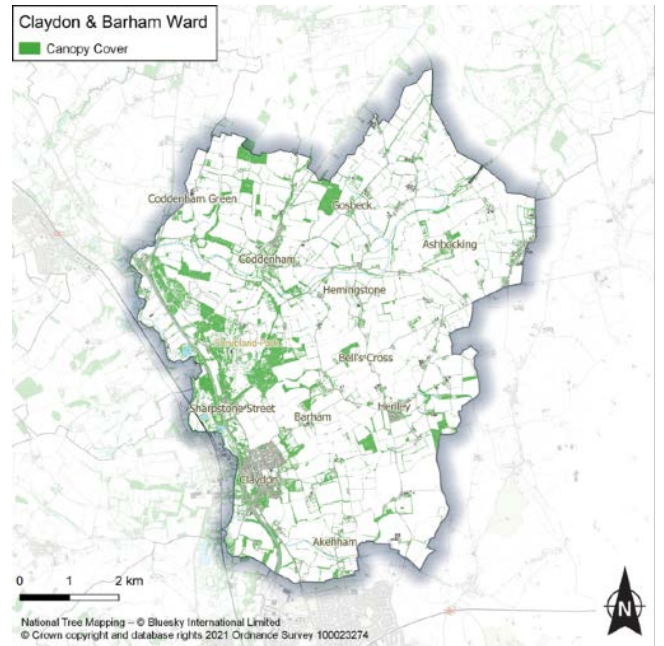
Blakenham Ward: **8.8%** canopy cover



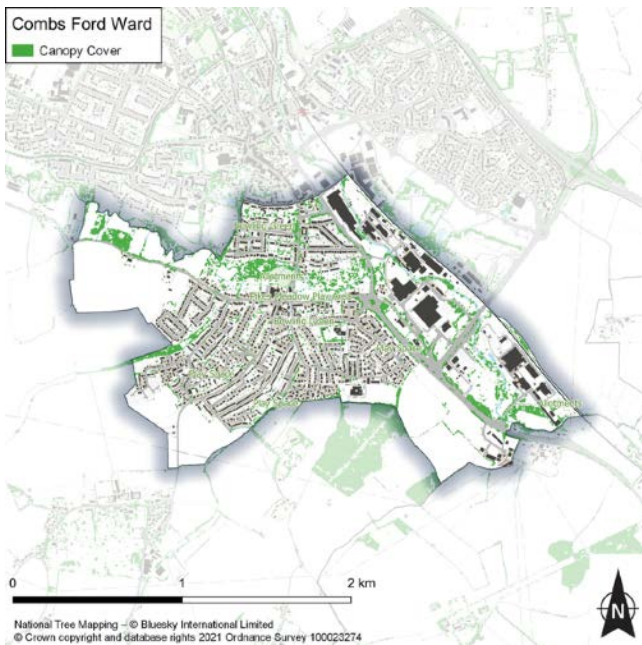
Bramford Ward: **10.8%** canopy cover



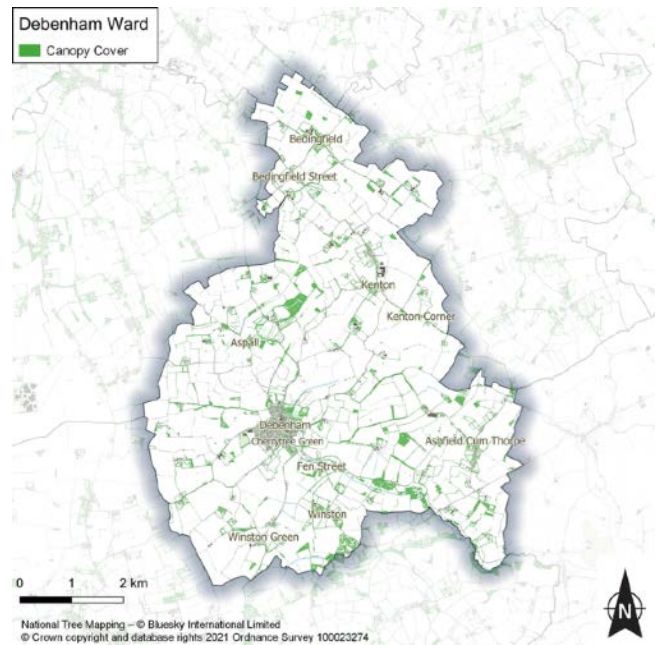
Chilton Ward: **8.7%** canopy cover



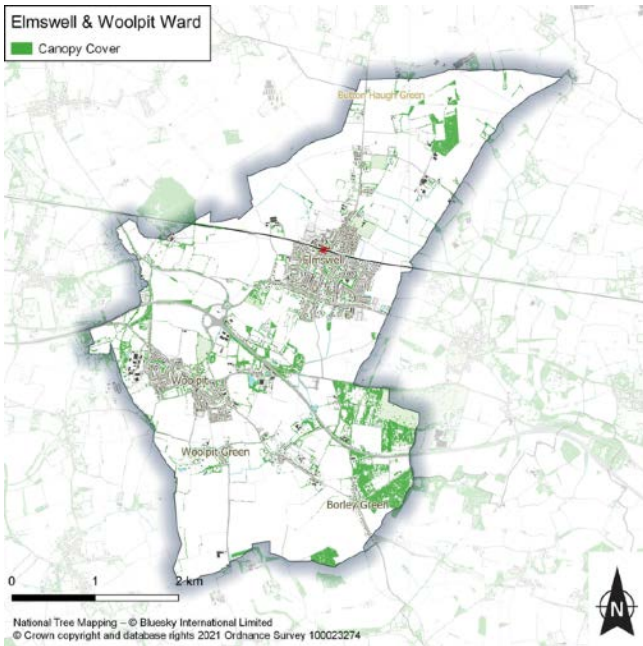
Claydon & Barham Ward: **12.8%** canopy cover



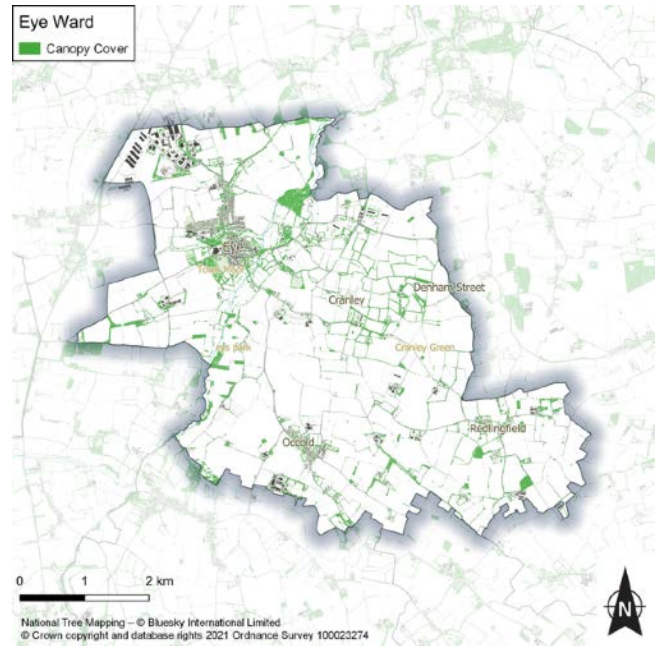
Combs Ford Ward: **9.6%** canopy cover



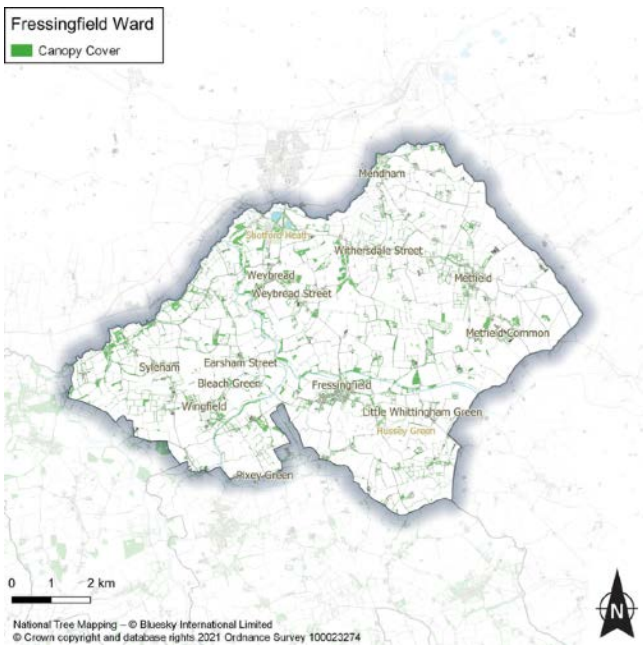
Debenham Ward: **7.5%** canopy cover



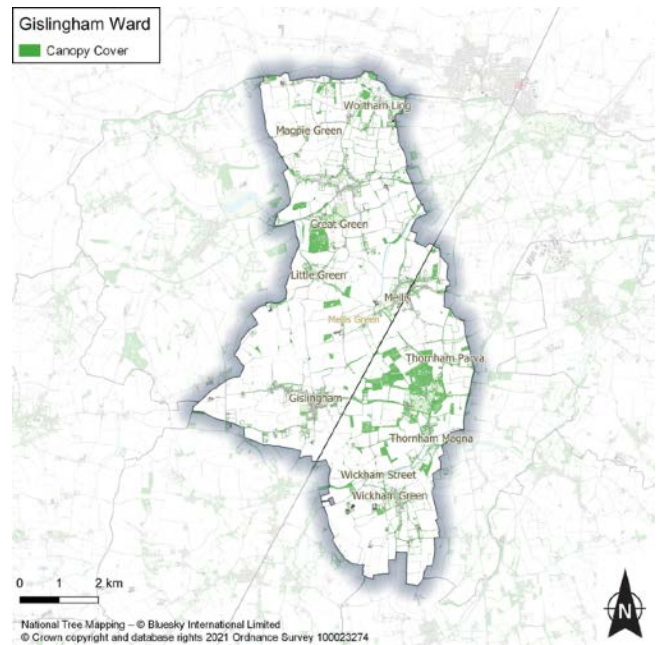
Elmswell & Woolpit Ward: **8.5%** canopy cover



Eye Ward: **7.9%** canopy cover

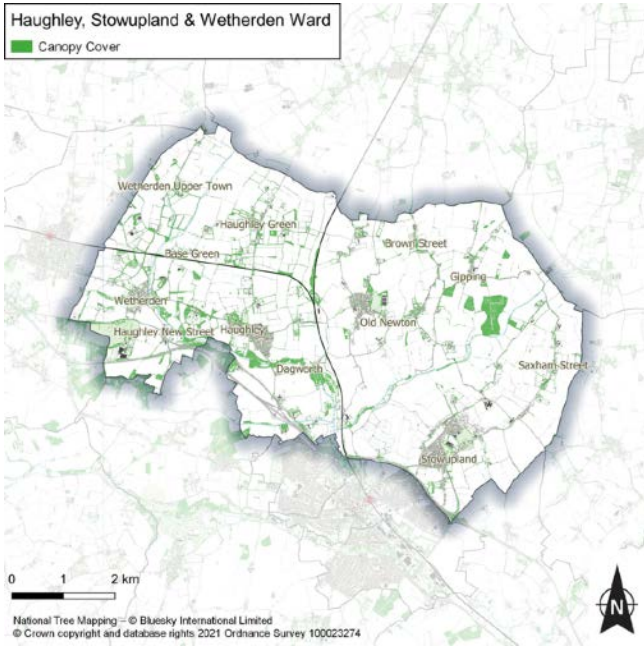


Fressingfield Ward: **6.5%** canopy cover

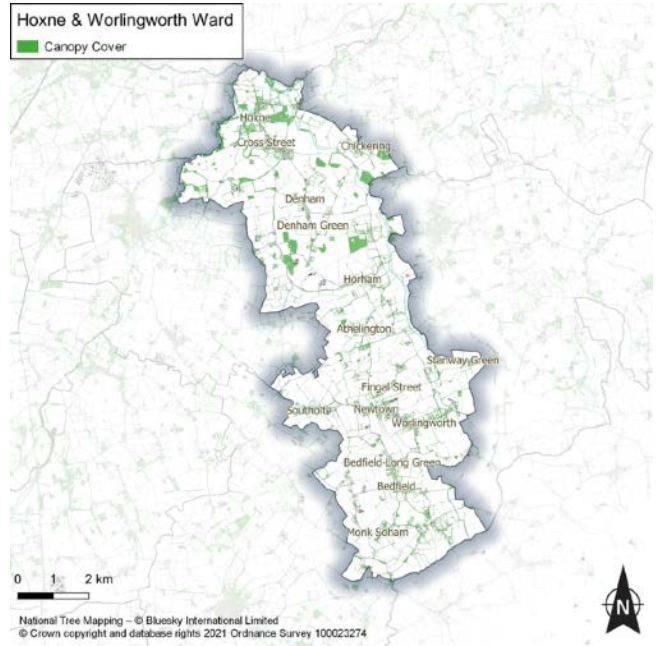


Gislingham Ward: **9.8%** canopy cover

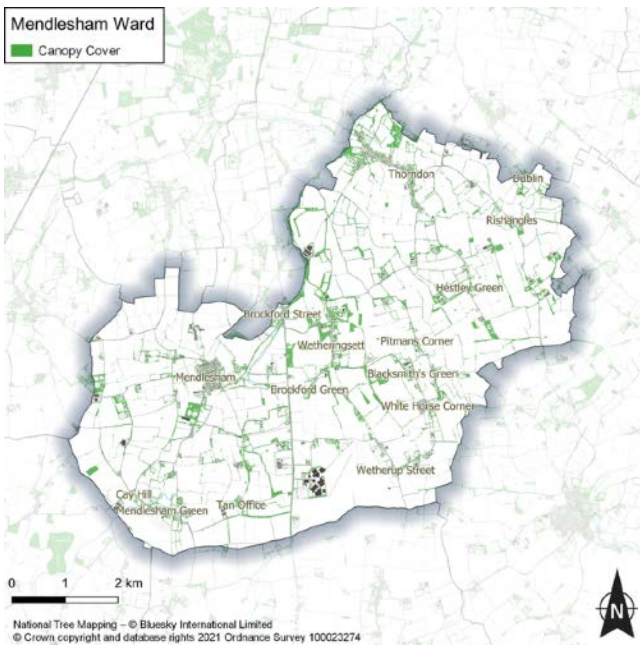




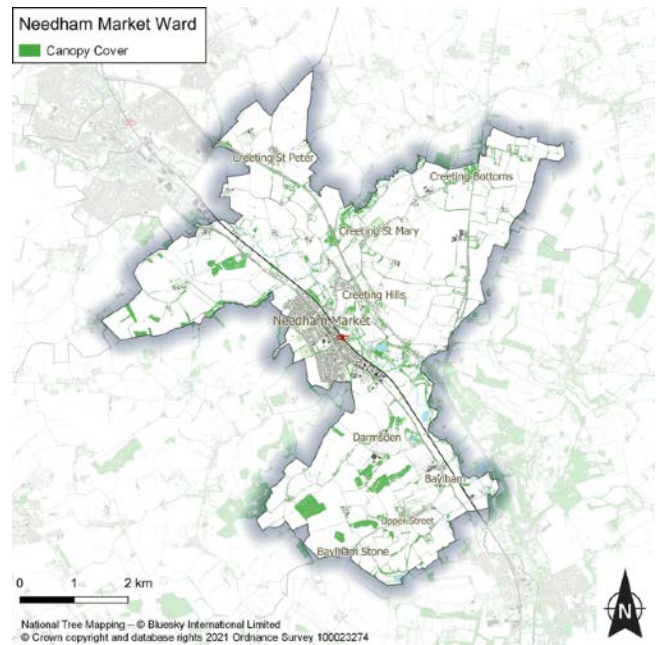
Haughley, Stowupland & Wetherden Ward: **7.4%** canopy cover



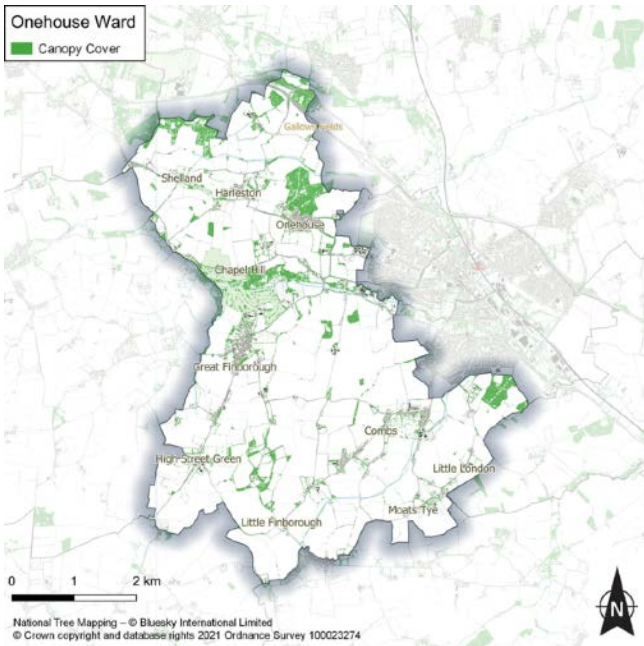
Hoxne & Worlingworth Ward: **8.3%** canopy cover



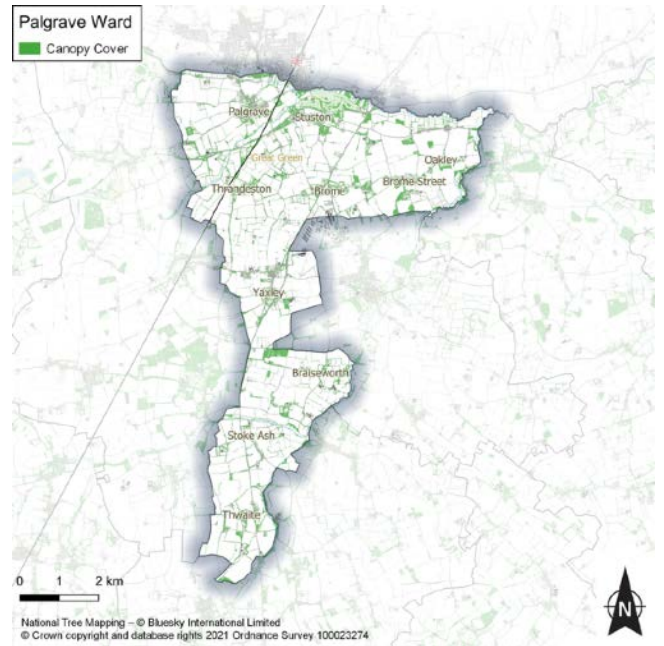
Mendlesham Ward: **7.1%** canopy cover



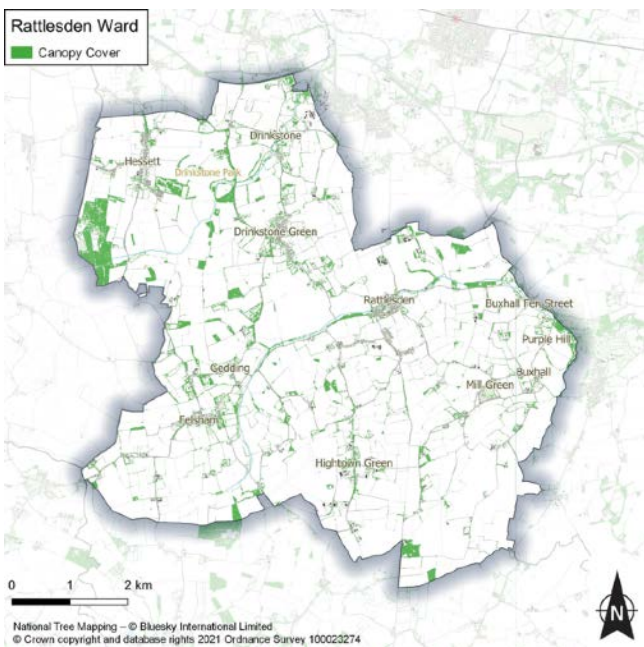
Needham Market Ward: **8.3%** canopy cover



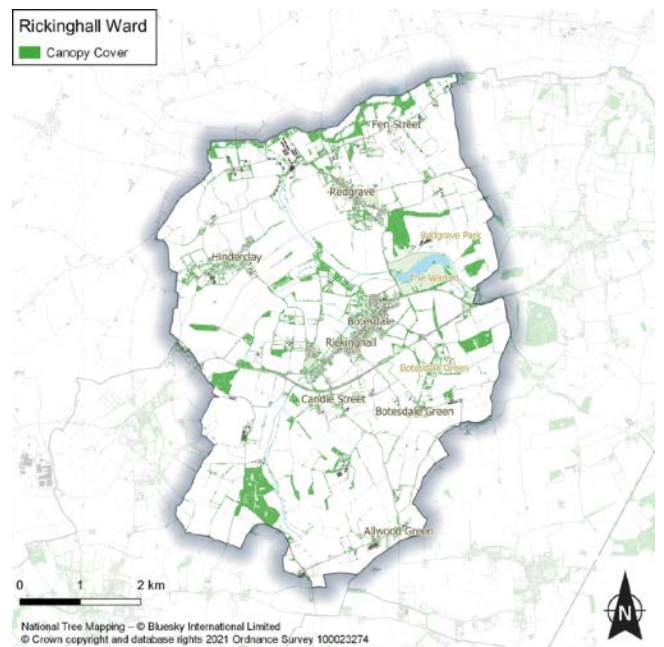
Onehouse Ward: **8.5%** canopy cover



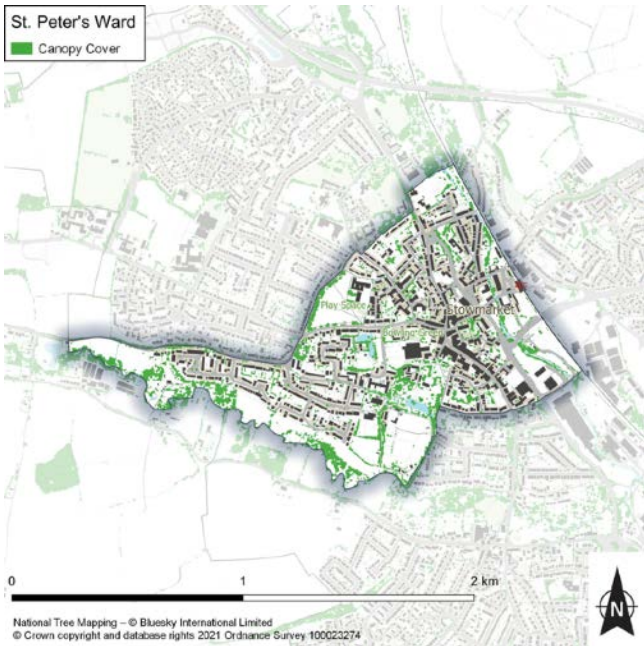
Palgrave Ward: **10.0%** canopy cover



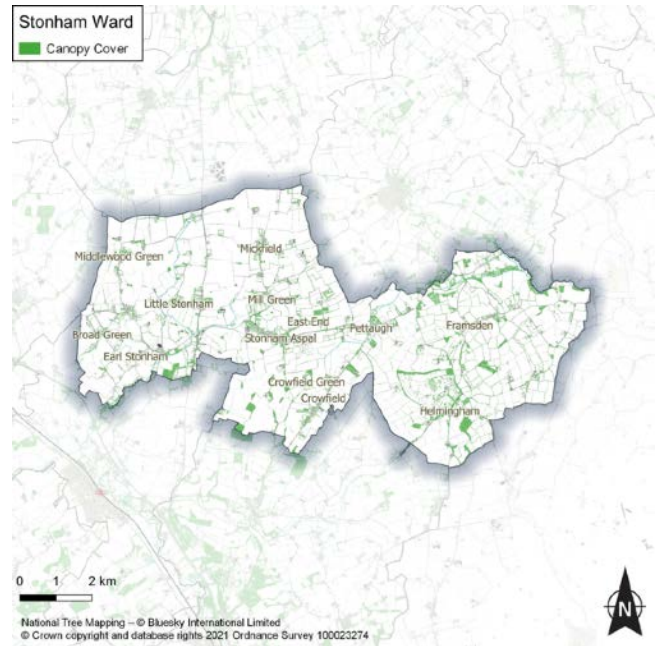
Rattlesden Ward: **6.8%** canopy cover



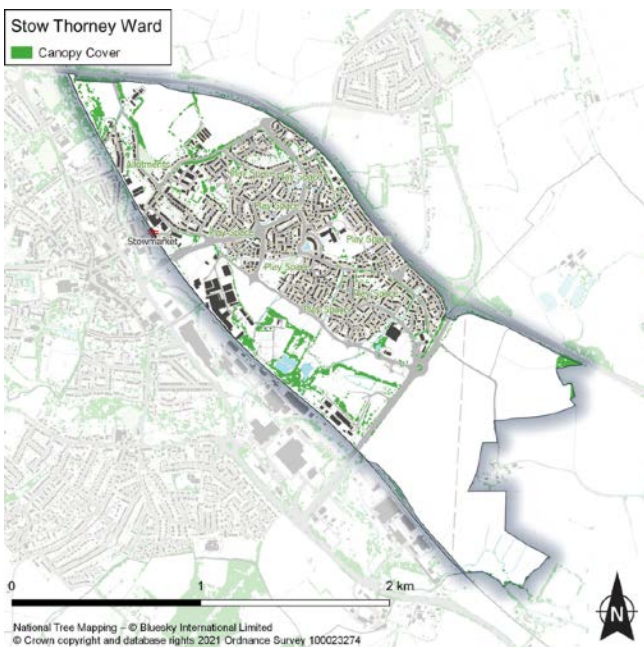
Rickingham Ward: **9.7%** canopy cover



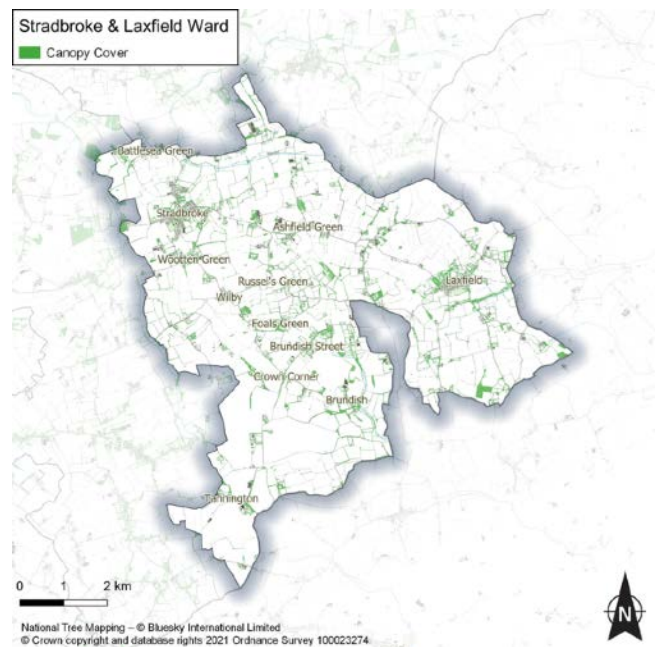
St. Peter's Ward: **12.7%** canopy cover



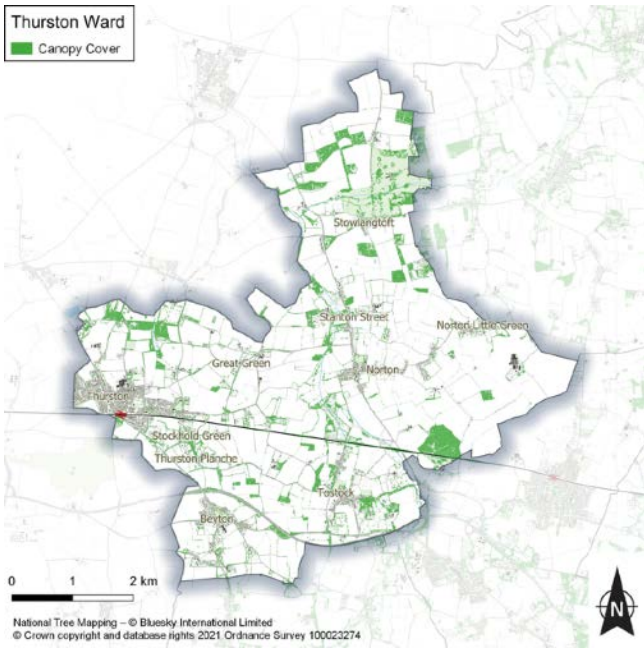
Stonham Ward: **7.5%** canopy cover



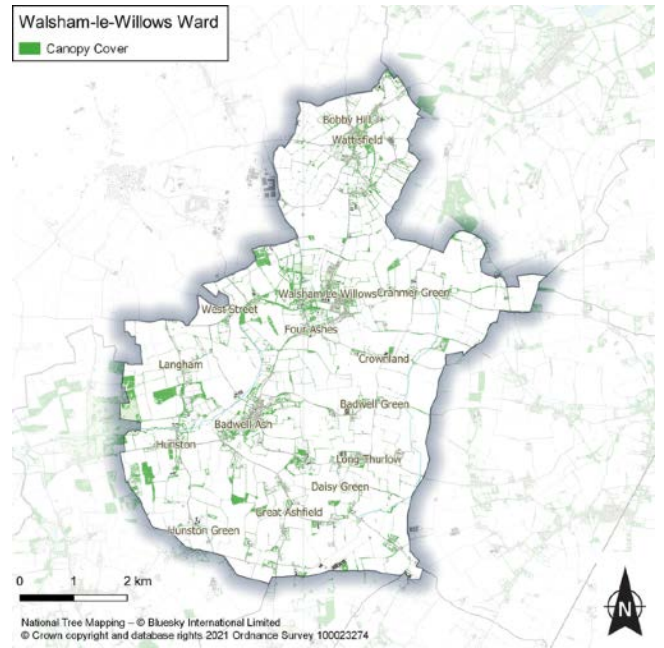
Stow Thorney Ward: **6.0%** canopy cover



Stradbroke & Laxfield Ward: **6.2%** canopy cover



Thurston Ward: **10.0%** canopy cover



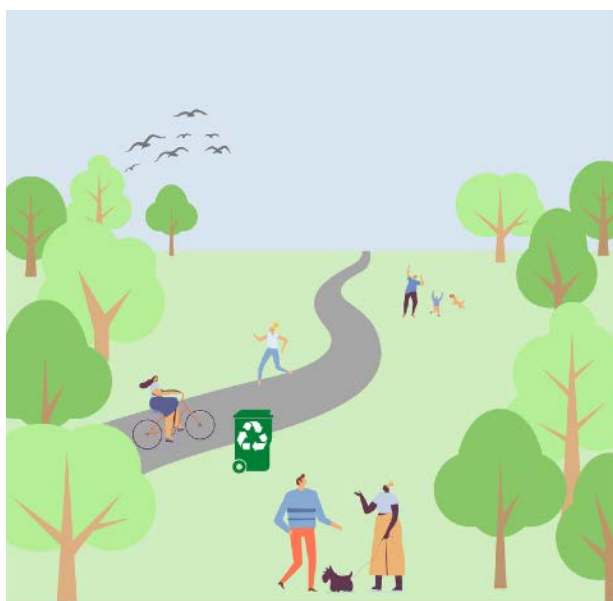
Walsham-le-Willows Ward: **6.8%** canopy cover

## 4. Canopy Cover and Communities

This section compares canopy cover with various quality of life indicators for Babergh and Mid Suffolk. These are shown for the ward level, for appropriate comparison to the canopy cover assessment. Where data was obtained at Lower Super Output Area<sup>9</sup> (LSOA) level it has been overlaid with current ward boundaries.

The information presented in the charts below does not necessarily show causations or even clear correlations. This is important to consider when analysing. However, it draws attention to the fact that areas with higher tree canopy generally perform well on other indicators (e.g. greater tree cover = less “deprived”).

The insert on each map shows the corresponding canopy cover replicated from Figure 3 (page 13).



Green spaces see less littering than urban areas and help connect people to the environment and green issues.

Trees provide a habitat for wildlife including birds, insects and small mammals.

Green open spaces promote a healthy mind by reducing stress and providing a peaceful environment.

People feel more inclined to exercise around green infrastructure and air quality is generally much better, therefore people living in greener areas are typically healthier than those from less green areas.

Urban areas with fewer trees see an increase in crime such as graffiti and antisocial behaviour.

Areas deprived of trees can be dull, and discourage people from spending time outside. This can affect peoples mental wellbeing.



<sup>9</sup> LSOA refers to postcode areas, some of which cross over ward boundaries. This makes data more spatially coherent, but more difficult to report at ward level.

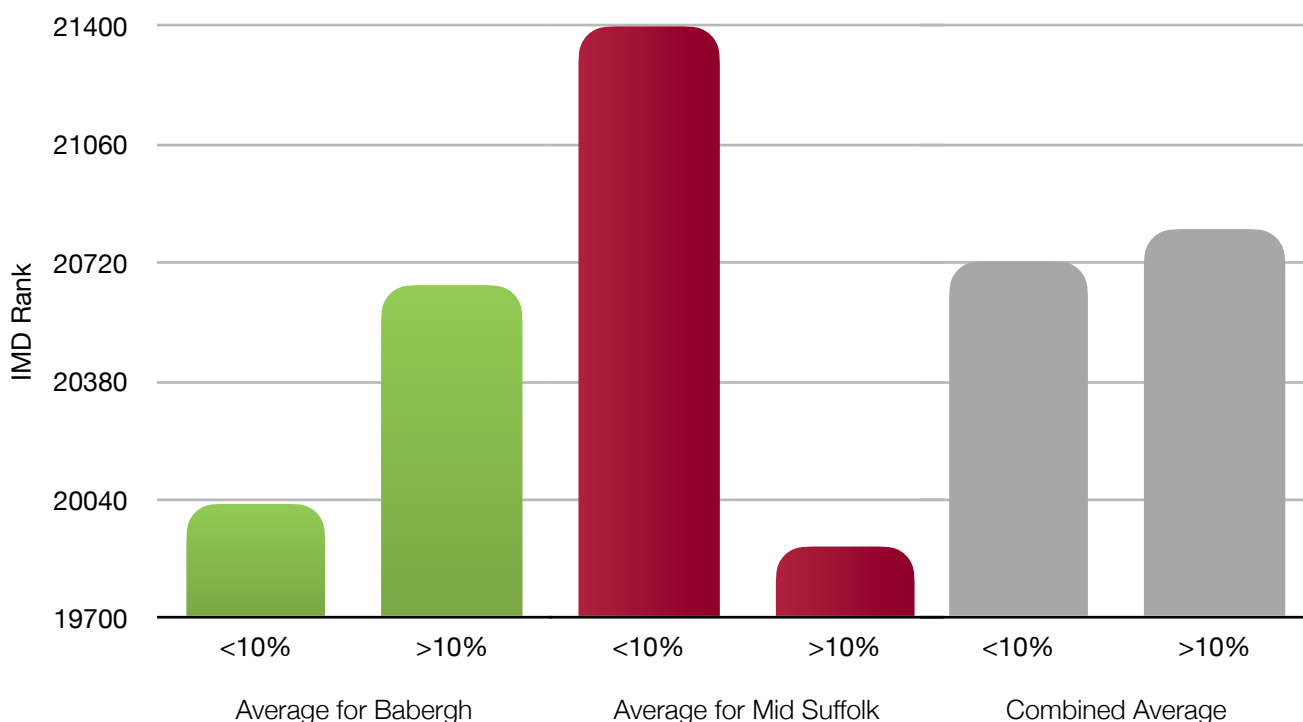
## 4.1 Index of Multiple Deprivation

Data concerning deprivation is collected at the Lower Layer Super Output Area (LSOA) scale and the ward averages are displayed in the following charts and figures.

*'The Index of Multiple Deprivation (IMD) ranks every small area in England from 1 (most deprived area) to 32,844 (least deprived area).'*

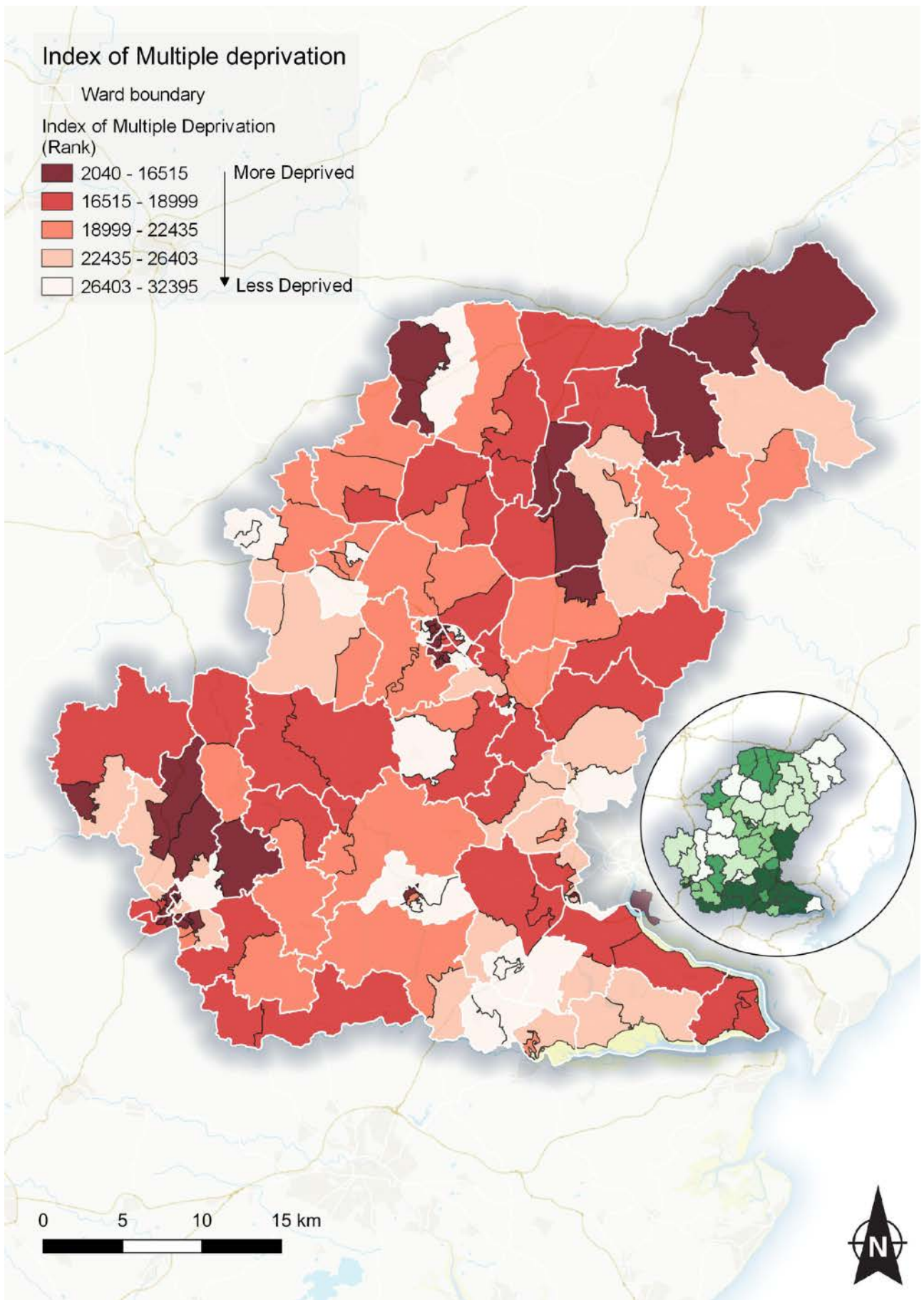
IMD combines information from seven domains to produce an overall relative measure of deprivation. The domains are combined using the following weightings: Income Deprivation (22.5%); Employment Deprivation (22.5%); Education, Skills and Training Deprivation (13.5%); Health Deprivation and Disability (13.5%); Crime (9.3%); Barriers to Housing and Services (9.3%); Living Environment Deprivation (9.3%). The relationship between canopy cover and IMD rank is illustrated in figure 7.<sup>10</sup>

The data shows that for IMD, on average, wards with canopy cover below 10% had an average rank of 20728, compared with wards with more than 10% canopy cover which had a rank of 20815. Although this echoes the findings of most other canopy studies, whereby greener areas typically have lower levels of deprivation, the difference is very small to the point of being negligible in this area. In Mid Suffolk, contrary to expectation, areas with less than 10% tree cover have a far higher average IMD rank, meaning these areas are less deprived than areas with more than 10% canopy cover.



**Figure 5: Graph of IMD by Ward and Canopy Cover**

<sup>10</sup> Public Health England, 2020



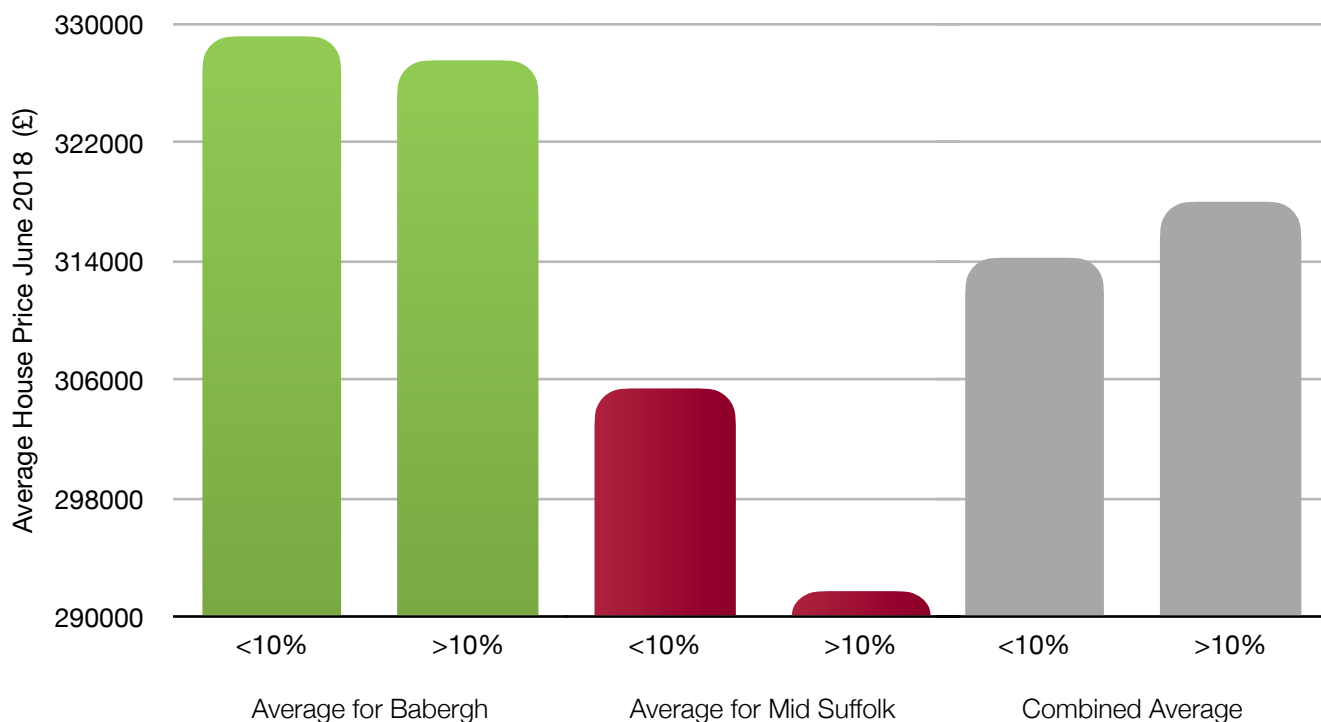
**Figure 6: IMD by Ward and Canopy Cover**

## 4.2 Median House Price

The Office for National Statistics (ONS) holds data on the 'Median price paid for residential property in England and Wales by property type and electoral ward' and this annual data is updated on a quarterly basis.<sup>11</sup>

The ward with the highest average house price is Bures St. Mary and Nayland Ward, at £500,000, and the lowest is Sudbury North East Ward with an average house price of £182,000.

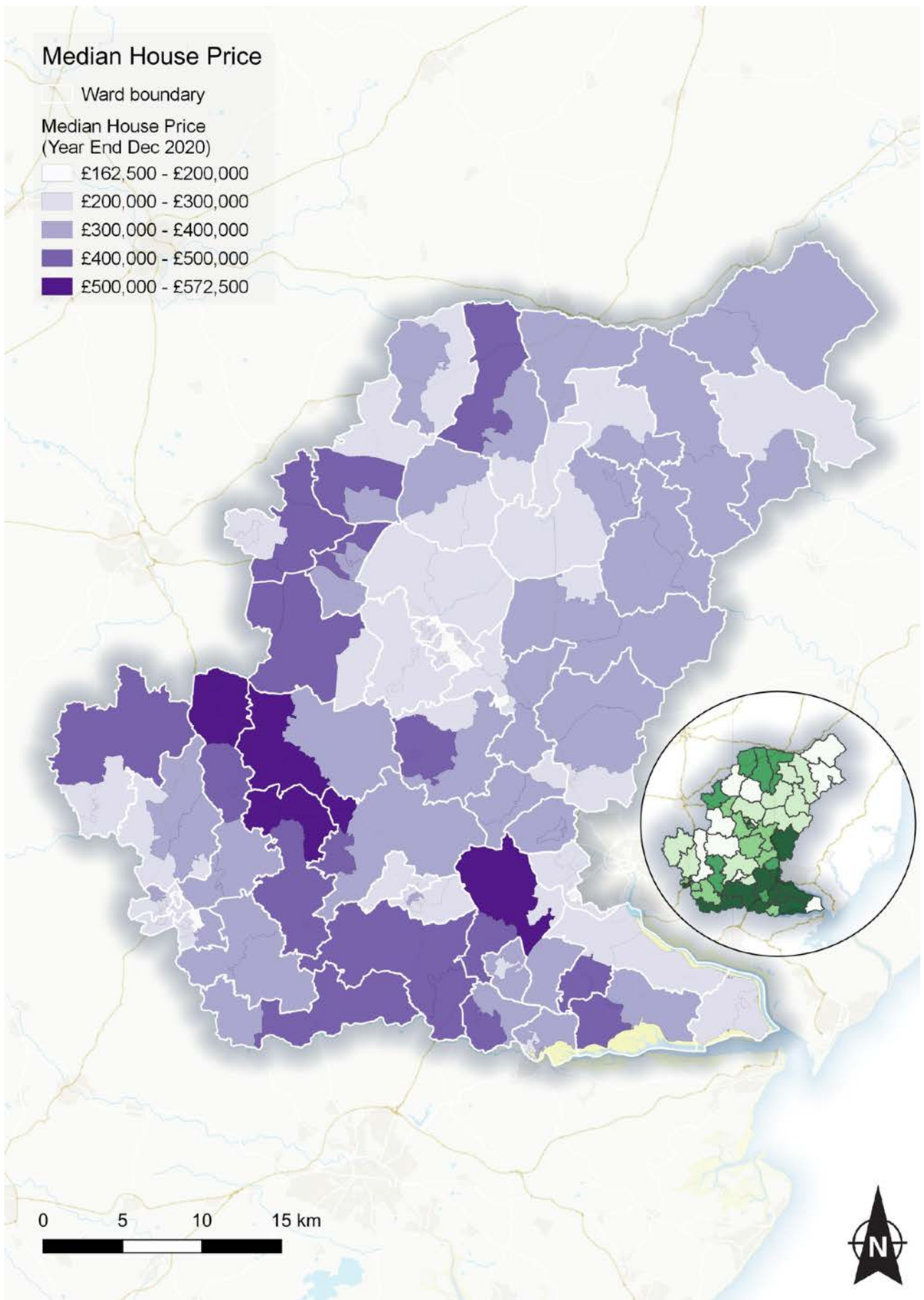
Across the whole of Babergh and Mid Suffolk, there is a difference of approximately £3,000 in average house prices between areas with below 10% canopy cover, and wards above 10% canopy cover, with the wards above 10% being worth slightly more. This is in line with the expected outcome, however this difference in average price is small. Individually, both Babergh and Mid Suffolk show the opposite trend, where areas with less canopy cover actually have higher average house prices. This difference is very small in Babergh, but in Mid Suffolk it is almost £14,000.



**Figure 7: Graph of House Prices by Ward and Canopy Cover**

<sup>11</sup> ONS, 2021





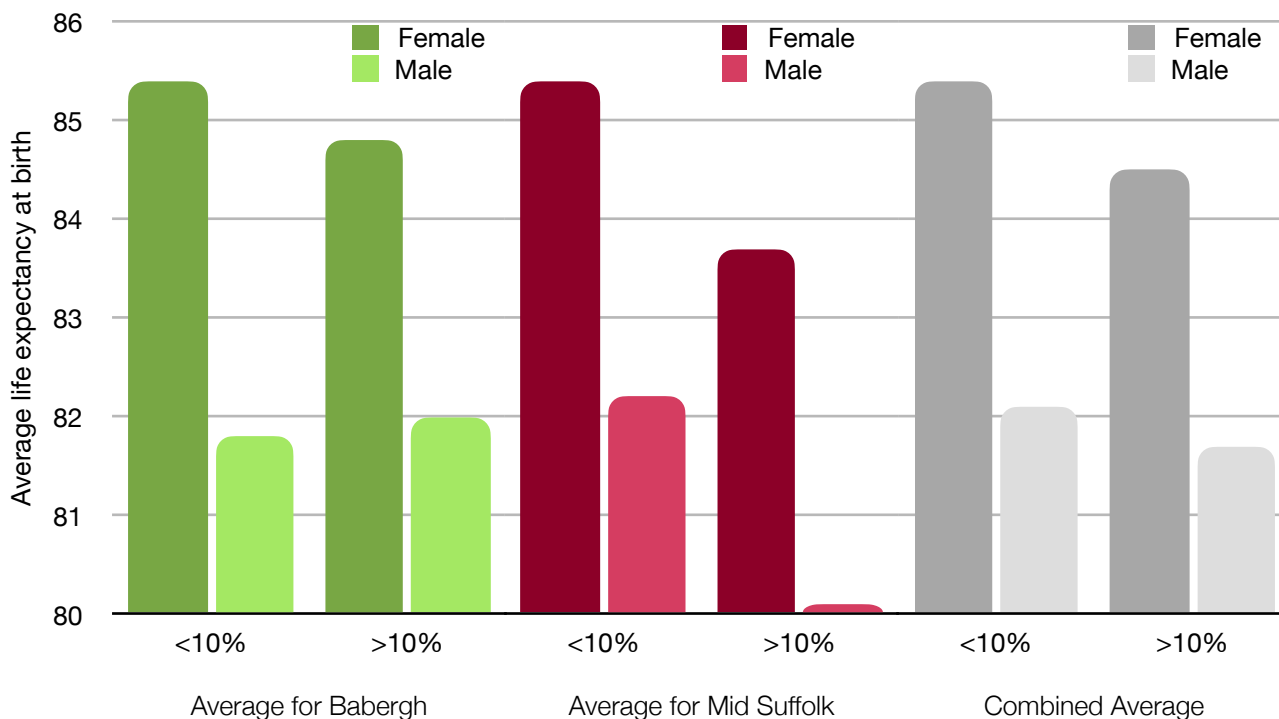
**Figure 8: House Prices by Ward and Canopy Cover**

## 4.3 Life Expectancy

Across the whole of Babergh and Mid Suffolk, life expectancy for women is on average 84.5 years for wards with above 10% canopy cover, and 85.4 years in wards with below 10% canopy cover. For males, life expectancy is around 82 years in all wards.<sup>12</sup> These findings for life expectancy contradict the expectation proven by other studies, however there is no significant difference in life expectancy for men in regards to tree canopy cover, and the difference for women is 0.9 years (equivalent to little under 11 months). This is a very small difference and many factors can effect life expectancy.

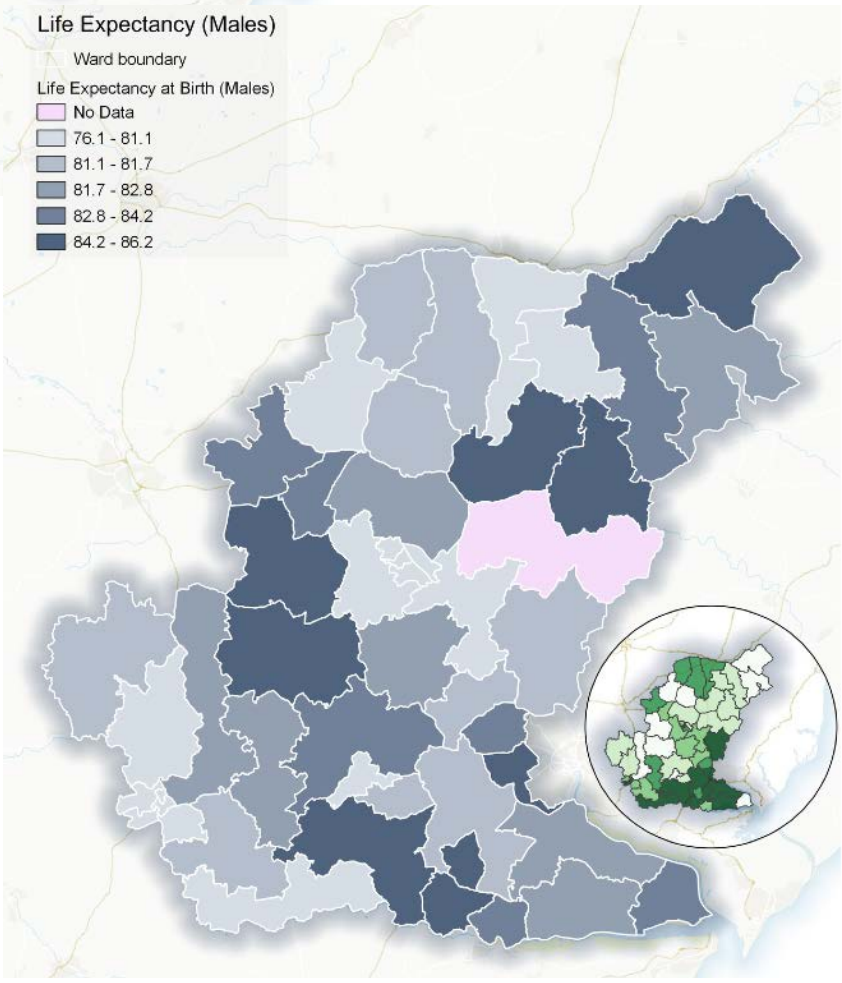
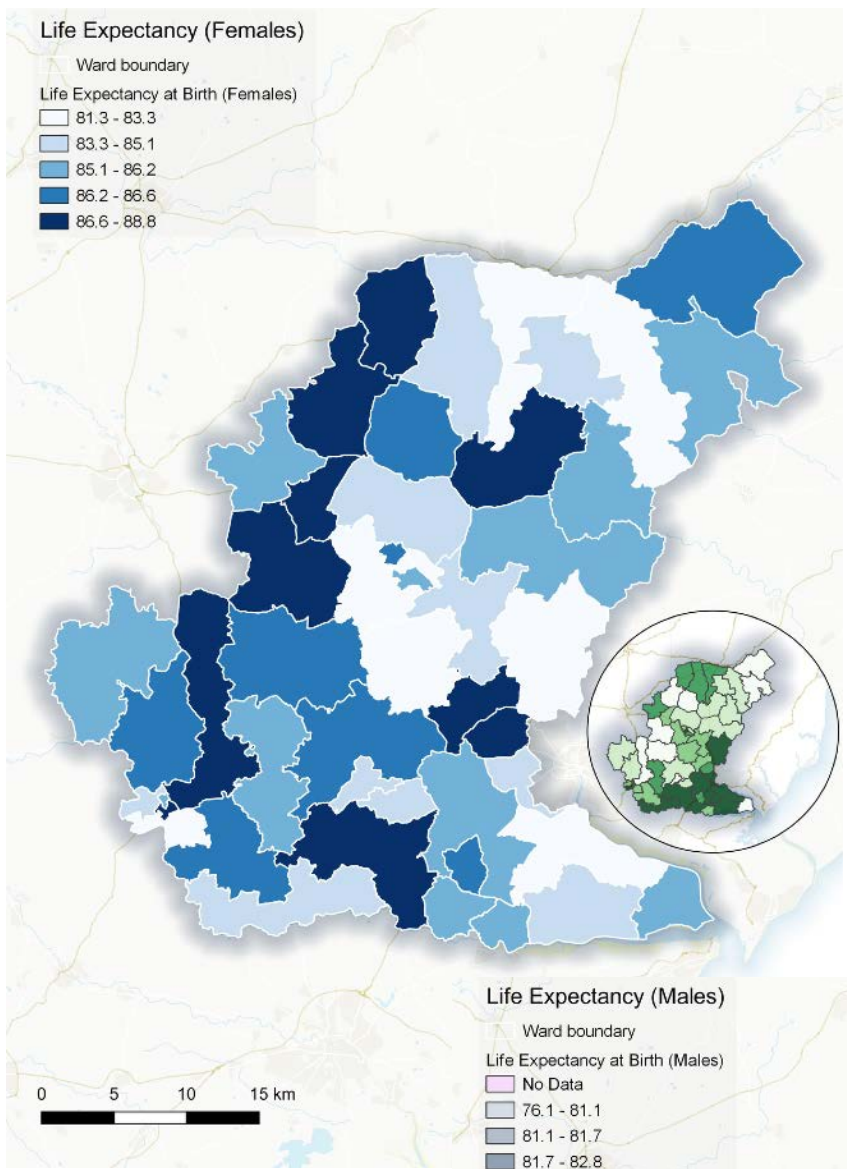
In Mid Suffolk, differences are more pronounced, with men reaching an average of 80 years in wards over 10% canopy cover, and 82 years in wards under 10% canopy cover. Meanwhile women are expected to exceed 85 years in wards under 10% canopy cover, and little under 84 years in wards over 10% canopy cover.

In Babergh, the degree of these small differences suggest that the average life expectancy across the whole district does not show distinct differences between wards with regards to canopy cover. This statement is also true for the combined area of Babergh and Mid Suffolk.



**Figure 9: Life Expectancy for Males and Females by Ward and Canopy Cover**

<sup>12</sup> Public Health England, 2020



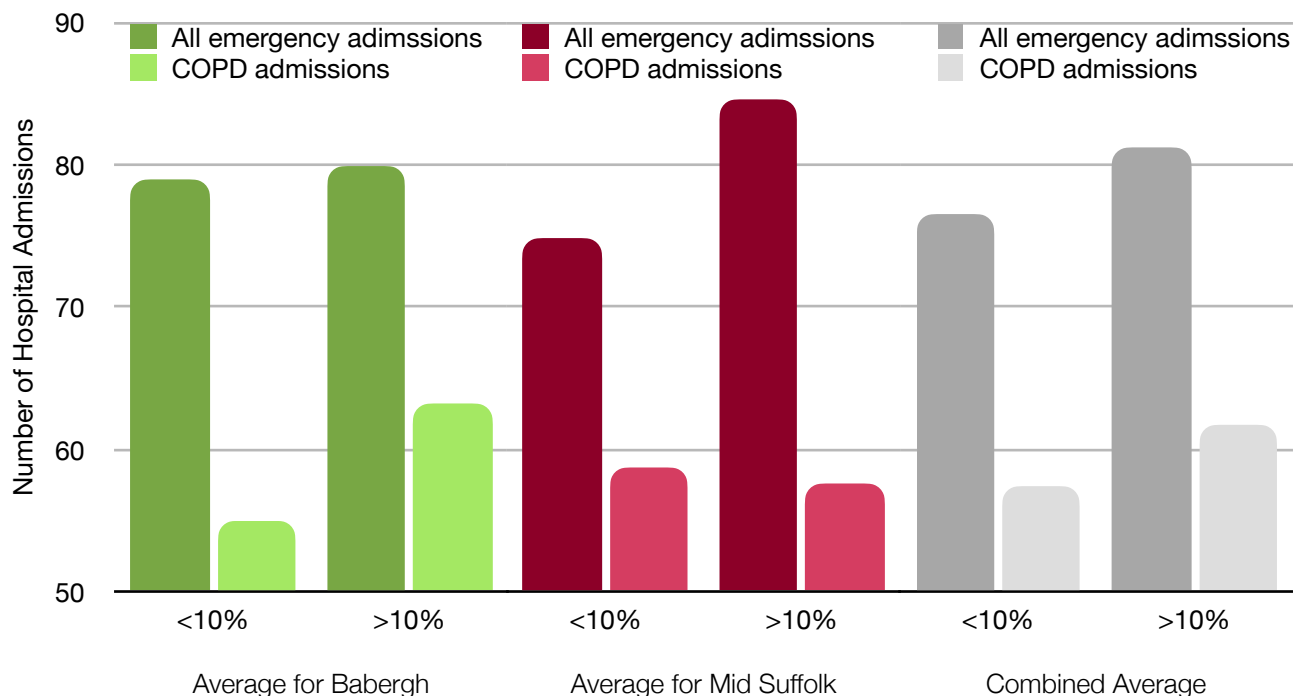
**Figure 10: Life Expectancy for Males and Females by Ward and Canopy Cover**

## 4.4 Hospital Admissions

Trees help to promote healthy environments and there is a growing body of research that shows people are happier in leafier environments, with reduced levels of stress and blood pressure.<sup>13</sup> Stress is one of the key contributing factors to mental health issues, which access to good quality green spaces can alleviate.<sup>14</sup> Depressive disorders are now the foremost cause of disability in middle-high income countries and can be precursors to chronic health problems.

Increased tree cover can help to promote good health (and therefore reduced numbers of hospital admissions) passively, by filtering air pollution and lowering peak summer temperatures, for example, and by promoting physical activity. Where green space is available it can be used for physical activity and may even help to reduce social health inequalities.<sup>15</sup> This is important because 1 in every 15 deaths in Europe is associated with a lack of physical activity.

Typically, we would expect fewer hospital admissions, particularly of Chronic Obstructive Pulmonary Disease (COPD) in areas with higher canopy cover. It appears however, that the rural setting of Babergh and Mid Suffolk means that this does not hold true across this area overall. However in Mid Suffolk, though all emergency admissions are higher in areas with greater canopy cover, the number of admissions for COPD is marginally lower.

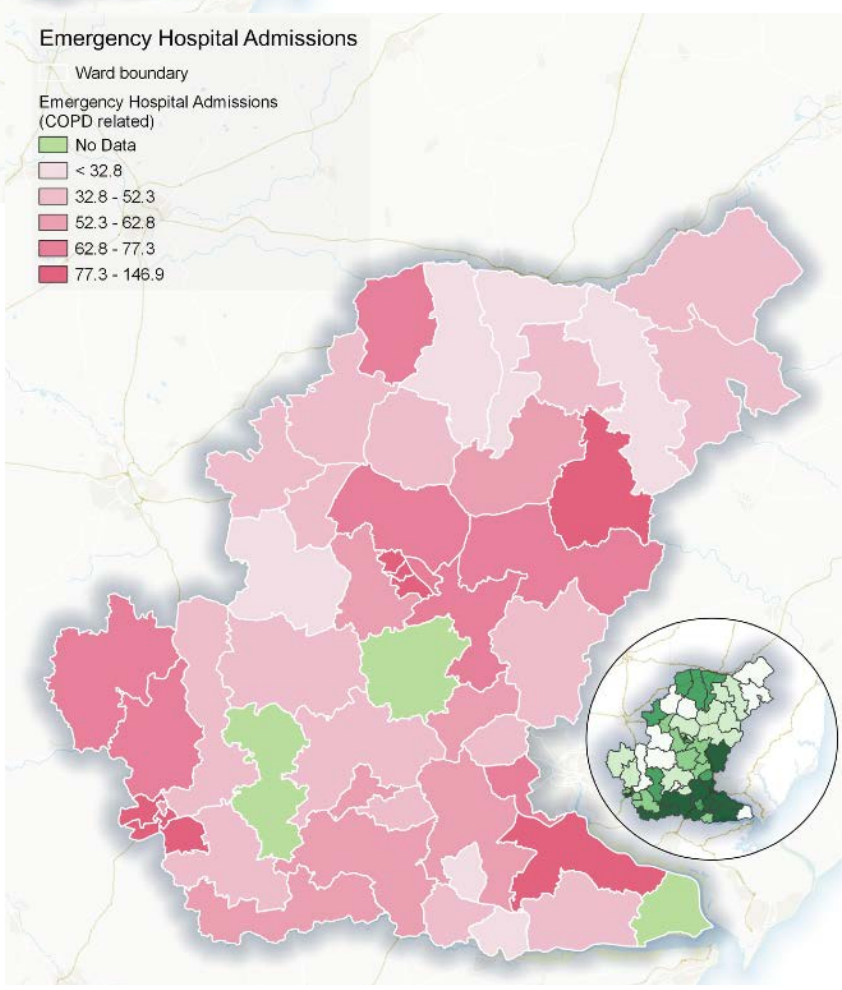
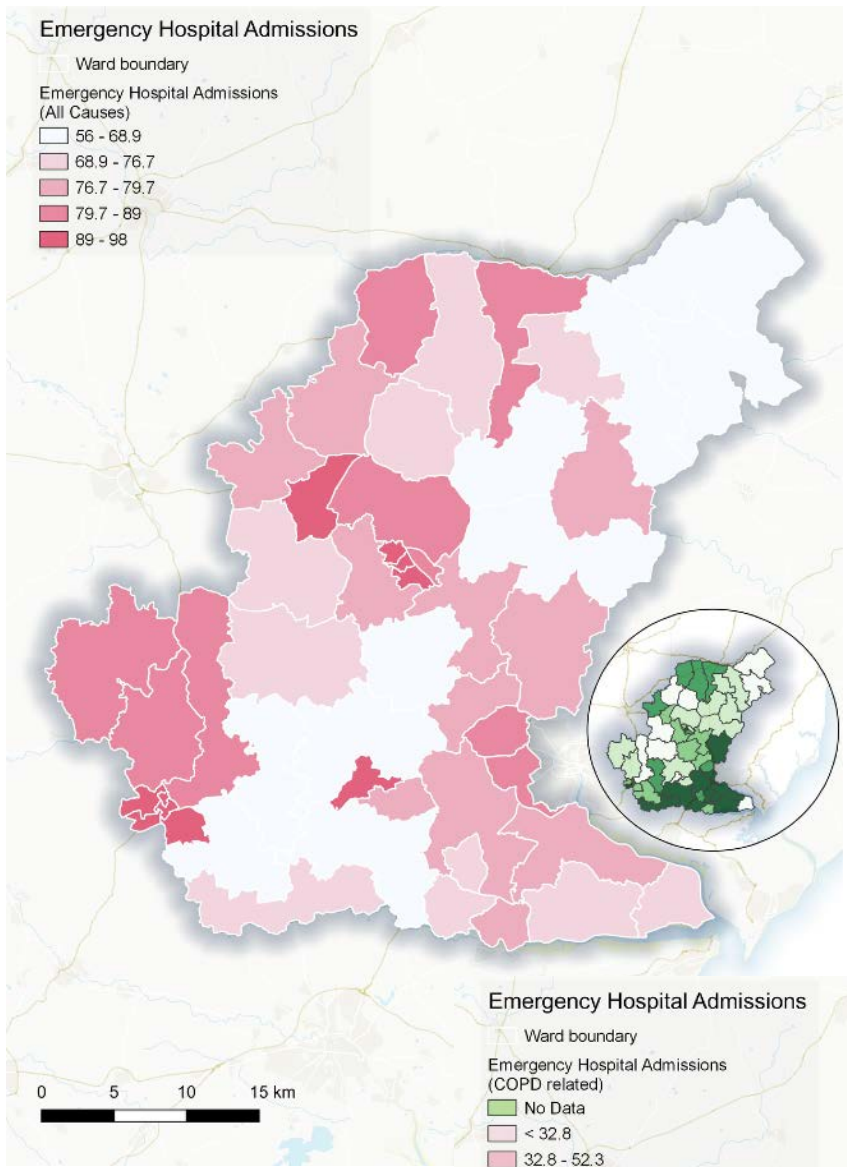


**Figure 11: Hospital Admissions by Ward and Canopy Cover**

<sup>13</sup> Hartig, 2003

<sup>14</sup> White, 2013

<sup>15</sup> Mitchell & Popham, 2008



**Figure 12: Hospital Admissions by Ward and Canopy Cover**

## 5. Ecosystem Service Provision

Trees in cities bring with them both benefits and costs. Whilst many of the costs are well known, the benefits can be difficult to quantify or justify. Nevertheless, a considerable and expanding body of research exists on the benefits that urban trees provide to those who live and work in our cities, to green infrastructure and to the wider urban ecosystem. Trees provide a 'sense of place', moderate extremes of high temperature in urban areas, improve air quality and act as a carbon sink. Yet, trees are often overlooked and undervalued. Understanding and valuing these services allows us to make more informed planting and management decisions for the benefit of current and future generations.

The ecosystem services (ES) provided by the urban forest of Babergh and Mid Suffolk are estimated using the i-Tree Canopy tool and the canopy cover estimates from the NTM data. As canopy cover estimates from i-Tree Canopy include both trees and shrubs, and therefore differ from those from the NTM data (which only counts trees over 3m high), ecosystem service amounts and values have been adjusted to account for this difference and thus give an overview of the ES provided by the tree cover only. This is a conservative estimate as some services cannot yet be measured accurately.

**In total, the trees within Babergh and Mid Suffolk provide an estimated £63,623,000 worth of ecosystem services each year!**



**1.3 million tonnes**  
of carbon stored



**1,920**  
olympic swimming pools worth of avoided runoff per year



**£13.6 million**  
worth of carbon sequestered annually



**2,416 tonnes**  
of pollution removed each year

## 5.1 Carbon Storage and Sequestration

The main driving force behind climate change is the concentration of carbon dioxide (CO<sub>2</sub>) in the atmosphere. Trees can help mitigate climate change by storing and sequestering atmospheric carbon as part of the carbon cycle. Since about 50% of wood by dry weight is comprised of carbon, tree stems and roots can store up to several tonnes of carbon for decades or even centuries.<sup>16</sup> As trees die and decompose they release the stored carbon. The carbon storage of trees and woodland is an indication of the amount of carbon that could be released if all the trees died. The current value for carbon in the UK is £70/tonne of CO<sub>2</sub>e as per the UK's central non-traded value for CO<sub>2</sub>.<sup>17</sup>

**Overall, the trees of Babergh and Mid Suffolk store over 1.3 million tonnes of carbon with a value of almost £343 million.**

Carbon sequestration is calculated from the predicted growth of trees. It refers to the amount of carbon a tree removes from the surrounding atmosphere and earth as it grows in one year.

**In total, the trees of Babergh and Mid Suffolk sequester 53,282 tonnes of carbon ever year. This service is valued at over £13.6 million.**

The average newly registered car in the UK produces 228.2g CO<sub>2</sub> per mile, therefore carbon sequestration across the districts corresponds to around 856 million 'new' vehicle miles per year. This is equivalent to the annual carbon emissions of 102,647 cars registered in the UK.<sup>18</sup>

	Babergh		Mid Suffolk		Total	
	Carbon Storage	Annual Carbon Sequestration	Carbon Storage	Annual Carbon Sequestration	Carbon Storage	Annual Carbon Sequestration
Amount (t)	612,000	24,000	723,000	29,000	1,335,000	53,000
Value (£)	£157,000,000	£6,260,000	£186,000,000	£7,417,000	£343,000,000	£13,677,000

**Table 5: Carbon storage and sequestration for Babergh and Mid Suffolk**

<sup>16</sup> Kuhns 2008, Mcpherson 2007

<sup>17</sup> Table 3 of the 'Data tables 1 to 19: supporting the toolkit and the guidance'- <https://www.gov.uk/government/publications/valuation-of-energy-use-and-greenhouse-gas-emissions-for-appraisal>

<sup>18</sup> <https://www.gov.uk/government/statistical-data-sets/nts09-vehicle-mileage-and-occupancy#table-nts0901>



## 5.2 Avoided Runoff

Surface runoff can be a cause for concern in many areas as it can contribute to flooding and is a source of pollution in streams, wetlands, waterways, lakes and oceans. During precipitation events, a proportion is intercepted by vegetation (trees and shrubs) while the remainder reaches the ground. Precipitation that reaches the ground and does not infiltrate into the soil becomes surface runoff.<sup>19</sup> In urban areas, the large extent of impervious surfaces increases the amount of runoff. Trees are very effective at reducing runoff<sup>20</sup> as tree canopies intercept precipitation, while root systems promote water infiltration and storage in soil. Avoided surface runoff is calculated based on interception by vegetation, specifically the difference between annual runoff with and without vegetation. The current household measured sewerage treatment volumetric charge by Anglian Water is £1.5655/m<sup>3</sup> (2021/22).<sup>21</sup>

**Across the whole of Babergh and Mid Suffolk, trees intercept a total of over 4.8 million cubic metres of surface runoff; this is valued at £7.6 million in avoided sewerage charges.**

	Babergh	Mid Suffolk	Total
Amount (m <sup>3</sup> )	2,337,000	2,513,000	4,850,000
Value (£)	£3,658,000	£3,934,000	£7,592,000

**Table 6: Total annual pollutant removal and associated value, by pollutant type for Babergh.**

<sup>19</sup> Hirabayashi 2012

<sup>20</sup> Trees in Hard Landscapes (TDAG) 2014

<sup>21</sup> <https://www.anglianwater.co.uk/siteassets/household/about-us/customer-charges-scheme-2021-22.pdf>

## 5.3 Air Pollution Removal

Poor air quality is a common problem in many urban areas, in particular along transport corridors. Air pollution caused by human activity has caused issues since the beginning of the industrial revolution. With increasing populations and industrialisation, large quantities of pollutants are produced and released into the urban environment. The problems caused by poor air quality are well documented, ranging from severe health problems in humans to damage to buildings. Urban trees can help to improve air quality by reducing air temperature and directly removing pollutants.<sup>22</sup> Trees intercept and absorb airborne pollutants on to the leaf surface.<sup>23</sup> Removing pollution from the atmosphere can reduce the risks of respiratory disease and asthma, and thus reduce healthcare costs.<sup>24</sup>

In terms of the urban forest structure, and considerations with regards to tree planting, greater tree cover, pollution concentrations and leaf area are the main factors influencing pollution filtration. Therefore increasing areas of tree planting have been shown to make further improvements to air quality. Furthermore, because filtering capacity is closely linked to leaf area, it is generally the trees with larger canopy potential that provide the most benefits.

**The trees across the whole of Babergh and Mid Suffolk filter out a total of 2,400 tonnes of pollutants from the surrounding atmosphere each year - a service worth over £42 million each year!**

The valuation method uses UK social damage costs (UKSDC) where available. Where there are no UK figures, the US externality cost (USEC) is used as a substitution. The US costs were used for Ozone and Carbon Monoxide only. Babergh and Mid Suffolk have been classified within the 'Road Transport Urban Large Category' for the purposes of valuation in this study. Values are set as NO<sub>2</sub>-£11.738/kg, SO<sub>2</sub>-£6.79/kg, PM2.5-£220.12/kg, CO-£0.96/kg, and O<sub>3</sub>-£1.06/kg.

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<sup>22</sup> Tiwary *et al.*, 2009

<sup>23</sup> Nowak *et al.*, 2000

<sup>24</sup> Peachey *et al.*, 2009. Lovasi *et al.*, 2008

### 5.3.1 Pollution Removal in Babergh

Pollutant	Amount (t)	Value (£)
Carbon Monoxide	26	£25,000
Nitrogen Dioxide	201	£2,362,000
Ozone	771	£815,000
Particulate Matter 2.5	78	£17,138,000
Sulphur Dioxide	27	£183,000
<b>Total</b>	<b>1,014</b>	<b>£20,523,000</b>

**Table 7: Total annual pollutant removal and associated value, by pollutant type for Babergh.**

### 5.3.2 Pollution Removal in Mid Suffolk

Pollutant	Amount (t)	Value (£)
Carbon Monoxide	28	£26,000
Nitrogen Dioxide	248	£2,906,000
Ozone	923	£976,000
Particulate Matter 2.5	80	£17,698,000
Sulphur Dioxide	33	£225,000
<b>Total</b>	<b>1,312</b>	<b>£21,831,000</b>

**Table 8: Total annual pollutant removal and associated value, by pollutant type for Mid Suffolk.**

### 5.3.3 Pollution Removal Across Babergh and Mid Suffolk

Pollutant	Amount (t)	Value (£)
Carbon Monoxide	54	£51,000
Nitrogen Dioxide	449	£5,268,000
Ozone	1,694	£1,791,000
Particulate Matter 2.5	158	£34,836,000
Sulphur Dioxide	60	£408,000
<b>Total</b>	<b>2,415</b>	<b>£42,354,000</b>

**Table 9: Total annual pollutant removal and associated value, by pollutant type for Babergh and Mid Suffolk.**

## 6. Conclusions

This preliminary study presents data on the tree canopy cover found in Babergh and Mid Suffolk. It also establishes a baseline which can be used to monitor future progress, or used in further research.

The data collected can inform where there are opportunities to increase tree cover by highlighting areas of low tree canopy cover and the available plantable space within them. Furthermore, planting could also be targeted to the areas which also are the most deprived as discussed within Chapter 4. Taking this data further in this way can lead to a tree planting strategy, where the most appropriate land can be identified for tree planting and certain areas can be prioritised.

This report highlights much scientific research that supports the assertion that trees provide a wide range of valuable ecosystem services. Whilst the trees across Babergh and Mid Suffolk offer many benefits including cleaner air, reduced stormwater run-off, and over 1 million tonnes of carbon storage, the combined area has the potential to do even more for the environment. **At the moment, total tree canopy cover for the whole area is at 9.4%.**

The average canopy cover across the UK is 16%. Forest Research suggest that 15% tree canopy cover is an appropriate target for coastal areas, and 20% is appropriate for localities outside of coastal areas. This being said, it is also well documented that rural areas in the UK often have lower canopy cover than urban areas as land has been cleared for farming, leaving tree cover mostly confined to hedgerows. Given the location and rural setting of Babergh and Mid Suffolk, and the existing canopy cover of both areas, **it would be suggested that 15% canopy cover is a sensible and attainable target for the area**, though a reasonable time frame for achieving this should be set. The 20% target should be a longer term aspiration for the area, in particular within the more built up areas.

Raising canopy cover to 15% would vastly improve the area, not only in terms of the aforementioned ecosystem services, but also by providing habitats and improving biodiversity, improving soil health, providing mental and physical wellbeing benefits to local people, improving the amenity of the area, and much more.

In some areas in both Babergh and Mid Suffolk, this canopy cover target may seem like a big task, but identifying the areas most at need will help to structure the development of an ambitious tree strategy including not only tree planting, but also the management and maintenance of this resource. A Tree Planting Strategy could be a useful tool for identifying areas where tree canopy can make the most impact and the best places to begin.

Contrary to the vast majority of studies, higher tree canopy cover does not correlate to lower levels of deprivation in the area, and both hospital admissions and life expectancy show little (or essentially no) correlation in Babergh and Mid Suffolk. This indicates that tree cover is not a primary factor in deprivation across Babergh and Mid Suffolk. Though this is not in line with some previous studies, it is not unusual for a rural area, and these quality of life indicators are often more useful as a metric across smaller communities or within more urban regions.

The rural setting of this area provides unique challenges, and though space may be more readily available in the countryside, often urban and peri-urban areas benefit more from improved tree cover. In towns and cities more people mean more pollution, higher stress levels and more enclosed landscapes. Urban trees, in particular street trees and those in parks can have the most effect on the lives of residents and visitors alike. This should be a key consideration going forward.

**Babergh's urban forest covers 10.4% of the total area**, and ranges quite significantly from 5.5% in Lavenham to 19% in Orwell. Lavenham and Ganges are the wards with the least canopy cover in Babergh, and improvements in canopy cover would be most noticeable in these areas. Ganges has an additional challenge of being close to the sea where salt in the air, soil and ground water can be an additional stress to the trees. Also high winds can cause small trees to fail, and large trees to drop branches which also reduces canopy cover. Here, species selection and a management plan will be a vital tool to ensure that new plantings survive to maturity. In Lavenham, improving hedgerows and woodlands would be incredibly beneficial, protecting the soil from erosion both by wind and rainwater runoff, rejuvenating top-soils with leaf fall each year, and providing valuable habitat for pollinator species.

**Across Mid Suffolk canopy cover is 8.5%**, and ranges from 6% in Stow Thorney to 12.8% in Claydon & Barham. This is lower than Babergh and almost half the UK average for canopy cover (16%). Mid Suffolk is a far larger area than Babergh however, and the ecosystem services provided by the trees in this area are higher, providing £31.2 million worth of annual benefits to Babergh's £28.6 million. Raising canopy cover to the recommended target of 15% will be challenging, however with the right strategy it is certainly achievable. Stow Thorney is a small ward, containing the North-East part of the town of Stowmarket and a portion of rural working land. Almost all of the trees here are in the town area, and many are within private gardens. Increasing the council-owned tree stock, particularly along highways could make a significant impact on the overall ward canopy cover.

Increasing tree cover in Babergh and Mid Suffolk will provide multiple benefits to the community and should be part of the solution in creating resilient places for people to live and work.

# Appendix I. Methodology

## GIS Analysis

GIS Project boundaries of Babergh and Mid Suffolk and the individual wards were provided by Babergh and Mid Suffolk Councils. Additional background mapping data were obtained from various open source web portals, referenced on the maps.

Tree canopy cover within Babergh and Mid Suffolk was assessed using the Blue Sky National Tree Map. This data provides polygons of the canopy across Babergh and Mid Suffolk and idealised crown polygons, along with point data representing each tree. This information can be used to estimate the canopy cover percentage for the area.

Health and socio-economic data have been obtained from the Office of National Statistics (ONS) and Public Health England (PHE) official published data.

Where the data obtained were presented at Lower Super Output Area (LSOA) level, it has been aggregated up to ward level geography, or overlaid by current ward boundaries for visual representation. This was carried out using the 'Lower Layer Super Output Area (2011) to Ward (2019) Lookup in England and Wales' table provided by ONS.

These three datasets were combined using Geographical Information System (GIS) software to provide the maps used in this report.

## i-Tree Canopy

i-Tree Canopy is a quick and simple tool which uses 'on-the-fly' technology to obtain statistically valid estimates for canopy cover and ecosystem services based on the point method. It's simplicity, and ease of use means that it has certain limitations over other methods. For example i-Tree Canopy is not spatially explicit and so there is no 'geo-referenced' layer for use in GIS applications. Further technical information on i-Tree Canopy is included in Appendix 1.

Using the i-Tree Canopy tool, random points were surveyed in each ward across Babergh and Mid Suffolk to assess the presence of trees and shrubs. The number of points surveyed depended on how many points were necessary to achieve a satisfactory standard error for canopy cover in each ward.

For each of the random points a cover class is assigned and Table 1 (below) provides further details.

Cover Class	Description	Including but not limited to...
<b>Tree/Shrub</b>	Tree and shrub canopy cover	Trees, shrubs, hedges,
<b>Non-Tree</b>	All other land cover types which are not tree or shrub cover.	Grass, herbaceous borders, scrubland, soil, bare ground, sand, agricultural land, any and all buildings, industrial land, railway/ transportation networks including roads, exposed rock, and any other surfaces classed as impervious, sea, river, lakes and ponds.

**Table 10: i-Tree Canopy Cover Classes**







# Appendix II. Trees in the National Planning Policy Framework

NPPF Section	The Role of Urban Forests
	<p><b>NPPF 2</b> <b>Achieving sustainable development</b></p> <p>Sustainable development is defined as meeting the needs of today without compromising the needs of future generations<sup>1</sup>. Economic, social, and environmental objectives must be actively integrated. The NPPF states that plans should 'meet development needs' while they also 'improve the environment' and 'mitigate climate change (including by making use of land in urban areas) and adapt to its effects'.</p> <p>Urban forests therefore have a vital role to play through the multiple social and environmental benefits of green infrastructure<sup>2</sup>. These benefits are well known, and include improvement of the natural environment, climate change mitigation, economic growth, and improvement of local community health and wellbeing<sup>3 4</sup>. This echoes a key driver for the 'England Trees Action Plan 2021-2024'; 'to leave the environment in a better state than we found it'<sup>2</sup>.</p>
	<p><b>NPPF 6</b> <b>Building a strong, competitive economy</b></p> <p>Planning should 'support economic growth and productivity' in urban and rural areas to 'capitalise on their performance and potential'.</p> <p>Increased urban tree cover can contribute to this through increased prosperity<sup>5</sup>, revitalised high streets with improved customer spending and greater investments<sup>6</sup>, and the provision of forest products such as fuel and timber<sup>7</sup>. There is also the opportunity for the development of a larger, innovative, and skilled forestry workforce<sup>2</sup>.</p>
	<p><b>NPPF 7</b> <b>Ensuring the vitality of town centres</b></p> <p>The contributions of urban forests outlined in NPPF 7's section (below) could also be linked to a growing economy. As the 'heart of local communities', planning should allow for the 'growth, management and adaptation' of urban centres.</p> <p>As detailed in NPPF 6's section (above), urban forests contribute to economic prosperity in commercial areas<sup>5</sup>. Furthermore, where tree cover is greater, property values increase<sup>2</sup> and businesses are prepared to pay greater ground rents<sup>8</sup>. This is also associated with higher paid earners who are also more productive<sup>9</sup>. Revenue from tourism and recreation can be added<sup>7</sup>. Additionally, town centres can be safer, with greater tree cover associated with reduced crime levels<sup>10 19</sup>.</p>
	<p><b>NPPF 8</b> <b>Promoting healthy and safe communities</b></p> <p>Community plans 'should aim to achieve healthy, inclusive and safe places'.</p> <p>Urban forests provide multiple benefits to physical health<sup>1</sup>. These include cleaner air, reduced stress, quicker patient recovery times, and green spaces can encourage exercise activity. They can also contribute to improved mental wellbeing, improve self-esteem, and alleviate symptoms of anxiety and depression<sup>20</sup>.</p>
	<p><b>NPPF 9</b> <b>Promoting sustainable transport</b></p> <p>Social values can be improved, providing a sense of pride in place, community cohesion, and more harmonious environments<sup>6</sup>. These social aspects contribute to enhanced safety, alongside evidence that higher tree coverage reduces crime rates<sup>7 19</sup>. Transport network plans should be based on and account for the 'environmental impacts of traffic and transport infrastructure', thereby 'avoiding and mitigating any adverse effects' and including opportunities for 'environmental gains'. The NPPF also promotes walking, cycling and public transport.</p> <p>The urban forest supports sustainable transport, improves journey quality<sup>11</sup>, and can encourage use of alternative travel corridors such as pavements and cycleways<sup>12</sup>. Additionally, trees near road networks absorb pollution and airborne particulates, therefore helping to fulfil obligations under local air quality action plans<sup>13</sup>. Trees also buffer noise<sup>14</sup>, lower traffic speeds<sup>15</sup>, and increase pedestrian safety<sup>7</sup>.</p>



**NPPF  
Section**

**The Role of Urban Forests**

	<p><b>NPPF 11</b> <b>Making effective use of land</b></p>	<p>The NPPF emphasizes that planning should encourage multiple benefits; 'meeting the need for homes and other land uses, safeguarding, and improving the environment, and ensuring healthy living conditions'. Suggestions are made for net environmental gains through habitat creation and improved access to green space, as well as realizing the value of undeveloped land for 'wildlife, recreation, flood risk mitigation, cooling/shading, carbon storage, or food production'.</p>
	<p><b>NPPF 12</b> <b>Achieving well designed places</b></p>	<p>Land development which includes protection for existing, and plans for new planting of trees will promote this plethora of ecosystem services. Trees are therefore a priority in development requirements and can be enabled directly and indirectly through policy<sup>7</sup>. High quality design is a 'key aspect of sustainable development'. The NPPF explicitly emphasises that trees have an 'important contribution to the character and quality of urban environments'. It also states that 'planning policies and decisions should ensure that new streets are tree-lined [where appropriate], that opportunities are taken to incorporate trees elsewhere in developments (such as parks and community orchards), that appropriate measures are in place to secure the long-term maintenance of newly planted trees, and that existing trees are retained where possible'.</p> <p>The role of local planning authorities in working with highways and tree officers is also emphasised to ensure right trees are planted in the right place. The incorporation of trees into new development, when done in the right way with minimal conflict, will provide a positive contribution to good design.</p>
	<p><b>NPPF 13</b> <b>Protecting green belt land</b></p>	<p>The Trees and Design Action Group<sup>12</sup> also point out that trees are critical infrastructure that improve development viability through financial, environmental, and social values. The importance of Green Belts in maintaining open land is well recognised by the NPPF. The NPPF makes recommendations and highlights the opportunities provided the National Forest and Community Forests for 'improving the environment around towns and cities'.</p> <p>Trees are key to enhancing the beneficial use of the Green Belt, including recreation, landscape enhancement, visual amenity, biodiversity, and improvement of damaged land; as stipulated by the NPPF.</p>
	<p><b>NPPF 14</b> <b>Meeting the challenge of climate change, flooding and coastal change</b></p>	<p>Mitigating and adapting to the impacts of environmental changes has become central to long-term planning implications. The NPPF states that planning should 'minimise vulnerability and improve resilience' through a low carbon transition and accounting for flood and coastal risks.</p> <p>Trees are fundamental to such strategies. Trees sequester and store carbon, and decrease peak summer temperatures in both the urban and wider environment by several degrees<sup>16</sup>. Trees also reduce stormwater runoff by attenuating precipitation in their canopies<sup>17</sup>.</p>
	<p><b>NPPF 15</b> <b>Conserving and enhancing the natural environment</b></p>	<p>The ability of trees to improve the landscape is well understood. The NPPF recognizes that planning should 'enhance the natural and local environment' through habitat networks, green infrastructure, natural capital, ecosystem services, biodiversity protection, conservation and land / pollution remediation; to all of which trees are integral. Specifically, it is stated that 'the intrinsic character and beauty of the countryside' must be recognised, 'including the economic and other benefits of the best and most versatile agricultural land, and of trees and the woodland'.</p>
	<p><b>NPPF 16</b> <b>Conserving and enhancing the historic environment</b></p>	<p>Historical and cultural assets are irreplaceable resource and planning should conserve their significance and 'contribution to the quality of life of existing and future generations'.</p> <p>The England Trees Action Plan 2021-2024<sup>3</sup> highlights that trees form a significant part of our cultural heritage and sense of place. It states the importance of increasing people's engagement with the planning, planting and management of nation's forests for 'health, wellbeing and learning' and reconnecting ourselves with nature. It also states that ancient woodlands and veteran trees will be more resilient through recognition of their cultural and ecological values that have accumulated over centuries.</p>

**Table 11: Trees in the National Planning Policy Framework Review (July 2021)**

# Appendix III. Blue Sky National Tree Map

## Technical Notes

The National Tree Map (NTM) by Bluesky International Ltd is a commercial product which seeks to identify all trees and shrubs in England and Wales over 3m in height.

Classification of trees is achieved using stereo aerial photography (RGB/CIR), Digital elevation models (DTM/DSM) and hydrological models. The process produces three datasets: crown polygons, idealised crowns and height points. The map operates a 5 year rolling update program (NTM, 2015).



Aerial photography



Crown polygons



Idealised crowns



Height points

The National Tree Map consists of three GIS datasets:

1. Crown Polygons (Vector - Polygon) - Representing individual trees or closely grouped tree crowns
2. Idealised Crowns (Vector - Polygon) – Crown polygons visualised as circles for ease of use. Area measurement remains true to original crown feature
3. Height points (Vector - Point) - Detailing the centre point and height of each crown.

The point locations of each tree in the NTM dataset allowed each individual tree to be assigned a ward, a lower layer super output area (LSOA) and a middle layer super output area (MSOA), allowing for comparing canopy cover with other statistics from ONS.

Bluesky claims that the product captures more than 90% of all canopy coverage and within 50m of buildings greater than 95% all canopy coverage (NTM, 2015).

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## Appendix b: Examples of tree canopy cover webpages

### Homepage



### About

Trees provide a multitude of benefits to the people who live and work in them. Whilst some of the social and aesthetic benefits can be difficult to measure, Treeconomics uses the the i-Tree Eco tool help quantify and value some of the environmental benefits provided by urban trees, including carbon storage, carbon sequestration, stormwater reduction, and pollution removal.

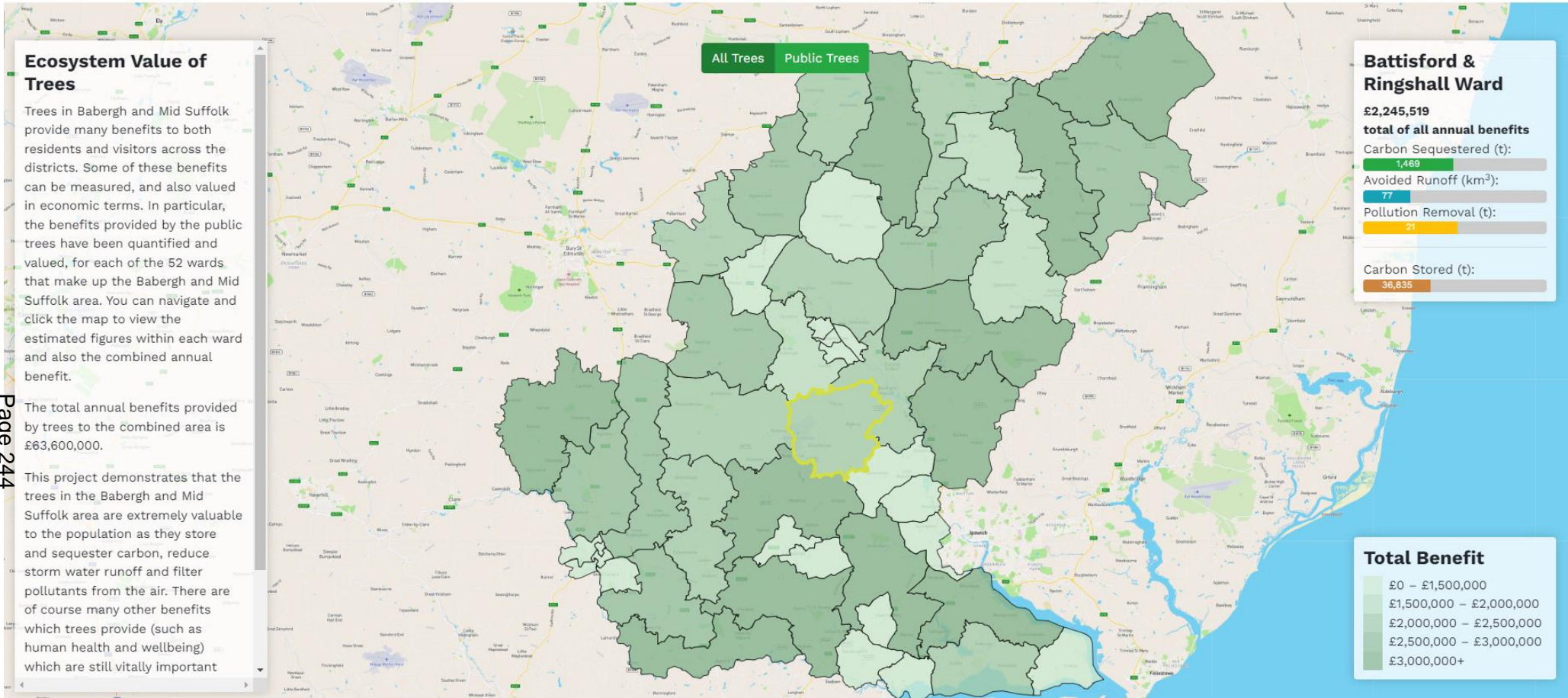
### Contact

If you are interested in conducting your own i-Tree study, just want to learn a little more, or want to put your trees on the map, get in touch:

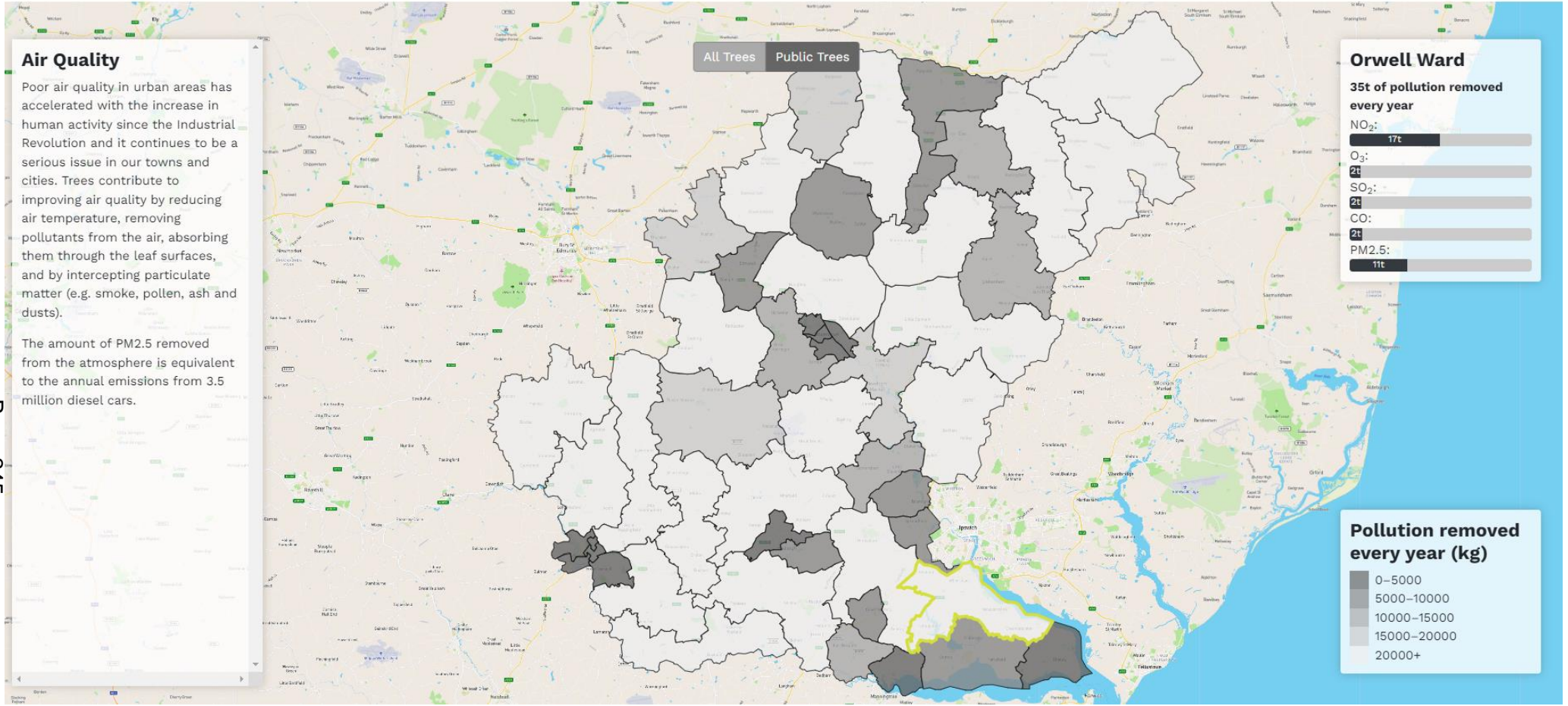
[info@treeconomics.co.uk](mailto:info@treeconomics.co.uk)

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# Ecosystem value of trees



# Air Quality

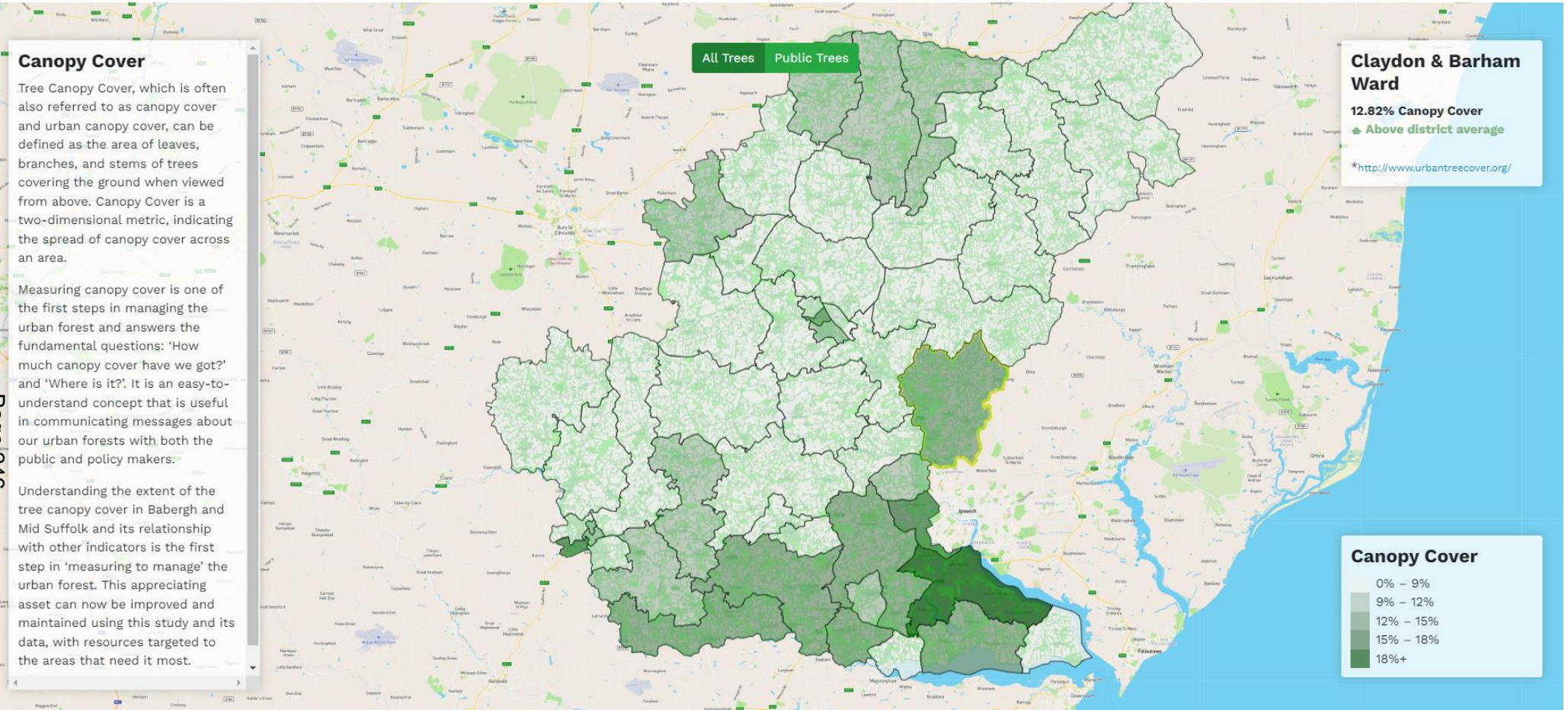


## Air Quality

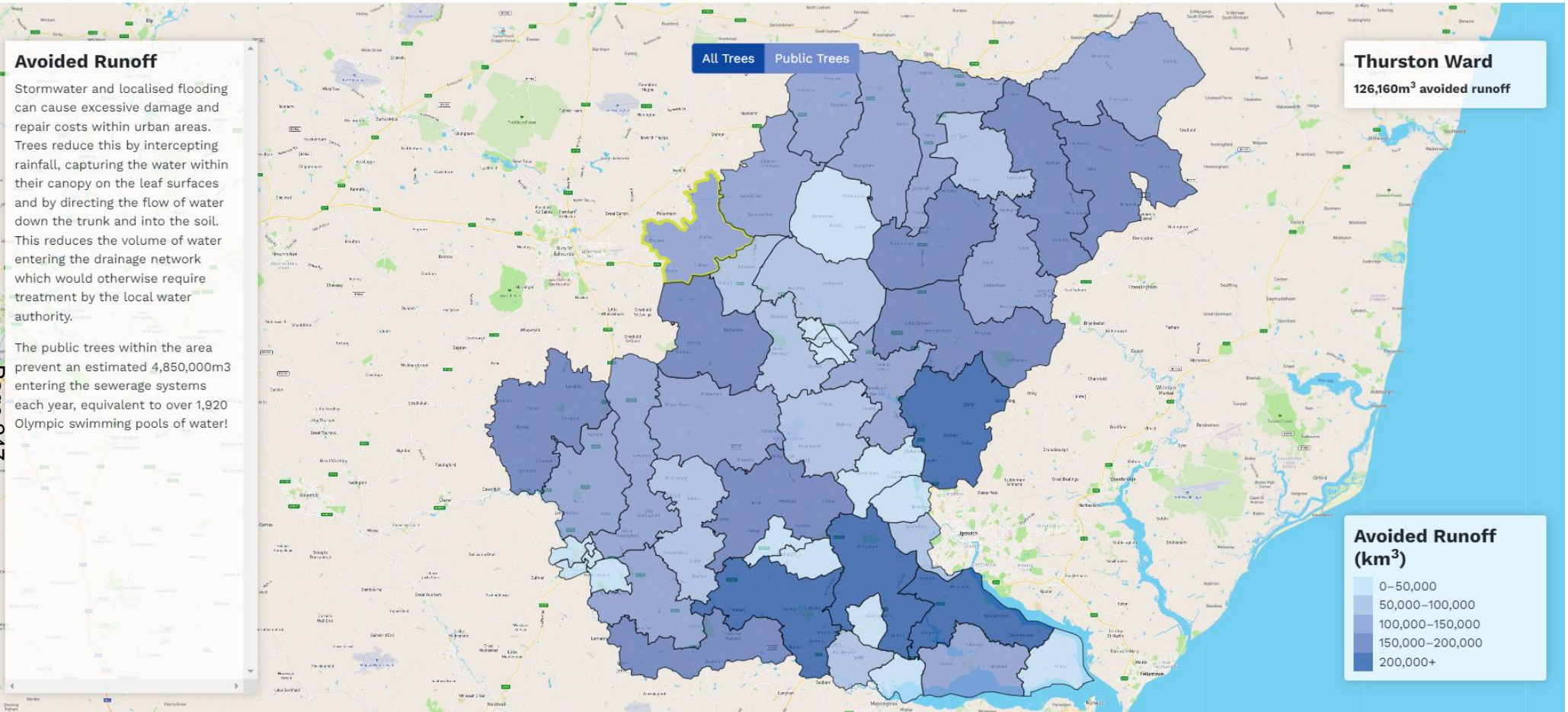
Poor air quality in urban areas has accelerated with the increase in human activity since the Industrial Revolution and it continues to be a serious issue in our towns and cities. Trees contribute to improving air quality by reducing air temperature, removing pollutants from the air, absorbing them through the leaf surfaces, and by intercepting particulate matter (e.g. smoke, pollen, ash and dusts).

The amount of PM2.5 removed from the atmosphere is equivalent to the annual emissions from 3.5 million diesel cars.

# Canopy Cover



# Avoided Runoff



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